

**August 17, 2021**  
**Budget Workshop**  
**11:00 A.M.**  
**Regular Meeting**  
**12:00 Noon**



## City of Port St. Joe

Rex Buzzett, Mayor-Commissioner  
Eric Langston, Commissioner, Group I  
David Ashbrook, Commissioner, Group II  
Brett Lowry, Commissioner, Group III  
Scott Hoffman, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

# **BOARD OF CITY COMMISSION**

**Regular Public Meeting**

**12:00 Noon**

**Tuesday August 17, 2021**

## **Call to Order**

## **Consent Agenda**

### **Minutes**

- **Regular Meeting 8/3/21** **Pages 1-4**
- **Budget Workshop Meeting 8/3/21** **Page 5**

### **City Engineer**

- **Maddox Park Gazebo- Update/Request to Bid** **Pages 6-9**
- **First Street Lift Station and Long Ave. Water/Sewer Project**
- **Clifford Sims Park Plan**

### **Planning Board Recommendations**

- **Windmark North Phase I Final Plat** **Pages 10-15**
- **Lakeview at Palmetto Bluff Lots 11-20** **Pages 16-29**

### **City Attorney**

- **Update**

### **Old Business**

- **City Projects** **Pages 30-31**
- **Re-Finance of Current Regions Loan- Update**
- **Budget 2021/2022**
- **Fish Grinder- Comm. Hoffman** **Pages 32-39**

### **New Business**

- **Covid-19 Update- Mayor Buzzett**
- **RFQ 2021- Rebid of Workforce Housing Public/Private Partnership** **Page 40**
- **CDBG-DR- Phase II Applications/Task Order** **Pages 41-43**
  - **Road & Stormwater Repairs**
  - **Fire/Police Facility**
- **Statewide Mutual Aid Agreement** **Pages 44-88**
- **Long Ave. Change Order #2** **Pages 89**
- **Collections Contract Renewal** **Pages 90-111**

### **Public Works**

- **Update**

**Surface Water Plant**

- Update

**Wastewater Plant**

- Update

**Finance Director**

- Request to Bid FRDAP Grants
  - Washington Gym Complex
  - Forest Park South

**Code Enforcement**

- Update

**Police Department**

- Update

**City Clerk**

- Grants Update
  - Centennial Bldg. & Lighthouse Complex Grant Admin. Contracts
- Ghost on the Coast

**Pages 112-113**

**Pages 114-115**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, August 3, 2021, at Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting of July 20, 2021. All in favor; Motion carried 5-0.

**City Engineer – John Baxley**

*NRDA Stormwater Grant Master Plan*

This project is on hold.

*Maddox Park Gazebo*

SCE is working on the final plan revisions for the gazebo and Dewberry expects to provide a copy to the City this week for review and comment.

*CDBG Project*

Project is complete. Dewberry is coordinating a final walk through with the City.

*First Street Lift Station and Long Avenue Water / Sewer Project*

Dewberry has received verbal approval from SRF for the change order that includes the rehabilitation of the First Street Sewer.

*Port City Trail*

Trail construction is complete, and the lighting infrastructure has been installed.

*First Street Resurfacing*

The project is currently in design.

**City Attorney –**

*Resolution 2021-12 Recreation Fees*

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adopt Resolution 2021-12. All in favor; Motion carried 5-0.

*Ordinance 592 Panhandling: First Reading and Request to Advertise*

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to have the First Reading and advertise Ordinance 592. All in Favor; Motion carried 5-0.

Attorney McCahill read Ordinance 592 by Title only.

## **Old Business –**

### *Current City Projects*

Mr. Anderson shared that progress is being made on various City projects. The bridge for Long Avenue between 17<sup>th</sup> and 19<sup>th</sup> Streets and the Buck Griffin Lake Bridge were delivered this morning.

## **New Business –**

### *Covid 19 – Mayor Buzzett*

Mayor Buzzett shared his concerns about the increase in positive test results for Covid in our area. He noted that the City is responsible for our employees and employees can be required to wear masks, practice social distancing, and be tested weekly for Covid. Mayor Buzzett reiterated that employees that are off from work because of Covid must stay home.

Commissioner Ashbrook reminded the Commission of the rental policy in place restricting the use of City facilities when the positivity rate for Covid passes 15%. He noted the need to have a moratorium on future rentals and to contact those that currently have a City facility leased to make them aware of possible restrictions or cancellations as long as the positivity rate is above 15%.

### *Re-Finance of Current Regions Loan*

City Staff is working with our Financial Advisor and Bond Attorney on this.

### *Payoff of USDA Loan*

The City's Financial Advisor has recommended paying off the USDA Loan on or before October 1, 2021, in the amount of \$151,973.14 because it has the highest interest rate.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to pay off the USDA Loan. All in favor, Motion carried 5-0.

### *Budget 2021 / 2022*

The next Budget Workshop will be held on Tuesday, August 17, 2021, at 11:00 A.M. in the Commission Chambers at Ward Ridge.

## **Public Works – John Grantland**

Mr. Grantland shared that lights for the pedestrian crosswalk are at the shop; the bridges for Long Avenue and Buck Griffin Lake are in, and they are working on parking in Frank Pate Park.

Commissioner Ashbrook asked about weeds growing on the promenade and the bleaching of the fish cleaning dumpster at Frank Pate Park.

Commissioner Hoffman requested that the grinder for the fish cleaning station be put on the next Agenda.

Commissioner Lowry asked if the 3-phase power had been installed at the boat ramp. Mr. Grantland responded that he is working on that.

Commissioner Langston asked about a contractor for the gazebo at the Washington Museum and Mr. Grantland responded that he has been trying to locate someone to help with this.

## **Surface Water Plant – Larry McClamma**

Mr. McClamma did not have any updates for the Commission.

## **Wastewater Plant – Kevin Pettis**

Mr. Pettis shared there is 1' 3" of freeboard in the lagoon; the plant is pumping at 20%; the filter feed pump repairs will be approximately \$6,300; Zone 5 of the Sprayfield is operational again; the Consent Order letter

has been sent to FL DEP and Mr. Pettis is requesting an extension due to the biological dredge stirring up the bottom. He anticipates that it will be three months until the bottom settles.

#### **Finance Director – Mike Lacour**

Mr. Lacour will convene the FRDAP Committee to begin working on the applications for the upcoming FRDAP Grant Cycle. He noted the need for an RFP for current projects at the Washington Site and Buck Griffin Lake, and that there is \$36,000 in the budget that could be used for the fish station grinder.

#### **Code Enforcement –**

Mr. Anderson shared that uncut grass continues to be an issue and there are hearings scheduled for August 9, 2021, for locations that are not in compliance.

#### **Police Department – Chief Richards**

Chief Richards reminded the Commission of the plan to redirect traffic to the Frank Pate Park Boat Launch.

Commissioner Ashbrook asked if golf carts were allowed in Core Park. No motorized vehicles are allowed in the park.

#### **City Clerk – Charlotte Pierce**

##### *Grants Update*

City Staff continues to work with our Grant Writers, the Ferguson Group, on grants for the City.

##### *Ghosts on the Coast*

Clerk Pierce asked for direction from the Commission on having Ghosts on the Coast since October 31<sup>st</sup> falls on Sunday this year. In the past, First Baptist Church and the City have sponsored their respective events on the same night. The Commission will give a decision as to what they would like to do at the August 17, 2021, meeting.

Ms. Pierce reminded the Commission of Christmas on the Coast on Saturday, December 11, 2021.

#### **Citizens to be Heard –**

*Eddie Fields* asked about the Gazebos at the Washington Site and Maddox Park. He also asked about the drainage on Avenue A and MLK to Avenue G; pipes on the old baseball field area, and a splash pad.

*Chester Davis* thanked the Commission for their protocol on upcoming events due to Covid. Noted that the Brownfield meetings will be held at First United Methodist Church and asked Mayor Buzzett to give a welcome to those attending the meeting.

#### **Discussion Items by Commissioners**

*Commissioner Hoffman* asked about the lights at the Tennis Courts and Mr. Grantland responded that he is working on that.

*Commissioner Lowry* did not have anything to discuss.

*Commissioner Ashbrook* asked about the deadline for the RFQ for Affordable Housing. Packets are due Friday, August 6, 2021.

*Commissioner Langston* asked about the property behind Public Works. It was noted that the RFQ Packets are due Friday, August 6, 2021.

*Mayor Buzzett* did not have anything new to update the Commission on and encouraged everyone to get their Covid vaccination.

**Motion to Adjourn –**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:00 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Rex Buzzett, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

**MINUTES OF THE FY 2021 - 2022 BUDGET WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD AT 2775 GARRISON AVENUE, August 3, 2021, AT 11:00 A.M.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, Financial Director Mike Lacour, Police Chief Jake Richards, John Grantland, Public Works, Larry McClamma, Surface Water Treatment Plant, and Kevin Pettis, Wastewater Treatment Plant. Commissioner Lowry joined the meeting at 11:07.

The purpose of the Workshop was to review the FY 2021 – 2022 Budget.

Mr. Anderson provided the Commissioners with an overview of the budget, and requested direction from them on how to proceed with the budget. He noted the AD Tax would remain at 3.5914 for the coming year. The Enterprise Funds, Water and Sewer Funds were referenced and that the City should be able to hold the line on current rates. A 3% increase is noted in the current Utility Rate Ordinance for next year, but refinancing of the current loan should cover the need for an increase.

Finance Director, Mike Lacour, reviewed the Outstanding Issues – Key Components; Staffing Changes; Revenue Generators; Long Avenue Project; General Fund Capital Expenditures; Department Contingency 2021-2022 Budget; Grant Projects for 2021-2022 Budget; and Non-Departmental Funds.

The rates for Health insurance, Liability Insurance, Property Insurance, and Workers Comp have not been determined as of today. Mr. Van Lierop is working on this and will let the City know what the rates will be as soon as he receives them.

Chief Richards discussed the Police Department and how the salary increases were determined, the need for a full-time administrative assistant, possibly considering part time employees as 1099 employees, and noted there is currently one open position in the department.

Chester Davis, of the NPSJ PAC, asked that the Commission look at the CRA funds as they want a CRA Director. It was noted that the City would pay \$8,361 in TIF Funds and anticipate that the County will pay approximately \$16,000. Combined, there would be approximately \$25,000 for the entire expanded boundary area.

The next Budget Workshop will be held in the City Commission Meeting Room at Ward Ridge on Tuesday, August 17 2021, at 11:00 A.M.

Mayor Buzzett adjourned the meeting at 11:50 A.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Rex Buzzett, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date



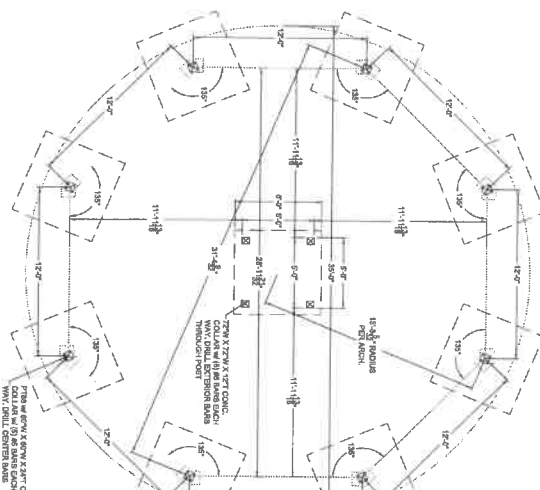


**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

# **1 FOUNDATION PLAN**

SCALE: 1/4" = 1'-0"

1. SEE ARCH DRAWING FOR SLOPE, DRAINAGE, FINISHES AND FLOOR FINISHES.
2. SEE ARCH DRAWING FOR DIMENSIONS, NOT SHOWN, IF A CONFLICT EXISTS, THE ARCH DRAWING SHALL GOVERN, BOTH DRAWING AND NOTATION OF RECORD SHALL BE NOTED IN WRITING OF ALL CONFLICTS.

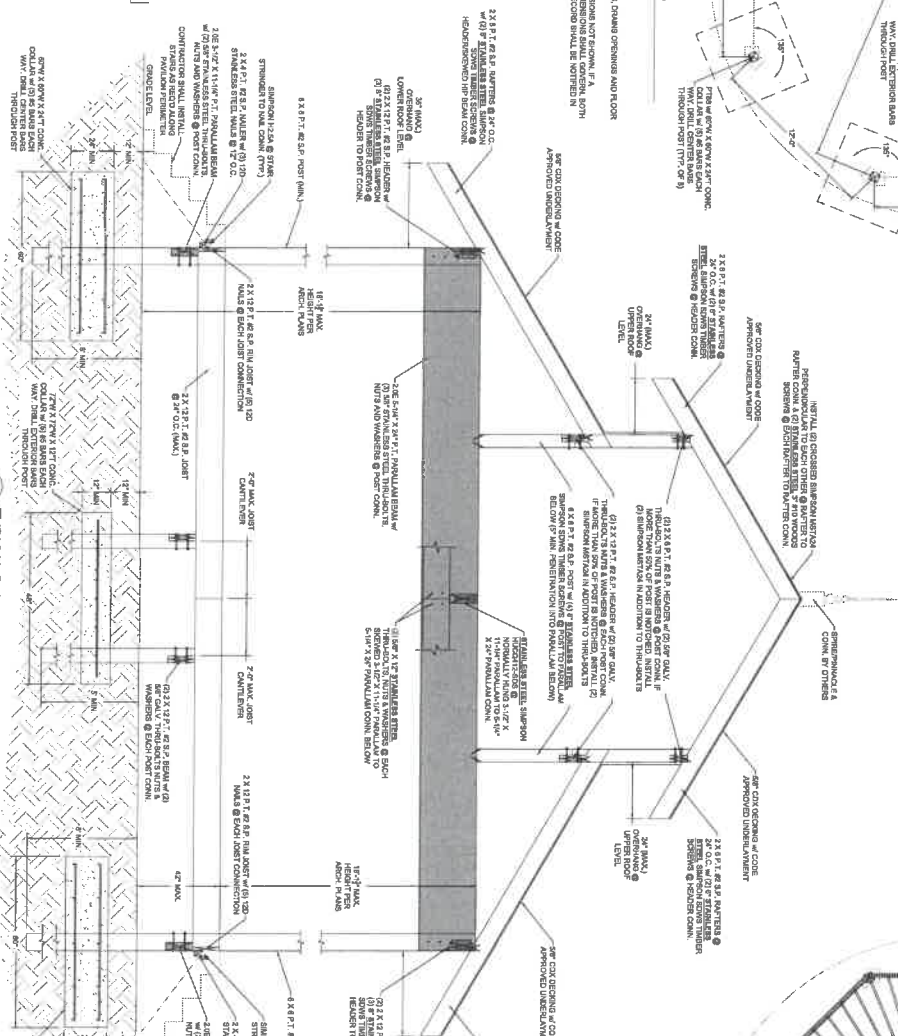


- NOTES:
1. ALL DRAWING TO VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION.
  2. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  3. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  4. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  5. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  6. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  7. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
  8. ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.

PAVILION LEGEND	
PAVILION	2.0E 1.1/2\"/>

# **2 TYPICAL PAVILION SECTION**

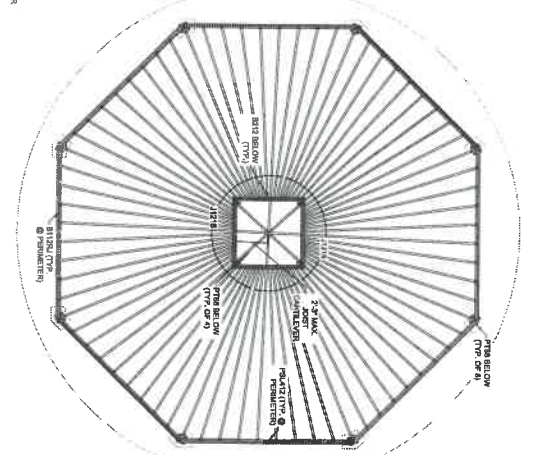
SCALE: 1/4" = 1'-0"



# **3 DECK FRAMING PLAN**

SCALE: 1/4" = 1'-0"

1. SEE ARCH DRAWING FOR SLOPE, DRAINAGE, FINISHES AND FLOOR FINISHES.
2. SEE ARCH DRAWING FOR DIMENSIONS, NOT SHOWN, IF A CONFLICT EXISTS, THE ARCH DRAWING SHALL GOVERN, BOTH DRAWING AND NOTATION OF RECORD SHALL BE NOTED IN WRITING OF ALL CONFLICTS.



## **STRUCTURAL PLANS**

MADDOX PARK GAZEBO  
MADDOX PARK  
PORT ST. JOE, FLORIDA 32456



PROFESSIONAL ENGINEER  
MATTHEW P. A. DENTON, P.E.  
LICENSE NUMBER 6-3232

PROJECT NUMBER: 21-167-02  
DESIGNED BY: DRAWN BY: CHECKED BY:  
S. BAUMGARDNER S. BAUMGARDNER M. DEVITO  
FOR: ATTN: JOSHUA BAXLEY  
DEWBERRY ENGINEERING SERVICES  
250 MARINA DRIVE  
PORT ST. JOE, FLORIDA 32456

REVISIONS:	DATE	BY	ITEM





# GENERAL

# REINFORCEMENT

# WOOD

# STRUCTURAL LOADS

# SECTION 1

# SECTION 2

# SECTION 3

# SECTION 4

# SECTION 5

# SECTION 6

# SECTION 7

# SECTION 8

# SECTION 9

# SECTION 10

# SECTION 11

# SECTION 12

# SECTION 13

# SECTION 14

# SECTION 15

# SECTION 16

# SECTION 17

# SECTION 18

# SECTION 19

# SECTION 20

# SECTION 21

# SECTION 22

# SECTION 23

# SECTION 24

# SECTION 25

# SECTION 26

# SECTION 27

# SECTION 28

# SECTION 29

# SECTION 30

# SECTION 31

# SECTION 32

# SECTION 33

# SECTION 34

# SECTION 35

# SECTION 36

# SECTION 37

# SECTION 38

# SECTION 39

# SECTION 40

# SECTION 41

# SECTION 42

# SECTION 43

# SECTION 44

# SECTION 45

# SECTION 46

# SECTION 47

# SECTION 48

# SECTION 49

# SECTION 50

# SECTION 51

# SECTION 52

# SECTION 53

# SECTION 54

# SECTION 55

# SECTION 56

# SECTION 57

# SECTION 58

# SECTION 59

# SECTION 60

# SECTION 61

# SECTION 62

# SECTION 63

# SECTION 64

# SECTION 65

# SECTION 66

# SECTION 67

# SECTION 68

# SECTION 69

# SECTION 70

# SECTION 71

# SECTION 72

# SECTION 73

# SECTION 74

# SECTION 75

# SECTION 76

# SECTION 77

# SECTION 78

# SECTION 79

# SECTION 80

# SECTION 81

# SECTION 82

# SECTION 83

# SECTION 84

# SECTION 85

# SECTION 86

# SECTION 87

# SECTION 88

# SECTION 89

# SECTION 90

# SECTION 91

# SECTION 92

# SECTION 93

# SECTION 94

# SECTION 95

# SECTION 96

# SECTION 97

# SECTION 98

# SECTION 99

# SECTION 100

# SECTION 101

# SECTION 102

# SECTION 103

# SECTION 104

# SECTION 105

# SECTION 106

# SECTION 107

# SECTION 108

# SECTION 109

# SECTION 110

# SECTION 111

# SECTION 112

# SECTION 113

# SECTION 114

# SECTION 115

# SECTION 116

# SECTION 117

# SECTION 118

# SECTION 119

# SECTION 120

# SECTION 121

# SECTION 122

# SECTION 123

# SECTION 124

# SECTION 125

# SECTION 126

# SECTION 127

# SECTION 128

# SECTION 129

# SECTION 130

# SECTION 131

# SECTION 132

# SECTION 133

# SECTION 134

# SECTION 135

# SECTION 136

# SECTION 137

# SECTION 138

# SECTION 139

# SECTION 140

# SECTION 141

# SECTION 142

# SECTION 143

# SECTION 144

# SECTION 145

# SECTION 146

# SECTION 147

# SECTION 148

# SECTION 149

# SECTION 150

# SECTION 151

# SECTION 152

# SECTION 153

# SECTION 154

# SECTION 155

# SECTION 156

# SECTION 157

# SECTION 158

# SECTION 159

# SECTION 160

# SECTION 161

# SECTION 162

# SECTION 163

# SECTION 164

# SECTION 165

# SECTION 166

# SECTION 167

# SECTION 168

# SECTION 169

# SECTION 170

# SECTION 171

# SECTION 172

# SECTION 173

# SECTION 174

# SECTION 175

# SECTION 176

# SECTION 177

# SECTION 178

# SECTION 179

# SECTION 180

# SECTION 181

# SECTION 182

# SECTION 183

# SECTION 184

# SECTION 185

# SECTION 186

# SECTION 187

# SECTION 188

# SECTION 189

# SECTION 190

# SECTION 191

# SECTION 192

# SECTION 193

# SECTION 194

# SECTION 195

# SECTION 196

# SECTION 197

# SECTION 198

# SECTION 199

# SECTION 200

# SECTION 201

# SECTION 202

# SECTION 203

# SECTION 204

# SECTION 205

# SECTION 206

# SECTION 207

# SECTION 208

# SECTION 209

# SECTION 210

# SECTION 211

# SECTION 212

# SECTION 213

# SECTION 214

# SECTION 215

# SECTION 216

# SECTION 217

# SECTION 218

# SECTION 219

# SECTION 220

# SECTION 221

# SECTION 222

# SECTION 223

# SECTION 224

# SECTION 225

# SECTION 226

# SECTION 227

# SECTION 228

# SECTION 229

# SECTION 230

# SECTION 231

# SECTION 232

# SECTION 233

# SECTION 234

# SECTION 235

# SECTION 236

# SECTION 237

# SECTION 238

# SECTION 239

# SECTION 240

# SECTION 241

# SECTION 242

# SECTION 243

# SECTION 244

# SECTION 245

# SECTION 246

# SECTION 247

# SECTION 248

# SECTION 249

# SECTION 250

# SECTION 251

# SECTION 252

# SECTION 253

# SECTION 254

# SECTION 255

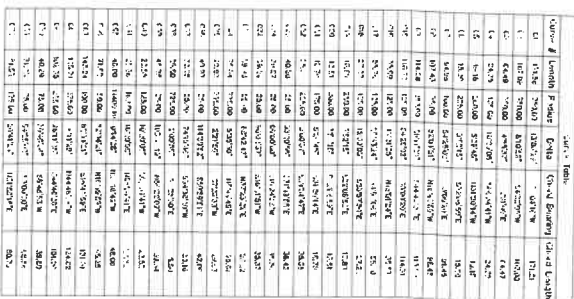
# SECTION 256

# SECTION 257





PLAT BOOK	PAGE
-----------	------



Lion Tapp	
Lion #	Boxing Length
L1	24x26x0.75 0.75
L2	16x17x2.12 11.22
L3	16x16x4.07 5.93
L4	16x16x4.07 12.87
L5	17x44x0.75 8.72
L6	16x16x1.75 20.81
L7	16x17x2.12 26.23
L8	16x17x2.07 26.23
L9	16x15x1.75 3.6
L10	22x18x2.12 25.22
L11	16x17x1.75 17.83
L12	103x17x2.12 6.44

## SYMBOLS & ABBREVIATIONS

P/W - BUREAU OF WY  
 R - LOS ANGELES  
 H - MONTGOMERY  
 D - DELTA AIRLINE  
 T/B - TOWNSHIP OF  
 M - 10-10-10  
 C - 10-10-10  
 S - 10-10-10  
 L - 10-10-10

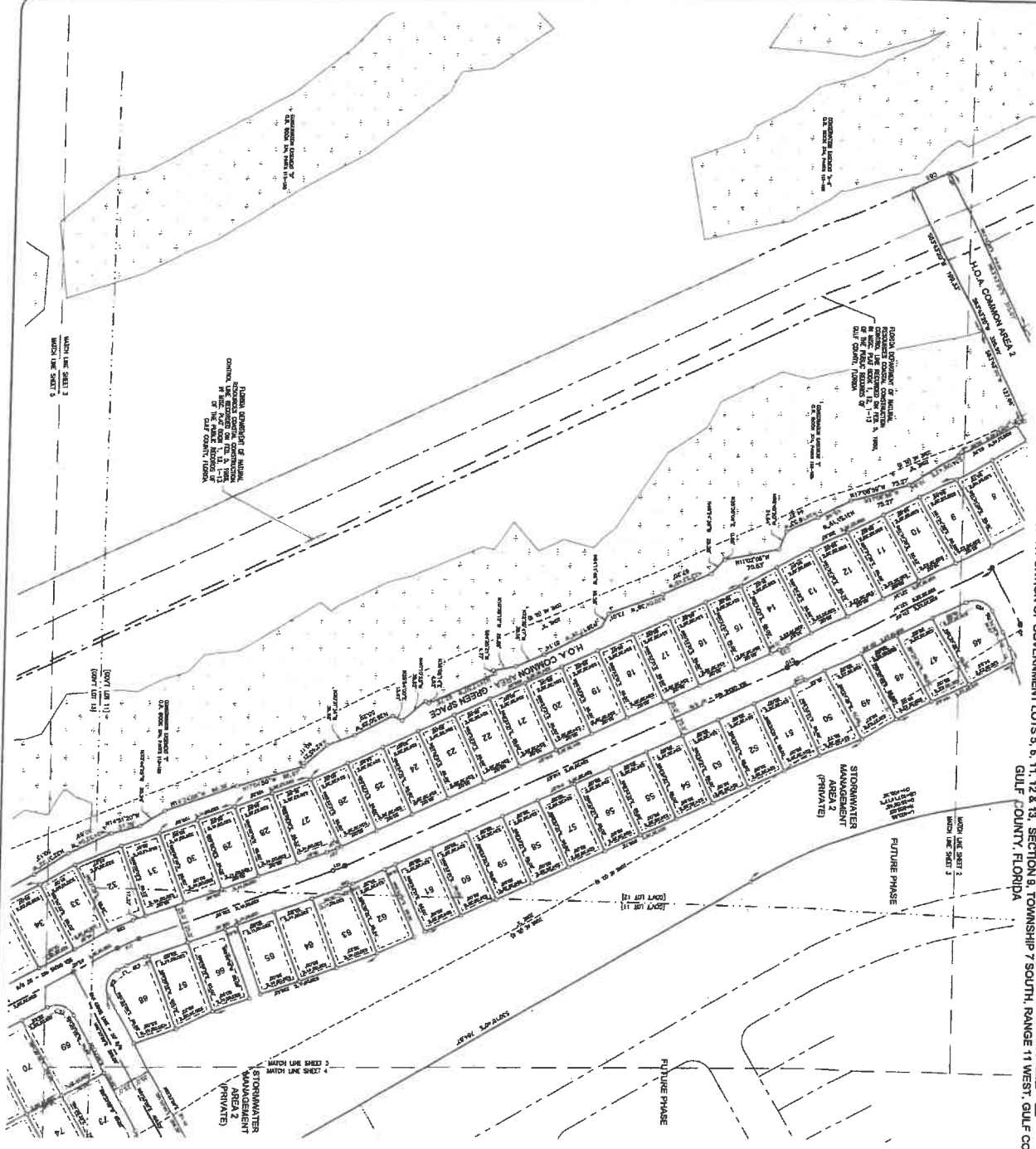
**Dewberry**  
DEWBERRY ENGINEERS INC.  
203 ABERDEEN PARKWAY  
POMPAH, FLORIDA 32065  
PHONE: 606.622.0844 FAX: 606.622.1011  
WWW.DEWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. LB 8017



# WINDMARK NORTH PHASE I

A SUBDIVISION OF A PORTION OF GOVERNMENT LOTS 5, 6, 11, 12 & 13, SECTION 8, TOWNSHIP 7 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA

PLAT BOOK PAGE  
SHEET 3 OF 5



Lot #	Area	Length	Width	Area	Permit	Notes
1	1.00	1.00	1.00	1.00	1.00	
2	1.00	1.00	1.00	1.00	1.00	
3	1.00	1.00	1.00	1.00	1.00	
4	1.00	1.00	1.00	1.00	1.00	
5	1.00	1.00	1.00	1.00	1.00	
6	1.00	1.00	1.00	1.00	1.00	
7	1.00	1.00	1.00	1.00	1.00	
8	1.00	1.00	1.00	1.00	1.00	
9	1.00	1.00	1.00	1.00	1.00	
10	1.00	1.00	1.00	1.00	1.00	
11	1.00	1.00	1.00	1.00	1.00	
12	1.00	1.00	1.00	1.00	1.00	
13	1.00	1.00	1.00	1.00	1.00	
14	1.00	1.00	1.00	1.00	1.00	
15	1.00	1.00	1.00	1.00	1.00	
16	1.00	1.00	1.00	1.00	1.00	
17	1.00	1.00	1.00	1.00	1.00	
18	1.00	1.00	1.00	1.00	1.00	
19	1.00	1.00	1.00	1.00	1.00	
20	1.00	1.00	1.00	1.00	1.00	
21	1.00	1.00	1.00	1.00	1.00	
22	1.00	1.00	1.00	1.00	1.00	
23	1.00	1.00	1.00	1.00	1.00	
24	1.00	1.00	1.00	1.00	1.00	
25	1.00	1.00	1.00	1.00	1.00	
26	1.00	1.00	1.00	1.00	1.00	
27	1.00	1.00	1.00	1.00	1.00	
28	1.00	1.00	1.00	1.00	1.00	
29	1.00	1.00	1.00	1.00	1.00	
30	1.00	1.00	1.00	1.00	1.00	
31	1.00	1.00	1.00	1.00	1.00	
32	1.00	1.00	1.00	1.00	1.00	
33	1.00	1.00	1.00	1.00	1.00	
34	1.00	1.00	1.00	1.00	1.00	
35	1.00	1.00	1.00	1.00	1.00	
36	1.00	1.00	1.00	1.00	1.00	
37	1.00	1.00	1.00	1.00	1.00	
38	1.00	1.00	1.00	1.00	1.00	
39	1.00	1.00	1.00	1.00	1.00	
40	1.00	1.00	1.00	1.00	1.00	
41	1.00	1.00	1.00	1.00	1.00	
42	1.00	1.00	1.00	1.00	1.00	
43	1.00	1.00	1.00	1.00	1.00	
44	1.00	1.00	1.00	1.00	1.00	
45	1.00	1.00	1.00	1.00	1.00	
46	1.00	1.00	1.00	1.00	1.00	
47	1.00	1.00	1.00	1.00	1.00	
48	1.00	1.00	1.00	1.00	1.00	
49	1.00	1.00	1.00	1.00	1.00	
50	1.00	1.00	1.00	1.00	1.00	
51	1.00	1.00	1.00	1.00	1.00	
52	1.00	1.00	1.00	1.00	1.00	
53	1.00	1.00	1.00	1.00	1.00	
54	1.00	1.00	1.00	1.00	1.00	
55	1.00	1.00	1.00	1.00	1.00	
56	1.00	1.00	1.00	1.00	1.00	
57	1.00	1.00	1.00	1.00	1.00	
58	1.00	1.00	1.00	1.00	1.00	
59	1.00	1.00	1.00	1.00	1.00	
60	1.00	1.00	1.00	1.00	1.00	
61	1.00	1.00	1.00	1.00	1.00	
62	1.00	1.00	1.00	1.00	1.00	
63	1.00	1.00	1.00	1.00	1.00	
64	1.00	1.00	1.00	1.00	1.00	
65	1.00	1.00	1.00	1.00	1.00	
66	1.00	1.00	1.00	1.00	1.00	
67	1.00	1.00	1.00	1.00	1.00	
68	1.00	1.00	1.00	1.00	1.00	
69	1.00	1.00	1.00	1.00	1.00	
70	1.00	1.00	1.00	1.00	1.00	
71	1.00	1.00	1.00	1.00	1.00	
72	1.00	1.00	1.00	1.00	1.00	
73	1.00	1.00	1.00	1.00	1.00	
74	1.00	1.00	1.00	1.00	1.00	

Lot #	Area	Length	Width	Area	Permit	Notes
1	1.00	1.00	1.00	1.00	1.00	
2	1.00	1.00	1.00	1.00	1.00	
3	1.00	1.00	1.00	1.00	1.00	
4	1.00	1.00	1.00	1.00	1.00	
5	1.00	1.00	1.00	1.00	1.00	
6	1.00	1.00	1.00	1.00	1.00	
7	1.00	1.00	1.00	1.00	1.00	
8	1.00	1.00	1.00	1.00	1.00	
9	1.00	1.00	1.00	1.00	1.00	
10	1.00	1.00	1.00	1.00	1.00	
11	1.00	1.00	1.00	1.00	1.00	
12	1.00	1.00	1.00	1.00	1.00	
13	1.00	1.00	1.00	1.00	1.00	
14	1.00	1.00	1.00	1.00	1.00	
15	1.00	1.00	1.00	1.00	1.00	
16	1.00	1.00	1.00	1.00	1.00	
17	1.00	1.00	1.00	1.00	1.00	
18	1.00	1.00	1.00	1.00	1.00	
19	1.00	1.00	1.00	1.00	1.00	
20	1.00	1.00	1.00	1.00	1.00	
21	1.00	1.00	1.00	1.00	1.00	
22	1.00	1.00	1.00	1.00	1.00	
23	1.00	1.00	1.00	1.00	1.00	
24	1.00	1.00	1.00	1.00	1.00	
25	1.00	1.00	1.00	1.00	1.00	
26	1.00	1.00	1.00	1.00	1.00	
27	1.00	1.00	1.00	1.00	1.00	
28	1.00	1.00	1.00	1.00	1.00	
29	1.00	1.00	1.00	1.00	1.00	
30	1.00	1.00	1.00	1.00	1.00	
31	1.00	1.00	1.00	1.00	1.00	
32	1.00	1.00	1.00	1.00	1.00	
33	1.00	1.00	1.00	1.00	1.00	
34	1.00	1.00	1.00	1.00	1.00	
35	1.00	1.00	1.00	1.00	1.00	
36	1.00	1.00	1.00	1.00	1.00	
37	1.00	1.00	1.00	1.00	1.00	
38	1.00	1.00	1.00	1.00	1.00	
39	1.00	1.00	1.00	1.00	1.00	
40	1.00	1.00	1.00	1.00	1.00	
41	1.00	1.00	1.00	1.00	1.00	
42	1.00	1.00	1.00	1.00	1.00	
43	1.00	1.00	1.00	1.00	1.00	
44	1.00	1.00	1.00	1.00	1.00	
45	1.00	1.00	1.00	1.00	1.00	
46	1.00	1.00	1.00	1.00	1.00	
47	1.00	1.00	1.00	1.00	1.00	
48	1.00	1.00	1.00	1.00	1.00	
49	1.00	1.00	1.00	1.00	1.00	
50	1.00	1.00	1.00	1.00	1.00	
51	1.00	1.00	1.00	1.00	1.00	
52	1.00	1.00	1.00	1.00	1.00	
53	1.00	1.00	1.00	1.00	1.00	
54	1.00	1.00	1.00	1.00	1.00	
55	1.00	1.00	1.00	1.00	1.00	
56	1.00	1.00	1.00	1.00	1.00	
57	1.00	1.00	1.00	1.00	1.00	
58	1.00	1.00	1.00	1.00	1.00	
59	1.00	1.00	1.00	1.00	1.00	
60	1.00	1.00	1.00	1.00	1.00	
61	1.00	1.00	1.00	1.00	1.00	
62	1.00	1.00	1.00	1.00	1.00	
63	1.00	1.00	1.00	1.00	1.00	
64	1.00	1.00	1.00	1.00	1.00	
65	1.00	1.00	1.00	1.00	1.00	
66	1.00	1.00	1.00	1.00	1.00	
67	1.00	1.00	1.00	1.00	1.00	
68	1.00	1.00	1.00	1.00	1.00	
69	1.00	1.00	1.00	1.00	1.00	
70	1.00	1.00	1.00	1.00	1.00	
71	1.00	1.00	1.00	1.00	1.00	
72	1.00	1.00	1.00	1.00	1.00	
73	1.00	1.00	1.00	1.00	1.00	
74	1.00	1.00	1.00	1.00	1.00	

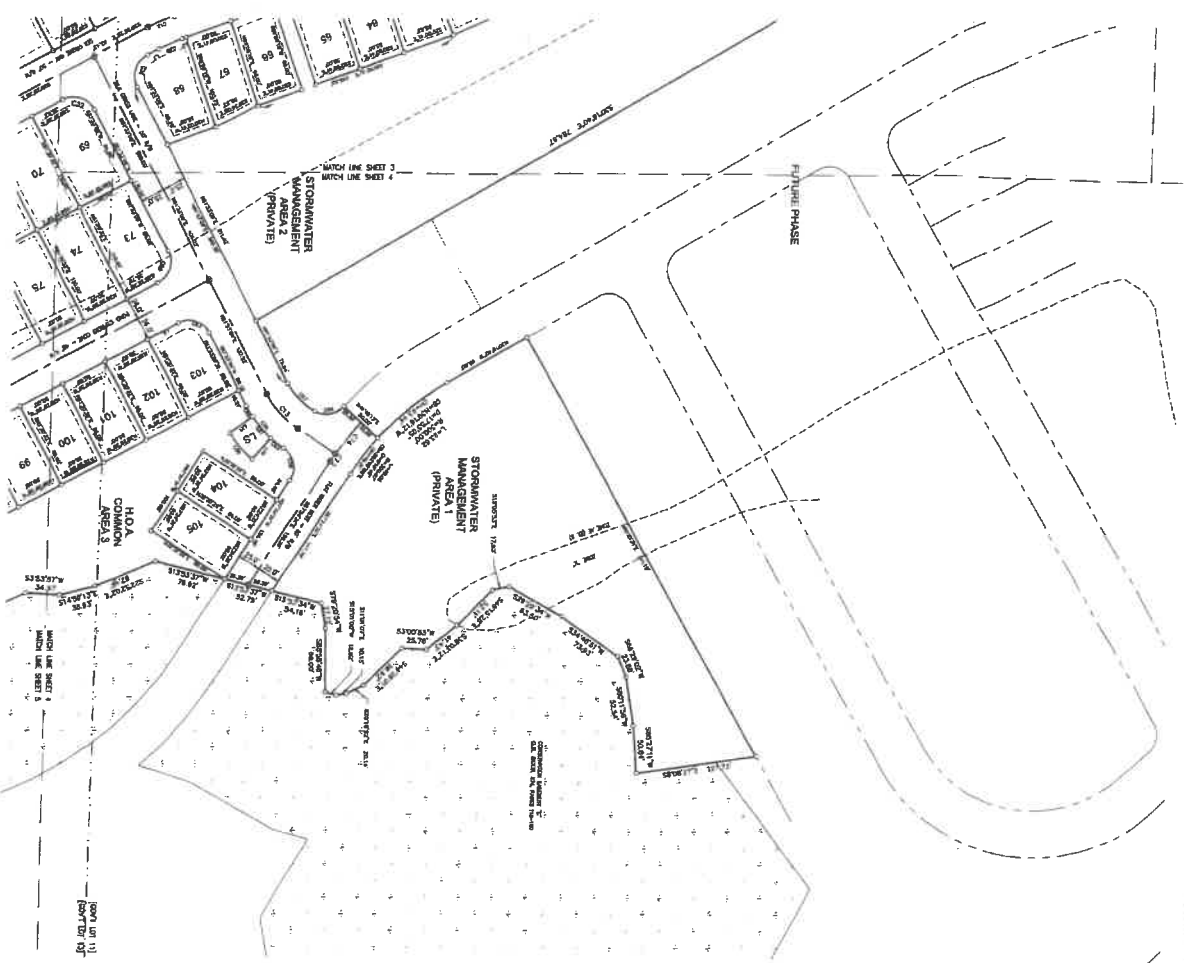
**SYMBOLS & ABBREVIATIONS**

- 1" = 100' (Horizontal)
- 1" = 10' (Vertical)
- 1" = 1" (Area)
- 1" = 1" (Permit)
- 1" = 1" (Notes)
- 1" = 1" (Other)



# **WINDMARK NORTH PHASE I** A SUBDIVISION OF A PORTION OF GOVERNMENT LOTS 5, 6, 11, 12 & 13, SECTION 8, TOWNSHIP 7 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA

PLAT BOOK PAGE  
 SHEET 4 OF 5



Lot #	Area (Ac.)	Area (Sq. Ft.)	Area (Sq. Ft.)	Area (Sq. Ft.)
1	2.00	136,000	136,000	136,000
2	2.00	136,000	136,000	136,000
3	2.00	136,000	136,000	136,000
4	2.00	136,000	136,000	136,000
5	2.00	136,000	136,000	136,000
6	2.00	136,000	136,000	136,000
7	2.00	136,000	136,000	136,000
8	2.00	136,000	136,000	136,000
9	2.00	136,000	136,000	136,000
10	2.00	136,000	136,000	136,000
11	2.00	136,000	136,000	136,000
12	2.00	136,000	136,000	136,000
13	2.00	136,000	136,000	136,000
14	2.00	136,000	136,000	136,000
15	2.00	136,000	136,000	136,000
16	2.00	136,000	136,000	136,000
17	2.00	136,000	136,000	136,000
18	2.00	136,000	136,000	136,000
19	2.00	136,000	136,000	136,000
20	2.00	136,000	136,000	136,000
21	2.00	136,000	136,000	136,000
22	2.00	136,000	136,000	136,000
23	2.00	136,000	136,000	136,000
24	2.00	136,000	136,000	136,000
25	2.00	136,000	136,000	136,000
26	2.00	136,000	136,000	136,000
27	2.00	136,000	136,000	136,000
28	2.00	136,000	136,000	136,000
29	2.00	136,000	136,000	136,000
30	2.00	136,000	136,000	136,000
31	2.00	136,000	136,000	136,000
32	2.00	136,000	136,000	136,000
33	2.00	136,000	136,000	136,000
34	2.00	136,000	136,000	136,000
35	2.00	136,000	136,000	136,000
36	2.00	136,000	136,000	136,000
37	2.00	136,000	136,000	136,000
38	2.00	136,000	136,000	136,000
39	2.00	136,000	136,000	136,000
40	2.00	136,000	136,000	136,000
41	2.00	136,000	136,000	136,000
42	2.00	136,000	136,000	136,000
43	2.00	136,000	136,000	136,000
44	2.00	136,000	136,000	136,000
45	2.00	136,000	136,000	136,000
46	2.00	136,000	136,000	136,000
47	2.00	136,000	136,000	136,000
48	2.00	136,000	136,000	136,000
49	2.00	136,000	136,000	136,000
50	2.00	136,000	136,000	136,000
51	2.00	136,000	136,000	136,000
52	2.00	136,000	136,000	136,000
53	2.00	136,000	136,000	136,000
54	2.00	136,000	136,000	136,000
55	2.00	136,000	136,000	136,000
56	2.00	136,000	136,000	136,000
57	2.00	136,000	136,000	136,000
58	2.00	136,000	136,000	136,000
59	2.00	136,000	136,000	136,000
60	2.00	136,000	136,000	136,000
61	2.00	136,000	136,000	136,000
62	2.00	136,000	136,000	136,000
63	2.00	136,000	136,000	136,000
64	2.00	136,000	136,000	136,000
65	2.00	136,000	136,000	136,000
66	2.00	136,000	136,000	136,000
67	2.00	136,000	136,000	136,000
68	2.00	136,000	136,000	136,000
69	2.00	136,000	136,000	136,000
70	2.00	136,000	136,000	136,000
71	2.00	136,000	136,000	136,000
72	2.00	136,000	136,000	136,000
73	2.00	136,000	136,000	136,000
74	2.00	136,000	136,000	136,000
75	2.00	136,000	136,000	136,000
76	2.00	136,000	136,000	136,000
77	2.00	136,000	136,000	136,000
78	2.00	136,000	136,000	136,000
79	2.00	136,000	136,000	136,000
80	2.00	136,000	136,000	136,000
81	2.00	136,000	136,000	136,000
82	2.00	136,000	136,000	136,000
83	2.00	136,000	136,000	136,000
84	2.00	136,000	136,000	136,000
85	2.00	136,000	136,000	136,000
86	2.00	136,000	136,000	136,000
87	2.00	136,000	136,000	136,000
88	2.00	136,000	136,000	136,000
89	2.00	136,000	136,000	136,000
90	2.00	136,000	136,000	136,000
91	2.00	136,000	136,000	136,000
92	2.00	136,000	136,000	136,000
93	2.00	136,000	136,000	136,000
94	2.00	136,000	136,000	136,000
95	2.00	136,000	136,000	136,000
96	2.00	136,000	136,000	136,000
97	2.00	136,000	136,000	136,000
98	2.00	136,000	136,000	136,000
99	2.00	136,000	136,000	136,000
100	2.00	136,000	136,000	136,000
101	2.00	136,000	136,000	136,000
102	2.00	136,000	136,000	136,000
103	2.00	136,000	136,000	136,000

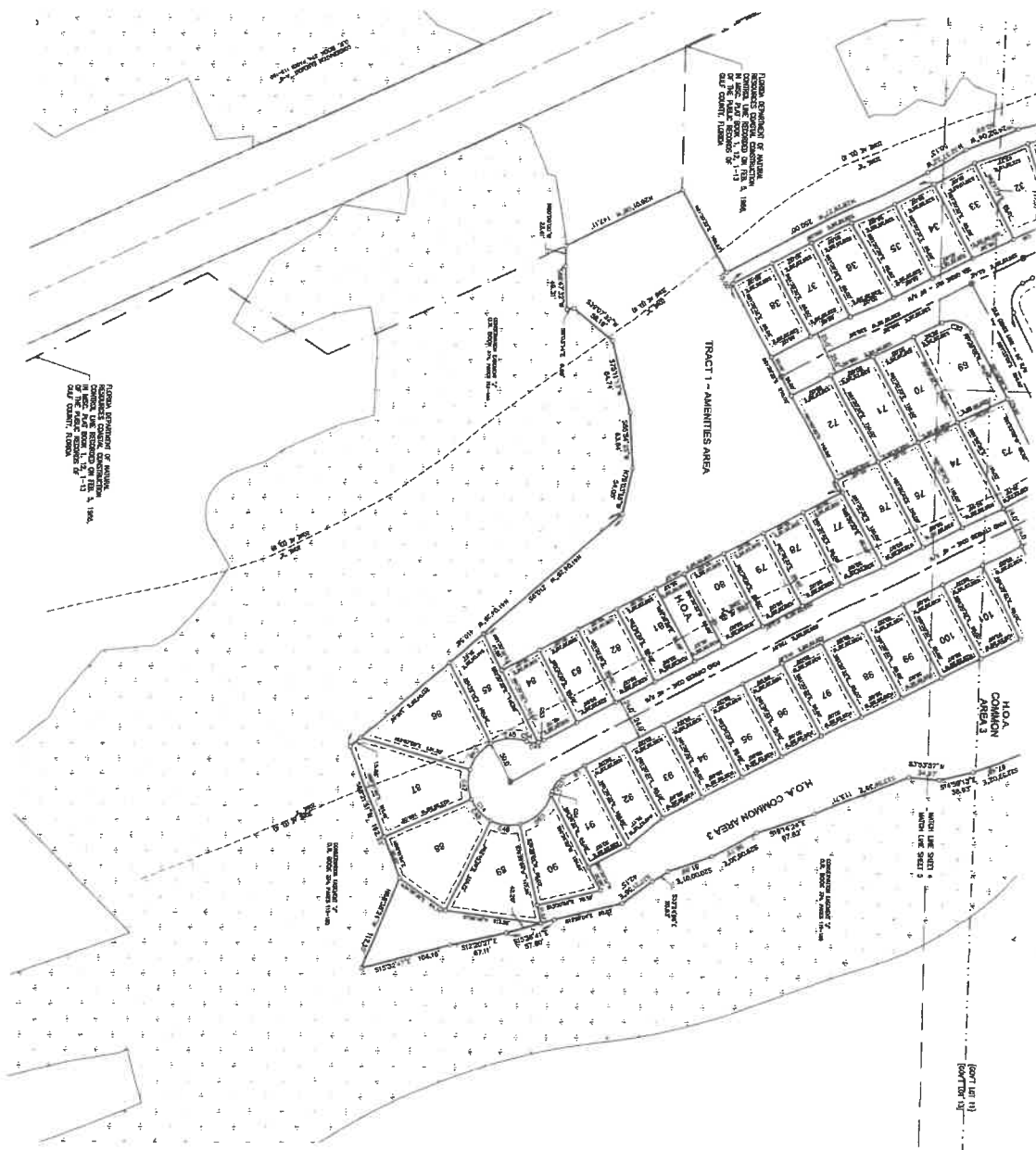
**SYMBOLS & ABBREVIATIONS:**  
 L = LOT  
 E = EASEMENT  
 S = STREET  
 C = CANAL  
 W = WATER  
 R = ROAD  
 F = FENCE  
 T = TREE  
 B = BOUNDARY  
 D = DRAINAGE  
 U = UTILITY  
 G = GOLF COURSE  
 H = HOME  
 P = PARK  
 S = SCHOOL  
 C = CHURCH  
 H = HOTEL  
 O = OFFICE  
 R = RESTAURANT  
 S = SHOPPING  
 I = INDUSTRIAL  
 A = AIRPORT  
 M = MARINA  
 P = PORT  
 F = FERRY  
 B = BRIDGE  
 T = TUNNEL  
 S = SUBWAY  
 R = RAILROAD  
 H = HIGHWAY  
 F = FUTURE  
 P = PROPOSED  
 C = CONCEPT  
 D = DESIGN  
 U = UNDER  
 O = OVER  
 I = IN  
 A = AT  
 F = FROM  
 T = TO  
 B = BETWEEN  
 S = SURROUNDING  
 N = NEARBY  
 F = FACING  
 B = BACK  
 F = FRONT  
 S = SIDE  
 E = END  
 M = MIDDLE  
 C = CENTER  
 I = INTERSECTION  
 J = JUNCTION  
 T = TURN  
 S = STOP  
 Y = YIELD  
 P = PRIORITY  
 R = RIGHT-OF-WAY  
 E = EASEMENT  
 L = LOT  
 B = BOUNDARY  
 C = CANAL  
 W = WATER  
 R = ROAD  
 F = FENCE  
 T = TREE  
 B = BOUNDARY  
 D = DRAINAGE  
 U = UTILITY  
 G = GOLF COURSE  
 H = HOME  
 P = PARK  
 S = SCHOOL  
 C = CHURCH  
 H = HOTEL  
 O = OFFICE  
 R = RESTAURANT  
 S = SHOPPING  
 I = INDUSTRIAL  
 A = AIRPORT  
 M = MARINA  
 P = PORT  
 F = FERRY  
 B = BRIDGE  
 T = TUNNEL  
 S = SUBWAY  
 R = RAILROAD  
 H = HIGHWAY  
 F = FUTURE  
 P = PROPOSED  
 C = CONCEPT  
 D = DESIGN  
 U = UNDER  
 O = OVER  
 I = IN  
 A = AT  
 F = FROM  
 T = TO  
 B = BETWEEN  
 S = SURROUNDING  
 N = NEARBY  
 F = FACING  
 B = BACK  
 F = FRONT  
 S = SIDE  
 E = END  
 M = MIDDLE  
 C = CENTER  
 I = INTERSECTION  
 J = JUNCTION  
 T = TURN  
 S = STOP  
 Y = YIELD  
 P = PRIORITY  
 R = RIGHT-OF-WAY

**Dewberry**  
 2000 DEWBERRY DRIVE  
 SUITE 200  
 FORT MYERS, FLORIDA 33901  
 (888) 355-2667  
 WWW.DEWBERRY.COM  
 CERTIFICATE OF ADOPTION NO. 18-1811



# **WINDMARK NORTH PHASE I** A SUBDIVISION OF A PORTION OF GOVERNMENT LOTS 5, 6, 11, 12 & 13, SECTION 9, TOWNSHIP 7 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA

PLAT BOOK PAGE  
 SHEET 5 OF 5



Lot #	Length (ft.)	Area (sq. ft.)	Area (sq. ft.)	Area (sq. ft.)
1	100.00	100.00	100.00	100.00
2	100.00	100.00	100.00	100.00
3	100.00	100.00	100.00	100.00
4	100.00	100.00	100.00	100.00
5	100.00	100.00	100.00	100.00
6	100.00	100.00	100.00	100.00
7	100.00	100.00	100.00	100.00
8	100.00	100.00	100.00	100.00
9	100.00	100.00	100.00	100.00
10	100.00	100.00	100.00	100.00
11	100.00	100.00	100.00	100.00
12	100.00	100.00	100.00	100.00
13	100.00	100.00	100.00	100.00
14	100.00	100.00	100.00	100.00
15	100.00	100.00	100.00	100.00
16	100.00	100.00	100.00	100.00
17	100.00	100.00	100.00	100.00
18	100.00	100.00	100.00	100.00
19	100.00	100.00	100.00	100.00
20	100.00	100.00	100.00	100.00
21	100.00	100.00	100.00	100.00
22	100.00	100.00	100.00	100.00
23	100.00	100.00	100.00	100.00
24	100.00	100.00	100.00	100.00
25	100.00	100.00	100.00	100.00
26	100.00	100.00	100.00	100.00
27	100.00	100.00	100.00	100.00
28	100.00	100.00	100.00	100.00
29	100.00	100.00	100.00	100.00
30	100.00	100.00	100.00	100.00
31	100.00	100.00	100.00	100.00
32	100.00	100.00	100.00	100.00
33	100.00	100.00	100.00	100.00
34	100.00	100.00	100.00	100.00
35	100.00	100.00	100.00	100.00
36	100.00	100.00	100.00	100.00
37	100.00	100.00	100.00	100.00
38	100.00	100.00	100.00	100.00
39	100.00	100.00	100.00	100.00
40	100.00	100.00	100.00	100.00
41	100.00	100.00	100.00	100.00
42	100.00	100.00	100.00	100.00
43	100.00	100.00	100.00	100.00
44	100.00	100.00	100.00	100.00
45	100.00	100.00	100.00	100.00
46	100.00	100.00	100.00	100.00
47	100.00	100.00	100.00	100.00
48	100.00	100.00	100.00	100.00
49	100.00	100.00	100.00	100.00
50	100.00	100.00	100.00	100.00
51	100.00	100.00	100.00	100.00
52	100.00	100.00	100.00	100.00
53	100.00	100.00	100.00	100.00
54	100.00	100.00	100.00	100.00
55	100.00	100.00	100.00	100.00
56	100.00	100.00	100.00	100.00
57	100.00	100.00	100.00	100.00
58	100.00	100.00	100.00	100.00
59	100.00	100.00	100.00	100.00
60	100.00	100.00	100.00	100.00
61	100.00	100.00	100.00	100.00
62	100.00	100.00	100.00	100.00
63	100.00	100.00	100.00	100.00
64	100.00	100.00	100.00	100.00
65	100.00	100.00	100.00	100.00
66	100.00	100.00	100.00	100.00
67	100.00	100.00	100.00	100.00
68	100.00	100.00	100.00	100.00
69	100.00	100.00	100.00	100.00
70	100.00	100.00	100.00	100.00
71	100.00	100.00	100.00	100.00
72	100.00	100.00	100.00	100.00
73	100.00	100.00	100.00	100.00
74	100.00	100.00	100.00	100.00
75	100.00	100.00	100.00	100.00
76	100.00	100.00	100.00	100.00
77	100.00	100.00	100.00	100.00
78	100.00	100.00	100.00	100.00
79	100.00	100.00	100.00	100.00
80	100.00	100.00	100.00	100.00
81	100.00	100.00	100.00	100.00
82	100.00	100.00	100.00	100.00
83	100.00	100.00	100.00	100.00
84	100.00	100.00	100.00	100.00
85	100.00	100.00	100.00	100.00
86	100.00	100.00	100.00	100.00
87	100.00	100.00	100.00	100.00
88	100.00	100.00	100.00	100.00
89	100.00	100.00	100.00	100.00
90	100.00	100.00	100.00	100.00
91	100.00	100.00	100.00	100.00
92	100.00	100.00	100.00	100.00
93	100.00	100.00	100.00	100.00
94	100.00	100.00	100.00	100.00
95	100.00	100.00	100.00	100.00
96	100.00	100.00	100.00	100.00
97	100.00	100.00	100.00	100.00
98	100.00	100.00	100.00	100.00
99	100.00	100.00	100.00	100.00
100	100.00	100.00	100.00	100.00

Lot #	Length	Area
1	100.00	100.00
2	100.00	100.00
3	100.00	100.00
4	100.00	100.00
5	100.00	100.00
6	100.00	100.00
7	100.00	100.00
8	100.00	100.00
9	100.00	100.00
10	100.00	100.00
11	100.00	100.00
12	100.00	100.00
13	100.00	100.00
14	100.00	100.00
15	100.00	100.00
16	100.00	100.00
17	100.00	100.00
18	100.00	100.00
19	100.00	100.00
20	100.00	100.00
21	100.00	100.00
22	100.00	100.00
23	100.00	100.00
24	100.00	100.00
25	100.00	100.00
26	100.00	100.00
27	100.00	100.00
28	100.00	100.00
29	100.00	100.00
30	100.00	100.00
31	100.00	100.00
32	100.00	100.00
33	100.00	100.00
34	100.00	100.00
35	100.00	100.00
36	100.00	100.00
37	100.00	100.00
38	100.00	100.00
39	100.00	100.00
40	100.00	100.00
41	100.00	100.00
42	100.00	100.00
43	100.00	100.00
44	100.00	100.00
45	100.00	100.00
46	100.00	100.00
47	100.00	100.00
48	100.00	100.00
49	100.00	100.00
50	100.00	100.00
51	100.00	100.00
52	100.00	100.00
53	100.00	100.00
54	100.00	100.00
55	100.00	100.00
56	100.00	100.00
57	100.00	100.00
58	100.00	100.00
59	100.00	100.00
60	100.00	100.00
61	100.00	100.00
62	100.00	100.00
63	100.00	100.00
64	100.00	100.00
65	100.00	100.00
66	100.00	100.00
67	100.00	100.00
68	100.00	100.00
69	100.00	100.00
70	100.00	100.00
71	100.00	100.00
72	100.00	100.00
73	100.00	100.00
74	100.00	100.00
75	100.00	100.00
76	100.00	100.00
77	100.00	100.00
78	100.00	100.00
79	100.00	100.00
80	100.00	100.00
81	100.00	100.00
82	100.00	100.00
83	100.00	100.00
84	100.00	100.00
85	100.00	100.00
86	100.00	100.00
87	100.00	100.00
88	100.00	100.00
89	100.00	100.00
90	100.00	100.00
91	100.00	100.00
92	100.00	100.00
93	100.00	100.00
94	100.00	100.00
95	100.00	100.00
96	100.00	100.00
97	100.00	100.00
98	100.00	100.00
99	100.00	100.00
100	100.00	100.00

**SYMBOLS & ABBREVIATIONS:**  
 P/W - POINT OF VIEW  
 F/W - FUTURE WORK  
 S - SOUTH  
 N - NORTH  
 E - EAST  
 W - WEST  
 L - LINE  
 A - AREA  
 C - CORNER  
 D - DISTANCE  
 R - RADIUS  
 T - TANGENT  
 B - BENCH MARK  
 U - UTILITY  
 V - VALVE  
 M - MANHOLE  
 S - SIGN  
 L - LIGHT  
 F - FENCE  
 G - GROUND  
 W - WATER  
 R - ROAD  
 P - PARKING  
 L - LANDSCAPE  
 S - SKETCH  
 D - DESIGN  
 C - CONSTRUCTION  
 A - AS-BUILT  
 U - UNITS  
 M - METERS  
 F - FEET  
 S - SECONDS  
 M - MINUTES  
 H - HOURS  
 D - DAYS  
 W - WEEKS  
 M - MONTHS  
 Y - YEARS



**Dewberry**  
 ENGINEERS  
 10000 W. BOULEVARD  
 SUITE 100  
 BOCA RATON, FL 33433  
 (561) 991-1000  
 WWW.DEWBERRY.COM  
 CERTIFICATE OF PROFESSIONAL ENGINEERING NO. 10011

Thank you for placing your order with us.

legals@nevespublishing.com <legals@nevespublishing.com>

Thu 7/8/2021 10:33 AM

To: epcipsj@outlook.com <epcipsj@outlook.com>

Cc: gbrannan@nevespublishing.com <gbrannan@nevespublishing.com>

**THANK YOU for your ad submission!**

This is your confirmation that your order has been submitted. Below are the details of your transaction. Please save this confirmation for your records.

**Job Details**

Order Number: **W0010437**  
Classification: Legals  
Package: Legal Display  
Order Cost: \$112.00

**Account Details**

Kelly Simpson  
1002 10th Street  
Port St Joe, FL 32456  
850-229-1093  
epcipsj@outlook.com  
City Of Port St Joe Bldg Dept

**Schedule for ad number W00104370**

Thu Jul 15, 2021  
Port St. Joe Star Legals All Zones

**PUBLIC NOTICE**

Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on Tuesday, August 3rd, 2021, at 4:00 P.M. EST and at the Regular City Commission Meeting on Tuesday, August 17th, 2021, at 12:00 P.M. EST at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 to discuss and act on the following:

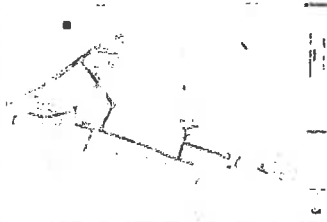
**FINAL PLAT APPROVAL OF WINDMARK NORTH PH 1**

A Subdivision of a Portion of Government Lots 5, 6, 11, 12, & 13, Section 9, Township 7 South, Range 11 West, City of Port St. Joe, Gulf County, FL.

Parcel: 04229-003R

Interested persons may attend and be heard at the public hearings or provide comments in writing to the Planning and Development Review Board, City of Port St. Joe City Hall, 305 Cecil G. Costin, St., Blvd., Port St. Joe, Florida 32456. Transactions of the public hearings will not be recorded. Persons wishing to appeal any decision made during the hearings will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based.

In accordance with the Americans with Disabilities Act, persons wishing to attend needing assistance and special accommodations to participate in these proceedings should contact Charlotte Pierce, City Clerk, at City Hall, (850)229-8261.



**CITY OF Port St Joe PLANNING DEPARTMENT**  
**Development Order Application Packet**

**INCOMPLETE SUBMITTALS WILL NOT BE REVIEWED**  
(The Building Department requires separate forms and fees to obtain building permits)

**NOTE: THE ADDRESS OF THE PROPERTY MUST BE POSTED PRIOR TO SUBMITTAL.**

1. X Two complete sets of plans, drawn to scale.

Including: A site plan with square feet of living, total square feet, impervious surface, and setbacks.

**\*\*Setbacks are measured from the closest overhang to property line\*\***

A site plan showing any protected trees which will be removed from the property. (Protected trees are any trees other than pine larger than 8" in diameter measured 54" from the base of the tree).

Floor plan, indicating all bearing walls, fixtures and exterior hose bibs.

2. X Development Order and/or Requirements

3. N/A New address application

4. N/A Complete City water meter impact form

5. N/A Complete driveway permit application

Ralph Rish

Applicant

850-227-5137

Telephone Number

Long Avenue (Parcel ID: 06076-015R)

Project Address

7/1/2021

Date

(Do not write below this line)

Elevation \_\_\_\_\_ Land Use District \_\_\_\_\_ Flood Zone \_\_\_\_\_ Total Square Feet \_\_\_\_\_

Connection fees \_\_\_\_\_ Set Meter fee \_\_\_\_\_ Account Deposit fee \_\_\_\_\_ C.A. fee \_\_\_\_\_

Driveway Permit fee \_\_\_\_\_ Total Impact fees \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_

First Check \_\_\_\_\_ Second Check \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

**Development Order Application**  
*(Please refer to City of Port St. Joe's Land Development Regulations)*

**DESCRIPTION**

Project Address: Approximately 1500 LF North of US 98 & Long Ave intersection

Lot Square Footage: Project Area = Dwelling Square Footage: N/A

Driveway Square Footage: N/A Accessory Building Square Footage: N/A

Pool Square Footage: N/A Patio/Deck Square Footage: N/A

Setbacks: Front: 15' Left Side: 5'

Rear: 10' Right Side: 5'

Floor Area Ratio: N/A Lot Coverage: 4000 SF of impervious per lot

Building Height in Feet: N/A Impervious Surface: Project Area =

Landscape Buffers: (height x width) N/A

Elevation: N/A

Project Address: Long Avenue (Parcel ID: 06076-015R)

Setbacks in feet for accessory uses (including pools and sheds).

From Rear Property Line: 10'

From Primary Structure: N/A

Are trees to be removed from the said property?

Y ☒

(If yes, attach a tree location map)

Is a Conservation Easement required? (For DEP jurisdictional lands)

Y ☒

Are there any yard encroachments?

Y ☒

Are any of the following located on the said property?

Protected habitat

Y ☒

Archaeological site

Y ☒

Historical site

Y ☒

Wetlands

☒ ☒

Protected species

Y ☒

Conservation site

Y ☒

Flood zone classification other than X-(Other will require elevation certificate)

Y ☒

Which of the following will be placed, conducted or located in this property:

Waterwells

Y ☒

Radio, Television antenna or satellite dish

Y ☒

Home business

Y ☒

Swimming Pool

Y ☒

I have answered the above questions truthfully and to the best of my knowledge.



Applicant's Signature

7/1/2021

Date



Dewberry Engineers Inc.  
324 Marina Drive  
Port Saint Joe, FL 32456  
850 227.7200  
850 227.7215 fax  
www.dewberry.com

Date: July 27, 2021

To: City of Port St. Joe Building Department  
EPCIPSJ@outlook.com

From: Dewberry (DEI)

Re: Lakeview At Palmetto Bluff

Dear Kelly,

Please accept this letter as a response to comments for the Planters Cove Low Pressure Sewer Application.

**Comment 1:** Plans state "preliminary documents not for construction". Since this is a DO through a PUD, approval of the DO is permission to begin construction, provide a construction set of plans.

**Response 1:** The plans have been revised as requested. See attached plan set.

**Comment 2:** Provide the following permits: NWFWMD/FDEP Stormwater, FDEP Water, FDEP Wastewater, FDEP/ACOE Dredge and Fill

**Response 2:** FDEP water and sewer permits have been submitted. All other required permits (including stormwater) has been submitted to the proper entities by Garlick Environmental Associates. We will provide the permits as they become available.

**Comment 3:** Revise stormwater calculations to include 60% impervious area from lots as allowed by PUD.

**Response 3:** With a large portion of each lot lying within wetlands that will not be disturbed, stormwater was calculated assuming 60% of the lots upland buildable area. The Site Data table has been revised to clarify this.

**Comment 4:** Revise plans to include a sidewalk detail.

**Response 4:** The plans have been revised as requested. See attached plan set.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Caleb Brown, P.E.  
Engineer  
Dewberry  
324 Marina Drive  
Port St Joe, FL 32456  
850.320.2513 cell





# CONSTRUCTION DRAWINGS FOR THE

# LAKEVIEW AT PALMETTO BLUFF

PREPARED FOR:  
**RALPH RISH**

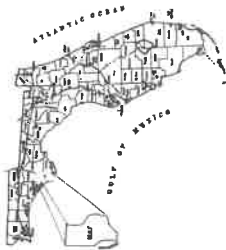
PROJECT NUMBER: 50139305

July 2021

PREPARED BY:

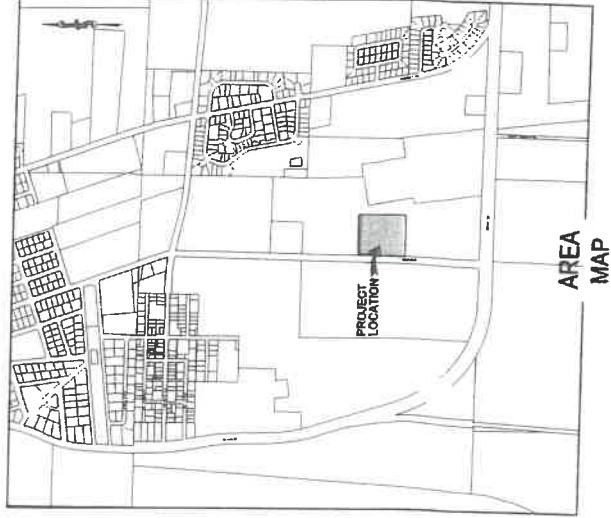
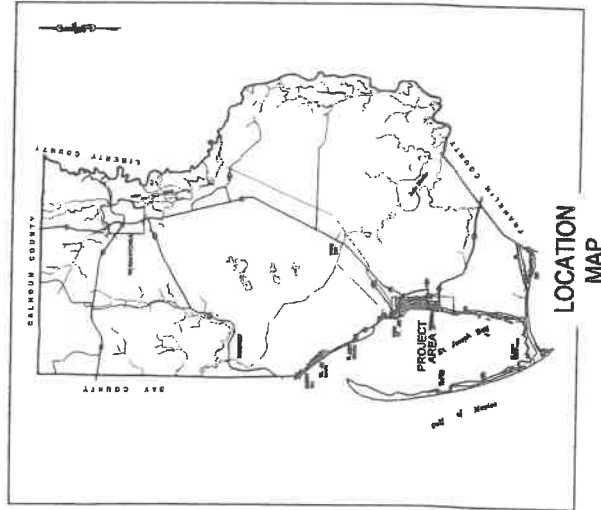


324 Marina Drive  
Port St. Joe, FL 32456  
(850) 227-7200



THIS DRAWING WAS PREPARED BY JOSHUA BRYANT, P.E., AND IS THE PROPERTY OF DEWBERRY, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF DEWBERRY, INC.

JOSHUA BRYANT, P.E. 17558  
REGISTERED PROFESSIONAL ENGINEER  
STATE OF FLORIDA

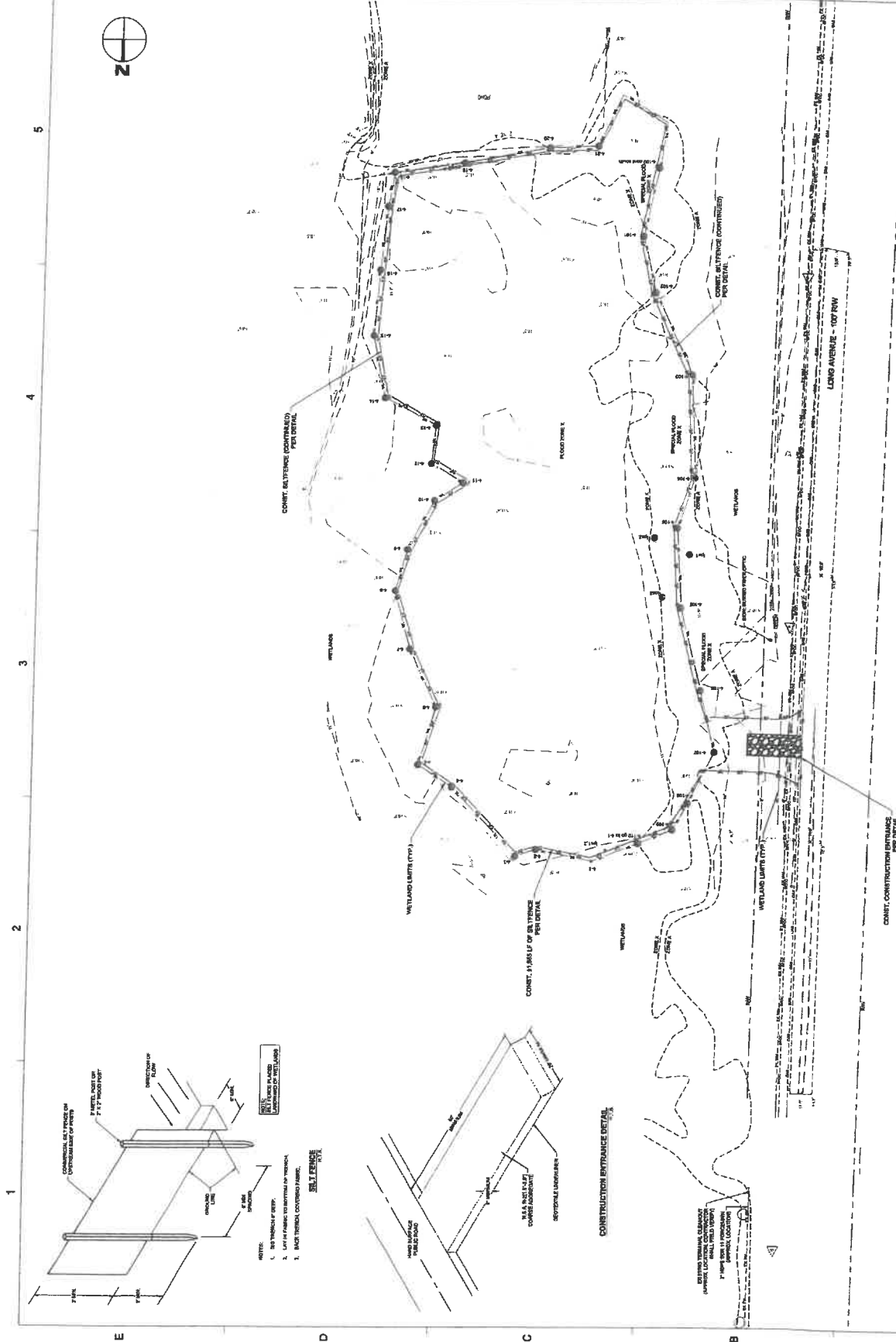


SHEET	DESCRIPTION:
C1	COVER SHEET
C2	GENERAL NOTES
C3	EXISTING CONDITIONS AND EROSION CONTROL PLAN
C4	SITE PLAN
C5	PLAN AND PROFILE WITH GRADING
C6	UTILITY PLAN
D1 - D2	DETAILS

ERRORS AND OMISSIONS IN THESE CONSTRUCTION DOCUMENTS SHALL IMMEDIATELY BE BROUGHT TO THE ATTENTION OF THE ENGINEER FOR REVISION.  
GENERAL CONTRACTOR TO THOROUGHLY INSPECT EXISTING CONDITIONS PRIOR TO SUBMITTING ANY CORRESPONDENCE TO THE ENGINEER. ANY AND ALL FIELD CONDITIONS SHALL BE NOTED AT ONCE AND CALLED TO THE ENGINEER'S ATTENTION PRIOR TO SUBMITTING ANY CORRESPONDENCE.  
ALL CORRESPONDENCE IN REGARD TO THESE CONSTRUCTION DOCUMENTS SHALL BE DIRECTED TO JOSHUA BRYANT, P.E., AT DEWBERRY ENGINEERS, INC., 324 MARINA DRIVE, PORT ST. JOE, FLORIDA 32456, (850) 227-7200.



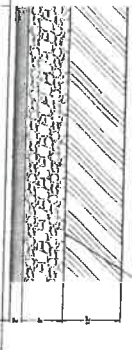




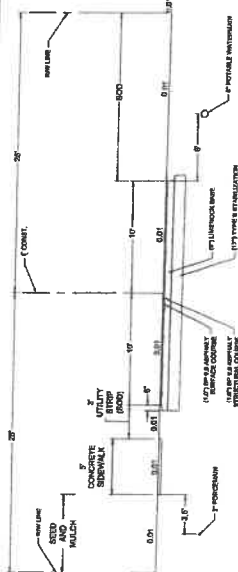
- NOTES:
1. WETLANDS PERMANENTLY PROTECTED BY GULF COUNTY ENVIRONMENTAL AGENCY, INC.
  2. ALL FILLING LOCATIONS ARE SUBJECT TO THE WETLANDS TOWARDS THE UPLAND PORTION OF THE SITE.



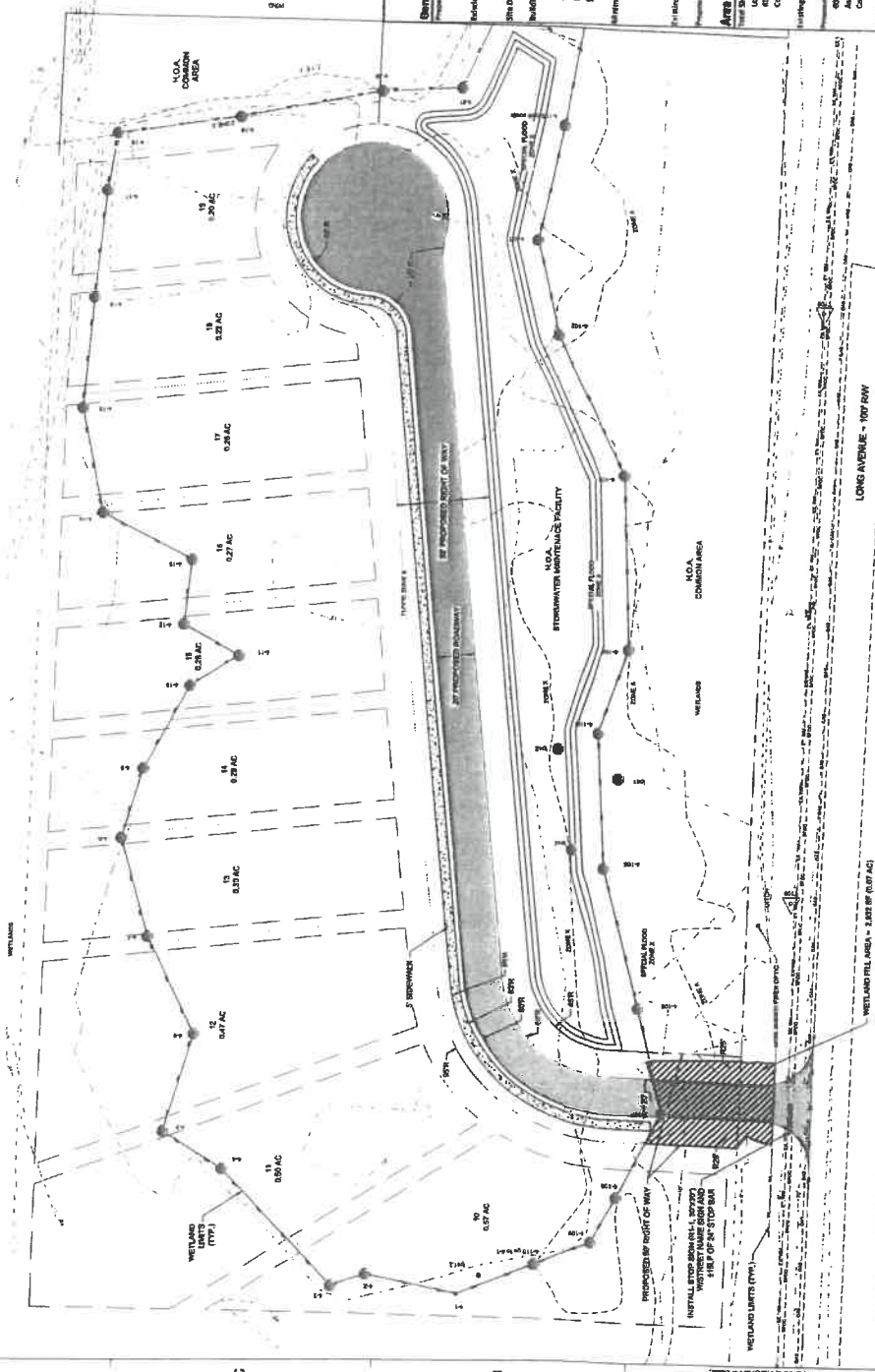
**TYPICAL CONCRETE SIDEWALK DETAIL**



**TYPICAL ASPHALT PAVEMENT SECTION**



TYPICAL ROAD SECTION



### PROJECT SITE DATA

[illegible]



Dewberry Engineers Inc.  
Post Office Box 33, 069  
855.277.7700

LAKEVIEW  
AT PALMETTO BLUFF  
LONG AVENUE PARTNERS LLC  
GULF COUNTY, FLORIDA

DESIGNED BY  
JOSHUA RYAN BALEY  
PROJECT NO.  
07130005

CONSTRUCTION DOCUMENTS

SCALE

1" = 30'

DATE

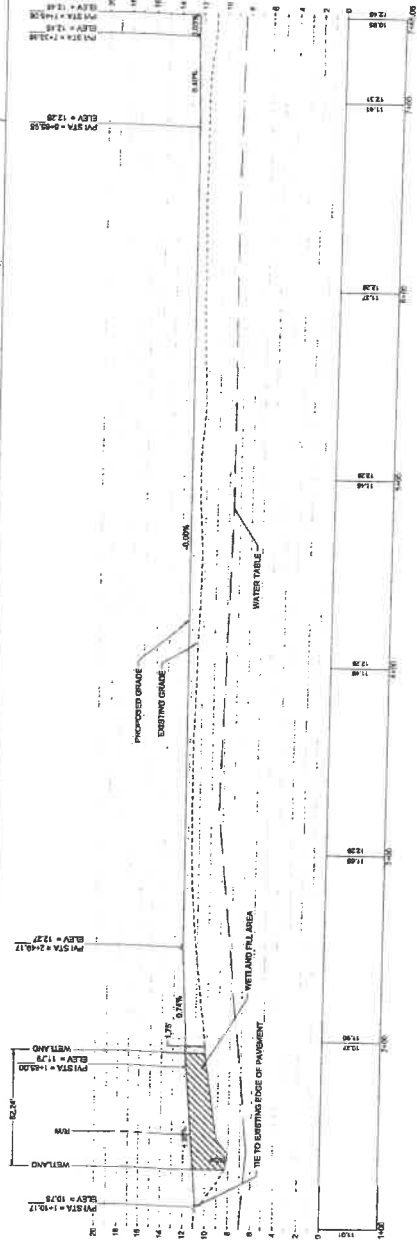
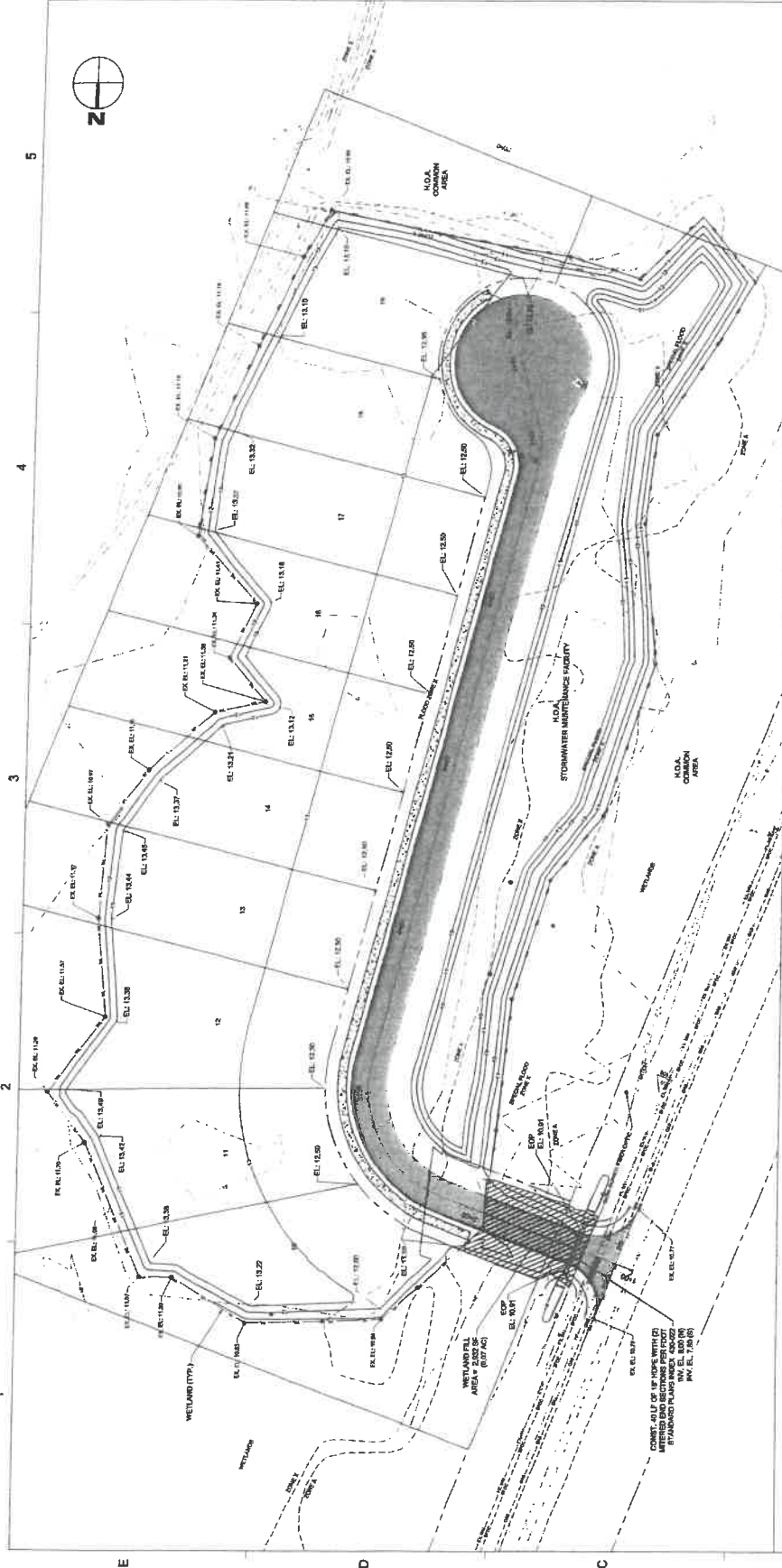
NO.	DESCRIPTION	DATE
1	DESIGNED BY	BAJ
2	APPROVED BY	ABE
3	CHECKED BY	ABA
4	DATE	JULY 2021

TITLE  
PLAN AND PROFILE  
WITH GRADING

PROJECT NO.  
07130005

C5

SHEET NO.



25





WETLANDS

LOT LINE (TYP.)

WETLANDS (TYP.)

LOT 11  
0.58 AC

LOT 12  
0.47 AC

LOT 13  
0.39 AC

LOT 14  
0.29 AC

LOT 15  
0.26 AC

LOT 16  
0.27 AC

LOT 17  
0.26 AC

LOT 18  
0.22 AC

LOT 19  
0.23 AC

LOT 20  
0.23 AC

LOT 21  
0.23 AC

LOT 22  
0.23 AC

LOT 23  
0.23 AC

LOT 24  
0.23 AC

LOT 25  
0.23 AC

LOT 26  
0.23 AC

LOT 27  
0.23 AC

LOT 28  
0.23 AC

LOT 29  
0.23 AC

LOT 30  
0.23 AC

LOT 31  
0.23 AC

LOT 32  
0.23 AC

LOT 33  
0.23 AC

LOT 34  
0.23 AC

LOT 35  
0.23 AC

LOT 36  
0.23 AC

LOT 37  
0.23 AC

LOT 38  
0.23 AC

LOT 39  
0.23 AC

LOT 40  
0.23 AC

LOT 41  
0.23 AC

LOT 42  
0.23 AC

LOT 43  
0.23 AC

LOT 44  
0.23 AC

LOT 45  
0.23 AC

LOT 46  
0.23 AC

LOT 47  
0.23 AC

LOT 48  
0.23 AC

LOT 49  
0.23 AC

LOT 50  
0.23 AC

LOT 51  
0.23 AC

LOT 52  
0.23 AC

LOT 53  
0.23 AC

LOT 54  
0.23 AC

LOT 55  
0.23 AC

LOT 56  
0.23 AC

LOT 57  
0.23 AC

LOT 58  
0.23 AC

LOT 59  
0.23 AC

LOT 60  
0.23 AC

LOT 61  
0.23 AC

LOT 62  
0.23 AC

LOT 63  
0.23 AC

LOT 64  
0.23 AC

LOT 65  
0.23 AC

LOT 66  
0.23 AC

LOT 67  
0.23 AC

LOT 68  
0.23 AC

LOT 69  
0.23 AC

LOT 70  
0.23 AC

LOT 71  
0.23 AC

LOT 72  
0.23 AC

LOT 73  
0.23 AC

LOT 74  
0.23 AC

LOT 75  
0.23 AC

LOT 76  
0.23 AC

LOT 77  
0.23 AC

LOT 78  
0.23 AC

LOT 79  
0.23 AC

LOT 80  
0.23 AC

LOT 81  
0.23 AC

LOT 82  
0.23 AC

LOT 83  
0.23 AC

LOT 84  
0.23 AC

LOT 85  
0.23 AC

LOT 86  
0.23 AC

LOT 87  
0.23 AC

LOT 88  
0.23 AC

LOT 89  
0.23 AC

LOT 90  
0.23 AC

LOT 91  
0.23 AC

LOT 92  
0.23 AC

LOT 93  
0.23 AC

LOT 94  
0.23 AC

LOT 95  
0.23 AC

LOT 96  
0.23 AC

LOT 97  
0.23 AC

LOT 98  
0.23 AC

LOT 99  
0.23 AC

LOT 100  
0.23 AC

LOT 101  
0.23 AC

LOT 102  
0.23 AC

LOT 103  
0.23 AC

LOT 104  
0.23 AC

LOT 105  
0.23 AC

LOT 106  
0.23 AC

LOT 107  
0.23 AC

LOT 108  
0.23 AC

LOT 109  
0.23 AC

LOT 110  
0.23 AC

LOT 111  
0.23 AC

LOT 112  
0.23 AC

LOT 113  
0.23 AC

LOT 114  
0.23 AC

LOT 115  
0.23 AC

LOT 116  
0.23 AC

LOT 117  
0.23 AC

LOT 118  
0.23 AC

LOT 119  
0.23 AC

LOT 120  
0.23 AC

LOT 121  
0.23 AC

LOT 122  
0.23 AC

LOT 123  
0.23 AC

LOT 124  
0.23 AC

LOT 125  
0.23 AC

LOT 126  
0.23 AC

LOT 127  
0.23 AC

LOT 128  
0.23 AC

LOT 129  
0.23 AC

LOT 130  
0.23 AC

LOT 131  
0.23 AC

LOT 132  
0.23 AC

LOT 133  
0.23 AC

LOT 134  
0.23 AC

LOT 135  
0.23 AC

LOT 136  
0.23 AC

LOT 137  
0.23 AC

LOT 138  
0.23 AC

LOT 139  
0.23 AC

LOT 140  
0.23 AC

LOT 141  
0.23 AC

LOT 142  
0.23 AC

LOT 143  
0.23 AC

LOT 144  
0.23 AC

LOT 145  
0.23 AC

LOT 146  
0.23 AC

LOT 147  
0.23 AC

LOT 148  
0.23 AC

LOT 149  
0.23 AC

LOT 150  
0.23 AC

LOT 151  
0.23 AC

LOT 152  
0.23 AC

LOT 153  
0.23 AC

LOT 154  
0.23 AC

LOT 155  
0.23 AC

LOT 156  
0.23 AC

LOT 157  
0.23 AC

LOT 158  
0.23 AC

LOT 159  
0.23 AC

LOT 160  
0.23 AC

LOT 161  
0.23 AC

LOT 162  
0.23 AC

LOT 163  
0.23 AC

LOT 164  
0.23 AC

LOT 165  
0.23 AC

LOT 166  
0.23 AC

LOT 167  
0.23 AC

LOT 168  
0.23 AC

LOT 169  
0.23 AC

LOT 170  
0.23 AC

LOT 171  
0.23 AC

LOT 172  
0.23 AC

LOT 173  
0.23 AC

LOT 174  
0.23 AC

LOT 175  
0.23 AC

LOT 176  
0.23 AC

LOT 177  
0.23 AC

LOT 178  
0.23 AC

LOT 179  
0.23 AC

LOT 180  
0.23 AC

LOT 181  
0.23 AC

LOT 182  
0.23 AC

LOT 183  
0.23 AC

LOT 184  
0.23 AC

LOT 185  
0.23 AC

LOT 186  
0.23 AC

LOT 187  
0.23 AC

LOT 188  
0.23 AC

LOT 189  
0.23 AC

LOT 190  
0.23 AC

LOT 191  
0.23 AC

LOT 192  
0.23 AC

LOT 193  
0.23 AC

LOT 194  
0.23 AC

LOT 195  
0.23 AC

LOT 196  
0.23 AC

LOT 197  
0.23 AC

LOT 198  
0.23 AC

LOT 199  
0.23 AC

LOT 200  
0.23 AC

LOT 201  
0.23 AC

LOT 202  
0.23 AC

LOT 203  
0.23 AC

LOT 204  
0.23 AC

LOT 205  
0.23 AC

LOT 206  
0.23 AC

LOT 207  
0.23 AC

LOT 208  
0.23 AC

LOT 209  
0.23 AC

LOT 210  
0.23 AC

LOT 211  
0.23 AC

LOT 212  
0.23 AC

LOT 213  
0.23 AC

LOT 214  
0.23 AC

LOT 215  
0.23 AC

LOT 216  
0.23 AC

LOT 217  
0.23 AC

LOT 218  
0.23 AC

LOT 219  
0.23 AC

LOT 220  
0.23 AC

LOT 221  
0.23 AC

LOT 222  
0.23 AC

LOT 223  
0.23 AC

LOT 224  
0.23 AC

LOT 225  
0.23 AC

LOT 226  
0.23 AC

LOT 227  
0.23 AC

LOT 228  
0.23 AC

LOT 229  
0.23 AC

LOT 230  
0.23 AC

LOT 231  
0.23 AC

LOT 232  
0.23 AC

LOT 233  
0.23 AC

LOT 234  
0.23 AC

LOT 235  
0.23 AC

LOT 236  
0.23 AC

LOT 237  
0.23 AC

LOT 238  
0.23 AC

LOT 239  
0.23 AC

LOT 240  
0.23 AC

LOT 241  
0.23 AC

LOT 242  
0.23 AC

LOT 243  
0.23 AC

LOT 244  
0.23 AC

LOT 245  
0.23 AC

LOT 246  
0.23 AC

LOT 247  
0.23 AC

LOT 248  
0.23 AC

LOT 249  
0.23 AC

LOT 250  
0.23 AC

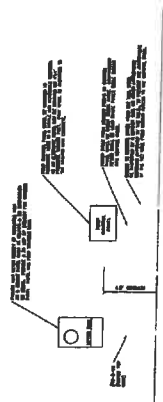
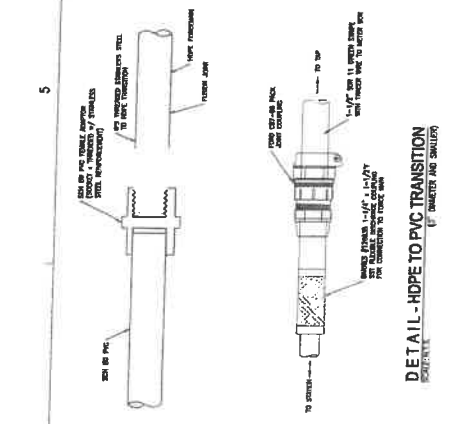
LOT 251  
0.23 AC

LOT 252  
0.23 AC

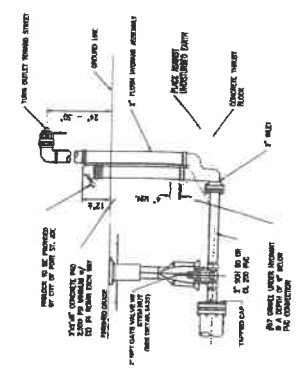
LOT 253  
0.23 AC

LOT 254  
0.23 AC

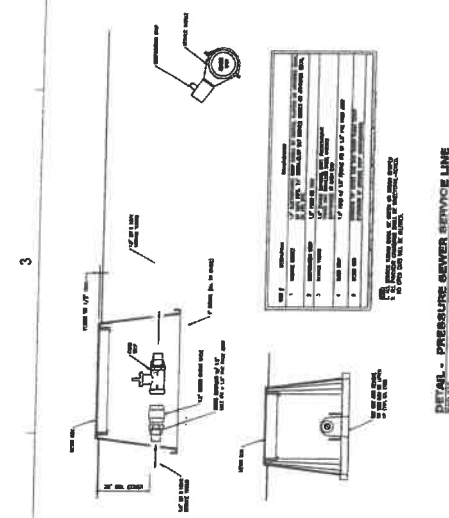




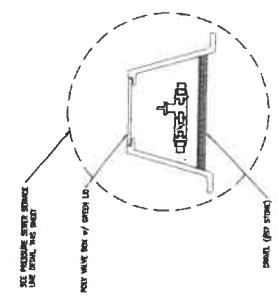
DETAIL - GRINDER STATION ELECTRICAL CONNECTION



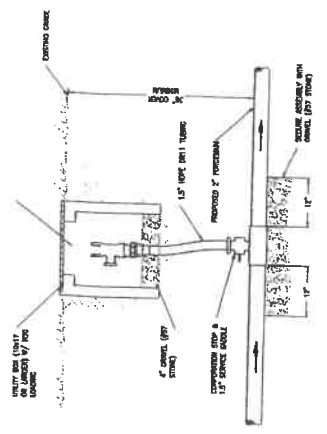
DETAIL - STANDARD FLUSH HYDRAUNT ASSEMBLY



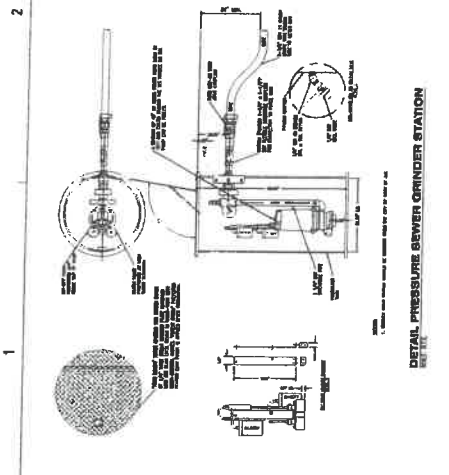
DETAIL - PRESSURE SEWER SERVICE LINE



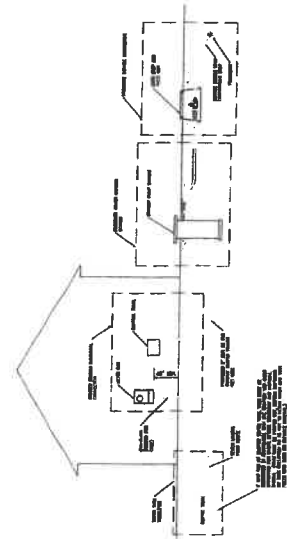
DETAIL - TYPICAL GRINDER STATION SINGLE UNIT INSTALLATION



DETAIL - TYPICAL IN-LINE CLEANOUT



DETAIL - PRESSURE SEWER GRINDER STATION



DETAIL - TYPICAL TERMINAL CLEANOUT

Date: August 3, 2021

To: City of Port St. Joe  
Jim Anderson

From: Ralph Rish

Re: Lakeview At Palmetto Bluff

Dear Mr. Anderson,

It is our understanding that the planning board needs some clarification in regards to the preliminary plat submitted for the Lakeview at Palmetto Bluff Subdivision. Please see the clarifications below.

1. The proposed Right-Of-Way shown on the preliminary plat is 50' wide as required by the City approved PUD. It is our intent to dedicate the Right-Of-Way to the City during the final plat process after construction is complete.
2. The stormwater pond will lie adjacent to the proposed public right-of-way to the south and will be owned and maintained by the HOA.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Ralph Rish  
RRish@Dewberry.com  
850-227-5137



## Current City Projects 8/17/21

- Washington Gym Bathroom- Legislative Funding Request Denied
- Keepers' Quarter (Eglin) Rehab- Under Construction
- **CDBG Sewer Phase III- Complete**
- Tennis Court Lighting- Lights are installed, waiting on timer
- Walking Bridges- 2 of 3 Complete, scheduling 3<sup>rd</sup> install
- **Bridge Foundations- all are complete**
- **Water Plant Clarifier Rehab- Complete**
- Tree/Stump removal from Parks- Ongoing
- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board
- Clifford Sims Park Repairs- Dewberry is working on a plan
- Utility Mapping- Ongoing
- Maddox Park Gazebo- 8/17 agenda to Bid
- Splash Pad- Need Direction from the Board
- City Pier Lighting- Being Reviewed by City Electricians
- Hwy 98 & 3<sup>rd</sup> Street Crosswalk- City staff will install
- Centennial Bldg. Rehab- Grant Approved
- Lighthouse Complex Rehab- Grant Approved
- Core Park Stage- Need Direction from the Board
- Public Safety Fire/Police Bldg. CDBG-DR- Grant Application was not approved
- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21
- Stormwater Rehab. MLK Corridor CDBG-DR (FAMU)- Grant Application was not approved
- City Hall Complex- Working on a possible USDA Grant/Loan
- Community Garden- Lease Agreement signed
- **Scout Hut Rehab.- Complete**
- Park Point Sewer- Under Design

- First Street Sewer Rehab- Approved by the Board as an Emergency Repair 6/1/21
- Long Ave Water/Sewer- Under Construction
- Lighthouse Rehab- Approved to bid on 7/6, working on Bid Docs
- Washington Gym Gazebo Rehab- The work has been scheduled
- 22<sup>nd</sup> Street Ditch Cleaning- Scheduled

**PROJECT NAME:** Fish Cleaning Station**Company:** City of Port St. Joe**Anticipated Ship To:** Port of St. Joe, FL**Quote Date:** June 17, 2021**Sales Manager:** Elizabeth Quigley**Shop Drawings:** 4 Weeks**Ship Equipment Lead Time:** 16 Weeks**Terms, OAC:** NET 30**Pricing:** Valid for 30 days**Shipping & Handling:** Included

*We thank you for your inquiry and are pleased to quote pricing and delivery on the equipment listed below. This quotation is subject to the terms and conditions listed on the JWC Environmental "Terms and Conditions" page and any comments and exceptions listed below.*

**Intended Service:** Grinding fish waste**Scope of Supply to include:****JWC Environmental FISH CLEANING STATION**

One (1) Model 3-HYDRO-0804 Monster Industrial Grinder suitable for handling 400 gpm (92 m3/hr). Scope of supply to include:

\* Grinder with 8" cutter stack using 7-tooth cam cutters in 4130 alloy steel, tungsten carbide mechanical seals with BUNA-N elastomers rated for 60 psi, green epoxy-coated gray iron end housings & side rails with 4" dia. pipe flanges, 29:1 speed reducer and 5 hp TEFC 208-230/460v/3ph/60Hz electric motor

One (1) Fish cleaning table and enclosure. Scope of supply to include:

- \* Table, 84" long X 43" wide X 38" tall fabricated in 304 stainless steel with hinged access doors
- \* Sink fabricated in 304 stainless steel with swirl spray nozzles for rinsing
- \* Two (2) Polyethylene cutting boards 84" long
- \* Two (2) spray wash wands with easy reach cord
- \* Safety inlet hood

\$ 103,130.00 Lift Station  
72,341.00 Cleaning Station  
15,000.00 Power  
6,000.00 Force main  
1000 LF

\$ 196,521.00

One (1) PC2200 motor controller in a NEMA 4X FRP enclosure accepting 208V, 230v or 460V/3ph/60Hz or 460v/3ph/60Hz input power, includes IEC starter with over-current protection, jam-sensing current transformer and micro-PLC

Four (4) Operation and Maintenance manuals

**Comments and Exceptions:**

- Standard one-year warranty is included— Please reference attached standard JWC Terms and Conditions of Purchase.
- Tariff Surcharge (where applicable)— Recently, the US Government, has implemented the following trade restrictions:  
Section 232, June 1, 2018: Restrictions on steel mill (25%) and aluminum articles (10%). All countries of origin except Argentina, Australia, Brazil, and South Korea. Section 301, July 6, 2018 Restrictions on products from China, 25%. The tariff surcharge represents the increased cost of manufacturing our products as a result of the government-imposed trade restrictions.

Unless specifically stated above, this quotation does not include installation, any taxes, disconnect switches, anchor bolts, hydraulic fluid, mounting frames, spare parts, or special tools.

**Price:****\$72,391**

## JWC ENVIRONMENTAL TERMS AND CONDITIONS OF SALE

Unless otherwise specifically agreed to in writing by the buyer ("Buyer") of the products and or related services purchased hereunder (the "Products") and JWC Environmental (the "Seller"), the sale of the Products is made only upon the following terms and conditions. Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Seller rejects all additional, conditional and different terms in Buyer's form or documents.

### PAYMENT TERMS

Subject to any contrary terms set forth in our price quotation, order acceptance or invoice the full net amount of each invoice is due and payable in cash within 30 days from the date of the invoice. If any payment is not received within such 30-day period, Buyer shall pay Seller the lesser of 1 ½% per month or the maximum legal rate on all amounts not received by the due date of the invoice, from the 31st day after the date of invoice until said invoice and charges are paid in full. Unless Sellers documents provide otherwise, freight, storage, insurance and all taxes, duties or other governmental charges related to the Products shall be paid by the Buyer. If Seller is required to pay any such charges, Buyer shall immediately reimburse Seller for said charges. In all cases, regardless of partial payment, title to the Products shall remain the Sellers until payment for the Products has been made in full. All orders are subject to credit approval by Seller. All offers by Seller and/or acceptance of Buyer's order shall be nullified by any failure of Buyer to obtain credit approval. Furthermore, Buyer shall not assert any claim against Seller due to Buyer's inability to obtain credit approval. Irrevocable Letter of Credit from Buyer in form and term acceptable to Seller is required for Product orders delivered outside the United States of America.

### DELIVERY

Unless otherwise provided in our price quotation, delivery of the Products shall be made F.O.B. place of manufacture. Any shipment, delivery, installation or service dates quoted by the Seller are estimated and the Seller shall be obligated only to use reasonable efforts to meet such dates. The Seller shall in no event be liable for any delays in delivery or failure to give notice of delay or for any other failure to perform hereunder due to causes beyond the reasonable control of the Seller. Such causes shall include, but not be limited to, acts of God, the elements, acts or omissions of manufacturers or suppliers of the Products or parts thereof, acts or omissions of Buyer or civil and military authorities, fires, labor disputes or any other inability to obtain the Products, parts thereof, or necessary power, labor, materials or supplies. The Seller will be entitled to refuse to make, or to delay, any shipments of the Products if Buyer shall fail to pay when due any amount owed by it to the Seller, whether under this or any other contract between the Seller and Buyer. Any claims for shortages must be made to the Company in writing within five calendar days from the delivery date and disposition of the claim is solely subject to Sellers determination.

### PRICES

Prices of the Seller's Products are subject to change without notice. Quotations are conditioned upon acceptance within 30 days unless otherwise stated and are subject to correction for errors and/or omissions. Prices include charges for regular packaging but, unless expressly stated, do not include charges for special requirements of government or other purchaser. Prices are subject to adjustment should Buyer place an order past the validity period of the quotation or delay delivery of Products beyond the quoted lead time for any reason.

### RETURNS

No Products may be returned for cash. No Product may be returned for credit after delivery to Buyer without Buyer first receiving written permission from the Seller. Buyer must make a request for return of Product in writing to Seller at its place of business in Costa Mesa, California. A return material authorization number must be issued by the Seller to the Buyer before a Product may be returned. Permission to return Product to Seller by Buyer is solely and exclusively the Sellers. Product must be returned to Seller at Buyers expense, including packaging, insurance, transportation and any governmental fees. Any credit for Product returned to Seller shall be subject to the inspection of and acceptance of the Product by the Seller and is at the sole discretion of the Seller.

### LIMITED WARRANTY





Subject to the terms and conditions hereof, the Seller warrants until one year after commissioning (written notification to Seller by Buyer required) of the Product or until 18 months after delivery of such Product to Buyer, whichever is earlier, that each Product will be free of defects in material and workmanship. If (a) the Seller receives written notification of such defect during the warranty period and the defective Products use is discontinued promptly upon discovery of alleged defect, and (b) if the owner ("Owner") forwards the Product to the Seller's nearest service/repair facility, transportation and related insurance charges prepaid. The Seller will cause any Products whose defect is covered under this warranty to either be replaced or be repaired at no cost to the Owner. The foregoing warranty does not cover repairs required due to repair or alteration other than by the Seller's personnel, accident, neglect, misuse, transportation or causes other than ordinary use and maintenance in accordance with the Seller's instructions and specifications. In addition, the foregoing warranty does not cover any Products, or components thereof, which are not directly manufactured by the Seller. To the extent a warranty for repair or replacement of such Products or components not manufactured directly by the Seller is available to Buyer under agreements of the Seller with its vendors; the Seller will make such warranties available to Buyer. Costs of transportation of any covered defective item to and from the nearest service/repair center and related insurance will be paid or reimbursed by Buyer. Any replaced Products will become the property of the Seller. Any replacement Products will be warranted only for any remaining term of the original limited warranty period and not beyond that term.

#### DISCLAIMER OF WARRANTIES AND LIMITATIONS OF LIABILITIES

THE SELLER'S FOREGOING LIMITED WARRANTY IS THE EXCLUSIVE AND ONLY WARRANTY WITH RESPECT TO THE PRODUCTS AND SHALL BE IN LIEU OF ALL OTHER WARRANTIES (OTHER THAN THE WARRANTY OF TITLE), EXPRESS, STATUTORY OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY STATEMENTS MADE BY EMPLOYEES, AGENTS OF THE SELLER OR OTHERS REGARDING THE PRODUCTS. THE OBLIGATIONS OF THE SELLER UNDER THE FOREGOING WARRANTY SHALL BE FULLY SATISFIED BY THE REPAIR OR THE REPLACEMENT OF THE DEFECTIVE PRODUCT OR PART, AS PROVIDED ABOVE. IN NO EVENT SHALL THE SELLER BE LIABLE FOR LOST PROFITS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE TOTAL LIABILITY OF THE SELLER TO BUYER AND OTHERS ARISING FROM ANY CAUSE WHATSOEVER IN CONNECTION WITH BUYER'S PURCHASE, USE AND DISPOSITION OF ANY PRODUCT COVERED HEREBY SHALL, UNDER NO CIRCUMSTANCES, EXCEED THE PURCHASE PRICE PAID FOR THE PRODUCT BY BUYER. NO ACTION, REGARDLESS OF FORM, ARISING FROM THIS AGREEMENT OR BASED UPON BUYER'S PURCHASE, USE OR DISPOSITION OF THE PRODUCTS MAY BE BROUGHT BY EITHER PARTY MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION ACCRUES, EXCEPT THAT ANY CAUSE OF ACTION FOR THE NONPAYMENT OF THE PURCHASE PRICE MAY BE BROUGHT AT ANY TIME.

The remedies provided to Buyer pursuant to the limited warranty, disclaimer of warranties and limitations of liabilities, described herein are the sole and exclusive remedies.

Unless specifically agreed to in writing by the Seller, no charges may be made to the Seller by Buyer or any third party employed by buyer for removing, installing or modifying any Product.

The Seller and its representatives may furnish, at no additional expense, data and engineering services relating to the application, installation, maintenance or use of the Products by Buyer. The Seller will not be responsible for, and does not assume any liability whatsoever for, damages of any kind sustained either directly or indirectly by any person through the adoption or use of such data or engineering services in whole or in part.

#### CONFIDENTIAL INFORMATION

Except with the Seller's prior written consent, Buyer shall not use, duplicate or disclose any confidential proprietary information delivered or disclosed by the Seller to Buyer for any purpose other than for operation or maintenance of the Products.

#### CANCELLATION AND DEFAULT

Absolutely no credit will be allowed for any change or cancellation of an order for Products by Buyer after fabrication of the Products to fill Buyer's order has been commenced. If Buyer shall default in paying for any Products purchased hereunder, Buyer shall be responsible for all reasonable costs and expenses, including (without limitation) attorney's fees incurred by the Seller in collecting any sums owed by Buyer. All rights and remedies to the Seller hereunder or



under applicable laws are cumulative and none of them shall be exclusive of any other right to remedy. No failure by the Seller to enforce any right or remedy hereunder shall be deemed to be a waiver of such right or remedy, unless a written waiver is signed by an authorized management employee of the Seller and the Seller's waiver of a breach of this agreement by Buyer shall not be deemed to be a waiver of any other breach of the same or any other provision.

#### CHANGES IN PRODUCTS

Changes may be made in materials, designs and specifications of the Products without notice. The Seller shall not incur any obligation to furnish or install any such changes or modifications on Products previously ordered by, or sold to, Buyer.

#### APPLICABLE LAW, RESOLUTION OF DISPUTES AND SEVERABILITY

This agreement is entered into in Costa Mesa, California. This agreement and performance by the parties hereunder shall be construed in accordance with, and governed by, the laws of the State of California. Any claim or dispute arising from or based upon this agreement or the Products which form its subject matter shall be resolved by binding arbitration before the American Arbitration Association in Los Angeles, California, pursuant to the Commercial Arbitration Rules, excepting only that each of the parties shall be entitled to take no more than two depositions, and serve no more than 30 interrogatories, 10 requests for admissions and 20 individual requests for production of documents, such discovery to be served pursuant to the California Code of Civil Procedure. Any award made by the arbitrator may be entered as a final judgment, in any court having jurisdiction to do so. If any provision of this agreement shall be held by a court of competent jurisdiction or an arbitrator to be unenforceable to any extent, that provision shall be enforced to the full extent permitted by law and the remaining provisions shall remain in full force and effect.

#### ASSIGNMENT

This agreement shall be binding upon the parties and their respective successors and assigns. However, except for rights expressly provided to subsequent Owners of the Products under "Limited Warranty" above, any assignment of this agreement or any rights hereunder by Buyer shall be void without the Company's written consent first obtained. Any exercise of rights by an Owner other than Buyer shall be subject to all of the limitations on liability and other related terms and conditions set forth in this agreement.

#### EXCLUSIVE TERMS AND CONDITIONS

The terms and conditions of this agreement may be changed or modified only by an instrument in writing signed by an authorized management employee of the Seller. This instrument, together with any amendment or supplement hereto specifically agreed to in writing by an authorized management employee of the Seller, contains the entire and the only agreement between the parties with respect to the sale of the Products covered hereby and supersedes any alleged related representation, promise or condition not specifically incorporated herein.

SELLER'S PRODUCTS ARE OFFERED FOR SALE AND SOLD ONLY ON THE TERMS AND CONDITIONS CONTAINED HEREIN. NOTWITHSTANDING ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS CONTAINED IN BUYER'S SEPARATE PURCHASE ORDERS OR OTHER ORAL OR WRITTEN COMMUNICATIONS, BUYER'S ORDER IS OR SHALL BE ACCEPTED BY THE COMPANY ONLY ON THE CONDITION THAT BUYER ACCEPTS AND CONSENTS TO THE TERMS AND CONDITIONS CONTAINED HEREIN. IN THE ABSENCE OF BUYER'S ACCEPTANCE OF THE TERMS AND CONDITIONS CONTAINED HEREIN, THE SELLER'S COMMENCEMENT OF PERFORMANCE AND/OR DELIVERY OF THE PRODUCTS, OR THE SELLER'S STATEMENT OF ACKNOWLEDGMENT OF THE RECEIPT OF BUYER'S PURCHASE ORDER, SHALL BE FOR BUYER'S CONVENIENCE ONLY AND SHALL NOT BE DEEMED OR CONSTRUED TO BE ACCEPTANCE OF BUYER'S DIFFERING TERMS OR CONDITIONS, OR ANY OF THEM. ANY DIFFERENT OR ADDITIONAL TERMS ARE HEREBY REJECTED UNLESS SPECIFICALLY AGREED UPON IN WRITING BY AN AUTHORIZED MANAGEMENT EMPLOYEE OF THE SELLER. IF A CONTRACT IS NOT EARLIER FORMED BY MUTUAL AGREEMENT IN WRITING, BUYER'S ACCEPTANCE OF ANY PRODUCTS COVERED HEREBY SHALL BE DEEMED ACCEPTANCE OF ALL OF THE TERMS AND CONDITIONS STATED HEREIN. THE SELLER'S FAILURE TO OBJECT TO PROVISIONS INCONSISTENT HERewith CONTAINED IN ANY COMMUNICATION FROM BUYER SHALL NOT BE DEEMED A WAIVER OF THE PROVISIONS CONTAINED HEREIN.





# MONSTER INDUSTRIAL™



## Fish Cleaning Station

Self Contained, Reliable, Clean

### Overview

The Monster Industrial Fish Cleaning Station is the most efficient fish cleaning station available. It turns fish waste into a slurry - easily flushed away. The self-contained unit uses a powerful HYDRO dual-shafted grinder to shred solids, such as fish parts, cans, plates, utensils and fishing lures. This prevents clogging and protects downstream equipment. The Monster Fish Cleaning Station is clean, cost effective and reliable.

The reason our system is reliable is the slow-speed, high-torque power of the 3-HYDRO grinder. Using an energy efficient 5-HP (3.7kW) motor our grinder slices through the toughest fish waste including big salmon heads, large catfish, bass carcasses and lots more.

### Improve Your Park or Marina

The Monster Fish Cleaning Station is an excellent way to provide a pleasant park experience for residents and visitors. Fishermen enjoy the ease and convenience of our Fish Cleaning Station. And best of all, long lasting Monster Industrial equipment is reliable, and requires little maintenance. Grind it up, flush it down!



*A Fish Cleaning Station ready to grind at a Michigan park.*

### Features & Benefits

#### Ease and Flexibility of Installation

- Complete system — pre-plumbed and pre-wired. Install indoors or outdoors. Optional lockable winter cover.

#### 3-HYDRO Shredder

- Dual-shafted grinder reduces solids to small particles to prevent clogging and protect downstream equipment.
- Two powerful banks of cutters grab and shred fish parts, aluminum cans, plastic utensils, weights, line and more.
- Low speed operation results in higher torque and less interrupts. Pull-out stand for easy grinder access.

#### Spray Wash System

- Two or more easy to reach spray wands. Five programmable swirlspray nozzles. Meets the highest standards of National Sanitation Foundation®.

#### Cutting Boards

- Stain-resistant, self draining polyethylene UHMW cutting boards are provided on both sides of the table.

#### Inlet Safety Guard

- Sized for safety and prevention of user access to the grinder.

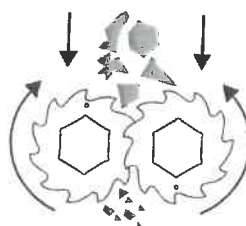
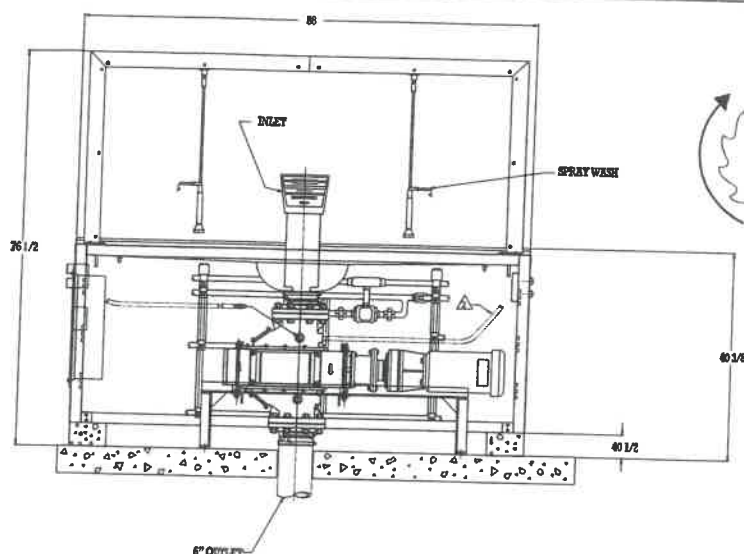
#### Automated Control Panel

- Start, stop and timer system accessible from either end of table.
- Jam prevention system: grinder will stop, reverse rotation then resume forward rotation. If the object does not pass through unit, an alarm will illuminate or sound indicating maintenance is required.





# Monster Fish Cleaning Station



## Operation

- 1) User presses the 'Start' button and the grinder and spray wash system activate for a pre-programmed length of time.
- 2) Wet or dry solids enter the 3-HYDRO dual-shafted grinder via the inlet.
- 3) Solids pass through the cutters and are reduced to a small particle size.
- 4) The ground material is flushed into the local sewer system. Solids pose no threat to downstream pumps.

## Materials of Construction

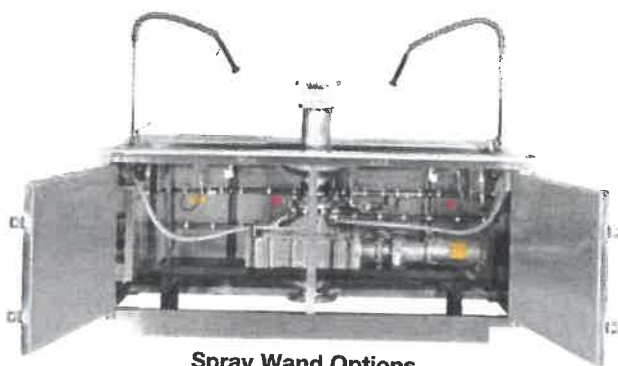
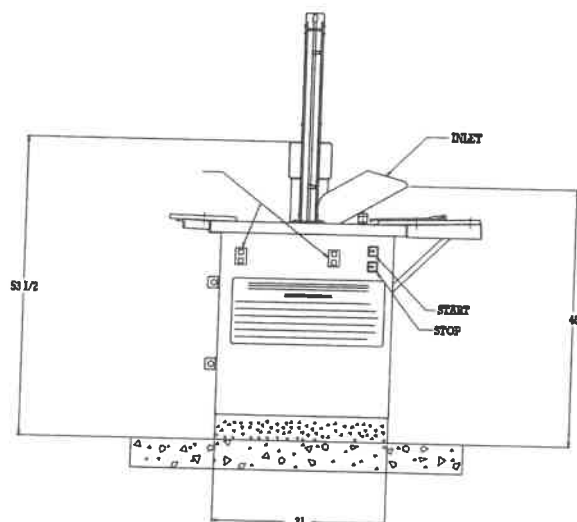
**Table:** 14-gauge stainless steel.

**Grinder Cutters:** Heat treated alloy steel, surface ground for uniformity and through-hardened.

**Seal Faces:** Tungsten carbide / tungsten carbide.

**Plumbing Includes:** Pressure type vacuum breaker, solenoid actuated water valve and shut-off valve.

**Optional Freeze Protection:** Heat wrapped copper plumbing and lockable steel winter cover.



Spray Wand Options



Heat Treated Cutters for Durability

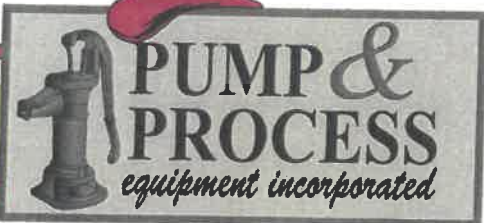
Headquarters  
290 Paularino Ave.  
Costa Mesa, CA 92626 USA  
Toll Free: (800) 331-2277  
Phone: (949) 833-3888  
Fax: (949) 833-8858  
jwce@jwce.com

Western Product Support  
2600 S. Garnsey St.  
Santa Ana, CA 92707, USA  
Toll Free: (800) 331-2277  
Phone: (949) 833-3888  
Fax: (714) 751-1913  
jwce@jwce.com

Eastern Product Support  
4485 Commerce Dr, Ste 109  
Buford, GA 30518, USA  
Toll Free: (800) 331-8783  
Phone: (770) 271-2106  
Fax: (770) 925-9406  
jwce@jwce.com

38

[www.jwce.com/ind](http://www.jwce.com/ind)



370 West Burgess Road / Pensacola, FL 32503  
Office (850) 432-0334 / Butch's Cell (850) 393-7686

## QUOTATION

**To:** John Grantland  
The City of Port St. Joe  
1002 10th Street  
Port St. Joe, FL. 32456

**Date:** 08/04/21  
**Project:** Fish Cleaning Sta. Lift Station  
**Location:** Port St. Joe, FL

**Equipment:** Duplex Lift Station Package    **Terms:** 50% to release to production / 50% upon delivery    **Delivery:** 12 Weeks Upon approved Submittal

We are pleased to quote the following equipment, no exceptions to plans:  
Duplex Lift Station Package to meet the City of Port St. Joe Standards to include the following:

**- Barnes Sithe Chopper Pumps and 1.7 HP Mixer:**

1. Pumps will be Barnes Sithe model "3XSCMPA" 230 volt/3-phase to deliver 160 GPM (Gives us desired 7.262 ft. per second vert. scour) @ 21ft TDH.
2. Mixer will be model KSB Amimix 1.7 HP/230 Volt/3-Phase.
3. Pumps and Mixer shall have a 5-year 100% parts and labor warranty as provided by the pump manufacturer.

**- Fiberglass wet well:**

1. One (1) 60"(5ft.) diameter X 120"(10ft.) deep Fiberglass Wet Well package to ship complete with all 316 series dual 3" SST discharge pipe, rail systems, bracing, vent, inlet to accept gravity pipe and round odor gasketed hatch ready for burial by Contractor. Dual 3" discharge pipes will terminate into 60" dia. X40" deep integral valve pit with 3" 316 Series SST Pipe/SST Valves. Valve Pit will have odor gasketed double door hatch.
2. Valve Pit will have pitched sump to drain towards 2" floor drain that will have floating ball check that flows back into wet well.
3. Each discharge riser will include 2" SST Ball Valve and 2" Waterman Air Release Valve.

**- Duplex Motor Control Center:**

1. One (1) Duplex Control panel as specified and to meet Port St. Joe Water and Sewer standards and includes their required SCADA integrated into panel / Spare Parts.
2. Installation of Duplex Control Panel and conduit for control panel to include required electrical permits and coordination only with power company. Includes required SST disconnect and aluminum meter socket as specified. No concrete included.

**Net price, F.O.B. shipping point: \$103,130.00**

1. Applicable sales taxes are not included. See all Terms and Conditions on bottom of this quote.
2. Freight to job site is included in above quote. Off loading by Contractor.

**NOTES:**

1. To order and release Submittal to production, please sign this quotation form and Email back to Pump & Process Equipment, Inc.
2. Only items mentioned above are included. If it is not listed it is to be provided by others.
3. Delivery promise date begins upon return of approved Submittal.
4. Pump & Process does not include concrete for pads or anti-flotation. Antiflotation requirements will be in Submittal. All concrete to be by others.
5. No cost associated with the power company included in quote. Upon completion of Electrical Inspection Owner to make application for power.

**This Quotation Prepared By:**

*Butch Branton*  
F.D. "Butch" Branton

For Pump & Process Equipment, Inc.

The undersigned agrees to and has the authority to bind the purchaser to the terms and conditions below and equipment as described above.



Date \_\_\_\_\_

By signing above the purchaser agrees to Terms and Conditions of Sale as follows:

Quotation good for 30 days. Prices do not include any applicable taxes. **Payment terms are 50% to release to production / 50% upon delivery.** Past due invoices will be charged interest at 1.5% per month. Should the services of an attorney, collection agency or other legal service become necessary for collection, purchaser will assume responsibility for all expenses accrued in the collection process including fees, court cost, serving charges, lien filing, etc. Manufacturer's warranty applies. Pump & Process Equipment, Inc. assumes no liability whatsoever for delays or damages caused by defects or any other equipment failure.

**REBID OF RFQ # 2021-01**  
**Public-Private Partnership To Develop Workforce and/or Affordable Housing**  
**Opportunities**  
**August 6, 2021**  
**3:05 P.M.**  
**City Commission Conference Room**

**VENDOR**

HP Capital Partners, LLC

Dikos

Royal American Development, Inc



DATE: July 10, 2021

TO: Jim Anderson, City Manager  
305 Cecil G. Costin St. Blvd  
Port St. Joe, FL 32456

RE: FY 2021 Rebuild Florida General Infrastructure Repair Program Round II

Dear Mr. Anderson,

The Ferguson Group (TFG) appreciates the opportunity to provide grant writing services to Port St. Joe, Florida to submit two FY 2021 Rebuild Florida General Infrastructure Repair Program Round II applications to the Florida Department of Economic Opportunity by September 17, 2021.

TFG will work with Port St. Joe to complete and submit the following two applications:

- *Dual Fire/Police Station Construction Project* – The City and TFG previously submitted an unsuccessful application for construction of a new fire and police station in the programs first round of funding. The application will be updated and resubmitted for Round II.
- *Road Re-pavement / Stormwater Infrastructure Project* – TFG will work with the City to assemble and submit a new application for funding to repave roadways and repair the corresponding stormwater infrastructure damaged by Hurricane Michael.

The applications are to be submitted on or before September 17, 2021. The City will be responsible for providing TFG with the necessary information and documentation to prepare the applications.

## **Rebuild Florida General Infrastructure Repair Program Round II Background**

The Florida Department of Economic Opportunity (DEO) has allocated \$223,032,145 in funding for the Rebuild Florida General Infrastructure Repair Program through the Community Development Block Grant – Disaster Recovery (DGBG-DR) Program by the U.S. Department of Housing and Urban Development (HUD) to address unmet disaster recovery needs related to damage from Hurricane Michael. Projects should support strategic and high-impact activities to rebuild and harden infrastructure to prevent or reduce losses in future disasters.

Eligible applicants are states, counties, and municipalities. Applicants must be located in U.S. Department of Housing and Urban Development (HUD) and state-designated most impact and distressed (MID) counties that experienced storm damage due to Hurricane Michael, which include the counties of Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington.

A total of \$111,516,000 is available to support awards of at least \$250,000 each through this solicitation. The award contract term will be 24 months, with a possible 12-month extension. There are no stated matching requirements for this program; however, applicants that demonstrate other leveraged funds will be awarded additional points during the application evaluation process.



## Application Scope

The FY 2021 Rebuild Florida General Infrastructure Repair Program Round II application package requires the following:

- Proposal Information
- Project Description
- Tieback to Hurricane Michael
- Unmet Needs
- Management Capacity
- Readiness to Proceed
  - Site control documentation
  - Zoning and community approval documentation
  - Environmental clearance documentation
  - Procured contracted members of development or construction team documentation
  - Commitment of matching funds documentation
- Budget (template provided by DEO)
- Supporting Documents
  - Project location and/or service area map
  - Low- and moderate-income service area map
  - Most recent flood map
- Work Plan (template provided by DEO)
- Organization Chart (template provided by DEO)
- Pictures
  - 10 photos of service area
- Public Notice
  - Documentation of public meeting (sign-in sheets, minutes, and agenda)
  - Evidence of public notice (newspaper ad, print-out of county web page, documentation for ESL individuals)

*\*The application scope was generated based on Round I submitted applications and the Round II NOFO. TFG cannot see the full application until granted access to the DEO portal. The items above are subject to change based on the scope outlined in the portal.*

## Proposed Division of Labor

- **TFG Responsibilities** – TFG will be responsible for all application items with the exception of public notice documentation and meetings. TFG will be responsible for submitting both applications through DEO's portal by September 17, 2021.
- **Port St. Joe Responsibilities** – Port St. Joe will be responsible for all public notice items and running public notice meetings. This includes noticing the public meeting at least 5-days prior to the meeting, documentation of the meeting (sign-in sheet and meeting minutes), and evidence of the public notice (newspaper ad and Gulf County webpage).

## Information Needed from the City

The below outlines the minimum amount of information needed by TFG to complete each application:

- Clear project scope including the activities to be completed, project personnel (including contractors), and project location
- Evidence of existing Hurricane Michael damage including photos
- Documentation of project readiness (if any)
- Detailed budget including design/planning, permitting, construction, inspections, and administrative costs as well as quotes and bids related to the project (if any)
- Detailed project timeline
- Evidence of leveraged funds (if any)

*\*TFG may request additional information from the City following the ability to view the application contents in the DEO portal.*

## Proposed Fee

TFG's proposed fee to complete a rewrite of the dual fire/police station construction project application and for the completion of a new road re-pavement / stormwater infrastructure application is affixed fee of \$150/hour with a not to exceed limit of \$10,000. This will include grant writing, as well as assembly and submission of both applications. TFG will be responsible for all application contents outlined in this proposal except for the public participation component.

In addition, TFG will provide the following services:

- Weekly call with involved Port St. Joe personnel
- Creation of timeline and deadlines for requested information
- Collaboration with DEO, as needed

The Rebuild Florida general Infrastructure Repair Program Round II grant writing team will consist of Gabrielle Bronstein, Senior Grants Manager, Heidi Schott, Director of Grant Services, and Sarah Hofman-Graham, Grants Analyst. TFG previously assisted Port St. Joe in completing and winning funding through this program in Round I and is pleased to offer our services again for Round II.

As Chief Executive Officer, I am authorized to make representations on behalf of TFG, binding the firm to a contract. Thank you for the opportunity to submit this proposal. We have assembled an excellent and experienced team of professionals committed to highly personalized services for Port St. Joe and we welcome the opportunity to work with you to meet the City's needs.

Sincerely,



W. Roger Gwinn  
Chief Executive Officer

# STATEWIDE MUTUAL AID AGREEMENT

## (SMAA) INFORMATION SHEET

<https://www.floridadisaster.org/dem/response/logistics/>

---

### Signing the Agreement:

A copy of the SMAA with **handwritten or digital signature** should be submitted.

Counties should sign **PAGE 15** of the agreement.

Cities should sign **PAGE 16** of the agreement.

Educational Districts should sign **PAGE 17** of the agreement.

Community Colleges or State Universities should sign **PAGE 18** of the agreement.

Special Districts should sign **PAGE 19** of the agreement.

Authorities should sign **PAGE 20** of the agreement.

Native American Tribes should sign **PAGE 21** of the agreement.

Community Development Districts should sign **PAGE 22** of the agreement.

### REQUIRED Documentation to Accompany the Agreement:

Minutes or Resolution from your governing board, which indicates the agreement was adopted or approved.

A Certificate of Liability Insurance or Resolution of Self Insurance.

A completed copy of Form C, **PAGE 23** of the agreement.

### FDEM Contact Information:

Alex Furlong | Mutual Aid Coordinator  
Bureau of Response, Logistics Section  
Alex.Furlong@em.myflorida.com  
Mobile: (850) 328-7491 Office: (850) 815-4278

Florida Division of Emergency Management  
2555 Shumard Oak Blvd.  
Tallahassee, FL 32399-2100



STATE OF FLORIDA

## DIVISION OF EMERGENCY MANAGEMENT

RON DESANTIS  
Governor

Kevin Guthrie  
Director

### STATEWIDE MUTUAL AID AGREEMENT

This Agreement is between the FLORIDA DIVISION OF EMERGENCY MANAGEMENT ("Division") and the local government signing this Agreement (the "Participating Parties"). This agreement is based on the existence of the following conditions:

A. The State of Florida is vulnerable to a wide range of disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.

B. Such disasters are likely to exceed the capability of any one local government to cope with the emergency with existing resources.

C. Such disasters may also give rise to unusual technical needs that the local government may be unable to meet with existing resources, but that other local governments may be able to offer.

D. The Emergency Management Act, Chapter 252, provides each local government of the state the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted, and through such agreements to ensure the timely reimbursement of costs incurred by the local governments which render such assistance.

E. Pursuant to Chapter 252, the Division has the authority to coordinate assistance between local governments during emergencies and to concentrate available resources where needed.

Based on the existence of the foregoing conditions, the parties agree to the following:

#### ARTICLE I.

**Definitions.** As used in this Agreement, the following expressions shall have the following meanings:



A. The "Agreement" is this Agreement, which shall be referred to as the Statewide Mutual Aid Agreement ("SMAA").

B. The "Division" is the Division of Emergency Management

C. The "Participating Parties" to this Agreement are the Division and any and all special districts, educational districts, and other local and regional governments signing this Agreement.

D. The "Requesting Parties" to this Agreement are Participating Parties who request assistance during an emergency.

E. The "Assisting Parties" to this Agreement are Participating Parties who render assistance in an emergency to a Requesting Party.

F. The "State Emergency Operations Center" is the facility designated by the State Coordinating Officer to manage and coordinate assistance to local governments during an emergency.

G. The "Comprehensive Emergency Management Plan" is the biennial Plan issued by the Division in accordance with § 252.35(2)(a), Florida Statutes.

H. The "State Coordinating Officer" is the official whom the Governor designates, by Executive Order, to act for the Governor in responding to a disaster, and to exercise the powers of the Governor in accordance with the Executive Order, Chapter 252, Florida Statutes, and the State Comprehensive Emergency Management Plan.

I. The "Period of Assistance" is the time during which any Assisting Party renders assistance to any Requesting Party in an emergency, and shall include both the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return them to their place of origin or to the headquarters of the Assisting Party.

J. A "special district" is any local or regional governmental entity which is an independent special district within the meaning of section 189.012(3), Florida Statutes, regardless of whether established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.

K. An “educational district” is any school district within the meaning of section 1001.30, Florida Statutes and any community school and state university within the meaning of section 1000.21, Florida Statutes.

L. An “interlocal agreement” is any agreement between local governments within the meaning of section 163.01(3)(a), Florida Statutes.

M. A “local government” is any educational district or any entity that is a “local governmental entity” within the meaning of section 11.45(1)(e), Florida Statutes.

N. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act.

## **ARTICLE II.**

**Applicability of the Agreement.** A Participating Party may request assistance under this Agreement for a “major” or “catastrophic disaster” as defined in section 252.34, Florida Statutes. If the Participating Party has no other mutual aid agreement that covers a “minor” disaster or other emergencies too extensive to be dealt with unassisted, it may also invoke assistance under this Agreement for a “minor disaster” or other such emergencies.

## **ARTICLE III.**

**Invocation of the Agreement.** In the event of an emergency or threatened emergency, a Participating Party may invoke assistance under this Agreement by requesting it from any other Participating Party, or from the Division if, in the judgment of the Requesting Party, its own resources are inadequate to meet the emergency.

A. Any request for assistance under this Agreement may be oral, but within five (5) calendar days must be confirmed in writing by the County Emergency Management Agency of the Requesting Party, unless the State Emergency Operations Center has been activated in response to the emergency for which assistance is requested.

B. All requests for assistance under this Agreement shall be transmitted by County Emergency Management Agency of the Requesting Party to either the Division, or to another Participating Party. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Division, the Requesting Party and Assisting Party shall keep the Division advised of their activities.

C. The Division shall relay any requests for assistance under this Agreement to such other Participating Parties as it may deem appropriate, and shall coordinate the activities of the Assisting Parties so as to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the State's Comprehensive Emergency Management Plan.

D. Nothing in this Agreement shall be construed to allocate liability for the costs of personnel, equipment, supplies, services and other resources that are staged by the Division, or by other agencies of the State of Florida, for use in responding to an emergency pending the assignment of such personnel, equipment, supplies, services and other resources to an emergency support function/mission. The documentation, payment, repayment, and reimbursement of all such costs shall be rendered in accordance with the Comprehensive Emergency Management Plan, and general accounting best practices procedures and protocols.

#### ARTICLE IV.

**Responsibilities of Requesting Parties.** To the extent practicable, all Requesting Parties seeking assistance under this Agreement shall provide the following information to the Division and the other Participating Parties. In providing such information, the Requesting Party may use Form B attached to this Agreement, and the completion of Form B by the Requesting Party shall be deemed sufficient to meet the requirements of this Article:

- A. A description of the damage sustained or threatened;
- B. An identification of the specific Emergency Support Function or Functions for which such assistance is needed;

C. A description of the specific type of assistance needed within each Emergency Support Function;

D. A description of the types of personnel, equipment, services, and supplies needed for each specific type of assistance, with an estimate of the time each will be needed;

E. A description of any public infrastructure for which assistance will be needed;

F. A description of any sites or structures outside the territorial jurisdiction of the Requesting Party needed as centers to stage incoming personnel, equipment, supplies, services, or other resources;

G. The place, date and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and

H. A technical description of any communications or telecommunications equipment needed to ensure timely communications between the Requesting Party and any Assisting Parties.

#### ARTICLE V.

**Responsibilities of Assisting Parties.** Each Participating Party shall render assistance under this Agreement to any Requesting Party to the extent practicable that its personnel, equipment, resources and capabilities can render assistance. If a Participating Party which has received a request for assistance under this Agreement determines that it has the capacity to render some or all of such assistance, it shall provide the following information to the Requesting Party and shall transmit it without delay to the Requesting Party and the Division. In providing such information, the Assisting Party may use Form B attached to this Agreement, and the completion of Form B by the Assisting Party shall be deemed sufficient to meet the requirements of this Article:

A. A description of the personnel, equipment, supplies and services it has available, together with a description of the qualifications of any skilled personnel;

B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;



C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services at the date, time and place specified by the Requesting Party;

D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties; and

E. The names of all personnel whom the Assisting Party designates as Supervisors.

F. The estimated costs of the provision of assistance (use FEMA's Schedule of Equipment Rates spreadsheet attached to Form B.)

#### ARTICLE VI.

**Rendition of Assistance.** After the Assisting Party has delivered its personnel, equipment, supplies, services, or other resources to the place specified by the Requesting Party, the Requesting Party shall give specific assignments to the Supervisor(s) of the Assisting Party, who shall be responsible for directing the performance of these assignments. The Assisting Party shall have authority to direct the manner in which the assignments are performed. In the event of an emergency that affects the Assisting Party, all personnel, equipment, supplies, services and other resources of the Assisting Party shall be subject to recall by the Assisting Party upon not less than five (5) calendar days' notice or, if such notice is impracticable, as much notice as is practicable under the circumstances.

A. For operations at the scene of *catastrophic* and *major* disasters, the Assisting Party shall to the fullest extent practicable give its personnel and other resources sufficient equipment and supplies to make them self-sufficient for food, shelter, and operations unless the Requesting Party has specified the contrary. For *minor* disasters and other emergencies, the Requesting Party shall be responsible to provide food and shelter for the personnel of the Assisting Party unless the Requesting Party has specified the contrary. In its request for assistance the Requesting Party may specify that Assisting Parties send only self-sufficient personnel or self-sufficient resources.

B. Unless the Requesting Party has specified the contrary, it shall to the fullest extent practicable,

coordinate all communications between its personnel and those of any Assisting Parties, and shall determine all frequencies and other technical specifications for all communications and telecommunications equipment to be used.

C. Personnel of the Assisting Party who render assistance under this Agreement shall receive their usual wages, salaries and other compensation, and shall have all the duties, responsibilities, immunities, rights, interests, and privileges incident to their usual employment. If personnel of the Assisting Party hold local licenses or certifications limited to the county or municipality of issue, then the Requesting Party shall recognize and honor those licenses or certifications for the duration of the support.

#### **ARTICLE VII.**

**Procedures for Reimbursement.** Unless the Division or the Assisting Party, as the case may be, state the contrary in writing, the ultimate responsibility for the reimbursement of costs incurred under this Agreement shall rest with the Requesting Party, subject to the following conditions and exceptions:

A. In accordance with this Agreement, the Division shall pay the costs incurred by an Assisting Party in responding to a request that the Division initiates on its own, and not for another Requesting Party.

B. An Assisting Party shall bill the Division or other Requesting Party as soon as practicable, but not later than thirty (30) calendar days after the Period of Assistance has closed. Upon the request of any of the concerned Participating Parties, the State Coordinating Officer may extend this deadline for cause.

C. If the Division or the Requesting Party protests any bill or item on a bill from an Assisting Party, it shall do so in writing as soon as practicable, but in no event later than thirty (30) calendar days after the bill is received. Failure to protest any bill or billed item in writing within thirty (30) calendar days shall constitute agreement to the bill and the items on the bill and waive the right to contest the bill.

D. If the Division protests any bill or item on a bill from an Assisting Party, the Assisting Party shall have thirty (30) calendar days from the date of protest to present the bill or item to the original

Requesting Party for payment, subject to any protest by the Requesting Party.

E. If the Assisting Party cannot reach a mutual agreement with the Division or the Requesting Party to the settlement of any protested bill or billed item, the Division, the Assisting Party, or the Requesting Party may elect binding arbitration to determine its liability for the protested bill or billed item in accordance with Section F of this Article.

F. If the Division or a Participating Party elects binding arbitration, it may select as an arbitrator any elected official of another Participating Party, or any other official of another Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

G. The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) calendar days to consider any documents and any statements or arguments by the Department, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) business days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties, and shall be final.

H. If the Requesting Party has not forwarded a request through the Division, or if an Assisting Party has rendered assistance without being requested to do so by the Division, the Division shall not be liable for the costs of any such assistance. All requests to the Federal Emergency Management Agency (FEMA) for the reimbursement of costs incurred by any Participating Party shall be made by and through the Division.

I. If FEMA denies any request for reimbursement of costs which the Division has already advanced to an Assisting Party, the Assisting Party shall repay such costs to the Division, but the Division may waive such repayment for cause.

#### **ARTICLE VIII.**

**Costs Eligible for Reimbursement.** The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.

B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established in FEMA's Schedule of Equipment Rates ( attached to Form B ) , or at any other rental rate agreed to by the Requesting Party. In order to be eligible for reimbursement, equipment must be in actual operation performing eligible work. The labor costs of the operator are not included in the rates and should be approved separately from equipment costs. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.



C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.

D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of FEMA and any applicable circulars issued by the State of Florida Office of Management and Budget. Upon reasonable notice, the Assisting Party shall make its records available to the Division and the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays, except for official holidays.

#### **ARTICLE IX.**

**Insurance.** Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

A. Each Participating Party shall procure employers' insurance meeting the requirements of the Workers' Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall file with the Division a certificate issued by the insurer attesting to such coverage.

B. Any Participating Party that elects additional insurance affording liability coverage for any

activities that may be performed under the authority of this Agreement shall file with the Division a certificate issued by the insurer attesting to such coverage.

C. Any Participating Party that is self-insured with respect to any line or lines of insurance shall file with the Division copies of all resolutions in current effect reflecting its determination to act as a self-insurer.

D. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.

E. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties, and shall not be deemed to be the agent of any other Participating Party.

F. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.

G. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.

## **ARTICLE X.**

**General Requirements.** Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

A. To the extent that assistance under this Agreement is funded by State funds, the obligation of any statewide instrumentality of the State of Florida to reimburse any Assisting Party under this Agreement is contingent upon an annual appropriation by the Legislature.

B. All bills for reimbursement under this Agreement from State funds shall be submitted in detail sufficient for auditing purposes. To the extent that such bills represent costs incurred for travel, such bills shall be submitted in accordance with section 112.061, Florida Statutes, and any applicable

requirements for the reimbursement of state employees for travel costs.

C. All Participating Parties shall allow public access to all documents, papers, letters or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.

D. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.

E. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.

F. Any communication to the Division under this Agreement shall be sent to the Director, Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100. Any communication to any other Participating Party shall be sent to the official or officials specified by that Participating Party on Form C attached to this Agreement. For the purpose of this Section, any such communication may be sent by the U.S. Mail, e-mail, or by facsimile.

#### ARTICLE XI.

**Effect of Agreement.** Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, and responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the

Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.

D. Unless superseded by the execution of this Agreement in accordance with Section A of this Article, the Statewide Mutual Aid Agreement of 1994 shall terminate and cease to have legal existence after June 30, 2001.

E. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall automatically renew each year after its execution, unless within sixty (60) calendar days before that date the Participating Party notifies the Division, in writing, of its intent to withdraw from the Agreement.

F. The Division shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) business days after its execution by the Division. Such amendment shall take effect not later than sixty (60) calendar days after the date of its execution by the Division, and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Division in writing of its intent to do so within that time in accordance with Section E of this Article.

## **ARTICLE XII.**

**Interpretation and Application of Agreement.** The interpretation and application of this Agreement shall be governed by the following conditions:

A. The obligations and conditions resting upon the Participating Parties under this Agreement are not independent, but dependent.

B. Time shall be of the essence of this Agreement, and of the performance of all conditions,

obligations, duties, responsibilities, and promises under it.

C. This Agreement states all the conditions, obligations, duties, responsibilities, and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities, or promises other than those expressed in this Agreement.

D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase, or other portion of the Agreement shall remain in full force and effect, it being the intent of the Division and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable. The Division reserves the right, at its sole and absolute discretion, to change, modify, add, or remove portions of any sentence, clause, phrase, or other portion of this Agreement that conflicts with state law, regulation, or policy. If the change is minor, the Division will notify the Participating Party of the change and such changes will become effective immediately; therefore, please check these terms periodically for changes. If the change is substantive, the Participating Party may be required to execute the Agreement with the adopted changes. Your continued or subsequent use of this Agreement following the posting of minor changes to this Agreement will mean you accept those changes.

E. The waiver of any obligation or condition in this Agreement by a Participating Party shall not be construed as a waiver of any other obligation or condition in this Agreement.

***NOTE: On February 26, 2018, this Agreement was modified by the Division of Emergency Management. This document replaces the August 20, 2007 edition of the Statewide Mutual Aid Agreement; however, any and all Agreements previously executed shall remain in full force and effect. Any local government, special district, or educational institution which has yet to execute this Agreement should use the February 26, 2018 edition for the purposes of becoming a signatory.***

IN WITNESS WHEREOF, the Participating Parties have duly executed this Agreement on the date specified below:



**FOR ADOPTION BY A COUNTY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:  
CLERK OF THE CIRCUIT COURT

BOARD OF COUNTY COMMISSIONERS  
OF \_\_\_\_\_ COUNTY,  
STATE OF FLORIDA

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
County Attorney

**FOR ADOPTION BY A CITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director

ATTEST:  
CITY CLERK

CITY OF \_\_\_\_\_  
STATE OF FLORIDA

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
City Attorney

**FOR ADOPTION BY AN EDUCATIONAL DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
STATE OF FLORIDA SCHOOL DISTRICT,

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District

**FOR ADOPTION BY A COMMUNITY COLLEGE OR STATE UNIVERSITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:

BOARD OF TRUSTEES  
OF \_\_\_\_\_  
COMMUNITY COLLEGE, STATE OF FLORIDA

BOARD OF TRUSTEES  
OF \_\_\_\_\_  
UNIVERSITY, STATE OF FLORIDA

By: \_\_\_\_\_  
Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Board

**FOR ADOPTION BY A SPECIAL DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director

\_\_\_\_\_

\_\_\_\_\_  
SPECIAL DISTRICT,  
STATE OF FLORIDA

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District



**FOR ADOPTION BY AN AUTHORITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:

BOARD OF TRUSTEES OF

\_\_\_\_\_  
AUTHORITY, STATE OF FLORIDA

By: \_\_\_\_\_  
Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Board

**FOR ADOPTION BY A NATIVE AMERICAN TRIBE**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:

TRIBAL COUNCIL OF THE

\_\_\_\_\_  
TRIBE OF FLORIDA

By: \_\_\_\_\_  
Council Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Council

**FOR ADOPTION BY A COMMUNITY DEVELOPMENT DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director

---

\_\_\_\_\_  
COMMUNITY DEVELOPMENT DISTRICT,  
STATE OF FLORIDA

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District

Date: \_\_\_\_\_

## FORM C

### CONTACT INFORMATION FOR AUTHORIZED REPRESENTATIVES

Name of Government: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

#### Authorized Representative Contact Information

##### Primary Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

##### 1<sup>st</sup> Alternate Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

##### 2<sup>nd</sup> Alternate Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

**\*\*\*PLEASE UPDATE AS ELECTIONS OR APPOINTMENTS OCCUR\*\*\***

**SAMPLE AUTHORIZING RESOLUTION  
FOR ADOPTION OF  
STATEWIDE MUTUAL AID AGREEMENT**

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State; and

NOW, THEREFORE, be it resolved by \_\_\_\_\_  
\_\_\_\_\_ that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

ADOPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

I certify that the foregoing is an accurate copy of the Resolution adopted by

\_\_\_\_\_ on \_\_\_\_\_.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_





## Statewide Mutual Aid Agreement Form B



### Florida Division of Emergency Management Section I - Resource Request

This section is to be completed by the **requesting party**. The requesting Party is responsible for reimbursing the assisting party for eligible expenses detailed in Section II.

#### Requestor Information

Req. Party:  Assisting Party:

Event:  New/Amended:

Mission #:  Mission Type:

#### Point of Contact

Name:  E-Mail Address:

Phone Number:  Other:

#### Deployment Dates (including travel dates)

Date Needed:  Date Released:

Deployment  Facility Name:

Location:

City:  Zip Code:

#### Mission Information

#### Mission Description:

#### Resource Capabilities Requested:

#### Deployment Conditions

Working Conditions:

Comments:

Health & Safety Concerns:

If **YES**, please elaborate below

Comments:

### Deployment Logistics

Is Lodging Available?

If **NO**, please elaborate on lodging availability

Comments:

Will meals be provided?

If **NO**, please elaborate on meal availability

Comments:

Will other logistics be provided?

If **YES**, please elaborate

Comments:

Other Mission Information or Comments:

### Authorized Representative Approval

Name:

Title:

Signature:

Date:



## Statewide Mutual Aid Agreement Form B



### Florida Division of Emergency Management

#### Section II - Cost Estimate

This section is to be completed by the assisting party. This section includes the tabs; Personnel, Travel, Equipment, & Other. All estimated costs should be included in Section II.

#### Assisting Party Information

Assisting Party  Requesting Party:

Event:  New/Amended:

Mission #:  Mission Type:

Point of Contact

Name:  E-Mail Address:

Phone Number:  Other:

Deployment Dates (including travel dates)

Date available:  Return Date:

Deployment  Facility Name:

Location:

City:  Zip Code:

#### Mission Information

Resource capabilities available:

Is this resource self-sustained for at least 72 hours? Or will additional logistics support be needed from the requesting party? Please provide information below.

#### Deployment Cost Summary

These costs are **estimated** to provide the requesting state an estimate of the expenses they are required to reimburse. Reimbursement will be based upon actual expenses with verifiable documentation provided by the assisting party at the end of the deployment.

Personnel Costs:

\$	-
----	---

Note: FDEM only reimburses for actual hours worked. "Portal-to-Portal," or standby time is not eligible for reimbursement. ICS 214 Forms are required for reimbursement.

Travel Costs:

Meals	\$	-
Lodging	\$	-
Vehicle	\$	-
Total Travel	\$	-

Equipment:

\$	-
----	---

Commodities:

\$	-
----	---

Other (Explain in comments):

\$	-
----	---

**Total estimated cost for mission:**

\$	-
----	---

Other Comments:

### Authorized Representative Approval

Name:

Title:

Signature:

Date:





# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section II - Travel Cost Estimate

## Meals & Per Diem Estimate

Personnel may claim Daily Rate OR Breakfast, Lunch & Dinner. Both cannot be claimed. If requesting party provides meals they are not eligible for reimbursement

[illegible]**Total Meals & Per Diem Estimate:**

\$ -

## Lodging Estimate

If requesting party provides lodging it is not eligible for reimbursement.

Accommodations	Nightly Rate	Number of Rooms	Number of Nights	Total
<i>EXAMPLE: Hotel</i>	\$ 150.00	1	14	\$ 2,100.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**Total Estimated Lodging:**

\$ -

### Vehicle Estimate

Either mileage **OR** receipts can be claimed; both are not eligible for reimbursement

Vehicle Type	Vehicle Mileage Rate	Estimated Mileage	Daily Rental Rate	Number of Mission Dates	Estimated Fuel	Total
<i>EXAMPLE: Economy Rental</i>			\$ 35.00	16	\$ 200.00	\$ 760.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -

**Total Vehicle Estimate:**

\$ -

**Total Estimated Travel:**

\$ -





# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section II - Commodities & Other

Commodities Estimate				
Item	Unit Price	Amount	Reason for Purchase	Total
<i>EXAMPLE: Sleeping Bag</i>	\$ 35.00	1	<i>bedding at base camp</i>	\$ 35.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Total Commodities Estimate:

\$ -

Other Estimated Costs		
Expense	Reason for Purchase	Total
<i>EXAMPLE: Laundry Services</i>	<i>Service not provided at base camp</i>	\$ 25.00

Total Other Costs Estimate:

\$ -

**FEMA's SCHEDULE OF EQUIPMENT RATES**

**DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY  
RECOVERY DIRECTORATE  
PUBLIC ASSISTANCE DIVISION  
WASHINGTON, DC 20472**

The rates on this Schedule of Equipment Rates are for applicant owned equipment in good mechanical condition, complete with all required attachments. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Equipment must be in actual operation performing eligible work in order for reimbursement to be eligible. LABOR COSTS OF OPERATOR ARE NOT INCLUDED in the rates and should be approved separately from equipment costs.

Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs. Rates for equipment not listed will be furnished by FEMA upon request. Any appeals shall be in accordance with 44 CFR § 206.206 Appeals.

THESE RATES ARE APPLICABLE TO MAJOR DISASTERS AND EMERGENCIES  
DECLARED BY THE PRESIDENT ON OR AFTER August 15, 2019.

FEMA Code ID		Equipment Description					2019 Updated Rate
Cost Code	Equipment	Specifications	Capacity or Size	HP	Notes	Unit	
8010	Air Compressor	Air Delivery	41 CFM	to 10	Hoses included.	hour	\$ 1.62
8011	Air Compressor	Air Delivery	103 CFM	to 30	Hoses included.	hour	\$ 9.86
8012	Air Compressor	Air Delivery	130 CFM	to 50	Hoses included.	hour	\$ 12.49
8013	Air Compressor	Air Delivery	175 CFM	to 90	Hoses included.	hour	\$ 20.98
8014	Air Compressor	Air Delivery	400 CFM	to 145	Hoses included.	hour	\$ 32.13
8015	Air Compressor	Air Delivery	575 CFM	to 230	Hoses included.	hour	\$ 57.05
8016	Air Compressor	Air Delivery	1100 CFM	to 355	Hoses included.	hour	\$ 95.60
8017	Air Compressor	Air Delivery	1600 CFM	to 500	Hoses included.	hour	\$ 98.55
8040	Ambulance			to 150		hour	\$ 28.09
8041	Ambulance			to 210		hour	\$ 41.18
8050	Board, Arrow			to 8	Trailer Mounted.	hour	\$ 4.53
8051	Board, Message			to 5	Trailer Mounted.	hour	\$ 11.60
8060	Auger, Portable	Hole Diameter	16 in	to 6		hour	\$ 2.34
8061	Auger, Portable	Hole Diameter	18 in	to 13		hour	\$ 4.65
8062	Auger, Tractor Mntd	Max. Auger Diameter	36 in	to 13	Includes digger, boom and mounting hardware.	hour	\$ 3.25
8063	Auger, Truck Mntd	Max. Auger Size	24 in	to 100	Includes digger, boom and mounting hardware. Add this rate to tractor rate for total auger and tractor rate.	hour	\$ 34.93
8064	Hydraulic Post Driver					hour	\$ 35.27
8065	Auger	Horizontal Directional Boring Machine	250 X 100	300	DD-140B YR-2003	hour	\$ 172.29
8066	Auger	Horizontal Directional Boring Machine	50 X 100	24	Average to 7,000 lbs	hour	\$ 33.83
8067	Auger, Directional Boring Machine	Auger, Directional Boring Machine	7,000 - 10,000 lbs	45	JT920L (2013)	hour	\$ 41.04
8068	Bush Hog	Bush Hog - Model 326	Single Spindle Rotary Cutters			hour	\$ 20.61
8068-1	Bush Hog	Bush Hog - Model 3210	Lift, Pull, Semi-Mount & Offset Model			hour	\$ 28.74
8068-2	Bush Hog	Bush Hog - Model 2815	Flex Wing Rotary Cutters			hour	\$ 43.17
8070	Automobile			to 130	Transporting people.	mile	\$ 0.545
8071	Automobile			to 130	Transporting cargo.	hour	\$ 12.43
8072	Automobile, Police			to 250	Patrolling.	mile	\$ 0.545
8073	Automobile, Police			to 250	Stationary with engine running.	hour	\$ 16.05
8075	Motorcycle, Police					mile	\$ 0.505
8076	Automobile - Chevy Trailblazer	6 or 8 cl		285 to 300		hour	\$ 23.99
8077	Automobile - Ford Expedition	Fire Command Center	EcoBoost V-6	360	2015 Model	hour	\$ 19.62
8078	MRAP Armored Rescue Vehicle	Search and Rescue	Military Suplus Vehicle	375-450	Qualified foe operational rate on	Hr.	\$ 51.80
8079	MRAP C-MTV	Multi-Theater (Military Surplus)Vehicle	gvwr 55000 Lbs	to 350	Qualified foe operational rate on	Hr.	\$ 48.35



8080	All Terrain Vehicle (ATV)	Engine 110cc, 4-Wheel; 20" tyre		6.5-7.5		hour	\$	8.23
8081	All Terrain Vehicle (ATV)	Engine 125cc, 4-Wheel; 21" tyre		7.6-8.6		hour	\$	8.67
8082	All Terrain Vehicle (ATV)	Engine 150cc, 4-Wheel; 22" tyre		9.0-10.0		hour	\$	8.68
8083	All Terrain Vehicle (ATV)	Engine 200cc, 4-Wheel; 24" tyre		12-14.0		hour	\$	9.23
8084	All Terrain Vehicle (ATV)	Engine 250cc, 4-Wheel; 24" tyre		15-17		hour	\$	9.81
8085	All Terrain Vehicle (ATV)	Engine 300cc, 4-Wheel; 24" tyre		18-20		hour	\$	10.66
8086	All Terrain Vehicle (ATV)	Engine 400cc, 4-Wheel; 25" tyre		26-28		hour	\$	12.20
8087	All Terrain Vehicle (ATV)	Engine 450cc, 4-Wheel; 25" tyre		26-28		hour	\$	13.07
8088	All Terrain Vehicle (ATV)	Engine 650cc, 4-Wheel; 25" tyre		38-40		hour	\$	13.86
8089	All Terrain Vehicle (ATV)	Engine 750cc, 4-Wheel; 25" tyre		44-46		hour	\$	14.79
8110	Barge, Deck	Size	50'x35'x7.25'	0	Push by Tug-Boat	hour	\$	52.00
8111	Barge, Deck	Size	50'x35'x9'	0	Push by Tug-Boat	hour	\$	61.96
8112	Barge, Deck	Size	120'x45'x10'	0	Push by Tug-Boat	hour	\$	109.97
8113	Barge, Deck	Size	160'x45'x11"	0	Push by Tug-Boat	hour	\$	136.90
8120	Boat, Tow	Size	55'x20'x5'	to 870	Steel.	hour	\$	352.71
8121	Boat, Tow	Size	60'x21'x5'	to 1050	Steel.	hour	\$	400.32
8122	Boat, Tow	Size	70'x30'x7.5'	to 1350	Steel.	hour	\$	624.56
8123	Boat, Tow	Size	120'x34'x8'	to 2000	Steel.	hour	\$	1,181.86
8124	Airboat	815AGIS Airboat w/spray unit	15'x8'	400		hour	\$	32.70
8125	Airboat	815AGIS Airboat w/spray unit	15'x8'	425		hour	\$	33.06
8126	Swamp Buggy	Conquest		360		hour	\$	41.35
8130	Boat, Row			0	Heavy duty.	hour	\$	1.46
8131	Boat, Runabout	Size	13'x5'	to 50	Outboard.	hour	\$	12.55
8132	Boat, Tender	Size	14'x7'	to 100	Inboard with 360 degree drive.	hour	\$	16.58
8133	Boat, Push	Size	45'x21'x6'	to 435	Flat hull.	hour	\$	235.03
8134	Boat, Push	Size	54'x21'x6'	to 525	Flat hull.	hour	\$	290.74
8135	Boat, Push	Size	58'x24'x7.5'	to 705	Flat hull.	hour	\$	355.70
8136	Boat, Push	Size	64'x25'x8'	to 870	Flat hull.	hour	\$	359.36
8140	Boat, Tug	Length	16 Ft	to 100		hour	\$	47.35
8141	Boat, Tug	Length	18 Ft	to 175		hour	\$	70.55
8142	Boat, Tug	Length	26 Ft	to 250		hour	\$	90.10
8143	Boat, Tug	Length	40 Ft	to 380		hour	\$	215.09
8144	Boat, Tug	Length	51 Ft	to 700		hour	\$	302.01
8145	Jet Ski	3-seater				hour	\$	27.70
8146	Jet Ski					hour	\$	8.60
8147	Boat, Inflatable Rescue Raft	Zodiac		0		hour	\$	1.13
8148	Boat, Runabout	1544 lbs	11 passenger capacity	190-250		hour	\$	65.51
8149	Boat, removable engine	2000 Johnson Outboard Motor w 15" shaft		15		hour	\$	1.58
8151	Broom, Pavement	Broom Length	96 In	to 100		hour	\$	30.41
8153	Broom, Pavement, Mntd	Broom Length	72 In	to 18	Add Prime Mover cost for total rate	hour	\$	6.24
8154	Broom, Pavement, Pull	Broom Length	84 In	to 20	Add Prime Mover cost for total rate	hour	\$	23.75
8155	Broom, Pavement	Broom Length	72 In	to 35		hour	\$	25.28
8157	Sweeper, Pavement			to 110		hour	\$	78.79
8158	Sweeper, Pavement			to 230		hour	\$	102.03
8180	Bus			to 150		hour	\$	21.60
8181	Bus			to 210		hour	\$	25.82
8182	Bus			to 300		hour	\$	39.65
8183	Blower	Gasoline powered Toro Pro Force		27		hour	\$	15.40
8183x	Mosquito Sprayer	2015 Adapco Guardian 95 ES	15-gal; 350 lbs			hour	\$	18.83
8184	Back-Pack Blower			to 4.4		hour	\$	1.53
8185	Walk-Behind Blower			13		hour	\$	6.83
8187	Chainsaw	Bar Length = 20 in	3.0 cu in	2.7		hour	\$	1.91
8188	Chainsaw	Bar Length = 20 in	5.0 cu in			hour	\$	2.59
8189	Chainsaw	Bar Length = 20 in	6.0 cu in	3.4		hour	\$	2.77

8190	Chain Saw	Bar Length = 16 in	2.5 cu in	2.4		hour	\$	1.80
8191	Chain Saw (STIHL)	Bar Length = 25 in	7.5 cu in	3.62		hour	\$	3.73
8192	Chain Saw, Pole	Bar Length = 18 in	4.0 cu in	3.2		hour	\$	2.10
8193	Skidder	model 748 E		to 173		hour	\$	56.25
8194	Skidder	model 648 G11		to 177		hour	\$	105.44
8195	Cutter, Brush	Cutter Size	8 ft	to 150		hour	\$	119.52
8196	Cutter, Brush	Cutter Size	8 ft	to 190		hour	\$	134.74
8197	Cutter, Brush	Cutter Size	10 ft	to 245		hour	\$	142.31
8198	Brusher Cutter	Cutter, Brush - 247 hp, 1997 Model 511 Feller		to 247		hour	\$	193.95
8199	Log Trailer	40 ft		0		hour	\$	10.15
8200	Chipper, Brush	Chipping Capacity	6 in	to 35	Trailer Mounted.	hour	\$	8.97
8201	Chipper, Brush	Chipping Capacity	9 in	to 65	Trailer Mounted.	hour	\$	17.06
8202	Chipper, Brush	Chipping Capacity	12 in	to 100	Trailer Mounted.	hour	\$	24.89
8203	Chipper, Brush	Chipping Capacity	15 in	to 125	Trailer Mounted.	hour	\$	35.75
8204	Chipper, Brush	Chipping Capacity	18 in	to 200	Trailer Mounted.	hour	\$	50.41
8208	Loader - Tractor - Knuckleboom	model Barko 595 ML		to 173		hour	\$	169.74
8209	Loader - Wheel	model 210 w/ Buck Saw 50 inch Bar		to 240		hour	\$	98.48
8210	Clamshell & Dragline, Crawler		149,999 lbs	to 235	Bucket not included in rate.	hour	\$	134.68
8211	Clamshell & Dragline, Crawler		250,000 lbs	to 520	Bucket not included in rate.	hour	\$	178.82
8212	Clamshell & Dragline, Truck			to 240	Bucket not included in rate.	hour	\$	147.05
8218	BOMAG Compactor	BW100AD-3		33		Hour	\$	24.80
8219	Compactor -2-Ton Pavement Roller	Single Drum Vibratory Compactor	to 2.9 Ton	28		hour	\$	28.72
8220	Compactor			to 10		hour	\$	15.92
8221	Compactor, towed, Vibratory Drum			to 45	Plus tow Truck	hour	\$	33.56
8222	Compactor, Vibratory, Drum			to 75		hour	\$	24.09
8223	Compactor, pneumatic, wheel			to 100		hour	\$	26.90
8225	Compactor, Sanitation			to 300		hour	\$	96.11
8226	Compactor, Sanitation			to 400		hour	\$	154.63
8227	Compactor, Sanitation			535		hour	\$	264.25
8228	Compactor, towed, Pneumatic, Wheel	Hercules PT-11,	10,000 lbs		11-Wheels (Towed)	hour	\$	18.48
8229	Compactor, Towed Steel Drum Static Compactor	GTD-54120	20,000 lbs		Grid Drum (Towed)	hour	\$	16.22
8240	Feeder, Grizzly			to 35		hour	\$	25.47
8241	Feeder, Grizzly			to 55		hour	\$	33.55
8242	Feeder, Grizzly			to 75		hour	\$	65.18
8250	Dozer, Crawler	Deere 450J LT		to 75		hour	\$	54.20
8251	Dozer, Crawler	Deere 650K LGP; ROPS/FOPS		to 105		hour	\$	65.14
8252	Dozer, Crawler			to 160		hour	\$	98.77
8253	Dozer, Crawler			to 250		hour	\$	153.35
8254	Dozer, Crawler			to 360		hour	\$	218.47
8255	Dozer, Crawler	Make/Model: CAT D10T (disc. 2014); Protection: EROPS; Type Semi-U		to 574		hour	\$	317.49
8256	Dozer, Crawler			to 850		hour	\$	358.48
8260	Dozer, Wheel			to 300		hour	\$	66.26
8261	Dozer, Wheel			to 400		hour	\$	101.22
8262	Dozer, Wheel			to 500		hour	\$	184.08
8263	Dozer, Wheel			to 625		hour	\$	239.31
8269	Box Scraper	3 hitch attach for tractor; 2007 Befco		0		hour	\$	3.65
8270	Bucket, Clamshell	Capacity	1.0 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$	4.64
8271	Bucket, Clamshell	Capacity	2.5 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$	8.81
8272	Bucket, Clamshell	Capacity	5.0 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$	13.19
8273	Bucket, Clamshell	Capacity	7.5 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$	23.31
8275	Bucket, Dragline	Capacity	2.0 CY	0	Does not include Clamshell & Dragline	hour	\$	3.98
8276	Bucket, Dragline	Capacity	5.0 CY	0	Does not include Clamshell & Dragline	hour	\$	9.93

8277	Bucket, Dragline	Capacity	10 CY	0	Does not include Clamshell & Dragline	hour	\$ 14.19
8278	Bucket, Dragline	Capacity	14 CY	0	Does not include Clamshell & Dragline	hour	\$ 18.72
8280	Excavator, Hydraulic	Bucket Capacity	0.5 CY	to 45	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 18.97
8281	Excavator, Hydraulic	Bucket Capacity	1.0 CY	to 90	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 36.06
8282	Excavator, Hydraulic	Bucket Capacity	1.5 CY	to 160	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 55.30
8283	Excavator, Hydraulic	Bucket Capacity	2.5 CY	to 265	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 158.86
8284	Excavator, Hydraulic	Bucket Capacity	4.5 CY	to 420	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 264.64
8285	Excavator, Hydraulic	Bucket Capacity	7.5 CY	to 650	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 304.91
8286	Excavator, Hydraulic	Bucket Capacity	12 CY	to 1000	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 466.41
8287	Excavator	2007 model Gradall XL3100 III		184		hour	\$ 102.62
8288	Excavator	2003 model Gradall XL4100 III		238		hour	\$ 117.66
8289	Excavator	2006 model Gradall XL5100		230		hour	\$ 109.03
8290	Trowel, Concrete	Diameter	48 In	to 12		hour	\$ 4.94
8300	Fork Lift	Capacity	6000 Lbs	to 60		hour	\$ 14.73
8301	Fork Lift	Capacity	12000 Lbs	to 90		hour	\$ 21.12
8302	Fork Lift	Capacity	18000 Lbs	to 140		hour	\$ 28.79
8303	Fork Lift	Capacity	50000 Lbs	to 215		hour	\$ 63.25
8306	Fork Lift Material handler	Diesel, CAT TH360B	6600-11500 gvw lbs	94.9	3.1- 3.5 Mton	hour	\$ 44.62
8307	Fork Lift Material handler	Diesel, CAT TH460B	9000 Lbs	94.9	4.5 - 4.9 Mton	hour	\$ 51.93
8308	Fork Lift Material handler	Diesel, CAT TH560B	10000 Lbs	117.5	4.5 - 4.9 Mton	hour	\$ 56.14
8309	Fork Lift Accessory	2003 ACS Paddle Fork		0		hour	\$ 3.53
8310	Generator	Prime Output	5.5 KW	to 10		hour	\$ 5.36
8311	Generator	Prime Output	16 KW	to 25		hour	\$ 7.81
8312	Generator	Prime Output	60KW	to 88		hour	\$ 25.56
8313	Generator	Prime Output	100 KW	to 125		hour	\$ 43.60
8314	Generator	Prime Output	150 KW	to 240		hour	\$ 62.83
8315	Generator	Prime Output	210 KW	to 300		hour	\$ 85.70
8316	Generator	Prime Output	280 KW	to 400		hour	\$ 103.34
8317	Generator	Prime Output	350 KW	to 500		hour	\$ 114.23
8318	Generator	Prime Output	530 KW	to 750		hour	\$ 202.00
8319	Generator	Prime Output	710 KW	to 1000		hour	\$ 225.34
8327	Generator	Prime Output	800 KW	1065		hour	\$ 232.46
8328	Generator	Prime Output	900 KW	1355		hour	\$ 295.15
8329	Generator	Prime Output	1000 KW	1000	Open	hour	\$ 356.94
8320	Generator	Prime Output	1100 KW	1645	Open	hour	\$ 393.43
8321	Generator	Prime Output	2500 KW	to 3000		hour	\$ 553.78
8322	Generator	Prime Output	1,000 KW	to 1645	Enclosed	hour	\$ 450.78
8323	Generator	Prime Output	1,500 KW	to 2500	Enclosed	hour	\$ 583.01
8324	Generator	Prime Output	1100KW	2500	Enclosed	hour	\$ 567.48
8325	Generator	Prime Output	40KW	63	Open	hour	\$ 23.16
8326	Generator	Prime Output	20KW	35	Open/Closed	hour	\$ 18.05
8327	Generator Large	Prime Output	80 KW	120		Hr.	\$ 31.65
8328	Generator Heavy Duty	Prime Output	2000KW		Open	Hr.	\$ 490.00
8330	Graders	Moldboard Size	10 Ft	to 110	Includes Rigid and Articulate equipment.	hour	\$ 43.98
8331	Graders	Moldboard Size	12 Ft	to 150	Includes Rigid and Articulate equipment.	hour	\$ 63.63
8332	Graders	Moldboard Size	14 Ft	to 225	Includes Rigid and Articulate equipment.	hour	\$ 80.43
8350	Hose, Discharge	Diameter	3 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.16
8351	Hose, Discharge	Diameter	4 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.24
8352	Hose, Discharge	Diameter	6 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.62
8353	Hose, Discharge	Diameter	8 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.62

8354	Hose, Discharge	Diameter	12 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.92
8355	Hose, Discharge	Diameter	16 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.71
8356	Hose, Suction	Diameter	3 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.31
8357	Hose, Suction	Diameter	4 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.37
8358	Hose, Suction	Diameter	6 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.17
8359	Hose, Suction	Diameter	8 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.11
8360	Hose, Suction	Diameter	12 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.73
8361	Hose, Suction	Diameter	16 In	0	Per 25 foot length. Includes couplings.	hour	\$ 3.29
8380	Loader, Crawler	Bucket Capacity	0.5 CY	to 32	Includes bucket.	hour	\$ 19.59
8381	Loader, Crawler	Bucket Capacity	1 CY	to 60	Includes bucket.	hour	\$ 36.87
8382	Loader, Crawler	Bucket Capacity	2 CY	to 118	Includes bucket.	hour	\$ 69.24
8383	Loader, Crawler	Bucket Capacity	3 CY	to 178	Includes bucket.	hour	\$ 103.22
8384	Loader, Crawler	Bucket Capacity	4 CY	to 238	Includes bucket.	hour	\$ 123.73
8390	Loader, Wheel	Bucket Capacity	0.5 CY	to 38		hour	\$ 20.80
8391	Loader, Wheel	Bucket Capacity	1 CY	to 60		hour	\$ 41.33
8392	Loader, Wheel	Bucket Capacity	2 CY	to 105	CAT-926	hour	\$ 38.10
8393	Loader, Wheel	Bucket Capacity	3 CY	to 152		hour	\$ 46.17
8394	Loader, Wheel	Bucket Capacity	4 CY	232		hour	\$ 76.27
8395	Loader, Wheel	Bucket Capacity	5 CY	255		hour	\$ 79.50
8396	Loader, Wheel	Bucket Capacity	6 CY	to 305		hour	\$ 116.12
8397	Loader, Wheel	Bucket Capacity	7 CY	to 360		hour	\$ 129.40
8398	Loader, Wheel	Bucket Capacity	8 CY	to 530		hour	\$ 188.87
8401	Loader, Tractor, Wheel	Bucket Capacity	0.87 CY	to 80	Case 580 Super L	hour	\$ 37.13
8410	Mixer, Concrete Portable	Batching Capacity	10 Cft	8	Diesel Powered	hour	\$ 3.13
8411	Mixer, Concrete Portable	Batching Capacity	12 Cft	11	Gasoline Powered	hour	\$ 4.31
8412	Mixer, Concrete, Trailer Mntd	Batching Capacity	11 Cft	to 10		hour	\$ 15.32
8413	Mixer, Concrete, Trailer Mntd	Batching Capacity	16 Cft	to 25		hour	\$ 20.47
8414	Truck, Concrete Mixer	Mixer Capacity	13 CY	to 300		hour	\$ 84.71
8419	Hand-Held, Pavement Breakers	Weight	25-90 Lbs	0	Air Tool/Electric Power	hour	\$ 1.12
8420	Self-Propelled Pavement Breaker,			to 70-80	Self-Propelled (Diesel)	hour	\$ 59.54
8421	Vibrator, Concrete	Hand Held		to 4		hour	\$ 1.63
8423	Spreader, Chip	Spread Hopper Width	12.5 Ft	to 152		hour	\$ 90.67
8424	Spreader, Chip	Spread Hopper Width	16.5 Ft	to 215		hour	\$ 125.19
8425	Spreader, Chip, Mntd	Hopper Size	8 Ft	to 8	Trailer & truck mounted.	hour	\$ 4.77
8430	Paver, Asphalt, Towed			0	Does not include Prime Mover.	hour	\$ 12.67
8431	Paver, Asphalt	Crawler		to 50	Includes wheel and crawler equipment.	hour	\$ 76.41
8432	Paver, Asphalt	Crawler		to 125	Includes wheel and crawler equipment.	hour	\$ 96.52
8433	Paver, Asphalt	Crawler		to 175	Includes wheel and crawler equipment.	hour	\$ 144.69
8434	Paver, Asphalt		35,000Lbs & Over	to 250	Includes wheel and crawler equipment.	hour	\$ 224.01
8436	Pick-up, Asphalt			to 110		hour	\$ 98.06
8437	Pick-up, Asphalt	Cederapids	CR MS-2	113 to 140	Asphalt-Pick-up Machine	hour	\$ 140.59
8438	Pick-up, Asphalt	Blaw-Knox	MC-330	184 to 200	Asphalt-Pick-up Machine	hour	\$ 189.75
8439	Pick-up, Asphalt		MTV 1000C	to 275	Asphalt-Pick-up Machine	hour	\$ 214.03
8440	Striper	Paint Capacity	40 Gal	to 22		hour	\$ 16.92
8441	Striper	Paint Capacity	90 Gal	to 60		hour	\$ 24.24
8442	Striper	Paint Capacity	120 Gal	to 122		hour	\$ 45.28
8445	Striper, Truck Mntd	Paint Capacity	120 Gal	to 460		hour	\$ 83.35
8446	Striper, Walk-behind	Paint Capacity	12 Gal	5		hour	\$ 4.23
8447	Paver accessory -Belt Extension	2002 Leeboy Conveyor Belt Extension	24' X 50'	0	crawler	hour	\$ 33.48
8450	Plow, Snow, Grader Mntd	Width	to 10 Ft	0	Include Grader for total cost	hour	\$ 28.28
8451	Plow, Snow, Grader Mntd	Width	to 14 Ft	0	Include Grader for total cost	hour	\$ 33.21

8452	Plow, Truck Mntd	Width	to 15 Ft	0	Include truck for total cost	hour	\$ 25.23
8453	Plow, Truck Mntd	Width	to 15 Ft	0	With leveling wing. Include truck for total cost	hour	\$ 41.04
8455	Spreader, Sand	Mounting	Tailgate, Chassis	0	Truck not included	hour	\$ 8.24
8456	Spreader, Sand	Mounting	Dump Body	0	Truck not included	hour	\$ 10.55
8457	Spreader, Sand	Mounting	Truck (10yd)	0	Truck not included	hour	\$ 13.41
8458	Spreader, Chemical	Capacity	5 CY	to 4	Trailer & truck mounted.	hour	\$ 6.30
8469	Pump - Trash Pump	10 MTC	2" Pump	to 7	10,000 gph	hour	\$ 7.87
8470	Pump	Centrifugal, 8M pump	2" - 10,000 gal/hr.	to 4.5	Hoses not included.	hour	\$ 6.31
8471	Pump	Diaphragm pump	2" - 3,000 gal/hr.	to 6	Hoses not included.	hour	\$ 6.98
8472	Pump	Centrifugal, 18M pump	3" - 18,000 gal/hr. pump	to 10	Hoses not included.	hour	\$ 8.05
8473	Pump			to 15	Hoses not included.	hour	\$ 12.08
8474	Pump			to 25	Hoses not included.	hour	\$ 13.77
8475	Pump			to 40	Hoses not included.	hour	\$ 16.98
8476	Pump	4" - 40,000 gal/hr.	4" - 40,000 gal/hr.	to 60	Hoses not included.	hour	\$ 27.45
8477	Pump			to 95	Hoses not included.	hour	\$ 32.77
8478	Pump			to 140	Hoses not included.	hour	\$ 41.84
8479	Pump			to 200	Hoses not included.	hour	\$ 50.79
8480	Pump			to 275	Does not include Hoses.	hour	\$ 68.33
8481	Pump			to 350	Does not include Hoses.	hour	\$ 81.66
8482	Pump			to 425	Does not include Hoses.	hour	\$ 99.01
8483	Pump			to 500	Does not include Hoses.	hour	\$ 117.21
8484	Pump			to 575	Does not include Hoses.	hour	\$ 136.53
8485	Pump			to 650	Does not include Hoses.	hour	\$ 154.88
8486	Aerial Lift, Truck Mntd	Max. Platform Height	40 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 11.63
8487	Aerial Lift, Truck Mntd	Max. Platform Height	61 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 21.99
8488	Aerial Lift, Truck Mntd	Max. Platform Height	80 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 39.80
8489	Aerial Lift, Truck Mntd	Max. Platform Load - 600Lbs	81 Ft -100 Ft. Ht.		Articulated and Telescoping. Add this rate to truck rate for total lift and truck rate	hour	\$ 42.16
8490	Aerial Lift, Self-Propelled	Max. Platform Height	37 Ft. Ht.	to 15	Articulated, Telescoping, Scissor.	hour	\$ 9.02
8491	Aerial Lift, Self-Propelled	Max. Platform Height	60 Ft. Ht.	to 30	Articulated, Telescoping, Scissor.	hour	\$ 17.39
8492	Aerial Lift, Self-Propelled	Max. Platform Height	70 Ft. Ht.	to 50	Articulated, Telescoping, Scissor.	hour	\$ 31.57
8493	Aerial Lift, Self-Propelled	Max. Platform Height	125 Ft. Ht.	to 85	Articulated and Telescoping.	hour	\$ 56.70
8494	Aerial Lift, Self-Propelled	Max. Platform Height	150 Ft. Ht.	to 130	Articulated and Telescoping.	hour	\$ 73.90
8495	I.C. Aerial Lift, Self-Propelled	Max. Platform Load - 500 Lbs	75"x155", 40Ft Ht.	to 80	2000 Lbs Capacity	hour	\$ 29.71
8496	Crane, Truck Mntd	Max. Lift Capacity	24000 Lbs	0	Include truck rate for total cost	hour	\$ 16.54
8497	Crane, Truck Mntd	Max. Lift Capacity	36000 Lbs	0	Include truck rate for total cost	hour	\$ 23.17
8498	Crane, Truck Mntd	Max. Lift Capacity	60000 Lbs	0	Include truck rate for total cost	hour	\$ 37.46
8499	Pump - Trash-Pump	CPB Rating - 10MTC	10000 gal/Hr	7	Self- Priming Trash Pump	hour	\$ 7.76
8500	Crane	Max. Lift Capacity	8 MT	to 80		hour	\$ 40.75
8501	Crane	Max. Lift Capacity	15 MT	to 150		hour	\$ 67.83
8502	Crane	Max. Lift Capacity	50 MT	to 200		hour	\$ 93.95
8503	Crane	Max. Lift Capacity	70 MT	to 300		hour	\$ 180.23
8504	Crane	Max. Lift Capacity	110 MT	to 350		hour	\$ 258.23
8510	Saw, Concrete	Blade Diameter	14 In	to 14		hour	\$ 7.62
8511	Saw, Concrete	Blade Diameter	26 In	to 35		hour	\$ 12.47
8512	Saw, Concrete	Blade Diameter	48 In	to 65		hour	\$ 26.81
8513	Saw, Rock	Blade Diameter		to 100		hour	\$ 35.13
8514	Saw, Rock	Blade Diameter		to 200		hour	\$ 68.85
8517	Jackhammer (Dry)	Weight Class	25-45 Lbs	0	Pneumatic Powered	hour	\$ 1.77
8518	Jackhammer (Wet)	Weight Class	30-55 Lbs	0	Pneumatic Powered	hour	\$ 2.02
8521	Scraper	Scraper Capacity	15 CY	to 262		hour	\$ 133.80
8522	Scraper	Scraper Capacity	22 CY	to 365		hour	\$ 174.30
8523	Scraper	Scraper Capacity	34 CY	to 500		hour	\$ 322.77



8524	Scraper	Scraper Capacity	44 CY	to 604		hour	\$ 354.84
8540	Loader, Skid-Steer	Operating Capacity	976 - 1250 Lbs	to 36		hour	\$ 26.83
8541	Loader, Skid-Steer	Operating Capacity	1751 - 2200 Lbs	to 66		hour	\$ 35.47
8542	Loader, Skid-Steer	Operating Capacity	2901 to 3300 Lbs	to 81		hour	\$ 38.72
8550	Snow Blower, Truck Mntd	Capacity	600 Tph	to 75	Does not include truck	hour	\$ 35.39
8551	Snow Blower, Truck Mntd	Capacity	1400 Tph	to 200	Does not include truck	hour	\$ 94.72
8552	Snow Blower, Truck Mntd	Capacity	2000 Tph	to 340	Does not include truck	hour	\$ 143.88
8553	Snow Blower, Truck Mntd	Capacity	2500 Tph	to 400	Does not include truck	hour	\$ 156.93
8558	Snow Thrower, Walk Behind	Cutting Width	25 in	to 5		hour	\$ 2.97
8559	Snow Thrower, Walk Behind	Cutting Width	60 in	to 15		hour	\$ 14.47
8560	Snow Blower	Capacity	2,000 Tph	to 400		hour	\$ 234.49
8561	Snow Blower	Capacity	2,500 Tph	to 500		hour	\$ 256.20
8562	Snow Blower	Capacity	3,500 Tph	to 600		hour	\$ 285.56
8563	The Vammas 4500	Snow Remover	26ft Plow, 20ft Broom + Airblast	428	Equip with Plow & Broom	hour	\$ 260.00
8564	The Vammas 5500	RM300	96"W x 20"D	350	Soil Stabilization, Reclaimer	hour	\$ 212.00
8565	Oshkosh Pavement Sweeper	H-Series		420	Equip with Broom	hour	\$ 229.00
8569	Dust Control De-Ice Unit	1300-2000 gal	173"Lx98"Wx51"H	5.5	Hydro Pump w/100' 1/2" hose	hour	\$ 3.54
8570	Loader-Backhoe, Wheel	Loader Bucket Capacity	0.5 CY	to 40	Loader and Backhoe Buckets included.	hour	\$ 23.95
8571	Loader-Backhoe, Wheel	Loader Bucket Capacity	1 CY	to 70	Loader and Backhoe Buckets included.	hour	\$ 33.36
8572	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.5 CY	to 95	Loader and Backhoe Buckets included.	hour	\$ 43.46
8573	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.75 CY	to 115	Loader and Backhoe Buckets included.	hour	\$ 49.55
8580	Distributor, Asphalt	Tank Capacity Mounted on Trailer	550 Gal	16	burners, insulated tank, and circulating spray bar.	hour	\$ 14.97
8581	Distributor, Asphalt	Tank Capacity Mounted on Trailer	1000 Gal	38	Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Include truck rate.	hour	\$ 22.45
8582	Distributor, Asphalt	Tank Capacity Mounted on Truck	4000 Gal		Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Include truck rate.	hour	\$ 32.52
8583	Distributor	ETNYRE Oil Distributor Model - PB348		300		hour	\$ 43.57
8584	Distributor	ETNYRE Quad Chip Spreader		280		hour	\$ 90.67
8590	Trailer, Dump	Capacity	20 CY	0	Does not include Prime Mover.	hour	\$ 13.13
8591	Trailer, Dump	Capacity	30 CY	0	Does not include Prime Mover.	hour	\$ 13.37
8600	Trailer, Equipment	Capacity	30 Tons	0		hour	\$ 16.71
8601	Trailer, Equipment	Capacity	40 Tons	0		hour	\$ 18.49
8602	Trailer, Equipment	Capacity	60 Tons	0		hour	\$ 19.30
8603	Trailer, Equipment	Capacity	120 Tons	0		hour	\$ 30.52
8610	Trailer, Water	Tank Capacity	4000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 15.85
8611	Trailer, Water	Tank Capacity	6000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 19.49
8612	Trailer, Water	Tank Capacity	10000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 22.76
8613	Trailer, Water	Tank Capacity	14000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 28.39
8614	Truck- Water Tanker	1000 gal. tank		175		hour	\$ 35.84
8620	Tub Grinder			to 440		hour	\$ 98.30
8621	Tub Grinder			to 630		hour	\$ 148.62
8622	Tub Grinder			to 760		hour	\$ 189.56
8623	Tub Grinder			to 1000		hour	\$ 332.79
8627	Horizontal Grinder	Model HG6000		630		hour	\$ 59.12
8628	Stump Grinder	1988 Vermeer SC-112		102		hour	\$ 48.59
8629	Stump Grinder	24" grinding wheel		110		hour	\$ 46.31
8630	Sprayer, Seed	Working Capacity	750 Gal	to 30	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 14.78
8631	Sprayer, Seed	Working Capacity	1250 Gal	to 50	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 19.74
8632	Sprayer, Seed	Working Capacity	3500 Gal	to 115	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 32.52
8633	Mulcher, Trailer Mntd	Working Capacity	7 TPH	to 35		hour	\$ 15.59



8634	Mulcher, Trailer Mntd	Working Capacity	10 TPH	to 55		hour	\$	23.12
8635	Mulcher, Trailer Mntd	Working Capacity	20 TPH	to 120		hour	\$	33.58
8636	Scraper	Soil Recycler WR 2400	w 317 gal fuel tank	563		hour	\$	265.76
8637	Trailer CAT	Double Belly Bottom-dump Trailer	26 CY of soil in one dump	330	13 CY of soil each berry	hour	\$	95.10
8638	Rake	Barber Beach Sand Rake 600HDr, towed		0	Towed by Beach vehicle	hour	\$	15.78
8639	Chipper	Wildcat 626 Cougar Trommel Screen chipper w belt		125		hour	\$	35.38
8640	Trailer, Office	Trailer Size	8' x 24'	0	Cargo Size 16ft	hour	\$	2.31
8641	Trailer, Office	Trailer Size	8' x 32'	0	Cargo Size 24ft	hour	\$	2.76
8642	Trailer, Office	Trailer Size	10' x 32'	0	Cargo Size 20ft	hour	\$	3.69
8643	Trailer	Haz-Mat Equipment trailer	8'x18'	0	Move by Tractor to Location	hour	\$	38.88
8644	Trailer, Covered Utility Trailer	(7' X 16')		0	Move by Tractor to Location	hour	\$	5.88
8645	Trailer, Dodge Ram	8' x 24' shower trailer- 12 showers		101		hour	\$	30.33
8646	Trailer, Dodge	8' x 32' flatbed water	25,000 MGWV	200	4x2-Axle	hour	\$	28.60
8650	Trencher			to 40	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$	16.91
8651	Trencher			to 85	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$	29.53
8654	Trencher accessories	2008 Griswold Trenchbox		0		hour	\$	1.96
8660	Plow, Cable	Plow Depth	24 in	to 30		hour	\$	13.77
8661	Plow, Cable	Plow Depth	36 in	to 65		hour	\$	40.07
8662	Plow, Cable	Plow Depth	48 in	to 110		hour	\$	44.60
8670	Derrick, Hydraulic Digger	Max. Boom = 60 Ft, 12,000 Ft-Lb Hydraulic	Lift Capacity 15,500 Lbs	275	Includes hydraulic pole alignment attachment. Include truck rate	hour	\$	35.07
8671	Derrick, Hydraulic Digger	Max. Boom = 90 Ft, 14,000 Ft-Lb Hydraulic	Lift Capacity 26,700 Lbs	310	Includes hydraulic pole alignment attachment. Include truck rate	hour	\$	56.12
8672	Movax SP-60	28-32 ton Head	134KW	178	Sonic Sidegrip Vibratory Pile Driver	Hour	\$	109.20
8680	Truck, Fire -Industrial -112Ft Ladder Aerial Platform	Pump/Tank Capacity	3000gpm/1000 gal Water or Foam	600	2-1000gpm Nozzles 1-Each side of Platform	Hour	\$	198.30
8681	Truck, Fire, Engine Type-1	Pump/Tank Capacity	1000GPM/300gal		Engine, with Pump & Roll	hour	\$	140.00
8682	Truck, Fire, Engine Type-2	Pump/Tank Capacity	500GPM/300gal		Engine, with Pump & Roll	hour	\$	132.00
8683	Truck, Fire, Ladder(48ft)(Type-III)	Pump/Tank Capacity	150gpm/500gal,	115-149	Hose 1-1/2"D 500' Long	hour	\$	119.30
8684	Truck, Fire, Aerial (Cummins IXL9)100Ft Ladder	Pump/Tank Capacity	2000gpm/500gal	450	1500gpm Monitor/nozzle	hour	\$	178.00
8685	Truck, Fire, Ladder(48ft)(Type-I)	Pump/Tank Capacity	1000gpm/400gal, 500gpm Master Stream	200-250	Hose 2-1/2"D 1200' Long	hour	\$	154.00
8686	Truck, Fire, Ladder(48ft)(Type-II)	Pump/Tank Capacity	500gpm/300gal,	100-199	Hose 2-1/2"D 1000' Long	hour	\$	131.50
8687	Truck, Fire, Support Water Tender S1	Pump/Tank Capacity	300GPM/4000+gal	115-149	S1 Water Tender	hour	\$	114.50
8688	Truck, Fire, Support Water Tender S2	Pump/Tank Capacity	200GPM/2500+gal		S2 Water Tender	hour	\$	103.50
8689	Truck, Fire, Support Water Tender S3	Pump/Tank Capacity	200GPM/1000+gal		S3 Water Tender	hour	\$	79.00
8690	Truck, Fire - Water Tender	Pump Capacity	1000 GPM @150 psi			hour	\$	70.33
8691	Truck, Fire, Tanker	Pump/Tank Capacity	1250 GPM/2500 gal	500		hour	\$	74.57
8692	Truck, Fire, Pumper	Pump/Tank Capacity	1500 GPM/1000 gal	500		hour	\$	81.10
8693	Truck, Fire, Pumper	Pump Capacity	2000 GPM			hour	\$	84.04
8694	Truck, Fire Aerial Ladder (75Ft)	Pump/Tank Capacity	1500GPM/600 gal	475		hour	\$	121.00
8695	Truck, Fire Aerial Ladder (150Ft)	Ladder length	150 FT		No Platform,	hour	\$	146.43
8696	Truck, Fire (Rescue)	No Ladder		330	Rescue Equipment	hour	\$	96.36
8697	Truck, Fire, Tactical Water Tender T1	Pump/Tank Capacity	250GPM/2000+gal	175		hour	\$	119.50
8698	Truck, Fire, Tactical Water Tender T2	Pump/Tank Capacity	250GPM/1000+gal			hour	\$	102.67
8699	Truck, Fire, Engine Type-3	Pump/Tank Capacity	150GPM/500gal		Engine, with Pump & Roll	hour	\$	126.50
8700	Truck, Flatbed	Maximum Gvw	15000 Lbs	to 200	Diesel Engine	hour	\$	25.46
8701	Truck, Flatbed	Maximum Gvw	25000 Lbs	to 275	Gasoline Engine	hour	\$	40.36
8701-1	Truck, Flatbed	Maximum Gvw	25000 Lbs	200	Diesel Engine	hour	\$	28.55
8702	Truck, Flatbed	Maximum Gvw	30000 Lbs	217	Diesel Engine	hour	\$	32.90
8703	Truck, Flatbed	Maximum Gvw	45000 Lbs	to 380	Diesel Engine	hour	\$	52.73
8708	Trailer, semi	48ft to 53ft, flat-bed, freight, two axle	50,000+ gvw	0		hour	\$	8.67
8709	Trailer, semi	enclosed 48 ft to 53 ft, two axles	50,000+ gvw	0	Enclosed	hour	\$	9.82
8710	Trailer, semi	28ft, single axle, freight	25,000 gvw	0		hour	\$	10.01

8711	Flat bed utility trailer	6 ton		0		hour	\$ 3.21
8712	Cleaner, Sewer/Catch Basin	Hopper Capacity	5 CY	50	Truck Mounted. (350 gal)	hour	\$ 25.51
8713	Cleaner, Sewer/Catch Basin	Hopper Capacity	14 CY	60	Truck Mounted. (1500 Gal)	hour	\$ 32.02
8714	Vactor-Combined Sewer Cleaning	800 Gal Spoils/400 Gal Water	500/800 gal	190	with water & waste Tanks	hour	\$ 85.10
8714-1	Vector Combine Vaccum Truck	1500 gal Water	15 Cu Yd	330	with water & waste Tanks	hour	\$ 86.94
8715	Truck, Hydro Vac	model LP555DT	36 - Hp pump	36	Towed by tractor	hour	\$ 19.50
8716	Leaf Vac	Tow by Truck 22,000 cfm capacity		85	Leaf Vac + Truck Code 8811	hour	\$ 52.93
8717	Truck, Vacuum	60,000 GVW		400		hour	\$ 76.72
8719	Litter Picker	model 2007 Barber		0	Towed by tractor	hour	\$ 9.60
8720	Truck, Dump	Struck Capacity	8 CY	to 220		hour	\$ 57.70
8721	Truck, Dump	Struck Capacity	10 CY	to 320		hour	\$ 72.05
8722	Truck, Dump	Struck Capacity	12 CY	to 400		hour	\$ 79.62
8723	Truck, Dump	Struck Capacity	14 CY	to 400		hour	\$ 77.50
8724	Truck, Dump, Off Highway	Struck Capacity	28 CY	to 450		hour	\$ 136.57
8725	Truck, Dump	Struck Capacity	18 CY	to 400		hour	\$ 91.65
8730	Truck, Garbage	Capacity	25 CY	to 255		hour	\$ 49.79
8731	Truck, Garbage	Capacity	32 CY	to 325		hour	\$ 57.06
8733	E-BAM Services	Environmental Beta Attenuation Air Monitor		0	Powered by Solar System	hour	\$ 3.07
8734	Attenuator, safety	that can stop a vehicle at 60 mph		0		hour	\$ 5.64
8735	Truck, Attenuator	2004 Truck Mounted for 60 mph		0		hour	\$ 3.89
8736	Truck, tow	1987 Chevy Kodiak 70		175		hour	\$ 28.73
8744	Van, Custom	Special Service Canteen Truck		350		hour	\$ 18.35
8745	Van, step	model MT10FD		300		hour	\$ 22.05
8746	Van-up to 15 passenger	light duty, class 1		225-300		hour	\$ 20.48
8747	Van-up to 15 passenger	light duty, class 2		225-300		hour	\$ 20.77
8748	Van-cargo	light duty, class 1		225 - 300		hour	\$ 22.44
8749	Van-cargo	light duty, class 2		225-300		hour	\$ 22.68
8750	Vehicle, Small			to 30		hour	\$ 6.41
8753	Vehicle, Recreational			to 10		hour	\$ 2.87
8754	Motor Coach	GVW=50534	56 Passenger + 1-Driver	430	Passenger Transportation	Hour	\$ 63.94
8755	Golf Cart	Capacity	2 person	0	Battery operated	hour	\$ 3.80
8770	Welder, Portable			to 16	Includes ground cable and lead cable.	hour	\$ 4.11
8771	Welder, Portable			to 34	Includes ground cable and lead cable.	hour	\$ 7.21
8772	Welder, Portable			to 50	Includes ground cable and lead cable.	hour	\$ 13.66
8773	Welder, Portable			to 80	Includes ground cable and lead cable.	hour	\$ 13.75
8780	Truck, Water	Tank Capacity	2500 Gal	to 175	Include pump and rear spray system.	hour	\$ 31.05
8781	Truck, Water	Tank Capacity	4000 Gal	to 250	Include pump and rear spray system.	hour	\$ 56.57
8788	Container & roll off truck	Roll off Truck	30 yds.	200	Roll-off-Truck only	hour	\$ 23.73
8789	Truck, Tractor	1997 Freightliner F120		430		hour	\$ 56.81
8790	Truck, Tractor	4 x 2	25000 lbs	to 210		hour	\$ 43.43
8791	Truck, Tractor	4 x 2	35000 lbs	to 330		hour	\$ 47.57
8792	Truck, Tractor	6 x 2	45000 lbs	to 360		hour	\$ 52.98
8794	Truck, freight	Enclosed w/lift gate. Medium duty class 5	gvwr 16000-19500 Lbs	200	4 X 2 Axle (D)	hour	\$ 27.25
8795	Truck, backhoe carrier	Three axle, class 8, heavy duty	over 33000Lbs	280		hour	\$ 34.56
8796	Truck, freight	Enclosed w/lift gate. Heavy duty, class 7	26,001 to 33,000 lbs gvwr	217	4 X 2 Axle (D)	hour	\$ 31.43
8798	Truck	Tilt and roll-back, two axle, class 7 heavy duty,	to 33,000 gvwr	217	4 X 2 Axle (D)	hour	\$ 32.13
8799	Truck,	Tilt and roll back, three axle. class 8 heavy duty	over 33,001+ gvwr	280	6 X 4 Axle (D)	hour	\$ 42.33
8800	Truck, Pickup				When transporting people.	mile	\$ 0.545
8801	Truck, Pickup	1/2-ton Pickup Truck	4x2-Axle	160		hour	\$ 12.78
8802	Truck, Pickup	1-ton Pickup Truck	4x2-Axle	234		hour	\$ 17.91
8803	Truck, Pickup	1 1/4-ton Pickup Truck	4x2-Axle	260		hour	\$ 21.10
8804	Truck, Pickup	1 1/2-ton Pickup Truck	4x2-Axle	300		hour	\$ 23.22

8805	Truck, Pickup	1 3/4-ton Pickup Truck	4x2-Axle	300		hour	\$ 24.85
8806	Truck, Pickup	3/4-ton Pickup Truck	4x2-Axle	165		hour	\$ 14.32
8807	Truck, Pickup	3/4-ton Pickup Truck	4x4-Axle	285	Crew	hour	\$ 22.64
8808	Truck, Pickup	1-ton Pickup Truck	4x4-Axle	340	Crew	hour	\$ 22.99
8809	Truck, Pickup	1 1/4-ton Pickup Truck	4x4-Axle	360	Crew	hour	\$ 26.55
8810	Truck, Pickup	1 1/2-ton Pickup Truck	4x4-Axle	362	Crew	hour	\$ 26.82
8811	Truck, Pickup	1 3/4-ton Pickup Truck	4x4-Axle	362	Crew	hour	\$ 27.55
8820	Skidder accessory	2005 JCB Grapple Claw		0		hour	\$ 1.75
8821	Forklift, accessory	2005 ACS Grapple Bucket		0		hour	\$ 1.56
8822	Truck, Loader	Debris/Log (Knuckleboom Loader/Truck)		230		hour	\$ 53.22
8823	Chipper- Wood Recycler	Cat 16 engine		700		hour	\$ 118.50
8824	Skidder	model Cat 525B		up to 160		hour	\$ 64.79
8825	Skidder	40K lbs- model Cat 525C		161 and up		hour	\$ 128.67
8840	Truck, service	fuel and lube	up to 26,000 gvw	215-225		hour	\$ 40.19
8841	Truck, fuel	2009 International 1,800 gal. storage tank		200		hour	\$ 32.01
8842	Mobile Command Trailer	(8' X 28') with 7.5 KW Generator		0	Move to Location by Tractor	hour	\$ 14.73
8843	Mobile Response Trailer	(8' X 31') with 4.5 KW Generator?		0	Move to Location by Tractor	hour	\$ 13.87
8844	Mobile Command Center	(unified) (RV) Ultimaster MP-35	43 FT Long with Generator	400		hour	\$ 86.10
8845	Mobile Command Post Vehicle	(RV) (In- Motion)	22-Ft Long	340		hour	\$ 31.55
8846	Mobile Command Post Vehicle	(RV) (Stationary) w/9.6 KW Generator	22-Ft Long	340		hour	\$ 20.33
8847	Mobile Command Center (Trailer)	48'x8' Trailer, Fully Equiped Mobile Command Center	48-Ft Long	0	Move to Location by Tractor	hour	\$ 31.69
8848	Mobile Command Center (Trailer)	48'x8' When being Moved w/Truck Tractor		310		hour	\$ 50.69
8849	Mobile Command Center	43'x8.5' x 13.5'H with self 30kw Generator		280	Generator Rate not included	hour	\$ 55.37
8850	Mobile Command Center	2007-Freightliner MT-55, (RV)		260		hour	\$ 47.12
8851	Mobile Command Van	1990- Ford Econoline- Communication Van		230	Communication Equipment	hour	\$ 42.78
8852	Mobile Command Center	47.5' X 8.75 Fully Equip' (In motion) (RV)		410		hour	\$ 68.04
8853	Mobile Command Center	47.5' X 8.75 Fully Equip' (Stationary)		410		hour	\$ 45.89
8854	Mobile Command Vehicle	53' X 8.75 Fully Equip		480-550		hour	\$ 98.84
8870	Light Tower	Terex/Amida AL 4000. with (4) 500 watt lights	w/10kw power unit	13.5		hour	\$ 11.11
8871	Light Tower	2004 Allmand				hour	\$ 6.93
8872	SandBagger Machine	(Spider) automatic	w/Vibration & Conveyor Motors	2-4.5		hour	\$ 49.42
8900	Helicopter	OH-58 KIOWA (Military) is the same as "Bell-206B3		420		hour	\$ 467.00
8901	Helicopter	OH-58 KIOWA (Military) is the same as "Bell-206BR		420		hour	\$ 489.00
8902	Helicopter	Model Bell 206-L3 Jet Range Helicopter		650	Jet Range III-Helicopter	hour	\$ 575.00
8903	Helicopter	Model Bell 206L1 Long Ranger		650	Long Ranger	hour	\$ 585.47
8904	Helicopter	Model Bell 206LT Long Range Twinranger		450	Twinranger	hour	\$ 763.30
8905	Helicopter	Model Bell 407 EMS- Ambulance		250		hour	\$ 625.35
8906	Piper-Fixed wing	Model Navajo PA-31		310		hour	\$ 476.60
8907	Piper-Fixed wing	PA-31-350, Navajo Chieftn twin engine		350		hour	\$ 507.20
8908	Sikorsky Helicopter	Model UH-60 (Blackhawk) medium lift	Medium Lift	1890	Fire Fighter Same as S70C	hour	\$ 2,974.45
8909	Helicopter	Model UH-A (Blackhawk) Medium lift	Medium Lift	1890	Fire Fighter	hour	\$ 5,559.04
8910	Boeing Helicopter	Model CH-47 (Chinook) heavy lift	Heavy Lift	2850	Fire Fighter	hour	\$ 10,857.50
8911	Helicopter- light utility	Model Bell 407GX - 7 seater	7-Seaters	675	Passenger Aircraft	hour	\$ 620.38
8912	Helicopter- light utility	Model Bell 206L- 7 seater	7-Seaters	420	Passenger Aircraft	hour	\$ 607.92
8913	Helicopter	Model Bell-206L4		726		hour	\$ 570.24
8914	King Air 200 Turboprop Aircraft	Blackhawk King Air B200XP61		669		hour	\$ 1,318.11
8915	Turboprops Blackhawk Aircraft	Blackhawk Caravan XP42 A		850		hour	\$ 738.12
8916	Turboprops Blackhawk Aircraft	King Air C90 XP135 A		550		hour	\$ 1,108.33
8917	Aerostar Piston Aircraft	Aerostar 601P		290		hour	\$ 466.67
8918	Bell UH -1H Huey Helicopter II	Engine:1 x Lycoming T53-L-11 turboshaft		1100	Travel Range 253 Nautical Miles	hour	\$ 1,376.74

8943	Wire Puller Machine	Overhead Wire Pulling Machine		30	Overhead/Underground Wire Pulling Machine	hour	\$	20.16
8944	Wire Tensioning Machine	3000 Lbs			Overhead Wire Tensioning Machine	hour	\$	14.84
8945	Aerial Lift - 20 Ft High	model 2008 Genie Scissor Lift	1000 Lbs		24 Volt	hour	\$	6.44

Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_  
 Owner: **City of Port St. Joe** Owner's Contract No.: \_\_\_\_\_  
 Contractor: **L & K Contracting** Contractor's Project No.: \_\_\_\_\_  
 Engineer: **Dewberry Engineers Inc.** Engineer's Project No.: **50085446**  
 Project: **LONG AVENUE WATER and SEWER IMPROVEMENTS** Contract Name: \_\_\_\_\_

The Contract is modified as follows upon execution of this Change Order:

Description: Remove existing 4" C.I. laterals through storm drain inlets (conflict boxes) with 6" PVC sleeve and install 4" PVC laterals and seal ends with grout: quantity of 7 at \$3,000 each.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:  \$ <u>4,207,650.58</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____:  \$ <u>270,652.38</u>	[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order:  \$ <u>4,478,302.96</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order:  \$ <u>21,000.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order:  \$ <u>4,499,302.96</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

<b>RECOMMENDED:</b>		<b>ACCEPTED:</b>	
By: <u></u>	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: <u>Project Manager</u>	Title _____	Title _____	
Date: <u>8/3/2021</u>	Date _____	Date _____	

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_



August 1, 2021

SARASOTA, FL., August 1, 2021 – Gulf Coast Collection Bureau, Inc., an industry leader in healthcare revenue cycle solutions announced today that Professional Adjustment Corp. of S.W. FL., Inc. has joined forces with Gulf Coast Collection Bureau effective August 1, 2021. Together, the companies will be able to leverage their combined complimentary Revenue Cycle Management capabilities and footprint to fuel strategic growth and to better serve their customers.

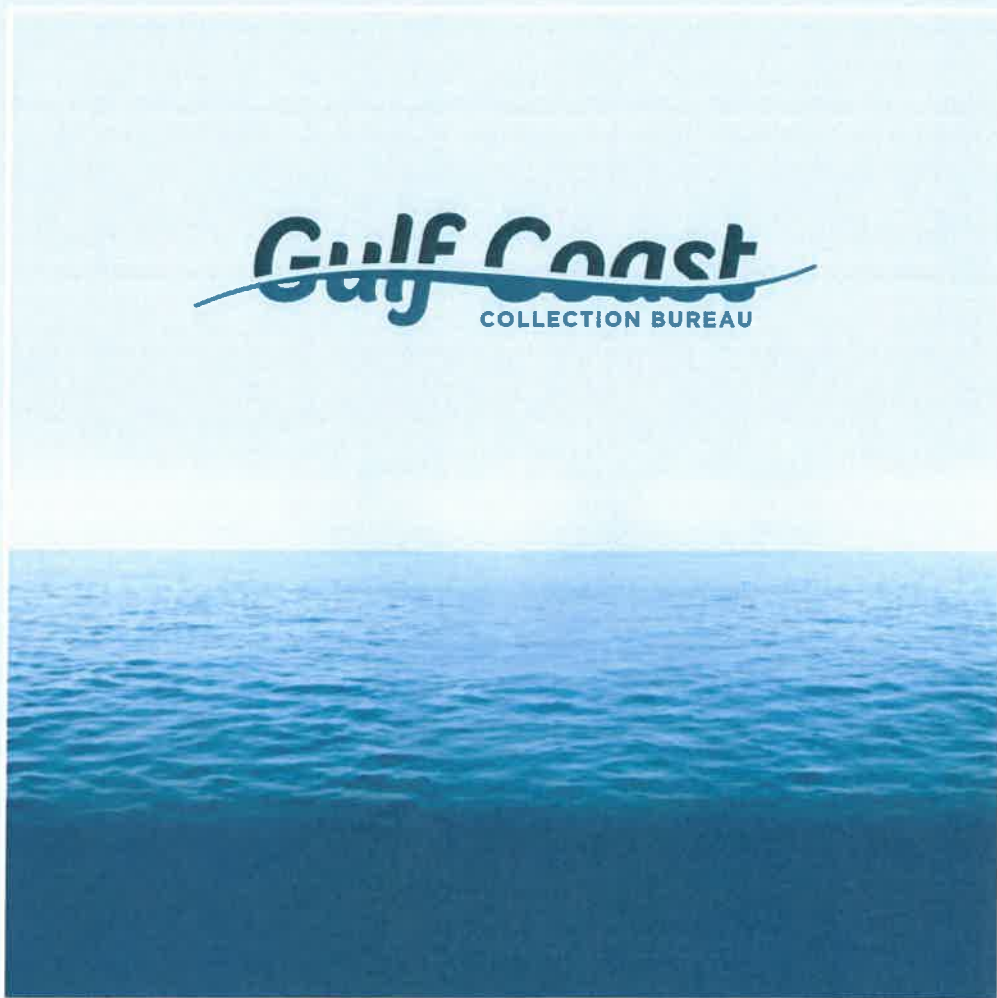
Professional Adjustment Corp. of S.W. FL, Inc. has been serving Southwest Florida for more than 30 years. They assist businesses with their bad debt collection process and help their clients operate more professionally, proficiently, and profitably. "Gulf Coast Collection Bureau was a natural fit with our business and allows us to leverage our combined strengths to better serve our clients" said Kim Cameron, President of Professional Adjustment Corp.

"With Professional Adjustment Corp. of S.W. FL joining the Gulf Coast Collection Bureau family, we are positioned to deliver broadened strategic RCM solutions and innovation to meet our client's needs" said Jack W. Brown III, President of Gulf Coast Collection Bureau. "We are excited about the opportunity to provide enhanced services and presence in Southwest Florida to our clients by delivering valuable solutions to this segment of the Revenue Cycle".

#### **About Gulf Coast Collection Bureau, Inc.**

Gulf Coast Collection Bureau, Inc. is a leader in the Accounts Receivable Management industry. With over 20 years of experience, Gulf Coast provides dynamic, sustainable solutions to support the financial health of its customers. With its consumer centric solutions that are driven by advanced technology, Gulf Coast is a trusted adviser to over 300 hospital and physician practices in the Southeast and throughout the United States. For more information, please visit [www.gulfcoastcollection.com](http://www.gulfcoastcollection.com).







Gulf Coast Collection Bureau, Inc.  
5630 Marquesas Cir.  
Sarasota, FL 34233

"I believe every person has worth as an individual;  
I believe every person should be treated with dignity and respect;  
I will make it my responsibility to help consumer find a way to pay their debts;  
I will be professional and ethical;  
I will commit to honoring this pledge"

Gulf Coast Collection Bureau, Inc. has been a leader in the accounts receivables management industry since 1998; serving as a trusted advisor to the healthcare industry.

Gulf Coast Collection Bureau has a veteran leadership team with superior knowledge of the healthcare revenue cycle. Our team of dedicated professionals works to ensure a positive patient experience while returning maximum recoveries to our clients by employing a patient friendly collection model. Our team, technology, and processes are why hundreds of healthcare professionals trust Gulf Coast Collection Bureau as their revenue cycle management partner.

We live out our mission to provider leadership in the accounts receivable management industry by being a trusted advisor to our clients while treating consumers with honesty and integrity.

Our vision is to be a premier ARM company for the healthcare industry offering dynamic, sustainable solutions to improve the financial health of our clients.

Our values include honesty, Integrity, Customer Service, and Strong Performance.

Gulf Coast Collection Bureau Inc.'s corporate office is located at 5630 Marquesas Cir. in Sarasota Florida. The Corporate office handles all administrative support functions for the company. In February 2020, Gulf Coast expanded and moved its call center to 7560 Commerce Court in Sarasota Florida. The call center location handles all consumer interactions for the company.

In January 2021, Gulf Coast Collection Bureau announced the acquisition of Probate Recovery Systems, LLC and Windward Communications, LLC with operations in Largo, FL. Together, the companies will be able to leverage their combined complimentary Revenue Cycle Management capabilities and footprint to fuel strategic growth and to better serve their customers.



## Leadership Team



Jack W. Brown, President - Jack W. Brown III Esq. is the second-generation owner of Gulf Coast Collection Bureau, Inc. and is a Florida licensed attorney. As a longtime active ACA International (the leading trade association for the debt collection industry) member, he was elected to the board of directors in 2015 and 2019; served as Treasurer for 2016-2017 term, President elect for the 2017-2018 term, and President for the 2018-2019 term. He has chaired ACA's Audit and Unit and State Affairs committees and the ACA Holding Company Board. He has earned ACA's Fellow and Scholar designations as well as ACA's Kurt Swersky Award, which recognized his leadership skills. On the local level, he is a past president of the Florida Collectors Association and has been the long-term chair of the legislative committee.



Marie St. James, Chief Operations Officer - Marie St. James has an extremely accomplished career in the healthcare account receivables industry. With over twenty-seven years of experience, Marie has been with Gulf Coast as a key member of the senior management since 2002. Marie delivered superior results for our client base and has demonstrated a proven ability to exceed client service levels with a focus on customer service, client expectations and relationship management. She earned ACA's Scholar designations as well as Healthcare Management. Additionally, she continues to be an active member of ACA, FCA, HFMA, and volunteers on the HFMA Women's Leadership Committee.



Richard MacMillan, Sr. Vice-President - Richard has served health care clients since 1991 and has been with Gulf Coast since it was formed. Richard ensures that each client receives world class service and is available to address whatever needs the client may have including setup, reporting, remittances, and otherwise serves as the main point of contact for our clients. Richard represents Gulf Coast at healthcare professional associations including HFMA and AAHAM.



Juan Carlos Gutierrez, Controller - B.S in Finance and Accounting from USF, MBA from FIU. Juan has worked with very well-known firms such as Deloitte & Touche, Hay Group and MetLife leading consulting projects with a focus on strategy and financial optimization and providing services to S&P companies within the Americas Region. His expertise is not only restricted to implementing financial optimization strategic decoding, business models restructure initiatives, operating and governance models but beyond his formal accounting qualification, he has knowledge in project management, commercial acumen and problem-solving skills.



Dan Medina, Director of Operations – Dan started in the collections industry in 2002 as a staff accountant for Worldwide Collections, an international debt buyer and servicer of mortgage portfolios in Brazil and Mexico. After building several database solutions to automate his role, he was asked to join the newly formed Worldwide Asset Management division as a data analyst. There, he built data warehouses used to manage all aspects of the business including finance, portfolio purchases, asset sales, agency management, and legal network management. As Director of Analytics for West Asset Management, he built and operated pricing and predictive models. He helped start Galaxy Asset Management, a debt buyer, and later joined Gerald E Moore and Associates, a legal collection agency. As Director of Information Technology for Stellar Recovery, he managed all technology aspects of a 120-agent operation. He worked as a consultant and independent programmer prior to joining Gulf Coast Collection Bureau. Dan obtained a master's degree in Applied Statistics from Kennesaw State University and is a certified SAS Advanced Programmer.



# Probate Recovery Systems, LLC

## Leadership



Krystol Fanning, Director of Operations - Krystol has extensive experience in managing the full probate collection service provided by Probate Recovery Systems, LLC for major healthcare and utility companies. Krystol attended the University of South Florida where she obtained an undergraduate degree in accounting and a master's in business administration (MBA) with a focus in Forensic Accounting. Krystol is a licensed Certified Professional Accountant (CPA) and a Certified Fraud Examiner (CFE). A strong believer in accuracy and efficiency, Krystol regularly encourages the employees to maintain a high level of organizational productivity and effectiveness for all customers.

## Overview

Probate Recovery Systems has been providing probate recovery assistance to major medical facilities since the early 2000's. As a company, we strive to provide our customer with a time saving, cost effective, third party confirmation in the probate recovery process. The annual cost is inclusive and is typically set at yearly flat fee per facility. This allows the complete process to run smoothly and seamlessly and allows the facilities to have a consistent rate for budgeting purposes.

## Product Offered

Corporate Claimsfinder

## Workflow Overview

During the account intake process, Probate Recovery Systems, LLC would request all relevant information that will help in the recovery process including patient medical information (facility code, unique patient identifier), patient demographics (date of birth, date of death, if known, address, social security number), as well as account information (total charge, account balance, insurance balance). A full picture of the account will allow Probate Recovery's representatives to resolve the account efficiently and effectively for all parties involved.



The initial data scrub is conducted via a proprietary process which searches last known county of residence and surrounding areas for a known date of death and/or an open and active probate estate. If the patient is a known deceased and has a confirmed date of death, Probate Recovery Systems continues to scrub those accounts for up to a minimum of 120 days from known date of death.

If a probate case is located, Probate Recovery representatives will provide the probate case information to the client and begin the process of submitting probate claim to the appropriate estate parties for resolution. Probate Recovery representatives will provide the direct necessary assistance to resolve a probate claim with the estate representatives. The goal of the Probate Recovery representatives is to provide ease of mind to the estate representatives during this hard time. Once resolved, Payments from the probate claims will be submitted to the customer approved location on a weekly basis.

If no probate estate is located within the first 120 days from confirmed date of death, Probate Recovery representatives begin the process of confirming a patient as "deceased no probate". Our third-party attestation of "no probate estate" provides health systems with a valuable service to ensure they are conducting proper due diligence on their Medicare cost report. This process has been rigorously reviewed in a Medicare audit and successfully passed the audit.

# Gulf Coast Collection Bureau, Inc

## **Overview**

Gulf Coast recognizes that clear communication between healthcare professionals and patients is more important than ever. Gulf Coast will bring consistency, clarity, and transparency to patient financial communications by adhering to the best practices when collecting on our client's accounts receivables. Ever increasing payment structures in the healthcare industry can lead to confusion amongst patients when dealing with their financial responsibilities associated with receiving medical care; Gulf Coast helps provide clarity to the consumers when assisting them in resolving their healthcare account balance and by providing multiple communication options to the consumer.

## **Product Offered**

Self-Pay and Early-Out Collections

## **Workflow Overview**

During the account intake process, Gulf Coast Collection Bureau would request all relevant information that will assist in the recovery process including insurance information, procedure codes, modifiers, emergency contact information, charge records, payments, adjustments, and any other information that can help in the proper resolution of the account. A full picture of the account will allow Gulf Coast's representatives to resolve the account in the shortest amount of time possible while at the same time providing clarity and improved satisfaction to the patient.

The initial data scrub is conducted via a batch process (occurs within 24 hours of data load) and includes: Scoring; Demographic update (address and phone); Bankruptcy and Deceased Scrub; Litigious Debtor Scrub; Internal scrub to determine if placement file has information related to attorney representation, work comp status, and data element red flag checks (statute of limitations, duplicate account, minor status, etc.)

Gulf Coast uses proven statistical models to accurately predict a consumer's probability of repayment. To the extent our scoring approach predicts each patient's ability and willingness to resolve past due balances, we intentionally customize our collection approach, including the letters we send, how we make calls and the resources we expend skip tracing for contact information. This

approach also protects our clients – the healthcare professionals – from issues related to extraordinary collection efforts against a consumer who may be eligible for charity care. This process will also scrub accounts to for bankruptcy or deceased status of the account so those accounts can be placed in their respective categories for proper handling and follow up. Accounts with known bad telephone or address will be skip traced to obtain updated contact information for the consumer. Gulf Coast's account managers are all trained as professional collection specialists and are ACA International certified.

We will report payments, adjustments and cancellation reports each month via our secure client portal. We can provide a reconciliation service to confirm balances and inventory as needed.

Patient satisfaction is critically important to Gulf Coast and our clients. Patients are more likely to revisit a medical provider if they have a high satisfaction with the billing and collection procedures of a provider. Gulf Coast works hand in hand with the provider to implement their billing and collection procedures as well as providing suggestions on best practices. Patient satisfaction is achieved through consistent, clear and transparent communications between the revenue cycle departments and the patient.

Gulf Coast's professionals have the necessary background and training to effectively listen to the patient's concerns and thereafter deploy Gulf Coast resources to ensure the proper resolution to each account.

# Communication Options

Gulf Coast Collection Bureau and Probate Recovery Systems utilize an omni-channel communication strategy in communicating with consumers. Each consumer's communication preferences are unique, and we have the technology to communicate in a variety of methods that is preferred by the consumer. Communication methods could include:



US Mail - Standard mail services are always included in our collection process to deliver written communications to consumers regarding their account.



Telephone - Telephone contact continues to serve as the most effective method to initiate communication with consumers regarding their accounts. The dialing system is continually updated to ensure calls are not.



Email - most consumers have email access and appreciate the speed and convenience of e-delivery of payment reminders and receipts.



Text message - Many consumers prefer contact via text message that allows the consumer to respond when it is convenient. Many times, a phone call does not come at a convenient time where the consumer is able to resolve the account, but a friendly text reminder will allow the consumer to interact with our staff when they are ready. **\*Limited to Gulf Coast Collection Bureau Services\***



Web chat - Consumers can communicate with our agents via the web chat feature on our website. **\*Limited to Gulf Coast Collection Bureau Services\***



Web portal - We have found that consumers appreciate the ability to have a web portal to view their accounts, set up payment arrangements, receive payment notice reminders, and paid in full receipts without having to interact with phone agents. **\*Limited to Gulf Coast Collection Bureau Services\***

## Affiliations



The Association of Credit and Collection Professionals  
(ACA)



Florida Collectors Association



Healthcare Financials Management Association  
(HFMA) Florida and Georgia Chapters

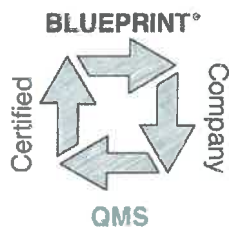


American Association of Healthcare Administrative  
Management (AAHAM)



Radiology Business Management Association

# Industry Certifications and Awards



## ACA International Blue Print Quality Management System

Blueprint-certified, our company employs a management system based on developing, implementing and adhering to professional practices, regulations and policies. Your accounts will be handled in a secure, professional and responsive environment based on national industry standards.



**BBB Rating: A**  
As of 03/13/20  
[Click for Profile](#)

## Better Business Bureau

If a business has been accredited by the BBB, it means BBB has determined that the business meets accreditation standards, which include a commitment to make a good faith effort to resolve any consumer complaints. BBB Accreditation Standards represent standards for business accreditation by BBB. Businesses based in the United States and Canada that meet these standards and complete all application procedures will be accredited by BBB. The Code is built on the BBB Standards for Trust, eight principles that summarize important elements of creating and maintaining trust in business.



## HIPAA Seal of Compliance from Compliancy Group



## Best Places to Work in Collections

We were judged to be one of the Best Places to Work in Collection in 2019, 2020, and 2021. ARM's Best Places to Work in Collections program recognizes the most positive work environments in the debt collection industry and we were chosen by an independent judge based on company feedback, and most importantly, the input of employees. Out of numerous submissions, only a select few are chosen as a Best Place to Work in Collections.



## AAHAM Patient Financial Advocate Seal





Gulf Coast Collection Bureau  
5630 Marquesas Circle  
Sarasota, FL 34233-3331

Toll-Free: 1.888.839.6999  
Local: 1.941.927.6999



THIS THIRD PARTY COLLECTION SERVICES AGREEMENT ("Agreement") is made and entered into this \_\_\_\_\_ by and between Gulf Coast Collection Bureau, Inc., a \_\_\_\_\_ Florida corporation, ("GCCB") and \_\_\_\_\_ "Client":  
PORT ST. JOE UTILITIES

WHEREAS, Client is desirous of obtaining services to assist in the collection of accounts receivable;

WHEREAS, GCCB wishes to provide third party accounts receivable collection services upon the terms and conditions herein stated.

NOW THEREFORE, in consideration of the foregoing covenants and promises, the adequacy and sufficiency of which is hereby acknowledged, the parties mutually agree to the following terms and conditions:

## **I. GENERAL TERMS AND CONDITIONS**

### **1.1 Description of Collection Services**

GCCB shall perform third party collection services on referred accounts receivable within the limits of the Fair Debt Collection Practices Act, 15 U.S.C. 1692 et. seq., State debt collection laws, and other applicable state, federal and local laws.

### **1.2 Customary and Standard Third Party Collection Procedures**

GCCB shall perform third party collections services on referred consumer accounts receivable on behalf of Client on debts that are in default as determined by Client.

1. Mailing of collection notices;
2. Telephone requests for payment;
3. Establishment of repayment plan;
4. Performance of location information services;
5. Reporting accounts to Consumer Reporting Agencies (CRA).
6. Depositing of Checks on behalf of Client

### 1.3 Authorization and Representation

Client authorizes GCCB to commence customary and standard third party collection procedures to effectuate payment of a referred account when Client provides GCCB with the consumer/responsible party information and which pertains to a patient's account receivable.

Agency is authorized and client hereby grants agency power of attorney to endorse all checks, money orders, draft bills of exchange, or other forms of instruments for the payment of money payable to the client for accounts placed for collection.

Client represents to the GCCB that it has obtained consent to contact the consumer on the phone number provided by Client to GCCB, including any cell phone numbers in accordance with the Telephone Consumer Protection Act (TCPA).

Client represents that it is lawfully entitled to the balances stated on any accounts turned over for collection, including but not limited to principal charges, late fees, collection fees, and any other amounts claim due to Client. GCCB has not given any advice to Client regarding Client's policies and procedures and that Client has relied on advice of its own counsel in determining its fees schedule, billing, and collection policies and procedures.

### 1.4 Account Referral

Client shall not refer to GCCB any accounts receivable valued at less than \$50.00, a bankrupt account, or a disputed account. Additionally, when Client becomes aware that an account has entered bankruptcy or has been disputed, it will notify GCCB within 2 business days of its receipt of said notification. Client may notify GCCB by sending an encrypted email or secure message, return receipt requested, to [bankruptcy@gulfcoastcollection.com](mailto:bankruptcy@gulfcoastcollection.com). Client shall not place any accounts wherein the balance is subject to a workers compensation claim.

GCCB may make a determination of the probability of collection on Client's portfolio and may modify its work effort to put additional efforts towards accounts that GCCB deems has a higher probability of recovery and less efforts towards accounts that GCCB deems has a lower probability of recovery.

Client shall not place the same account with multiple agencies. GCCB shall have the exclusive right to collect on accounts referred from Client until such time as the account is recalled or cancelled so as to avoid duplication of collection efforts and double credit reporting. Said exclusive right shall extend for 180 days from the date of placement of the account by Client.

1.5 Right to Withdraw Accounts Receivable

Upon written notification to GCCB, Client shall be permitted to withdraw any consumer account receivable referred to GCCB. Client acknowledges that it may take thirty (30) days for GCCB to remove the account from its systems and databases. However, GCCB shall be entitled to any fees earned prior to such date of withdrawal by Client.

1.6 Right to Refuse to Perform Services

GCCB may, at its sole discretion, not perform services on certain accounts and return the account receivable to Client without penalty.

**II. TERM OF AGREEMENT**

2.1 Primary Term

The Primary Term of this agreement shall be for 1 year and can thereafter be renewed on an annual basis upon mutual written agreement. Both parties agree that the Agreement will remain in effect until notice of cancellation is provided in writing by either party during the term of the agreement.

**III. COMPENSATION AND REPORTING REQUIREMENTS**

3.1 Calculation of Commissions Earned

GCCB's commission shall be calculated according to the following formula:

Gulf Coast shall charge a contingent fee of 25%  
on any gross recovery for any account that have not been previously placed with a third party collection agency.

The commission shall be deemed earned for purposes of this section when payment is received, whether paid to client or paid to GCCB on the account, regardless of the source of payment including any insurance payments. If there is a refund or insurance take back on an account paid while placed at GCCB, GCCB shall process the negative payment on the account within 10 business days of notification from Client and shall issue a credit to the client on the current period's invoice.

3.2 Statement of Payments Collected and Commissions earned

On or before the fifteenth day of each month, GCCB shall submit a Statement of Payments Collected and Commissions earned on behalf of Client to Client's designated representative in accordance with the notice provisions set forth in this Agreement. The Statement of Commissions Earned shall set forth an itemization of the amount of commissions earned on each referred account that the GCCB earned during the preceding month as a result of its performance of collection services under this

Agreement. Client shall pay said invoice within 30 days of statement closing; in the event that said client account receivable is not paid within 60 days, GCCB may offset said fees from any current collections. The offset remedy is not an exclusive remedy and is in addition to any remedies normally available to collect an accounts receivable balance. Client shall be responsible for any attorney's fees and costs incurred by GCCB in collecting said past due accounts receivable. Should client withhold any disputed amounts, the dispute shall be resolved prior to the date of the following statement and accounted for on said statement.

### 3.3 Client's Continuing Reporting Requirements

By entering into this Agreement, Client and GCCB recognize that they have an ongoing duty under applicable collection laws to continue to report certain information regarding the account. Client and GCCB must communicate to each other any and all disputes, payments, information changes or updates, and any other information relevant to the collection of an account that has been referred to GCCB for collection. Client further acknowledges that should GCCB be found in violation of any law governing third party debt collection where such violation is a direct result of Client's failure to provide GCCB with the information described above, that Client will reimburse GCCB for any costs and damages subsequently suffered by GCCB. Federal law requires GCCB to respond within 30 days to a consumer's request for validation, verification, or other information on their account; Client's failure to timely reply to a request from GCCB may result in the account be cancelled for lack of validation.

## **IV. INSURANCE AND BONDS**

### 4.1 General Liability Insurance

Throughout the term of this Agreement, GCCB shall obtain and maintain comprehensive general liability insurance with minimum limits of \$1,000,000.00 per occurrence, and \$2,000,000.00 in the aggregate. GCCB shall obtain and maintain this insurance coverage at its own expense, without reimbursement from Client. Client may request a copy of said policy and GCCB will comply with all such requests.

## **V. HOLD HARMLESS AND INDEMNIFICATION**

### 5.1 Hold Harmless

GCCB and Client shall mutually protect, indemnify and hold harmless each other, their officers and employees from all claims, suits, actions, attorney's fees, costs expenses, damages, judgments or decrees arising out of the failure by either party to comply with all applicable federal, state and local laws and regulations enacted now or to be enacted in the future as the same may apply to the subject matter of this Agreement and all claims, suits, actions, costs, attorney's fees, expenses, damages, judgments or decrees by reason of any injury to persons or property caused by the other party, their officers, or employees in the performance of the work and services under this Agreement.

## **VI. INDEPENDENT CONTRACTOR**

### **6.1 Independent Contractor Status**

The parties expressly agree hereto that GCCB is an independent contractor. Nothing in this Agreement is intended, nor shall be construed to create, an employer-employee relationship or a joint venture relationship, or to allow Client to exercise direction or control over the manner or method by which GCCB performs the Services which are the subject matter of this Agreement.

## **VII. NOTICES**

All notices required under this Agreement shall be given in writing and shall be sent by U.S. Mail, first class postage pre-paid, to the following address:

If to GCCB: Gulf Coast Collections Bureau, Inc.  
5630 Marquesas Circle  
Sarasota, FL 34233  
Attn: Jack Brown III

If to Client:

---

---

---

## **VIII. MODIFICATIONS AND AMENDMENTS**

This Agreement, or any of its provisions may be modified or amended at any time during its term, but only by an agreement in writing, signed by both parties, stating which provisions of this Agreement are so amended and setting out such amendment or modification in full.

## **IX. GOVERNING LAW**

This Agreement shall be governed by the laws of the State of Florida.



## **X. TERMINATION**

### **10.1 Termination**

This Agreement may be terminated by either party in whole or in part with thirty (30) days written notice. Upon termination of this Agreement, GCCB shall cease all collection activity for Client at the end of the thirty (30) days and return all consumer account information and related documents to Client. Upon termination, GCCB shall, within thirty (30) days, remit outstanding collections received by GCCB on behalf of Client.

### **10.2 Post Termination Events**

Upon termination of this Agreement for breach, GCCB shall immediately cease all collection activity for Client and shall return all consumer account information and related documents to Client. Upon termination, GCCB shall, within thirty (30) days, remit outstanding collections received by GCCB on behalf of Client.

IN WITNESS WHEREOF, the parties acknowledge that the terms of this Agreement have been explained fully and that they enter into this Agreement freely and without coercion this \_\_\_\_\_.

### **GCCB**

By: \_\_\_\_\_  
Jack W. Brown III  
President  
Gulf Coast Collection Bureau, Inc.

### **CLIENT**

By: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



## CREDIT REPORTING AGREEMENT

CLIENT NAME: \_\_\_\_\_

- ☐ **Client requests credit reporting of its accounts placed for collection with Gulf Coast Collection Bureau, Inc.**

### **Client Attestation of Accuracy of Account Information**

The Undersigned client of Gulf Coast Collection Bureau, Inc. hereby attests to the accuracy of the information that it provides to Gulf Coast Collection Bureau, Inc. in the normal course of business related to accounts that Client places with Gulf Coast Collection Bureau, Inc. that have gone past due. We have read the Notice to Furnishers of Information and understand our duties under the Fair Credit Reporting Act and Collection Service Agreement with Gulf Coast Collection Bureau, Inc.

- ☐ **Client requests that its accounts not be reported to the Consumer Reporting Agencies.**

The Undersigned client hereby requests that its accounts NOT be reported to the consumer reporting agencies, however, understands that it still has requirements to provide accurate information to Gulf Coast with regards to accounts placed for collection activity.

\_\_\_\_\_  
Client Authorized Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client Authorized Representative Printed Name and Title

110

**Collection Agreement**

This Agreement is between Professional Adjustment Corp., of S.W. FL., Inc. (PAC)  
and City of Port St. Joe, Florida (Client)

PAC hereby agrees to accept for collection unpaid accounts of Client. PAC will be the sole collector on all accounts turned over to us for collection.

PAC will adhere to public law 95-109 (Fair Debt Collection Practices Act) in our collection practices, both written and verbal.

Any and all information coming into the possession of our Agency will be treated in the most confidential manner at all times.

For services rendered under this Agreement, PAC shall be entitled to the following percentage of any and all money collected for the Client:

25 % of amount collected, whether paid to Agency or directly to client.  
50 % of amount collected in which legal action is taken. In addition, Client shall pay any and all court costs involved in any such legal action.

The Client agrees to report any and all money received directly by them on accounts handled by PAC

PAC will send Client a monthly statement showing money collected on accounts and collection services charged. A check (or invoice) will accompany this statement.

No modification, alteration or amendment of this Agreement shall be binding unless it is in writing, and signed by an authorized representative of Client and Agency.

Either party upon written notice may cancel this agreement. PAC has the right to retain any accounts wherein money has been collected or is forthcoming.

IN WITNESS WHEREOF the parties have executed this Agreement

For PAC: Karin Cameron  
Title: President

For Client: Charles W. Wits  
Title: CITY MANAGER PORT ST JOE

Executed on 25 day of August, 2008.



**LIBERTY PARTNERS OF TALLAHASSEE, LLC  
& the CITY OF PORT ST. JOE**

**CONTRACT FOR GRANT MANAGEMENT SERVICES FOR THE NATIONAL PARK  
SERVICE/STATE OF FLORIDA DIVISION OF HISTORICAL RESOURCES  
HURRICANE MICHAEL GRANT PROGRAM**

1. *Client.* Our client in this matter will be the City of Port St. Joe (the "Organization") for grant management of the Centennial Building ("the Project"). Liberty Partners of Tallahassee, LLC, FEIN 27-1494189 (the "Firm") will be engaged to advise the Organization in connection with the grant management for the National Park Service/ Florida Division of Historical Resources Hurricane Michael grant program.

2. *Scope of Services and Fees.* Liberty Partners of Tallahassee, LLC will utilize our expertise to provide personalized and targeted services that will incorporate the components necessary to meet the Organization's overall grant funding goals and objectives. Our engagement will include the scope of work identified below as they relate to funding for specific projects and initiatives as directed.

**Grant Management:**

1. Laying out all terms and conditions of the grant award, including payment processes, cost sharing, and program income requirements.
2. Helping the Organization create a strategic plan for accomplishing grant goals and objectives, including assisting with the hiring process, providing and implementation of a grant tracking module to show grant requirements and expectations.
3. Supporting the Organization in meeting required financial and performance reporting requirements.
4. Guiding the Organization through changes in budget or scope that determine grant eligibility.
5. Supporting the communication process between the Organization and the awarding agency.
6. Guiding the Organization through grant close out issues including final reports.

The fee for grant management will be \$10,000.00 specific to the above mentioned grant and are allowable deliverables outlined by the grant agreement. This will be billed based on the grant award schedule and allotment of funds to the Organization.

Page 1. \_\_\_\_\_ / \_\_\_\_\_

3. *Term of Engagement.* The term of the engagement will begin on August 1, 2021 and conclude within twenty four months of the grant agreement execution or final close out documents have been provided and submitted to the funding agency; or whichever comes first. Our consulting for the Organization can terminate upon our sending you a final statement for services rendered in this matter or may be extended by a mutually agreed-upon addendum for additional services or other grants.

4. *Confidentiality.* From time to time, the firm may be provided with non-public or proprietary information related to the Organization's business to assist the firm in performing the services outlined in this contract. All such information, whether provided orally or in writing, shall be considered confidential unless subject to disclosure under Florida public records laws. The firm agrees not to disclose any such information to any person without your prior written consent and will provide prompt notice to you of any judicial or quasi-judicial demand for such information.

5. *Client Responsibilities.* You agree to cooperate fully with us and to provide promptly all information known or available to you relevant to our representation as well as furnishing the firm with any forms required by the Organization including, but not limited to: Non- Collusion Affidavit, Drug Free Workplace, and Conflict of Interest Forms. You also agree to pay our statements for services and expenses in accordance with paragraph 3 above.

6. *Conflicts.* As we have discussed, you are aware that the firm consults with many other companies, organizations, and individuals. It is possible that during the time that we are representing the Organization, some of our present or future clients will have disputes or transactions with the Organization. The Organization agrees that we may continue to engage, or may undertake in the future, new clients in any matter that is not substantially related to our scope of services outlined in paragraph 2 above even if the interests of such clients in those other matters are directly averse to you. You should know that, in similar engagements with many of our other clients, we have asked for similar agreements to preserve our ability to engage you and continue to represent them.

7. *Staffing.* Director of Grants Management Katie Taff will be the primary contacts for the day-to-day services to the Organization. Firm President Jennifer Green will be actively involved in this engagement and is available to assist as needed.

**AGREED TO AND ACCEPTED:**

By: \_\_\_\_\_  
Jennifer J. Green, President & Owner  
Liberty Partners of Tallahassee, LLC

Date: \_\_\_\_\_

By: \_\_\_\_\_  
James A. Anderson  
City Manager, City of Port St. Joe

Date: \_\_\_\_\_



**LIBERTY PARTNERS OF TALLAHASSEE, LLC  
& the CITY OF PORT ST. JOE**

**CONTRACT FOR GRANT MANAGEMENT SERVICES FOR THE NATIONAL PARK  
SERVICE/STATE OF FLORIDA DIVISION OF HISTORICAL RESOURCES  
HURRICANE MICHAEL GRANT PROGRAM**

1. *Client.* Our client in this matter will be the City of Port St. Joe (the “Organization”) with the project being the Cape San Blas Lighthouse Keepers Quarters. Liberty Partners of Tallahassee, LLC, FEIN 27-1494189 (the “Firm”) will be engaged to advise the Organization in connection with the grant management for the National Park Service/ Florida Division of Historical Resources Hurricane Michael grant program.

2. *Scope of Services and Fees.* Liberty Partners of Tallahassee, LLC will utilize our expertise to provide personalized and targeted services that will incorporate the components necessary to meet the Organization’s overall grant funding goals and objectives. Our engagement will include the scope of work identified below as they relate to funding for specific projects and initiatives as directed.

**Grant Management:**

1. Laying out all terms and conditions of the grant award, including payment processes, cost sharing, and program income requirements.
2. Helping the Organization create a strategic plan for accomplishing grant goals and objectives, including assisting with the hiring process, providing and implementation of a grant tracking module to show grant requirements and expectations.
3. Supporting the Organization in meeting required financial and performance reporting requirements.
4. Guiding the Organization through changes in budget or scope that determine grant eligibility.
5. Supporting the communication process between the Organization and the awarding agency.
6. Guiding the Organization through grant close out issues including final reports.

The fee for grant management will be \$10,000.00 specific to the above mentioned grant and are allowable deliverables outlined by the grant agreement. This will be billed based on the grant award schedule and allotment of funds to the Organization.

Page 1. \_\_\_\_\_ / \_\_\_\_\_



3. *Term of Engagement.* The term of the engagement will begin on August 1, 2021 and conclude within twenty four months of the grant agreement execution or final close out documents have been provided and submitted to the funding agency; or whichever comes first. Our consulting for the Organization can terminate upon our sending you a final statement for services rendered in this matter or may be extended by a mutually agreed-upon addendum for additional services or other grants.

4. *Confidentiality.* From time to time, the firm may be provided with non-public or proprietary information related to the Organization's business to assist the firm in performing the services outlined in this contract. All such information, whether provided orally or in writing, shall be considered confidential unless subject to disclosure under Florida public records laws. The firm agrees not to disclose any such information to any person without your prior written consent and will provide prompt notice to you of any judicial or quasi-judicial demand for such information.

5. *Client Responsibilities.* You agree to cooperate fully with us and to provide promptly all information known or available to you relevant to our representation as well as furnishing the firm with any forms required by the Organization including, but not limited to: Non- Collusion Affidavit, Drug Free Workplace, and Conflict of Interest Forms. You also agree to pay our statements for services and expenses in accordance with paragraph 3 above.

6. *Conflicts.* As we have discussed, you are aware that the firm consults with many other companies, organizations, and individuals. It is possible that during the time that we are representing the Organization, some of our present or future clients will have disputes or transactions with the Organization. The Organization agrees that we may continue to engage, or may undertake in the future, new clients in any matter that is not substantially related to our scope of services outlined in paragraph 2 above even if the interests of such clients in those other matters are directly averse to you. You should know that, in similar engagements with many of our other clients, we have asked for similar agreements to preserve our ability to engage you and continue to represent them.

7. *Staffing.* Duiirector of Grants Management Katie Taff and Vice President Melanie Bostick will be the primary contacts for the day-to-day services to the Organization. Firm President Jennifer Green will be actively involved in this engagement and is available to assist as needed.

**AGREED TO AND ACCEPTED:**

By: \_\_\_\_\_  
Jennifer J. Green, President & Owner  
Liberty Partners of Tallahassee, LLC

Date: \_\_\_\_\_

By: \_\_\_\_\_  
James A. Anderson  
City Manager, City of Port St. Joe

Date: \_\_\_\_\_