

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date:	September 9, 2025	(X) Consent	() Regular
		() Workshop	() Public Hearing
Department:	<u>Environmental Resources Management</u>		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Task Assignment Number PM5 to Contract No. FWC21149 with Florida Fish and Wildlife Conservation Commission (FWC), provides aquatic vegetation control services for water bodies within the County and a cost reimbursement of \$51,100, for a term beginning upon execution through June 30, 2026.

Summary: On April 12, 2022, the Board of County Commissioners (BCC) approved FWC Contract No. FWC21149 (R2022-0361) (Contract) for aquatic vegetation control services in the following lakes: Clarke, Ida, Osborne, and Pine. Delegated authority to execute all future time extensions, task assignments, certifications, and any other forms associated with this Contract was also approved at that time. The Contract facilitates County treatment and control of aquatic exotic plants within the Chain of Lakes. County work is reimbursed by FWC. In accordance with County PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. **There is no cost to the County. Districts 2, 3, and 4 (SS)**

Background and Justification: The Contract reimburses the County for its efforts in controlling aquatic weeds within the Chain of Lakes. Adaptive management techniques with local government oversight, allows staff to determine and use the most effective chemical agents and to apply them to particularly dense areas of vegetation within the lakes.

Attachments:

1. FWC Task Assignment Number PM5, Contract No. FWC21149
 2. Delegation of Authority
-

Recommended by:		7-15-2025	<small>4/SAS 7/10/25</small>
	Department Director	Date	
Approved by:			
	Deputy County Administrator	Date	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	51,100	_____	_____	_____	_____
External Revenues	(51,100)	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	0	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget?			Yes <u>X</u>	No _____	
Does this item include the use of federal funds?			Yes _____	No <u>X</u>	
Does this item include the use of state funds?			Yes <u>X</u>	No _____	

Budget Account No.:

Exp: Fund 0001 Department 380 Unit 3249 Object various Program _____
Rev: Fund 0001 Department 380 Unit 3249 RSRC 4399 Program _____

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

There is no fiscal impact.

C. Department Fiscal Review:

SKing

III. REVIEW COMMENTS

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

Lisa M. Ant... 7/24/2025
OFMB
JA 7/24/24
DA 7/24/24

Handwritten Signature 7/4/25
Contract Development & Control
KGT 8.1.25

B. Legal Sufficiency:

Signature
Assistant County Attorney
for Scott Stone

C. Other Department Review:

Department Director

TASK ASSIGNMENT NOTIFICATION FORM
CONTRACT NO. FWC21149

Task Assignment Number: PM5
Task Assignment Term: Upon Execution to June 30, 2026
Contractor Name: Palm Beach County
Contractor's Contract Manager/Telephone: Deborah Drum 561-233-2457
FWC Contract Manager/Telephone: Evelyn Ethridge
FWC Site Manager/Telephone: Andrew Black , Sarah Palladino

Task Description: Provide aquatic vegetation control services in accordance with the executed contract FWC21149 on water bodies within Palm Beach County. Work shall be conducted pursuant to details stated in the current executed Contract, Amendments and Schedule of Operations. All work must be coordinated with FWC Regional Biologist(s). The FWC Contract Manager for the Invasive Plant Management Section may issue change orders to the Task Assignment work plan altering the plant control authorized (increase in acres, adding plants or herbicides, adding water bodies). The Section Leader of the Invasive Plant Management Section may issue modifications to the Task Assignment increasing or reducing the cost reimbursement amount and any changes to the Term.

Deliverables: Task PM5 - The Contractor is to provide aquatic vegetation control services on water bodies as identified in the Schedule of Operations based on the work plan per the terms and conditions of the executed contract and any amendments to the contract. The Contractor will perform monthly aquatic vegetation control services to include, but not limited to; chemical treatment, snagging, pushing and hand pulling as needed per the Schedule of Operations. FWC will reimburse the Contractor for all services required and conducted on water bodies for each Schedule of Operation created for the work plan.

Cost Reimbursement Task Assignment Amount: \$51,100.00

Invoicing Frequency: Itemized invoices are submitted monthly by the 20th of each month except for the invoice for the month of June. Invoices are submitted after work has been completed by the Contractor. All detailed invoice supporting documentation (payroll information (Government), chemical invoices and approved and signed Report of Operation forms shall be maintained on file and available upon request. Only costs directly related to the services being provided may be reimbursed. An invoice for June must be submitted within the time-period given by the FWC Contract Manager. The invoice must reflect the FWC contract number as well as the Task Assignment number.

If the Contractor materially fails to comply with the terms and conditions, including any Federal or State statutes, rules or regulations, the FWC shall temporarily withhold cash payment pending correction of the deficiency. Financial consequences for default by the Contractor include but are not limited to the requirement that the Contractor reimburse FWC for re-procurement costs.

Funding Information:

Org Code	EO	Fund	Category	Fiscal Year	Object Code	PID	Amount
77358090300	3K	423002	102334	2025-2026	139900	97839391000	\$51,100.00

Approvals:
Palm Beach County

Fish and Wildlife Conservation Commission
Division of Habitat and Species Conservation

Deborah Drum

Digitally signed by Deborah Drum
DN: cn=Deborah Drum, o=Palm Beach County, ou=ERM,
email=DDeborah.Drum@pbcgov
Date: 2025.06.18 14:18:35 -0400
Post PDF Editor Version: 12.1.0

Contract Manager(or Designee) 6-18-2025
Date

Deborah Drum 6-18-2025
Print Name Date

Approved as to form and legal sufficiency:
/s/ Scott A. Stone
Assistant County Attorney

Evelyn Ethridge 6/12/25
Contract Manager(or Designee) Date

[Signature] 6/25/25
Section Leader(or Designee) Date
Invasive Plant Management Section



INTEROFFICE MEMORANDUM
Palm Beach County
Environmental Resources Management

DATE: May 3, 2022

TO: Verdenia C. Baker
 County Administrator

THROUGH: Patrick Rutter *PWR*
 Assistant County Administrator

FROM: Deborah Drum, Director *DD*
 Environmental Resources Management 5-3-22

SUBJECT: REQUEST FOR DELEGATION OF APPROVAL AUTHORITY:
 Governmental Contract No. FWC21149 with the State of
 Florida, Florida Fish and Wildlife Conservation Commission
 (FWC) (Contract), providing funding, to be specified in a task
 assignment on a reimburseable basis based on actual activities
 completed, for a three-year period of aquatic exotic plant
 control services performed by Palm Beach County's
 Department of Environmental Resources Management,
 Mosquito Control Division, beginning upon execution of the
 Contract and ending three years after the date of execution.

On April 12, 2022, agenda item 3L-3 (R2022-0361), the Board of County Commissioners approved the County Administrator, or designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the Contract, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract.

This memorandum is my request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management (ERM), to sign all future time extensions, task assignments, certifications, and other forms associated with this Contract, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract. 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.

APPROVED: *V. Baker* DATE: 5/9/22
 Verdenia C. Baker, County Administrator

DD:kf
 Attachment