#### PALM BEACH COUNTY **BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

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Meeting Date: October 18, 2016

(X) Consent ( ) Regular ( ) Workshop ( ) Public H

() Public Hearing

**Department:** Submitted By: Submitted By: Submitted For:

Environmental Resources Management Environmental Resources Management

#### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Arthropod Control Budget Amendment No. 3 to Agreement No. 022266 with the Florida Department of Agriculture and Consumer Services (FDACS) for fiscal year 2015-2016 amends local funds for the Mosquito Control Monthly Report by increasing Personal Services by \$26,700, Chemicals by \$22,250, Misc. Supplies by \$4,451, and Capital Outlay by \$35,600 to provide for \$89,001 in funding received from Purchase Order No. AF5E7B.

Summary: On October 20, 2015, the Board of County Commissioners (BCC) approved Contractual Services Agreement No. 022266 with FDACS (R2015-1498). On July 12, 2016, the BCC accepted Purchase Order No. AF5E7B from The Department of Health providing for domestic mosquito control services related to the Zika virus health emergency. On September 13, 2016, the BCC approved Amendment No. 1 and Amendment No. 2 adjusted various budget line items to balance the Mosquito Control Monthly Report. Delegated authority to sign all future time extensions, task assignments, certifications and other forms associated with this Agreement was approved at that time. <u>Countywide</u> (AH)

Background and Justification: On October 20, 2015, the Board of County Commissioners ratified the Mayor's signature on Contractual Services Agreement No. 022266 and the Annual Certified Budget for Mosquito Control with FDACS for mosquito control activities during the period of October 1, 2015 through September 30, 2016.

#### Attachments:

1. FDACS Arthropod Control Budget Amendment No. 3

2. Delegation of Authority Memo

Recommended I	oy: BIA Alla	10/11/16
	Department Director	Date
Approved by:		10/13/16
	Deputy County Administrator	Date

#### **II. FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:						
Fiscal Years Capital Expenditures Operating Costs External Revenues Program Income (Co In-Kind Match (Count	unty)	2017	2018	2019 	2020	
NET FISCAL IMPACT						
# ADDITIONAL FTE POSITIONS (Cumula						
Is Item Included in Co	urrent Budget?	Yes		No		
Budget Account No.: F	Fund <u>1228/000</u> _ <u>var_</u> Program		nt <u>380</u> Unit <u>3</u>	<b>3243</b> <del>3242</del> /3241 C	)bject	
B. Recomm No Fisca	nended Sources I Impact	of Funds/Su	ummary of F	iscal Impact	:	

C. Department Fiscal Review:

# **III. REVIEW COMMENTS**

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

sc 30 94M 9/29 9/22 9/21 MBAS

B. Legal Sufficiency:

Une Delycend 10/13/16 Assistant County Attorney

C. Other Department Review:

**Department Director** 

11116 Contract Dev opment and Control

### ATTACHMENT 1

DECEIVE Florida Department of Agriculture and Consumer Services Plorida Department of Agricultural Environmental Services Division of Agricultural Environmental Services ARTHROPOD CONTROL BUDGET AMENDMENT BY: D RECEIVE Densiti to: Masquito Control Program 3125 Conner Bivd, Bidg 5 AUG 2 4 20 Pressee, FL 32399-1850 ADAM HANDTANNENTAL RESOURCES MANAGEMENT Section 388 381 F S and SE 13 027. F.A.C. COMMUSSIONER MENTAL RESOURCES MANAGEMENT Section 388 381 F S and SE 13 027. F.A.C. BY: Atacept Hoasp Amendment No. \_\_\_\_\_\_ Amending: Local Funds\_X\_State Funds\_(Check appropriate fund account to be amended Use Board of Commissioners for Paim Beach County \_\_\_\_\_\_District hereby submits to the De for its consideration and approval, the following amendment for the current fiscal year as follows ESTIMATED RECEIPT B/18/2016 Agreement No. 022266 ESTIMATED RECEIPTS NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized Total Available Cash and Receipts Reserves Present Budget Increase Request Decrease Request \$ **Revised Budget** 2,169,721.00 \$ 2,159,721.00 \$ 15 89,001.00 \$ 2,258,722.00 NAME SOURCE OF INCREASE: (Expision Decrease). **BUDGETED RECEIPTS** ACCT ACCT NO 311 Ad Valorem (Current/Delinguent) 334 1 State Grant 362 Equipment Renta's 337 Grants and Donations 361 Interest Earnings 364 Equipment and/or Other Sales Description Present Budget Increase Request **Revised Budget** Decrease Request 2,159,721.00 \$ 2,159,721 00 89,001 00 89.001.00 \$ 364 Equipment and/or Other Sales 369 Misc./Refunds (prior yr expenditures) 380 Other Results ) 5 380 Other Sources 389 Loans TOTAL RECEIPTS S 2,189,721.00 5 69,001.00 S Beginning Fund Balance Total Budgetary Receipts & Balances 2,258,722 00 5 2,189,721.00 \$ 89,001.00 \$ 2,258,722.00 BUDGETED EXPENDITURES NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised. ACCT Uniform Accounting System Transaction NO Present Budget Increase Request Persona' Services Personal Service Benefita Operating Expense Travel & Per Diem Decrease Request **Revised Budget** 681,911 00 \$ 294,204.00 \$ 416,857.00 \$ 10 26,700.00 3 708,611 00 294,204 00 416,857 00 20 30 40 5 5 1.375 00 1 Communication Services Freight Services 41 1,375 00 42 80.00 \$ 5 80 00 Utility Service Rentals & Lease: 5 11,000.00 \$ 57,455.00 \$ 11,000 00 57,455 00 44 45 Insurance Repairs & Maintenance Printing and Binding 90,038,00 1 l s 45 5 90,036 00 47 48 5 32,378.00 s 5 32,378 00 \$ Promotional Activities 49 ther Charges 357,184 00 \$ 3,399 00 \$ 40,102.00 \$ 5 357,184 00 3,399 00 40,102 00 175,500 00 Office Supplies 51 3 52.1 52.2 Gasoline/Oll/Lubs 5 Chemicals 153,250.00 \$ 22,250.00 Protective Clothing Misc. Supplies 52.3 1,980.00 \$ 18,250.00 \$ S 52.4 52.5 1,950 00 20,701 00 4,451,00 \$ Tools & Imple ments 1,000.00 \$ 54 Publications & Dues 5 1,000 00 S 960.00 Training Capital Outlay 55 960 00 5 60 10.300 00 3 5 35,600.00 45,900 00 Principal Interest 71 s S 72 
 172
 Interest

 81
 Alds to Government Agencies

 83
 Other Grants and Alds

 89
 Contingency (Current Year)

 99
 Payment of Prior Year Accounts

 91
 Payment of Prior Year Accounts
81 5 TOTAL BUDGET AND CHARGES 0.001 Reserves - Future Cepital Outlay 2,159,721.00 5 5 89,001 00 5 2,258,722.00 0.002 Reserves - Self-Insurance 0.003 Reserves - Cash Balance to be Carried Forward 0.004 Reserves - Sick and Annual Leave 5 TOTAL RESERVES TOTAL BUDGETARY EXPENDITURES and BALANCES 2,189,721.00 \$ Resources Daragement, Director Masquito Cantral Process \$ 89,001.00 \$ 2,258,722 00 ENDING FUND BALANCE 1 5 \$ APPROVED: Tetor 2-23-14 APPROVED AS TO FURNOATEN 8/35/MAILED LEGAL SUFFICIENCE AUG 25 2016 Ame Helpant BY: Mary Whay XHalun APPROVED:\_\_ FDACS-13613 Rev 07/13

# **ATTACHMENT 2**

Palm Beach County Environmental Resources Management

INTEROFFICE MEMORANDUM

DATE:

November 4, 2015

TO:

Verdenia C. Baker County Administrator

Jon Van Arnam

THROUGH:

FROM:

Robert Robbins, Director Environmental Resources Management

Deputy County Administrator

REQUEST FOR DELEGATION OF APPROVAL AUTHORITY: SUBJECT: Contractual Services Agreement No. 022266 with the Florida Department of Agriculture and Consumer Services (FDACS) for mosquito control services.

On October 20, 2015, agenda item 3L2 (R2015-1498) the County Commission approved the County Administrator or her designee to sign all future time extensions, task assignments, certifications and other forms associated with this Agreement, and any necessary minor amendments that do not substantially change the scope of work, terms or conditions of this Agreement.

This memorandum is my formal request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management (ERM) to sign all future extensions, task assignments, certifications and other forms associated with this Agreement, and any necessary minor amendments that do not substantially change the scope of work, terms or conditions of this Agreement. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

Verdenia C. Baker, County Administrator APPROVED: 6

RR:mc Attachment