

**SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS  
LIVE OAK CITY HALL  
101 WHITE AVENUE SOUTHEAST  
LIVE OAK, FLORIDA 32064**

**TENTATIVE AGENDA FOR JUNE 4, 2024, AT 5:30 P.M.**

**Invocation  
Pledge to American Flag**

**ATTENTION:**

- The Board may add additional items to this agenda.
- Affirmative action on any item includes authorization of the Chairman's or designee's signature on all associated documents.
- Individual speakers from the audience will be allowed three (3) minutes to speak following recognition by the Chairman and must speak from the podium. Speakers may only make one (1) trip to the podium to address concerns regarding all items on the consent agenda. (Filling out of Comment Card required, and forward to Chairman or County Administrator.)
- Groups or factions representing a position on a proposition or issue are required to select a single representative or spokesperson. The designated representative will be allowed to speak for seven (7) minutes following recognition by the Chairman and must speak from the podium. Speakers may only make one (1) trip to the podium to address concerns regarding all items on the agenda. (Filling out of Comment Card required, and forward to Chairman or County Administrator.)
- For general updates or questions regarding County business, contact the County Administrator during regular business hours at (386) 364-3400.

**APPROVAL OF MINUTES:**

1. a) May 16, 2024 – Emergency Meeting  
b) May 21, 2024 – Regular Meeting  
c) May 28, 2024 – Emergency Meeting

**PUBLIC CONCERNS AND COMMENTS:**

**PROCLAMATIONS AND PRESENTATIONS:**

2. Presentation of Proclamation proclaiming June 19<sup>th</sup> as “Juneteenth Day.” (Robert Ford)

### **CONSENT:**

3. Approval of payment of processed invoices.
4. Approval to hold Budget Workshops on Wednesday, August 7, and Thursday, August 8, 2024, beginning at 9:00 a.m. each day. The workshops will be held at the Judicial Annex Building 218 Parshley Street SW, Live Oak, FL.
5. Approval of application for Federal Aviation Administration (FAA) grant for the purpose of Runway 07-25 Rehabilitation – design and bid phase services at the Suwannee County Airport and adoption of enabling resolution, pending the completion of Independent Fee Estimate.
6. Approval of Agreement with North Central Florida Regional Planning Council for local government comprehensive planning services from April 1, 2024, to September 30, 2024. Budget impact: \$11,750 to be paid from Planning & Zoning budget.
7. Approval of an amendment to the Certificate of Public Convenience and Necessity (COPCN) for Amerimed EMS, LLC, for interfacility transports.
8. Approval of Supplemental Agreement No. 2 with the Florida Department of Transportation for an extension of time for construction of 80<sup>th</sup> Terrace and 139<sup>th</sup> Drive and adoption of enabling resolution. Budget impact: none.
9. Approval of Satisfaction of Mortgage for Tartia Williams, State Housing Initiative Partnership Program client.
10. Approval of the Insurance Committee recommendation for Employee Health Insurance for the October 1, 2024 – September 30, 2025 contract year.
11. Authorization for staff to interview and negotiate with the top-ranked firm for Professional Planning and design and feasibility / Master Plan Studies for Parks and Recreation. Budgeted item.
12. Award bid and authorize the Chairman to execute a contract with Saltwater Builders, LLC for the Charles Springs Boat Ramp improvements and authorize staff to sign all associated documents. Budget impact: 100% funded by FWC.

### **CONSTITUTIONAL OFFICERS ITEMS:**

### **STAFF ITEMS:**

**COMMISSIONERS ITEMS:**

**COUNTY ATTORNEY ITEMS:**

13. Discuss, with possible Board action, acceptance of real property offered to be donated by Thomas and Beldad Bander. (County Attorney Adam Morrison)

**CONSULTANT ITEMS:**

**GENERAL BUSINESS:**

14. **Additional Agenda Items.** The Chairman calls for additional items.
15. Administrator's comments and information.
16. Board Members Inquiries, Requests, and Comments.

8:00 a.m.

The Suwannee County Board of County Commissioners met on the above date and time for an emergency meeting and the following were present: Chairman Travis Land; Commissioner Don Hale; Commissioner Maurice Perkins; Commissioner Leo Mobley; and Commissioner Franklin White. Deputy Clerks Eric Musgrove and Logan Woods and County Administrator Greg Scott were also present.

Chairman Land called the meeting to order at 8:06 a.m.

**The first item on the agenda** was to approve the renewal of a resolution declaring a Local State of Emergency due to the severe thunderstorm that struck Suwannee County on May 10, 2024.

**Commissioner White moved to renew a Local State of Emergency due to the severe thunderstorm that struck Suwannee County on May 10, 2024. Commissioner Perkins seconded, and the motion carried unanimously. (Resolution No. 2024-37-01)**

County Administrator Scott updated the Board on Florida Department of Transportation (FDOT) assistance with debris cleanup, adding that it would take place around Memorial Day and be of short duration. He noted that he would be advertising the assistance through messages, Facebook, etc. but clarified that the debris cleanup was only for storm-related debris on public rights-of-way.

Discussion ensued on having a County Facebook page and details about storm damage.

**Commissioner White moved to adjourn the meeting. Commissioner Perkins seconded, and the motion carried unanimously.**

There being no further business to discuss, the meeting adjourned at 8:13 a.m.

ATTEST:

\_\_\_\_\_, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT

\_\_\_\_\_  
TRAVIS LAND, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
COUNTY COMMISSIONERS

5:30 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for a regular meeting and the following were present: Chairman Travis Land and Commissioner Don Hale; Commissioner Maurice Perkins; Commissioner Leo Mobley; and Commissioner Franklin White. Clerk Finance Director Keith Gentry; Logan Woods, Deputy Clerk; Greg Scott, County Administrator; and Adam Morrison, County Attorney, were also present.

Chairman Land called the meeting to order at 5:32 p.m. and asked Commissioner Perkins to lead the invocation and Commissioner Mobley to lead the Pledge of Allegiance to the Flag of the United States of America.

**MINUTES:**

**The first item on the agenda** was to approve the minutes of the May 7, 2024 Regular and May 11, 2024 Emergency meetings.

**Commissioner White moved to approve the minutes of the May 7, 2024 Regular and May 11, 2024 Emergency meetings. Commissioner Perkins seconded, and the motion carried unanimously.**

**PUBLIC CONCERNS AND COMMENTS:**

Keith Broaders, 201 Ranchera Street SW, announced an upcoming class at city hall that would cover the U.S. Constitution and other political topics, and invited everyone to attend. He also commented on the Fourth of July Freedom Fest and Constitution-related activities he would be conducting.

**PROCLAMATIONS AND PRESENTATIONS:**

There were none.

**CONSENT:**

Item six was pulled for discussion.

**The second item on the agenda** was to approve payment of \$2,265,556.35 in processed invoices.

**The third item on the agenda** was approval of Change Order No. 3 with Curt's Construction, Inc. for a decrease in the amount of \$16,139.56 due to new estimated embankment and asphalt quantities on the Suwannee River Greenway at the Branford SunTrail project. Funded by FDOT. **(Agreement No. 2024-22-03)**

**The fourth item on the agenda** was approval to hold the June 4, 2024 regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue, S.E., Live Oak, Florida 32064, at 5:30 p.m. due to City elections.

**The fifth item on the agenda** was approval of renewal of the resolution declaring a Local State of Emergency due to the severe thunderstorm in Suwannee County. **(Resolution No. 2024-37-02)**

**The sixth item on the agenda** was approval of appointments to the Value Adjustment Board; two (2) County Commissioners as regular members, one (1) County Commissioner as alternate, one (1) citizen as a regular member, and one (1) citizen as an alternate.

This item was pulled for discussion.

**The seventh item on the agenda** was adoption of a resolution designating the portion of I-10 lying within Suwannee County as "Tuskegee Airmen Memorial Highway". **(Resolution No. 2024-38)**

**The eighth item on the agenda** was to award RFP 2024-12 for Motor Graders to the lowest qualified respondent, Ring Power Corporation, for two (2) Caterpillar 140s and six (6) Caterpillar 120s for an annual lease amount of \$532,556.46. Budgeted items. (Bids were opened on May 7, 2024). **(Agreement No. 2024-67)**

**Commissioner White moved to approve consent items 2-5 and 7-8. Commissioner Hale seconded, and the motion carried unanimously.**

**The sixth item on the agenda** was approval of appointments to the Value Adjustment Board (VAB); two (2) County Commissioners as regular members, one (1) County Commissioner as alternate, one (1) citizen as a regular member, and one (1) citizen as an alternate.

County Attorney Morrison stated that the chairman of the VAB was typically elected by the VAB members at their first organizational meeting of the year. However, the procedure had changed after review by the Florida Department of Revenue and the County Commission needed to designate who would serve as VAB chairman when they appointed the members, rather than the VAB doing so themselves. He added that the chairman needed to be one of the County Commissioners.

Discussion ensued on which Commissioners would serve on the VAB and who would be chairman.

**Commissioner Mobley moved to appoint Commissioners Land and White as regular members, with Commissioner Perkins as the alternate. Commissioner Perkins seconded, and the motion carried unanimously.**

**Commissioner Mobley moved to designate Commissioner Land as Chairman of the VAB. Commissioner Perkins seconded, and the motion carried unanimously.**

**CONSTITUTIONAL OFFICERS ITEMS:**

There were none.

**STAFF ITEMS:**

Fire Chief Eddie Hand asked for prayers and thoughts for the Dixie County Fire-Rescue Department as one of their battalion chiefs had recently passed away. He added that Suwannee's fire staff

would be lending a hand to help the Dixie Fire Department as they work through this time so that they could attend the funeral, etc.

Deputy Sheriff Buddy Williams discussed the Memorial Day crosses around the County and upcoming event. He also thanked the Board for their prior approval of the body scan system used by the Sheriff's Office, noting it had allowed some deputies to identify diseases early and receive treatment. He also thanked the Board for their continuing support of the mental and physical health of the Sheriff Department staff.

**COMMISSIONERS ITEMS:**

Commissioner Hale thanked the Board for approving the Suwannee River Water Task Force and hoped to soon have an update on the issue. He also discussed a traffic safety meeting held earlier in the day with the Florida Department of Transportation and thanked Brenda Flanagan from the County Offices for her work of advocating for the County in those meeting.

Commissioner Perkins invited every farm owner, those who worked on farms, etc. to attend an informational event that would take place in a few weeks regarding a Federal assistance grant available to farmers.

Discussion ensued on the grant and how people may attend.

**COUNTY ATTORNEY ITEMS:**

County Attorney Morrison discussed an issue brought up by the Suwannee River Water Management District Attorney regarding a Hamilton-owned gate along the Suwannee River on Suwannee County property. The gate was used by both counties, and it was only recently realized the gate was within Suwannee's property. Hamilton's Water Management Office had brought attention to the matter and

wished to know how the Board wished to proceed, whether to leave the gate or move it, since Hamilton could not impede Suwannee County-owned property. The gate was needed for car access on both sides.

Discussion ensued on the gate and that it had never been issue to Suwannee County.

**The Board agreed by consensus to leave the gate where it was currently located rather than having it moved off Suwannee County's property.**

County Attorney Morrison noted that a motion to dismiss had been filed regarding the RV permits and the matter closed as of this time. He also discussed the County's current policy of taxing a fire assessment against vacant property owned by churches and other non-profits. There was a recurring issue with these entities not paying the assessment as the bill was sent through the Tax Collector's Office, resulting in these groups disregarding the bill, perceiving it as a tax that does not apply to them. Although churches and non-profits received a charitable use exemption for property taxes, they were not exempt from paying the fire assessment.

Discussion ensued on the issue, that the assessment bill came through the Tax Collector's Office, and whether to change the Board's policy regarding assessing fire taxes on vacant property owned by charitable organizations and churches.

County Attorney Morrison added that since the County prepared the tax roll, it was up to them if they wished to continue or desist assessing fire taxes for vacant land for non-profits and churches. Changing the policy to non-assessment of these properties could be retroactively applied, so that those who already paid the fire assessment would be reimbursed, as well as exempt those properties from future fire assessment taxes.

Discussion ensued on the policy change and revenue that would be lost.

It was noted that the number of parcels removed from the tax roll by changing the fire assessment policy was about 30 and total amount of revenue lost was less than \$5,000 and more likely only around

\$2,000. Additionally, the property owners would not have to do anything to be exempt, as the County would simply remove those properties from the assessment tax roll.

Discussion ensued on the change in policy, that the fire assessment was a different tax than the one from the Tax Collector that charitable organizations were exempt from, and how far back to retroactively apply the change to reimburse those who had already paid the assessment.

**Commissioner Hale moved to approve changing the fire assessment policy effective immediately and to (retroactively) not tax fire assessments against vacant land owned by churches and non-profits. Commissioner Perkins seconded, and the motion carried unanimously.**

Discussion ensued on how to go about retroactively refunding the vacant parcels already paid.

**Commissioner White moved to authorize staff to issue an ENI Correction Order to the Tax Collector's Office notifying them to retroactively refund (for the past five years) the churches and non-profits that have already paid the fire assessment for vacant parcels and to remove those parcels from further fire assessments. Commissioner Mobley seconded, and the motion carried unanimously.**

**Commissioner Perkins moved to approve that moving forward, the fire assessment policy would be that an assessment would not be taxed against vacant property owned by churches and non-profits, and to authorize staff to communicate the change to Nabors, Giblin & Nickerson for their future fire assessment studies. Commissioner Mobley seconded, and the motion carried unanimously.**

#### **CONSULTANT ITEMS**

There were none.

#### **GENERAL BUSINESS:**

**The ninth item on the agenda** was to discuss, with possible Board action, County holidays.

Moses Clepper, 14581 102<sup>nd</sup> Path, again noted his displeasure of the change in public comment structure at the Board meetings and was also against approving Juneteenth as a paid County holiday.

Ken Beasley, no address given, felt the new holiday was needed and recommended the Board approve adding it to the schedule.

Marc Kippur, 22182 CR 250, recommended approving Juneteenth as a paid County holiday.

County Administrator Scott discussed the proposed addition and the difference in the State holiday schedule, noting he felt the holiday was a worthy one to add even though it meant more days that staff were not working. He also noted that each paid holiday cost around \$74,000 in payroll expenses.

Commissioner Perkins commented on the holiday's history and that it was a national holiday.

Discussion ensued on the holiday schedule and perhaps removing a holiday from the current list to accommodate the addition.

County Attorney Morrison stated that State-mandated holidays, especially two-day holidays such as Thanksgiving, could not legally be changed by the County.

Discussion ensued on Juneteenth as a holiday and which County holidays could be removed.

Bo Hancock, 3165 Wiggins Road, suggested letting County employees decide on whether to get a pay raise or to get another paid holiday.

Commissioner Hale recommended recognizing the holiday through a proclamation but not necessarily designating it as a paid County holiday where employees would be off work.

Discussion ensued on the issue.

**The Board agreed by consensus to have County Attorney Morrison draft a proclamation for the next meeting recognizing June 19<sup>th</sup> as Juneteenth instead of making it a County holiday.**

**The tenth item on the agenda** was Additional Agenda Items.

There were none.

**The eleventh item on the agenda** was Administrator's comments and information.

County Administrator Scott commented on debris pickup from the recent thunderstorm, announcing that citizens could place their storm debris along County road rights-of-way and it would be picked up between May 28<sup>th</sup> and June 7<sup>th</sup>. After the 7<sup>th</sup>, there would be no more debris pick-up. He clarified that it was not for land clearing and other debris, only for the debris caused by the thunderstorm. He also clarified it would not apply to private roads, only County roads.

Commissioner Hale noted that in a meeting earlier in the day, the State had mentioned they would be picking up debris from State road rights-of-way, County roads, dirt roads, etc.

County Administrator Scott updated the Board on various road projects, noted FEMA's commendation of Suwannee County's solid waste collection and disposal management, and noted flags had been placed at all the collection sites. He added that the company approved at the last meeting for solid waste pickup had agreed to four cycles per year at the same rate as the three and half cycles submitted in their bid. County Administrator Scott announced open positions at the County Offices and encouraged people to apply, noted an upcoming Regional Utilities meeting June in Lake City, thanked Parks and Recreation for setting up Exhibition II for tonight's meeting, and noted that as the County was in budget preparation time, staff was reviewing various County equipment to determine what needed updating, replacing, etc., as well as cost-effective options to procure the needed equipment upgrades.

**The twelfth item on the agenda** was Board Members' inquiries, requests, and comments.

Commissioner Hale thanked employees for their work, the American Patriots for their educational event, and the citizens for their neighborly attitudes during and after the storms that affect the County.

Commissioner White also thanked the American Patriots for their event and noted the memorial crosses in Branford.

Commissioner Perkins thanked County staff for helping citizens with tree debris after the storm and asked for an update on AC installation at the Douglass Center Gymnasium.

County Administrator Scott replied that a grant had been received for the project, but they were waiting on information needed from the State. He would contact Maintenance Director Marc Durham for an update on when the project would begin.

Chairman Land suggested asking the County’s lobbyist Mike Grissom to help expedite the State’s portion of the project and grant.

Commissioner Mobley thanked County and road staff and asked for prayers for a citizen.

Chairman Land echoed the other Commissioner’s comments and thanked Fire-Rescue staff for their work to put up crosses around town for Memorial Day. He also thanked the American Patriots for holding their political event and thanked staff for their work after the storm.

Commissioner Perkins asked how people could add names to the crosses. Chairman Land replied that they could contact Fire Chief Hand on adding a cross for veterans that did not yet have one.

County Administrator Scott stated that the next LSE meeting would be Tuesday, May 28<sup>th</sup> at 8:30 a.m. at the Airport.

**Commissioner White moved to adjourn the meeting. Commissioner Perkins seconded, and the motion carried unanimously.**

There being no further business to discuss, the meeting adjourned at 6:47 p.m.

ATTEST:

\_\_\_\_\_, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT

\_\_\_\_\_  
TRAVIS LAND, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
COUNTY COMMISSIONERS

8:30 a.m.

The Suwannee County Board of County Commissioners met on the above date and time for an emergency meeting and the following were present: Chairman Travis Land; Commissioner Don Hale; Commissioner Maurice Perkins; and Commissioner Leo Mobley. Commissioner Franklin White was not present. Deputy Clerks Eric Musgrove and Logan Woods; County Administrator Greg Scott; and County Attorney Adam Morrison were also present.

Chairman Land called the meeting to order at 8:36 a.m.

**The first item on the agenda** was to approve the renewal of a resolution declaring a Local State of Emergency (LSE) due to the severe thunderstorm that struck Suwannee County on May 10, 2024.

County Attorney Morrison noted that the wording of the LSE had been changed after discussions with other county attorneys and a review of the Florida Statutes to allow for the “political subdivision” to extend the LSE, not necessarily the County Commission as a whole. He recommended that the chair or vice-chair be authorized to extend the State of Emergency in between regular Board meeting dates.

County Administrator Scott stated that notice would need to be made at the next regular meeting that the LSE had been extended, and it could still be extended at a Board meeting if there were any changes or if something else beyond the normal work transpired.

It was noted that the LSE would need to be extended next Monday, before the regular meeting on Tuesday afternoon.

County Attorney Morrison stated that the wording of the LSE extension would not change when it was extended by the chair or vice-chair and wording had been placed in the LSE to that fact.

**Commissioner Perkins moved to renew a Local State of Emergency due to the severe thunderstorm that struck Suwannee County on May 10, 2024. Commissioner Mobley seconded, and the motion carried unanimously (4-0). (Resolution No. 2024-37-03)**

May 28, 2024  
Emergency Meeting  
Airport Conference Room  
Live Oak, Florida

County Administrator Scott updated the Board on Florida Department of Transportation (FDOT) assistance with debris cleanup, adding that it would start today and proceed through about June 7<sup>th</sup>.

**Commissioner Hale moved to adjourn the meeting. Commissioner Perkins seconded, and the motion carried unanimously (4-0).**

There being no further business to discuss, the meeting adjourned at 8:48 a.m.

ATTEST:

\_\_\_\_\_, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT

\_\_\_\_\_  
TRAVIS LAND, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
COUNTY COMMISSIONERS

# PROCLAMATIONS AND PRESENTATIONS



Presentation of Proclamation proclaiming June 19<sup>th</sup> as "Juneteenth Day." (Robert Ford)

**A PROCLAMATION OF THE BOARD OF COUNTY COMMISSIONERS OF SUWANNEE COUNTY RECOGNIZING AND CELEBRATING THE IMPORTANCE OF JUNE 19<sup>th</sup> AS JUNETEENTH DAY**

WHEREAS, Juneteenth, or Juneteenth Independence Day, commemorates the traditional observance of the end of slavery in the United States and is observed annually on June 19; and,

WHEREAS, President Abraham Lincoln declared that “in giving freedom to the slave, we assure freedom to the free – honorable alike in what we give, and what we preserve. We shall nobly save, or meanly lose, the last best hope of earth;” and,

WHEREAS, on January 1, 1863, President Lincoln issued the Emancipation Proclamation, declaring that “all persons held as slaves within any State or designated part of a State ... shall be then, thenceforward, and forever free; and,

WHEREAS, President Lincoln correctly believed slavery to be in violation of the principles of the Declaration of Independence and that its abolition represented a “new birth of freedom” for the United States; and,

WHEREAS, more than two years would pass before the news reached African Americans living in Texas when on June 19, 1865, Union Major General Gordon Granger and his regiment arrived in Galveston and spread the word that slavery had been abolished; and,

WHEREAS, the following year, the first official Juneteenth celebrations took place in Texas and have continued across the United States throughout the years; and,

WHEREAS, emancipation in Florida was proclaimed in Tallahassee on May 20, 1865, and for this reason Floridians traditionally celebrate Emancipation Day on May 20; and,

WHEREAS, Juneteenth is the oldest nationally celebrated commemoration of the ending of slavery; and,

WHEREAS, Juneteenth is an important opportunity to honor the principles of the Declaration of Independence and celebrate the achievements and contributions African Americans have made, and continue to make in Suwannee County, the State of Florida and across the United States.

NOW THEREFORE, we the Board of County Commissioners of Suwannee County, Florida hereby proclaim June 19<sup>th</sup> as Juneteenth and encourage all citizens to commemorate, celebrate and educate themselves and others about its meaning and to appreciate the freedoms to all it represents.

SUWANNEE COUNTY RESOLUTION NO.: \_\_\_\_\_

**PASSED AND DULY ADOPTED** in regular session with a quorum present and voting, by the Board of County Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest:

BOARD OF COUNTY COMMISSIONERS OF  
SUWANNEE COUNTY, FLORIDA

\_\_\_\_\_  
Barry A. Baker  
County Clerk

\_\_\_\_\_  
Travis Land  
Chairperson

SUWANNEE COUNTY RESOLUTION NO.: \_\_\_\_\_

## **Agenda Item No. 3**

Approval of payment of processed invoices.

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

**Objective:**

Set date, time, and location of Budget Workshops.

**Considerations:**

The following date, time, and location have been provided for Board consideration:

Budget Workshops (2)  
Wednesday, August 7, 2024, and Thursday, August 8, 2024  
Time: 9:00 a.m.  
Location: Judicial Annex

**Budget Impact:**

N/A

**Recommendation:**

Staff respectfully requests that the Suwannee County Board of County Commissioners approve the date, time, and location of budget workshops.

Respectfully submitted,

Greg Scott,  
County Administrator

Dated: June 4, 2024

## **Suwannee County Airport Executive Summary**

### Objective:

To approve the application for Federal Aviation Administration (FAA) grant for the purpose of Runway 07-25 Rehabilitation – Design and Bid Phase Services at the Suwannee County Airport, pending the successful completion of Independent Fee Estimate.

### Considerations:

FAA grant application is for the design phase of Runway 07-25 Rehabilitation.

FDOT funding for design phase of Runway 07-25 Rehabilitation was approved March 21, 2023.

Independent Fee Estimate currently in progress and is estimated to be completed within a week.

Budget Impact: No impact, application for remaining project funds.

### Recommendation:

We respectfully request the Suwannee County Board of County Commissioners to approve FAA Grant application for the Runway 07-25 Rehabilitation – Design and Bid Phase Services at the Suwannee County Airport, to approve the required resolution and to authorize staff to sign all related documents.

Respectfully submitted:

Date: June 4, 2024

John Duhaime  
Suwannee County, Airport Manager

June 5, 2024

Ms. Hilary Maull  
Program Manager  
Federal Aviation Administration  
Orlando Airports District Office  
8427 South Park Circle, Suite 524  
Orlando, FL 32819

Dear Ms. Maull:

Subject: Suwannee County Airport – 24J (Live Oak, FL)  
FY 2024 Airport Improvement Program  
**Grant Application**

Enclosed please find a FY2024 Airport Improvement Program grant application for the following project at the Suwannee County Airport:

1. Runway 07-25 Rehabilitation – Design and Bid Phase Services

The following items are enclosed for each of the above projects in the grant application:

- ✓ Grant Application Documents Checklist
- ✓ Standard Form 424 - Application for Federal Assistance
- ✓ SF 5100-100, with Application Narrative
- ✓ Project Specific Checklist
- ✓ Project Cost Breakdown
- ✓ Project Sketch
- ✓ Airport Property Map
  - Incorporated by Reference
- ✓ Individual Project Schedule
- ✓ FAA Orlando Airport District Office – Categorical Exclusion (CATEX) Short Form
- ✓ Exhibit “C” – Title Opinion

The following items are enclosed to supplement the above grant application:

- ✓ Professional Services Agreement
- ✓ Independent Fee Estimate
- ✓ Sponsor Certifications

We appreciate your consideration of this project. Please let me know if you have any questions or comments.

Sincerely,

Greg Scott  
Suwannee County Administrator

Enclosure

Copy: John Duhaime, Airport Manager (w/ enclosure)  
Bill Prange, AECOM (w/ enclosure)  
FDOT D2 Aviation office (w/ enclosure)

**GRANT APPLICATION DOCUMENTS CHECKLIST**

## AIP Grant Application Checklist

**AIRPORT NAME:** Suwannee County Airport – 24J **DATE:** 06/05/2024

**SYSTEM FOR AWARD MANAGEMENT (SAM) CAGE CODE #:** 5FD17

**SYSTEM FOR AWARD MANAGEMENT (SAM) EXPIRATION DATE:** October 10, 2024

This checklist (and attached instructions) is a tool to assist a grantee (airport sponsor) in identifying the requirements and considerations associated with preparing an Airport Improvement Program (AIP) grant application package for submittal to the FAA. Airport sponsors should read and consider each of the items carefully. **Some of the items can be answered by simply checking the “Yes” and “No” boxes while others require providing additional information as part of the airport’s request for AIP funds.**

Ref.		Yes	No	N/A	Comments Attached
<b>ITEMS REQUIRED TO COMPLETE APPLICATION REVIEW:</b>					
1.	Standard Form 424 <i>(signed)</i>	X			
2.	Project Cost Breakdown <i>(attached)</i>	X			
3.	Project Sketch <i>(at the request of the ADO)</i>	X			
4.	Project Narrative <i>(attached or within Form 5100-100/101 Part IV)</i>	X			
5.	Form 5100-100 (parts II – IV) <i>(airport development grants)</i> Form 5100-101 (parts II- IV) <i>(planning grants)</i>	X			
6.	Bid Tabulations/Negotiated Amounts <i>(attached or previously submitted to the ADO)</i>			X	
7.	Exhibit A <i>(attached or previously submitted to the ADO)</i>			X	Airport Property Map Previously Submitted with ALP
8.	Title Certificate or Long Term Lease Agreement <i>(at the request of the ADO)</i>	X			Title Opinion included

**STANDARD FORM 424 – APPLICATION FOR FEDERAL ASSISTANCE**

**Application for Federal Assistance SF-424**

*1. Type of Submission: Preapplication Application Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): New Continuation * Other (Specify) Revision
---	---

\*3. Date Received: \_\_\_\_\_ 4. Applicant Identifier: \_\_\_\_\_

5a. Federal Entity Identifier: _____	*5b. Federal Award Identifier: _____
--------------------------------------	--------------------------------------

**State Use Only:**

6. Date Received by State: _____	7. State Application Identifier: _____
----------------------------------	--

**8. APPLICANT INFORMATION:**

\*a. Legal Name: \_\_\_\_\_

*b. Employer/Taxpayer Identification Number (EIN/TIN): _____	*c. UEI: _____
--	----------------

**d. Address:**

\*Street 1: \_\_\_\_\_  
Street 2: \_\_\_\_\_  
\*City: \_\_\_\_\_  
County/Parish: \_\_\_\_\_  
\*State: Province: \_\_\_\_\_  
\*Country: \_\_\_\_\_  
\*Zip / Postal Code \_\_\_\_\_

**e. Organizational Unit:**

Department Name: _____	Division Name: _____
------------------------	----------------------

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: \_\_\_\_\_ \*First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_  
\*Last Name: \_\_\_\_\_  
Suffix: \_\_\_\_\_

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

Organizational Affiliation: \_\_\_\_\_

\*Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

\*Email: \_\_\_\_\_

**Application for Federal Assistance SF-424**

**\*9. Type of Applicant 1: Select Applicant Type:**

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10. Name of Federal Agency:**

**11. Catalog of Federal Domestic Assistance Number:**

\_\_\_\_\_

CFDA Title:

\_\_\_\_\_

**\*12. Funding Opportunity Number:**

\_\_\_\_\_

\*Title:

\_\_\_\_\_

**13. Competition Identification Number:**

\_\_\_\_\_

Title:

\_\_\_\_\_

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\*15. Descriptive Title of Applicant's Project:**

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\*a. Applicant:

\*b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\*a. Start Date:

\*b. End Date:

**18. Estimated Funding (\$):**

\*a. Federal \_\_\_\_\_  
\*b. Applicant \_\_\_\_\_  
\*c. State \_\_\_\_\_  
\*d. Local \_\_\_\_\_  
\*e. Other \_\_\_\_\_  
\*f. Program Income \_\_\_\_\_  
\*g. TOTAL \_\_\_\_\_

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_ .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\*20. Is the Applicant Delinquent On Any Federal Debt?**

Yes      No

If "Yes", explain:

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: \_\_\_\_\_ \*First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_  
\*Last Name: \_\_\_\_\_  
Suffix: \_\_\_\_\_

\*Title:

\*Telephone Number:

Fax Number:

\* Email:

\*Signature of Authorized Representative:

\*Date Signed:

**STANDARD FORM 5100-100**



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-100, Application for Federal Assistance (Development and Equipment Projects)**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 28 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200; no assurance of confidentiality is provided. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

### **INSTRUCTIONS FOR FORM 5100-100**

#### **PART I – Application for Federal Assistance**

Part I of the Application for Federal Assistance consists of a completed Standard Form (SF) 424. The remaining parts of Form 5100-100 (Parts II, III and IV) represent continuation pages that the Sponsor must attach to the associated SF-424 form. The signature of the Sponsor's authorized representative on the SF-424 form represents acceptance of the representations and certifications made within the corresponding FAA 5100-100 form.

#### **PART II – Project Approval Information**

This information is necessary for the Federal Aviation Administration to evaluate this request for Federal assistance. Responses do not require an explanation unless explicitly requested by the question.

##### **SECTION A. STATUTORY CONDITIONS**

**Item 1** – Indicate whether the Sponsor maintains an active registration in the Federal System for Award Management (SAM). Pursuant to 2 CFR §25.200(b), a Sponsor must maintain an active registration in the Central Contractor Registration repository (housed within SAM) with current information at the time of the application and during the active period of the Federal award.

**Item 2** – Indicate whether the Sponsor can commence the project within the same fiscal year the grant is made or within 6 months of when the grant is made, whichever is later. Attach explanation for negative responses. This information is considered when allocating discretionary funds. (49 U.S.C. § 47115(d)(2))

**Item 3** – Indicate whether the Sponsor can complete the project without unreasonable delays. If applicable, provide listing of foreseeable events (winter shutdown, land acquisition issues, non-aeronautical events, etc.) that have potential to delay completion of the project. (49 USC § 47106(a))

**Item 4** – Indicate whether the environmental review (i.e. environmental assessment, mitigated FONSI, etc.) identified impacts or effects on the environment that require mitigating measures that lessen the impact or effect on the environment. If yes, provide a summary listing of mitigating measures. (49 U.S.C. § 47106(c))

**Item 5** – Indicate whether the project covered by this request is also covered by an approved Passenger Facility Charge (PFC) application or other Federal assistance program by selecting all applicable check boxes (49 U.S.C. § 40117(d) and 2 CFR § 200.403). If the approved PFC application only addresses the Sponsor's AIP matching share, select the appropriate check box.

If the project, or portions thereof, is covered by another Federal assistance program, identify the Federal assistance program by name and the Catalog of Federal Domestic Assistance (CFDA) number.

**Item 6** – Indicate whether the Sponsor intends to seek reimbursement of Sponsor indirect costs as defined by 2 CFR §200.414 and 2 CFR Appendix VII to Part 200. This information request **does not** include the indirect costs claimed by a for-profit entity (e.g. consultant).

- The de minimis rate may only be used if the Sponsor has not previously received a negotiated Indirect Cost Rate (ICR) and does not exceed the limitations prescribed in Appendix VII to Part 200.
- A Sponsor with an existing approved negotiated ICR must identify the ICR value, the name of the cognizant agency that approved the ICR and the date of approval.

#### **SECTION B. CERTIFICATION REGARDING LOBBYING**

This section addresses the Sponsor's declaration regarding lobbying activities. The declaration made in the section are under signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached.

Title 31 U.S.C. § 1352 establishes that no appropriated funds may be expended by a recipient of a Federal grant to pay any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this covered Federal assistance action. Pursuant to 40 CFR part 20, this certification attests that the Sponsor has not made, and will not make, any payment prohibited payment by 31 U.S.C. § 1352.

## SECTION C. REPRESENTATIONS AND CERTIFICATION

1. **Compatible Land Use** (49 U.S.C. § 47107(a)(10)) – Identify actions the Sponsor has taken to assure land uses in close proximity to the airport are compatible with normal airport operations.
2. **Defaults** – Confirm that Sponsor is not in default on any obligation to the United States or any agency of the United States government.
3. **Possible Disabilities** – Confirm that Sponsor has no facts or circumstances (i.e. legal, financial or otherwise) that might adversely affect the Sponsor in completing the project and carrying out the provisions of the associated Grant Assurances.
4. **Consistency with Local Plans** (49 U.S.C. § 47106(a)) – Confirm project is consistent with plans (existing at the time the project is approved) of public agencies authorized by the State in which the airport is located to plan.
5. **Consideration of Local Interests** (49 U.S.C. § 47106(b)) – Confirm the Sponsor has given fair consideration to the community in and near the project.
6. **Consultation with Users** (49 U.S.C. § 47105(a)) - Confirm the Sponsor has consulted with airport users that will be affected by the project.
7. **Public Hearings** (49 U.S.C. § 47106(c)) – For projects involving the location of an airport, runway or major runway extension, confirm the Sponsor:
  - a. Provided an opportunity for a public hearing to consider economic, social and environmental effects of the project.
  - b. Has voting representation from the communities in which the project is located; or has advised the communities that they have the right to petition the Secretary about the proposed project.
8. **Air and Water Quality Standards** - Confirm Sponsor will comply with applicable air and water quality standards.
9. **Exclusive Rights** (49 U.S.C. § 47107(a)) – Identify all instances of exclusive rights to conduct aeronautical services at the airport.
10. **Land (49 U.S.C. § 47106(b))** –
  - a. Identify property interests specific to the development project and/or land acquisition. The declaration of property interest is to be based upon a title opinion submitted by an attorney. When identifying the property interest, use the same parcel numbers as used to identify the property on the associated Exhibit A property map.  
Example: “*Sponsor maintains property interest as depicted within the property table on the Exhibit A property map dated \_\_/\_\_/\_\_ originally filed with AIP Project ###.*”
  - b. Complete this subpart if the Sponsor proposes a project for which they have not yet obtained appropriate property interests. Note that the work may not commence until Sponsor obtains acceptable property interests. Identify such property by parcel number that corresponds to the associated Exhibit A property map.
  - c. Complete this subpart when acquiring property interests under the grant. Identify such property by parcel number that corresponds to the associated Exhibit A property map.

## **PART III – Budget Information**

### **SECTION A. GENERAL**

**1. Assistance Listing Number** - Show the Assistance Listing Number from which the assistance is requested.

**2. Functional or Other Breakout:** Indicate “Airport Improvement Program”. Prepare a separate set of Part III forms for other Federal program categories.

### **SECTION B. CALCULATION OF FEDERAL GRANT**

When applying for a new grant, use the Total Amount Column only. Use all columns when requesting revisions of previously awarded amounts.

**Line 1** - Enter amounts needed for administration expenses, which may include such items as: legal fees, mailing/shipping expenses, audit fees and documented Sponsor employee time that is necessary to administer the grant.

**Line 2** - Enter amounts pertaining to allowable preliminary expenses. These include such expenses as independent fee estimate preparation, advertising expenses and permits.

**Line 3** - Enter amounts directly associated with the acquisition of land, existing structures, and related right-of-way.

**Line 4** - Enter fees for architectural engineering basic services.

**Line 5** - Enter amounts for architectural engineering special services (e.g. surveys, tests and borings).

**Line 6** - Enter fees for inspection, testing and monitoring of construction and related programs.

**Line 7** - Enter amounts associated with the development of land where the primary purpose of the grant is land improvement. Site work normally associated with major construction should be excluded from this category and shown on line 11.

**Line 8** - Enter the dollar amounts needed to provide relocation advisory assistance, and the net amounts for replacement (last resort) housing. Do not include relocation administration expenses on this Line; include them on Line 1.

**Line 9** - Enter the estimated amount of relocation payments to be made to displaced persons, business concerns, and non-profit organizations for moving expenses and replacement housing.

**Line 10** - Enter the cost of demolition or removal of improvements on developed land. Reduce the costs on this line by the amount of expected proceeds from the sale of salvage, if so instructed by the Federal grantor agency. Otherwise, show the proceeds on Line 15.

**Line 11** - Enter amounts for the actual construction of, addition to or restoration of a facility. Include in this category the amounts of project improvements such as grading, drainage, paving, marking, lighting, buildings, seeding/sodding, etc.

**Line 12** - Enter amounts for equipment. Examples include ARFF vehicles, SRE equipment, AWOS equipment, interactive training, NAVAID equipment, etc.)

**Line 13** - Enter miscellaneous amounts for items not specifically covered by previous categories.

**Line 14** - Enter the sum of Lines 1-13.

**Line 15** - Enter the estimated amount of program income that will be earned during the grant period and applied to the program. Examples include vehicle trade-in value, sale of millings resulting from project, credits passed on from contractor, etc. This line may be used to indicate applied liquidated damages.

**Line 16** - Enter the difference between Line 14 and Line 15.

**Line 17** - Enter the aggregate amount for those items, which are a part of the project but not subject to Federal participation. Refer to Section C, exclusions.

**Line 18** - Enter the subtotal sum of Lines 16 and 17. (This is the amount to which the matching share ratio prescribed in program legislation is applied.)

**Line 19** - Indicate the total amount of the Federal assistance requested. This value is determined by multiplying the grant participation rate by the amount indicated in line 18.

**Line 20** - Indicate the amount of the Grantee's share (from Section D).

**Line 21** - Indicate the amount of other shares (from Section D)

**Line 22** - Indicate sum of Lines 19, 20 and 21.

#### **SECTION C. EXCLUSIONS**

**Line 23 a-g** - Identify and list those costs which are part of the project cost but are not subject to Federal participation because of program legislation or Federal grantor agency instructions. The total amount on Line g should agree with the amount shown on Line 17 of Section B.

#### **SECTION D. PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE**

**Line 24 a-g** - Show the source of the grantee's share. If cash is not immediately available, specify the actions completed to date and those actions remaining to make cash available under Section E - Remarks. Indicate also the period of time that will be required after execution of the grant agreement to obtain the funds. If there is a non-cash contribution, explain what this contribution will consist of.

**Line 24h** - Indicate total of Lines 24 a-g. This amount must equal the amount in Section B, Line 20.

**Line 25a** - Show the amount that will be contributed by a State or state agency, only if the applicant is not a State or state agency. If there is a non-cash or other contribution, explain what the contribution will consist of under Section E - Remarks.

**Line 25b** - Show the amount that will be contributed from other sources. If there is a non-cash contribution, explain what the contribution will consist of under Section E - Remarks.

**Line 25c** - Show the total of Lines 25a and 25b. This amount must be the same as the amount shown in Section B, Line 21.

**Line 26** - Enter the totals of Lines 24h and 25c.

#### **SECTION E. OTHER REMARKS**

Make any remarks pertinent to the project and provide any other information required by these instructions or the grantor agency. Attach additional sheets, if necessary.

## **PART IV – Program Narrative**

Prepare the program narrative statement in accordance with the following instructions for all new grant programs. Requests for supplemental assistance should be responsive to Item 5b only. Requests for continuation or refunding or other changes of an approved project should be responsive to Item 5c only.

### **1. OBJECTIVES AND NEED FOR THIS ASSISTANCE**

Provide a short and concise description of the proposed improvement. Include a narrative on why this improvement is needed.

### **2. RESULTS OR BENEFITS EXPECTED**

Identify results and benefits to be derived. For example, include a description of who will occupy the facility and show how the facility will be used. For land acquisition or development projects, explain how the project will benefit the public.

### **3. APPROACH**

- a. Outline a plan of action pertaining to the scope and detail of how the Sponsor proposes to accomplish the work.
- b. Cite factors, which might accelerate or decelerate the work, and your reason for taking this approach as opposed to others. Describe any unusual features of the project such as construction approach, reductions in cost or time or extraordinary social and community involvements.
- c. Provide projections of project milestone dates. As a minimum, identify target dates for defining project costs (i.e. bid opening or completion of negotiations), anticipated issuance of notice-to-proceed and anticipated project completion date.
- d. Identify monitoring and oversight mechanisms the Sponsor proposes to implement.
- e. List key individuals and entities such as consultant, Sponsor personnel and contractor who will work on the project. Provide a short description of the nature of their effort or contribution.

### **4. GEOGRAPHIC LOCATION**

Identify location of the project. This will typically be the name of the airport.

### **5. IF APPLICABLE, PROVIDE THE FOLLOWING INFORMATION:**

- a. Describe the relationship between this project and other work planned, anticipated or underway under the Federal Assistance listed under Part II, Section A, Item 5.
- b. Explain the reason for all requests for supplemental assistance and justify the need for additional funding.
- c. If there have been significant changes in the project objectives, location, approach or time delays, explain and justify. For other requests for changes or amendments, explain the reason for the change(s). If the scope, budget, or objectives have changed or an extension of time is necessary, explain the circumstances and justify.

### **6. SPONSOR'S REPRESENTATIVE**

Identify contact information of Sponsor's representative.



**PART II - SECTION B**

**Certification Regarding Lobbying**

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**PART II – SECTION C**

The Sponsor hereby represents and certifies as follows:

**1. Compatible Land Use** – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

**2. Defaults** – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

**3. Possible Disabilities** – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

**4. Consistency with Local Plans** – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

**5. Consideration of Local Interest** – It has given fair consideration to the interest of communities in or near where the project may be located.

**6. Consultation with Users** – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

**7. Public Hearings** – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

**8. Air and Water Quality Standards** – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

**PART II – SECTION C** (Continued)

**9. Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

**10. Land** – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

---

<sup>1</sup> State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

**PART III – BUDGET INFORMATION – CONSTRUCTION**

**SECTION A – GENERAL**

1. Assistance Listing Number:
2. Functional or Other Breakout:

**SECTION B – CALCULATION OF FEDERAL GRANT**

<b>Cost Classification</b>	<b>Latest Approved Amount (Use only for revisions)</b>	<b>Adjustment + or (-) Amount (Use only for revisions)</b>	<b>Total Amount Required</b>
1. Administration expense			
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous			
14. <b>Subtotal</b> (Lines 1 through 13)			
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. <b>Less:</b> Ineligible Exclusions (Section C, line 23 g.)			
18. <b>Subtotal</b> (Lines 16 through 17)			
19. Federal Share requested of Line 18			
20. Grantee share			
21. Other shares			
22. <b>TOTAL PROJECT</b> (Lines 19, 20 & 21)			

<b>SECTION C – EXCLUSIONS</b>	
<b>23. Classification (Description of non-participating work)</b>	<b>Amount Ineligible for Participation</b>
a.	
b.	
c.	
d.	
e.	
f.	
g. <b>Total</b>	

<b>SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE</b>	
<b>24. Grantee Share – Fund Categories</b>	<b>Amount</b>
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. <b>TOTAL</b> - Grantee share	
<b>25. Other Shares</b>	<b>Amount</b>
a. State	
b. Other	
c. <b>TOTAL</b> - Other Shares	
<b>26. TOTAL NON-FEDERAL FINANCING</b>	

<b>SECTION E – REMARKS</b> (Attach sheets if additional space is required)

**PART IV – PROGRAM NARRATIVE**  
*(Suggested Format)*

<b>PROJECT:</b>
<b>AIRPORT:</b>
<b>1. Objective:</b>
<b>2. Benefits Anticipated:</b>
<b>3. Approach:</b> (See approved Scope of Work in Final Application)
<b>4. Geographic Location:</b>
<b>5. If Applicable, Provide Additional Information:</b>
<b>6. Sponsor's Representative:</b> (include address & telephone number)

**PROJECT SPECIFIC CHECKLIST**

Project Specific Checklist  
Application for Federal Assistance  
FAA Form 5100-100, Part IV, Program Narrative

Project Description:
Runway 07-25 Rehabilitation – Design and Bid Phase Services
Live Oak, Suwannee County, FL

<b>Items a. thru pp. must be answered for each individual project: (Ref. Order 5100-38D, Chapter 3, Table 3-1)</b>		Yes (y)	No (n)	N/A (n/a)
a.	Is the project eligible?	y		
aa.	Identify eligibility "chapter & verse" from Order 5100-38D, AIP Handbook	Appendix G, Table G-5		
b.	Is the project justified? Does your project narrative address the "Three Basic Tests" as identified in Table 3-4, Order 5100-38D?	y		
c.	Is the project on airport property (with good title)?	y		
cc.	Date of your current Airport Exhibit A on file in ADO:	October 2012		
d.	Is the project on the FAA approved airport layout plan?	y		
dd.	Identify date of FAA approved ALP on file in the ADO:	August 2014		
e.	Has the Sponsor satisfied the intergovernmental review and airport user	y		
f.	Has the FAA completed an environmental finding for the project?	y		
ff.	Provide date of environmental finding/Cat. Ex.?	6/5/2024		
g.	Will the project result in a usable unit of work?	y		
h.	Will the project be planned, designed, and/or constructed to FAA standards?	y		
hh.	If applicable, identify date MOS was approved by FAA.	n/a		
i.	Has the project been procured correctly?	y		
j.	Are the project costs allowable?	y		
k.	Are the project costs necessary to accomplish the project? (Project costs are directly necessary to accomplish the project. Ref. Order 5100-38D, Ch. 3, Section	y		
l.	Were the project costs incurred after the grant was executed? (Ref. Order 5100-38D, Ch. 3, Section 13, for exceptions).	y		
m.	Are the project costs reasonable? (Are Sponsor cost analyses attached? Ref. Order 5100-38D, Ch. 3, Section 14).	y		
n.	Is this the only federal grant containing these project costs? (No "double-dipping"!!!)	y		
o.	Are the project costs within the allowable federal share?	y		
p.	Can the project be completed without unreasonable delay?	y		
pp.	Identify number of calendar days and date after the grant execution date when notice-to-proceed will be issued.	60		
<b>If discretionary funding is being requested for this project answer the following:</b>				
1	Is this project phased?	y		
1a.	If yes, what phase is this?	Design Phase		
1b.	If phased, how does this phase fit into the larger development need?	Design in 2024 and Construct in 2025		
2	What is the total AIP funds spent on previous phases of the project?	\$0		
2a.	What is the total AIP funds requested for this phase in this Application?	\$368,465		
2b.	What is the total AIP funds needed to complete the project beyond this Application ?	\$5,000,000		
<b>If funding requested for this project is for an LOI, provide the following:</b>				
i.	Enter the number of the LOI payment this grant will provide.	n/a		
ii.	Enter the total number of LOI payments - past grant(s), this grant, future grant(s)	n/a		
iii.	Total AIP funds provided to-date including the funds requested in this Application	n/a		
iv.	Total AIP funds approved for the project LOI. (Total LOI payments for entire project).	n/a		

## **PROJECT COST BREAKDOWN**

Project Cost Breakdown  
Application for Federal Assistance  
FAA Form 5100-100, Part IV, Program Narrative

Airport Name / City, FL:

Suwannee County Airport (Live Oak, FL)

Date:

6/5/2024

Reference Application Package Part III - Budget Information	TOTAL
Administrative Expense	\$ 4,000
Preliminary Expense	\$ -
Land, right-of-way	\$ -
Architectural/Engineering Basic Fees (Design & Bid Phase Services)	\$ 375,440
Other architectural engineering fees:	
_ Design Surveying and Geotechnical Work	\$ 17,450
_ Design Testing	\$ 8,015
_ Construction Management Engineering	\$ -
_ Quality Assurance Testing	\$ -
_ Other (Independent Cost Estimate)	\$ 3,000
Project inspection fees	\$ -
Land development	\$ -
Relocation expenses	\$ -
Relocation payments to individuals and businesses	\$ -
Demolition and removal	\$ -
Construction and project improvement	\$ -
Equipment	\$ -
Miscellaneous	\$ -
<b>TOTAL</b>	<b>\$ 407,905</b>
Federal Share (90%)	\$ 367,115
State Share (10%)	\$ 40,790
Sponsor Share	\$ -

**PROJECT COST INFORMATION**

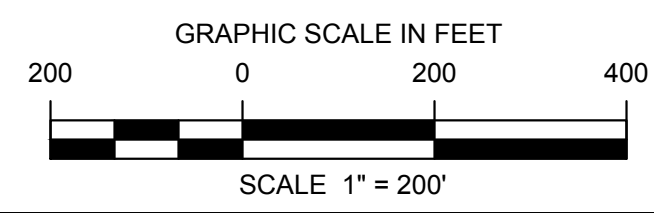
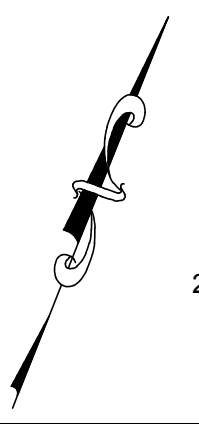
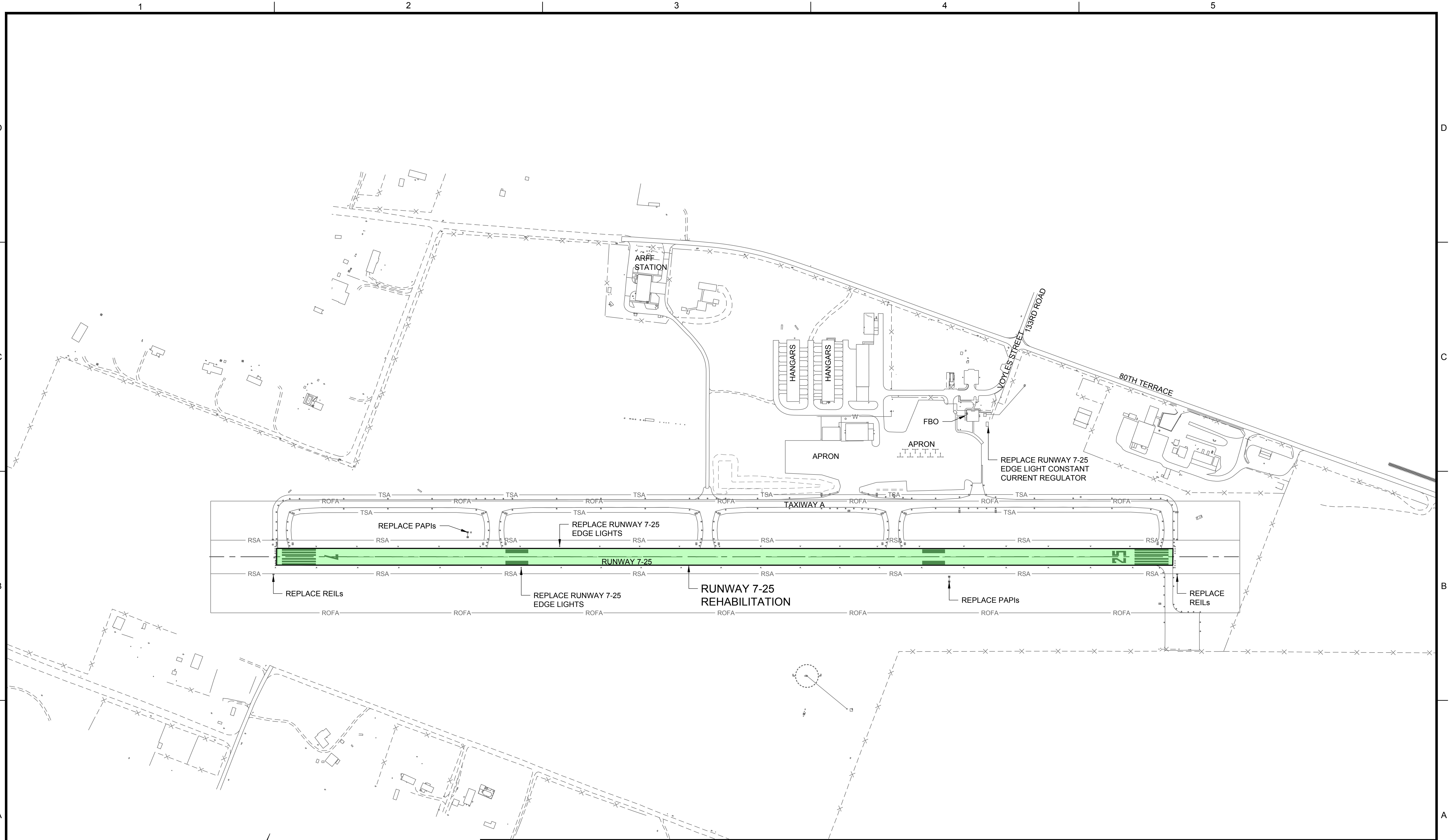
TOTAL COST (AIP Eligible)	FAA SHARE	STATE SHARE	SPONSOR SHARE
\$ 407,905	\$ 367,115	\$ 40,790	\$ -

**PROJECT COST INFORMATION**

TOTAL COST (AIP Eligible)	Fund Type	Funds Available	Funds to be Used	Funds Remaining
	NP2021	\$ 3,917	\$ 3,917	\$ -
	NP2022	\$ -	\$ -	\$ -
	NP2023	\$ 150,000	\$ 150,000	\$ -
	NP2024	\$ 150,000	\$ 150,000	\$ -
	Discretionary 2024	\$ 63,198	\$ 63,198	\$ -
	<b>TOTAL</b>	<b>\$ 367,115</b>	<b>\$ 363,198</b>	<b>\$ -</b>

## **PROJECT SKETCH**

FILE NAME: L:\DCS\Projects\Legacy\_A\PLANS\Suwannee\FY2024 - Projects\RW 7-25 Rehabilitation\Proposals\Exhibits\CAD\RW 7-25\Suwannee Project Sketch\_RV 7-25.dwg LAYOUT NAME: EXH2 PLOTTED: Thursday, April 18, 2024 - 7:28am USER: kell.jberry



DATE	DESCRIPTION	BY	AUTH

**Suwannee County Airport**  
 13308 80th Terrace  
 Live Oak, Florida, 32060

**AECOM**  
 AECOM Technical Services, Inc.  
 7650 West Courtney Campbell Causeway  
 Tampa, FL 33607-1462  
 Tel: 813.286.1711  
 Certificate of Authorization No. 8115

PM:	KLP
DWG. BY:	SJ
CHK. BY:	KLP
DSG. BY:	RJS
SCALE:	AS NOTED
PROJECT NO.	
DATE:	APRIL 2024

SUWANNEE COUNTY AIRPORT	
<b>RUNWAY 7-25 REHABILITATION</b>	
SHEET TITLE	SHEET NO.
<b>PROJECT SKETCH</b>	

## **INDIVIDUAL PROJECT SCHEDULE**

## SUWANNEE COUNTY AIRPORT – 24J

### Runway 07-25 Rehabilitation – Design and Bid Phase Services

#### PROPOSED PROJECT SCHEDULE

<u>Proposed Project Schedule:</u>	<u>Dates:</u>
Selection of Consultant	10/15/2019
Pre-application Submittal to FAA	11/16/2023
Application Submittal to FAA (Design)	06/2024 (Design)
Grant Offer (Design)	09/2024 (Design)
Execution of FAA Grant (Design)	09/2024 (Design)
Notice to Proceed to Consultant	09/2024 (Design)
Pre-design Meeting	10/2024
Completion of Plans and Specification, and Eng. Report	04/2025
Submit Plans and Specs to FAA and FDOT	04/2025
Advertisement of Project for Bids	04/2025
Bid Opening	05/2025
Bid Tabulation Submittal and Recommendation of Award	05/2025
Application Submittal to FAA (Construction)	05/2025 (Construction)
Grant Offer (Construction)	09/2025 (Construction)
Execution of FAA Grant (Construction)	09/2025 (Construction)
Pre-construction Conference	10/2025
Notice to Proceed to Contractor	10/2025
Substantial Completion of Construction	06/2026
Final Inspection	07/2026
Project Close-Out	08/2026

**CATEX SHORT FORM**

**FAA ORLANDO AIRPORTS DISTRICT OFFICE – CATEGORICAL EXCLUSION (CATEX)  
SHORT FORM**

Airport: \_\_\_\_\_ Project Title: \_\_\_\_\_

Use this CATEX Short Form if the Proposed Action is a federal action subject to NEPA and normally would not individually or cumulatively have a significant effect on the human environment. **Identify the applicable paragraph on the line below from FAA Order 1050.1F, paragraphs 5-6.1 through 5-6.6 for the Proposed Action.**

\_\_\_\_\_.

**List** all components of the Proposed Action and Connected Actions (if any) on a separate sheet. *A CATEX should not be used for a segment or an interdependent part of a larger proposed action.* **Include** a summary of existing conditions at the Proposed Action site. **Attach** a site map identifying the Proposed Action area on the airport's current ALP and a recent aerial of the Proposed Action area.

**Certify** that the Proposed Action and Connected Actions are **NOT** likely to have extraordinary circumstances or significant impacts. Significance thresholds and factors to consider are in FAA Order 1050.1F Exhibit 4-1. Extraordinary circumstances are listed in FAA Order 1050.1F paragraph 5-2, and summarized below:

- An adverse effect on cultural resources protected under the National Historic Preservation Act of 1966, as amended, 54 U.S.C. §300101 et seq.;
- An impact on properties protected under Section 4(f);
- An impact on natural, ecological, or scenic resources of Federal, state, tribal, or local significance (e.g., federally listed or proposed endangered, threatened, or candidate species, or designated or proposed critical habitat under the Endangered Species Act, 16 U.S.C. §§ 1531-1544);
- An impact on the following resources: resources protected by the Fish and Wildlife Coordination Act, 16 U.S.C. §§ 661-667d; wetlands; floodplains; coastal zones; national marine sanctuaries; wilderness areas; National Resource Conservation Service-designated prime and unique farmlands; energy supply and natural resources; resources protected under the Wild and Scenic Rivers Act, 16 U.S.C. §§ 1271-1287, and rivers or river segments listed on the Nationwide Rivers Inventory (NRI); and solid waste management;
- A division or disruption of an established community, or a disruption of orderly, planned development, or an inconsistency with plans or goals that have been adopted by the community in which the project is located;
- An increase in congestion from surface transportation (by causing decrease in level of service below acceptable levels determined by appropriate transportation agency, such as a highway agency);
- An impact on noise levels of noise sensitive areas;
- An impact on air quality or violation of Federal, state, tribal, or local air quality standards under the Clean Air Act, 42 U.S.C. §§ 7401-7671q;
- An impact on water quality, sole source aquifers, a public water supply system, or state or tribal water quality standards established under the Clean Water Act, 33 U.S.C. §§ 1251-1387, and the Safe Drinking Water Act, 42 U.S.C. §§ 300f-300j-26;
- Impacts on the quality of the human environment that are likely to be highly controversial on environmental grounds. The term "highly controversial on environmental grounds" means there is a substantial dispute involving reasonable disagreement over the degree, extent, or nature of a proposed action's environmental impacts or over the action's risks of causing environmental harm.
- Likelihood to be inconsistent with any Federal, state, tribal, or local law relating to the environmental aspects of the proposed action; or
- Likelihood to directly, indirectly, or cumulatively create a significant impact on the human environment, including, but not limited to, actions likely to cause a significant lighting impact on residential areas or commercial use of business properties, likely to cause a significant impact on the visual nature of surrounding land uses, likely to cause environmental contamination by hazardous materials, or likely to disturb an existing hazardous material contamination site such that new environmental contamination risks are created.

Based on the information in this Short Form CATEX and supporting information, I certify that the Proposed Action and Connected Actions meet(s) all requirements for a CATEX in accordance with FAA Order 1050.F and do not have any extraordinary circumstances or significant impacts.

\_\_\_\_\_  
Signature of Authorized Airport Representative Date

FAA Determination (signature of Program Manager):

Categorically Excluded: \_\_\_\_\_ Date: \_\_\_\_\_

Requires further environmental analysis: \_\_\_\_\_ Date: \_\_\_\_\_

**CATEGORICAL EXCLUSION ENVIRONMENTAL DETERMINATION CHECKLIST**

Airport: \_\_\_\_\_

Prepared and certified by: \_\_\_\_\_ Date: \_\_\_\_\_

	YES**	NO	COMMENTS
<b>THE PROPOSED ACTION MUST BE LISTED IN FAA ORDER 1050.1F PARAS. 5-6.1-5-6.6 AS AN ACTION THAT WOULD NORMALLY BE CATEGORICALLY EXCLUDED</b>			
<b>THE PROPOSED ACTION CONSISTS OF:</b>			
Helicopter facilities or operations			
Land acquisition			
New airport serving general aviation			
Access or service road construction			
New airport location			
New runway			
Runway extension, strengthening, reconstruction, resurfacing or widening			
Converting prime or unique farmland			
Runway Safety Area (RSA) improvements			
ILS or ALS installation			
Airport development (hangars, terminal expansion)			
On-airport aboveground or underground fuel storage tanks			
Construction, reconstruction, or relocation of an ATCT			
<b>THE PROPOSED ACTION WILL AFFECT:</b>			
Historic/Archeological/Cultural Resources			
Section 4(f) or 6(f) resources			
Federally listed, endangered, threatened, or candidate species, or designated/proposed critical habitat			
Federal, state, tribal, or local natural, ecological, or scenic resources			
Wetlands, floodplains, waterways			
Energy supply or natural resources			
Protected rivers or river segments			
Established community(s), planned development, or plans/goals adopted by the local community			
Surface vehicular traffic (reduce LOS)			
Air quality or violate Federal, state, tribal or local standards			
Water quality, a sole source aquifer, public water supply system, or federal, state, or tribal water quality standards			
<b>THE PROPOSED ACTION IS LIKELY TO:</b>			
Be Highly Controversial on Environmental Grounds			
Be Inconsistent with Federal, state, tribal, or local law relating to environmental aspects			
Cause residential or business relocations			
Increase noise levels over Noise Sensitive Land Uses within the 65 dBA noise contour or newly include Noise Sensitive Land Uses within the 65 dBA noise contour.			
Cause Environmental Justice Impacts			
Contain Hazardous Materials or Affect Hazardous Materials/Sites			
Create a Wildlife Hazard per AC 150/5200-33			
Increase lighting impacts on residential communities or impact the visual nature of surrounding land uses			

\*\* Attach detailed explanations or analysis for all "yes" answers on a separate sheet that supports a Categorical Exclusion determination.

**EXHIBIT "C" – TITLE OPINION**

**CERTIFICATE OF TITLE  
FAA Southern Region**

To: Manager, Airports Division

Subject: Suwannee County Airport

AIP Project No. 3-12-0043-020-2024

This certification is made to satisfy (check **both** if applicable):

- Part II Section C.10 of the Grant Application (FAA Form 5100-100) for existing airport property**
- Grant conditions relative to satisfactory title evidence for land being acquired under this project**

The Suwannee County Board of County Commissioners (hereinafter referred to as the "Sponsor"), pursuant to Section 47105(d) of the Federal Aviation Administration Authorization Act of 1994 (and amendments), hereby certifies that satisfactory property interest to the land indicated herein is vested in the Sponsor, as required by obligations of the referenced Grant Agreement with the Federal Aviation Administration.

The Sponsor hereby certifies that it holds the quality of title described below, as of the date of the attorney's title opinion on which this certification is based.

Parcel Number (Per Exhibit A)	Quality of Interest (Fee, Easement*, etc.,)
Parcel 1 – See attached legal description	Fee Simple

Parcels must be listed. Avoid simply referencing the Exhibit A Property Map. Attach additional sheets as necessary.

\*The Sponsor certifies that grantors of easements constitute all of the owners of the land affected by such easements, and they had such quality of title in and to such land as to enable them to convey the interest purported to be conveyed in and by the easements granted. No other interests or rights exist which are incompatible with or would interfere with the exercise and enjoyment by the Sponsor of the rights and interests conveyed.

Sponsor hereby certifies that the Sponsor or the Sponsor's attorney have reviewed, evaluated and subordinated to airport use where necessary, all encumbrances and that no outstanding encumbrances exist which might affect the maintenance, operation, or development of the airport.

Sponsor further certifies that if defects in the title require correction after acceptance of this Certificate of Title by the FAA, the Sponsor accepts full responsibility for clearing such defects, encumbrances, or exceptions at its own expense.

This Certificate of Title is based upon a current title opinion dated May 11, 2021 by the sponsor's attorney James W. Prevatt, Jr. (name of attorney).

---

Sponsor certifies that the title opinion referenced above corresponds with the Airport Property Map dated October 2012, AIP project number 3-12-0043-008-2010. Although specific title evidence documents are not submitted herewith, copies of deeds and other appropriate evidence of title for the land are on file with the Sponsor and are available for inspection by the FAA.

It is understood that the FAA reserves the right to require additional information at any time.

Suwannee County Board of County Commissioners  
Name of Sponsor

Agreement

\_\_\_\_\_  
Signature and Title of Sponsor Official Authorized to Sign Grant

\_\_\_\_\_  
Date

PARCEL 1

A PARCEL OF LAND BEING COMPRISED OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 21, TOWNSHIP 2 SOUTH, RANGE 13 EAST AND THE NORTHWEST 1/4 OF SAID SECTION 21, TOWNSHIP 2 SOUTH, RANGE 13 EAST, LYING SOUTH AND EAST OF THE RAILROAD RIGHT OF WAY AND THAT PARCEL OF LAND RECORDED IN OFFICIAL RECORD BOOK (O.R.B.) 16, PAGE 33, SUWANNEE COUNTY, FLORIDA;

LESS AND EXCEPT:

THAT PARCEL OF LAND BEING 1.93 ACRES MORE OR LESS, DESCRIBED IN O.R.B. 18, PAGE 478 AND A STRIP OF LAND 120 FEET WIDE FORMERLY USED FOR RAILROAD RIGHT OF WAY EXTENDING THROUGH THE NORTH 1/2 OF THE NORTHEAST 1/4 AND BEING MORE PARTICULARLY DESCRIBED IN O.R.B. 391, PAGE'S 210 - 213, ALL BEING WITHIN SECTION 21, TOWNSHIP 2 SOUTH, RANGE 13 EAST, SUWANNEE COUNTY; FLORIDA.

ALSO TO INCLUDE THE FOLLOWING:

PARCEL "A" AS SHOWN ON THAT SURVEY BY J. SHERMAN FRIER & ASSOC., DATED 11/27/1990 PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 2 SOUTH, RANGE 13 EAST, SUWANNEE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF SAID SOUTH-WEST 1/4 OF THE NORTHEAST 1/4, THENCE RUN SOUTH 89°21'43" WEST ALONG THE SOUTH LINE OF SAID NORTHEAST 1/4 A DISTANCE OF 287.34 FEET; THENCE RUN NORTH 00°50'51" WEST, A DISTANCE OF 431.23 FEET; THENCE RUN NORTH 89°21'43" EAST, A DISTANCE 287.34 FEET TO THE EAST LINE OF SAID SOUTHWEST 1/4 OF THE NORTHEAST 1/4; THENCE RUN SOUTH 00°50'51" EAST ALONG SAID EAST LINE A DISTANCE OF 431.23 FEET TO THE POINT OF BEGINNING.

CONTAINING 2.84 ACRES, MORE OR LESS.

AND...

PARCEL "B" AS SHOWN ON THAT SURVEY BY J. SHERMAN FRIER & ASSOC., DATED 11/27/1990 PART OF THE NORTHWEST , OF THE SOUTHEAST , OF SECTION 20, TOWNSHIP 2 SOUTH, RANGE 13 EAST, SUWANNEE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR POINT OF BEGINNING COMMENCE AT THE NORTHEAST CORNER OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4, THENCE RUN SOUTH 00°50'51" EAST ALONG THE EAST LINE OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4 A DISTANCE OF 423.02 FEET; THENCE RUN SOUTH 59°47'55" WEST, A DISTANCE OF 3.39 FEET; THENCE RUN NORTH 21°40'14" WEST, A DISTANCE OF 455.00 FEET TO THE NORTH LINE OF SAID SOUTHEAST 1/4; THENCE RUN NORTH 89°21'43" EAST ALONG SAID NORTH LINE A DISTANCE OF 164.70 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.82 ACRES, MORE OR LESS.

AND...

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, OF SECTION 20, TOWNSHIP 2 SOUTH, RANGE 13 EAST, SUWANNEE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED ON THAT SURVEY BY J. SHERMAN FRIER & ASSOC., DATED 1/29/90: FOR POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF SAID SOUTHEAST 1/4 OF THE NORTHEAST 1/4, THENCE RUN SOUTH 89°21'43" WEST ALONG THE SOUTH LINE OF SAID SOUTHEAST 1/4 OF THE NORTHEAST 1/4, A DISTANCE OF 1348.11 FEET; THENCE RUN NORTH 00°50'51" WEST ALONG THE WEST LINE OF SAID SOUTHEAST 1/4 OF THE NORTHEAST 1/4, A DISTANCE OF 1016.60 FEET; THENCE RUN NORTH 89°02'54" EAST, A DISTANCE OF 1347.03 FEET; THENCE RUN SOUTH 00°54'27" EAST, A DISTANCE OF 1023.98 FEET TO THE POINT OF BEGINNING.

CONTAINING 31.56 ACRES MORE OR LESS.

AND...

A 7.074 ACRE PARCEL REFERENCED ON THAT SURVEY BY J. SHERMAN FRIER & ASSOC., DATED 11/27/1990

PARCEL THUS DESCRIBED CONTAINS AN AREA OF 9,948,906.264 SQUARE FEET OR 228.396 ACRES, MORE OR LESS.

**PROFESSIONAL SERVICES AGREEMENT (PSA)**



Project No. \_\_\_\_\_  
Cost Code \_\_\_\_\_

TASK ORDER NO. 27

REQUESTED BY: Greg Scott, County Administrator DATE: \_\_\_\_\_

CLIENT: Suwannee County Board of County Commissioners AECOM JOB NO.: \_\_\_\_\_

ADDRESS: 201 Silas Drive, Live Oak, FL 32064 CLIENT P.O. NO.: \_\_\_\_\_

To confirm your authorization for professional services as they relate to our existing Agreement dated October 15, 2019, AECOM Technical Services, Inc. (AECOM) will furnish the following:

This Scope of Services is outlined in the attached Exhibits A, B and C.

AECOM will provide the services in accordance with the attached Exhibit A and B. Compensation to AECOM for the requested professional services and expenses shall be on a lump sum basis with a fee of \$400,905 as detailed in the attached Exhibit C. AECOM shall invoice the Client monthly as service is provided.

The Contract price shall not be increased without a written change order executed by the Suwannee County Board of County Commissioners, nor shall the consultant be entitled to any additional time or payment for time required for the submission and consideration of any such change order request. This paragraph shall not apply to work or services provided when required to alleviate an emergency condition.

The project is anticipated to be completed within 12 months of notice to proceed to be ready for public bidding.

All other provisions of our original Agreement dated October 15, 2019, remain in effect. If the above meets with your approval, please sign in the appropriate space on both copies of this Authorization, retain a copy for your files, and return one copy to AECOM.

Agreed to:

Agreed to:

Suwannee County Board of County Commissioners

AECOM Technical Services, Inc.

BY: \_\_\_\_\_  
Authorized Signature

BY: \_\_\_\_\_  
Authorized Signature

Travis Land  
Signer's Name (Typed or Printed)

Steven G. Henriquez, P.E.  
Signer's Name (Typed or Printed)

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

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

Title: Chairman

Title: Vice President

# **EXHIBIT A**

## **SCOPE OF SERVICES**

## EXHIBIT A

### SCOPE OF SERVICES

#### Article I

##### A. Project Description

The **CLIENT** hereby retains **AECOM** to furnish engineering services for preparing:

- Design, Contract Documents, Bid and Award Phase Services for the Runway 7-25 Rehabilitation project at the Suwannee County Airport.

The above-described improvements are hereinafter called the **PROJECT**.

The project consists of design of pavement rehabilitation of Runway 7-25 to meet FAA standards. A pavement evaluation and pavement design will be conducted. Profile grade improvements and cross slope corrections will be included, as needed. The existing Runway Safety Area (RSA) grading will be analyzed for compliance with FAA criteria, and corrections will be included, as needed. The project also includes replacing the existing runway edge light system, Runway End Identification Lights (REILs), Precision Approach Path Indicators (PAPIs), and the runway edge light constant current regulator (CCR) in the existing vault. The design task includes topographic survey and design geotechnical work required to support the design services.

#### Article II

##### Services by Engineer

The engineering services that **AECOM** shall furnish to the **CLIENT** under this Agreement shall include the services defined below.

##### A. Basic Services

###### 1. Preliminary Phase

- 1.1. Confer with and provide general consultation and advice to the **CLIENT** with respect to pre-design project development, including establishing project requirements, finances, schedules, project limits and other pertinent preliminary design requirements of the **PROJECT**, including coordination with the Florida Department of Transportation (**FDOT**), Federal Aviation Administration (**FAA**) and other concerned agencies on matters affecting the **PROJECT**.
- 1.2. The Senior Engineer and Project Manager will perform one site investigation to review existing conditions.

###### 2. Design Phase

- 2.1. Provide general consultation and advice to the **CLIENT** with respect to the design of the **PROJECT**, including one meeting by the Project Manager and Senior Engineer to obtain information and to coordinate or resolve final design matters (this will be combined with the Pre-Design meeting to include **FAA** and **FDOT**).
- 2.2. Perform topographic survey as necessary for the proper design and construction of the **PROJECT**. A detailed description of these services is defined in the attached sub-consultant proposal.

- 2.3. Perform engineering testing of soils and pavement materials as may be necessary for the proper design and construction of the **PROJECT**. A detailed description of these services is defined in the attached sub-consultant proposal.
- 2.4. Prepare plans, specifications, contract documents and detailed construction cost estimates for award of a construction contract(s) as coordinated with, reviewed by and approved by the **CLIENT**, **FAA** and the **FDOT**. In providing opinions of probable construction costs, the **CLIENT** understands that the **CONSULTANT** has no control over costs or the price of labor, equipment, or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of the **CONSULTANT'S** qualifications and experience. The **CONSULTANT** makes no warranty, expressed or implied, as the accuracy of such opinions as compared to bid or actual costs.
- 2.5. **AECOM** will furnish the **CLIENT** with pdf files and two printed (2) sets of each submittal milestone plans and specifications for **CLIENT** review. Milestone tasks to include:
  - 2.5.1. 60% submittal including, but not limited to, plans, preliminary construction cost estimate, and technical specifications outline.
  - 2.5.2. 90% submittal including, but not limited to, updated plans, updated construction cost estimate, refined technical specifications, Construction Safety and Phasing Plan (CSPP), and final engineering report.
  - 2.5.3. 100% submittal including, but not limited to, final plans, final construction cost estimate, and final technical specifications.
- 2.6. **AECOM** will prepare and submit the **FAA** Notice of Proposed Construction or Alteration via the OE/AAA online portal. This will include preparation and submittal of the Construction Safety & Phasing Plan (CSPP).
- 2.7. Environmental Resource Permitting (ERP): **AECOM** assumes that the project is exempt from Environmental Resource Permitting (ERP) under Florida Statute 62-330.051(4)(d), "*Resurfacing and repair of existing paved roads and grading of existing unpaved roads*". The project is assumed to be exempt, given that it does not add additional impervious area, land is not disturbed, drainage conveyance and/or drainage storage systems are not added, or existing ones are not altered, and no surface waters and wetlands are impacted. **AECOM** will coordinate with the Suwannee River Water Management District to obtain permit determination to confirm this assumption.

B. Additional Services

If authorized in writing by the **CLIENT**, **AECOM** will furnish or obtain from specialty consultants the following services in connection with the **PROJECT**. Compensation for changes to the scope of the **PROJECT**, additional services or additional work are subject to negotiations between the **CLIENT** and **AECOM**.

1. Environmental Resource Permitting (ERP): As stated in Article II.A., 2.7, **AECOM** assumes that the project is exempt from requiring an Environmental Resource Permit (ERP). If a Permit is required, then that effort would be classified as additional services.
2. Preparation of Categorical Exclusion Documentation per NEPA requirements.
3. Construction Phase Services.

4. Perform inspections of the PROJECT while construction is in progress to observe the progress, workmanship and quality of material for conformity with the plans, specifications and construction schedule and provide appropriate reports to the CLIENT.
5. Review and recommend for approval, monthly and final progress payments to contractors, change orders, supplemental agreements and time extensions.
6. Prepare construction contract change orders or supplemental agreements involving major changes or revisions of the completed construction plans, specifications or to construction operations which are not attributable to any error or omissions on the part of AECOM.
7. Make major revisions to completed or partially completed design plans and specifications to incorporate changes made to the scope of work after approval of the preliminary plans by reviewing agencies provided that these revisions are not attributable to any errors or omissions of AECOM.
8. Permit Fees.
9. Prepare to serve as a consultant, witness or representative for the CLIENT in any public hearing, public information meeting or other administrative proceeding involving the PROJECT. Such consultation and representation in connection with litigation or other legal proceeding involving the PROJECT shall be covered under subsequent supplemental agreement.
10. Assist the CLIENT in performing any inspection of facilities constructed under this Agreement after final acceptance of the work but prior to the expiration of any contractor's warranty periods imposed in construction contract documents.
11. Furnish additional copies of final plans, specifications and contract documents beyond the two (2) called for in Article II.A., 2.5 for use in advertising for construction bids or other review purposes.
12. Perform services involving the preparation of rate schedules, earnings and expense statements, feasibility studies, appraisals, evaluations or other similar detail analysis that are not normally required in the scope of the PROJECT.
13. Prepare drawings from field measurements or existing construction when required for planning additions or alterations thereto where they are not included in the original scope of the PROJECT.
14. Perform additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) prolongation of the construction contract due to causes beyond the control of AECOM, (3) acceleration of the work schedule involving service beyond normal working hours, and (4) contract default due to delinquency or insolvency of the Contractor(s).
15. Perform additional engineering surveys as requested by the CLIENT for the proper design and construction of the PROJECT beyond those included as a Basic Service in this Task Order. Perform additional miscellaneous engineering surveys as requested by the CLIENT.
16. Perform additional engineering testing of soils and pavement materials and quality control testing of materials as requested by the CLIENT for the proper design and construction of the PROJECT.
17. Prepare and /or verify "as-built" information provided by the construction contractor(s) if full-time inspection is not provided by AECOM.

18. Provide general consultation and advice to the CLIENT with respect to the Construction of the PROJECT.
19. Review and approve, if acceptable, for compliance with the design concept of the PROJECT and compliance with the information given in the construction contract documents, all detailed construction shop and erection drawings and materials samples submitted by the Contractor(s).
20. Perform periodic inspections and a final inspection.
21. Perform or arrange for the services of a full-time Resident Project Representative to perform observations of the performance of the work of the contractor during the construction of the PROJECT. Duties, responsibilities and limitations of Authority of the resident inspector shall be per Exhibit B of the Engineer's Contract Documents Committee Standard Consulting Agreement.
22. Perform other than routine services when required by audit subsequent to the completion of the PROJECT.
23. Perform quality assurance testing of materials as may be necessary for the proper construction of the PROJECT. Review reports of field inspections and testing activities performed by the contractor, testing laboratory or others.
24. Additional services not otherwise provided for by this Task Order as may be determined as necessary to accomplish the **PROJECT** and authorized in writing by the **CLIENT**. Compensation for changes to the scope of the **PROJECT**, additional services or additional work are subject to negotiations between the **CLIENT** and **AECOM**.

### Article III

#### **CLIENTS RESPONSIBILITIES**

The **CLIENT's** responsibilities shall include the following:

1. Coordinate the **CLIENT's** requirement for the **PROJECT** with **AECOM**.
2. Provide copies of pertinent documents, reports, plans, specifications, photography, standard forms and other similar data available to the **CLIENT** that are required by **AECOM** for the proper performances of his services.
3. Provide information and make decisions as may be required to prosecute the work in a timely manner.
4. Perform, or authorize **AECOM** to arrange to have specialty consultants perform, all necessary test borings, sub-surface investigations, testing of soil samples and engineering surveys beyond those in this Task Order as may be required by **AECOM**.
5. Reimburse **AECOM** for the actual cost of legal advertisements and of printing contract plans, specifications and contract documents required for the securing of bids for the **PROJECT** and for the use by contractors, sub-contractors, testing laboratories and other having need for such documents, less any amount paid to **AECOM** by prospective bidders or others, for copies of these documents. The above shall not preclude the **CLIENT** from causing such advertising or printing to be performed directly by the **CLIENT** or other agencies.

6. Advertise for and accept proposals from bidders, review **AECOM's** recommendations on the technical qualifications of the bidders and investigate the bidder's financial and legal qualifications.
7. Review insurance documents submitted by contractor(s) for conformance with the construction contract documents.
8. Perform, or authorize **AECOM** to arrange for the hiring of a full-time Resident Project Representative to perform observation of the performance of the work of the contractor during the construction of the **PROJECT**.
9. Provide payment of permit application fee as necessary to complete submittal requirements to respective management agencies.

#### Article IV

### **CONTRACTOR CONTRACTUAL REQUIREMENTS**

During the performance of this contract, **AECOM**, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. Compliance with Regulations. The Contractor shall comply with the Regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination. The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of sex, race, color, or national origin in the selection and retention of sub-contractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. Solicitations for Subcontracts, Including Procurements of materials and Equipment. In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a sub-contract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, or national origin.
4. Information and Reports. The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereof, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor of the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the sponsor of the FAA, as appropriate, and shall set forth what efforts it has made to obtain the information.
5. Sanctions for Non-compliance. In the event of the Contractor's non-compliance with the non-discrimination provisions of this contract, the sponsor shall impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

- a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - b. cancellation, termination, or suspension of the contract, in whole or in part.
6. Incorporation of Provisions. The Contractor shall include the provisions of paragraph 1 through 5 in every sub-contract, including the procurements of materials and leases of equipment, unless exempt by the Regulations of directives issued pursuant thereto. The Contractor shall take such action with respect to any sub-contract or procurements as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

#### **DISADVANTAGED BUSINESS ENTERPRISE (DBE) ASSURANCES**

1. Policy. It is the policy of the Department of Transportation (DOT) that disadvantaged business enterprises as defined in 49 CFR part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal and/or State funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to this agreement.
2. DBE Obligation. The Contractor agrees to ensure that disadvantaged business enterprises as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal and/or State funds provided under this agreement. In this regard, all contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

The word "Contractor" as used in this Attachment shall mean the same as "**ENGINEER**".

# **EXHIBIT B**

## **PROJECT NARRATIVE**

## EXHIBIT B

### PROJECT NARRATIVE

#### PREPARE CONTRACT DOCUMENTS FOR RUNWAY 7-25 REHABILITATION AT THE SUWANNEE COUNTY AIRPORT

04/25/2024

**Qualification Statement:** The fee proposal for this project is developed based on the following scope assumptions. Should the Suwannee County Airport find the scope assumptions unacceptable or require modifications which increase or decrease the level of engineering services estimated to prepare contract documents, the fee will be negotiated to the mutual benefit of both parties.

The services covered by this scope of services include the preparation of construction plans, specifications, reports and related services, bid and award phase services for the Runway 7-25 Rehabilitation project. Construction phase services will be considered in a future task order.

For the purpose of this fee proposal, the following have been assumed:

1. The project consists of the preparation of contract documents for the BOCC to obtain bids for a construction contract for the project titled Runway 7-25 Rehabilitation at the Suwannee County Airport. Modifications to FAA Standards is not anticipated.
2. Contract Technical Specifications will be a composite of both **FAA** Technical Specifications for construction of airports and **FDOT** Standard Specifications for Road and Bridge Construction.
3. Contract Drawings for the project will be prepared on standard 22" x 34" sheet size. The number of estimated drawings is included in the manhour and fee estimate.
4. Utility design and permitting is not included in this project.
5. AECOM assumes that the project is exempt from Environmental Resource Permitting (ERP) under Florida Statute 62-330.051(4)(d), "*Resurfacing and repair of existing paved roads and grading of existing unpaved roads*". The project is assumed to be exempt, given that it does not add additional impervious area, land is not disturbed, drainage conveyance and/or drainage storage systems are not added, or existing ones are not altered, and no surface waters and wetlands are impacted.
6. **AECOM** does not anticipate the presence of or impacts to wetlands or other surface waters (OSW's) at the project site. The evaluation of and assessment of impacts to wetlands and surface waters are excluded in this scope of services. Therefore, a permit application to the USACE is not included because impacts to wetland or surface waters are not anticipated. The permitting of impacts to threatened and endangered species is not anticipated and is not included.
7. The project scope includes geotechnical exploration and topographical survey services as defined in the attached sub-consultant proposals for each, respectively.
8. Two (2) printed sets of the 60%, 90% and 100% review documents (plans, specifications, and cost estimate) will be printed for review and/or distribution. Two (2) printed sets of the final bid documents (plans, specifications, and cost estimate) will be printed for review and/or

distribution. Additional printing costs incurred by AECOM will be reimbursed at cost by the **CLIENT**. PDF files of all deliverables will also be provided for electronic viewing and reviews.

9. **AECOM** shall, as part of its basic services, prepare and submit an opinion of probable construction cost for the project, based on **AECOM's** experience and judgement and based on generally available construction cost data sources. In providing opinions of probable construction costs, the County understands that **AECOM** has no control over costs or the price of labor, equipment, or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of **AECOM's** qualifications and experience. **AECOM** makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.
10. Contract Documents for project will be prepared for one (1) bid package.
11. **AECOM** will draft a proposed advertisement. The **CLIENT** will coordinate the advertisement with the local publication (s) media and pay for the advertisement.
12. This site is assumed to be free from any material contamination. Additional investigation and/or remediation is considered additional services.

# **EXHIBIT C**

## **FEE PROPOSAL**

EXHIBIT C				
<b>FEE PROPOSAL - SUMMARY PAGE</b>				
<b>AECOM TECHNICAL SERVICES, INC</b>				
<b>RUNWAY 7-25 REHABILITATION</b>				
<b>SUWANNEE COUNTY AIRPORT</b>				
<b>DESIGN PHASE SERVICES - TASK ORDER NO. 27</b>				
				Prepared by: KLP/WRP
<b>BASIS OF BILLING: LUMP SUM</b>				4/25/24
		Rate	Hours	Amount
<b>A. DESIGN PHASE SERVICES</b>				
<b>1 AECOM-Tampa office</b>				
	Principal	\$305	8	\$2,440
	Project Manager	\$270	217	\$58,590
	Senior Engineer	\$235	387	\$90,945
	Project Engineer	\$165	850	\$140,250
	Junior Engineer	\$125	575	\$71,875
	Administrative	\$90	126	\$11,340
<b>DESIGN PHASE - LUMP SUM LABOR SUBTOTAL</b>			<b>2,163</b>	<b>\$375,440</b>
<b>DESIGN PHASE - LUMP SUM EXPENSES</b>			Labor Rates include expenses.	
<b>DESIGN PHASE - SUBTOTAL LUMP SUM (LABOR AND EXPENSES)</b>				<b>\$375,440</b>
<b>B. SUBCONSULTANT SERVICES</b>				
	1. Topographic Survey - J. Sherman Frier & Associates, Inc.	\$17,450	LS	\$17,450
	2. Geotechnical Exploration - Cal-Tech Testing, Inc.	\$8,015	LS	\$8,015
<b>SUBCONSULTANT SERVICES SUBTOTAL - LUMP SUM</b>				<b>\$25,465</b>
<b>GRAND TOTAL LUMP SUM (INCL LABOR, EXPENSES, SUBCONSULTANTS)</b>				<b>\$400,905</b>

**EXHIBIT C**

**FEE PROPOSAL - DESIGN TASKS (MANHOURS)**

**AECOM TECHNICAL SERVICES, INC**

**RUNWAY 7-25 REHABILITATION**

**SUWANNEE COUNTY AIRPORT**

**DESIGN PHASE SERVICES - TASK ORDER NO. 27**

Prepared by: KLP/WRP

4/25/24

**DESIGN SERVICES**

1. TASK DESCRIPTION	PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	JUNIOR ENGINEER	ADMIN	TOTALS
Project Management/Client Coordination	20	20	16	0	16	72
Kick-Off Meeting/Pre-Design Meeting	8	12	12	8	2	42
Project set up activities, subcontracts	24	0	8	0	16	48
Coordination of subconsultants field work	16	0	0	0	8	24
Detailed Site Inspection to Determine Existing Conditions	4	12	0	0	0	16
Review Geotechnical Data and Perform Pavement Design	4	12	12	4	0	32
Review and process survey data	0	4	16	24	0	44
Evaluate rehabilitation options, develop typical sections	2	4	8	4	0	18
Drainage Design and SRWMD Coordination	2	8	0	0	0	10
Cost Estimating (at each milestone)	4	8	24	40	0	76
60% Submittal - QA/QC and review with Owner	8	12	16	8	2	46
90% Submittal - QA/QC and review with Owner	8	12	16	8	2	46
100% Submittal - QA/QC and review with Owner	8	12	16	8	2	46
Plans Preparation (see drawing list and staff hours below)	67	225	614	415	0	1,321
Engineer's Report	4	4	24	16	8	56
FAA CSPP & OE-AAA (7460-1) Coordination	1	4	12	8	0	25
Project Specifications	2	2	12	8	40	64
Grant Administration support	20	12	28	16	8	84
<b>TOTAL</b>	<b>202</b>	<b>363</b>	<b>834</b>	<b>567</b>	<b>104</b>	<b>2,070</b>

2. BID & AWARD						
Advertise & Pre-Bid Assistance	4	4	4	0	8	20
Pre-Bid Conference	8	12	0	0	2	22
Addendum Preparation	1	4	8	8	8	29
Recommendation of Award / Bid Tab	2	4	4	0	4	14
<b>TOTAL</b>	<b>15</b>	<b>24</b>	<b>16</b>	<b>8</b>	<b>22</b>	<b>85</b>

3. INDEX OF DRAWINGS						TOTALS
G0.01	COVER SHEET			1	2	3
G0.02	INDEX OF DRAWINGS/SUMMARY OF QUANTITIES			4	4	8
G0.03	GENERAL CONTRACT NOTES AND SAFETY AND SECURITY REQUIREMENTS		2	4	4	10
G0.04	CONTRACT LAYOUT PLAN		1	2	4	7
G0.05	OVERALL KEY PLAN			2	4	6
G1.00	PHASING PLAN AND NOTES - OVERALL	2	2	8	4	16
G1.01	PHASING PLAN - PHASE 2	2	2	8	4	16
G1.02	PHASING PLAN - PHASE 3	2	2	8	4	16
G1.03	PHASING PLAN - PHASE 4	2	2	8	4	16
G1.04	PHASING PLAN - PHASE 5	2	2	8	4	16
G1.11	SAFETY DETAILS			1	1	2
C1.00	EXISTING CONDITIONS & DEMOLOITION LEGEND & NOTES		1	2	2	5
C1.01	EXISTING CONDITIONS & DEMOLITION PLAN	1	2	8	4	15
C1.02	EXISTING CONDITIONS & DEMOLITION PLAN	1	2	8	4	15
C1.03	EXISTING CONDITIONS & DEMOLITION PLAN	1	2	8	4	15
C1.04	EXISTING CONDITIONS & DEMOLITION PLAN	1	2	8	4	15
C1.05	EXISTING CONDITIONS & DEMOLITION PLAN	1	2	8	4	15
C2.01	TYPICAL SECTIONS	4	1	8	4	17
C2.02	TYPICAL SECTIONS	4	1	8	4	17
C2.03	TYPICAL SECTIONS & PAVING DETAILS	4	1	8	4	17
C2.11	RUNWAY PROFILE	1	2	8	4	15
C2.12	RUNWAY PROFILE	1	2	8	4	15
C2.13	RUNWAY PROFILE	1	2	8	4	15
C2.14	RUNWAY PROFILE	1	2	8	4	15

1.	TASK DESCRIPTION	PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	JUNIOR ENGINEER	ADMIN	TOTALS
C3.00	GEOMETRY LEGEND & NOTES		1	2	2		5
C3.01	GEOMETRY PLAN	1	1	2	2		6
C3.02	GEOMETRY PLAN	1	1	2	2		6
C3.03	GEOMETRY PLAN	1	1	2	2		6
C3.04	GEOMETRY PLAN	1	1	2	2		6
C3.05	GEOMETRY PLAN	1	1	2	2		6
C4.00	GRADING AND DRAINAGE LEGEND AND NOTES		1	4	4		9
C4.01	GRADING AND DRAINAGE PLAN	1	8	12	8		29
C4.02	GRADING AND DRAINAGE PLAN	1	8	12	8		29
C4.03	GRADING AND DRAINAGE PLAN	1	8	12	8		29
C4.04	GRADING AND DRAINAGE PLAN	1	8	12	8		29
C4.05	GRADING AND DRAINAGE PLAN	1	8	12	8		29
C4.11	SPOT ELEVATION PLAN	1	4	8	4		17
C4.12	SPOT ELEVATION PLAN	1	4	8	4		17
C4.13	SPOT ELEVATION PLAN	1	4	8	4		17
C4.14	SPOT ELEVATION PLAN	1	4	8	4		17
C4.15	SPOT ELEVATION PLAN	1	4	8	4		17
C4.21	EROSION CONTROL PLAN			2	4		6
C4.22	EROSION CONTROL PLAN			2	4		6
C4.23	EROSION CONTROL PLAN			2	4		6
C4.24	EROSION CONTROL PLAN			2	4		6
C4.25	EROSION CONTROL PLAN			2	4		6
C4.31	EROSION CONTROL DETAILS			1	2		3
C4.32	EROSION CONTROL DETAILS			1	2		3
C5.01	MARKING PLAN	1	1	4	8		14
C5.02	MARKING PLAN	1	1	4	8		14
C5.03	MARKING PLAN	1	1	4	8		14
C5.04	MARKING PLAN	1	1	4	8		14
C5.05	MARKING PLAN	1	1	4	8		14
C5.11	MARKING DETAILS		1	4	8		13
C5.12	MARKING DETAILS		1	4	8		13
X1.00	MASTER CROSS SECTION PLAN		1	2	4		7
X1.01	CROSS SECTIONS		4	16	8		28
X1.02	CROSS SECTIONS		4	16	8		28
X1.03	CROSS SECTIONS		4	16	8		28
X1.04	CROSS SECTIONS		4	16	8		28
X1.05	CROSS SECTIONS		4	16	8		28
X1.06	CROSS SECTIONS		4	16	8		28
X1.07	CROSS SECTIONS		4	16	8		28
X1.08	CROSS SECTIONS		4	16	8		28
EL1.00	AIRFIELD LIGHTING LEGEND AND NOTES		1	4	4		9
EL1.01	AIRFIELD LIGHTING LAYOUT PLAN	1	4	16	12		33
EL1.02	AIRFIELD LIGHTING LAYOUT PLAN	1	4	16	12		33
EL1.03	AIRFIELD LIGHTING LAYOUT PLAN	1	4	16	12		33
EL1.04	AIRFIELD LIGHTING LAYOUT PLAN	1	4	16	12		33
EL1.05	AIRFIELD LIGHTING LAYOUT PLAN	1	4	16	12		33
EL1.11	AIRFIELD LIGHTING NOTES	1	2	2	2		7
EL1.12	AIRFIELD LIGHTING NOTES	1	2	2	2		7
EL1.13	AIRFIELD LIGHTING DETAILS	1	2	8	2		13
EL1.14	AIRFIELD LIGHTING DETAILS	1	2	8	2		13
EL1.15	AIRFIELD LIGHTING DETAILS	1	2	8	2		13
EL1.16	AIRFIELD LIGHTING DETAILS	1	2	8	2		13
EL1.17	REIL DETAILS	1	2	8	2		13
EL1.18	PAPI DETAILS	2	16	16	8		42
EL1.21	VAULT MODIFICATION PLAN	1	16	16	8		41
EL1.22	VAULT MODIFICATION DETAILS	1	16	16	8		41
	<b>TOTALS</b>	<b>67</b>	<b>225</b>	<b>614</b>	<b>415</b>	<b>0</b>	<b>1321</b>

**J. Sherman Frier & Associates, Inc.**  
**Land Surveyors**

130 West Howard Street  
Live Oak, Florida 32064

Telephone (386) 362-4629  
FAX (386) 362-5270  
Email: jsfa@windstream.net  
timalcorn@windstream.net

APRIL 24, 2024

AECOM  
ATT: BILL PRANGE

RE: SUWANNEE COUNTY AIRPORT  
RUNWAY 7-25 REHABILITATION

MR. PRANGE

Please except the following quote for surveying services per scope shown on map EXH-2 provided.

Cost \$ 17,450.00

Thanks  
Tim Alcorn



## Cal -Tech Testing, Inc.

- Engineering
- Geotechnical
- Environmental

**LABORATORIES**

P.O. Box 1625 • Lake City, FL 32056  
Tel. (386) 755-3633 • Fax (386) 752-5456

450 SR 13N, Suite 106-308, Jacksonville, FL 32259  
Tel. (904) 381-8901 • Fax (904) 381-8902

April 16, 2024

Mr. Bill Prange, P.E.  
AECOM  
Bill.prange@aecom.com  
(386) 898-2298

**RE: Proposal for Runway Pavement Evaluation  
Suwannee County Airport-Runway 7-25 Pavement Rehabilitation  
Live Oak, Florida**

Dear Mr. Bill Prange, P.E.:

Cal-Tech Testing, Inc. (CTTI) is pleased to submit this proposal to perform a pavement evaluation for the proposed runway pavement rehabilitation at Suwannee County Airport in Live Oak, Florida.

### **SITE & PROJECT INFORMATION**

Based on the Exhibit you provided to us, the project site consists of the airport Runway 5-25 which is scheduled for pavement rehabilitation work.

### **SCOPE OF SERVICES**

Based on your request, our scope of services will consist of cutting 21 pavement cores along the runway for determination of the asphalt surface and base courses thickness and material. In addition, we will bulk sample near-surface soils from three (3) locations by the edge of the pavement for determination of the subgrade California Bearing Ratio (CBR) in our laboratory.

The core locations will be laid out by our field crew from Ground Positioning System (GPS) coordinates provided by you using a hand-held device.

At completion, the core holes will be cold-patched and the core specimens and soil samples delivered to our laboratory for examination and CBR testing.

At completion of the field and laboratory work, we will prepare a report summarizing the work done and presenting the asphalt pavement section at the core locations and the CBR test results.

### **ESTIMATED FEE**

Based on the proposed scope of services and assuming accessibility to the core locations without delays the fee for our pavement evaluation is as follows:

Proposal for Runway Pavement Evaluation  
 Suwannee County Airport-Runway Pavement Rehabilitation  
 Live Oak, Florida

<b>Mobilization</b>	<b>\$1,400.00</b>
<b>Asphalt Pavement Core (21 @ \$200.00 each)</b>	<b>\$4,200.00</b>
<b>Lab CBR (3 @ \$425 each)</b>	<b>\$1,275.00</b>
<b>Management (Coordination, layout, etc.)</b>	<b>\$ 270.00</b>
<b>Report Preparation</b>	<b>\$ 810.00</b>
<b>Administration</b>	<b>\$ 60.00</b>
<b>Total</b>	<b>\$8,015.00</b>

**Schedule**

We anticipate that our fieldwork will encompass two (2) working days. Our report should be issued within 3 working days of completion of the field and laboratory work.

**Authorization**

If this proposal is acceptable, please authorize us to proceed with the proposed services by signing below and return to our office. A sub-contract agreement will also be sufficient as authorization.

**Closing**

CTI appreciates the opportunity to provide this proposal and we look forward to serving you on this and future projects. If you have any questions please contact us at our Lake City, FL office (386) 755-3633.

Sincerely,

**Cal-Tech Testing, Inc.**

Ivan E. Marcano, MSCE, P.E.  
 Sr. Geotechnical Engineer

Mike Stalvey, Jr.  
 Vice-President

Proposal for Runway Pavement Evaluation-Suwannee County Airport, Runway Pavement Rehabilitation, Live Oak, Florida

Name of Representative  
 (Print)

Date

Title:

Representative Signature:



## Cal -Tech Testing, Inc.

- Engineering
- Geotechnical
- Environmental

**LABORATORIES**

P.O. Box 1625 • Lake City, FL 32056  
Tel. (386) 755-3633 • Fax (386) 752-5456

450 SR 13N, Suite 106-308, Jacksonville, FL 32259  
Tel. (904) 381-8901 • Fax (904) 381-8902

April 16, 2024

Mr. Bill Prange, P.E.  
AECOM  
Bill.prange@aecom.com  
(386) 898-2298

**RE: Proposal for Runway Pavement Evaluation  
Suwannee County Airport-Runway 7-25 Pavement Rehabilitation  
Live Oak, Florida**

Dear Mr. Bill Prange, P.E.:

Cal-Tech Testing, Inc. (CTTI) is pleased to submit this proposal to perform a pavement evaluation for the proposed runway pavement rehabilitation at Suwannee County Airport in Live Oak, Florida.

### **SITE & PROJECT INFORMATION**

Based on the Exhibit you provided to us, the project site consists of the airport Runway 5-25 which is scheduled for pavement rehabilitation work.

### **SCOPE OF SERVICES**

Based on your request, our scope of services will consist of cutting 21 pavement cores along the runway for determination of the asphalt surface and base courses thickness and material. In addition, we will bulk sample near-surface soils from three (3) locations by the edge of the pavement for determination of the subgrade California Bearing Ratio (CBR) in our laboratory.

The core locations will be laid out by our field crew from Ground Positioning System (GPS) coordinates provided by you using a hand-held device.

At completion, the core holes will be cold-patched and the core specimens and soil samples delivered to our laboratory for examination and CBR testing.

At completion of the field and laboratory work, we will prepare a report summarizing the work done and presenting the asphalt pavement section at the core locations and the CBR test results.

### **ESTIMATED FEE**

Based on the proposed scope of services and assuming accessibility to the core locations without delays the fee for our pavement evaluation is as follows:

Proposal for Runway Pavement Evaluation  
 Suwannee County Airport-Runway Pavement Rehabilitation  
 Live Oak, Florida

<b>Mobilization</b>	<b>\$1,400.00</b>
<b>Asphalt Pavement Core (21 @ \$200.00 each)</b>	<b>\$4,200.00</b>
<b>Lab CBR (3 @ \$425 each)</b>	<b>\$1,275.00</b>
<b>Management (Coordination, layout, etc.)</b>	<b>\$ 270.00</b>
<b>Report Preparation</b>	<b>\$ 810.00</b>
<b>Administration</b>	<b>\$ 60.00</b>
<b>Total</b>	<b>\$8,015.00</b>

**Schedule**

We anticipate that our fieldwork will encompass two (2) working days. Our report should be issued within 3 working days of completion of the field and laboratory work.

**Authorization**

If this proposal is acceptable, please authorize us to proceed with the proposed services by signing below and return to our office. A sub-contract agreement will also be sufficient as authorization.

**Closing**

CTI appreciates the opportunity to provide this proposal and we look forward to serving you on this and future projects. If you have any questions please contact us at our Lake City, FL office (386) 755-3633.

Sincerely,

**Cal-Tech Testing, Inc.**

Ivan E. Marcano, MSCE, P.E.  
 Sr. Geotechnical Engineer

Mike Stalvey, Jr.  
 Vice-President

Proposal for Runway Pavement Evaluation-Suwannee County Airport, Runway Pavement Rehabilitation, Live Oak, Florida

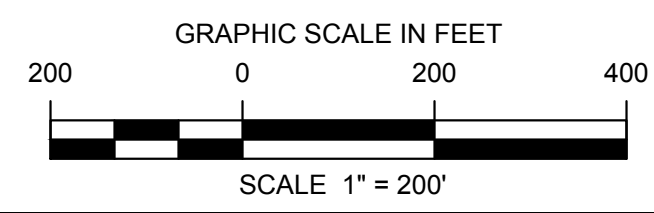
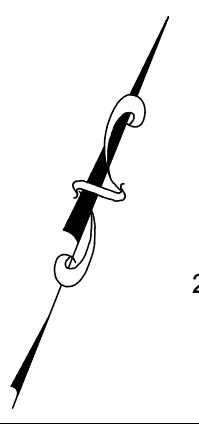
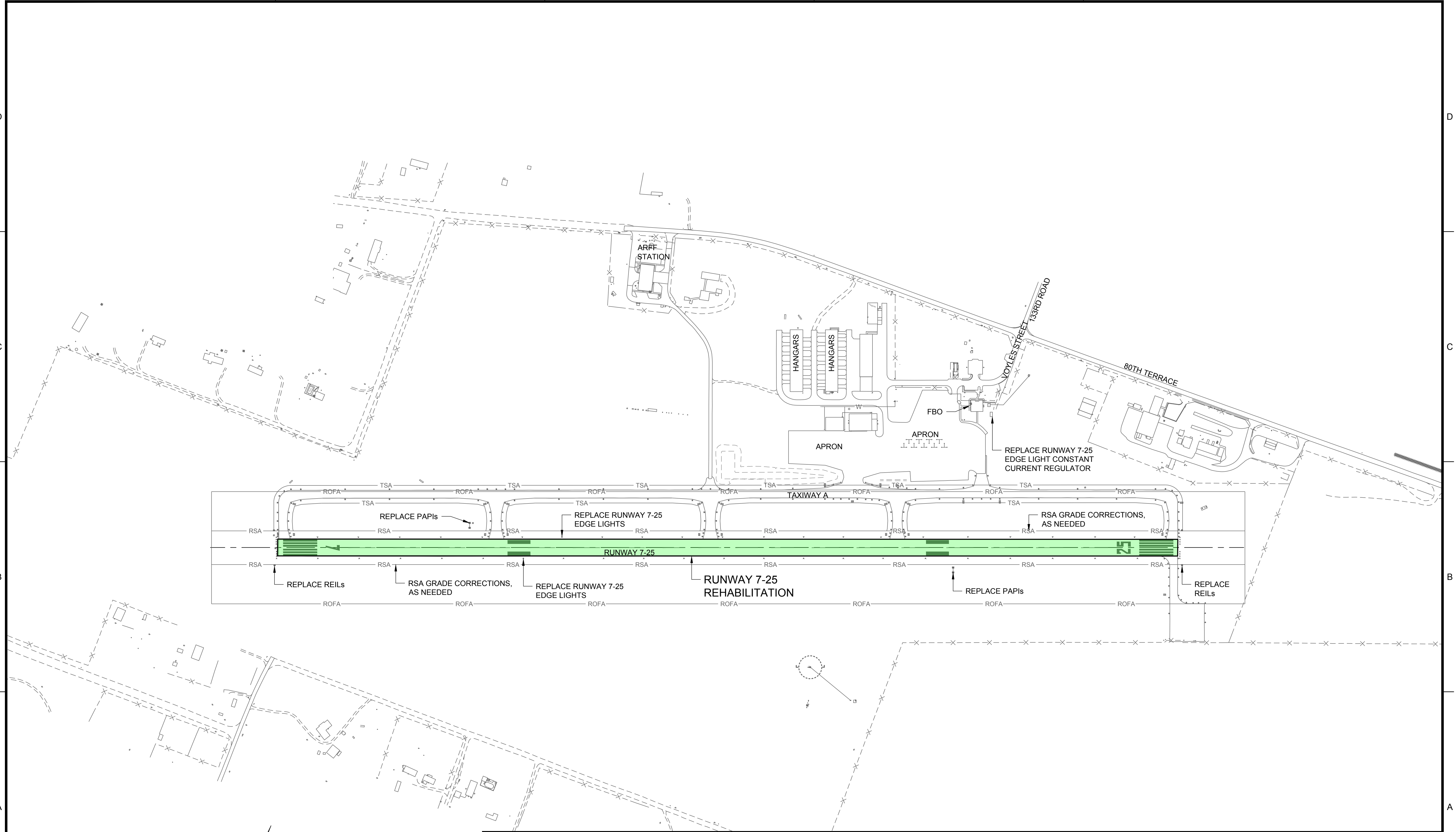
Name of Representative  
 (Print)

Date

Title:

Representative Signature:

FILE NAME: L:\DCS\Projects\Legacy\_A\PLANS\Suwannee\FY2024 - Projects\RW 7-25 Rehabilitation\Proposals\Exhibits\CAD\RW 7-25\Suwannee Project Sketch\_RV 7-25.dwg LAYOUT NAME: EXH2 PLOTTED: Thursday, April 18, 2024 - 1:10pm USER: kell.jberry



DATE	DESCRIPTION	BY	AUTH

**Suwannee County Airport**  
 13308 80th Terrace  
 Live Oak, Florida, 32060

**AECOM**  
 AECOM Technical Services, Inc.  
 7650 West Courtney Campbell Causeway  
 Tampa, FL 33607-1462  
 Tel: 813.286.1711  
 Certificate of Authorization No. 8115

PM:	KLP
DWG. BY:	SJ
CHK. BY:	KLP
DSG. BY:	RJS
SCALE:	AS NOTED
PROJECT NO.	
DATE:	APRIL 2024

SUWANNEE COUNTY AIRPORT	
<b>RUNWAY 7-25 REHABILITATION</b>	
SHEET TITLE	SHEET NO.
<b>PROJECT SKETCH</b>	

**INDEPENDENT FEE ESTIMATE**

**SPONSOR CERTIFICATIONS**



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-129, Construction Project Final Acceptance – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

---

## Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

---

Sponsor:

Airport:

Project Number:

Description of Work:

### Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

### Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).

Yes      No      N/A

2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
  - a. Technical standards (Advisory Circular (AC) 150/5370-12);
  - b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
  - c. Construction safety and phasing plan measures (AC 150/5370-2).

Yes      No      N/A

3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).

Yes      No      N/A

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).
- Yes      No      N/A
5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).
- Yes      No      N/A
6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:
- a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);
- b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and
- c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).
- Yes      No      N/A
7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).
- Yes      No      N/A
8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:
- a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);
- b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);
- c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and
- d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).
- Yes      No      N/A
9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:
- a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);
- b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and
- c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);
- Yes      No      N/A
10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).
- Yes      No      N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

Yes      No      N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

- a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);
- b. Complete all environmental requirements as established within the project environmental determination (Order 5100.38); and
- c. Prepare and retain as-built plans (Order 5100.38).

Yes      No      N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

Yes      No      N/A

Attach documentation clarifying any above item marked with "No" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this              day of              ,              .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-130, Drug-Free Workplace – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

---

## Drug-Free Workplace Airport Improvement Program Sponsor Certification

---

Sponsor:

Airport:

Project Number:

Description of Work:

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes      No      N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The sponsor's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes      No      N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes No N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes No N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes No N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes No N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes No N/A

**Site(s) of performance of work (2 CFR § 182.230):**

**Location 1**

Name of Location:

Address:

**Location 2 (if applicable)**

Name of Location:

Address:

**Location 3 (if applicable)**

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-131, Equipment and Construction Contracts – Airport Improvement Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



## Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor ([www.dol.gov](http://www.dol.gov)) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a “covered contract” under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor’s officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes	No	N/A
-----	----	-----

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).

Yes No N/A

3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.

Yes No N/A

4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:

- a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
- b. Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
- c. Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).

Yes No N/A

5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:

- a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
- b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
- c. Publicly opened at a time and place prescribed in the invitation for bids; and
- d. Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.

Yes No N/A

6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:

- a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
- b. Plan for publicizing and soliciting an adequate number of qualified sources; and
- c. Listing of evaluation factors along with relative importance of the factors.

Yes No N/A

7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).

Yes No N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):

- a. Only one qualified person/firm submits a responsive bid;
- b. Award is to be made to other than the lowest responsible bidder; and
- c. Life cycle costing is a factor in selecting the lowest responsive bidder.

Yes      No      N/A

9. All construction and equipment installation contracts contain or will contain provisions for:

- a. Access to Records (§ 200.336)
- b. Buy American Preferences (Title 49 U.S.C. § 50101)
- c. Civil Rights - General Provisions and Title VI Assurances( 41 CFR part 60)
- d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
- e. Occupational Safety and Health Act requirements (20 CFR part 1920)
- f. Seismic Safety – building construction (49 CFR part 41)
- g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
- h. U.S. Trade Restriction (49 CFR part 30)
- i. Veterans Preference (49 USC § 47112(c))

Yes      No      N/A

10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:

- a. Davis-Bacon and Related Acts (29 CFR part 5)
- b. Copeland “Anti-Kickback” Act (29 CFR parts 3 and 5)

Yes      No      N/A

11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).

Yes      No      N/A

12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:

- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
- b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
- c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
- d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).

Yes      No      N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes      No      N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes      No      N/A

Attach documentation clarifying any above item marked with "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-132, Project Plans and Specifications – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

---

## Project Plans and Specifications

### Airport Improvement Program Sponsor Certification

---

Sponsor:

Airport:

Project Number:

Description of Work:

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor ([www.dol.gov/](http://www.dol.gov/)). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

Yes      No      N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

Yes      No      N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).

Yes No N/A

4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).

Yes No N/A

5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).

Yes No N/A

6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).

Yes No N/A

7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).

Yes No N/A

8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).

Yes No N/A

9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).

Yes No N/A

10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).

Yes No N/A

11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)

Yes No N/A

12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:

a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.

Yes No N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

Yes No N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

Yes No N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

Yes No N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            ,            .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-134, Selection of Consultants – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



## Selection of Consultants Airport Improvement Program Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).

Yes    No    N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).

Yes    No    N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).

Yes    No    N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).  
     Yes      No      N/A
  
5. Sponsor has publicized or will publicize a RFQ that:
  - a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
  - b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
     Yes      No      N/A
  
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).  
     Yes      No      N/A
  
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).  
     Yes      No      N/A
  
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
  - a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
  - b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
     Yes      No      N/A
  
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).  
     Yes      No      N/A
  
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).  
     Yes      No      N/A
  
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).  
     Yes      No      N/A
  
12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)  
     Yes      No      N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

Yes      No      N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes      No      N/A

Attach documentation clarifying any above item marked with "no" response.

### **Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this              day of              ,              .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

# Executive Summary

## Suwannee County Development Services

### Objective:

Approve a contract with the North Central Florida Regional Planning Council for technical assistance with Planning Services.

### Considerations:

This is a contract the County has previously had with the NCFRPC to provide technical assistance with Planning Services. This includes GIS mapping for Zoning Maps and Future Land Use Maps. The NCFRPC will also process Evaluation and Appraisal Reports associated with the Comprehensive Plan and process amendments associated with legislative changes.

### Budget Impact:

To be paid for through funds in the Planning & Zoning Department Budget.

### Recommendation:

Recommendation is for approval.

Respectfully submitted,

Date: June 4, 2024

Ron Meeks,  
Development Services Director



Serving Alachua  
Bradford • Columbia  
Dixie • Gilchrist • Hamilton  
Lafayette • Levy • Madison  
Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

April 30, 2024

Mr. Greg Scott  
County Administrator  
Suwannee County  
13150 80th Terrace  
Live oak, FL 32060-8822

RE: Fiscal Year 2024  
Agreement Between the County and the Planning Council  
for Local Government Comprehensive Planning Services

Dear Greg:

Please find enclosed two copies, with original Planning Council signatures, of the above referenced agreement between the County and the Planning Council for the Planning Council to provide comprehensive planning services to the County from April 1, 2024 to September 30, 2024 in the amount of \$11,750. Please note that the method of compensation for comprehensive planning services provided pursuant to this Agreement is on a fixed fee basis.

Subsequent to approval by the Board of County Commissioners, please have both copies dated on Page 1 and signed on Page 4, retain one copy of the Agreement with original signatures for the County's files and return one signed copy of the Agreement with original signatures to me for the Planning Council's files.

If you have any questions concerning this Agreement, please do not hesitate to contact me at 352.955.2200, ext. 101.

Sincerely,

Scott R. Koons, AICP  
Executive Director

Enclosures

xc: Ronald Meeks, Development Services Director (letter only)

I:\lga contracts\2024\2024 agreelettersuwanneecounty.doc

FISCAL YEAR 2024

LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES

AGREEMENT

BETWEEN THE

BOARD OF COUNTY COMMISSIONERS  
OF SUWANNEE COUNTY, FLORIDA

AND THE

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

This Agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2024, by and between the Board of County Commissioners of Suwannee County, Florida, hereinafter referred to as the "Purchaser" and the North Central Florida Regional Planning Council, hereinafter referred to as the "Planning Council".

This AGREEMENT/CONTRACT IS ENTERED INTO BASED UPON THE FOLLOWING FACTS: The Purchaser desires to engage the Planning Council to render certain technical or professional services; and

The Planning Council possesses the qualifications and expertise to perform the services required.

NOW THEREFORE, THE PURCHASER AND THE PLANNING COUNCIL DO MUTUALLY AGREE AS FOLLOWS:

**ARTICLE I - SCOPE OF SERVICES**

The Planning Council agrees to provide services to the Purchaser in accordance with the terms and conditions set forth in Appendix A, Scope of Services, of this Agreement which is incorporated by reference herein and considered as an integral part of this Agreement.

**ARTICLE II - COMPENSATION**

The Planning Council shall be paid by the Purchaser a fixed fee of Eleven Thousand Seven Hundred Fifty Dollars and No Cents (\$11,750.00) for services provided in completing the Scope of Services described in Appendix A, which is incorporated herein by reference.

Payment to the Planning Council for services rendered in accordance with the Scope of Services as set forth in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, will become due within thirty (30) days following receipt by the Purchaser of a requisition of payment. Requisitions may be made on a monthly basis.

### ARTICLE III - TIME COMPLETION

This Agreement shall begin on April 1, 2024 and shall end on September 30, 2024. Any allowable costs incurred by the Planning Council during the period covered by this Agreement in providing services in performing the work described in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement are eligible expenses chargeable to the Purchaser. However, if this Agreement is not executed by all parties, the Purchaser shall not be liable for any such costs incurred by the Planning Council.

### ARTICLE IV - TERMINATION WITHOUT CAUSE

Each party may terminate this Agreement without cause providing fifteen (15) days written notice to the other. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. In such an event, all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser. Upon termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement.

### ARTICLE V - DEFAULT AND TERMINATION

The failure of either party to comply with any provision of this Agreement shall place that party at default. Prior to terminating this Agreement, the nondefaulting party shall notify the defaulting party in writing. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. The notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall then be entitled to a period of ten (10) days in which to cure the default. In the event said default is not cured within the ten (10) day period, the Agreement may be terminated. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or noncompliance. Upon default and termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement and all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser.

### ARTICLE VI - NONDISCRIMINATION

In carrying out the work of this Agreement, the Planning Council shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin or handicapped status. The Planning Council shall take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, creed, color, sex, national origin or handicapped status. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Planning Council agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The Planning Council shall, in all solicitations or advertisements for employees placed by or on behalf of the Planning Council, state that it is an Equal Opportunity/Affirmative Action Employer. The Planning Council shall incorporate the foregoing requirement of this paragraph in all subcontracts for services covered by this Agreement.

## ARTICLE VII - LIABILITY

The Planning Council hereby agrees to hold harmless the Purchaser, to the extent allowed and required by law, from all claims, demands, liabilities and suits of third persons or entities not a party to this Agreement arising out of, or due to any act, occurrence, or omission of the Planning Council, its subcontractors or agents, if any, that is related to the Planning Council's performance under this Agreement.

## ARTICLE VIII - ASSIGNABILITY

The Planning Council shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior consent of the Purchaser.

## ARTICLE IX - REPRESENTATIVES FOR THE PARTIES

In all matters relating to the performance of this Agreement, the County Administrator of the Purchaser shall represent and act for the Purchaser and the Executive Director of the Planning Council shall represent and act for the Planning Council.

## ARTICLE X - VENUE AND JURISDICTION FOR LITIGATION BETWEEN THE PARTIES

This Agreement shall be construed according to the laws of the State of Florida. Venue shall be exclusively in Suwannee County, Florida for all litigation between the parties and all issues litigated between the parties shall be litigated exclusively in a court of competent jurisdiction of Suwannee County, Florida. If any provision hereof is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of the Agreement.

## ARTICLE XI - AMENDMENT OF AGREEMENT

The Planning Council and the Purchaser by mutual agreement may amend, extend, or modify this Agreement. Any such modification shall be mutually agreed upon by and between the Planning Council and Purchaser and shall be incorporated in a written amendment to this Agreement, duly signed by both parties.

## ARTICLE XII - COMPLETE CONTRACT

This Agreement, including Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, constitutes the entire contract between the parties, and any changes, amendments, or modifications hereof shall be void unless the same are reduced to writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized on the date first above written.

BOARD OF COUNTY COMMISSIONERS  
OF SUWANNEE COUNTY

Attest:

Seal

\_\_\_\_\_  
Barry A. Baker  
County Clerk

\_\_\_\_\_  
Travis Land  
Chair

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

Attest:

Seal



\_\_\_\_\_  
Scott R. Koons  
Executive Director

\_\_\_\_\_  
*Janice D. Mortimer*  
Janice D. Mortimer  
Chair

APPENDIX A  
SCOPE OF SERVICES  
FOR THE  
FISCAL YEAR 2024  
LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES AGREEMENT

The following services will be provided by the Planning Council to the Purchaser.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations; and
- II. Amendment Assistance - preparing public notices, draft ordinances, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.



# Suwannee County Fire Rescue

13530 80<sup>th</sup> Terrace Live Oak, FL 32060

---

Eddie Hand, Fire Chief

## Executive Summary

### **Objective:**

Amend the Certificate of Public Convenience and Necessity (COPCN) to Amerimed EMS for Interfacility Transports.

### **Description:**

Amerimed EMS LLC. is requesting to amend their COPCN agreement with Suwannee County by adding LLC to their name on the document. The original COPCN granted last year has only Amerimed EMS on it and Medicare is not willing to accept the document without LLC being added. There are no changes to the original contract other than the name change and this COPCN would still be limited to Interfacility Transport only, from HCA Suwannee ER and all Skilled Nursing Facilities located in Suwannee County.

### **Requested Action:**

We respectfully request Suwannee County Board of County Commissioners approve the amended COPCN for Amerimed EMS LLC. to provide Interfacility Transport only, from HCA Suwannee ER and all Skilled Nursing Facilities located in Suwannee County.

### **Budget Impact:**

None

Respectfully submitted:

Dated: June 4, 2024

A handwritten signature in blue ink, appearing to read "E Hand".

Eddie Hand  
Fire Chief

**SUWANNEE COUNTY AGREEMENT NO. \_\_\_\_\_**

**SUWANNEE COUNTY  
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY**

WHEREAS, Amerimed EMS LLC. has requested authorization to provide non-emergency medical and transportation services that originate within Suwannee County; and,

WHEREAS, Amerimed EMS LLC. has demonstrated, and County concurs, that there is a need to provide these essential services to the residents of Suwannee County; and,

WHEREAS, Amerimed EMS LLC. affirms that it will maintain compliance with the requirements of the Emergency Medical Services Act (Chapter 401, F.S.), Rules (Chapter 64J, F.A.C.), and Suwannee County Code of Ordinances; and

WHEREAS, Amerimed EMS LLC. has indicated that it does not desire to conflict with current level of pre-hospital emergency services being provided by the Suwannee County Fire Rescue Department.

NOW THEREFORE, the Board of County Commissioners of Suwannee County hereby issues a Certificate of Public Convenience and Necessity to Amerimed EMS LLC. to provide non-emergency medical services subject to the following conditions and limitations as prescribed herein.

1. Amerimed EMS LLC. will provide scheduled non-emergency/non-911 ambulance transportation originating from a Licensed General Hospital, or a Free-Standing Emergency Facility, as defined in Chapter 64J, F.A.C.
2. Amerimed EMS LLC. will provide for non-emergency/non-911 ambulance transportation originating from licensed nursing homes or assisted living facilities.
3. Amerimed EMS LLC. will provide emergency interfacility ambulance transportation, as requested by the Suwannee County Fire Rescue Department.
4. Amerimed EMS LLC. will provide mutual aid when requested to do so by the Suwannee County Fire Rescue Department.

5. No reference to "Suwannee County" or "County" shall be permitted on either the ambulance or the employees, nor shall the words "Rescue" be found on the vehicle.

6. Failure of Amerimed EMS LLC. to fully comply with any of the terms, conditions, limitations, or provisions contained herein may result in immediate suspension, termination or revocation of this Certificate by action of the Board of County Commissioners.

7. This Certificate shall be reviewed annually.

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

Date of Expiration: Until Suspended, Terminated or Revoked

BOARD OF COUNTY COMMISSIONERS

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

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Clerk

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

Extend time on FDOT Contract No. G2241, construction of 80<sup>th</sup> Terrace and 139<sup>th</sup> Drive by executing FDOT G2241 Supplemental 2.

#### **Considerations:**

- Existing Contract expires June 30, 2024.
- FDOT prepared Supplemental 2 to extend time to December 31, 2024.
- This time extension allows adequate time for construction to be complete, FDOT review project, County pay contractor, and submit all appropriate closeout documentation to FDOT.

#### **Budget Impact:**

- No budget impact.

#### **Recommendation:**

- Staff respectfully recommend execution of Supplemental 2 of Contract G2241 to extend contract time to December 31, 2024, and adoption of enabling resolution.

Respectfully submitted,

Greg Scott,

County Administrator

**STATE-FUNDED GRANT  
SUPPLEMENTAL AGREEMENT**

SUPPLEMENTAL NO.

2

CONTRACT NO.

G2241

FPN

441326-1-54-01

Recipient: Suwannee County

This Supplemental Agreement ("Supplemental"), dated \_\_\_\_\_ arises from the desire to supplement the State-Funded Grant Agreement ("Agreement") entered into and executed on November 2, 2021, as identified above. All provisions in the Agreement and supplements, if any, remain in effect except as expressly modified by this Supplemental.



The parties agree that the Agreement is to be amended and supplemented as follows:

Contract time will be extended through December 31, 2024.

Reason for this Supplemental and supporting engineering and/or cost analysis:

Efforts in acquiring abandoned railroad property at the beginning of the project delayed the project's anticipated completion date.

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

RECIPIENT:  
Suwannee County

STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION

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

Name: Travis Land

Title: Chairperson

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

Name: Greg Evans

Title: District Two Secretary

Legal Review:





**Public Works**  
13150 80<sup>th</sup> Terrace Live Oak, FL 32060

Lauri Page Shubert  
Local Programs Administrator  
FDOT District 2  
1109 S. Marion Avenue  
Lake City, FL 32025

May 6, 2024

RE: FPN 441326-1-54-01, Contract No. G2241, 80<sup>th</sup> Terrace and 139<sup>th</sup> Drive

Lauri,

This letter is a formal time extension request for the subject project. The contract expires June 30, 2024. The contractor's estimated completion date is past that date, August 10, 2024. Please extend our agreement to December 31, 2024.

Thank you for your consideration in this matter. Please call or email me for further information.

Respectfully,

A handwritten signature in blue ink, appearing to read "Greg Scott", is written over the typed name.

Greg Scott  
County Administrator

**SUWANNEE COUNTY RESOLUTION NO. 2024 - \_\_\_\_\_**

**A RESOLUTION CONCERNING REIMBURSEMENT AGREEMENT SUPPLEMENTAL AGREEMENT # 2 FOR THE DESIGN, CONSTRUCTION AND CONSTRUCTION ENGINEERING AND INSPECTION FOR ROAD RECONSTRUCTION OF 80<sup>TH</sup> TERRACE AND 139<sup>TH</sup> DRIVE FROM END OF PAVEMENT TO MITCHELL ROAD SUWANNEE COUNTY, FLORIDA. FINANCIAL PROJECT ID: 441326-1-54-01.**

**WHEREAS**, the Florida Department of Transportation and Suwannee County, Florida, entered into a Reimbursement Agreement on November 2, 2021, for the design, construction and construction engineering and inspection for the road reconstruction of 80<sup>th</sup> Terrace and 139<sup>th</sup> Drive from end of pavement to Mitchell Road, hereinafter referred to as "Project"; and

**WHEREAS**, the Florida Department of Transportation has agreed through Supplemental Agreement #2 to extend the contract through December 31, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Suwannee County, Florida, that

1. The Chairperson whose name and signature appears on the referenced Contractual Agreement or Memorandum is the current duly elected Chairperson of the Suwannee County, Florida, Board of County Commissioners authorized to execute documents on behalf of the Board, and the signature is inscribed thereon consequence to an official action and approval of said Board of County Commissioners by a majority vote in an open public meeting, all as provided for in Chapter 125 Florida Statutes.
2. The current duly elected Clerk of the Circuit Court for Suwannee County, Florida, and/or his or her duly appointed Deputy Clerks whose name(s) and signature(s) appear thereon in attestation of the signature of the Chairperson of the Board of County Commissioners, are Ex Officio Clerk to the Board of County Commissioners and are authorized and required to provide such attestation as provided in Article V, Section 16 and Article VIII, Section 1 (d) of the Florida Constitution, and Chapter 28.12 and Chapter 125.17 of the Florida Statutes and are the custodians of the Suwannee County Board of County Commissioners' Seal and, may attest, certify, and provide copies of any such Board Documents. Such documents are authenticated by the Clerk's and/or Deputy's signature and application of the Board's Seal as provided by law.

**ADOPTED** this 4<sup>th</sup> day of June 2024.

**ATTEST:**

**BOARD OF COUNTY COMMISSIONERS  
SUWANNEE COUNTY, FLORIDA**

---

Barry A. Baker, Clerk of Court

---

Travis Land, Chairman



**Suwannee River Economic Council, Inc.**

**Post Office Box 70  
Live Oak, Florida 32064**

**Administrative Office - Phone (386) 362-4115**

**Fax (386) 362-4078**

**E-Mail: [mattpearson@suwanneec.net](mailto:mattpearson@suwanneec.net)**

**Website: [www.srecinc.org](http://www.srecinc.org)**

May 28, 2024

Mr. Greg Scott  
Suwannee County Manager  
13150 80<sup>th</sup> Terrace  
Live Oak FL 32064

RE: Release of Lien for Tartia Williams

Dear Mr. Scott:

Enclosed please find a Satisfaction of Mortgage for **Columbia** County SHIP client Tartia Williams. Integrity Title Services, LLC in Lake City was the closing agent for this home purchase, and when they prepared the closing documents including the SHIP Lien Agreement, they listed the County as Suwannee instead of Columbia. They have since realized the error and have prepared the attached Satisfaction asking Suwannee County to satisfy the original mortgage. In addition, Integrity Title has prepared a corrective mortgage addressing the legal description and the County name to be recorded for the client.

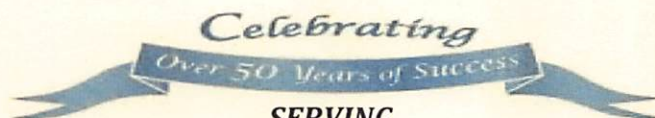
Please have the enclosed Satisfaction of Mortgage executed, and return it to our office so we may forward it to the closing company for recording.

If you need additional information, please feel free to contact Stephanie Barrington, SHIP Director, at extension \*242.

Sincerely,

Matt Pearson  
Executive Director

MP/ssb  
Enclosures



**SERVING**

**BRADFORD-COLUMBIA-DIXIE-GILCHRIST-HAMILTON-LAFAYETTE-LEVY-MADISON-PUTNAM-SUWANNEE-TAYLOR-UNION**

**"This institution is an equal opportunity provider and employer."**

**Funded in part through a grant by the State of Florida Department of Elder Affairs**

PREPARED BY & RETURN TO:

Name: Jenna Nettles, an employee of Integrity Title Services, LLC  
Address: 757 WEST DUVAL STREET  
Lake City, FL 32055  
File No. 24-02002

Parcel No.: 00-00-00-11695-001

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

SATISFACTION OF MORTGAGE

Know All Men By These Presents: That SUWANNEE COUNTY, FLORIDA, a political subdivision existing under the laws of the State of Florida, whose address is 200 SOUTH OHIO AVENUE, LIVE OAK, FL 32060, the owner and holder of a certain mortgage deed executed by TARTIA WILLIAMS to SUWANNEE COUNTY, FLORIDA, bearing date of August 29, 2022, and recorded on August 30, 2022, in O.R. Book 1474, Page 1118, in the office of the Clerk of the Circuit Court of Columbia County, Florida, securing that certain note in the principal sum of \$12,000.00 and certain promises and obligations set forth in said mortgage deed, upon the property situate in said State and County described as follows, to-wit:

AS DESCRIBED IN SAID MORTGAGE

hereby acknowledges that said mortgage was made to Suwannee County, Florida in error and hereby releases, and surrenders the same as canceled, and hereby directs the Clerk of the said Circuit Court to cancel the same of record.

SUWANNEE COUNTY, FLORIDA

By \_\_\_\_\_  
Authorized Agent

State of Florida

City/County of Suwannee, to wit:

I hereby certify that on this \_\_\_\_ day of \_\_\_\_\_, 2024, before me, the subscriber, a Notary Public of the State aforesaid, by means of  physical presence or  online notarization, \_\_\_\_\_, who acknowledged himself/herself to be the agent of SUWANNEE COUNTY, FLORIDA, the holder of the Mortgage referred to above, and he/she executed the foregoing Satisfaction of Mortgage for the purposes therein contained by signing the name of SUWANNEE COUNTY, FLORIDA, as its agent, acknowledging that the facts set forth therein are true.

WITNESS my hand and notarial seal.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

FY 2025 renewal of Employee Health Benefits and HSA contributions for employees electing BlueOptions Plan 03160 employee only coverage.

#### **Considerations:**

- Request to renew Employee Health Benefits, an increase of 5% from previous year, and continue the same HSA contribution of \$162.70/month to employees enrolled in BlueOptions Plan 03160 FY 23/24. Since 2014, the average yearly increase has held steady at only 2%.

Additionally, there are no changes in the Dental and Vision coverage with Humana, Inc. nor the Life and AD&D and Voluntary Life and AD&D with Standard Insurance Company.

- Request to change the effective date of coverage from the 1<sup>st</sup> day of the month following the date of hire to the 1<sup>st</sup> day of the month after 30 days of hire.

#### **Budget Impact:**

Budgeted item

#### **Recommendation:**

The Insurance Committee recommends approval to renew all coverages, the HSA contribution and change the effective date of coverage to the 1<sup>st</sup> day of the month after 30 days of hire.

Respectfully submitted,

Dated: June 4, 2024

Greg Scott,  
County Administrator

# Renewal History



Plan Year	Original Renewal	Negotiated Renewal
2014	-3%	-4.36%
2015	RFP	7%
2016	21.4%	10%
2017	1.2%	0%
2018	1%	0%
2019	-1%	-2%
2020	-4.67%	-5%
2021	16.9%	5%
2022	5.83%	4%
2023	7.68%	5%

Pro-Share Period	Refund Due
2013 – 2015	\$150,000*
2015 – 2017	\$130,625
2017 – 2019	\$446,358
2019 – 2021	\$0
2021 – 2023	\$166,707

Refund due at time of settlement was \$97,530, but was paid through an advance payment at 2015 renewal.

Over this time period, SCBOCC has received over \$250,000 in wellness funds.

# **SUWANNEE**

## **Parks & Recreation**

### Executive Summary

#### Objective:

Permission for staff to interview and negotiate with the firms that provided RFQs for Professional Planning & Design, Feasibility/Master Plan Studies for Parks and Recreation and to allow staff to sign all related documents.

#### Considerations:

Authorization to advertise for Request for Qualifications (RFQ) was approved on April 2, 2024.

Project RFQ's were opened on May 28, 2024.

Once negotiations are complete, staff will bring a recommendation to award the RFQ and a contract to the Board.

Budget Impact - Budgeted in our Professional Services line in the Recreation budget.

#### Recommendation:

Suwannee Parks & Recreation respectfully requests the Suwannee County Board of County Commissioners to grant permission for staff to interview and negotiate with the firms that provided RFQs for Professional Planning & Design, Feasibility/Master Plan Studies for Parks and Recreation.

Respectfully submitted:

Dated: June 4, 2024

Jason Furry, CPRP  
Parks & Recreation Director

# **SUWANNEE**

## **Parks & Recreation**

### **Executive Summary**

#### **Objective:**

To award bid for the Charles Springs Boat Ramp Improvements to the low bidder, to approve the contract, pending review by County Attorney; to authorize the Chairman to sign the contract and to allow staff to sign all related documents.

#### **Considerations:**

The project was approved February 6, 2024.

Bids were opened May 7, 2024.

Saltwater Builders LLC was the low bidder for this project.

Budget Impact: 100% funds reimbursed from FWC.

#### **Recommendation:**

We respectfully request the Suwannee County Board of County Commissioners to award bid for the Charles Springs Boat Ramp Improvements to the low bidder, to approve the contract (pending review by County Attorney), to authorize the Chairman to sign the contract and to allow staff to sign all related documents.

Respectfully submitted:

Dated: June 4, 2024

Jason Furry, CPRP  
Parks & Recreation Director

**SUWANNEE COUNTY**

County Attorney  
Executive Summary

Objective:

Determine whether to accept real property offered to be donated by Thomas and Beldad Bander

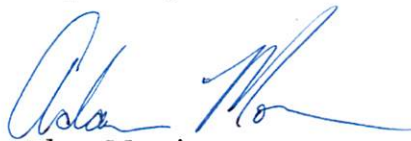
Considerations:

- I received a phone call from Thomas Bander, the owner (along with his wife) of Suwannee County Parcel 04-01A-12E-09473-100100 (3519).
- Mr. Bander has offered to donate the property to the county as he has been unable to sell it and he no longer wishes to pay taxes on it.
- A copy of the property appraiser sheet regarding the parcel is attached hereto.

Recommendation

- None
- If the Board wants to accept the property, I will need approval to accept the property on behalf of the County and prepare the appropriate paperwork.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Adam Morrison".

Adam Morrison  
County Attorney

# Suwannee County Property Appraiser

Ricky Gamble, CFA

**2024 Working Values**

updated: 5/30/2024

Parcel: << 04-01S-12E-09473-100100 (3519) >>

Aerial Viewer Pictometry Google Maps

2023  2022  2019  2016  Sales

Owner & Property Info				Result: 1 of 1
Owner	BANDER THOMAS J & BELDAD M 2335 BENTON AVE RICHLAND, WA 99352			
Site				
Description*	LEG LOT 10 BLK 10 SUW. R. PK. EST UNIT 3 ORB 217 P 180 ORB 349 P 197 WD YR 89 ORB 352 P 76 CWD YR 89			
Area	0.23 AC	S/T/R	04-01S-12E	
Use Code**	VACANT (0000)	Tax District	CO	
<p>*The Description above is not to be used as the Legal Description for this parcel in any legal transaction.                      **The Use Code is a FL Dept. of Revenue (DOR) code and is not maintained by the Property Appraiser's office. Please contact your city or county Planning &amp; Zoning office for specific zoning information.</p>				



Property & Assessment Values			
2023 Certified Values		2024 Working Values	
Mkt Land	\$3,500	Mkt Land	\$5,100
Ag Land	\$0	Ag Land	\$0
Building	\$0	Building	\$0
XFOB	\$0	XFOB	\$0
Just	\$3,500	Just	\$5,100
Class	\$0	Class	\$0
Appraised	\$3,500	Appraised	\$5,100
Assessed	\$3,500	Assessed	\$5,100
Exempt	\$0	Exempt	\$0
Total Taxable	county:\$1,997 other:\$1,997 school:\$3,500	Total Taxable	county:\$2,197 other:\$2,197 school:\$5,100

Sales History						
Sale Date	Sale Price	Book/Page	Deed	V/I	Qualification (Codes)	RCode
10/1/1988	\$7,641	0352/0076	WD	V	Q	01

Building Characteristics					
Bldg Sketch	Description*	Year Blt	Htd Base SF	Actual SF	Bldg Value
NONE					

Extra Features & Out Buildings					
Code	Desc	Year Blt	Value	Units	Dims
NONE					

Land Breakdown					
Code	Desc	Units	Adjustments	Eff Rate	Land Value
0000	0000 (MKT)	1.000 LT (0.230 AC)	1.0000/1.0000 1.0000/ /	\$5,100 /LT	\$5,100

Search Result: 1 of 1

© Suwannee County Property Appraiser | Ricky Gamble, CFA | Live Oak, Florida | 386-362-1385

by: GrizzlyLogic.com

The information presented on this website was derived from data which was compiled by the Suwannee County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. This website was last updated: 5/30/2024 and may not reflect the data currently on file at our office.

# CHAIRMAN CALLS FOR ADDITIONAL AGENDA ITEMS.



1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_

# ADMINISTRATOR'S COMMENTS AND INFORMATION



# **BOARD MEMBERS' INQUIRIES, REQUESTS, AND COMMENTS**

