



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

| <b>Fiscal Years</b>                               | <b>2019</b> | <b>2020</b> | <b>2021</b> | <b>2022</b> | <b>2023</b> |
|---|-------------|-------------|-------------|-------------|-------------|
| Capital Expenditures                              | 0           |             |             |             |             |
| Operating Costs                                   | \$2,500     |             |             |             |             |
| External Revenues                                 | (\$2,500)   |             |             |             |             |
| Program Income<br>(County)                        |             |             |             |             |             |
| In-Kind Match (County)                            | 0           |             |             |             |             |
| <br>Net Fiscal Impact                             | <br>0       |             |             |             |             |
| <br># Additional FTE<br>Positions<br>(Cumulative) | <br>0       |             |             |             |             |

Is Item Included in Current Budget: YES \_\_\_\_\_ NO X  
 Does this item include the use of federal funds: Yes \_\_\_\_\_ X \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund 1152 Agency 160 Org 2350 Object 3129

Reporting Category \_\_\_\_\_

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

The grant is funded through the National Highway Traffic and Safety Administration and is administered by the Florida Department of Transportation. There is no match requirement associated with this award.

|  |                |
|--|----------------|
| Palm Beach County Sheriff's Office DRE Project | <u>\$2,500</u> |
| Total Program Budget                           | \$2,500        |

**III REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Administration Comments:**

Lisa R 4/11/19 \_\_\_\_\_ [Signature] 4/11/19  
 4/9/19 OFMB 4/4/19 Contract Administration

**B. Legal Sufficiency:**

[Signature] 4/12/19  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

**This summary is not to be used as a basis for payment.**

19-0631

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

FUND 1152 - Sheriff's Grants Fund

Use this form to provide budget for items not anticipated in the budget.

BGEX 040919 - 1247  
BGRV 040919 - 462

| ACCT.NUMBER                                   | ACCOUNT NAME                        | ORIGINAL BUDGET  | CURRENT BUDGET     | INCREASE       | DECREASE   | ADJUSTED BUDGET  | EXPENDED/ ENCUMBERED | REMAINING BALANCE |
|---|-------------------------------------|------------------|--------------------|----------------|------------|------------------|----------------------|-------------------|
| <b>Revenues</b>                               |                                     |                  |                    |                |            |                  |                      |                   |
| State of Florida Drug Recognition Expert FY19 |                                     |                  |                    |                |            |                  |                      |                   |
| 160-2350-3129                                 | Federal Grant - Other Public Safety | 0                | 0                  | 2,500          | 0          | 2,500            |                      |                   |
| <b>TOTAL REVENUES</b>                         |                                     | <b>8,002,075</b> | <b>\$8,590,098</b> | <b>\$2,500</b> | <b>\$0</b> | <b>8,592,598</b> |                      |                   |
| <b>Expenditures</b>                           |                                     |                  |                    |                |            |                  |                      |                   |
| State of Florida Drug Recognition Expert FY19 |                                     |                  |                    |                |            |                  |                      |                   |
| 160-2350-9498                                 | Transfer to Sheriff's Fund 1902     | 0                | 0                  | 2,500          | 0          | 2,500            |                      |                   |
| <b>TOTAL EXPENDITURES</b>                     |                                     | <b>8,002,075</b> | <b>\$8,590,098</b> | <b>\$2,500</b> | <b>\$0</b> | <b>8,592,598</b> |                      |                   |

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

*[Signature]* 4-8-19  
*[Signature]* 4/11/19

By Board of County Commissioners  
At Meeting of April 16, 2019

Deputy Clerk to the  
Board of County Commissioners



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAULT  
SECRETARY

March 7, 2019

Mr. Darrell Edmonds  
DRE Coordinator  
Institute of Police Technology and Management  
12000 Alumni Drive  
Jacksonville, FL 32224

RE: Project Name: Drug Recognition Expert (DRE) Call-out  
Project Number: M5X-19-06-02  
DOT Contract Number: G1096

Dear Mr. Edmonds:

We have reviewed the draft subcontract agreement with the **Palm Beach County Sheriff's Office** in the amount of **\$2,500.00** and it is hereby approved. The subcontract agreement will be effective the date the last party signs the agreement, and only those charges incurred from that date will be eligible for reimbursement.

Please send us a copy of the executed subcontract after it has been signed. We will not be able to process invoices for the services under this subcontract until we receive a copy of the executed subcontract. A copy of this letter and the executed subcontract will be a part of your permanent project file.

If you have any questions or need assistance, please contact your Program Manager Ernie Bradley at (850) 414-4116.

Sincerely,

Chris Craig, CPM, FCCM  
Traffic Safety Administrator

CC/eb

Enclosures

cc: Contract File  
Financial File



**State of Florida Drug Recognition Expert Call-Out  
Overtime Reimbursement Agreement**

Project Number: MSX 19-06-02  
Institute of Police Technology and Management  
DRE Coordinator: Darrell Edmonds

Contract Number: G1096

This is an agreement to provide reimbursement for qualified overtime expenses incurred by a certified Drug Recognition Expert (DRE) as a result of conducting a drug influence evaluation for a violation of 316.193 Driving Under the Influence (DUI).

The parties to this contract shall be bound by all applicable sections of Part V: Acceptance and Agreement of Project no. MSX 19-06-02, FDOT contract # G1096. (See Attachment A)

A final invoice must be received by September 15, 2019 or payment will be forfeited.

The *Palm Beach County Sheriff's Office* will be reimbursed \$101.01 per hour not to exceed the maximum eligible reimbursement amount of \$2500.00 for the duration of the subgrant agreement ending *September 1, 2019* for overtime expenses incurred as a result of a certified DRE employed by *Palm Beach County Sheriff's Office* conducting a qualified drug influence evaluation as part of an investigation of 316.193 (DUI). This agreed upon maximum eligible reimbursement amount of \$2500.00 is the maximum reimbursable amount over the duration of the subgrant agreement ending *September 1, 2019*, not the maximum reimbursable amount per invoice. A "qualified drug influence evaluation" shall be one that is 1) reported by the DRE to the Florida DRE Coordinator by submitting a DRE Call-out notification (provided) and a copy of the initial evaluation report (facesheet), and 2) entering the evaluation into the NHTSA DRE Database (dredata.nhtsa.gov). The *Palm Beach County Sheriff's Office* will submit an approved, signed Overtime Reimbursement Invoice (provided) for each DRE investigation resulting in overtime that meets this criteria within 14 calendar days from the date of the overtime. Failure to meet these criteria can result in non-payment of the claim. The following certified DREs are eligible for overtime reimbursement for *Palm Beach County Sheriff's Office* under this agreement:

1. Eric Devaul
2. Christopher Ficarra
3. Joshua Schneider
4. Thomas Walton

All overtime that is billed to the grant must be completed prior to September 1, 2019. This agreement is subject to termination through notification by IPTM (including electronic notification) upon depletion of available grant funding.

Signature: [Handwritten Signature] Date: 3/21/19  
Approved Signatory (printed): \_\_\_\_\_

Title: Sheriff  
Darrell B. Ell Date: 03-26-19  
Darrell Edmonds  
Florida Drug Recognition Expert Coordinator  
Institute of Police Technology and Management

CONTRACTUAL SERVICES AGREEMENT  
REVIEWED AND APPROVED

Chris Craig 3/2/19  
TRAFFIC SAFETY ADMINISTRATOR DATE



## Institute of Police Technology and Management

University of North Florida  
12000 Alumni Drive | Jacksonville, Florida 32224  
Phone: (904) 620-4786 | Fax: (904) 620-2453  
[www.iptm.org](http://www.iptm.org)

March 7, 2019

Mr. Chris Craig  
Department of Transportation  
605 Suwannee Street, MS 53  
Tallahassee, FL 32399

RE: Project # M5X-19-06-02  
Contract # G1096  
Statewide Drug Recognition Expert Call-Out

Dear Mr. Craig:

IPTM is requesting contract approval under the above mentioned sub-grant program. This request will allow us to reimburse overtime expenses for Drug Recognition Experts conducting investigations for driving under the influence.

Please review and approve the listed Drug Recognition Experts as qualifying for reimbursement under this agreement to ensure they are not being compensated on another FDOT grant. This subcontract will replace any pre-existing subcontract with this agency.

The contractor is:

Palm Beach County Sheriff's Office at a rate of \$101.01/hour not to exceed \$2500.00

If you have any questions, please contact me.

Sincerely,

Darrell Edmonds  
Florida DRE Coordinator

Enclosure

*Training the Next Generation of Law Enforcement*

FY2019 - Subcontract Agreement Required Federal Clauses, Per Part V

- i. The parties to this subcontract shall be bound by all applicable sections of Part V: Acceptance and Agreement of Project # MSX-19-06-02 , FDOT Contract #G1098 . A final invoice must be received by September 20, 2019 or payment will be forfeited.
- ii. **Buy American Act.** The Buy America Act prohibits the use of Federal highway safety grant funds to purchase any manufactured product or software/information technology systems whose unit purchase price is \$5,000 or more, including motor vehicles, that is not produced in the United States. NHTSA may waive those requirements if (1) their application would be inconsistent with the public interest; (2) such materials and products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or (3) the inclusion of domestic material will increase the cost of the overall project contract by more than 25 percent.
- iii. **Certification Regarding Federal Lobbying.** The subcontractor certifies, to the best of his or her knowledge and belief, that:
  1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
  2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- iv. **Cooperation with the Inspector General.** It is the duty of every subcontractor to cooperate with the Inspector general in any investigation, audit, inspection, review, or hearing pursuant to this subgrant agreement. Chapter 20.055(5), F.S.
- v. **DBE Assurance.** The subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant or contractor shall carry out applicable requirements of 49 CFR, Part 26 in the award and administration of USDOT-assisted contracts. Failure by the consultant or contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the Subrecipient or the Department deems appropriate.
- vi. **E-Verify.** Any subcontractors performing work or providing services pursuant to the subgrant agreement are required to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.
- vii. **Nondiscrimination.** During the performance of this subcontract, the Subcontractor agrees:

FY2019 - Subcontract Agreement Required Federal Clauses, Per Part V

1. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time
  2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein
  3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the FDOT State Safety Office, USDOT or NHTSA
  4. That, in event a Subcontractor fails to comply with any nondiscrimination provisions in this subgrant, the Subrecipient will have the right to impose such subgrant sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the Subcontractor under the contract/agreement until the Subcontractor complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.
- viii. **Clean Air Act and Federal Water Pollution Control Act.** Subcontracts for amounts in excess of \$150,000 must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).