

RESOLUTION B-14-009
AMENDING THE ANNUAL BUDGET
FOR MANATEE COUNTY, FLORIDA
FOR FISCAL YEAR 2013-2014

WHEREAS, Florida Statutes 129.06, authorizes the Board of County Commissioners to amend its budget for the current fiscal year as follows:

- a) Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased, provided the total appropriations of the fund are not changed.
- b) Appropriations from reserves may be made to increase the appropriation for any particular expense in the same fund, or to create an appropriation in the fund for any lawful purpose.
- c) Unanticipated revenues, including increased receipts for enterprise or proprietary funds, may be appropriated for their intended purpose, and may be transferred between funds to properly account for the unanticipated revenue.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Manatee County, Florida that the 2013-2014 budget is hereby amended in accordance with FS 129.06 as described on the attached summary and specified in the budget adjustment batch files which are listed below:

Department: NATURAL RESOURCES DEPARTMENT
Fund: BEACH EROSION CONTROL CAP PROJ

Description: Appropriates \$421,482 additional grant award 11ME1 from Florida Department of Environmental Protection (FDEP) and transfers \$421,482 matching funds from Reserves in the Beach Erosion Capital Projects Fund for Anna Maria Island Beach Renourishment project. The completion date of the grant has been extended to December 15, 2016. The agreement amendment with FDEP is being executed this same date.

Batch ID: BAJR916A

Reference: BU13000478

ADOPTED IN OPEN SESSION WITH A QUORUM PRESENT AND VOTING THIS 24th DAY OF September, 2013.

BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

By: Larry Bustillo
Chairman

ATTEST: R.B. SHORE, Clerk
of the Circuit Court

By: Wicki Jessner
Deputy Clerk



AMENDMENT No. 1
DEP AGREEMENT No: 11ME1
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER RESOURCE MANAGEMENT
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
STATE OF FLORIDA
GRANT AGREEMENT FOR
ANNA MARIA ISLAND BEACH NOURISHMENT PROJECT

THIS AGREEMENT as entered into on 17th day of January, 2012, between the FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (hereinafter referred to as the "DEPARTMENT"), whose address is 2600 Blair Stone Road MS 3511, Tallahassee, Florida 32399, and MANATEE COUNTY, a local government, (hereinafter referred to as the "LOCAL SPONSOR"), whose address is 415 10TH Street, West Bradenton, Florida 34205, for the project described herein.

WHEREAS, the Legislature appropriated additional funds in FY 2013 for design and post construction monitoring and those funds are reflected within this agreement;

WHEREAS, the LOCAL SPONSOR has requested and the DEPARTMENT has agreed to extend the expiration date of this agreement to cover the additional time required to complete additional scopes of work;

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

WHEREAS, the LOCAL SPONSOR has requested and the DEPARTMENT has agreed to amend this agreement to add grant language to include Advance Payment as the US Army Corps of Engineers is now requesting funds from the LOCAL SPONSOR;

WHEREAS, the DEPARTMENT's address and mailing station has changed and is reflected below;
and,

WHEREAS, other changes to the Agreement are necessary.

NOW, THEREFORE, in consideration of the mutual benefits to be derived herefrom, the DEPARTMENT and the LOCAL SPONSOR do hereby agree as follows:

- Paragraph 2 sentence one is hereby deleted in its entirety and replaced with the following:

This Agreement shall begin on the last date executed and end on December 15, 2016.

- Paragraph 7 sentences three and four are hereby deleted in their entirety and replaced with the following:

Each Scope of Work shall require approval by the DEPARTMENT as to content, deliverables, and schedule prior to initiating the work.

The tasks must be incorporated into the Grant Work Plan in the form of an approved amendment to this Agreement.

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- Paragraph 8 Table 1 is hereby deleted in its entirety and replaced with the following:

TABLE 1

Task #	Eligible Project Tasks	Estimated Project Costs			
		Federal	DEP	Local	Total
2.0	Design and Permitting				
2.1	Geotechnical Investigation	\$564,000	\$226,388	\$226,388	\$1,016,776
2.2	Design Services		\$221,024	\$221,024	\$442,048
2.3	Pre-Construction		\$49,891	\$49,891	\$99,782
2.4	Design of Nourishment		\$419,397	\$419,397	\$838,794
3.0	Construction				
3.1	Nourishment		\$352,416	\$352,416	\$704,832
4.0	Monitoring				
4.1	Biological Monitoring		\$236,709	\$236,709	\$473,420
4.2	Physical Monitoring		\$104,438	\$104,438	\$208,876
4.3	Physical & Biological Monitoring		\$54,593	\$54,593	\$109,184
	TOTAL PROJECT COSTS	\$564,000	\$1,664,856	\$1,664,856	\$3,893,712

- Paragraph 9 is hereby deleted in its entirety and replaced with the following:

The DEPARTMENT has determined that 100 percent of the PROJECT cost is eligible for state cost sharing. Therefore, the DEPARTMENT's financial obligation shall not exceed the sum of \$1,664,856 for this PROJECT or up to 50 percent of the non-federal project cost, if applicable, for the specific eligible PROJECT items listed above, whichever is less. To the extent applicable, it is understood and agreed that for portions of the PROJECT which are located within lands owned and managed by the DEPARTMENT's Division of Recreation and Parks, no cost share for construction activities shall be required of the LOCAL SPONSOR, and the PROJECT costs for such portions shall be paid by the DEPARTMENT.

- Paragraph 13 sentence one and four are hereby deleted in their entirety and replaced with the following:

As consideration for the satisfactory completion of the eligible work, identified in Attachment A-1 and approval of the work by the DEPARTMENT, the DEPARTMENT agrees to compensate the LOCAL SPONSOR on a cost reimbursement basis for services rendered.

These forms are to be submitted upon completion of the deliverables identified in the approved Scope of Work.

- Paragraph 14 sentences two and four are hereby deleted in their entirety and replaced with the following:

It is understood and agreed that any request for payment that requires the DEPARTMENT to request additional information of the LOCAL SPONSOR shall stop time for the DEPARTMENT's review period and will reset when such information is received as requested by the DEPARTMENT.

The cumulative amount retained for each eligible task/deliverable item shall be disbursed to the LOCAL SPONSOR after the DEPARTMENT has certified that the LOCAL SPONSOR has complied with all the terms and conditions of the Agreement.

- Paragraph 15 sentence three is hereby deleted in its entirety and replaced with the following:

Progress reports may be required to be submitted electronically in Word.doc or tab delimited .TXT format.

- Paragraph 22 is hereby deleted in its entirety and replaced with the following:

Any notices between the parties shall be considered delivered when posted by Certified Mail, return receipt requested, or overnight courier service, or delivered in person to the contact person at the addresses below.

LOCAL SPONSOR	DEPARTMENT
Charlie Hunsicker, Director Natural Resources Department Manatee County 415 10 th Street West Bradenton, Florida 34205 (941) 745-3727 charlie.hunsicker@mymanatee.org	Dena VanLandingham, Grant Program Administrator Department of Environmental Protection 2600 Blair Stone Road, MS 3511 Tallahassee, Florida 32399 (850) 922-7711 <u>Dena.vanlandingham@dep.state.fl.us</u>

Any changes to the contact information shown above or in paragraph 19 must be reduced to writing in the form of a Change Order to this Agreement.

- Paragraph 42 sentence three is hereby deleted in its entirety and replaced with the following:

If the parties agree that the delay or anticipated delay was caused, or will be caused by a force majeure, the DEPARTMENT may, at its discretion, extend the time for performance under this Agreement for a period of time equal to the delay resulting from the force majeure upon execution of an amendment to this Agreement.

- The following language is hereby added to the Agreement as Paragraph 45:
 - A. In accordance with Section 216.181(16)(b), Florida Statutes, the DEPARTMENT, upon written request from the LOCAL SPONSOR, including justification for said request, and written approval from the State Chief Financial Officer, may provide an advance payment to the LOCAL SPONSOR. In addition to the written request for advance payment, the LOCAL SPONSOR shall also complete and submit the applicable portions of **Attachment H (Advance Payment Justification Form)**, attached hereto and made a part hereof. Consideration for advance payment is at the discretion of the DEPARTMENT, and shall be limited to eligible project construction costs identified in Table 1. The LOCAL SPONSOR's expenditures shall draw proportionally upon both the LOCAL SPONSOR's funds and the DEPARTMENT's advanced funds in accordance with the cost share ratios established pursuant to this Agreement.
 - B. If advance payment is authorized, the LOCAL SPONSOR shall temporarily invest the advanced funds in an interest bearing account. The LOCAL SPONSOR shall be responsible to the DEPARTMENT for a quarterly accounting of such funds on the dates identified in paragraph 15. Interest income shall be documented by the LOCAL SPONSOR's submission of a current statement of account from the financial institution or agent where such funds are invested. Interest income shall be returned to the DEPARTMENT, within thirty (30) days following each quarter as set forth under this Agreement.
 - C. **Attachment I (Advance Payment – Interest Earned Memorandum)**, attached hereto and made a part hereof, is provided as a sample of the document generated internally each calendar quarter by the DEPARTMENT's Bureau of Finance and Accounting for agreements that authorized an advance payment. The DEPARTMENT's Grant Program Administrator shall forward such memorandum to the LOCAL SPONSOR's Project Manager, who shall be responsible for completion of the applicable interest statement details and submission to the DEPARTMENT each quarter. This responsibility shall continue as long as advanced funds

remain with the LOCAL SPONSOR or until construction is completed and a final accounting on the advanced funds is completed and the unused funds and interest due the DEPARTMENT are returned to the DEPARTMENT. Unused funds, and interest accrued on any unused portion of advanced funds which have not been remitted to the DEPARTMENT, shall be returned to the DEPARTMENT within sixty (60) days of the completion of the construction portion of this PROJECT. Unused funds advanced to the United States Army Corps of Engineers through LOCAL SPONSORS will be due sixty (60) days after the Federal final accounting has been completed.

- D. The parties hereto acknowledge that the State Chief Financial Officer may identify additional requirements that must be met in order for advance payment to be authorized. If additional requirements are imposed by the State Chief Financial Officer, the LOCAL SPONSOR shall be notified, in writing, by the DEPARTMENT's Grant Program Administrator regarding the additional requirements. Prior to releasing any funds, the LOCAL SPONSOR shall be required to provide a written acknowledgement to the DEPARTMENT's Grant Program Administrator of the LOCAL SPONSOR's acceptance of the terms imposed by the State Chief Financial Officer for release of funds.

Attachment A, Grant Work Plan, and Attachment D, Request for Payment are hereby deleted in their entirety and replaced with Attachment A-1, Revised Grant Work Plan, and, Attachment D-1, Revised Request for Payment attached hereto and made a part of the Agreement. All references in the Agreement to Attachment A, Grant Work Plan, and Attachment D Request for Payment shall hereinafter refer to A-1, Grant Work Plan and Attachment D-1, Request for Payment.

In accordance with Paragraph 25, a revised copy of Exhibit 1 to Attachment F is herein provided to identify the additional funds under this Agreement. Exhibit 1 to Attachment F is hereby deleted in its entirety and replaced with Exhibit 1A, attached hereto and made a part hereof.

Attachment H, Advance Payment Justification Form and Attachment I, Advance Payment-Interest Earned Memorandum, attached hereto are hereby added to the Agreement.

In all other respects, the Agreement of which this is an Amendment, and attachments relative thereto, shall remain in full force and effect.

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

MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: Larry Bustle
Title: Commission Chair

By: Alexis Reed
Department of Environmental Protection
Secretary or designee

Date: September 24th 2013

Date: 10-2-2013

FEID No. 59-6000727



ATTEST: R. B. SHORE
CLERK OF CIRCUIT COURT
BY: Cheri Leason
DEPUTY CLERK

Deena Vanhande
Department of Environmental Protection
Grant Program Administrator

APPROVED as to form and legality:

Local Sponsor's Attorney
(if necessary)

[Signature]
Department of Environmental Protection
Attorney

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

List of Attachments/Exhibits included as part of this Agreement:

Specify Type	Letter/ Number	Description (include number of pages)
Attachment	A-1	Revised Grant Work Plan (4 pages)
Attachment	D-1	Revised Request for Payments, Part I-V (4 pages)
Attachment	F	Exhibit -1A (Page 5 of 5)
Attachment	H	Advanced Payment Justification Form (3 pages)
Attachment	I	Advance Payment – Interest Earned Memorandum (1 page)

ATTACHMENT A-1

GRANT WORK PLAN

Project Title: Anna Maria Island Beach Nourishment
Project Location: The project includes approximately 7.1 miles of shoreline between DEP Monuments R1- R10 and R12 - R41.3 in Manatee County.
Project Background: The majority of the project (R12 - R36) is part of the federal Manatee County Shore Protection Project, which was restored in 1993. Nourishment was completed in 2002. In 2005, a portion of the island received federally funded hurricane recovery nourishment. Restoration of the Coquina Beach segment (R36–R41.3) and the City of Anna Maria segment (R7 - R10) was completed in 2011. Nourishment of the entire project is scheduled for FY 2013-14, in advance of FY 2014-15 as a result of Tropical Storm Debby in June 2012. Staff has determined that 100% of the project is eligible for state cost sharing.
The PROJECT shall be conducted in accordance with the terms and conditions set forth under this Agreement, all applicable DEPARTMENT permits and the eligible project task items established below. All data collection and processing, and the resulting product deliverables, shall comply with the standard technical specifications contained in the DEPARTMENT’S Monitoring Standards for Beach Erosion Control Projects (2004) and Processing Plan and Geographic Information System Guidelines, unless otherwise specified in the approved Scope of Work (herein after referred to as SOW) for an eligible PROJECT item. This plan may be found at http://www.dep.state.fl.us/beaches/publications/pdf/standard.pdf . One (1) electronic copy of all written reports developed under this Agreement shall be forwarded to the DEPARTMENT, unless otherwise specified.
Project Description: The deliverables listed below are to be completed and approved by the DEPARTMENT by the due date listed. 2.0 DESIGN AND PERMITTING Professional services required for engineering and design, obtaining environmental permits and other authorizations and the preparation of plans and specifications for erosions control projects. This item specifically excludes permit application fees or any other fees paid to the State of Florida. Performance standard: All deliverables, reports, and monitoring results will be circulated to the DEPARTMENT for review and comment. When comments are received from the DEPARTMENT affirming that the deliverable is acceptable, payment will be authorized. Financial Consequence: Any work product that does not meet the Performance Standard will not be eligible for reimbursement. 2.1 Geotechnical Investigation Deliverable A: Geotechnical Investigation Report for the FY 2013-14 Anna Maria Island Central Beach Nourishment Project. Evaluation of existing sand sources in the study area, geophysical survey of potential borrow material sources, geotechnical & cultural resources surveys, & borrow area design.

Total cost \$1,016,776.00. Non-federal share \$452,776 (DEP cost \$226,388)
Due date December 31, 2016

- 2.2 Design Services- Anna Maria Island Segment Shore Protection Project
Deliverable A: Preliminary Engineering & Environmental Services Report for the FY 2013-14 Anna Maria Island Central Beach Nourishment Project. Acquisition of JCPs from the FDEP & the USACE, EA preparation to meet NEPA requirements, preparation of federally required Level 1 Reaffirmation Report and first draft Limited Reevaluation Report (LRR) design document.

Total cost \$442,048 (DEP cost \$221,024)

Due date December 31, 2016

- 2.3 Design Services- Coquina Beach Nourishment Project
Deliverable A: Pre-Construction Phase Engineering Services Report for the FY 2013-14 Coquina Beach Nourishment Project. Updating project design, obtaining necessary state & federal permit modifications, and NEPA approvals. Project will be constructed in conjunction with next federally authorized Central Beach Nourishment Project, scheduled for FY 2013-14.

Total cost \$99,782 (DEP cost \$49,891)

Due date December 31, 2016

- 2.4 Design of Future Nourishment
Deliverable A: Design and Permitting Report to include engineering analysis, numerical modeling and sediment budget updates, engineering plans, specifications and permit drawings, permitting/ regulatory authorizations through receipt of Agency action.

Total cost \$838,794 (DEP cost \$419,397)

Due date December 31, 2016

3.0 Construction

Work performed and costs associated with the placement of fill material and/or the construction of erosion control structures within the project area. Eligible costs may include mobilization, demobilization, construction observation or inspection services, beach fill, tilling and scarp removal, erosion control structures, dune stabilization measures and native beach-dune vegetation. Construction shall be conducted in accordance with any and all permits issued by the Department.

Performance Standard: Work products (Deliverables) must meet acceptance standards of the engineer, building code inspector, Joint Coastal Permit, or a combination of these, as required, to assure all project-related construction is completed to desired specifications.

Financial Consequence: Any work product that does not meet the Performance Standard will not be eligible for reimbursement.

- 3.1 Nourishment
Deliverable A: Nourishment of all eligible island segments within R1-R10 & R12-R41+325 scheduled for FY 2013-14.

Total cost \$704,832 (DEP cost \$352,416)

Due date December 31, 2016

4.0 Monitoring

A monitoring program conducted in accordance with the requirements specified in any and all permits issued by the Department and the US Army Corps of Engineers. A monitoring plan must be submitted and approved in writing by the Department prior to the initiation of monitoring activities. The plan shall be developed in a manner that will coordinate the monitoring activities with the Department's Regional Coastal Monitoring Program.

Performance standard: All deliverables, reports, and monitoring results will be circulated to the Department for review and comment. When comments are received from the Department affirming that the deliverable is acceptable, payment will be authorized.

Financial Consequence: Any work product that does not meet the Performance Standard will not be eligible for reimbursement.

4.1 Biological Monitoring

Deliverable A: Coquina Beach, Beach Nourishment Project; Annual Nearshore Hardbottom & Artificial Reef Monitoring Surveys & Reports. Year 1 for both per permit Monitoring plans.

Total cost \$126,734 (DEP cost \$63,367)

Due date December 31, 2016

Deliverable B: Coquina Beach, Beach Nourishment Project; Annual Nearshore Hardbottom & Artificial Reef Monitoring Surveys & Reports. Year 2 for both per permit Monitoring plans.

Total cost \$126,734 (DEP cost \$63,367)

Due date December 31, 2016

Deliverable C: Coquina Beach, Beach Nourishment Project; Annual Nearshore Hardbottom & Artificial Reef Monitoring Surveys & Reports. Year 3 for both per permit Monitoring plans.

Total cost \$126,734 (DEP cost \$63,367)

Due date December 31, 2016

Deliverable D: Anna Maria Island Central Beach Nourishment Project, Coquina Beach Nourishment Project, & City of Anna Maria Beach Nourishment Project Year 1 Turtle Monitoring.

Total cost \$40,660 (DEP cost \$20,330)

Due date December 31, 2016

Deliverable E: Anna Maria Island Central Beach Nourishment Project, Coquina Beach Nourishment Project, & City of Anna Maria Beach Nourishment Project Year 2 Turtle Monitoring, plus Shorebird Monitoring Report per FY 2013-14 nourishment.

Total cost \$52,556 (DEP cost \$26,278)

Due date December 31, 2016

4.2 Physical Monitoring

Deliverable A: Anna Maria Island Central Beach Nourishment Project, Coquina Beach Nourishment Project, & City of Anna Maria Beach Nourishment Project; Longboat Pass Ebb Tidal Shoal & North Jetty Geotextile Tube Year 1 Physical Monitoring Surveys & Reports.

Total cost \$105,520 (DEP cost \$52,760)

Due date December 31, 2016

Deliverable B: Anna Maria Island Central Beach Nourishment Project, Coquina Beach Nourishment Project, & City of Anna Maria Beach Nourishment Project; Longboat Pass Ebb Tidal Shoal & North Jetty Geotextile Tube Year 2 Physical Monitoring Surveys & Reports.
Total cost \$103,356 (DEP cost \$51,678)
Due date December 31, 2016

4.3 Physical and Biological Monitoring

Deliverable: Post construction aerials, surveys and monitoring reports for Year 3 physical & biological monitoring, including turtles. Monitoring of all eligible island segments within R1-R10 & R12-R41+325 scheduled for FY 2013-14 Nourishment. Future environmental and physical monitoring allocation. Scopes of work added under this task must be approved by Bureau staff.

Total cost \$109,186 (DEP cost \$54,593)
Due date December 31, 2016

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

All Tasks are Contractual Services.

ATTACHMENT D-1

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

PAYMENT SUMMARY

Name of Project: ANNA MARIA ISLAND BEACH NOURISHMENT PROJECT

LOCAL SPONSOR: MANATEE COUNTY DEP Agreement Number: 11ME1

Billing Number: _____

Billing Type: Interim Billing Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____ *if applicable	\$ _____	\$ _____	\$ _____
Cost Summary:			
State Funds Obligated	\$ _____	Local Funds Obligated	\$ _____
Less Advance Pay	\$ _____	Less Advance Pay	\$ _____
Less Previous Payment	\$ _____	Less Previous Credits	\$ _____
Less Previous Retained	\$ _____		
Less This Payment	\$ _____	Less This Credit	\$ _____
Less This Retainage (10%)	\$ _____	Local Funds Remaining	\$ _____
State Funds Remaining	\$ _____		

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM**

REQUEST FOR PAYMENT – PART III

PROJECT PROGRESS REPORT

Name of Project: ANNA MARIA ISLAND BEACH NOURISHMENT PROJECT

LOCAL SPONSOR: MANATEE COUNTY DEP Agreement Number: 11ME1

Report Period: _____

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

Task Eligible Project
No: Item:

2.0 DESIGN AND PERMITTING

2.1 GEOTECHNICAL INVESTIGATION

2.2 DESIGN SERVICES

2.3 PRE-CONSTRUCTION

2.4 DESIGN OF NOURISHMENT

3.0 CONSTRUCTION

3.1 NOURISHMENT

4.0 MONITORING

4.1 BIOLOGICAL MONITORING

4.2 PHYSICAL MONITORING

4.3 PHYSICAL AND BIOLOGICAL MONITORING

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

Name of Project: Name of Project: ANNA MARIA ISLAND BEACH NOURISHMENT PROJECT

LOCAL SPONSOR: MANATEE COUNTY DEP Agreement Number: 11ME1

Billing Number: _____

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

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

Name of Project Administrator

Signature of Project Administrator

Date

Name of Project Financial Officer

Signature of Project Financial Officer

Date

EXHIBIT - 1A

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program Number	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program Number	Funding Source	State Fiscal Year	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original Agreement	General Revenue, GAA Line Item # 1769a	2010-2011	37.003	Beach Management Funding Assistance Program	\$305,180	140126
Original Agreement	General Revenue, GAA Line item # 1653A	2011-2012	37.003	Beach Management Funding Assistance Program	\$938,194	140126
Amendment #1	General Revenue, GAA Line Item # 1629	2012-2013	37.003	Beach Management Funding Assistance Program	421,482.00	140126

Total Award					\$1,664,856.00	
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For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<http://12.46.245.173/cfda/cfda.html>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>]. The services/purposes for which the funds are to be used are included in the Contract scope of services/work. Any match required by the recipient is clearly indicated in the Contract.

**ATTACHMENT H
ADVANCE PAYMENT JUSTIFICATION FORM**

Use of this form is not required unless the advance requested requires the prior approval of the State Chief Financial Officer. For advance requests that are equal to or less than the purchasing threshold of \$35,000.00, category two as defined in Section 287.017, Florida Statutes, and meet one of the advance payment requirements identified in Section 215.422(14), Florida Statutes, use of this form is waived. However, the purchase requisition or contract review form must clearly identify the criteria being met under Section 215.422(14), Florida Statutes which allows the advance to be made without prior approval of the State Chief Financial Officer.

Name/Address of the Vendor/Recipient:			
Contact Person/Phone No.:			
Agreement No./Purchase Order No. (if known):			
Commodities/Services/Project Description:			
Organizational Structure (i.e. local gov't, non-profit corporation, etc.)			
Value of Purchase or Grant:			
Advance Payment Amount Requested:			
Period Advance Payment to Cover:	<input type="checkbox"/> 90 days startup	<input type="checkbox"/> Full Contract Period	
	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Other (specify):	
Indicate Statutory Authority:	<input type="checkbox"/> 215.422, F.S.	<input type="checkbox"/> 216.181, F.S.	
GAA Year and Line Item Info:	SFY:	Line Item:	
1. Reason advance payment is required:			
2. The following information required for advances requested pursuant to 215.422, Florida Statutes (and the Reference Guide for State Expenditures) which exceed the purchasing threshold of category two as defined in 287.017, Florida Statutes.			
A. Document, if applicable, the cost savings to be incurred as a result of an advance payment that are equal or greater than the amount the State would earn by investing the funds and paying in arrears. Include the percent (%) savings to be realized. In calculating the percent savings as compared to the percent that can be earned by the State, information may be obtained from the Department of Financial Services, Division of Accounting and Auditing, Bureau of Auditing at 850/410-4194 or SunCom 210-4194 regarding the current Treasury earnings rate.			
B. Document, if applicable, how the goods or services are essential to the operation of the Department and why they are available only if advance payment is made:			

C. Identify the procurement method used to select the vendor.

3. The following information required for advances to Governmental Entities and Non-Profits pursuant to 216.181, Florida Statutes. (Limited to GAA Authorized, Statutorily Authorized, and Grant & Aid Appropriation Categories 05XXXX or 14XXXX)

A. The entity acknowledges the requirement to invest advance funds in an interest bearing account and to remit interest earned to the Department on a quarterly basis.

Provide a description of how the entity intends to invest the advanced funds and track the interest earned on the advanced funds:

Remittances must: 1) be identified as interest earnings on advances, 2) must identify the applicable DEP Agreement (or Contract) No., and 3) be forwarded to the following address:

Florida Department of Environmental Protection
Bureau of Finance and Accounting
Receipts Section
P.O. Box 3070
Tallahassee, Florida 32315-3070

B. A letter requesting advance payment from the recipient, on its letterhead, must be attached.

C. The recipient must provide an estimated budget for each quarter covered by the agreement. The summary information should include salaries, fringe benefits, overhead, contracts (specify services to be contracted out), equipment, if authorized (specify items to be purchased), supplies, travel, and other costs.

A sample summary format is provided below. The summary should include the breakdown for each quarter of the agreement period.

Description	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Salaries (identify personnel/titles)				
Fringe Benefits				
Contractual Services (list services and estimated costs)				
Equipment (identify each item and cost)				
Supplies				
Travel				
Other (specify)				
Overhead/Indirect				
Total:				

Certification Statement

The forgoing information is presented to the Florida Department of Environmental Protection in support of our request for advance payment. I certify that the information provided accurately reflects the financial issues facing the entity at this time.

By: _____ Date _____
 Type Name of Signatory: _____
 Title: Chief Financial Officer or designee

DEP Program Area Review/Approval

Recommendation: **Approve Request** **Deny Request**

By: _____ Date _____
 Type Name of Signatory: _____
 Title: _____ Bureau: _____ Division: _____

The DEP Program Area should forward this information to the Contracts Disbursements Section at MS78. The Contracts Disbursements Section will forward requests for advance payment to the State Comptroller for review and legislature consultation, as appropriate.

Bureau of Finance & Accounting Use Only

ATTACHMENT I

ADVANCE PAYMENT – INTEREST EARNED MEMORANDUM

“SAMPLE DOCUMENT”

TO: Dena VanLandingham, Bureau of Beaches and Coastal Systems, MS#300

FROM: Lydia Louis, Finance and Accounting Director, Bureau of Finance and Accounting, MS#78

DATE:

SUBJECT: Advance Payment – DEP Agreement No.: XXXX
BECP Project No.: XXXX
Interest Due to DEP: (Quarterly)

Pursuant to Section 216.181(16)(b), Florida Statutes, and paragraph 11 of the AGREEMENT, advance payments must be deposited into an interest bearing account until all funds have been depleted. In order to comply with this statute, advance approval of the State Chief Financial Officer, and the terms of the above referenced contract, the following information is needed for our records **no later twenty (20) days following each calendar quarter (i.e. January 20, April 20, July 20, and October 20.)**

	Advance funding disbursed (<i>date of disbursement</i>)	\$ _____
1.	Advanced funds expended by contractor covering period of (<i>agreement execution</i>) to (<i>end of most recent calendar qtr</i>)	\$ _____
2.	Balance advance funding principal available	\$ _____
3.	Interest earned on advanced funds covering period of (<i>agreement execution</i>) to (<i>end of most recent calendar qtr</i>)	\$ _____
4.	Amount of interest paid to DEP as of (<i>end of most recent calendar qtr</i>)	\$ _____
5.	Balance Due to DEP as of (<i>end of most recent calendar qtr</i>)	\$ _____

(Project Manager's Signature) (Date)

Special Instructions: If the grant/contract specifies that any accrued interest that is based upon a grant/contract advance payment(s) will not be paid to DEP until after termination of the grant/contract, the advance fund recipient shall complete report items 1 and 2 only for the first three quarters of the state's fiscal year. The report for the state's fourth fiscal year quarter shall include items 1, 2, 3, 4, and 5. Items 3, 4, and 5 will be the life to date interest.

If the contract states that no interest is due, quarterly reports of unexpended advances are required, lines 1 and 2.

The lines 1 and 2 reported amounts are on a cash basis for the advance payment principal. Do not include receivables, payables, or interest previously paid to DEP.

If the grant/contract requires quarterly accrued interest payments to DEP, the fund recipient must complete items 1 through 5 for each quarterly report.

Payments of interest due to DEP shall be paid within the specifications of the contract/grant.

Thank you for your cooperation in providing the above information. If you have questions, please contact Lydia Louis (850) 245-2452 in the Contracts Disbursement Section.

REVISED September 24, 2013 - Regular Meeting
Agenda Item #30

Subject

FDEP Beach Nourishment 11ME1 Agreement, Amendment #1

Briefings

None

Contact and/or Presenter Information

Charlie Hunsicker, Director
X4601

APPROVED in Open Session

Manatee County Board of County
Commissioners

Action Requested

Authorize the Chairman to execute Amendment #1 to Anna Maria Island Beach Nourishment project agreement 11ME1 with the Florida Department of Environmental Protection; and adoption of Budget Resolution B-14-009 amending the Annual Budget of Manatee County, FL, for FY 2013-2014.

Enabling/Regulating Authority

F.S. 125

Background Discussion

- The majority of the Anna Maria Island Beach Renourishment Project is part of the Federal Manatee County Shore Protection Project which was restored in 1993. Nourishment was completed in 2002. In 2005, a portion of the island received federally funded hurricane recovery nourishment. Restoration of the Coquina Beach segment and the City of Anna Maria segment was completed in 2011.
- The Florida Department of Environmental Protection (FDEP), pursuant to Section 161.091, Section 161.161, Florida Statutes, provides financial assistance to eligible governmental entities for beach erosion control activities under the Florida Beach Management Funding Assistance Program.
- FDEP has determined that 100 percent of the 2014-2015 Anna Maria Island Beach Renourishment Project cost is eligible for State cost sharing.
- FDEP Agreement 11ME1 was executed by the Board on January 10, 2012.
- Amendment #1 increases the State funding an additional \$421,482 and extends the completion date to December 15, 2016. Manatee County's matching funds are also increased an additional \$421,482. These additions are being provided to Manatee County to offset the increased costs of permitting and design for construction of the pending Coquina Beach Project into 2014 along with anticipated increases in post-construction monitoring costs to meet additional federal monitoring requirements.
- Adoption of Resolution B-14-009 is requested to amend the annual budget of Manatee County for FY 2013-2014. Manatee County's matching funds will come from Beach Renourishment Fund Reserves that are generated from the Beach Renourishment portion of the Tourist Tax.

County Attorney Review

Not Reviewed (Utilizes exact document or procedure approved within the last 18 months)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Send two signed original agreements to Jayne Roberts, Natural Resources Department,
jayne.roberts@mymanatee.org, for transmittal to Florida Department of Environmental Protection. - Called Jayne to come
pick up docs, emailed budget to appropriate parties - 9/27-SS

Cost and Funds Source Account Number and Name

\$421,482 312.0990002 Beach Erosion Capital Projects Fund

Amount and Frequency of Recurring Costs

One time

Attachment: [11ME1 amendment #1.pdf](#)

Attachment: [B-14-009 -FDEP 11ME1 Beach Project.pdf](#)