

**SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS
JUDICIAL ANNEX BUILDING
218 PARSHLEY STREET SOUTHWEST
LIVE OAK, FLORIDA 32064**

TENTATIVE AGENDA FOR OCTOBER 4, 2022, 5:00 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 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 regarding each item they wish to speak on.
- 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 regarding each item they wish to speak on.
- For general updates or questions regarding County business, contact the County Administrator during regular business hours (386) 364-3400.

APPROVAL OF MINUTES:

1. a) September 19, 2022 – Workshop
b) September 19, 2022 – Final Budget Hearing
c) September 20, 2022 - Regular Board Meeting
d) September 26, 2022 – Emergncy Meeting

CONSENT:

2. Approval of payment of processed invoices.
3. Approval to hold November 1, 2022, regularly scheduled Board meeting at Live Oak City Hall 101 White Avenue S. E. Live Oak, Fl. 32064. The meeting will begin at 5:00 p.m.
4. Approval of amended bid offering process for sale of County surplus property.
5. Approval of procurement for a grapple rake and quick disconnect/coupler for the new CAT 950 wheel loader.
6. Approval of contribution in the amount of \$25,000 to Suwannee County Sheriff's Office to be used for Call Taker salaries. Budgeted impact: this is a busdgeted item and will be paid using 911 current year revenues.

7. Authorization to purchase Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) Protocol software from PowerPhone in the amount of \$93,097 and declare sole source provider. Budgeted item.
8. Authorization to purchase SmartCop Power Phone Total Response CAD Interface, which is required to run EMD/EFD (Emergency Medical/Emergency Fire Dispatching in the amount of \$21,600. Budgeted item.
9. Authorization to apply for a grant for a multi-use building which has specific uses for 5-years.
10. Authorization to piggyback Palm Beach County's Service Agreement with Public Consulting Group, LLC for assistance with Florida Certified Public Expenditure Program for Emergency Medical Transportation (PEMT). Budget impact: None.

COMMISSIONERS ITEMS:

COUNTY ATTORNEY ITEMS:

GENERAL BUSINESS:

11. **Additional Agenda Items.** The Chairman calls for additional items.
12. **Public Concerns and Comments.** (Filling out of Comment Card required, and forward to Chairman or County Administrator. Individual speakers from the audience will be allowed three (3) minutes, and a single representative or spokesperson will be allowed seven (7) minutes to speak following recognition by the Chairman and must speak from the podium – one (1) trip to the podium.)
13. Administrator's comments and information.
14. Board Members Inquiries, Requests, and Comments.

INFORMATIONAL ITEMS:

15. The timber clearing at the Catalyst Site generated \$17,739.47.

4:00 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for a workshop and the following were present: Chairman Franklin White; Commissioner Clyde Fleming; Commissioner Travis Land; and Commissioner Len Stapleton. Commissioner Don Hale was not initially present but arrived later. Clerk of Court Barry A. Baker; Eric Musgrove and Logan Woods, Deputy Clerks; Randy Harris, County Administrator; and Mr. James W. Prevatt, Jr., County Attorney, were also present.

Chairman White called the workshop to order at 4:07 p.m. and asked Commissioner Fleming to lead the invocation and the Pledge of Allegiance to the Flag of the United States of America.

The first item on the agenda was to discuss Land Development Regulations (LDRs).

Chairman White stated that he had called the workshop because of the issues he had seen, or been told about, concerning the LDRs as they related to Recreational Vehicles (RVs) and travel trailers.

County Administrator Harris addressed some of the problems with the LDRs, noting that there were one-year permits while constructing a home, and six-month permits for recreational purposes, that were being abused by some. There were also concerns as the LDRs were currently written.

County Attorney Prevatt stated that he had been asked to look at the situation from a legal standpoint. He recognized five different situations that came about regarding RVs and travel trailers and addressed them in some detail. County Attorney Prevatt stated that the two pertinent sections were Section 14.10.2 about one-year permits and Section 4.19.37 related to travel trailer requirements, and then discussed them in much detail, including the history of such vehicles. He reiterated that the LDRs as currently written did not adequately and consistently address the various types of vehicles.

Some discussion ensued on further defining RVs so that it would include all related vehicle types.

Commissioner Hale arrived at the meeting at 4:25 p.m.

A better tracking system for the one-year permits was suggested, and some discussion ensued on permit time periods and those in violation of the LDRs.

Mr. Ronald Meeks, Planning and Zoning Director, stated that there were many people in violation of the LDRs because they never applied for a permit for RV use. He then discussed the circumstances behind and abuses of the one-year permit in detail.

County Administrator Harris asked how the County could enforce the six-month permits, especially since there was no ending date expressly stated on them.

It was noted that there could be as many as 1,000 six-month permits still technically open over just the last ten years.

More discussion ensued on enforcing temporary permits.

Commissioner Land suggested that the County Attorney clean up the language defining what an RV was and he also noted that the number of complaints would be less due to a recently adopted State law that anonymous complaints would no longer be investigated. Commissioner Land suggested eliminating commercial use of RVs on private property.

Mr. Meeks stated that the wording of Suwannee County's LDRs was better than surrounding counties, noting some examples, but it still needed work.

Discussion ensued on RV parks, citizens abusing permits by using RVs as an alternative to expensive housing, storing of RVs when not in use, renewable permits, comparing RV permits with mobile home permits, and public safety inspections.

Chairman White noted that the Board would not finish discussing the issue this afternoon and he merely wished to begin discussions on the issue.

Mr. Robin Crespo, Code Enforcement Inspector, stated that his office received a complaint and then he would investigate it. Weekend RV visitors were not the problem, but those who were deciding

to live in RVs with or without a permit. He added that code enforcement on RVs had not been handled in at least ten years, but since he had been hired, he was working on the issue. Mr. Crespo asked for time to do his job.

Chairman White asked for the Board and Code Enforcement to make recommendations for a future decision.

Mr. Meeks made several recommendations to the Board.

Commissioner Land suggested a 90-day moratorium to give the Board time to decide on the issue.

Mr. Robert "Mac" Hinckle, Chief Building Inspector, suggested that the County work with the Town of Branford to provide an additional code enforcement officer to share duties.

Mr. Crespo suggested hiring an office technician to perform office duties, which would allow him to work in the field more instead of doing paperwork.

Chairman White noted that there was a final budget hearing to be held at this time, and further discussions would have to take place at a later date. He suggested reviewing renewable permits.

Commissioner Land moved to adjourn the workshop. Commissioner Fleming seconded, and the motion carried unanimously.

There being no further business to discuss, the workshop adjourned at 5:14 p.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

FRANKLIN WHITE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
OF COUNTY COMMISSIONERS

5:05 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for the Fiscal Year 2022-2023 final budget hearing and the following were present: Chairman Franklin White; Commissioner Don Hale; Commissioner Clyde Fleming; Commissioner Travis Land; and Commissioner Len Stapleton. Clerk of Court Barry A. Baker; Chief Deputy Clerk of Finance Keith Gentry; Eric Musgrove, Logan Woods, and Neena Funicelli, Deputy Clerks; Randy Harris, County Administrator; and Mr. James W. Prevatt, Jr., County Attorney, were also present.

Chairman White called the hearing to order at 5:15 p.m.

The purpose of the hearing was to discuss the final budget for Fiscal Year 2022-2023.

Clerk Baker announced that the FY 2022-2023 proposed final millage rate was 9.0000 mills and proposed final budget was \$124,474,622. He also announced the rolled-back rate of 8.4061 mills and that the proposed millage rate would be a 7.07% increase over the rolled-back rate.

Chairman White opened the public hearing.

County Attorney Prevatt swore in all those wishing to speak.

Chairman White opened the floor to comments, beginning with Constitutional Officers.

There were no Constitutional Officers who wished to speak.

Chairman White asked for outside agencies to speak.

There were no outside agencies who wished to speak.

Chairman White asked for department heads to speak.

There were no department heads who wished to speak.

Chairman White opened the floor to public comments.

As there were no public comments, Chairman White closed the floor to public comments.

At 5:18 p.m., Commissioner Fleming moved to approve a resolution adopting the levying of a final millage rate of 9.0000 mils for ad valorem taxes for Suwannee County for Fiscal Year 2022-2023. Commissioner Land seconded, and the motion carried unanimously. (Resolution No. 2022-61)

At 5:19 p.m., Commissioner Hale moved to approve a resolution adopting a final budget for Fiscal Year 2022-2023 of \$124,474,622. Commissioner Stapleton seconded, and the motion carried unanimously. (Resolution No. 2022-62)

The next item on the agenda was to implement a minimum wage increase.

County Administrator Harris stated that due to the effective date of the minimum wage mandate conflicting with the County’s typical time frame for wage increases, there were a small number of employees who needed their pay raise effective September 30 instead of October 1. He added that it would happen every year.

Commissioner Land moved to authorize certain minimum wage pay raises effective September 30. Commissioner Hale seconded, and the motion carried unanimously.

Chairman White closed the public hearing.

Commissioner Hale moved to adjourn the final budget hearing. Commissioner Land seconded, and the motion carried unanimously.

There being no further business to discuss, Chairman White adjourned the final budget hearing at 5:20 p.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

FRANKLIN WHITE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
OF COUNTY COMMISSIONERS

5:00 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 Franklin White; Commissioner Clyde Fleming; Commissioner Travis Land; and Commissioner Len Stapleton. Commissioner Don Hale was not present but arrived later. Barry Baker, Clerk of Court; Keith Gentry, Clerk Finance Director; Eric Musgrove, Deputy Clerk; Randy Harris, County Administrator; and James W. Prevatt, Jr., County Attorney, were also present.

Chairman White called the meeting to order at 5:00 p.m. and asked Commissioner Stapleton to lead the invocation and 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 September 6, 2022 Regular Board meeting and September 8, 2022 Tentative Budget Hearing.

Commissioner Stapleton moved to approve the minutes of the September 6, 2022 Regular Board meeting and September 8, 2022 Tentative Budget Hearing. Commissioner Fleming seconded, and the motion carried unanimously (4-0).

CONSENT:

Chairman White noted that item eight had been withdrawn from the agenda for discussion at a later time and items nine, ten, twelve, and fourteen had been pulled for discussion.

The second item on the agenda was to approve payment of \$5,981,479.44 in processed invoices.

The third item on the agenda was approval of a resolution authoring two (2) additional PACE programs, the Green Corridor and Florida Green, within the County and authorize the Chairman to execute the accompanying membership agreements to become a member of each of the two additional PACE districts. **(Resolution No. 2022-63, Agreement No. 2022-109, Agreement No. 2022-110)**

The fourth item on the agenda was approval of a proposal from Dewberry Engineers, Inc. for Construction Engineering and Inspection (CEI) services for the Suwannee River Greenway at Branford SunTrail project. Budget impact: paid for with grant funds. **(Agreement No. 2022-111)**

The fifth item on the agenda was approval of a Release and Satisfaction of Lien Agreement with Caleb Mumford and Kelly McManaway, State Housing Initiatives Partnership Program client. **(Agreement No. 2022-112)**

The sixth item on the agenda was approval of an agreement with the North Central Florida Regional Planning Council, in the amount of \$7,421.00 for Annual Monitoring of Hazardous Waste Generators for FY 2023. **(Agreement No. 2022-113)**

The seventh item on the agenda was approval of an agreement between the Suwannee County Board of County Commissioners, the Honorable William F. Williams, III, and Suwanee Valley Probation Services, Inc. for misdemeanor probation services. **(Agreement No. 2022-114)**

The eighth item on the agenda was approval of a Sole-Source Agreement with American Pipe & Tank, Inc. for transportation, treatment, and disposal of domestic wastewater residuals from the County sewer plant.

This item was withdrawn from the agenda for discussion at a later date.

The ninth item on the agenda was approval of a Sole-Source Agreement with Tank Wizards, Inc. for complete set-up of a 2,500-gallon fuel tank at the Branford Mine. Budget impact: not to exceed \$15,000.

This item was pulled for discussion.

The tenth item on the agenda was approval of an addendum to the Buchanan, Ingersoll, & Rooney PC (Mike Grissom) Consulting Agreement for Government Relations (Non-Legal) Services.

This item was pulled for discussion.

The eleventh item on the agenda was approval of Class 1 Lump Sum Cancer Benefit with Death Benefit covering cancers within FS 112.1816.

The twelfth item on the agenda was approval of the cancellation of Task Orders with Dewberry Engineers, Inc. for Construction Engineering Inspection Services associated with Wideman Street and Carter Avenue.

This item was pulled for discussion.

The thirteenth item on the agenda was approval of an agreement with the Florida Department of Health in the amount of \$100,000.00 for the operation of the Suwannee County Health Department for FY 2022-23. **(Agreement No. 2022-116)**

The fourteenth item on the agenda was award of a bid and authorization to execute an agreement with Curt's Construction, Inc. for paving of Carter Avenue and Wideman Street. Budget impact: funded by FDOT (Bid No. 2022-30; bids were opened August 9, 2022).

This item was pulled for discussion.

The fifteenth item on the agenda was renewal of an agreement with Madden Media for marketing/advertising services for the Suwannee County Economic Development Office (Budgeted item). **(Agreement No. 2019-84-11)**

Commissioner Land moved to approve consent items 2-7, 11, 13, and 15. Commissioner Stapleton seconded, and the motion carried unanimously (4-0).

The ninth item on the agenda was approval of a Sole-Source Agreement with Tank Wizards, Inc. for complete set-up of a 2,500-gallon fuel tank at the Branford Mine. Budget impact: not to exceed \$15,000.

Commissioner Land stated that he had reviewed the County's mine in Branford and there was a definite need for fuel tank set-up.

County Administrator Harris noted that two other vendors had been contacted but had failed to submit bids.

County Attorney Prevatt asked that the Board declare the purchase of the fuel tank as a sole-source item and then approve the agreement with Tank Wizards.

Commissioner Stapleton moved to declare the purchase and set-up of a 2,500-gallon fuel tank at the Branford Mine as a sole-source item. Commissioner Land seconded, and the motion carried unanimously (4-0).

Commissioner Stapleton moved to approve a Sole-Source Agreement with Tank Wizards, Inc. for complete set-up of a 2,500-gallon fuel tank at the Branford Mine. Budget impact: not to exceed \$15,000. Commissioner Land seconded, and the motion carried unanimously (4-0). (Agreement No. 2022-117)

The tenth item on the agenda was approval of an addendum to the Buchanan, Ingersoll, & Rooney PC (Mike Grissom) Consulting Agreement for Government Relations (Non-Legal) Services.

Chairman White stated that Mr. Grissom and his company had done great work lobbying for the County and had brought in a great amount of money since being hired earlier in the year.

Commissioner Hale arrived at the meeting at 5:07 p.m.

Mr. Grissom discussed his work and looked forward to a continued relationship with Suwannee County. He discussed the millions of dollars in grants that had been brought into Suwannee County.

The Board thanked Mr. Grissom for his work in Tallahassee on behalf of Suwannee County.

Commissioner Fleming left the meeting at 5:07 p.m.

Commissioner Stapleton moved to approve an addendum to the Buchanan, Ingersoll, & Rooney PC (Mike Grissom) Consulting Agreement for Government Relations (Non-Legal) Services. Commissioner Land seconded, and the motion carried unanimously (4-0). (Agreement No. 2022-50-01)

Commissioner Fleming returned to the meeting at 5:08 p.m.

The twelfth item on the agenda was approval of the cancellation of Task Orders with Dewberry Engineers, Inc. for Construction Engineering Inspection Services associated with Wideman Street and Carter Avenue.

County Administrator Harris wanted to be clear that there was no problem with Dewberry Engineering, and the issue was that the bids came in higher than the funding the Department of Transportation (DOT) had provided for the work, and the County had to cut work somewhere. The County would instead perform the CEI on the project.

Commissioner Fleming moved to approve the cancellation of Task Orders with Dewberry Engineers, Inc. for Construction Engineering Inspection Services associated with Wideman Street and Carter Avenue. Commissioner Hale seconded, and the motion carried unanimously. (Agreement No. 2022-115; see cancelled Agreements No. 2022-78 and 2022-79)

The fourteenth item on the agenda was award of a bid and authorization to execute an agreement with Curt's Construction, Inc. for paving of Carter Avenue and Wideman Street. Budget impact: funded by FDOT (Bid No. 2022-30; bids were opened August 9, 2022).

County Administrator Harris noted that the issue was the same as with item twelve and then noted the difference in quotes between the companies that had bid the project. The total amount would be \$709,106.95, and he asked for approval.

Commissioner Hale moved to award a bid and authorize execution of an agreement with Curt's Construction, Inc. for paving of Carter Avenue and Wideman Street for \$709,106.95. Budget impact: funded by FDOT (Bid No. 2022-30; bids were opened August 9, 2022). Commissioner Stapleton seconded, and the motion carried unanimously (5-0). (Agreement No. 2022-118)

TIME-SPECIFIC ITEMS:

The sixteenth item on the agenda was at 5:05 p.m., or as soon thereafter as the matter could be heard, to hold a public hearing to consider adoption of an ordinance pertaining to CPA 22-02, an application by Concept Development, Inc. and Concept Construction of North Florida, Inc., authorized agent for Muriel Jeanene Taylor, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the land use classification from AGRICULTURE-1 (less than or equal to 1 dwelling unit per 5 acres) to RURAL ACTIVITY CENTER.

Chairman White opened the public hearings.

County Attorney Prevatt swore in all those wishing to speak.

Ronald Meeks, Planning and Zoning Director, discussed the nature of the application, noting that the 3.25-acre property was at the intersection of SR 51 and CR 252. The application had been recommended for approval by the Planning and Zoning Board and added that the next item was also related as part of the approval process. Mr. Meeks stated that traffic patterns would be permitted through the Department of Transportation and entered the file into the record as Composite Exhibit #1.

Some discussion ensued on the two parcels that made up the request and that all of one parcel would be purchased along with part of the other.

Chairman White opened the floor to public comments.

Mr. Russ Paget, 14475 193rd Road, Live Oak, did not see the need for another Dollar General since there were two others within seven miles of the proposed location. He was also concerned with the increased traffic at the intersection.

There being no further comments, Chairman White closed the floor to public comments.

Commissioner Land appreciated Mr. Paget's concerns but clarified that the main issue from his constituents was the increased traffic at the intersection. He added that DOT would check traffic counts

and could place a light there in the future, and the County's Land Development Regulations did not stipulate increased traffic as a reason to deny an application.

Commissioner Hale agreed that constituents and the Board should go to DOT if traffic at the intersection became an issue.

Mr. Meeks clarified that since SR 51 was a State road, the County was limited in what they could do with traffic counts and it was up to the State to make that determination when they held their own permitting hearings.

Mr. Paget asked if the DOT traffic study was something the Board informed the constituents about. Commissioner Land replied that the study would be done by the State and the developer and should be a public record.

Ms. Holly White, with Vector Civil Engineering and on behalf of the client, stated that a traffic study would be completed through DOT and the results would be provided to Mr. Meeks. She expected the study to be completed within four weeks of site plan approval, adding that the plan was conceptual only and not the final result.

County Attorney Prevatt reminded the public that the purpose of the hearing was to determine whether the parcel or parcels was/were appropriate to be zoned as a Rural Activity Center, and the County did not judge by the specific project. He added that there were still many review processes that needed to be held by DOT, Mr. Meeks, and other entities before anything was built on the site.

Commissioner Land noted that the Taylor family owned the property and surrounding properties, and they had chosen to allow the project to use their land. He added that there was already a general store across the street owned by the Taylor family.

After questioning, it was noted that the property in question was at the northeast corner of the intersection of SR 51 and CR 252.

Commissioner Land moved to approve an ordinance pertaining to CPA 22-02, an application by Concept Development, Inc. and Concept Construction of North Florida, Inc., authorized agent for Muriel Jeanene Taylor, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the land use classification from AGRICULTURE-1 (less than or equal to 1 dwelling unit per 5 acres) to RURAL ACTIVITY CENTER. Commissioner Fleming seconded, and the motion carried unanimously. (Ordinance No. 2022-08)

The seventeenth item on the agenda was at 5:05 p.m., or as soon thereafter as the matter could be heard, to hold a public hearing to consider adoption of an ordinance pertaining to LDR 22-03, an application by Concept Development, Inc. and Concept Construction of North Florida, Inc., authorized agent for Muriel Jeanene Taylor, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from AGRICULTURE-1 (A-1) to RURAL ACTIVITY CENTER (RAC).

Mr. Meeks stated that the item was the second step in the process of authorizing the change in zoning for the property and submitted the file into the record as Composite Exhibit #1.

Chairman White opened the floor to public comments.

County Administrator Harris discussed the nature of the zoning changes and that the current process was much smoother than when Comprehensive Plan changes had to be approved by the State.

There being no further comments, Chairman White closed the floor to public comments.

Commissioner Hale moved to approve an ordinance pertaining to LDR 22-03, an application by Concept Development, Inc. and Concept Construction of North Florida, Inc., authorized agent for Muriel Jeanene Taylor, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from AGRICULTURE-1 (A-1) to RURAL ACTIVITY CENTER (RAC). Commissioner Land seconded, and the motion carried unanimously. (Ordinance No. 2022-09)

COMMISSIONERS ITEMS:

There were none.

COUNTY ATTORNEY ITEMS:

County Attorney Prevatt discussed surplus land properties that had been sold, noting that some bidders had withdrawn their bids or wanted additional work done that had not been part of the original terms. He recommended a change to how the bids were done and submitted documents pertaining to it, which would be like how foreclosures were handled. County Attorney Prevatt further discussed his proposal, which would allow a clean avenue to pursue legal action if the bidder failed to comply with the terms of the agreement. He suggested that the Board review the documentation and make a decision at a later date but could approve it at the current meeting if they were confident in it.

Some discussion ensued on the details of the proposal.

Commissioner Land suggested placing the item on the next agenda's consent items, since the Board had just received the documentation.

The Board agreed by consensus to add the item to the next meeting's consent agenda.

GENERAL BUSINESS:

The eighteenth item on the agenda was to discuss, with possible Board action, an agreement with North Florida Professional Services, Inc. (NFPS) for construction plan reviews and building inspection services (RFQ No. 2022-33; bids were opened August 30, 2022).

County Administrator Harris briefly discussed the agreement, noting that this was for the times when the building official could not inspect properties in a timely manner.

Commissioner Land meant no disrespect, but he held the same position that he held at the July 5 meeting in which he had made it clear that he did not see the need for the County hiring third-party

inspection services. Commissioner Land added that the building inspector was only five days out for inspections, and customers were allowed by Florida Statutes to contact third-party inspectors to have the work done if they did not want to wait on the County. He also noted that the requests for qualifications that he had motioned for and approved in July was to be at no cost to the County. Since then, he had researched the issue and found the Florida Statutes allowed private individuals to hire third-party inspectors and did not see the need for the County to hire a third-party inspector themselves. Commissioner Land was concerned about spending taxpayer money to use third-party inspectors and then trying to recoup the expenses from the property owner.

County Administrator Harris stated that he was not proposing to use taxpayer funds for the inspection services but using the services after collection of the expenses by the Building Department. He shared a recent incident in which a foundation inspection was going to take two weeks, which would not be good because of the nature of that work. County Administrator Harris explained that the agreement was written to allow the Building Department to hire the inspection services as needed.

Commissioner Land reiterated that the Florida Statutes already gave the public the opportunity to hire third-party inspectors to do the inspection work, which if they were properly licensed, had to be accepted by the Building Department. He did not see the need to insert the County into the process.

Mr. Wayne Hannuka, 11883 93rd Road, Live Oak, discussed the inspection services and explained that the contractor's end result was to complete the project as soon as possible.

Commissioner Land noted that almost all contractors or builders scheduled building inspections prior to when they needed it so that the project timeline was not impacted.

Further discussion ensued on inspection services and a suggestion was made to make information about the third-party hiring of inspection services available in the Building Department.

Commissioner Hale suggested the third-party inspection notice and options to be placed in the Building Department's permit application.

Commissioner Stapleton agreed with Commissioner Hale's suggestion.

After questioning by Chairman White, NFPS replied that the pricing to the County was the same as with the public.

Mr. Maurice Perkins, 505 Lafayette Avenue, Live Oak, suggested that the Building Department be involved in the process so that the end product met requirements.

Mr. Dave Young, North Florida Professional Services, 4231 NW Little Road, Lake City, stated that there was no time limit on inspections but on plan review, adding that inspections were to be done "in a timely manner". He stated that if the third-party inspector handled part of the inspection services, they would have to enter into a contract with the property owner to perform all subsequent inspection services, including review of plans. However, if the local jurisdiction hired the third-party inspector, the third-party inspector could be used for only specific inspections on projects.

After questioning, Mr. Young replied that the requirement to perform all inspection services once contracted was a requirement from the Florida Statutes, since third-party companies had to carry liability insurance. He discussed the issue in more detail.

Further discussion ensued on the issue.

Commissioner Land reiterated that he only knew of one complaint concerning the County's current inspection timelines, and that had been during an extremely busy time when the County also instituted solid waste decals. He again did not see a need for the agreement.

Mr. Moses Clepper, 14581 102nd Path, Live Oak, stated that it appeared that the County's building inspection services were not lagging, even with an open inspector position, and did not see the need for

the agreement. He added that he agreed with Commissioner Hale's suggestion to add a sheet into the permit that gave notice to the public of their ability to hire third-party inspectors.

Commissioner Land again reiterated that there did not seem to be a need for the agreement.

County Administrator Harris stated that the County had advertised for another inspector, but it was difficult to find qualified people. He added that the State established criteria, not the County.

Commissioner Land suggested lowering the minimum qualifications to attract more applicants.

County Administrator Harris clarified that the State's minimum qualifications had to be met.

Commissioner Hale asked if there was anyone currently in the County's employment that met the criteria and would be interested in the work. County Administrator Harris replied that the job had been publicly advertised for some time and no County employees had applied.

After questioning, County Attorney Prevatt stated that the County could add a list of potential third-party inspectors to the permits.

Mr. Meeks believed that there was a document available at the Building Department that included the requirements of third-party inspectors. He then discussed some of the requirements and the greater need for electrical inspections.

The Board discussed hiring an electrical inspector who could learn about other types of inspections on the job instead of hiring third-party inspection services.

The Board took no action on the item.

The nineteenth item on the agenda was to discuss, with possible Board action, Land Development Regulations (LDRs).

County Administrator Harris noted that this was a follow-up to the previous day's workshop regarding recreational use of RVs and travel trailers, including the possibility of a moratorium.

Chairman White noted that the Board needed to work through some changes in the LDRs.

County Administrator Harris briefly discussed the previous day's workshop and noted that further workshops could be held to continue discussion on the issue, since it had been cut short due to a public hearing on the final millage rate and budget.

The Board noted that Code Enforcement Official Robin Crespo had been hired to work on these types of issues and had asked at the workshop to be allowed time to do his job.

Commissioner Land moved to have a ninety-day moratorium on recreational RV permits to allow time to review and make changes to the LDRs. Commissioner Fleming moved, and the motion carried unanimously.

Mr. Meeks noted that there were already permits pending and asked for clarification on where they stood with the moratorium.

The Board and County Attorney Prevatt clarified that the motion was for new recreational RV permit applications, not ones previously submitted and in the approval process.

The twentieth item on the agenda was Additional Agenda Items.

There were two additional agenda items:

The first additional agenda item was to discuss, with possible Board action, architectural design services and rates for the Emergency Operations Center (EOC).

County Administrator Harris stated that he had several rate proposals for architectural design of the EOC, and he suggested that he and the County Attorney be allowed to work on an agreement for the services. County Administrator Harris added that an architectural design grant for \$200,000 had been approved by the State, but the quoted rates from the County's selected design firm were far higher. However, after continued negotiations, the price had been reduced to \$200,000, but did not include land surveying and geotechnical work. County Administrator Harris suggested approval of an agreement, pending review and restructuring of the scope of work. He then discussed the history of the grant

application and added that the County had recently been awarded Federal grant funding for construction of the EOC.

Some discussion ensued on the scope of work and history of the grant application process.

Mr. Clepper noted that the rate schedule showed an average hourly rate from the architect of some \$140 per hour, which seemed high.

County Administrator Harris noted that the rate schedule would probably not be used since a lump sum amount had been discussed instead. He also suggested that the architectural firm be involved in pre-bid meetings on the project.

Commissioner Stapleton expressed anger at receiving such high bids only because the government had provided a large amount of funds whose amount was publicly available.

Commissioner Hale moved to allow the County Administrator and County Attorney to write and/or clean up the wording of an agreement for architectural design services with Clemons, Rutherford, and Associates (CRA) and rates for the Emergency Operations Center (EOC) and approve the scope of work for \$200,000, with the County to handle land surveying and geotechnical work. Commissioner Land seconded, and the motion carried 4-1, with Commissioner Stapleton opposed.

Further discussion ensued on the problem with government grant funding causing a rise in prices, in conjunction with more work (and expenses) to be expended by the County before a grant application could even be submitted. Discussion was also held on how the County's hands were tied when it came to architectural planning due to State law.

The second additional agenda item was to approve and accept the assignment of City/County Funds from the Opioid Litigation from the City of Live Oak to Suwannee County, authorize the Chairman to execute the same, and authorize the Chairman and/or the County Attorney to execute on behalf of the

County any other documents required by the State of Florida to affect the appropriate assignment and transfer.

County Attorney Prevatt stated that the Opioid litigation had been ongoing for some time and the City had been a part of the litigation process. He added that the money would be distributed within the next two weeks, and the City had proposed assigning their money to the County due to the burdensome amount of work involved.

Commissioner Fleming moved to approve and accept the assignment of City/County Funds from the Opioid Litigation from the City of Live Oak to Suwannee County, authorize the Chairman to execute the same, and authorize the Chairman and/or the County Attorney to execute on behalf of the County any other documents required by the State of Florida to affect the appropriate assignment and transfer.

Commissioner Land seconded, and the motion carried unanimously. (Agreement No. 2022-119)

The twenty-first item on the agenda was public concerns and comments.

Commissioner Hale noted that there had been a recent meeting in Perry regarding the North Florida Economic Development Partnership (NFEDP) and he thanked Mr. Shannon Roberts, Digital Content Specialist, for his work and tenacity on the matter.

Mr. Roberts stated that he was passionate about developing opportunities for Suwannee County.

Commissioner Hale noted that Mr. Jimmy Norris, Economic Development Director, was now the chairman of the NFEDP.

Mr. Norris discussed the work with technology as it related to the broadband efforts and thanked the public for their assistance in sending data to the appropriate office regarding their internet service.

Some discussion ensued on the work of the NFEDP.

Mr. Perkins thanked the Board and those he had spoken with during his election campaign for their work and support. He looked forward to working with the various County departments as a commissioner in the near future.

The twenty-second item on the agenda was Administrator’s comments and information.

County Administrator Harris updated the Board on zoning issues with Goldkist Boulevard and noted that the budget workshops and budget hearings went well, thanking Keith Gentry and Neena Funicelli with the Clerk’s Office for their labor on the budget.

The twenty-third item on the agenda was Board Members’ inquiries, requests, and comments.

Commissioner Fleming thanked County staff for their work and noted better times were ahead.

Commissioner Stapleton thanked everyone for their thoughts and prayers for his oldest daughter, who had been through several surgeries over the last couple of weeks but was now home.

Commissioner Land expressed thoughts and prayers for Commissioner Stapleton’s daughter.

Commissioner Hale thanked staff and expressed prayers for Commissioner Stapleton’s daughter.

Chairman White agreed with previous comments.

Commissioner Hale moved to adjourn the meeting. Commissioner Land seconded, and the motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 7:09 p.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

FRANKLIN WHITE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
COUNTY COMMISSIONERS

September 26, 2022
Emergency Board Meeting
Emergency Operations Center
617 Ontario Avenue SW
Live Oak, Florida

9:30 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 Franklin White; Commissioner Don Hale; Commissioner Clyde Fleming; Commissioner Travis Land; and Commissioner Len Stapleton. Eric Musgrove and Logan Woods, Deputy Clerks; Randy Harris, County Administrator; and James W. Prevatt, Jr., County Attorney, were also present.

Chairman White called the meeting to order at 9:30 a.m. and noted that the purpose of the meeting was to discuss declaring a local state of emergency due to the impending arrival of Hurricane Ian.

Commissioner Fleming moved to declare a Local State of Emergency due to Hurricane Ian. Commissioner Stapleton seconded, and the motion carried unanimously. (Resolution No. 2022-64)

Commissioner Land moved to adjourn the meeting. Commissioner Stapleton seconded, and the motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 9:31 a.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

FRANKLIN WHITE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
COUNTY COMMISSIONERS

Agenda Item No. 2

Approval of payment of processed invoices.

Agenda Item No. 3

Approval to hold November 1, 2022, regularly scheduled Board meeting at Live Oak City Hall 101 White Avenue S. E. Live Oak, Fl. 32064. The meeting will begin at 5:00 p.m.

Presented during September 20, 2022 BCC Meeting

Agenda Item No. 4

Clarification of bid offering details and contract terms for sale of County surplus property.

Discussion

The BOCC has previously contracted with a local realtor to offer, market obtain bids on certain surplus properties designated for sale in the hopes of getting better pricing on better properties. The Board supplied a process to handle such bid process.

Not through the fault of the realtor, the bid process has worked for some properties but not others. Bids have been received, awarded and then backed out of before a purchase and sale agreement has been executed. On others, the Bidders have insisted that the County was responsible to clear up potential title problems.

The proposed process is intended to clarify the process. It will simply let potential Bidders know that the County is selling all properties AS IS, without warranties of any kind and that any bid submitted will simply mature into a contract for sale and purchase when awarded, much like a sale on the Courthouse steps.

Recommendation

Approve new format for offering brokered surplus property sales.

SELLER'S BID OFFERING DETAILS

The Suwannee County Board of County Commissioners (BOCC) uses the following process for Bids on specifically delineated County surplus real property.

Any Bidder shall take title and the condition of the property, **AS IS, WHERE IS**. The BOCC makes no warranty, guarantee or representation of any kind, expressed or implied, as to the state of title, acreage, legal access, zoning, road frontage, water/sewer/electricity availability, environmental conditions, physical attributes or condition of the property offered or any improvement located thereon. It shall be Bidder's sole responsibility during the listing or offer period to do Bidder's due diligence, at Bidder's sole expense, to determine if the property is acceptable for Bidder's intended use. BOCC shall have no responsibility to discharge or correct any matters affecting title, acreage, access, zoning or other property condition, including but not limited to making any repairs to any residence or improvements or any component thereof on the property.

The successful Bidder will pay **ALL** closing costs except for BOCC contracted Realtor's commission.

Conveyance of the property will be by County Deed pursuant to FS 125.411. which shall convey only the interest of the County and such board in the property covered thereby, and shall not be deemed to warrant the title or to represent any state of facts concerning the same.

SELLER'S BID SELECTION PROCESS

1. Each surplus property listing will run for a 90 day period which period will also serve as the Bidder's inspection period. All Bids received during the 90 period shall remain sealed and be kept confidential.
2. All bids submitted must be accompanied by the proposed escrow amount indicated in the Bidder's Bid Detail page.
3. All Bids shall be delivered to the listing office no later than _____, 202_ by 3:00 P.M. EST (typically a Friday) After this cut off time, all sealed Bids will be forwarded to the Clerk of the Court Office to hold until opening as contemplated in paragraph 4 below. Any Bid received after this cut off time, will be forwarded to and retained at the Clerk of Court Office unopened and will not be considered. Any Bid may be withdrawn at any time up to bid opening reflected in paragraph 4 below.
4. Bids will be publicly opened and read aloud at the Judicial Annex, 218 Parshley Street SW. Live Oak. Florida 32064. on _____, 202_ at 10:00 a.m EST., which will be advertised. (Typically the Tuesday following the Friday deadline.)
5. The results of the Bids will then be forwarded to the BOCC for consideration at its next regularly scheduled meeting, typically, at the Judicial Annex, 218 Parshley Street SW. Live Oak. Florida 32064..
6. The BOCC reserves the right to reject any and all Bids, waive formalities, and re-advertise and award the Bid in the best interest of Suwannee County.

7. Once a bid is accepted and awarded by the Board of County Commissioners, all parties will be notified and any unsuccessful bidder's escrow deposit returned.
8. **Upon award by the BOCC, the winning Bid shall mature into a contract for sale and purchase, without any contingencies. The contract shall consist of (1) the Seller's Bid Offering Details, (2) the Seller's Bid Selection Process statements herein and (3) the Bidder's Bid Detail page.**

Bidder acknowledges that he/she/it has read the foregoing Seller's Bid Offering Details and Seller's Bid Selection Process statements and any bid hereby submitted by Buyer shall include and be subject to the delineated conditions therein.

Subject Property: _____

Buyer(s) Name: _____

Buyer(s) Signature: _____

(Title, if applicable)

BIDDER'S BID DETAILS

Subject Property: _____
(Description or Property Appraisal No.)

Buyer(s) Name: _____

Buyer's Authorized Representative: _____

Offer Price: _____
(Lump sum only, no per acre price accepted)

Has Buyer toured property: Yes No

Method of Payment, Select One: Cash Financing by County

If financing by County, what are the proposed terms of financing:

Amount: _____ Interest Rate: _____ Payment Period _____

Escrow Amount: _____
(To be held by Poole Realty, Inc. pending bid award)

Closing Agent/Title Company (Buyers choice): _____
(If not completed, Seller will select closing agent.)

Days to close: 30 45 Other: _____

Items not addressed above: _____

(Buyer Name)

Witness:
AS TO BUYER:

(Buyer Signature)

(Witness Signature)

Buyer Title (If applicable)

(Witness Signature)

(Date)

Agenda Item No. 5

Item:

Procurement of grapple rake attachment with quick disconnect/coupler for CAT 950 wheel loader

Description:

On 7/5/2022 the Board approved a lease for a CAT 950 wheel loader for Public works with an annual payment of \$35,082. Public Works desires to add a quick disconnect/coupler and grapple rake to the unit which results in an increase to the annual lease payment by \$10,431. Approval of the procurement for the grapple rake and quick disconnect increases the annual lease payment to \$45,512.83.

Budget Impact: The proposed \$10,431 in additional cost would be pulled from the Public Works equipment budget.

Requested Action:

Approval of the procurement for a grapple rake and quick disconnect/coupler for the new CAT 950 wheel loader in the amount of \$10,431.

Initial quote that excludes grapple rake &
quick disconnect 5/20/2022



Ring Power Corporation
390 SW Ring Court
Lake City, Florida 32025

QUOTE PER THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT

Quote Prepared For:
Suwannee County

5/20/2022

(1) NEW CATERPILLAR 950GC WHEEL LOADER

CONTRACT DETAILS

Florida Sheriff's Association
Bid # FSA20-EQU18.0
Item # 180, Loader, Wheel Loader - 3.0 CU YD
Contract Effective Dates: October 1, 2021 Through September 30, 2022

BASE MACHINE

BASE	Caterpillar 926M Per Sheriff's Contract Specifications	\$164,703
554-0849	Upgrade to 950GC, Base Machine Only	\$47,636
TOTAL OF BASE MACHINE		\$212,339

NON-SPECIFIED OPTIONS

557-3555	REGIONAL PACKAGE, USA	NC
558-1787	COLD WEATHER PACKAGE, AM-N	\$1,075
559-4970	LINKAGE, STANDARD, 3V/QC	\$545
552-8943	FRAME, MANUAL LUBE, STD OSC	NC
469-3139	COUNTERWEIGHT, 3016 LBS	NC
573-5683	AXLE ARR, (LSD, OPEN)	\$2,110
1S-9937	AIR INLET STANDARD, RAIN CAP	NC
521-7456	HYDRAULICS, 2V, W/RIDE CTRL ANSI	\$3,575
	2 VALVE HYDRAULICS	INCL
	RIDE CONTROL	INCL
554-0884	LIGHTING, STANDARD	NC
554-1499	LIGHTS, 5 CONNECTORS	NC
562-4197	LIGHTS, WORKING, 4 HALOGEN	NC
553-1404	JOYSTICK W/FNR	NC
489-0438	SUSPENSION SEAT, AIR	\$545
391-5315	SEAT BELT, 3", AUTO-ANTI-CINCH	NC
603-0645	PREMIUM CORP RADIO (12V)	\$530

579-9102	PRODUCT LINK, CELLULAR PLE641	NC
390-6000	STEERING SYSTEM, STANDARD	NC
554-3399	FAN, REVERSING, ANSI	\$750
562-3218	ANTIFREEZE, -34C (-29F)	NC
593-2886	TIRES, 23.5R25 MAXAM MS302 ** L3	\$425
392-3725	NO TOOLBOX	NC
471-0569	NO QUICK COUPLER READY	NC
559-9419	BKTA GP GC 115" 4.00YD3 PIN ON	\$13,264
421-8926	SERIALIZED TECHNICAL MEDIA KIT	NC
489-2727	WARNING BEACON, LED	\$412
432-7325	FENDER, ROADING, NON-METALLIC	\$930
540-0571	GUARD, POWERTRAIN	<u>\$1,340</u>
	SUB TOTAL	\$25,501
	LESS 17% SHERIFF'S CONTRACT DISCOUNT	<u>(\$4,335)</u>
TOTAL OF NON-SPECIFIED OPTIONS		\$21,166

WARRANTY

	12 MONTH UNLIMITED HOUR PREMIER	INCL
	60 MONTH / 5,000 HOUR PREMIER	\$9,075

TOTAL TRANSACTION PRICE	\$242,580
--------------------------------	------------------

FINANCE LEASE PROPOSAL

60 MONTH / 5000 HOUR (1000 ANNUAL HOURS)

ANNUAL PAYMENT: \$ 35,082.02

GUARANTEED BUYBACK: \$ 100,000.00

Todd Sandlin
Ring Power

Revised quote to include grapple rake &
quick disconnect/coupler 9/22/2022



Ring Power Corporation
390 SW Ring Court
Lake City, Florida 32025

QUOTE PER THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT

Quote Prepared For:
Suwannee County

5/20/2022
Rev. 9/22

(1) NEW CATERPILLAR 950GC WHEEL LOADER

CONTRACT DETAILS

Florida Sheriff's Association Bid # FSA20-EQU18.0 Item # 180, Loader, Wheel Loader - 3.0 CU YD Contract Effective Dates: October 1, 2021 Through September 30, 2022
--

BASE MACHINE

BASE	Caterpillar 926M Per Sheriff's Contract Specifications	\$164,703
554-0849	Upgrade to 950GC, Base Machine Only	<u>\$47,636</u>
TOTAL OF BASE MACHINE		\$212,339

NON-SPECIFIED OPTIONS

557-3555	REGIONAL PACKAGE, USA	NC
558-1787	COLD WEATHER PACKAGE, AM-N	\$1,075
559-4970	LINKAGE, STANDARD, 3V/QC	\$545
552-8943	FRAME, MANUAL LUBE, STD OSC	NC
469-3139	COUNTERWEIGHT, 3016 LBS	NC
573-5683	AXLE ARR, (LSD, OPEN)	\$2,110
1S-9937	AIR INLET STANDARD, RAIN CAP	NC
521-7456	HYDRAULICS, 2V, W/RIDE CTRL ANSI	\$3,575
	2 VALVE HYDRAULICS	INCL
	RIDE CONTROL	INCL
554-0884	LIGHTING, STANDARD	NC
554-1499	LIGHTS, 5 CONNECTORS	NC
562-4197	LIGHTS, WORKING, 4 HALOGEN	NC
553-1404	JOYSTICK W/FNR	NC
489-0438	SUSPENSION SEAT, AIR	\$545
391-5315	SEAT BELT, 3", AUTO-ANTI-CINCH	NC
603-0645	PREMIUM CORP RADIO (12V)	\$530
579-9102	PRODUCT LINK, CELLULAR PLE641	NC
390-6000	STEERING SYSTEM, STANDARD	NC

554-3399	FAN, REVERSING, ANSI	\$750
562-3218	ANTIFREEZE, -34C (-29F)	NC
593-2886	TIRES, 23.5R25 MAXAM MS302 ** L3	\$425
392-3725	NO TOOLBOX	NC
471-0569	NO QUICK COUPLER READY	NC
559-9419	BKTA GP GC 115" 4.00YD3 PIN ON	\$13,264
421-8926	SERIALIZED TECHNICAL MEDIA KIT	NC
489-2727	WARNING BEACON, LED	\$412
432-7325	FENDER, ROADING, NON-METALLIC	\$930
540-0571	GUARD, POWERTRAIN	<u>\$1,340</u>
	SUB TOTAL	\$25,501
	LESS 17% SHERIFF'S CONTRACT DISCOUNT	<u>(\$4,335)</u>
TOTAL OF NON-SPECIFIED OPTIONS		\$21,166

WARRANTY

	12 MONTH UNLIMITED HOUR PREMIER	INCL
	60 MONTH / 5,000 HOUR PREMIER	\$9,075

TOTAL TRANSACTION PRICE		\$242,580
--------------------------------	--	------------------

OPTIONAL

552-4912	QUICK COUPLER CONTROL	\$3,355
617-6371	QUICK COUPLER, FUSION	\$8,083
559-9419	BKTA GP GC 115" 4.00YD3 PIN ON	(\$13,264)
559-9421	BKTA GP ST 115" 4.00YD3 FUSION	<u>\$15,694</u>
	SUBTOTAL	\$13,868
	LESS 12% SHERIFF'S CONTRACT DISCOUNT	<u>(\$1,664)</u>
TOTAL OF OPTIONAL ITEMS		\$12,204

NON-CONTRACT OPTIONAL ITEMS

RPC	3RD VALVE HYDRAULICS INSTALL PARTS & LABOR	\$12,500
	ROCKLAND DUAL PADDLE GRAPPLE RAKE	<u>\$31,800</u>
TOTAL OF NON-CONTRACT OPTIONS		\$44,300

TOTAL TRANSACTION PRICE WITH OPTIONS		\$299,084
---	--	------------------

FINANCE LEASE PROPOSAL

60 MONTH / 5000 HOUR (1000 ANNUAL HOURS)

ANNUAL PAYMENT: \$ 45,512.83

GUARANTEED BUYBACK: \$ 110,000.00

Best regards,

Todd Sandlin
Vice President / Regional Manager
Ring Power Corporation

E911/ GIS OFFICE

Approval of contribution in the amount of \$25,000.00 to the Suwannee County Sheriff's Office, to be used for Call Taker Salaries. This is a budgeted item and will be paid using 911 current year revenues.

Respectfully submitted:

Dated: September 26, 2022

Jennifer Payne
911 Coordinator

E911/ GIS OFFICE

EXECUTIVE SUMMARY

Objective:

Authorization to purchase Total Response Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) from Power Phone as a Sole Source in the amount of \$93,097.00. After looking at demos of the two companies that offer EMD/EFD it was determined that Power Phone was the only one that had all of the components that are needed and that is Next Gen capable. We will be going live with Next Gen Core Services (INdigital) in the very near future, as we are waiting on the last couple of carriers to cutover. As of now, Telecommunicators are not able to provide pre-arrival instructions for responding units due to liability issues. With this software implementation, the Telecommunicators can offer pre-arrival instructions and the liability then goes to Power Phone.

Consideration:

This is a budgeted item and will be purchased utilizing 911 fee carry-forward funds.

Recommendation:

The Suwannee County E911/ GIS Office respectfully requests the Suwannee County Board of County Commissioners grant permission to purchase the Total Response software from Power Phone as a Sole Source.

Respectfully submitted:

Dated: September 26, 2022

Jennifer Payne
911 Coordinator



06/15/2022

Sole Source Justification for Total Response®™

PowerPhone is the only vendor to offer the Total Response® solution and can only be purchased through PowerPhone. Total Response®™ includes call handling protocols tools, certification training, and assessment. Each component has either a propriety approach, is patented, and is unique to the industry.

The first component, the protocol tool, is called **Total Response®** software. It focuses on a single, efficient sequence that is applied to every inbound emergency call. This sequence is designated to extract critical information in the **quickest** possible fashion while calculating an automatic emergency response recommendation based on answers to questions asked. This methodology is patented by **US Patent 7,515,693** by the US Patent and Trade Office. Total Response® software can only be purchased by PowerPhone.

Total Response® software is a protocol call-handling solution that uses a single **centralized data base** for questioning that focuses on the caller's chief complaint. PowerPhone's **proprietary structured call handling** questioning approach, used within each protocol in Total Response® software, includes the Initial Survey which is used to verify the incident locations (where) and the nature of the problem being reported (what). The objective is to establish basic call details to recommend a Chief Compliant. The protocol is then displayed in a structured format for managing the call: Primary Questions (PQ), Dispatch Recommendation (Dispatch), Secondary Questions (SQs), Pre-Arrival Instruction (PAIs), and Call Closure (Closure). This approach is not offered by any other vendor.

In addition, the data base questioning series includes the use of **constants** which appear above each question and provides a check list for users. Constants are the key words affiliated with the rationale behind each question to help ensure all aspects of the questioning phase are handled efficiently without delaying dispatch. No other vendor uses this concept and approach.

PowerPhone invented a method within the software that includes an **advisory component called the Response Advisor** that recommends the priority of the call along with the skills necessary to help provide a risk assessment. This exclusive capability is protected by **Patent # 7,978,826** by the US Patent and Trade Office. No other vendor has this approach and capability.

A method to enable an agency to configure and adapt their alerts, SOPs and response triggers used during emergency calls for service in CACH software was invented by PowerPhone. It also includes the ability to create non-emergency protocols to help with routine calls. This exclusive and essential capability is protected by Patent # 7,646,858 by the US Patent and Trade Office.

PowerPhone offers a Supervisor Module that allows supervisors to monitor the activities of telecommunicators and to provide help at any time. The Supervisor Module delivers a real-time view of multiple call handler screens and a dashboard with performance indicators. Within the Supervisor Module is the ability to adjust the Homeland

Security feature and can be used for extraordinary events, weather situations and if there is a security risk. This is a feature that no other protocol call-handler solution provider offers.

Certification training in PowerPhone's Total Response® solution is unique. It begins with Foundation training that focuses on using PowerPhone's proprietary structured call handling formula. Through interactive online module training certification is earned. Users also have access to all the online courses found within PowerPhone's current course catalog. This method of training is exclusive to PowerPhone.

Assessment in Total Response® focuses on the whole call. This distinctive approach encompasses all aspects of the call handling process to include how the user managed PowerPhone's proprietary call taking formula along with the customer service aspect of the call. This review process is unique to the industry and is not offered by any other provider.

Another exclusive aspect offered through PowerPhone is, Implementation Managers who train agencies how to implement and use PowerPhone's Total Response® patented CACH software. No other vendor has the right to train users on how to use the Total Response® software.

PowerPhone's Total Response® solution can only be purchased through PowerPhone. It is the only true protocol call handling solution that uses a centralized data base with patented technology and a proprietary approach making PowerPhone the sole source for purchase.

Tara Milardo
Director of Sales & Marketing
PowerPhone

Suwannee County Sheriff's Office

SHERIFF SAM ST JOHN



July 7, 2022

Honorable Chairman and Members of the Board,

I am writing on behalf of the proposal to purchase Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) Protocol software from PowerPhone. As the Sheriff of Suwannee County, it is my goal that the Suwannee County Sheriff's Office Communications Division has the ability to provide the best service possible to the citizens and visitors of Suwannee County in their most critical times of need. In my position, it is also important for me to mitigate liability as much as possible, and be a good steward when spending county funds. In the future, my goal as Sheriff will be to have each division within the Suwannee County Sheriff's Office state accredited. This is also highly recommended by the Florida Sheriff's Association.

In my opinion, it is in the best interest of the county to approve and move forward with this proposal. EMD and EFD protocols are the national standard and would provide our Telecommunicators with the ability to provide faster, more efficient, and accurate service to our citizens and visitors to Suwannee County. As of now, Telecommunicators are unable to provide pre-arrival instructions for responding units. Due to liability issues, however with this software, the Telecommunicators can offer pre-arrival instructions and mitigates the liability to the software company. I am also aware that there will be no fiscal impact to the Sheriff's Office budget, that all funding will come from the 911 funding to include implementation as well as yearly maintenance.

One day, it is my hope that the Suwannee County Sheriff's Office will set the standards for service and no longer try to catch up to the standards. If you have any questions please contact me any time.

Kindest Regards,

A handwritten signature in blue ink that reads "Sam St. John". The signature is written in a cursive style.

Sam St. John
Sheriff of Suwannee County

Criminal Division: 1902 Duval St NE, Live Oak, FL 32064 • (386) 362-2222 Main Line • (386) 364-7672 Fax

Finance & Civil: 200 S Ohio/MLK Ave, Suite 105, Live Oak, FL 32064 • (386) 208-1575 Main Line • (386) 364-1953 Fax

Sheriff@SuwanneeSheriff.com

"HOME OF THE FLORIDA SHERIFF BOY'S RANCH"



Suwannee County Fire Rescue

13530 80th Terrace Live Oak, FL 32060

Eddie Hand, Fire Chief

6/7/2022

Suwannee County Board of County Commissioners,
The Suwannee County Sheriff's Office Communications Center (Dispatch) is requesting funding for Emergency Medical Dispatching (EMD) and Emergency Fire Dispatching (EFD). The dispatch center having this equipment, software and training will be extremely beneficial to SCFR in that it gives us the most accurate and timely information possible prior to responding to a call. This information allows us to make the decisions on the type of response necessary much faster than we currently can. This type of software has been used by Fire Rescue dispatch centers around the Country for many years. I support the vision of improving the dispatch center and request the BOCC approve the Sheriff's Office request for the additional funding.


Eddie Hand
Fire Chief

Suwannee County Sheriff's Office

SHERIFF SAM ST JOHN



June 6, 2022

Dear Chairman Franklin White and fellow Commissioners,

My name is Dionne Ramirez Hernandez, I am the current Director of Communications of the Suwannee County Sheriff's Office Communications Center. I have been an employee of the Suwannee County Sheriff's Office for over 20 years and have been Director for almost 5 years. It has been my goal since my appointment as Director to create a stable and efficient standard of care, ensuring that all citizens and visitors to Suwannee County that call into our center receive the same level of care and assistance no matter who answers their call.

My goal from the beginning was to eventually get our Communications Center accredited through a reputable accreditation agency in the state of Florida. The first task I took on to begin this journey as Director was to create a Public Safety Telecommunicator Training Program, designed to specifically meet the needs of our agency, which I created from the ground up. My next task was to start a policy and procedure manual specifically created for the communications center and meeting the national standards set by the National Emergency Number Association (NENA).

I am excited to now take another step in the direction of accreditation by implementing an Emergency Medical Dispatching (EMD) protocol as well as an Emergency Fire Dispatching (EFD) protocol. EMD and EFD is an enhanced systematic program for handling medical and fire calls for assistance. This software helps guide Telecommunicators through the appropriate line of questioning based on the call nature, as well as allows Telecommunicators to provide pre-arrival instructions to callers prior to the responding units getting on scene. Our agency would benefit from this implementation first by mitigating liability. As long as the Telecommunicator follows the protocol in the Priority Dispatch Software, liability is then removed from the call-taker to the software company. The second reason I feel this is necessary for our communications center is because it allows the Telecommunicator to better prepare responding units with more precise information on the nature of the medical/fire call they are enroute to, as well as provide the caller with pre-arrival instructions that could be life saving measures in an emergency situation. As of right now Telecommunicators are not able to go further than giving CPR instructions due to the liability. My final reason for recommending this software and these protocols is the importance for all citizens and visitors in Suwannee County being able to receive the best and most consistent standard of care possible.

As a Telecommunicator for over 20 years, I know that we do not choose this career for the money, we choose this field to help people in their most tragic, traumatic and vulnerable moments of their lives. We are the calm voice in the chaos, and it is important that we are able to provide the best care possible to those that need us. Implementing EMD and EFD protocols in our communications center will give us a better chance at accomplishing what a Telecommunicator chooses to do daily and that is save lives.

Sincerely,

A handwritten signature in blue ink that reads "Dionne R. Hernandez". The signature is fluid and cursive.

Dionne R. Hernandez
Director of Communications

Criminal Division: 1902 Duval St NE, Live Oak, FL 32064 • (386) 362-2222 Main Line • (386) 364-7672 Fax

Finance & Civil: 200 S Ohio/MLK Ave, Suite 105, Live Oak, FL 32064 • (386) 208-1575 Main Line • (386) 364-1953 Fax

Sheriff@SuwanneeSheriff.com

"HOME OF THE FLORIDA SHERIFF BOY'S RANCH"

A Customized Call Handling Solution for Your Center

Thank you for considering Total Response by PowerPhone. I have enjoyed learning about Suwannee County Sheriff's Department and how we can help your center achieve greater consistency on any call for service.

Before diving into pricing, here is a brief summary of the project goals we discussed:

- **More consistent emergency call taking**
- **Generate objective dispatch decisions based upon scene conditions**
- **Enhance caller and responder safety**
- **Offer pre-arrival instructions focused on scene safety and evidence preservation**
- **Adapt protocols and procedures to reflect your local standards**
- **Real-time and retrospective monitoring tools to gauge performance**
- **Integrated protocols to address the needs of a unified police, fire and EMS response**
- **Improve information sharing with responders**
- **Boost call taker morale, job satisfaction and reduce turnover**
- **Limit liability exposure**

Thank you for the opportunity to submit this proposal.

Sincerely,

Brian Griffin, Account Manager
203-350-0894 Ext:413 ~ bgriffin@powerphone.com

Turning Information into Action

Following a proven and patented investigative questioning approach, our solution helps 911 centers ask better questions of callers and relay scene information more accurately to responders.

Reimagine the potential of your 911 center

UNIFIED CALL-TAKING PROTOCOLS

Guided flexibility to ask the right questions.

80+ protocols and procedures for police, fire and emergency medical dispatch (EMD) in a single, unified system.

REAL-TIME MONITORING TOOLS

Instant access to performance metrics.

Hone your center's performance with real-time call monitoring, messaging and dashboard analytics.

QUALITY ASSURANCE ASSESSMENTS

Objective feedback and measurable results.

QA standards and metrics to score any call and gauge the performance of your people and your protocols.

SELF-PACED TRAINING

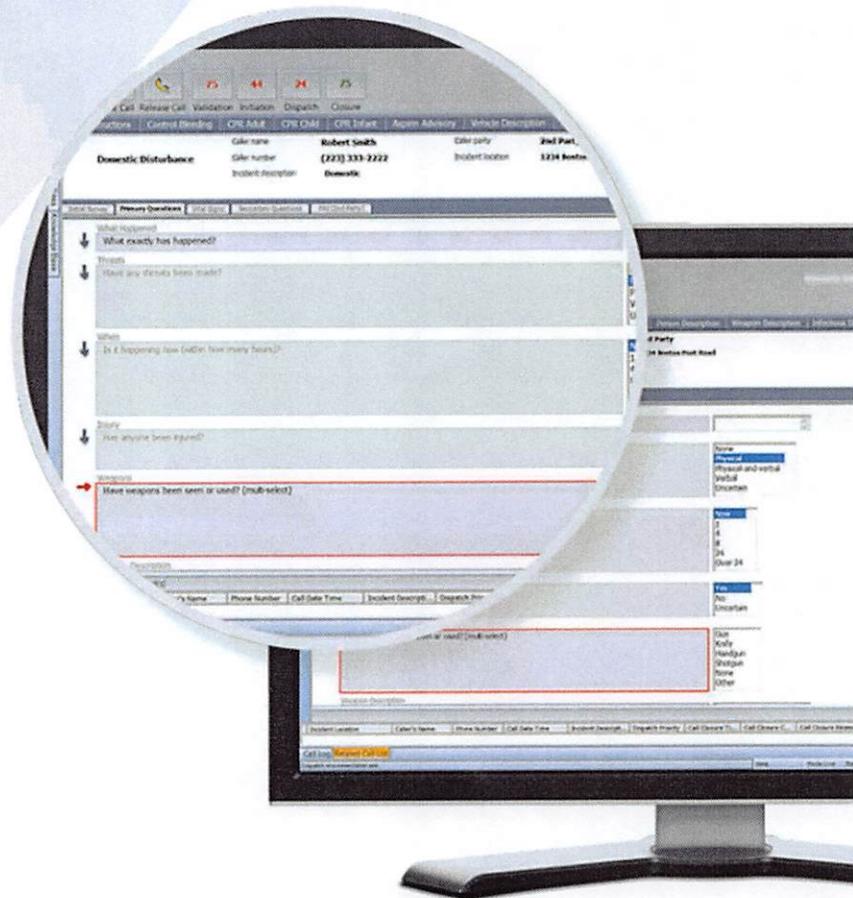
The industry's best training now on-demand.

Train your team in all facets of emergency call handling, including certification and continuing education.

PROTOCOL CUSTOMIZATION

Adapt protocols to meet your needs.

Modify ours or create your own call handling protocols based on your local requirements and SOP's.





TOTAL RESPONSE

Implementation & Service Agreement

Aug 31, 2022

Prepared for:
Jennifer Payne
Suwannee County Sheriff's Department
Live Oak, FL

Document # 20990

Introduction

This document serves as an agreement between PowerPhone and Suwannee County Sheriff's Department to implement the PowerPhone Total Response Call Handling System. This document provides an overview of the implementation process, the responsibilities of both organizations in the process, and identification of key personnel who will be involved in ensuring a successful implementation of the system.

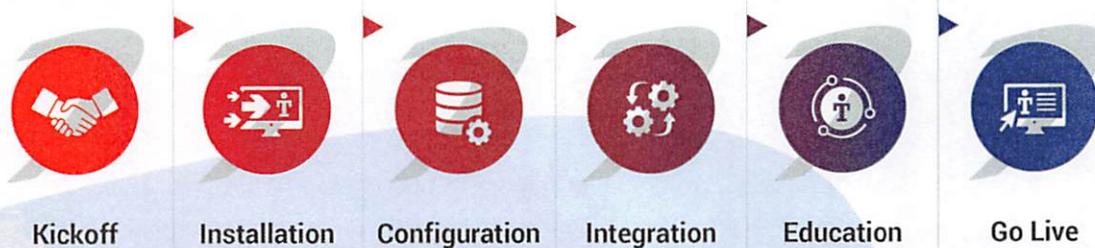
PowerPhone's Proposed Solution

PowerPhone will implement a Total Response Call Handling Solution for Suwannee County Sheriff's Department. The delivered solution will include Total Response software for call handling and provide access to PowerPhone's full range of educational services. The process to implement and realize the full benefits of the system will be led by a dedicated PowerPhone Implementation Manager assigned to your agency. Of critical importance to the success of this initiative is a close working relationship between PowerPhone and Suwannee County Sheriff's Department to set objectives, fulfill deliverables, and secure full adoption of this system among all end users. Ongoing use of the Total Response system will help ensure that your agency handles each call for service in a consistent manner.

Total Response Implementation Process

Implementing Total Response is a partnership between PowerPhone and Suwannee County Sheriff's Department. PowerPhone will work closely with you in all phases of deploying your Total Response system, from installation to configuration to education to launch. PowerPhone will set a schedule of deliverables that brings you from "Kickoff" to "Go Live" as quickly as possible. To achieve this, it is important for all stakeholders at your agency to understand and agree to identified timelines.

You will be assigned a dedicated PowerPhone Implementation Manager (IM) to bring Total Response to your agency. Our IMs have both deep experience in emergency communications and expert knowledge of Total Response. ***Keeping in consistent contact with your assigned PowerPhone IM is of vital importance.*** Below are the major milestones in your implementation project. Please note that these milestones are not inclusive of all the work a project may entail, and that tasks that fall within each milestone may overlap as we work to launch your Total Response system as soon as possible.



1. **Kickoff.** More than just a formality, the kickoff phase sets expectations for the project and puts your agency and PowerPhone on a path to success. During this phase, your assigned PowerPhone IM identifies who will be responsible for completing various tasks on the project and reviews deliverables and timelines. This phase will also include a formal kick-off meeting to outline everything for all parties who will be involved in the project.
2. **Installation.** The installation of Total Response will be led by a highly-trained PowerPhone Technician who can assess all aspects of deploying our software in your environment. Your PowerPhone technician will complete all installation tasks and update you on progress as we assemble the components of the call handling solution your personnel will be using.
3. **Configuration.** Your IM and other PowerPhone team members will work with you to configure the various aspects of your Total Response system. This phase is where software settings will be reviewed, users will be set up, and protocols adjusted if necessary.
4. **Integration.** Total Response is designed at its core to work with your CAD system. During this phase, PowerPhone provides you with guidance on configuring your Total Response system to integrate seamlessly with your CAD system through incident code mapping.
5. **Education.** Your current telecommunicators and any new telecommunicators hired within the term of Annual Service Plan will have unlimited access to PowerPhone's full catalog of self-paced online courseware through PowerPhone's Site Licensed Training offering. This includes Total Response application training, Emergency Medical Dispatch, Fire Service Dispatch, Law Enforcement Dispatch, Call Assessment, and Continuing Education on specialized topics. Certification is available but not required. In addition, Suwannee County Sheriff's Department will receive onboarding training that includes an onsite visit provided there are no extenuating circumstances that limit or prevent travel.
6. **Go Live.** After all other milestones have been reached, your system is ready for production use. Your IM will coordinate a date for your go live and be available along with PowerPhone technicians to assist as Suwannee County Sheriff's Department takes this critical step on the path to more consistent and effective call handling.

Key Personnel and Responsibilities

PowerPhone will assign an Implementation Manager (IM) who will be in touch with you within 10 business days after this agreement is finalized. To streamline communication during the implementation process, your assigned IM will be the sole point of contact during implementation. If you have any questions before you are contacted by your IM, please contact your Account Manager:

Brian Griffin

Email: bgriffin@powerphone.com

Phone: 203-350-0894 Ext:413

The primary point of contact for Total Response implementation at Suwannee County Sheriff's Department shall be:

Jennifer Payne

Email: jenniferp@suwcountyfl.gov

Phone: (386)364-3486

The primary point of contact at Suwannee County Sheriff's Department shall be responsible for the following:

- working with the assigned PowerPhone IM on all phases of the project;
- assigning tasks to internal stakeholders at Suwannee County Sheriff's Department as needed to complete implementation project tasks; and
- coordinating all administrative and financial matters related to the implementation of Total Response at Suwannee County Sheriff's Department.

Post Implementation

Once your Total Response implementation is complete, PowerPhone will continue to support your agency. Your Implementation Manager will schedule a follow-up visit to your agency to evaluate your use of Total Response and recommend any changes deemed necessary. This follow-up visit will take place at a mutually agreed-on timeframe (usually 6-9 months after you go live with Total Response).

After your project is complete, your PowerPhone IM will transition you to the dedicated PowerPhone Account Team that will assist you moving forward. Your Account Team will plan to meet with representatives from your agency twice a year to further assess usage, feedback, training, and other identified needs.

Annual Service Plan

Your Annual Service Plan provides you with technical support for Total Response and access to PowerPhone's full catalog of online training programs. Your Annual Service plan begins 30 days after signing this Implementation & Service Agreement or upon installation of the Total Response software, whichever occurs first. Once started, your Annual Service plan will be in effect for one (1) year. Just prior to your annual expiration, you may renew your Annual Service Plan for another year to continue receiving technical support and access to PowerPhone training.

Software Requirements

Suwannee County Sheriff's Department agrees to purchase any necessary software licenses for components that are required to host Total Response. Suwannee County Sheriff's Department also agrees to purchase any computer hardware necessary for hosting Total Response. If existing servers or workstations are deemed serviceable at Suwannee County Sheriff's Department, PowerPhone will install Total Response on the existing hardware after reviewing it for fitness.

General requirements for Total Response may be viewed here: <https://powerphone.com/tr-requirements/>

Pricing

Pricing detailed in this agreement expires on Oct 30, 2022.

Total Response System Pricing

Name	Item Number	Price	QTY	Subtotal
Total Response: 2 Workstation Package · 2 call handling workstation licenses · 1 administrative workstation that handles reporting, quality assessment, supervisor, administrator, and/or script management functions. · 1 onsite visit and training on software · 1 API License (3rd party fees not included) · 1 Total Response Server License · Up to 5 temporary workstation licenses	TR2WS	\$42,999.00	1	\$42,999.00
Additional Call Handling Workstation For additional 3+ call handling workstations. Tiered pricing per workstation: 3-10: \$6000 11-20: \$5599 21-30: \$5349 31+ : \$4999	TRADCHWS	\$6,000.00	2	\$12,000.00
Additional Non-Call Handling Workstation 3 Additional workstations located at the EMA and 1 additional administrator install.	TRANONWS	\$6,000.00	4	\$24,000.00
Site Licensed Training: 2 Workstation Initial pricing per agency for 2 call handling workstations for 1 year.	TRLT2WS	\$8,999.00	1	\$8,999.00
Additional Site Licensed Training per Workstation For additional 3+ call handling workstations. Tiered pricing per workstation: 3-10: \$3499 11-20: \$3299 21-30: \$3099 31+ : \$2499	TRLTAWS	\$3,499.00	1	\$3,499.00
Implementation Support Return Customer Success visit to ensure agency is continuing to be successful. Visit is 6-9 months after agency goes live with Total Response.	TRIMPSUP	\$1,600.00	1	\$1,600.00
				\$93,097.00

Subtotal	\$93,097.00
Discount	\$0.00
Tax	\$0.00
Total Response System Total	\$93,097.00

Annual Service Plan Pricing

Pricing below is for the first 365 days of your Annual Service Plan. For new customers, the first year of your Annual Service Plan is included at no charge. After your initial service term expires, your Annual Service Plan payment will be due 30 days after your service renewal date. Pricing is subject to change over time. Any changes to your Annual Service Plan pricing will be clearly communicated prior to each renewal period.

Name	Item Number	Price	QTY	Subtotal
Annual Software Plan	TRASWP	\$11,849.85	1	\$11,849.85
Annual Training License	TRATL	\$4,179.00	1	\$4,179.00
Service Plan Credit Credit reimbursement for first year of Annual Service Plan	PPCREDIT-SP	-\$16,028.85	1	-\$16,028.85
				\$0.00

Subtotal **\$0.00**

Discount **\$0.00**

Tax **\$0.00**

Annual Service Plan Total \$0.00

Grand Total \$93,097.00

Payment Schedule

Payment #	Milestone	Amount Due	Percentage
1	Total Response (Due net 30 days)	\$93,097.00	100%

- Agency approval code / PO #:
- PowerPhone's Federal Tax ID #: 06-1121538
- PowerPhone's W-9 Form: <https://powerphone.com/powerphonew9>

Making Payments

Pay by wire or ACH (Preferred)	
Bank name	Webster Bank
Bank address	28 Durham Rd, Madison, CT 06443
Routing #	211170101
Make payable to	PowerPhone
Business Checking Account #	0009480375
SWIFT ID	WEN AUS31

Pay by check	
Make payable to	PowerPhone
Mailing address	1321 Boston Post Rd., Madison, CT 06443

Terms and Conditions

1. **Contracting Parties.** This Implementation Agreement ("Agreement") is binding between the Customer ("Customer" or "Suwannee County Sheriff's Department") and PowerPhone as of the date this agreement is signed.
2. **Incorporation by Reference and Integration.** This Agreement is incorporated by reference into and governed by the terms and conditions of the most current PowerPhone Master Services Agreement ("Master Agreement"), which can be found at <https://www.powerphone.com/msa>. The provisions of this Agreement supersede any conflicting provisions contained in any other prior or concurrent written or oral agreements unless otherwise noted in this document.
3. **Software, Professional Services, and Educational Services.** Listed in the Pricing section above are the Software products, Professional Services, and Educational Services for which Suwannee County Sheriff's Department is agreeing to pay for under the terms outlined in this document.
4. **Definitions.** Capitalized terms in this Agreement have the meaning ascribed to them in the Master Services Agreement unless defined otherwise herein.

AGREED TO AND ACCEPTED:

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to sign this Agreement.

Please sign below indicating your acceptance of the terms of this Agreement and Authority to enter into this Agreement.

For Suwannee County Sheriff's Department:

Signature:

Date:

Name:

Title:

For PowerPhone:

Signature:

Date:

Name:

Title:

E911/ GIS OFFICE

EXECUTIVE SUMMARY

Objective:

Authorization to purchase SmartCOP Power Phone Total Response CAD Interface, which is required to run EMD/EFD (Emergency Medical/ Emergency Fire Dispatch), in the amount of \$21,600.00.

Consideration:

This is a budgeted item and will be purchased utilizing 911 fee carry-forward funds.

Recommendation:

The Suwannee County E911/ GIS Office respectfully requests the Suwannee County Board of County Commissioners grant permission to purchase the SmartCOP Interface software.

Respectfully submitted:

Dated: September 26, 2022

Jennifer Payne
911 Coordinator



SmartCOP
1765 E. Nine Mile Rd., Ste. 1 PMB# 105
Pensacola FL
32514
sales@smartcop.com

Quote

Valid Till: Dec 1, 2022
Quote Number : 217878000042553038

BILL TO:

FL Suwannee County Sheriffs Office
ATTN: Dionne Hernandez
224 Pine Ave SW
Live Oak, FL 32064

SHIP TO:

FL Suwannee County Sheriffs Office
ATTN: Dionne Hernandez
224 Pine Ave SW
Live Oak, FL 32064

Description	Qty	Price	Total
Power Phone Total Response CAD Interface SmartCOP Interface Development for Power Phone Total Response	1	\$ 18,000.00	\$ 18,000.00
Annual Maintenance Maintenance is due at interface installation and annually thereafter; subject to 5% annual increase.	1	\$ 3,600.00	\$ 3,600.00
Grand Total			\$ 21,600.00

Terms and Conditions

Agenda Item No. 9

Authorization to apply for a grant for a multi-use building which has specific uses for 5-years.

CAPITAL PROJECTS FUND

MULTI-PURPOSE COMMUNITY FACILITY PROJECTS

Program Summary

The Florida Office of Broadband (Office), housed within the Florida Department of Economic Opportunity (DEO), will establish a subgrant program to provide Capital Projects Fund (CPF) funds to eligible communities to construct or improve Multi-Purpose Community Facilities (MPCF).

The primary objective of the MPCF Program is to provide funds to subrecipients for the construction of or improvements to buildings designed to jointly and directly enable work, education, and health monitoring, located in eligible communities with an identified critical need for the project.

Subrecipients will be required to partner with the CareerSource Florida Local Workforce Development Board (LWDB) serving that area to identify and provide services at no cost to those seeking to enter or re-enter the job market. CareerSource Florida is a state sponsored and funded employment agency covering the entire state and offering services to job seekers through LWDBs. Employment services may include needed trainings and certifications and other employment related services. MPCFs must also provide a location from which job seekers can search for and apply for jobs, take continuing education classes, or receive training in digital skills, resume writing, and how to interview for a position and other skills.

The facilities will also be required to provide a public location for access to digital devices for educational opportunities, such as digital literacy classes or other online learning experiences. Other educational services may include high school equivalency programs, classes offered by accredited colleges, or vocational training.

MPCFs must include private areas where citizens can access their telehealth appointments or meet with healthcare providers.

Subrecipients will be required to provide evidence that investments funded using CPF funds will provide services for at least five years after the completion of the project. Subrecipients must make the facility available to anyone in the community. Subrecipients must ensure that any facilities constructed or improved using CPF funds meet all accessibility requirements established by state and federal law.

Subrecipients will be required to provide evidence of how the community identified the critical need and how the project addresses the need. Evidence of community support will also be required, such as letters from citizens and community organizations, interviews with community members, and documentation of existing facilities providing similar or identical services to the proposed project within the community. Subrecipients may choose to consider any available data, including, but not limited to, federal and/or state collected data, such as the American Community Survey or the U.S. Department of Housing and Urban Development's (HUD) Qualified Census Tracts. As part of the demonstrated need for the project, the subrecipient will be required to gather data related to Internet use, device ownership, income, poverty, health, education, and employment in the area to be served by the project.

To maximize use of CPF funds, subrecipients will be encouraged to submit projects that combine other functions. Other functions may include recreation, such as basketball courts or exercise areas. Facilities may also house other community services such as police, fire, or other municipal services. Communities will also be encouraged to use existing facilities wherever feasible.

Eligibility

Communities eligible to apply for CPF MPCF funding include counties, municipalities incorporated under Florida law, and identifiable census designated communities. Preference will be given to rural communities with demonstrated economic distress factors identified in section 288.0656(2)(c), Florida Statutes, including low per capita income, low per capita taxable values, high unemployment, high underemployment, low weekly earned wages compared to the state average, low housing values compared to the state average, high percentages of the population receiving public assistance, high poverty levels compared to the state average, and a lack of year-round stable employment opportunities. This includes the 29 Florida counties within three Rural Areas of Opportunity designated by the governor under section 288.2656(2)(d), Florida Statutes, a county under section 288.0656(2)(e), Florida Statutes, or a community designated as rural under s. 288.0656(2)(e)(4), Florida Statutes. Applicants must also include all information used to determine the critical need of the project and how the proposed project address the identified need.

The Office will publish a Notice of Funding Opportunity (NOFO) identifying eligible communities, amounts available, maximum awards, and other requirements. The application and scoring matrix will be included in the NOFO. Eligible communities will be able to apply for funding during an open application window of no less than 30 days. During this time the Office will offer applicants technical assistance in completing and submitting their applications.

Applicants will be required to provide evidence that they will retain ownership of the facility, conduct eligible activities for a minimum of 5 years after completion of the project, and have a plan in place to fund ongoing operations and maintenance of the facility. CPF funds may not be used for operations and maintenance.

Applicants will be required to submit detailed timelines for the project including permitting, mobilization date of commencement, and proposed completion date. All construction must be completed by December 31, 2026.

During the application review phase, applicants preliminarily determined eligible will undergo a financial and programmatic risk assessment to determine the financial stability, resources, and expertise of each applicant to ensure their ability to complete the project, and operate and maintain the new construction or improvements. Applicants will be given a specific period to cure any defects in the risk assessment.

Program Administration

This will be a new grant program under the CPF umbrella which includes broadband Internet infrastructure programs and digital connectivity programs. DEO has extensive experience designing, implementing, and administering construction grant programs, including the Rural Infrastructure Fund under section 288.0655, Florida Statutes, the Community Development Block Grant (CDBG), and various disaster resiliency and mitigation projects through HUD.

DEO plans to issue a procurement for contracted support for financial and performance auditing services for monitoring and compliance of state and federal requirements for the CPF programs. The DEO Project Manager will ensure the Programs meet federal program requirements, reporting requirements, and awarded projects are reviewed efficiently and accurately in accordance with Federal law, rule, and the U.S. Department of the Treasury Guidance.

Monitoring will include verifying subrecipient compliance with federal labor and procurement regulations and law including Part 2 CFR 200, Davis-Bacon compliance, and strong labor practices. The Office will acquire 5 additional staff to support and complement the knowledge, skills, and ability of the existing Office staffing. One of the additional staff members will act as the Team-Lead and Capital Projects Fund subject matter expert and the remaining new hires will be grant managers responsible for maintaining direct liaison with awardees to ensure projects progress on time, on budget, and in accordance with the Subrecipient Agreements. It is anticipated between 50-60 grant awards will be made under the CPF program. Depending upon response for this program, workload may be adjusted to account for the anticipated 80 Subrecipient Awards under the Broadband Opportunity Program. Charge codes have been initiated to appropriately account for time worked under each of the programs.

DEO plans to issue a procurement for contracted support for management consultant services for intake, initial review for applicant and project eligibility, and system of record document management for all applications received for this program.

DEO Plans to issue a procurement for contracted services to develop a public facing application portal to be used by CPF, Broadband Opportunity Program and the Broadband Equity, Access and Deployment program with costs allocated appropriately across each of the programs. This portal will interface with existing systems at DEO and serve as system of record for all applications and subsequent awards.

Local Technology Planning Teams (LTPTs) will assist communities with identifying critical needs and identifying eligible projects. LTPTs are familiar with the local communities and are acutely aware of the challenges and barriers faced by Florida's small capacity constrained communities. LTPTs can provide more accurate and relevant information on the needs of the communities they serve. This close level of communication will continue throughout the performance period and provide the Office with direct communications with subrecipients.

Eligible projects within this program are those to construct or improve buildings that are designed to jointly and directly enable work, education, and health monitoring and will include the following:

- **Workforce Education Broadband Infrastructure and Connectivity Projects**
 - Broadband Internet construction, operation, and maintenance jobs are in high demand and offer high-quality job and career opportunities to workers. In addition, other industry sectors in high demand need broadband Internet infrastructure and connectivity to build the talent pipeline of the future.
 - Constructing or improving buildings that provide workforce training or career counseling services to community members to provide them with the knowledge and skills needed to engage work in:
 - Broadband Internet construction, operation, and maintenance
 - Law Enforcement
 - Nursing and Critical Health Professions
 - Information Technology Programs
 - Eligible subrecipients: municipalities, county governments, non-profits, or private entities, Broadband Internet training institutions, law enforcement academies, nursing and critical health profession programs, information technology programs

- **Community Libraries Infrastructure and Connectivity Projects**
 - Constructing or improving libraries that provide public access to the Internet for purposes including work, education, and health monitoring.
 - Eligible subrecipients: libraries.
- **Community Health Infrastructure and Connectivity Projects**
 - Constructing or improving community health centers that, in addition to engaging in health monitoring, provide a broader range of service to the communities they serve, including activities such as access to job counseling and employment services.
 - Projects must deploy broadband Internet infrastructure for purposes of improving access to community health services.
 - Projects promoting digital connectivity technology projects that include the purchase and/or installation of devices and equipment to facilitate broadband Internet access where affordability has been identified by the recipient as a barrier to broadband Internet adoption and use.
 - Grants will be awarded to healthcare facilities, multi-purpose community centers, community anchor institutions, or other entities, for purposes of deploying broadband Internet infrastructure or purchasing digital health devices and equipment to enable access to telehealth services.
 - Projects will include the build out of broadband Internet infrastructure for communities across the state.
 - Projects must show partnerships between the local governments and the broadband Internet service providers and describe sustainable measures to ensure current and future service needs are provided to residents, businesses, and anchor institutions.
 - Eligible subrecipients: municipalities, county governments, non-profits, or private entities (such as Internet Service Providers), co-operatives, and electric utilities.

Performance Measures

The Office will ensure program performance is measured in a robust manner, measuring outputs and outcomes for projects and programs, through a program evaluation plan. Grant applications will include sufficiently detailed data, aggregated and anonymized appropriately, which will be useful for the Office's planning efforts as well as for the evaluation of the service area proposed for the funded project. The funding application scoring system will include weighting factors that will result in selection of grantees most likely to achieve the specific program goals. The Office, supplemented by a qualified contractor will have sufficient contract management expertise to monitor subrecipients' progress toward fulfillment of grant requirements during and upon completion of projects. Such monitoring includes field verification of work in progress and upon completion. Agreements will include provisions for regular reporting to the Office with data necessary to track project progress and evaluate the extent to which identified goals are met as a result of the project.

All agreements with subrecipients will be cost reimbursement.

Required Performance Indicators and Project Data

Project Use Code 1C – Multi-Purpose Community Facility Projects

- Physical address of each Multi-Purpose Community Facility funded by the Project (Planned/Actual)
- Investment type

- o New construction, to include acquisition of property for development
- o Renovation/expansion of existing structure, to include acquisition of existing structures for renovation/expansion
- Type and number of features in the Multi-Purpose Community Facility (Planned/Actual):
 - o Classroom
 - o Computer Lab
 - o Multi-purpose Space
 - o Telemedicine Room
 - o Other (with explanation)
- Total square footage funded by CPF dollars (Planned/Actual)
- Total number of individuals using the capital asset (Actual)
- Does the Multi-Purpose Community Facility have proximate access to public transportation? (Y/N)

Timeline

The Office will develop and publish a Notice of Funding Opportunity (NOFO) within 30 days of the U.S. Department of the Treasury’s approval of the plan. An application and scoring matrix are currently under development.

The Office will award all funds before December 31, 2024, and ensure all projects are completed by December 31, 2026.

Phase	Duration	Anticipated Completion Date
Submission of Application	60 days after Release of Notice of Funding Opportunity (NOFO)	<<DEO to insert completion date>>
Application Review	30 days	<<DEO to insert completion date>>
Announcement of Awards	10 days after Application Review and Approval Complete	<<DEO to insert completion date>>
Contract Awarded	1 day	<<DEO to insert completion date>>

Project Milestones

Projects will be broken down by percentage of completion with specific target dates based on 20 percent, 40 percent, 60 percent, 80 percent, and 100 percent completion. Progress towards milestone will be monitored by site visits and regular reports attested to by the professional engineer in charge of the project.

It is anticipated that most projects will be awarded within 30 days of the close of the application window. Notice of commencement for each project is expected no later than 30 days from award. All construction must be completed and all CPF funds obligated by December 31, 2026.

PROGRAM BUDGET – Multi-Purpose Community Facility Program						
Program Administrative Costs						
	2021	2022	2023	2024	2025	2026
2a. Administering the CFP funds (by the recipient)		\$68,682	\$670,399	\$670,399	\$670,399	\$670,399
2b. Technical Assistance to potential subrecipients		\$21,227	\$223,466	\$223,466	\$223,466	\$223,466
2c. Complying with grant administration and audit requirements		\$10,614	\$111,733	\$111,733	\$111,733	\$111,733
2d. Community Engagement		\$10,614	\$111,733	\$111,733	\$111,733	\$111,733
2. Total Program Administrative Costs (not to exceed amounts listed in source funding)		\$106,137	\$1,117,331	\$1,117,331	\$1,117,331	\$1,117,331
Project Costs						
3a. Subrecipient Awards			\$21,733,439	\$21,733,439	\$21,733,439	\$21,733,440
3. Total Project Costs			\$21,733,439	\$21,733,439	\$21,733,439	\$21,733,440

No Pre-Award costs requested



Suwannee County Fire Rescue

13530 80th Terrace Live Oak, FL 32060

Eddie Hand, Fire Chief

Executive Summary

Objective:

Enter into a Piggyback Service Agreement between Public Consulting Group LLC, and Suwannee County Fire Rescue.

Description:

Suwannee County Fire Rescue needs to enter into a Service agreement with Public Consulting Group LLC, for assistance with the Florida Certified Public Expenditure Program for Emergency Medical Transportation (PEMT). This program allows us to seek additional revenue from Medicaid for EMS transport above what is currently collected.

Requested Action:

We respectfully request Suwannee County Board of County Commissioners approve the Piggyback Service Agreement with Public Consulting Group LLC. This agreement is a Piggyback agreement originally procured by Palm Beach County. Upon approval we request authority for the Fire Chief or County Administrator to sign any corresponding agreement paperwork affiliated with this agreement.

Budget Impact:

There is no budget impact to enter into this agreement. Public Consulting Group LLC will receive six percent (6%) of the additional revenue collected. This is the standard rate collected for this type of service.

Respectfully submitted:

Dated: October 4, 2022

Eddie Hand
Fire Chief

CHAIRMAN CALLS FOR ADDITIONAL AGENDA ITEMS.

1. _____

2. _____

3. _____

4. _____

PUBLIC CONCERNS AND COMMENTS



ADMINISTRATOR'S COMMENTS AND INFORMATION



BOARD MEMBERS' INQUIRIES, REQUESTS AND COMMENTS



INFORMATIONAL ITEMS

15. The timber clearing at the Catalyst Site generated \$17,739.47.