

## RESOLUTIONS:

1.) Fund: General Fund Amount: \$ 95.00

Explanation: Budget amendment in the General Fund which received reimbursement of damaged/lost materials,  
as well as a donation, for the Nassau County Library System.

Support: Tab 1 Page A

2.) Fund: Grants Amount: \$ 500,000.00

Explanation: Budget amendment in the Grants Fund to provide cost-share funding for Thomas Creek  
Restoration, Phase 8 Project.

Support: Tab 1 Page B

## OTHER ITEMS FOR CONSIDERATION:

1.) Approve attached Deletion from Inventory forms.

Support: Tab 2 Page A

Tab 1  
Page A

**RESOLUTION 2017-**

**WHEREAS** the General Fund has received reimbursement for damaged/lost materials, as well as donations, for the Nassau County Library System.

**WHEREAS** this revenue was not anticipated in the 2016/2017 budget year by the fund.

**BE IT THEREFORE** resolved by the Board of County Commissioners, Nassau County, Florida in regular session, duly assembled on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 the following budget amendment pursuant to Florida Statutes Chapter 129.06 be adopted:

**REVENUE**

01711571-352020	Damaged Books/Materials	\$ 33
01711571-366911	Donations	<u>\$ 62</u>
		\$ 95

**APPROPRIATION**

01711571-566100	Books & Materials	\$ 95
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**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
EX-OFFICIO CLERK

17MAR-3 PM 1:53

NCR'S  
#5

SUNTRUST

ACH RT 061000104

DATE

2/26/17

	DOLLARS	CENTS
CURRENCY	1545	00
COIN	18	11
LIST EACH CHECK		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
	1563	11

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT

BOARD OF COUNTY COMMISSIONERS  
OF NASSAU COUNTY  
LIBRARY DEPARTMENT  
76347 VETERANS WAY, SUITE 1400  
JULIE, FL 32097

05110534021521

MC

0

156311

PLEASE ENTER TOTAL

PLEASE BE SURE ALL ITEMS ARE PROPERLY ENDORSED. DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.

TOTAL ITEMS

63-215-631

Please process a B.U.A.  
for the attached donations  
and lost items.  
Thank you,

01711571- 566100 \$83.14

Amendment

83.14 +

11.39 +

94.53 \*

0. \*

NASSAU COUNTY PUBLIC LIBRARY SYSTEM  
DAILY BUSINESS DEPOSIT  
LIBRARY U NCPLS

DATE: 02/15/17

FISCAL YEAR: 2016-17

Coins  
\$0.01 \$ 1.06  
\$0.05 \$ 2.60  
\$0.10 \$ 1.20  
\$0.25 \$ 13.25  
\$0.50  
\$1.00  
Sub-Total \$ 18.11

Bills  
\$1.00 \$ 85.00  
\$2.00  
\$5.00 \$ 10.00  
\$10.00 \$ 200.00  
\$20.00 \$ 1,100.00  
\$50.00 \$ 150.00  
\$100.00  
Sub-Total \$ 1,545.00  
Total Cash \$ 1,563.11

(52) Check Deposit Amount # of Cks  
\$ 1,982.75  
Sub-Total \$ 1,982.75

Grand Total \$ 3,545.86

Previous  
Deposit: 02.01.17

Branch Account #	Fines&Fees	Damaged Books/Materials	Donations	362002 Meeting Room Rental Fees	208031 Rental Taxes	365920 Sales of Materials	347101 Out of State	347121 Proctoring Fees	341900 PASS Passport	01000000-201000PASS Expedite Postage	341901 PASS Passport Photos	208031 PASS Sales Tax	Cash Total
ADM-01711571 ✓	\$	21.19 ✓	\$ 61.95 ✓				\$ 80.00		\$1,850.00		\$ 626.45	\$ 43.87	\$ 83.14
FB -01712571	\$ 658.83												\$ 3,259.15
CAL-01713571	\$ 138.07		\$ 1.00										\$ 139.07
HLD-01714571	\$ 36.95												\$ 36.95
BRY-01715571	\$ 2.00												\$ 2.00
YUL-01716571	\$ 25.55												\$ 25.55
	\$ 861.40	\$ 21.19	\$ 62.95	\$ -	\$ -	\$ -	\$ 80.00	\$ -	\$1,850.00	\$ -	\$ 626.45	\$ 43.87	\$ 3,545.86

Deposit: \$ 3,545.86

Cash +/- \$ -

# Photos Sold 67

Preparer

Signatures:

Verified

Claire D. Shepherd 02/26/17

*[Signature]* 2/27/17



## Deposit Detail (By Deposit) Report

### Fifth Third Bank - Electronic Deposit Manager

Report Created on 2/27/2017 12:05:25 PM by QI5WL00A

Presenter: NASSAU COUNTY BOARD OF COUNTY

Date Range: 2/27/2017 - 2/27/2017

Location(s): Fernandina Library

Account(s):

(\*) = Please See Adjustment Report For Details

Research Id	Aux OnUs	Transit Routing	Account Number	Process Control	Amount
Location: Fernandina Library ~ Acct: NASSAU COUNTY BOARD OF COUNTY					
User: QI5WL00A ~ Item Count: 53 ~ Deposit Amount: \$1982.75					
Processed: 2/27/2017 ~ Acknowledged: 2/27/2017 12:05PM ~ Posted: 2/27/2017					
4-1				600	1982.75
4-2				1682	(\$40.00)
4-3				1355	(\$45.00)
4-4				0994	(\$70.30)
4-5				1808	(\$105.00)
4-6				1098	(\$70.30)
4-7				0389	(\$35.15)
4-8				001	(\$22.95)
4-9				01786	(\$14.95)
4-10				1289	(\$14.95)
4-11				01068	(\$25.00)
4-12				1134	(\$35.00)
4-13				1381	(\$55.15)
4-14				0162	(\$25.30)
4-15				01100	(\$25.30)
4-16				2240	(\$35.30)
4-17				00534	(\$35.00)
4-18				2271	(\$10.00)
4-19				001	(\$35.30)
4-20				03133	(\$35.30)
4-21				1316	(\$35.30)
4-22				1285	(\$10.00)
4-23				04977	(\$25.00)
4-24				3492	(\$85.90)
4-25				00102	(\$45.30)
4-26				1802	(\$25.30)
4-27				1548	(\$50.30)
4-28				1303	(\$70.00)
4-29				01410	(\$50.00)
4-30				00114	(\$4.20)

**Deposit Detail (By Deposit) Report**  
**Fifth Third Bank - Electronic Deposit Manager**

Report Created on 2/27/2017 12:05:25 PM by QI5WL00A

Presenter: NASSAU COUNTY BOARD OF COUNTY

Date Range: 2/27/2017 - 2/27/2017

Location(s): Fernandina Library

Account(s).

*(\*) = Please See Adjustment Report For Details*

Research Id	Aux OnUs	Transit Routing	Account Number	Process Control	Amount
4-31				01022	(\$35.00)
4-32				00199	(\$35.00)
4-33				1185	(\$105.00)
4-34				0907	(\$60.00)
4-35				01008	(\$25.00)
4-36				2519	(\$35.30)
4-37				00482	(\$25.00)
4-38				01554	(\$10.00)
4-39					(\$35.00)
4-40				1058	(\$25.00)
4-41				1891	(\$25.30)
4-42				1767	(\$35.00)
4-43				1015	(\$35.00)
4-44					(\$35.00)
4-45				1986	(\$70.60)
4-46				2167	(\$35.00)
4-47				2028	(\$75.00)
4-48				02445	(\$25.00)
4-49				02097	(\$35.00)
4-50				90	(\$10.00)
4-51				90	(\$25.00)
4-52				90	(\$35.00)
4-53	00				(\$15.00)
<b>Total</b>				<b>5</b>	





**Display User : Glossary****03/02/2017****Item information**

Title: As I lay dying ID: FJI0000062930T  
Author: Faulkner, William, 1897-1962.  
Call#: F FAU  
Copy: 1

**Charge information**

Date charged: 8/24/2005,15:18 Date due: 9/14/2005,23:59  
Checkout library: FERNANDINA  
Circulation rule: 21DAY

**Bill information**

Billed: \$6.19 Tax: Reason: LOST  
# payments: 1 Date: 5/24/2013 Last notice:  
Still owes: \$0.00 Number of notices: 0 Library: FERNANDINA  
Transaction date: 5/24/2013 Date paid: 2/21/2017

**Payments:**

Payment date: 2/21/2017 Amount: \$6.19 Payment type: CASH  
Payment library: FERNANDINA

**Note:**

352020

SUSAN J KOSCIULEK OR  
RONALD J KOSCIULEK  
862246 N HAMPTON CLUB WAY  
FERNANDINA BEACH, FL 32034

63-215/631

1289

Date 2-17-16

Pay to the  
order of

Nassau County BGCs \$ 14.95  
Fourteen and 95/100 Dollars



Security Features  
Included.  
Details on Back.



ACH RT 061000104

Memo

Ronald J. Kosciulek MP

⑆063102152⑆

1289

### DONATION RECORDS

#### DONATION RECORD (MONETARY)

Donor's Name: SUSAN J. KOSCIULEK  
Address: 862246 N. HSMPTON CLUB WAY  
City, St., Zip Code: FERNANDINA BCH, FL 32034

IN HONOR OF: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, St., Zip Code: \_\_\_\_\_

Date of Donation: 2/17/2017

Donation Amount: \$ 14.95 Cash

Check #

1289

Donation Purpose: Purchase Book/Materials

366911

0.00

14.95

22.95

14.95

9.10

61.95

366911

EUNICE MARIA GLENN-TROLLOPE  
1014 MAGNOLIA WOODS CT  
FERNANDINA, FL 32034-2289

463  
68-7497/2560

PAY TO THE  
ORDER OF

Nassau County BOC

DATE

2/17-17

\$ 22.95

Twenty-two dollars & 95/100

DOLLARS

Security Features Details on Back

NAVY  
FEDERAL  
Credit Union

FOR

Eunice M. Trollope

2560749740463

TRANSIT ROUTING NUMBER

CHECK NUMBER

ACCOUNT NUMBER

# DONATION RECORDS

DONATION RECORD (MONETARY)

Donor's Name:

EUNICE GLENN-TROLLOPE

IN HONOR OF:

Address:

1014 MAGNOLIA WOODS CT

Address:

City, St., Zip Code:

FERNANDINA BCH, FL 32034

City, St., Zip Code:

Date of Donation:

2/17/2017

Donation Amount:

\$ 22.95 Cash

Check #

463

Donation Purpose:

Purchase Book/Materials

## DONATION RECORDS

### DONATION RECORD (MONETARY)

Donor's Name: <u>ROSALENE G. ANDERSON</u>	IN HONOR OF: _____
Address: <u>2804 ISLAND PLANTATION DR.</u>	Address: _____
City, St., Zip Code: <u>FERNANDINA BCH, FL 32034</u>	City, St., Zip Code: _____
Date of Donation: <u>2/17/2017</u>	Donation Amount: <u>\$14.95</u> Cash    Check # <u>1786</u>
Donation Purpose: <u>Purchase Book/Materials</u>	
Recv'd By: _____	

**1786**  
63-751/631 11092  
1010096038240

**ROSALENE G ANDERSON**  
 2804 ISLAND PLANTATION DR  
 FERNANDINA BEACH, FL 32034-2284

2-17-17    Date

Pay to the Order of Nassau County BCC    \$ 14.95

FOURTEEN DOLLARS & 95/100    Dollars


Wells Fargo Bank, N.A.  
Florida  
wellsfargo.com



For \_\_\_\_\_

⑆063107513⑆    011786

Harland Clarke    ISLAND BREEZES®

## DONATION RECORDS

### DONATION RECORD (MONETARY)

Donor's Name: ANONYMOUS

IN HONOR OF: \_\_\_\_\_

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

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

City, St., Zip Code \_\_\_\_\_

City, St., Zip Code: \_\_\_\_\_

Date of Donation: 2/17/2017

Donation Amount: \$9.10 Cash Check # \_\_\_\_\_

Donation Purpose: Purchase Book/Materials

Recv'd By: \_\_\_\_\_

DATE 3-2-17

	DOLLARS	CENTS
CURRENCY	670	00
COIN	29	80
LIST EACH CHECK		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
	699	80

BOARD OF COUNTY COMMISSIONERS  
 OF NASSAU COUNTY  
 LIBRARY DEPARTMENT  
 76347 VETERANS WAY, SUITE 4000 YULEE, FL 32097  
 05 0631021521  
 3 0

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT

\$  
 699.80



PLEASE BE SURE ALL ITEMS  
 ARE PROPERLY ENDORSED.  
 DEPOSITS MAY NOT BE AVAILABLE  
 FOR IMMEDIATE WITHDRAWAL.

63-215-631

Cindy,  
 Please process a BVA  
 for the attached lost/  
 damaged reimb.

01711571-566100 \$11.39

NASSAU COUNTY PUBLIC LIBRARY SYSTEM  
DAILY BUSINESS DEPOSIT  
LIBRARY U NCPLS

DATE: 02/15/17

FISCAL YEAR: 2016-17

Coins  
\$0.01 \$ 0.50  
\$0.05 \$ 2.20  
  
\$0.10 \$ 8.10  
\$0.25 \$ 19.00  
\$0.50  
\$1.00  
Sub-Total \$ 29.80

Bills  
\$1.00 \$ 45.00  
\$2.00  
\$5.00 \$ 35.00  
\$10.00 \$ 80.00  
\$20.00 \$ 460.00  
\$50.00 \$ 50.00  
\$100.00  
Sub-Total \$ 670.00  
Total Cash \$ 699.80

Check Deposit # of  
Amount Cks  
\$ 629.10

Sub-Total \$ 629.10

Grand Total \$ 1,328.90

Previous  
Deposit: 02.01.17

Branch Account #		TOTAL DEPOSIT												Cash
		Fines&Fees	Damaged Books/Materials	Donations	Meeting Room Rental Fees	Rental Taxes	Sales of Materials	Out of State	Proctoring Fees	Passport	Expedite Postage	Passport Photos	Sales Tax	Total
ADM-01711571	✓													\$ 11.39
FB -01712571	\$	92.73								\$ 650.00	\$ 23.75	\$ 271.15	\$ 18.98	\$ 1,056.61
CAL-01713571	\$	155.06		\$ 0.24										\$ 155.30
HLD-01714571	\$	74.25												\$ 74.25
BRY-01715571	\$	2.50												\$ 2.50
YUL-01716571	\$	28.65		\$ 0.20										\$ 28.85
	\$	353.19	\$ 11.39	\$ 0.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650.00	\$ 23.75	\$ 271.15	\$ 18.98	\$ 1,328.90

Deposit \$ 1,328.90

Cash #/ \$

# Photos Sold 29

Preparer

Signatures:

Verified

Claire D. Shepherd 03/02/17

*[Signature]* 3/2/17

**Display User : Glossary****03/02/2017**

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**Item information**

Title: The lost hero ID: 30310001874665  
Author: Riordan, Rick.  
Call#: J RIO  
Copy: 1

**Charge information**

Date charged: 2/8/2017,16:17 Date due: 2/22/2017,23:59  
Checkout library: HILLIARD  
Circulation rule: 14DAY

**Bill information**

Billed: \$11.39 Tax: Reason: LOST  
# payments: 1 Date: 2/9/2017 Last notice:  
Still owes: \$0.00 Number of 0 Library: HILLIARD  
notices:  
Transaction 2/9/2017 Date paid: 2/27/2017  
date:

**Payments:**

Payment 2/27/2017 Amount: \$11.39 Payment CASH  
date: type:  
Payment FERNANDINA  
library:

**Note:**

352020



Tab 1  
Page B

## RESOLUTION 2017-

**WHEREAS** the St. Johns River Water Management District and the Rural Economic Development Initiative Community have determined that providing cost-share funding will benefit the water resources and one or more of the District's missions and initiatives and have agreed to jointly fund Thomas Creek Restoration, Phase 8 Project in the amount of \$500,000. Contract # CM2411 and SJRWMD Contract #30186

**WHEREAS** the revenue was not anticipated in the 2016/2017 budget year by the fund.

**BE IT THEREFORE** resolved by the Board of County Commissioners, Nassau County, Florida in regular session, duly assembled on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 the following budget amendment pursuant to Florida Statutes Chapter 129.06 be adopted:

### REVENUE

35005538-337380 THCRK	SJRWMD Flood Control	\$500,000
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### APPROPRIATION

35005538-546510 THCRK	Drainage Maintenance	\$500,000
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**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
EX-OFFICIO CLERK

J8  
3/9/17  
5/3/17  
08/3-8-17

**COST-SHARE AGREEMENT  
BETWEEN THE  
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT  
AND NASSAU COUNTY**

THIS AGREEMENT ("Agreement") is entered into by and between the GOVERNING BOARD of the ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (the "District"), whose address is 4049 Reid Street, Palatka, Florida 32177, and NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS ("Recipient"), 96135 Nassau Place, Yulee, Florida 32097. All references to the parties hereto include the parties, their officers, employees, agents, successors, and assigns.

**RECITALS**

The waters of the state of Florida are among its basic resources, and it has been declared to be the policy of the Legislature to promote the conservation, development, and proper utilization of surface and ground water. Pursuant to chapter 373, Fla. Stat., the District is responsible for the management of the water resources within its geographical area.

The District's Rural Economic Development Initiative (REDI) Community and Innovative cost-share funding program for fiscal Year 2016-2017 (FY17) is designed to fund the construction of projects or innovative pilot projects that benefit the District core missions. Its goals may contribute to: 1) reduction in water demand through indoor and outdoor conservation measures; 2) development of alternative or non-traditional water supply sources; such as reclaimed water, surface water, or seawater; 3) water quality improvements (for example, nutrient-loading reduction in springsheds or other surface-water systems); and 4) water resource development opportunities (for instance, increasing available source water through expansion or development of surface-water storage). The current cost-share funding program also recognizes the importance of providing funding opportunities for construction of flood protection and natural-systems restoration projects, which are important components of the District's core mission focus. Furthermore, projects for REDI communities may maintain and enhance existing water supply and wastewater systems.

The District has determined that providing cost-share funding to Recipient for the purposes provided for herein will benefit the water resources and one or more of the District's missions and initiatives.

At its December 2016 meeting, the Governing Board selected Recipient's proposal for cost-share funding. The parties have agreed to jointly fund the following project in accordance with the funding formula further described in the Statement of Work, Attachment A (hereafter the "Project"):

Thomas Creek Restoration – Phase 8 Project

In consideration of the above recitals, and the funding assistance described below, Recipient agrees to perform and complete the activities provided for in the Statement of Work, Attachment A. Recipient shall complete the Project in conformity with the contract documents and all attachments and other items incorporated by reference herein. This Agreement consists of all of the following documents: (1) Agreement, (2) Attachment A - Statement of Work; and (3) all other attachments, if any. The parties hereby agree to the following terms and conditions.

1. **TERM; WITHDRAWAL OF OFFER.**

- (a) The term of this Agreement is from the date upon which the last party has dated and executed the same ("Effective Date") until January 31, 2018 ("Completion Date"). Recipient shall not commence the Project until any required submittals are received and approved. Time is of the essence for every aspect of this Agreement, including any time extensions. Any request for an extension of time beyond the Completion Date must be made before November 1, 2017. Timely requests to extend, for longer than six months, the Completion Date of the Agreement for projects whose District contribution exceeds \$100,000 may only be approved by the District's Governing Board. Notwithstanding specific mention that certain provisions survive termination or expiration of this Agreement, all provisions of this Agreement that by their nature extend beyond the Completion Date survive termination or expiration hereof.
- (b) This Agreement constitutes an offer until authorized, signed and returned to the District by Recipient. This offer terminates forty-five (45) days after receipt by Recipient; provided, however, that Recipient may submit a written request for extension of this time limit to the District's Project Manager, stating the reason(s) therefor. Request for extension of time after the forty-five (45) days will be denied. The Project Manager shall notify Recipient in writing if an extension is granted or denied. If granted, this Agreement shall be deemed modified accordingly without any further action by the parties.
- (c) If the construction, which is eligible for District reimbursement, does not begin before December 31, 2017, or if the first invoice for non-construction projects is not submitted by December 31, 2017, the cost-share agreement will be subject to termination and the funds subject to reallocation.

2. **DELIVERABLES.** Recipient shall fully implement the Project, as described in the Statement of Work, Attachment A. Recipient is responsible for the professional quality, technical accuracy, and timely completion of the Project. Both workmanship and materials shall be of good quality. Unless otherwise specifically provided for herein, Recipient shall provide and pay for all materials, labor, and other facilities and equipment necessary to complete the Project. The District's Project Manager shall make a final acceptance inspection of the Project when completed and finished in all respects. Upon satisfactory completion of the Project, the District will provide Recipient a written statement indicating that the Project has been completed in accordance with this Agreement. Acceptance of the final payment by Recipient shall constitute a release in full of all claims against the District arising from or by reason of this Agreement.

3. **OWNERSHIP OF DELIVERABLES.** Unless otherwise provided herein, the District does not assert an ownership interest in any of the deliverables under this Agreement.

4. **AMOUNT OF FUNDING.**

- (a) For satisfactory completion of the Project, the District shall pay Recipient one hundred percent (100%) of the total construction cost of the Project, but in no event shall the District cost-share exceed \$500,000. The District cost-share is not subject to modification based upon price escalation in implementing the Project during the term of this Agreement. Recipient shall be responsible for payment of all costs necessary to ensure completion of the Project. Recipient shall notify the District's Project Manager in writing upon receipt of any additional external funding for the Project not disclosed prior to execution of this Agreement.

- (b) "Construction cost" is defined to include actual costs of constructing Project facilities, including construction management. Land acquisition, engineering design, permitting and solicitation costs are excluded. Construction cost does not include any costs incurred prior to the Effective Date, unless expressly authorized by the Statement of Work. Costs that are excluded will not be credited toward Recipient's cost-share.
- (c) Cost-share funding shall not be provided for expenses incurred after the Completion Date.

## 5. PAYMENT OF INVOICES.

- (a) Recipient shall submit itemized invoices as per the Statement of Work, Attachment A for reimbursable expenses by one of the following two methods: (1) by mail to the St. Johns River Water Management District, Finance Director, 4049 Reid Street, Palatka, Florida 32177, or (2) by e-mail to acctpay@sjrwmd.com. The invoices shall be submitted in detail sufficient for proper pre-audit and post-audit review. Invoices shall include a copy of contractor and supplier invoices to Recipient and proof of payment. Recipient shall be reimbursed for one hundred percent (100%) of approved cost or the not-to-exceed sum of \$500,000, whichever is less. The District shall not withhold any retainage from this reimbursement. District reimbursement is subject to annual budgetary limitation, if applicable, as provided in subsection (g). If necessary for audit purposes, Recipient shall provide additional supporting information as required to document invoices.
- (b) **End of District Fiscal Year Reporting.** The District's fiscal year ends on September 30. Irrespective of the invoicing frequency, the District is required to account for all encumbered funds at that time. When authorized under the Agreement, submittal of an invoice as of September 30 satisfies this requirement. The invoice shall be submitted no later than October 30. If the Agreement does not authorize submittal of an invoice as of September 30, Recipient shall submit, prior to October 30, a description of the additional work on the Project completed between the last invoice and September 30, and an estimate of the additional amount due as of September 30 for such Work. If there have been no prior invoices, Recipient shall submit a description of the work completed on the Project through September 30 and a statement estimating the dollar value of that work as of September 30.
- (c) **Final Invoice.** The final invoice must be submitted no later than forty-five (45) days after the Completion Date; provided, however, that when the Completion Date corresponds with the end of the District's fiscal year (September 30), the final invoice must be submitted no later than thirty (30) days after the Completion Date. **Final invoices that are submitted after the requisite date shall be subject to a penalty of ten percent (10%) of the invoice. This penalty may be waived by the District, in its sole judgment and discretion, upon a showing of special circumstances that prevent the timely submittal of the final invoice. Recipient must request approval for delayed submittal of the final invoice not later than ten (10) days prior to the due date and state the basis for the delay.**
- (d) All invoices shall include the following information: (1) District contract number; (2) District encumbrance number; (3) Recipient's name, address, and authorization to directly deposit payment into Recipient's account (if Recipient has not yet provided the District with a completed Direct Deposit Authorization form; (4) Recipient's invoice number and date of invoice; (5) District Project Manager; (6) Recipient's Project Manager; (7) supporting documentation as to cost and/or Project completion (as per the cost schedule and other requirements of the Statement of Work); (8) Progress Report (if required); (9) Diversity Report

(if otherwise required herein). Invoices that do not correspond with this paragraph shall be returned without action within twenty (20) business days of receipt, stating the basis for rejection. Payments shall be made within forty-five (45) days of receipt of an approved invoice.

- (e) **Travel expenses.** If the cost schedule for this Agreement includes a line item for travel expenses, travel expenses shall be drawn from the project budget and are not otherwise compensable. If travel expenses are not included in the cost schedule, they are a cost of providing the service that is borne by Recipient and are only compensable when specifically approved by the District as an authorized District traveler. In such instance, travel expenses must be submitted on District or State of Florida travel forms and shall be paid pursuant to District Administrative Directive 2000-02.
  - (f) **Payments withheld.** The District may withhold or, on account of subsequently discovered evidence, nullify, in whole or in part, any payment to such an extent as may be necessary to protect the District from loss as a result of: (1) defective work not remedied; (2) failure to maintain adequate progress in the Project; (3) any other material breach of this Agreement. Amounts withheld shall not be considered due and shall not be paid until the ground(s) for withholding payment have been remedied.
  - (g) **Annual budgetary limitation.** For multi-fiscal year agreements, the District must budget the amount of funds that will be expended during each fiscal year as accurately as possible. The Statement of Work, Attachment A, includes the parties' current schedule for completion of the Work and projection of expenditures on a fiscal year basis (October 1 – September 30) ("Annual Spending Plan"). If Recipient anticipates that expenditures will exceed the budgeted amount during any fiscal year, Recipient shall promptly notify the District's Project Manager and provide a proposed revised work schedule and Annual Spending Plan that provides for completion of the Work without increasing the Total Compensation. The last date for the District to receive this request is August 1 of the then-current fiscal year. The District may in its sole discretion prepare a District Supplemental Instruction Form incorporating the revised work schedule and Annual Spending Plan during the then-current fiscal year or subsequent fiscal year(s).
6. **LIABILITY AND INSURANCE.** Each party is responsible for all personal injury and property damage attributable to the negligent acts or omissions of that party, its officers, employees and agents. Recipient accepts all risks arising from construction or operation of the Project. Nothing contained herein shall be construed or interpreted as denying to any party any remedy or defense available under the laws of the state of Florida, nor as a waiver of sovereign immunity of the state of Florida beyond the waiver provided for in section 768.28, Fla. Stat., as amended. Each party shall acquire and maintain throughout the term of this Agreement such liability, workers' compensation, and automobile insurance as required by their current rules and regulations.
7. **FUNDING CONTINGENCY.** This Agreement is at all times contingent upon funding availability, which may include a single source or multiple sources, including, but not limited to: (1) ad valorem tax revenues appropriated by the District's Governing Board; (2) annual appropriations by the Florida Legislature, or (3) appropriations from other agencies or funding sources. Agreements that extend for a period of more than one Fiscal Year are subject to annual appropriation of funds in the sole discretion and judgment of the District's Governing Board for each succeeding Fiscal Year. Should the Project not be funded, in whole or in part, in the current Fiscal Year or succeeding Fiscal Years, the District shall so notify Recipient and this Agreement shall be deemed terminated for convenience five (5) days after receipt of such notice, or within such additional time as the District may allow. For the

purpose of this Agreement, "Fiscal Year" is defined as the period beginning on October 1 and ending on September 30.

## 8. PROJECT MANAGEMENT.

- (a) The Project Managers listed below shall be responsible for overall coordination and management of the Project. Either party may change its Project Manager upon three (3) business days prior written notice to the other party. Written notice of change of address shall be provided within five (5) business days. All notices shall be in writing to the Project Managers at the addresses below and shall be sent by one of the following methods: (1) hand delivery; (2) U.S. certified mail; (3) national overnight courier; or (4) e-mail. Notices via certified mail are deemed delivered upon receipt. Notices via overnight courier are deemed delivered one (1) business day after having been deposited with the courier. Notices via e-mail are deemed delivered on the date transmitted and received.

### DISTRICT

Mark E. Brandenburg, MS, CSE, PWS  
Project Manager  
St. Johns River Water Management District  
601 South Lake Destiny Road, Suite 200  
Maitland, Florida 32751  
407-659-0915  
E-mail: [mbranden@sjrwmd.com](mailto:mbranden@sjrwmd.com)

### RECIPIENT

J. Scott Herring  
Project Manager  
Nassau County  
96161 Nassau Place  
Yulee, Florida 32097  
904-530-6225  
E-mail: [sherring@nassaucountyfl.com](mailto:sherring@nassaucountyfl.com)

- (b) The District's Project Manager shall have sole responsibility for transmitting instructions, receiving information, and communicating District policies and decisions regarding all matters pertinent to performance of the Project. The District's Project Manager may issue a District Supplemental Instruction (DSI) form, Attachment C, to authorize minor changes in the Project that the parties agree are not inconsistent with the purpose of the Project, do not affect the District cost-share, Completion Date, or otherwise significantly modify the terms of the Agreement.

## 9. PROGRESS REPORTS AND PERFORMANCE MONITORING.

- (a) **Progress Reports.** Recipient shall provide to the District quarterly Project update/status reports as provided in the Statement of Work. Reports will provide detail on progress of the Project and outline any potential issues affecting completion or the overall schedule. Recipient shall use the District's Project Progress Report form, Attachment B. Recipient shall submit the Project Progress Reports to the District's Project Manager and District's Budget Coordinator within fifteen (15) days after the closing date of each calendar quarter (March 31, June 30, September 30 and December 31).
- (b) **Performance Monitoring.** For as long as the Project is operational, the District shall have the right to inspect the operation of the Project during normal business hours upon reasonable prior notice. Recipient shall make available to the District any data that is requested pertaining to performance of the Project.

**10. FAILURE TO COMPLETE PROJECT.**

- (a) Should Recipient fail to complete the Project, Recipient shall refund to the District all of the funds provided to Recipient pursuant to this Agreement. However, the District, in its sole judgment and discretion, may determine that Recipient has failed to complete the Project due to circumstances that are beyond Recipient's control, or due to a good faith determination that the Project is no longer environmentally or economically feasible. In such event, the District may excuse Recipient from the obligation to return funds provided hereunder. If the Project has not been completed within thirty (30) days after the Completion Date, Recipient shall provide the District with notice regarding its intention as to completion of the Project. The parties shall discuss the status of the Project and may mutually agree to revise the time for Project completion or the scope of the Project. Failure to complete the Project within ninety (90) days after the Completion Date shall be deemed to constitute failure to complete the Project for the purposes of this provision.
- (b) In the event the Project constitutes a portion of the total functional project, this paragraph shall apply in the event the total functional project is not completed. In such event, the 90-day timeframe provided herein shall commence upon the date scheduled for completion of the total functional project at the time of execution of this Agreement, unless extended by mutual agreement of the parties. Paragraphs 10(a) and 10(b) shall survive the termination or expiration of this Agreement.

11. **TERMINATION.** If Recipient materially fails to fulfill its obligations under this Agreement, including any specific milestones established herein, the District may provide Recipient written notice of the deficiency by forwarding a Notice to Cure, citing the specific nature of the breach. Recipient shall have thirty (30) days following receipt of the notice to cure the breach. If Recipient fails to cure the breach within the thirty (30) day period, the District shall issue a Termination for Default Notice terminating this Agreement without further notice. In such event, Recipient shall refund to the District all funds provided to Recipient pursuant to this Agreement within thirty (30) days of such termination. The District may also terminate this Agreement upon ten (10) days written notice in the event of any material misrepresentations in the Project Proposal.

**ADDITIONAL PROVISIONS (Alphabetical)**

12. **ASSIGNMENT.** Recipient shall not assign this Agreement, or any monies due hereunder, without the District's prior written consent. Recipient is solely responsible for fulfilling all work elements in any contracts awarded by Recipient and payment of all monies due. No provision of this Agreement shall create a contractual relationship between the District and any of Recipient's contractors or subcontractors.

**13. AUDIT; ACCESS TO RECORDS; REPAYMENT OF FUNDS.**

- (a) **Maintenance of Records.** Recipient shall maintain its books and records such that receipt and expenditure of the funds provided hereunder are shown separately from other expenditures in a format that can be easily reviewed. Recipient shall keep the records of receipts and expenditures, copies of all reports submitted to the District, and copies of all invoices and supporting documentation for at least five (5) years after expiration of this Agreement. In accordance with generally accepted governmental auditing standards, the District shall have access to and the right to examine any directly pertinent books and other records involving transactions related to this Agreement. In the event of an audit, Recipient shall maintain all required records until the audit



is completed and all questions are resolved. Recipient will provide proper facilities for access to and inspection of all required records.

- (b) **Repayment of Funds.** District funding shall be subject to repayment after expiration of this Agreement if, upon audit examination, the District finds any of the following: (1) Recipient has spent funds for purposes other than as provided for herein; (2) Recipient has failed to perform a continuing obligation of this Agreement; (3) Recipient has received duplicate funds from the District for the same purpose; (4) Recipient has been advanced or paid unobligated funds; (5) Recipient has been paid funds in excess of the amount Recipient is entitled to receive under the Agreement; and/or (6) Recipient has received more than one hundred percent (100%) contributions through cumulative public agency cost-share funding.
- 14. **CIVIL RIGHTS.** Pursuant to chapter 760, Fla. Stat., Recipient shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, age, handicap, or marital status.
- 15. **DISPUTE RESOLUTION.** Recipient is under a duty to seek clarification and resolution of any issue, discrepancy, or dispute involving performance of this Agreement by submitting a written statement to the District's Project Manager no later than ten (10) business days after the precipitating event. If not resolved by the Project Manager, the Project Manager shall forward the request to the District's Office of General Counsel, which shall issue a written decision within ten (10) business days of receipt. This determination shall constitute final action of the District and shall then be subject to judicial review upon completion of the Project.
- 16. **DIVERSITY REPORTING.** The District is committed to the opportunity for diversity in the performance of all cost-sharing agreements, and encourages Recipient to make a good faith effort to ensure that women and minority-owned business enterprises (W/MBE) are given the opportunity for maximum participation as contractors. The District will assist Recipient by sharing information on W/MBEs. Recipient shall provide with each invoice a report describing: (1) the company names for all W/MBEs; (2) the type of minority, and (3) the amounts spent with each during the invoicing period. The report will also denote if there were no W/MBE expenditures.
- 17. **GOVERNING LAW, VENUE, ATTORNEY'S FEES, WAIVER OF RIGHT TO JURY TRIAL.** This Agreement shall be construed according to the laws of Florida and shall not be construed more strictly against one party than against the other because it may have been drafted by one of the parties. As used herein, "shall" is always mandatory. In the event of any legal proceedings arising from or related to this Agreement: (1) venue for any state or federal legal proceedings shall be in Duval County; (2) each party shall bear its own attorney's fees, including appeals; (3) for civil proceedings, the parties hereby consent to trial by the court and waive the right to jury trial.
- 18. **INDEPENDENT CONTRACTORS.** The parties to this Agreement, their employees and agents, are independent contractors and not employees or agents of each other. Nothing in this Agreement shall be interpreted to establish any relationship other than that of independent contractors during and after the term of this Agreement. Recipient is not a contractor of the District. The District is providing cost-share funding as a cooperating governmental entity to assist Recipient in accomplishing the Project. Recipient is solely responsible for accomplishing the Project and directs the means and methods by which the Project is accomplished. Recipient is solely responsible for compliance with all labor, health care, and tax laws pertaining to Recipient, its officers, agents, and employees.

19. **CONFLICTING INTEREST IN RECIPIENT.** Recipient certifies that no officer, agent, or employee of the District has any material interest, as defined in section 112.312, Fla. Stat., either directly or indirectly, in the business of Recipient to be conducted hereby, and that no such person shall have any such interest at any time during the term of this Agreement.
20. **NON-LOBBYING.** Pursuant to section 216.347, Fla. Stat., as amended, Recipient agrees that funds received from the District under this Agreement shall not be used for the purpose of lobbying the Legislature or any other state agency.
21. **PERMITS.** Recipient shall comply with all applicable federal, state and local laws and regulations in implementing the Project and shall include this requirement in all subcontracts pertaining to the Project. Recipient shall obtain any and all governmental permits necessary to implement the Project. Any activity not properly permitted prior to implementation or completed without proper permits does not comply with this Agreement and shall not be approved for cost-share funding.
22. **PUBLIC ENTITY CRIME.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO (\$35,000) for a period of 36 months following the date of being placed on the convicted vendor list.
23. **PUBLIC RECORDS.**
  - (a) Recipient is responsible for identifying confidential trade secret information as such upon submittal to the District. Notwithstanding any other provision hereof, the District shall not be liable to Recipient for release of confidential information not identified as such upon submittal. If the District receives a public records request that requests information claimed to be confidential by Recipient, the District shall take such steps as are necessary to comply with chapter 119, Fla. Stat., while protecting the confidentiality of trade secret information. In the event of a dispute as to whether the requested information is a trade secret, Recipient shall be liable for all costs incurred by the District resulting from the dispute, including any court costs and attorney's fees. The calculation of those costs shall not include costs that are charged to the public records requestor.
  - (b) Recipient shall comply with Florida Public Records law under Chapter 119, Fla. Stat. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), Fla. Stat. Recipient shall keep and maintain public records required by the District to perform the services under this Agreement.
  - (c) If Recipient meets the definition of "Contractor" found in Section 119.0701(1)(a), Fla. Stat.; [i.e., an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency], then the following requirements apply:
    - i. Pursuant to Section 119.0701, Fla. Stat., a request to inspect or copy public records relating to this Agreement for services must be made directly to the District. If the

District does not possess the requested records, the District shall immediately notify the Recipient of the request, and the Recipient must provide the records to the District or allow the records to be inspected or copied within a reasonable time. If Recipient fails to provide the public records to the District within a reasonable time, the Recipient may be subject to penalties under s. 119.10, Fla. Stat.

- ii. Upon request from the District's custodian of public records, Recipient shall provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Fla. Stat., or as otherwise provided by law.
- iii. Recipient shall identify and ensure that all public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Recipient does not transfer the records to the District.
- iv. Upon completion of the Agreement, Recipient shall transfer, at no cost to District, all public records in possession of Recipient or keep and maintain public records required by the District to perform the services under this Agreement. If the Recipient transfers all public records to the District upon completion of the Agreement, the Recipient shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Recipient keeps and maintains public records upon completion of the Agreement, the Recipient shall meet all applicable requirements for retaining public records. All records that are stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is accessible by and compatible with the information technology systems of the District.

**(d) IF THE RECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT:**

**District Clerk  
St. Johns River Water Management District  
4049 Reid Street  
Palatka, Florida 32177  
(386) 329-4127  
[clerk@sjrwmd.com](mailto:clerk@sjrwmd.com)**

24. **ROYALTIES AND PATENTS.** Recipient certifies that the Project does not, to the best of its information and belief, infringe on any patent rights. Recipient shall pay all royalties and patent and license fees necessary for performance of the Project and shall defend all suits or claims for infringement of any patent rights and save and hold the District harmless from loss to the extent allowed by Florida law.

**IN WITNESS WHEREOF**, the St. Johns River Water Management District has caused this Agreement to be executed on the day and year written below in its name by its Executive Director, and Recipient has caused this Agreement to be executed on the day and year written below in its name by its duly authorized representatives, and, if appropriate, has caused the seal of the corporation to be attached. This Agreement may be executed in separate counterparts, which shall not affect its validity. Upon execution, this Agreement constitutes the entire agreement of the parties, notwithstanding any stipulations, representations, agreements, or promises, oral or otherwise, not printed or inserted herein. This Agreement cannot be changed by any means other than written amendments referencing this Agreement and signed by all parties.

ST. JOHNS RIVER WATER  
MANAGEMENT DISTRICT

NASSAU COUNTY BOARD OF COUNTY  
COMMISSIONERS

By: \_\_\_\_\_  
Ann B. Shortelle, Ph.D., Executive Director  
(or designee)

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

\_\_\_\_\_  
Typed Name and Title

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

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

Attest: \_\_\_\_\_

\_\_\_\_\_  
Typed Name and Title

**ATTACHMENTS**

- Attachment A - Statement of Work
- Attachment B - Project Progress Report Form
- Attachment C - District Supplemental Instructions Form

2016-17 District REDI/Innovation Cost-Share Initiative  
Last updated: 1/24/17

**ATTACHMENT A - STATEMENT OF WORK  
NASSAU COUNTY THOMAS CREEK RESTORATION – PHASE 8**

**I. INTRODUCTION/BACKGROUND**

The St. Johns River Water Management District (District) is continuing its Rural Economic Development Initiative (REDI) Community and Innovative cost-share funding program in Fiscal Year (FY) 2016-2017 to fund the construction of projects or innovative pilot projects that benefit the District core missions. On December 13, 2016, the District's Governing Board approved funding for the REDI Community/ Innovative projects. Each project selected for funding will have a positive benefit to one or more of the District's core missions; including water supply, water quality, natural systems or flood mitigation.

Nassau County (Recipient) requested funding for their Thomas Creek Restoration – Phase 8 project for the not to exceed amount of \$500,000 towards the estimated construction cost of \$500,000. This request was approved by the Governing Board. The Recipient is located in Nassau County.

**II. OBJECTIVES & SCOPE OF WORK**

The objective of this contract is to provide cost share dollars that will enable the Recipient to restore and de-snag Thomas Creek, removing dead trees as well as uprooted trunks, limbs and parts of trees from Thomas Creek. The location of the project is at Thomas Creek from bank to bank, which is the border between Nassau and Duval Counties following the centerline of the Creek's channel approximately 6,000 feet southwest and upstream, starting at the end of Phase 7.

**III. PROJECT ADMINISTRATION AND DELIVERABLES**

The Recipient shall be responsible for the following:

- Complete and obtain final project design, construction plans, and specifications;
- Obtain all required permits, including right of access to the project sites, related to project construction and subsequent operation and maintenance of the completed work;
- Assure compliance with all permits and permit conditions;
- Provide procurement for project construction;
- Perform supervision and inspection of construction;
- Perform construction contract administration;
- Assure compliance with cost accounting practices and procedures required for reimbursement of cost share funds expended.

The Recipient shall provide the following to the District's Project Manager:

- Timely invoices for actual construction costs in accordance with this cost share agreement (i.e. quarterly, with appropriate substantiation that demonstrates that the applicant has paid for the total work cost and is seeking reimbursement up to the match amount) to enable proper review by the District's Project Manager prior to payment authorization;
- Quarterly progress reports identifying project progress to date, key milestones reached, overall project schedule versus time for project completion, key issues to be resolved, project construction photos; quarterly reports shall also be emailed to the District's Budget Coordinator at [mlcourt@sjrwmd.com](mailto:mlcourt@sjrwmd.com).

The Recipient shall ensure the task in the Task Identification section below is completed.

#### V. TASK IDENTIFICATION AND TIME FRAMES

The expiration date of this cost share agreement is January 31, 2018. The projected schedule is as follows:

Task Description	Anticipated Start Date	Anticipated Completion Date
Thomas Creek Restoration	May 1, 2017	November 30, 2017

#### VI. BUDGET/COST SCHEDULE

For satisfactory completion of the Project, the District shall pay Recipient one hundred percent (100%) of the total construction cost of the Project, but in no event shall the District's cost-share exceed \$500,000. It is anticipated that the FY breakdown will be \$350,000 for FY2016-17 and \$150,000 for FY2017-18.

Recipient shall invoice the District quarterly with appropriate documentation. The District's Project Manager shall provide an invoice template that will be used. Invoices shall include a copy of the contractor's invoices submitted to the Recipient, proof of payment by Recipient, and other required supporting documentation for reimbursement up to match amount. For in-house expenses, Recipient shall provide copies of all receipts for materials and a system report showing documentation of staff time or other proof of staff time expenses for the Project. The final invoice shall be submitted with the final project report. If the total actual cost of this project is less than originally estimated, the District's cost-share amount shall be reduced accordingly. Recipient may invoice more frequently submitting all required documentation and include general status information. Recipient may invoice the District for Project construction work beginning December 13, 2016.

Recipient shall submit quarterly progress reports to the District's Project Manager and the District's Budget Coordinator within 15 days of the end of quarter for work accomplished during each quarter. The email address for the District's Budget Coordinator is [mlicourt@sjrwmd.com](mailto:mlicourt@sjrwmd.com). The Recipient will submit a final project report within 30 days of Final Completion and acceptance by Nassau County detailing the project's accomplishments and any issues resolved during the course of the work.

Estimated Cost Schedule for Reimbursement per fiscal year (all dollar amounts are approximate and may be reallocated between the two FYs).

##### FY16-17 (10/1/2016 – 9/30/2017)

Description	Estimated Task Amount	Estimated Reimbursement Amount
Thomas Creek Restoration	\$350,000	\$350,000
<b>TOTAL FY 16-17</b>	<b>\$350,000</b>	<b>\$350,000</b>

##### FY17-18 (10/1/2017 – 6/30/2018)

Description	Estimated Task Amount	Estimated Reimbursement Amount
Thomas Creek Restoration	\$150,000	\$150,000
<b>TOTAL FY 17-18</b>	<b>\$150,000</b>	<b>\$150,000</b>

**ATTACHMENT B  
SAMPLE PROGRESS REPORT**

**St. Johns River Water Management District  
Project Progress Report**

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

**Report Number:** \_\_\_\_\_

**Contract/Project Identification**

Project Name:	Thomas Creek Restoration - Phase 8 Project		
Recipient:	Nassau County		
SJRWMD Contract Number:	30186	SJRWMD Project Manager:	Mark E. Brandenburg, MS, CSE, PWS
		Recipient's Project Manager:	J. Scott Herring

**Construction Schedule**

Start Date (mm/dd/yy):	
Completion (mm/dd/yy):	

**Reporting Period**

Beginning Date (mm/dd/yy):	
Ending Date (mm/dd/yy):	

**Budget**

Total SJRWMD Cost-Share Amount:		Expended This Period:	
Expended To-date:		Percent Budget Expended:	

**Spend-Down Plan**

Fiscal Year 1			Fiscal Year 2		
Reimbursement #	Anticipated Amount	Anticipated Date	Reimbursement #	Anticipated Amount	Anticipated Date
1			1		
2			2		
3			3		
4			4		

**Design/Permitting Status**

--

**Tasks from Statement of Work**

Task Number	Tasks/Milestones/Deliverables	Start Date	Finish Date	Percent Complete	Projected Finish Date

**Problems, Issues, Solutions, Anticipated deviations from schedule:**


Attach an additional page of notes if necessary to explain reasons for lateness or unusual events or circumstances.

**ATTACHMENT C — DISTRICT'S SUPPLEMENTAL INSTRUCTIONS (sample)**  
**DISTRICT SUPPLEMENTAL INSTRUCTIONS #**

DATE:

TO:

FROM: \_\_\_\_\_, Project Manager

CONTRACT/PURCHASE ORDER NUMBER:

CONTRACT TITLE:

The Work shall be carried out in accordance with the following supplemental instruction issued in accordance with the Contract Documents without change in the Contract Sum or Contract Time. Prior to proceeding in accordance with these instructions, indicate your acceptance of these instructions for minor changes to the work as consistent with the Contract Documents and return to the District's Project Manager.

1. CONTRACTOR'S SUPPLEMENTAL INSTRUCTIONS:
2. DESCRIPTION OF WORK TO BE CHANGED:
3. DESCRIPTION OF SUPPLEMENTAL INSTRUCTION REQUIREMENTS:

**Contractor's approval: (choose one of the items below):**

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

(It is agreed that these instructions shall not result in a change in the Total Compensation or the Completion Date.)

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

(Contractor agrees to implement the Supplemental Instructions as requested, but reserves the right to seek a Change Order in accordance with the requirements of the Agreement.)

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

\_\_\_\_\_, District Project Manager

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

\_\_\_\_\_, District Contracts Administrator

cc: Contract/Purchasing file  
Financial Management



Tab 2  
Page A



John A. Crawford  
Clerk of the Circuit Court  
Nassau County



17 MAR 13 PM 2:21

MEMORANDUM

To: Cindy Wood, OMB

From: Kari Ulmer, Clerk Financial Services

Date: 3/13/17

Re: Deletion of Inventory

Please present the below Deletion from Inventory request(s) to the Board for approval:

DI #	Asset #	Tag #	Department
17.081	20080247	6081	Fire Rescue
17.082	20080245	6082	Fire Rescue
17.083	20080242	6091	Fire Rescue
17.084	20080241	6092	Fire Rescue
17.085	20100052	3212	NAU
17.086	20070178	5259	NAU
17.087	20011931	2505	Solid Waste
17.088	20012028	2578	Solid Waste
17.089	20070066	5403	Engineering
17.090	20012020	2564	Solid Waste
17.091	20030265	1511	Road & Bridge

The original forms are attached.  
Thanks

# DELETION FROM INVENTORY FORM

DI # 2017-081

DEPARTMENT: Fire Rescue

**TO BE COMPLETED BY DEPARTMENT:**

Property Number: 06081 Mileage / Hours if applicable: \_\_\_\_\_

Year/Description: COMPUTER DELL Optiplex 755

Serial/Vin Number: FLQWDH1 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

COMPUTER IS OBSOLETE AND CANNOT BE UPGRADED

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: \_\_\_\_\_ Where: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Other: X Please describe: RECYCLE (Convenience Recycling Center)

Department Head Signature: [Signature] Date: 2-1-17

**TO BE COMPLETED BY FINANCIAL SERVICES:**

Asset Number: 20080247 Acquisition Cost: \$1,044.95

Acquisition Date: 09/30/2008 Book Value: -0-

Financial Services Signature: [Signature] Date: 2/14/17

**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

02/06/2017 09:57  
6235ckit

BOARD OF COMMISSIONERS  
FIXED ASSET WORKSHEET

P 198  
fawkslst

ASSET # 20080247		MASTER ASSET		DESCRIPTION OPTIPLEX 755	
CLASS	40	MACHINERY & EQU	ADD'L DESC	SN FLQWDH1	
SUBCL	116	COMPUTER	FUND SOURCE	01 CURRENT BUDGET APPR	
COMMODITY			ACQUIS METH	A1 PURCHASE	
DEPT	0223		ACQUIS DATE	09/30/2008	
LOC CODE	547	STATION 50 CALL	ACQUIS COST	1,044.95	
LOC MEMO			ACRES	0.0	
ROOM			QTY	1	
STORAGE LOC			UNIT PRICE	0.00	
			PURCH MEMO	01261526-564000	
STATUS	A	ACTIVE	SOY BOOK	0.00	
CONDITION	E	EXCELLENT	CURRENT BOOK	0.00	
CUSTODIAN	DEPT HEAD		EST SALVAGE	0.00	
CAPITALIZED	Y		REPL COST	1,044.95	
TITLEHOLDER			LAST INVENT	07/13/2009	
TAG #	06081		IMPROVE MEMO		
SERIAL #	FLQWDH1				
MANUFACTURER	DELL DELL				
MODEL			RETIRE DATE		
MODEL YEAR			DISP CODE		
LICENSE #			SELL PRICE	0.00	

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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TYPE	DESC	ORG	OBJ	PROJ	AMOUNT	PERCENT
1	ASSET	98000	166900		0.00	100.00
2	CONTRA	98000	27101		0.00	100.00
5	DEPRECIATION EXPENS	98052	559000		0.00	100.00
6	ACCUMULATED DEPRECI	98000	167900		0.00	100.00

## DELETION FROM INVENTORY FORM

DI # 2017-082

DEPARTMENT: Fire Rescue

**TO BE COMPLETED BY DEPARTMENT:**

Property Number: 6082 Mileage / Hours if applicable: \_\_\_\_\_

Year/Description: COMPUTER DELL Optiplex 755

Serial/Vin Number: 1MQWDH1 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

COMPUTER IS OBSOLETE AND CANNOT BE UPGRADED

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: \_\_\_\_\_ Where: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Other: X Please describe: RECYCLE (convenience Recycling Center)

Department Head Signature:  Date: 2-1-17

**TO BE COMPLETED BY FINANCIAL SERVICES:**

Asset Number: 20080245 Acquisition Cost: \$1,044.95

Acquisition Date: 09/30/2008 Book Value: -0-

Financial Services Signature:  Date: 2/14/17

**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

02/06/2017 09:57  
6235ckit

BOARD OF COMMISSIONERS  
FIXED ASSET WORKSHEET

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fawks1st

ASSET # 20080245		MASTER ASSET		DESCRIPTION OPTIPLEX 755	
CLASS	40 MACHINERY & EQU	ADD'L DESC	SN 1MQWDH1		
SUBCL	116 COMPUTER	FUND SOURCE	01 CURRENT BUDGET APPR		
COMMODITY		ACQUIS METH	A1 PURCHASE	MAINT CONT	Y INSURED N
DEPT	0223	ACQUIS DATE	09/30/2008	VENDOR DESC	
LOC CODE	561 STATION 70	ACQUIS COST	1,044.95	TYPE	
LOC MEMO		ACRES	0.0	EXPIRE DATE	
ROOM		QTY	1	ANNUAL COST	0.00 POL COST 0.00
STORAGE LOC		UNIT PRICE	0.00	MEMO	
		PURCH MEMO	01261526-564000		
STATUS	A ACTIVE				
CONDITION	E EXCELLENT	SOY BOOK	0.00	DEPRECIATE	Y
CUSTODIAN	DEPT HEAD	CURRENT BOOK	0.00	DEPREC PRIN	1,044.95
CAPITALIZED	Y	EST SALVAGE	0.00	FIRST YR/PER	2008/12 LAST YR/PER 2011/11
TITLEHOLDER		REPL COST	1,044.95	EST LIFE	3
TAG #	06082	LAST INVENT	07/13/2009	PERIODS TAKEN	36
SERIAL #	1MQWDH1	IMPROVE MEMO		ACCUM DEPREC	1,044.95
MANUFACTURER	DELL DELL				
MODEL		RETIRE DATE			
MODEL YEAR		DISP CODE			
LICENSE #		SELL PRICE	0.00		

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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TYPE	DESC	ORG	OBJ	PROJ	AMOUNT	PERCENT
1	ASSET	98000	166900		0.00	100.00
2	CONTRA	98000	27101		0.00	100.00
5	DEPRECIATION EXPENS	98052	559000		0.00	100.00
6	ACCUMULATED DEPRECI	98000	167900		0.00	100.00

## DELETION FROM INVENTORY FORM

DI # 2017-083DEPARTMENT: Fire Rescue**TO BE COMPLETED BY DEPARTMENT:**Property Number: 6091 Mileage / Hours if applicable: \_\_\_\_\_Year/Description: COMPUTER DELL Optiplex 755Serial/Vin Number: HLQWDH1 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

COMPUTER IS OBSOLETE AND CANNOT BE UPGRADED

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: \_\_\_\_\_ Where: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Other: ☒ Please describe: RECYCLE (Convenience Recycling Center)Department Head Signature:  Date: 2-1-17**TO BE COMPLETED BY FINANCIAL SERVICES:**Asset Number: 20080242 Acquisition Cost: \$1,044.95Acquisition Date: 09/30/2008 Book Value: -0-Financial Services Signature:  Date: 2/14/17**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

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 6235ckit

**BOARD OF COMMISSIONERS  
 FIXED ASSET WORKSHEET**

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 fawkslst

ASSET # 20080242		MASTER ASSET		DESCRIPTION OPTIPLEX 755	
CLASS	40 MACHINERY & EQU	ADD'L DESC	SN HLWQDH1		
SUBCL	116 COMPUTER	FUND SOURCE	01 CURRENT BUDGET APPR		
COMMODITY		ACQUIS METH	A1 PURCHASE	MAINT CONT	Y
DEPT	0223	ACQUIS DATE	09/30/2008	VENDOR DESC	
LOC CODE	548 STATION 40 HILL	ACQUIS COST	1,044.95	TYPE	
LOC MEMO		ACRES	0.0	EXPIRE DATE	
ROOM		QTY	1	ANNUAL COST	0.00
STORAGE LOC		UNIT PRICE	0.00	MEMO	
		PURCH MEMO	01261526-564000		
STATUS	A ACTIVE	SOY BOOK	0.00	DEPRECIATE	Y
CONDITION	E EXCELLENT	CURRENT BOOK	0.00	DEPREC PRIN	1,044.95
CUSTODIAN	DEPT HEAD	EST SALVAGE	0.00	FIRST YR/PER	2008/12
CAPITALIZED	Y	REPL COST	1,044.95	EST LIFE	3
TITLEHOLDER		LAST INVENT	07/13/2009	PERIODS TAKEN	36
TAG #	06091	IMPROVE MEMO		ACCUM DEPREC	1,044.95
SERIAL #	HLQWDH1				
MANUFACTURER	DELL DELL				
MODEL		RETIRE DATE			
MODEL YEAR		DISP CODE			
LICENSE #		SELL PRICE	0.00		

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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TYPE	DESC	ORG	OBJ	PROJ	AMOUNT	PERCENT
1	ASSET	98000	166900		0.00	100.00
2	CONTRA	98000	27101		0.00	100.00
5	DEPRECIATION EXPENS	98052	559000		0.00	100.00
6	ACCUMULATED DEPRECI	98000	167900		0.00	100.00



## DELETION FROM INVENTORY FORM

DI # 2017-084

DEPARTMENT: Fire Rescue**TO BE COMPLETED BY DEPARTMENT:**Property Number: 6092 Mileage / Hours if applicable: \_\_\_\_\_Year/Description: COMPUTER DELL Optiplex 755Serial/Vin Number: 8LQWDH1 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

COMPUTER IS OBSOLETE AND CANNOT BE UPGRADED

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: \_\_\_\_\_ Where: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Other: ☒ Please describe: RECYCLE (Convenience Recycling Center)Department Head Signature: [Signature] Date: 2-1-17**TO BE COMPLETED BY FINANCIAL SERVICES:**Asset Number: 20080241 Acquisition Cost: \$1,044.95Acquisition Date: 09/30/2008 Book Value: -0-Financial Services Signature: [Signature] Date: 2/14/17**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

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BOARD OF COMMISSIONERS  
FIXED ASSET WORKSHEET

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ASSET # 20080241		MASTER ASSET		DESCRIPTION OPTIPLEX 755	
CLASS	40	MACHINERY & EQU	ADD'L DESC	SN BLQWDH1	
SUBCL	116	COMPUTER	FUND SOURCE	01 CURRENT BUDGET APPR	
COMMODITY			ACQUIS METH	A1 PURCHASE	
DEPT	0223		ACQUIS DATE	09/30/2008	
LOC CODE	555	STATION 30	ACQUIS COST	1,044.95	
LOC MEMO		STATION 30	ACRES	0.0	
ROOM			QTY	1	
STORAGE LOC			UNIT PRICE	0.00	
			PURCH MEMO	01261526-564000	
STATUS	A	ACTIVE	SOY BOOK	0.00	
CONDITION	E	EXCELLENT	CURRENT BOOK	0.00	
CUSTODIAN		DEPT HEAD	EST SALVAGE	0.00	
CAPITALIZED	Y		REPL COST	1,044.95	
TITLEHOLDER			LAST INVENT	07/13/2009	
TAG #	06092		IMPROVE MEMO		
SERIAL #	BLQWDH1				
MANUFACTURER	DELL DELL				
MODEL			RETIRE DATE		
MODEL YEAR			DISP CODE		
LICENSE #			SELL PRICE	0.00	

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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TYPE	DESC	ORG	OBJ	PROJ	AMOUNT	PERCENT
1	ASSET	98000	166900		0.00	100.00
2	CONTRA	98000	27101		0.00	100.00
5	DEPRECIATION EXPENS	98052	559000		0.00	100.00
6	ACCUMULATED DEPRECI	98000	167900		0.00	100.00

# DELETION FROM INVENTORY FORM

DI # 2017-085

DEPARTMENT: Nassau Amelia Utilities

## TO BE COMPLETED BY DEPARTMENT:

Property Number: 3212 Mileage / Hours if applicable: 172,752

Year/Description: 2005 4X2 EXTENDED CAB FORD RANGER TRUCK

Serial/Vin Number: 1FTYR14U75PA51683 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

Unit will be 12 years old and close to 200k miles, concerns over repair cost. Workgroup agrees with FY16/17 replacement.

Vehicle will be replaced with a 3/4 ton 4x4 pickup with utility body FSA #58, standardization of fleet as negotiated by workgroup

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: N/A

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: X Where: www.Govdeals.org Amount Received: \_\_\_\_\_

Other: \_\_\_\_\_ Please describe: \_\_\_\_\_

Department Head Signature: [Signature] Date: 2/8/17

## TO BE COMPLETED BY FINANCIAL SERVICES:

Asset Number: 20100052/20050084 Acquisition Cost: \$13,983.00

Acquisition Date: 01/28/2005 Book Value: -0-

Financial Services Signature: [Signature] Date: 2/14/17

## BOARD APPROVAL:

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

## TO BE COMPLETED AFTER DISPOSAL:

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

ASSET # 20100052	MASTER ASSET	DESCRIPTION	CN#NAU199 TRUCK-FORD RANGER - 2-DOOR		
CLASS 40	MACHINERY & EQU	FUND SOURCE	04		
SUBCL 601	TRUCK	ACQUIS METH	A3	DONATION	
COMMODITY		MAINT CONT	Y	INSURED	N
DEPT 0500	WATER & SEWER F	VENDOR DESC	Vendor Name Mi	CARRIER	
LOC CODE 501	NASSAU AMELIA W	TYPE	P	INSURED VAL	0.00
LOC MEMO	TRANS FROM BOCC BUIL	ACQUIS DATE	05/13/2010	EXP. DATE	
ROOM		ACQUIS COST	0.00	EXP. DATE	
STORAGE LOC	DEPT.	ACRES	0.000	ANNUAL COST	0.00
		QTY	1	POLICY CST	0.00
		UNIT PRICE	0.00	MEMO	
		PURCH MEMO	TRANS FROM BOCC BUILDI		
STATUS	A ACTIVE				
CONDITION	G GOOD	SOY BOOK	0.00	DEPRECIATE	Y
CUSTODIAN	DEPT HEAD	CURRENT BOOK	0.00	DEPREC PRIN	0.00
TITLEHOLDER		EST SALVAGE	0.00	FIRST YR/PR	2010/08
		REPL COST	0.00	LAST YR/PR	/00
TAG # 3212		LAST INVENT		EST LIFE	5
SERIAL #	1FTYR14U75PA51683	IMPROVE MEMO	45245524	PERIODS TAKEN	0
MANUFACTURER	FORD FORD			ACCUM DEPREC	0.00
MODEL	RANGER	RETIRE DATE			
MODEL YEAR	2005	DISP CODE			
LICENSE #	221941	DISP PRICE	0.00		
		SALE PRICE	0.00		

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	91000000	16692		100.00
2	CONTRA	91000000	27102		100.00
5	DEPRECIATION EXPENSE	91000000	55911		100.00
6	ACCUMULATED DEPRECIATION	91000000	16793		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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ASSET # 20050084	MASTER ASSET B 63	DESCRIPTION FORD RANGER TRUCK #199
CLASS 40 MACHINERY & EQU	FUND SOURCE 01	
SUBCL 601 TRUCK	ACQUIS METH A1 PURCHASE	MAINT CONT N INSURED N
COMMODITY		VENDOR DESC Vendor Name Mi CARRIER
DEPT 0246 BUILDING DEPART	ACQUIS DATE 01/28/2005	TYPE G INSURED VAL 0.00
LOC CODE 344 BUILDING DEPT	ACQUIS COST 13,983.00	EXPIRE DATE EXPIRE DATE
LOC MEMO	ACRES 0.000	ANNUAL COST 0.00 POLICY CST 0.00
ROOM	QTY 1	MEMO MEMO
STORAGE LOC	UNIT PRICE	
	PURCH MEMO GARBER FORD 45245524	
STATUS R RETIRED		
CONDITION E EXCELLENT	SOY BOOK 699.15	DEPRECIATE Y
CUSTODIAN DEPT HEAD	CURRENT BOOK 0.00	DEPREC PRIN 0.00
TITLEHOLDER	EST SALVAGE 0.00	FIRST YR/PR 2005/04 LAST YR/PR /00
	REPL COST 13,983.00	EST LIFE 5
TAG # 3212	LAST INVENT 07/10/2009	PERIODS TAKEN 60
SERIAL # 1FTYR14U75PA51683	IMPROVE MEMO	ACCUM DEPREC 0.00
MANUFACTURER FORD FORD		
MODEL RANGER	RETIRE DATE 10/02/2009	
MODEL YEAR 2005	DISP CODE R0 TRANSFER	
LICENSE #	DISP PRICE 13,983.00	
	SALE PRICE 0.00	
VEND # 11106	PO # 5000117	DOCUMENT # 18847
	INVOICE # 18847	INV DATE 01/28/2005
		INV AMT 13,983.00

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	98000	166900		100.00
2	CONTRA	98000	27110		100.00
5	DEPRECIATION EXPENSE	98052	559000		100.00
6	ACCUMULATED DEPRECIATION	98000	167900		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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# DELETION FROM INVENTORY FORM

DI # 2017-086

DEPARTMENT: Nassau Amelia Utilities

**TO BE COMPLETED BY DEPARTMENT:**

Property Number: 5259 Mileage / Hours if applicable: 261,000 +

Year/Description: 2007 4x2 Chevrolet Colorado reg cab

Serial/Vin Number: 1GCCS14E278234297 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

Unit will be 10 years old with 260,000+ miles. Workgroup agrees with FY16/17 replacement

vehicle will be replaced with a 3/4 ton 4/2 pickup with utility body per FSA #49, standardization of fleet as negotiated by workgroup.

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: N/A

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: X Where: www.Govdeals.org Amount Received: \_\_\_\_\_

Other: \_\_\_\_\_ Please describe: \_\_\_\_\_

Department Head Signature: [Signature] Date: 2/10/17

**TO BE COMPLETED BY FINANCIAL SERVICES:**

Asset Number: 20070178 Acquisition Cost: \$13,037.00

Acquisition Date: 07/24/2007 Book Value: -0-

Financial Services Signature: [Signature] Date: 2/14/17

**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

ASSET # 20070178		MASTER ASSET		DESCRIPTION CN#NAU097 2007 CHEV COLORADO TRUCK	
		ADD'L DESC	2WD REG CAB		
CLASS	40 MACHINERY & EQU	FUND SOURCE	01		
SUBCL	601 TRUCK	ACQUIS METH	A1 PURCHASE	MAINT CONT	Y INSURED N
COMMODITY				VENDOR DESC	Vendor Name Mi CARRIER
DEPT	0500 WATER & SEWER F	ACQUIS DATE	07/24/2007	TYPE	P INSURED VAL 0.00
LOC CODE	501 NASSAU AMELIA W	ACQUIS COST	13,037.00	EXPIRE DATE	EXPIRE DATE
LOC MEMO		ACRES	0.000	ANNUAL COST	0.00 POLICY CST 0.00
ROOM		QTY	1	MEMO	MEMO
STORAGE LOC		UNIT PRICE	0.00		
		PURCH MEMO	71500536-564001	CLASSI	
STATUS A ACTIVE					
CONDITION	E EXCELLENT	SOY BOOK	0.00	DEPRECIATE	Y
CUSTODIAN	DEPT HEAD	CURRENT BOOK	0.00	DEPREC PRIN	13,037.00
TITLEHOLDER		EST SALVAGE	0.00	FIRST YR/PR	2007/10 LAST YR/PR 2012/09
		REPL COST	13,037.00	EST LIFE	5
TAG #	5259	LAST INVENT	06/11/2009	PERIODS TAKEN	60
SERIAL #	1GCCS14E278234297	IMPROVE MEMO		ACCUM DEPREC	13,037.00
MANUFACTURER	CHEVR CHEVROLET				
MODEL	COLORADO	RETIRE DATE			
MODEL YEAR	2007	DISP CODE			
LICENSE #		DISP PRICE	0.00		
		SALE PRICE	0.00		
VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
7672	7000388	78234297	78234297	07/24/2007	13,037.00

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	91000000	16692		100.00
2	CONTRA	91000000	27102		100.00
5	DEPRECIATION EXPENSE	91000000	55911		100.00
6	ACCUMULATED DEPRECIATION	91000000	16793		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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## DELETION FROM INVENTORY FORM

DI # 2017-087DEPARTMENT: Solid Waste**TO BE COMPLETED BY DEPARTMENT:**Property Number: 2505 Mileage / Hours if applicable: N/AYear/Description: 1999 Open Top 20 yrd roll-off bin

Serial/Vin Number: \_\_\_\_\_ Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

No longer repairable.

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: X Where: Gov Deals Website Amount Received: \_\_\_\_\_

Other: \_\_\_\_\_ Please describe: \_\_\_\_\_

Department Head Signature:  Date: 2/10/17**TO BE COMPLETED BY FINANCIAL SERVICES:**Asset Number: 20011931 Acquisition Cost: \$2,095.00Acquisition Date: 08/23/1999 Book Value: -0-Financial Services Signature:  Date: 2/14/17**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_



ASSET # 20011931	MASTER ASSET	SW 149	DESCRIPTION	OPEN TOP ROLL-OFF CONTAINER 20 YRD
	ADD'L DESC	WAS PART OF ASSET 2082		
		70341534-564000-562.00		
		70357590-564000-1052.25		
		70359590-564000-480.75		
CLASS	40	MACHINERY & EQU	FUND SOURCE	02
SUBCL	525	ROLL-OFF CONTAI	ACQUIS METH	A1 PURCHASE
COMMODITY			MAINT CONT	N
			VENDOR DESC	Vendor Name Mi
DEPT	0341	LANDFILL OPERAT	ACQUIS DATE	08/23/1999
LOC CODE	376	WEST NASSAU LAN	ACQUIS COST	2,095.00
LOC MEMO			ACRES	0.000
ROOM			QTY	
STORAGE LOC			UNIT PRICE	0.00
			PURCH MEMO	WASTEQUIP MANUF VARIO
STATUS	A	ACTIVE		
CONDITION	E	EXCELLENT	SOY BOOK	0.00
CUSTODIAN	DEPT HEAD		CURRENT BOOK	0.00
TITLEHOLDER			EST SALVAGE	0.00
			REPL COST	2,095.00
TAG # 2505			LAST INVENT	06/23/2009
SERIAL #			IMPROVE MEMO	
MANUFACTURER			ACCUM DEPREC	2,095.00
MODEL			RETIRE DATE	
MODEL YEAR			DISP CODE	
LICENSE #			DISP PRICE	
			SALE PRICE	0.00
VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE
4700	1246	25936	25936	09/30/1999
				INV AMT
				2,095.00

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	91000000	16691		100.00
2	CONTRA	91000000	27101		100.00
5	DEPRECIATION EXPENSE	91000000	55909		100.00
6	ACCUMULATED DEPRECIATION	91000000	16791		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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## DELETION FROM INVENTORY FORM

DI # 2017-088DEPARTMENT: Solid Waste**TO BE COMPLETED BY DEPARTMENT:**Property Number: 2578 Mileage / Hours if applicable: N/AYear/Description: 1991 Closed Top 30yrd roll-off binSerial/Vin Number: 980536 Indicate if a photo is included         Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program):         No longer repairable.

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies:         

Indicate how the property will be disposed of:

Trade-In:          (Please include trade-in documents)Destroy:          Indicate how and by whom:         Auction: X Where: Gov Deals Website Amount Received:         Other:          Please describe:         Department Head Signature:  Date: 2/10/17**TO BE COMPLETED BY FINANCIAL SERVICES:**Asset Number: 20012028 Acquisition Cost: \$4,168.00Acquisition Date: 10/01/1991 Book Value: -0-Financial Services Signature:  Date: 2/14/17**BOARD APPROVAL:**Board of County Commissioners Chair:         Ex-Officio Clerk to the Board of County Commissioners:         Date         **TO BE COMPLETED AFTER DISPOSAL:**Signature of Person Disposing of the Property:          Date:

ASSET # 20012028	MASTER ASSET SW 113	DESCRIPTION RECYCLE BOXES-CLOSED TOP
CLASS 40 MACHINERY & EQU	FUND SOURCE 02	
SUBCL 504 RECYCLE BOXES	ACQUIS METH A1 PURCHASE	MAINT CONT N INSURED N
COMMODITY		VENDOR DESC Vendor Name Mi CARRIER
DEPT 0341 LANDFILL OPERAT	ACQUIS DATE 10/01/1991	TYPE P INSURED VAL 0.00
LOC CODE 313 BAILEY ROAD	ACQUIS COST 4,168.00	EXPIRE DATE EXPIRE DATE
LOC MEMO	ACRES 0.000	ANNUAL COST 0.00 POLICY CST 0.00
ROOM	QTY	MEMO MEMO
STORAGE LOC	UNIT PRICE 0.00	
	PURCH MEMO CLARK IRON WORKS OF N	
STATUS A ACTIVE		
CONDITION E EXCELLENT	SOY BOOK 0.00	DEPRECIATE Y
CUSTODIAN DEPT HEAD	CURRENT BOOK 0.00	DEPREC PRIN 4,168.00
TITLEHOLDER	EST SALVAGE 0.00	FIRST YR/PR 1992/01 LAST YR/PR 2001/12
	REPL COST 4,168.00	EST LIFE 5
TAG # 2578	LAST INVENT 06/23/2009	PERIODS TAKEN 60
SERIAL # 980536	IMPROVE MEMO	ACCUM DEPREC 4,168.00
MANUFACTURER		
MODEL	RETIRE DATE	
MODEL YEAR	DISP CODE	
LICENSE #	DISP PRICE	
	SALE PRICE 0.00	
VEND #	PO #	DOCUMENT #
		INVOICE #
		INV DATE
		INV AMT
		91368 4,168.00

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	91000000	16691		100.00
2	CONTRA	91000000	27101		100.00
5	DEPRECIATION EXPENSE	91000000	55909		100.00
6	ACCUMULATED DEPRECIATION	91000000	16791		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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## DELETION FROM INVENTORY FORM

DI #2017-089

DEPARTMENT: ENGINEERING**TO BE COMPLETED BY DEPARTMENT:**Property Number: ENG 128 ( Asset Tag 5403) Mileage / Hours if applicable: 171,283Year/Description: 2007 Ford F150 EXT P/U 4X4Serial/Vin Number: 1FTRX14WX7FA77828 Indicate if a photo is included N/A

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program):

Vehicle is part of the Fleet Replacement program. This vehicle has over 171,000 miles and is 10 years old isno longer economically viable to repair. This unit has past it's life expectancy and the reliability is now in question.

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: ☒ Where: Gov.com Amount Received: \_\_\_\_\_

Other: \_\_\_\_\_ Please describe: \_\_\_\_\_

Department Head Signature:  Date: 2/9/2017**TO BE COMPLETED BY FINANCIAL SERVICES:**Asset Number: 20070066 Acquisition Cost: \$18,996.00Acquisition Date: 04/13/2007 Book Value: -0-Financial Services Signature:  Date: 3/3/17**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_

03/03/2017 14:18 |BOARD OF COMMISSIONERS  
6235kulm |FIXED ASSET WORKSHEET

|P 1  
|famstmnt

ASSET # 20070066	MASTER ASSET	DESCRIPTION	CN#ENG128 2007 FORD F150 TRUCK
CLASS 40 MACHINERY & EQU	FUND SOURCE 01		
SUBCL 601 TRUCK	ACQUIS METH A1 PURCHASE	MAINT CONT Y	INSURED N
COMMODITY		VENDOR DESC Vendor Name Mi	CARRIER
DEPT 0420 ENGINEERING	ACQUIS DATE 04/13/2007	TYPE G	INSURED VAL 0.00
LOC CODE 347 ENGINEERING	ACQUIS COST 18,996.00	EXPIRE DATE	EXPIRE DATE
LOC MEMO	ACRES 0.000	ANNUAL COST 0.00	POLICY CST 0.00
ROOM	QTY 1	MEMO	MEMO
STORAGE LOC	UNIT PRICE 0.00		
	PURCH MEMO P.CLARK 03420541-56400		
STATUS A ACTIVE			
CONDITION E EXCELLENT	SOY BOOK 0.00	DEPRECIATE Y	
CUSTODIAN DEPT HEAD	CURRENT BOOK 0.00	DEPREC PRIN 18,996.00	
TITLEHOLDER	EST SALVAGE 0.00	FIRST YR/PR 2007/07	LAST YR/PR 2012/06
	REPL COST 18,996.00	EST LIFE 5	
TAG # 5403	LAST INVENT 07/14/2009	PERIODS TAKEN 60	
SERIAL # 1FTRX14WX7FA77828	IMPROVE MEMO	ACCUM DEPREC 18,996.00	
MANUFACTURER FORD FORD			
MODEL F150	RETIRE DATE		
MODEL YEAR 2007	DISP CODE		
LICENSE #	DISP PRICE 0.00		
	SALE PRICE 0.00		
VEND #	PO #	DOCUMENT #	INVOICE #
4889	7000293	17135	17135
			INV DATE
			04/13/2007
			INV AMT
			18,996.00

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	98000	166900		100.00
2	CONTRA	98000	27110		100.00
5	DEPRECIATION EXPENSE	98054	559000		100.00
6	ACCUMULATED DEPRECIATION	98000	167900		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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# DELETION FROM INVENTORY FORM

DI # 2017-090

DEPARTMENT: Solid Waste

**TO BE COMPLETED BY DEPARTMENT:**

Property Number: 2564 Mileage / Hours if applicable: N/A

Year/Description: 1991 Closed Top (5) compartment roll-off bin

Serial/Vin Number: 980528 Indicate if a photo is included         

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program):         

No longer repairable.

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies:         

Indicate how the property will be disposed of:

Trade-In:          (Please include trade-in documents)

Destroy:          Indicate how and by whom:         

Auction: X Where: Gov Deals Website Amount Received:         

Other:          Please describe:         

Department Head Signature:  Date: 2/23/17

**TO BE COMPLETED BY FINANCIAL SERVICES:**

Asset Number: 20012020 Acquisition Cost: \$4,168.00

Acquisition Date: 10/01/1991 Book Value: -0-

Financial Services Signature:  Date: 3/3/17

**BOARD APPROVAL:**

Board of County Commissioners Chair:         

Ex-Officio Clerk to the Board of County Commissioners:         

Date:         

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property:          Date:

ASSET # 20012020		MASTER ASSET	SW 105	DESCRIPTION	RECYCLE BOXES	
		ADD'L DESC	CLOSED TOP 5 COMPARTMENT			
CLASS	40	MACHINERY & EQU	FUND SOURCE	01		
SUBCL	504	RECYCLE BOXES	ACQUIS METH	A1	PURCHASE	
COMMODITY					MAINT CONT	N
DEPT	0341	LANDFILL OPERAT	ACQUIS DATE	10/01/1991	VENDOR DESC	Vendor Name Mi
LOC CODE	313	BAILEY ROAD	ACQUIS COST	4,168.00	TYPE	G
LOC MEMO		ACRES	0.000	EXPIRE DATE		
ROOM		QTY		ANNUAL COST	0.00	POLICY CST
STORAGE LOC		UNIT PRICE	0.00	MEMO		MEMO
		PURCH MEMO				
STATUS	A	ACTIVE				
CONDITION	E	EXCELLENT	SOY BOOK	0.00	DEPRECIATE	Y
CUSTODIAN	DEPT HEAD		CURRENT BOOK	0.00	DEPREC PRIN	4,168.00
TITLEHOLDER			EST SALVAGE	0.00	FIRST YR/PR	1992/01
			REPL COST	4,168.00	EST LIFE	5
TAG #	2564		LAST INVENT	06/23/2009	PERIODS TAKEN	60
SERIAL #	980528		IMPROVE MEMO		ACCUM DEPREC	4,168.00
MANUFACTURER						
MODEL			RETIRE DATE			
MODEL YEAR			DISP CODE			
LICENSE #			DISP PRICE			
			SALE PRICE	0.00		

VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
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G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	98000	166900		100.00
2	CONTRA	98053	564000		100.00
5	DEPRECIATION EXPENSE	98053	559000		100.00
6	ACCUMULATED DEPRECIATION	98000	167900		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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# DELETION FROM INVENTORY FORM

DI # 2017-091

DEPARTMENT: Road and Bridge

**TO BE COMPLETED BY DEPARTMENT:**

Property Number: 1511 (RB804) Mileage / Hours if applicable: \_\_\_\_\_

Year/Description: 2003 New Holland Farm Tractor

Serial/Vin Number: 1298129 Indicate if a photo is included \_\_\_\_\_

Describe the reason for deletion (Include replacement criteria if part of the Fleet Replacement Program): \_\_\_\_\_

Damaged beyond repair, tractor no longer operational

DNR  
2-15-17

If an election was made to offer the property to other governmental units or private nonprofit agencies per Florida Statute 274.05, please indicate which agencies: \_\_\_\_\_

Indicate how the property will be disposed of:

Trade-In: \_\_\_\_\_ (Please include trade-in documents)

Destroy: \_\_\_\_\_ Indicate how and by whom: \_\_\_\_\_

Auction: \_\_\_\_\_ Where: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Other: X Please describe: Remove usable parts then dispose of as scrap metal

Department Head Signature: [Signature] Date: 2/16/17

**TO BE COMPLETED BY FINANCIAL SERVICES:**

Asset Number: 20030265 Acquisition Cost: \$36,227.14

Acquisition Date: 06/05/2003 Book Value: -0-

Financial Services Signature: [Signature] Date: 3/3/17

**BOARD APPROVAL:**

Board of County Commissioners Chair: \_\_\_\_\_

Ex-Officio Clerk to the Board of County Commissioners: \_\_\_\_\_

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

**TO BE COMPLETED AFTER DISPOSAL:**

Signature of Person Disposing of the Property: \_\_\_\_\_ Date: \_\_\_\_\_



ASSET # 20030265		MASTER ASSET RD 939		DESCRIPTION CN#RB804 TRACTOR	
		ADD'L DESC ENCLOSED CAB W/AC - 4 WHEEL DRIVE			
CLASS	40 MACHINERY & EQU	FUND SOURCE	01		
SUBCL	702 TRACTOR-FARM	ACQUIS METH	A1 PURCHASE	MAINT CONT	N INSURED N
COMMODITY				VENDOR DESC	Vendor Name Mi CARRIER
DEPT	0410 ROAD & BRIDGE	ACQUIS DATE	06/05/2003	TYPE	G INSURED VAL 0.00
LOC CODE	270 ROAD & BRIDGE	ACQUIS COST	36,227.14	EXPIRE DATE	EXPIRE DATE
LOC MEMO		ACRES	0.000	ANNUAL COST	0.00 POLICY CST 0.00
ROOM		QTY	1	MEMO	MEMO
STORAGE LOC		UNIT PRICE	0.00		
		PURCH MEMO	LANDIG TRACTOR 0340454		
STATUS	A ACTIVE				
CONDITION	E EXCELLENT	SOY BOOK	0.00	DEPRECIATE	Y
CUSTODIAN	TRANSPORTATION	CURRENT BOOK	0.00	DEPREC PRIN	36,227.14
TITLEHOLDER		EST SALVAGE	0.00	FIRST YR/PR	2003/09 LAST YR/PR 2008/08
		REPL COST	36,227.14	EST LIFE	5
TAG # 1511		LAST INVENT	06/24/2009	PERIODS TAKEN	60
SERIAL # 1298129		IMPROVE MEMO		ACCUM DEPREC	36,227.14
MANUFACTURER	NEW H NEW HOLLAND				
MODEL	TL100D	RETIRE DATE			
MODEL YEAR		DISP CODE			
LICENSE #		DISP PRICE			
		SALE PRICE	0.00		
VEND #	PO #	DOCUMENT #	INVOICE #	INV DATE	INV AMT
7177	3000659	5295	5295	06/05/2003	111,284.04

G/L Accounts

TYPE	DESC	ORG	OBJ	PROJ	PERCENT
1	ASSET	98000	166900		100.00
2	CONTRA	98000	27110		100.00
5	DEPRECIATION EXPENSE	98054	559000		100.00
6	ACCUMULATED DEPRECIATION	98000	167900		100.00

PO Accounts

ORG	OBJ	PROJ	AMOUNT
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