

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget?	Yes _____		No _____		
Budget Account No.:	Fund _____	Department _____	Unit _____	Object _____	
	Program _____				

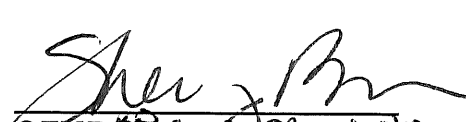
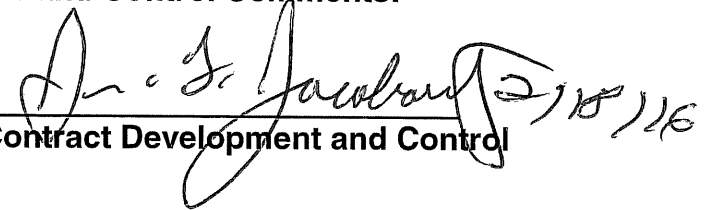
B. Recommended Sources of Funds/Summary of Fiscal Impact:

There is no fiscal impact associated with this item.

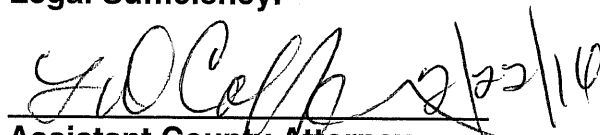
C. Department Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and /or Contract Dev. and Control Comments:


 OFMB *2/10* *2/11* *2/12* 
 Contract Development and Control *2/18/16*

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

ATTACHMENT 1

**DEP AGREEMENT No. 06PB2
CHANGE ORDER No. 2
SINGER ISLAND SHORE PROTECTION PROJECT**

LOCAL SPONSOR

Palm Beach County
2300 North Jog Road, 4th Floor
West Palm Beach, Florida 33411-2743

THIS AGREEMENT was entered into on the 9th day of January, 2007, amended on the 13th day of May, 2008, amended on the 2nd day of December, 2008, amended on the 15th day of December, 2009, amended on the 23th day May, 2012, revised by change order on the 27th day of August, 2013, and amended on the 28th day of March, 2014, is hereby revised as follows:

WHEREAS, it has come to the DEPARTMENT's attention that the Request for Payment forms require modification to allow prompt payment of invoices; and,

WHEREAS, in accordance with Paragraph 38, the LOCAL SPONSOR has requested and the DEPARTMENT has agreed to modify the Grant Work Plan to complete approved construction tasks as set forth in Attachment A.

All other terms and conditions of the Agreement shall remain unchanged.

List of Attachments/Exhibits included as part of this Change Order:

Specify	Letter/ Type	Description (include number of pages
Attachment	A-4	Revised Grant Work Plan (4 pages)
Attachment	D-4	Revised Request for Payment, Parts I - IV (4 pages)

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IN WITNESS WHEREOF, the undersigned have signed and executed this Agreement on the respective dates under their signatures:

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: _____
Title: Mary Lou Berger
Mayor

By: _____
Department of Environmental Protection
Secretary or designee

Date: _____

Date: _____

FEID No. 59-6000785

ATTEST: Sharon R. Bock, Clerk and Comptroller

Department of Environmental Protection
Grant Program Administrator


BY: _____

Department of Environmental Protection
Project Manager

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: Assistant County Attorney

APPROVED TO TERMS AND CONDITIONS

By: 
Robert Robbins, Director
Environmental Resources Management

*If someone other than the Mayor signs this Agreement, a resolution, statement or other documentation authorizing that person to sign the Agreement on behalf of the County/City must accompany the agreement.

**ATTACHMENT A
GRANT WORK PLAN**

Project Title: Singer Island Shore Protection Project.

Project Location: Palm Beach County, R-60.9 to R-69.

Project Background: The PROJECT consists of the design, permitting, construction, and monitoring associated with the dune restoration of 1.8 miles of shoreline on Singer Island. A structural solution using breakwaters to dissipate wave energy has not received regulatory approval. Periodic dune restoration and nourishments are continuing in order to reduce the impact from storms until a suitable long-term erosion control solution is found.

The PROJECT shall be conducted in accordance with the terms and conditions set forth under this Agreement, all applicable DEPARTMENT permits and the eligible PROJECT task items established below. All data collection and processing, and the resulting product deliverables, shall comply with the standards technical specifications contained in the DEPARTMENT'S Monitoring Standards for Beach Erosion Control Projects (2014) and Processing Plan and Geographic Information System Guidelines, unless otherwise specified in the approved Scope of Work (herein after referred to as SOW) for an eligible PROJECT item. This plan may be found at <http://www.dep.state.fl.us/beaches/publications/pdf/PhysicalMonitoringStandards.pdf>. One (1) electronic copy of all written reports developed under this Agreement shall be forwarded to the DEPARTMENT, unless otherwise specified.

The DEPARTMENT and the LOCAL SPONSOR agree that the estimated costs of the PROJECT are identified in Table 1 below:

TABLE 1
Estimated Eligible Project Cost

Task #	Eligible Project Tasks	Project Costs			
		Federal (Estimated)	DEP	Local	Total
2.0	Design and Permitting				
2.1	Original		\$547,280	\$822,803	\$1,370,083
3.0	Construction				
3.1	Construction of Structures		\$19,321	\$29,048	\$48,369
3.2	Dune Construction		\$1,732,986	\$2,605,445	\$4,338,431
4.0	Monitoring				
4.1	Physical Monitoring		\$7,269	\$10,930	\$18,199
	TOTAL PROJECT COSTS		\$2,306,856	\$3,468,226	\$5,775,082

Changes in PROJECT costs that increase or decrease the total funding amount shall require a formal amendment to the Agreement.

Project Description:

The deliverables listed below are to be completed by the LOCAL SPONSOR and approved by the DEPARTMENT by the due date listed.

TASK 2.0 Design and Permitting

Task Description: The LOCAL SPONSOR will acquire the professional services required for engineering and design, obtaining environmental permits and other authorizations and the preparation of plans and specifications for beach nourishment. This item specifically excludes permit application fees or any other fees paid to the State of Florida.

Performance Standard: All deliverables, reports, and monitoring results will be circulated to the DEPARTMENT for review and comment. When the LOCAL SPONSOR receives comments from the DEPARTMENT Project Manager verifying that each deliverable meets the specifications in the Grant Work Plan and this task description and affirming that the deliverable is acceptable, payment will be authorized for that deliverable.

2.1 Original

Deliverable A: Final design documents, engineering drawings, engineering reports, meeting summaries and pre-construction monitoring surveys submitted as a part of the original breakwater analysis in previous submittals to DEPARTMENT. Costs shown are for services rendered.

Total Cost: \$1,296,562 (**DEPARTMENT Cost:** \$517,912).

Due Date: October 31, 2012. Task is 100% Complete.

Deliverable B: Final design document for low profile groin evaluation from Humiston and Moore. Final report for the 2011 marine turtle nesting surveys prepared by Taylor Engineering. Final report for the 2011 physical monitoring surveys prepared by Applied Technology and Management. Final data deliverables for the 2011 aerial photography prepared by Woolpert, Inc.

Total Cost: \$73,521 (**DEPARTMENT Cost:** \$29,368).

Due Date: October 31, 2012. Task is 100% Complete.

TASK 3.0 Construction

Task Description: This task includes work performed and costs incurred associated with the placement of fill material and/or the construction of erosion control structures within the PROJECT area. The task includes work associated with eligible beach restoration construction associated with the PROJECT such as those costs approved through bids and construction-phase engineering and monitoring services. Eligible costs may include mobilization, demobilization, construction observation or inspection services, beach fill, tilling and scarp removal, erosion control structures, dune stabilization measures and native beach-dune vegetation. Construction shall be conducted in accordance with any and all permits issued by the DEPARTMENT. The Grantee will submit a construction activity package for task work completed during the period. The construction activity package must include:

- (1) An itemized summary of the materials, labor, or services to identify the nature of the work performed; the amount expended for such work; the name of the person/entity providing the service or performing the work; and proof of payment of the invoices; for the period the activity was performed; and
- (2) A certification signed by the Grantee's Project Manager as to the current cost of the PROJECT; that the materials, labor, or services represented by the invoice have been satisfactorily purchased or performed and applied to the PROJECT; that all funds expended to date have been applied toward completing the PROJECT; and

(3) A certification signed and sealed by the Engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily invoiced, purchased, received, approved and applied to the PROJECT, as described in the Grant Work Plan, in accordance with construction contract documents; that payment is in accordance with construction contract provisions; and that construction, up to the point of the request, is in compliance with the contract documents; and identifying all additions or deletions to the PROJECT which have altered the PROJECT's performance standards, scope, or purpose since the issuance of the DEPARTMENT construction permit.

Performance Standard: The DEPARTMENT's Project Manager will review the construction activity package to verify that work is being performed in accordance with the construction contract documents and specifications in this task description

3.1 Construction of Structures

Deliverable A: Engineering report documenting range of services required for the construction of breakwaters including construction bid, sand surveys, construction observation, environmental monitoring, and physical monitoring.

Total Cost: \$48,369 (**DEPARTMENT Cost:** \$19,321).

Due Date: December 31, 2012. Task is 100% Complete.

3.2 Dune Construction

Deliverable A: Notice of Completion (2013 construction): As-Built Certification by a registered engineer for delivery and placement of sand for the purpose of a single dune construction event to be completed by 2013. Supplemental work under this subtask required for associated construction-phase environmental services will require an amendment to this contract.

Total Cost: \$1,663,257 (**DEPARTMENT Cost:** \$664,388).

Due Date: January 1, 2014. Task is 100% Complete.

Deliverable B: A Notice of Completion (2015 construction): As-Built Certification by a registered engineer for delivery and placement of sand for the purpose of a single dune construction event to be completed by 2015. Supplemental work under this subtask required for associated construction-phase environmental services will require an amendment to this contract.

Total Cost: \$1,192,358 (**DEPARTMENT Cost:** \$476,287).

Due Date: December 1, 2015. Task is 100% Complete.

Deliverable C: Notice of Completion (2016 construction): As-Built Certification by a registered engineer for delivery and placement of sand for the purpose of a single dune construction event to be completed by 2016. Supplemental work under this subtask required for associated construction-phase environmental services will require an amendment to this contract.

Total Cost: \$380,000 (**DEPARTMENT Cost:** \$151,791).

Due Date: June 1, 2017.

Deliverable D: Notice of Completion (2017 construction): As-Built Certification by a registered engineer for delivery and placement of sand for the purpose of a single dune construction event to be completed by 2017. Supplemental work under this subtask required for associated construction-phase environmental services will require an amendment to this contract.

Total Cost: \$1,102,816 (**DEPARTMENT Cost:** \$440,520).

Due Date: June 1, 2017.

TASK 4.0 Monitoring

Task Description: This task includes a monitoring program conducted in accordance with the requirements specified in any and all permits issued by the DEPARTMENT and the US Army Corps of Engineers (USACE). A monitoring plan must be submitted and approved in writing by the DEPARTMENT prior to the initiation of monitoring activities. The plan shall be developed in a manner which will coordinate the monitoring activities associated with current shoreline stabilization projects located within or adjacent to the PROJECT area and with the DEPARTMENT's Regional Coastal Monitoring Program.

Performance Standard: All deliverables, reports, and monitoring results will be circulated to the DEPARTMENT for review and comment. When the LOCAL SPONSOR receives comments from the DEPARTMENT Project Manager verifying that each deliverable meets the specifications in the Grant Work Plan and this task description and affirming that the deliverable is acceptable, payment will be authorized for that deliverable.

4.1 Physical Monitoring

Deliverable A: Final monitoring reports and associated documents required as a part of the original breakwater analysis. Costs shown are for services rendered.

Total Cost: \$18,199 (**DEPARTMENT Cost:** \$7,269).

Due Date: October 31, 2012. Task is 100% Complete.

NOTE: The deliverable due dates established in this Grant Work Plan indicate the time by which a deliverable is received and approved for cost sharing. The dates do not necessarily correspond with permit required due dates. The Local Sponsor must meet the terms of the permit for compliance.

All Tasks are Contractual Services.

ATTACHMENT D-4

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
REQUEST FOR PAYMENT – PART I

REVISED PAYMENT SUMMARY

NAME OF PROJECT: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County

REMITTANCE ADDRESS: _____

DEP Agreement Number: 06PB2

Billing Number: _____

Billing Type: Interim Billing Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____	\$ _____	\$ _____	\$ _____

*if applicable

Cost Summary:

State Funds Obligated \$ _____

Less Advance Pay \$ _____

Less Previous Payment \$ _____

Less Previous Retained \$ _____

Less This Payment \$ _____

Less This Retainage (10%) \$ _____

State Funds Remaining \$ _____

Local Funds Obligated \$ _____

Less Advance Pay \$ _____

Less Previous Credits \$ _____

Less This Credit \$ _____

Local Funds Remaining \$ _____

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
 BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
 REQUEST FOR PAYMENT – PART II**

Name of Project: _____ Billing Period (1): _____
 Billing Number: _____ Person Completing Form & Telephone Number (2): _____
 DEP Agreement Number: _____

REIMBURSEMENT DETAIL

Item #	Vendor Name	Invoice Number	Invoice Date	Check Number	Deliverable Number (3)	Invoice Amount(4)	Eligible Cost (5)	% Fed Share (6)	Federal Share of Invoice Amount (7)**	Non-Federal Share (8)	% State Share (9)	State Share (10)	Local Share (11)	Retainage Payment (12)	Withheld Retainage (13)	State Payment (14)
									-	-		\$0.00	0.00		0.00	0.00
							-	Totals		-		-	-	-	-	-

Total Due to Local Sponsor (15) _____

- Form Instructions:
1. Billing Period: Should reflect Invoice services performed date. (beginning date - earliest date of services, end date - latest date of services performed).
 2. Person responsible for completing this form: Please identify the person responsible for completing information if clarification is needed.
 3. Deliverable #: Must identify completed deliverable(s) for each invoice. If invoice covers multiple deliverables, that invoice would be listed multiple times, a line item for each deliverable.
 4. Invoice Amount
 5. Eligible Cost: Invoice amount paid by Local Sponsor less ineligible cost for Line Item Deliverable only.
 6. % Federal Share: If applicable this should be the percentage listed in Agreement. Federal Share will be listed on Table 1 if applicable.
 7. Federal Share: If applicable, Local Sponsor will multiply Eligible Cost by Federal Share Percentage.
 8. Non-Federal Share: Eligible Cost (5) minus Federal Share of Invoiced Amount (7).
 9. Percentage of State Share: This should be the State Share Percentage listed in Agreement.
 10. State Share: Multiply Non-Federal Share by State Share Percentage.
 11. Local Share: Subtract State Share from Non-Federal Share.
 12. Retainage Payment: Requires separate line for each completed **Task, Sub-Task and or Deliverable** that retainage is being requested.
 13. Withheld Retainage: Multiply State Share by 10%.
 14. State Payment: Subtract Retainage from State Share.
 15. Total Due to Local Sponsor: Add Retainage Payment Total (12) to State Payment Total (14).

Notes: For questions or concerns regarding this form please contact: Janice Simmons - (850)245-2978 or email at Janice.L.Simmons@dep.state.fl.us

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
REQUEST FOR PAYMENT – PART III
PROJECT PROGRESS REPORT**

NAME OF PROJECT: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County

DEPARTMENT Agreement Number: 06PB2

Billing Number: _____

Report Period: _____
Status of Eligible Project Items: (Describe progress accomplished during report period, including statement(s) regarding percent of task completed to date. Describe any implementation problems encountered, if applicable.)

Task Eligible Project

No: Item:

2.0 DESIGN AND PERMITTING

2.1 Original

3.0 CONSTRUCTION

3.1 Construction of Structures

3.2 Dune Construction

4.0 MONITORING

4.1 Physical Monitoring

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
CERTIFICATION OF DISBURSEMENT REQUEST
REQUEST FOR PAYMENT – PART IV**

NAME OF PROJECT: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County

DEPARTMENT Agreement Number: 06PB2

Billing Number: _____

Certification: I certify that this billing is correct and is based upon actual obligations of record by the LOCAL SPONSOR; that payment from the State Government has not been received; that the work and/or services are in accordance with the Department of Environmental Protection, Beach Management Funding Assistance Program's approved Project Agreement including any amendments thereto; and that progress of the work and/or services are satisfactory and are consistent with the amount billed. The disbursement amount requested on Page 1 of this form is for allowable costs for the project described in the grant work plan.

I certify that the purchases noted were used in accomplishing the project; and that invoices, check vouchers, copies of checks, and other purchasing documentation are maintained as required to support the cost reported above and are available for audit upon request.

Name of Project Administrator

Signature of Project Administrator

Date

Name of Project Financial Officer

Signature of Project Financial Officer

Date