

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET**

April 5, 2016 - 5:30 PM

NOTICE TO THE PUBLIC

Any person who decides to appeal any decision of the Governing Body with respect to any matter considered at this meeting will need a record of the proceedings and, for such purpose, may need to provide that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based (Section 286.0105, Florida Statutes).

Accommodation for the disabled (hearing or visually impaired, etc.) may be arranged with advance notice of seven (7) days before the scheduled meeting, by dialing (352) 726-2611 weekdays from 8 AM to 4 PM.

ENCLOSURES*

- 1) INVOCATION, PLEDGE OF ALLEGIANCE AND ROLL CALL**
- 2) PLEASE SILENCE ELECTRONIC DEVICES**
- 3) ACCEPTANCE OF AGENDA**
- 4) PUBLIC HEARINGS**
- 5) OPEN PUBLIC MEETING**
The public is invited to express opinion on any item for this meeting or pending action at a future meeting of City Council. (Speaking time limit: Individual - 3 minutes; Group/Organization - 5 minutes)
- 6) PRE-SCHEDULED PUBLIC APPEARANCES**
- 7) MAYOR'S LOCAL ACHIEVEMENT AWARDS**
- 8) CITY ATTORNEY REPORT**

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET**

April 5, 2016 - 5:30 PM

9) CONSENT AGENDA

- 4 a) Bill Listing *

Recommendation - Approval

- 5 - 11 b) Council Minutes - 03/16/16*

Recommendation - Approval

- 12 - 13 c) Proclamation - "National Day of Prayer"*

Recommendation - Approval

10) CITY MANAGER'S REPORT Correspondence/Reports/Recommendations

- 14 - 20 a) Fire Inspection Program - Ordinance (1st Reading)*

- 21 - 24 b) Fire Inspection Fees - Resolution*

- 25 - 60 c) Zephyr/Highlands Projects - Inspection Program - Piggy-Back*

- 61 - 62 d) Fire Department Grant for Volunteer Personnel*

- e) Other

11) COUNCIL/MAYOR SUBJECTS

12) NON-SCHEDULED PUBLIC COMMENT

(Speaking time limit: Individual - 3 minutes; Group/Organization - 5 minutes)

13) ADJOURNMENT

- a)

DATES TO REMEMBER

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET**

April 5, 2016 - 5:30 PM

Council Budget Overview

Thursday, April 7th, 2016 at 5:30pm

Inverness Government Center

Taste of Inverness

Saturday, April 9th, 2016; 6:00-9:00pm

Liberty Park

Tickets available for purchase at the IEVB or Finance or @

Tasteofinverness.com

Phone : 1-800-595-4849

Friday Night Thunder - Doo Wop the Block

Friday, April 15, 2016 at 5:00pm

Courthouse Square

Inverness City Council Regular Meeting

Tuesday, April 19, 2016 at 5:30pm

Inverness Government Center



03/31/2016 08:49
siddings

CITY OF INVERNESS
CASH REQUIREMENTS REPORT

P 1
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 04/30/16
			TOTALS FOR BERNARD ACOSTA		100.00
			TOTALS FOR AMERICAN DOOR & HARDWARE		1,075.00
			TOTALS FOR TIME WARNER CABLE		122.39
			TOTALS FOR EMBARQ FLORIDA, INC		332.53
			TOTALS FOR CIT TECHNOLOGY FINANCIAL SERVICES		425.00
			TOTALS FOR DAVE'S TREE SERVICE		2,600.00
			TOTALS FOR DUKE ENERGY		17,222.57
			TOTALS FOR FIRST DEFENSE SECURITY INC		237.30
			TOTALS FOR GAI CONSULTANTS, INC		30,610.40
			TOTALS FOR HAWKINS, INC.		348.00
			TOTALS FOR INTEGRATED SYSTEMS OF FLORIDA INC		678.50
			TOTALS FOR MAKING FACES, INC.		400.00
			TOTALS FOR MANN-ICURE LAWN SERVICE AND LANDSCAPING		1,425.00
			TOTALS FOR MUNIS		1,762.50
			TOTALS FOR PIGEON-ROBERTS & ASSOCIATES, LLC		1,558.00
			TOTALS FOR STANLEY ACCESS TECHNOLOGIES, LLC		182.00
			TOTALS FOR SUMTER ELECTRIC COOPERATIVE INC		9,576.94
			TOTALS FOR TEN-8 FIRE EQUIPMENT, INC.		242.95
			TOTALS FOR TRI-CO COMMUNICATIONS, INC.		152.99
			TOTALS FOR UNIFIRST CORPORATION		57.30
			TOTALS FOR VERLANDER LANDSCAPE ARCHITECTURE, LLC.		7,500.00
			REPORT TOTALS		76,609.37

** END OF REPORT - Generated by Stacey Iddings **

March 16th, 2016
5:30 PM

The City Council of the City of Inverness met on the above date in Regular Session at 212 W. Main Street with the following members present:

President Hepfer
Vice President Ryan
Councilwoman Bega
Councilman McBride
Councilman Hinkle
Mayor Plaisted (not present)

Also present were City Manager DiGiovanni, City Attorney Haag, Asst. City Manager Williams, Community Development Director Day, Fire Chief Campfield, Deputy Clerk Jackson and City Clerk Davis.

The Invocation was given by Councilman Hinkle and the Pledge of Allegiance was led by the City Council.

ACCEPTANCE OF AGENDA

Councilman Hinkle motioned to accept the Agenda as presented. Seconded by Councilman Ryan. The motioned carried.

PUBLIC HEARINGS

None

OPEN PUBLIC MEETING

Bud Osborn – 3355 S. College, present on behalf of Inverness Sertoma’s Speech & Hearing Center in Beverly Hill, which is staffed with doctors from All Children’s Hospital in St. Petersburg. The building was moved several years ago to Allen Ridge, and at times servicing 400 patients a month. John’s Hopkins has purchased All Children’s Hospital and the Speech and Hearing Center will be closed in this county. They need community leaders and business leaders to support them to get a facility for the children, and asked if anyone could assist them.

SCHEDULED APPEARANCES

None

MAYOR’S LOCAL ACHIEVEMENT AWARDS

8)a) Greg Bianco - Recognition – City Manager DiGiovanni introduced Greg Bianco and his wife Kim. He advised that Greg, a resident of Pine Grove subdivision, about 1 year ago asked for support from the City, for a citizen initiative. He led a project to improve the entire neighborhood and we wished to recognize him. President Hepfer presented the high honor awarded by the City, a “Cooter Kudo” to Mr. Bianco.

CITY ATTORNEY REPORT

None

CONSENT AGENDA

Councilman Ryan motioned to accept the Consent Agenda. Seconded by Councilwoman Bega. The motion carried.

- a) Bill Listing*
 - Recommendation – Approval
- b) Council Minutes - 03/01/16*
 - Recommendation – Approval

CITY MANAGER'S REPORT

10)a) Community Garden Presentation – City Manager DiGiovanni noted this presentation was about a Community Garden concept which has been brought forward conceptually for 4-5 years. We have been in conversations with Jenny Morelli, a local Health and Wellness Coach and expert. He spoke of possibilities and asked that she speak further about what a Garden may bring to our community.

Jenny Morelli, Holistic Health and Wellness Coach, addressed City Council, explaining her love for nature and the outdoors and is the Executive Director, and founder of Food Generation. They are a that they started a non-profit (501c3), and our mission is to educate, inspire, and empower the community to get back to basics of eating whole healthy foods. Times have changed and spoke to comparisons of living habits of the past to current day. Due to learning about this generation's obesity rates, unhealthy eating habits and lack of physical activity by children, inspired her to begin teaching our community about healthy eating. She chose to target children, working with Salvation Army and Lecanto Primary, and Academy of Environmental Sciences, etc. The Farm is about building community from the ground up, and we wish to educate, inspire and empower the community to make healthy affordable food choices with hands on experience. We need to get back to basics of cooking in the kitchen, becoming more active, and teach cooking skills. The Community Garden would provide families their own individual plots to plant vegetables, and harvest them and get back to nature. An Educational Teaching Farm for children and teens would involve events (school field trips/community service hours for college) and learn how to grow food, involving families and seniors, who grew up before the fast foods.

City Manager DiGiovanni stated that as this evolves we are looking one of two different parcels of property: the airport property and the former site of Amerigas. There is greater interest in airport property, but no decision has been determined. We would like to bring forward an agreement between the 501c3 and the City, as well as a program for council to see the benefits. City Council will be asked to enter into a long-term agreement, which provides a foundation for this concept to be established. We hope to get it moving in approximately 6-12 months from now.

Councilman Hinkle spoke to the County Ag Agent and recycling of wood crates being made into vegetable beds.

Councilman McBride questioned the history issues of the Airport Property being a dump at one time, and preparation needed to that site. City Manager noted that the Agriculture community would need to be involved for soil testing, etc., however they were looking at using raised beds for the farm that alleviates some of the foundation of the soil. Councilman McBride stated that he has many questions with this project and looks

forward to future presentation, and stated that we have the right person (Jenny Morelli) to lead the way and be proud of.

10)b) ICRA Annual Report - City Manager DiGiovanni informed the report was published by the Inverness Community Redevelopment Agency which is a requirement for management of the district. The ICRA Board members publicly voted to adopt the annual report, which has been advertised for public inspection at the Office of the City Clerk. Pursuant to Section 163.356, of the Florida Statutes, he explained the requirements to be included in the report by the Community Redevelopment Agency. He also noted the additional information included in financial statement, to be a brief history of the ICRA, and highlights that show accomplishments for the covered fiscal cycle: Expansion of the Community Redevelopment District; Opening of the Valerie Theatre; and Façade Enhancement Program Activities. Our goal is to be transparent.

Councilman Hinkle motioned to recognize receipt of the required ICRA published report for the period of October 1, 2014 through September 30, 2015, that will be available for public inspection at the Office of the City Clerk and elsewhere as deemed appropriate. Seconded by Councilwoman Bega. The motion carried unanimously.

10)c) Valerie Theatre – Service Agreement was addressed by City Manager DiGiovanni who explained that the Valerie Cultural Center lies within the CRA and a separate 501C-3 Board provided oversight of the Theatre. The various parties involved are the Valerie Board, ICRA Board, and City Staff who developed an instrument that created budget arrangement, understanding and a funding vehicle for the various parties. The presented funding addendum represents a straight forward arrangement that avoids complexity and supplement the already adopted ICRA/City Council Budgets. The ICRA Board Members and Valerie Cultural Theatre Board Members support the arrangement. Action by City Council to endorse the arrangement remains, by adopting the enclosed document.

Councilman McBride stated that it was indicated that annual funding for the Valerie programs and operations and the implementation of the redevelopment, would be \$150k and asked how we came up with that figure. City Manager advised this figure was prior to the Valerie being completed, and we worked with the company building the Valerie, and by contacting other theater managers to gain their perspective. This amount was based on original price of building with knowledge we would need additional amenities. Budget amounts will be adjusted with experience, history and time. Councilman McBride questioned where the money comes from and was advised that it is part of the Tax Increment Financing(TIF), the TIF Trust, collected tax receipts which stay in the area, and the TIF money is used to enhance the area by way of the appropriation.

Councilman McBride questioned if there has been any resolution with the County issues regarding the TIF funds. City Manager advised that the item is in the hands of the ICRA. Staff met with the ICRA Board at their last meeting and addressed this issue in detail with the legal ramifications, etc. and they directed the ICRA Chairman will correspond with the adjoining government. This will hopefully be delivered this week. He advised that ICRA Board will handle this issue and once there is a resolution, Council will be advised.

Councilman Ryan motioned to approve the Addendum to the ICRA/City Budgets respectively, as part of the current funding mechanism for the Valerie Theatre Cultural Center. Seconded by Councilman McBride. The motioned carried unanimously.

10)d) SS Solutions – Clerk Services (Verbal) – City Manager DiGiovanni advised that this involved staff leasing arrangements with SS Solutions and the City of Inverness for City Clerk services. Working with Chairman, we contacted Staff Leasing Services and contracted with Debbie Davis until the end of August or September, 2016.

10)e) Fire Inspection Program – Ordinance (1st reading) City Manager DiGiovanni explained both 10)c) Fire Inspection Program Ordinance and 10)d) Fire Inspection Fee Resolution, as they involved the same issues. Surrounding cities are doing this as well, and we are tailoring instruments and programs for the City of Inverness. This had not been finalized with legal counsel, but we thought it important to provide this information for City Council discussion and have you comfortable of how this is to be implemented. This Ordinance provides authority to create a program which involves inspections of buildings with associated fees. This is not about fees, but the safety of people and protection of property. A program is necessary, and we would be administering and performing the duties of this program. He also pointed out that when it comes to fire services, everybody in the City of Inverness got a tax break, due to the way Council handled this. The recommended approach in this Ordinance, is the establishment of the inspection program to encourage compliance, and through the city code once adopted, will be a citation program. The Resolution with reference to this Ordinance has on it a matrix of what business and activity would be inspected on a per-annum basis, or a less frequent basis (2 or 3 years). The things that are per annum and what will trigger activity is new construction or altering construction, or an assisted living facility, a school, public buildings, etc. He spoke restaurants and fast food establishments that are tied into the Board of Health. We believe the fee program in this, is extremely reasonable for what is involved to make this work.

Attorney Haag advised that we need to get a Fire Inspection Ordinance in place prior to adopting the Resolution with fees. There are items he needed to get with city staff on and we need to go through a process to mesh the citation system with the appeals process and Code Enforcement Board, as Council doesn't need to deal with the appeal process. This was brought to you this evening for Council feedback and agreement with the direction we are taking with this, before moving forward.

Councilwoman Bega was in agreement with direction. As a company she owns outside of Inverness and they have inspections which are very preventive and helpful, noting that she didn't believe they charged a fee.

City Manager DiGiovanni noted his involvement with the County Fire Board and how they are looking at a fee program, and that Crystal River also has a fee.

Councilman Ryan stated that the fees look extremely nominal, and not out of line.

Councilman Hinkle stated that we are all committed to public safety and this is in our best interest.

Councilman McBride stated that his understanding is that the Fire Chief would be inspector initially, until others were hired. He questioned the certification process.

Fire Chief Campfield explained the process which is made up of 5-6 classes that can be taken at the Florida Fire College, and some can be taken online, followed by a State test to become certified.

Councilman McBride questioned if Chief Campfield has taken these tests and is certified, and confirmed that he was. Councilman McBride questioned that current inspections for Assisted Living, Child Care Centers, etc., are being done by the County within the City Limits?

City Manager DiGiovanni stated that this is a changing situation, and an agreement between the parties that there will be a status quo until we are up and running. However, we don't know what their inspection schedule is and doesn't believe it is as involved as our schedule. He noted that our outlook is to have the County inspect the county buildings within the city. He stated that this is about safety and prevention, and not a funding mechanism.

Councilman Hinkle questioned if the inspections would fall under the mutual aid agreement we are working on? It was noted that we have not heard anything further from the county on the mutual aid agreement.

President Hepfer noted her previous business and how it is a benefit to the businesses and noted approval of this program.

10)g) City Council Reorganization was addressed. City Manager DiGiovanni spoke to the different boards they currently were on and the ones that were necessary to have representation. Once they choose the President and Vice President, they could discuss the boards.

Councilwoman Hepfer nominated Councilman Ryan for Council President. Seconded by Councilman McBride. The motion carried unanimously.

Councilman Ryan motioned to appoint Councilman McBride for Vice President. Seconded by Councilman Hinkle. The motion carried unanimously.

Consensus was to have all Council members to remain on their current boards with the exception of Councilman Ryan asking to be placed on the Library Board, and was the consensus. The Citrus County Community Charitable Foundation needed to be added to the list of Boards, which Councilman Hinkle is currently on.

Citrus County Chamber	Councilman David Ryan
Citrus County Library Board	Councilman David Ryan
Tourist Development Council	Councilwoman Linda Bega
Withlacoochee Regional Water Supply	(No action necessary)
Inverness Old Town Association	City Manager
Keep Citrus County Beautiful (KCCB)	Councilwoman Jacquie Hepfer
WRPC	Disbanded
Hernando/Citrus MPO	Councilman Cabot McBride

City Manager DiGiovanni additionally reported on the following:

- Spoke to St. Patrick's Day Event and Parade last Saturday was tremendous and noted the large crowds and business activity. Compliments have been received into the current week regarding this event.

- City Manager announced many activities this coming weekend to include Friday Night Thunder, a car show at the Withlacoochee, Bass Tournament, show at the Valerie, etc. This is not a quiet town anymore.
- Dave Sandborn is the new owner of Suncoast Bikes, and also owns Dave's World Cycle with 12 stores in and around the Orlando, Tampa, St. Pete areas, and The Villages, and sees Inverness as a destination city for the trail. A real investment opportunity is taking hold on cycling, canoeing, birding, etc.
- On March 23, the City Government Center will host the Florida Chapter of American Planning Association and the Florida Planning and Zoning Association and make a presentation speaking to urbanism, and the transformation and revitalization of the City. Commented on the Budget and overview planned for early April. May 5th will be the presentation of the 5-year CIP. Council asked for a workshop to address short and long term City Manager services. It looks as though the date of May 10, which is already scheduled as an "if necessary" CIP workshop, would be a date to hold this workshop.

COUNCIL/MAYOR SUBJECTS

Councilwoman Bega thinks the Community Garden is a terrific enhancement to what Inverness is doing and Jenny Morelli would be great for this. She spoke of a concern in the downtown regarding road signage. There is a need for a different (right turn only) sign at the corner by her business and spoke of multiple accidents. She suggested the right turn only signs be placed below the stop signs. City Manager noted this is the Department of Transportation regulated, and we will contact them. He spoke of other areas of concerns regarding right turns.

Councilman Hinkle agreed that the Community Garden is a great idea and we all need to get healthy. He spoke to the Bass Tournament and hopes to attend sometime when he is not working. Citrus County Charitable Foundation is progressing.

Councilman McBride spoke to the Community Garden and the many directions this could go. This is a great thing for our community with someone with a passion for it. He missed the parade due to illness but heard nothing but good things about it.

Councilman Ryan agreed the Community Garden is a great thing and has always grown his own vegetables. St. Patrick's Day Parade was the best celebration he has seen in long time. Commended staff on another great event.

Councilwoman Hepfer stated that unfortunately she missed the parade, but heard good comments. Jenny is the perfect person for the community garden and it is a great thing to have in Inverness. Thanked all for great year as Council President.

CITIZENS NOT ON AGENDA

George Gouldbourne, Inverness resident spoke to other traffic problems and that drivers overlook the stop sign at the intersection at Ella and Tompkins and suggested putting large lettering on pavement.

Karen Esty of Inverness, reported on the Hernando\Citrus County MPO Citizens Advisory Committee. Anthony Palmera is the Chair and she was selected Vice Chair of

that committee. Brought to Council's attention on what was discussed at the meeting regarding various traffic and road issues and recommendations. Discussed their priority list and requested a sidewalk being moved up due to the recent death on Independence. Spoke of the importance of Hwy. 41 and future construction being far off. She related the traffic from 491 and 44, and asked that a traffic light be installed at 491 & 200. City Manager noted that sidewalk idea would not be good for Independence due to dirt roads, and suggested that widening of the road to create an apron would work better.

Meeting adjourned @7:00pm

City Clerk

Council President

CITY OF INVERNESS

03/31/2016

MEMO

TO: Elected Officials
FROM: City Clerk
SUBJECT: Authorization for Proclamation Issuance
"National Day of Prayer"
CC: City Manager
Enclosures: Draft Proclamation

The enclosed request is for the Inverness City Council to consider and authorize issuance of a Proclamation in recognizing May 5th, 2016, as

"National Day of Prayer"

Recommended Action –

If City Council supports the above listed subject, and wishes to issue a Proclamation, please motion and vote to authorize that we finalize such Proclamation to be issued by the Mayor as arranged by the Office of the City Clerk.



City Clerk

DRAFT

Proclamation

WHEREAS, American was founded on the principles of religious faith and freedom; and

WHEREAS, throughout the history of our state and nation, we have given thanks for the many blessings bestowed on this nation since its inception and have humbly prayed for guidance, comfort and protection; and

WHEREAS, people throughout the world consider prayer a powerful form of expression; and

WHEREAS, prayer comforts us in times of sorrow and gives us strength and hope for the future; and

WHEREAS, we continue giving thanks for the men and women of the military who defend freedom, and we humbly ask for their protection and pray for peace throughout the world; and

WHEREAS, the National Day of Prayer is recognized by Congress as a day for all Americans to pray and reaffirm the spiritual principles upon which our nation was founded; and

WHEREAS, this year is the 65th anniversary of the annual observance of the National Day of Prayer, with the theme, *Wake Up America*; and

WHEREAS, on May 5th, 2016 Americans across the nation will unite in prayer to give thanks for the many blessings our country has received;

NOW, THEREFORE, I Bob Plaisted, Mayor of the City of Inverness, do hereby declare **May 5th, 2016** as

“National Day of Prayer”

And hereby extend greetings and best wishes to all observing this day.

ATTEST:

Bob Plaisted, Mayor
City Council of Inverness

Deborah Davis, City Clerk

Agenda Memorandum – *City of Inverness*

DATE: April 1, 2016
ISSUE: First Reading to Amend Code of Ordinances
Chapter 9 Fire Prevention and Protection
FROM: City Manager
CC: City Clerk
Attached: Ordinance 2016-714

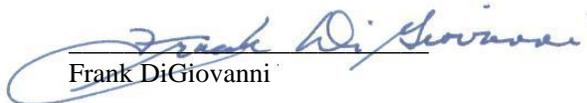
As previously discussed, enclosed is Ordinance language to amend the City Code to create a safety and inspection program for the prevention of fire, or related mishap, at commercial and public facilities. Action at this meeting represents the first ordinance reading only. If approved, a second reading will be scheduled at the ensuing meeting to include a Public Hearing for comment. The Ordinance is structured to expand existing provisions and to establish and codify functions, as directed by the City Manager, to inspect properties and respond with authority to non-emergency fire service and public safety calls.

The proposed change essentially authorizes fire safety related inspections with the ability to compel compliance. In part, the power to issue citations will be created to enable fire safety officers the ability to make the community safe through an expedited process.

The goal is to achieve compliance, and not collect penalties for noncompliance; however, collected revenues will be directed and applied to support fire safety and public education programs.

Recommended Action:

1. Motion and second to read the Ordinance by title
 - a. Clerk reads Ordinance title
2. Deliberate the proposed change and program
3. To proceed: motion and second to adopt the Ordinance on first reading by roll-call


Frank DiGiovanni

ORDINANCE NO. 2016-714

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AMENDING CHAPTER 9 OF THE CODE OF ORDINANCES, ENTITLED "FIRE PREVENTION AND PROTECTION", BY AMENDING ADDING SECTIONS, 9-1 THROUGH 9-9, ESTABLISHING POWERS AND PROCEDURES FOR FIRE INSPECTIONS AND CITATIONS FOR NON-COMPLIANCE WITH APPLICABLE CODES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION AND, PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED by the City Council of the City of Inverness, Florida, this _____ day of _____, 2016, as follows:

Section 1. AMENDMENTS TO CHAPTER 9 ARTICLE I FIRE PREVENTION

Sections 9-1 through 9-9 are hereby adopted as more particularly set forth in Attachment A which is attached hereby and made a part hereof.

Section 2. SEVERABILITY

If any article or portion of this ordinance is found to be invalid, unlawful or unconstitutional, all other articles of this ordinance shall remain valid and enforceable.

Section 3. INCLUSION IN THE CODE OF ORDINANCES

The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Inverness as an addition or amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code of Ordinances.

Section 4. MODIFICATION

It is the intent of the Inverness City Council that the provisions of this Ordinance may be modified as a result of considerations that may arise during public hearings. Such modifications shall be incorporated into the final version of the Ordinance adopted by the Council and filed by the Clerk.

Section 5. EFFECTIVE DATE

The effective date of this ordinance shall be as provided by law.

Upon motion duly made and carried on first reading, the foregoing ordinance was approved on the _____ day of _____, 2016.

Upon motion duly made and carried on second reading, the foregoing ordinance was adopted on the _____ day of _____, 2016.

CITY OF INVERNESS, FLORIDA

By: _____
DAVID RYAN, President

ROBERT PLAISTED, Mayor

ATTEST:

DEBORAH DAVIS, City Clerk

Approved as to form and content:

LARRY M. HAAG, City Attorney

ATTACHMENT A TO ORDINANCE NO. 2016-714

Chapter 9 - FIRE PREVENTION AND PROTECTION

ARTICLE I. - IN GENERAL

Sec. 9-1. - Code adopted.

For the purpose of providing for the protection of its citizens from the dangers of fire arising in connection with hazardous processes and materials, the city hereby adopts the Florida Fire Prevention Code as amended from time to time and as adopted by the Florida State Fire Marshal pursuant to F.S. Ch. 633.202

Except as otherwise provided in this chapter, and where not in conflict with the laws of the state pertaining thereto, all of the rules and regulations contained in the fire prevention code adopted by this section are hereby incorporated as a part of this Code as fully as though each part, section, clause and phrase were set out herein at length.

(Code 1965, § 9-1; Ord. No. 193, § I, 5-22-70; Ord. No. 221, § II, 8-3-76; Ord. No. 238, § 1, 3-20-79; Ord. No. 244, § 1, 7-1-80; Ord. No. 349, § 6, 9-2-86; Ord. No. 406, § 2, (7-4(2)), 5-16-89; Ord. No. 508, § 1, 3-15-94; Ord. No. 2009-664, § 1, 8-4-09)

Cross references—Building code, [§ 7-1](#); plumbing code, [§ 7-2](#); electrical code, [§ 7-3](#); miscellaneous technical codes, [§ 7-4](#).

Sec. 9-2. - Reserved.

Editor's note— Ord. No. 2009-664, § 2, adopted August 4, 2009, repealed [§ 9-2](#), which pertained to spectators; proximity to fires limited and derived from [§ 9-3](#) of the 1965 Code.

Sec. 9-3. - Violations; penalty.

Any person violating any of the provisions of the code adopted by [section 9-1](#) of this chapter, or who shall fail to comply with the provisions thereof, or who shall violate any detailed statement or plans submitted and approved thereunder, shall be guilty of a separate offense for each day or portion thereof during which any violation is committed or continued, and upon conviction such person shall be punished as provided by [section 1-8](#) of this Code of Ordinances.

(Ord. No. 193, § III, 5-22-70; Ord. No. 221, § V, 8-3-76)

Sec. 9-4. - Adoption of Burn Rules and Regulations.

(a) The city council does hereby adopt, by reference, the provisions of Chapter 62-256.700, Florida Administrative Code, as amended from time to time, as said regulations are promulgated by the Florida Department of Environmental Protection.

(b) That code enforcement building department, and law enforcement officials of the City of Inverness shall be empowered to enforce the Burn Rules and Regulations to the extent provided for by state law.
(Ord. No. 528, § 1, 6-20-95; Ord. No. 2009-664, § 3, 8-4-09)

Sec. 9-5. - Firesafety inspector.

The city's administrative official shall appoint a firesafety inspector, who shall be charged with the powers granted under and the responsibilities established by F.S. § 633.214 et seq., as an agent of the state fire marshal.

Sec. 9-6. - Firesafety inspection and fire hazard inspection.

The fire chief as firesafety inspector or his duly appointed officer is empowered to enter any and all buildings and premises at any reasonable hour for the purpose of making inspections and to serve written

notice upon the owner or occupant to abate, within a specified time, any and all fire hazards that may be found as set forth in Florida Statute Section 633.216.

Sec. 9-7. – Firesafety inspection fees.

The firesafety inspector shall be entitled to payment of fees for fire inspection services rendered. Such fees shall be established by resolution adopted by the city council. All fines and fees collected as a result of this article shall be applied to firesafety and public education programs.

Sec. 9-8 Compliance with notice of abatement required.

Any person served with a notice to abate any fire hazard shall comply therewith and promptly notify the fire chief within the time specified in the notice and report the correction to the fire chief or his duly appointed officer. Initial fines and fees related to abatement of fire hazards shall be established by resolution of the city council.

Sec. 9-9. - Enforcement.

It is the purpose of this Section to establish a code enforcement system which will promote the health, safety and welfare of the City's residents. Further, it is intended that such system will support the goals, policies and objectives of the City's comprehensive plan and enforce the land development regulations created to implement the plan.

(a) Violations and applicability.

(1) Any person owning and/or occupying any building or structure that is erected, constructed, reconstructed, altered or moved or maintained or any building, structure, land or water used in violation of this Code shall be subject to the penalties as provided for in this Code. The City may institute any appropriate action or proceedings in a City code enforcement action or civil action in the circuit court to prevent such unlawful erection, construction, reconstruction, alteration, conversion, movement, maintenance, or use; or, to restrain, correct or abate such violation; or to prevent the occupancy of said building, structure, land or water, or to prevent any illegal act, conduct of business or use in or about such premises.

(b) A firesafety officer is authorized to issue a citation to a person when, based upon personal investigation, the officer has reasonable cause to believe that the person has committed a civil infraction in violation of this code. The designation of an employee as a firesafety officer shall not provide the firesafety officer with the power of arrest.

(2) Prior to issuing a citation, a firesafety officer shall provide due notice to the person that the person has committed a violation of a code or ordinance and shall establish a reasonable time period within which the person must correct the violation. Such time period shall be at least 45 days. If upon personal investigation, the firesafety officer finds that the person has not corrected the violation within the specified time period, the firesafety officer may issue a citation to the person who has committed the violation.

A firesafety officer does not have to provide the person with a reasonable time period to correct the violation prior to issuing a cease and desist order citation and may immediately issue a citation if the firesafety officer has reason to believe that the violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible.

(3) A firesafety officer shall issue a citation in such form as may be approved by the Administrative Official and it shall contain:

- a. The date and time of issuance.
- b. The name and address of the person to whom the citation is issued.
- c. The date and time the civil infraction was committed.

- d. The facts constituting probable cause.
- e. If the violation was committed on private property owned by the violator, the tax parcel number or the property appraiser's alternate key number for the private property on which the violation occurred.
- f. The number and Section of the code or ordinance violated.
- g. The name and title of the Firesafety Inspector.
- h. The procedure for the person to follow in order to pay the applicable civil penalty or to contest the citation.
- i. The applicable civil penalty if the person elects to pay the penalty within the 30-day period allowed.
- j. The applicable civil penalty if the person elects to appeal the citation.
- k. A conspicuous statement that if the person fails to pay the civil penalty and fails to appeal the citation within 30 days after issuance, he shall be deemed to have waived the right to contest the citation, and that, in such case, the penalty shall automatically increase to the civil penalty established by the fee schedule adopted by City Council for such violation.

(4) Any person who willfully refuses to sign and accept a citation issued by a firesafety officer shall be guilty of a misdemeanor of the second degree, punishable as provided in Section 775.082 or 775.083 Florida Statutes.

(5) Any person who fails to pay the civil penalty stated on the citation within the prescribed 30-day period, and who fails to appeal the citation within the prescribed 30-day period, shall be deemed to have waived the right to contest the citation. In such case, the penalty shall automatically increase to the civil penalty established by the fee schedule adopted by City Council for such violation.

(6) The civil penalty assessed by the Code Enforcement Board after hearing an appeal, along with any enforcement costs assessed against the violator, may bear interest at the rate established under code enforcement board procedures.

(c) *Infraction penalties.* Fees and fines will be adopted by resolution of the City Council. If a fine or fee is appealed within the 30 day appeals period, penalties and process will follow according to the provisions of the code enforcement board.

(d) *Uncontested violations.* Any person not wishing to appeal the citation may pay the amount set forth in the citation as the uncontested penalty, by the date set forth in the citation.

(e) *Citation appeal.*

(1) Within 30 days after issuance of a citation, the person to whom the citation was issued may appeal the citation by filing a notice of appeal with the Administrative Official on such form as may be approved by the Administrative Official, and by paying a filing fee established by City Council. The appeal will be considered by the code enforcement board under its procedures for conduct of a hearing (Sec 3.4 L). If the appeal is successful and the violation is dismissed, the filing fee shall be returned to the person who filed the appeal. If the appeal is not successful, the filing fee shall be retained by the City to cover the costs of the process.

(3) Within 10 days after the resolving the case, the Code enforcement board shall issue a written decision either dismissing the citation or affirming the citation, assessing a fine, and/or assessing attorney's fees.

(f) Unpaid civil penalties. The city shall pursue noncompliance of an order of the code enforcement board under the Penalty procedures for fines and liens established Section 3.4 O of the land development code.

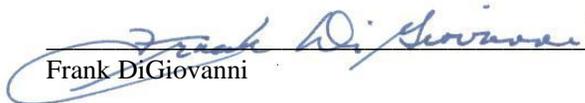
Agenda Memorandum – *City of Inverness*

DATE: April 1, 2016
ISSUE: Fire Inspection Fee Resolution
FROM: City Manager
CC: City Clerk, Finance Director, Bruce Day, Fire Chief, Eric Williams
ATTACHED: Resolution

No action is necessary this evening.

Item is included for informational purposes and to address questions that may have come forward since the last meeting. As an item, this will be submitted for action following adoption of the Fire Inspection Program Ordinance at the ensuing meeting of City Council.

Recommended Action –
None
Informational Purposes Only


Frank DiGiovanni

Administrative Offices
212 West Main Street, Inverness Florida 34450
www.Inverness-FL.gov

RESOLUTION 2016-02

**A RESOLUTION OF THE CITY OF INVERNESS
ESTABLISHING THE FEE SCHEDULE FOR FIRE SAFETY
INSPECTION SERVICES; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Inverness provides fire safety and protection services including review and inspections; and

WHEREAS, the City Council of Inverness, Florida has established a fee for fire safety inspection and related activities; and

WHEREAS, the City Council finds it necessary and in the public interest to establish fees that will provide a reliable and predictable revenue source for the funding of the related operations of the Fire Department ; and

WHEREAS, said fees are set forth in **Attachment A**; and

WHEREAS, the City Council of Inverness , Florida finds it is in the public interest to establish said fees, as set forth hereinafter, to meet existing needs, projected expenditures and to more equitably distribute the costs among customers; and

WHEREAS, Chapter 8 of the Land Development Code provides that the rates and fees may be established and amended from time to time by resolution of the City Council; and

WHEREAS, the City Council of the City of Inverness has determined that it is in the best interest of the public welfare to establish the fee for fire safety inspections and related activities, as set forth below.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Inverness, Florida hereby amends Building Construction Permit fees and Community Development application fees, as set forth in **Attachment A**:

EFFECTIVE DATE. This Resolution shall become effective upon adoption.

PASSED AND RESOLVED by a _____ vote of the City Council of the City of Inverness , Florida on the ___ day of _____, 2016.

CITY OF INVERNESS

By: _____
David Ryan
President of City Council

ATTEST:

Deborah Davis
City Clerk

**ATTACHMENT "A" TO RESOLUTION NO. 2016-02
FIRE SAFETY INSPECTION FEE SCHEDULE**

FEE DESCRIPTION	COST
A. Fire safety inspection for facilities 1,000 sq. ft. or less not to exceed two (2) hours inspection time	\$65.00
B. Fire safety inspection for facilities 1,001 – 3,000sq. ft. not to exceed two (2) hours inspection time	\$85.00
C. Fire safety inspection for facilities greater than 3,001 sq. ft. not to exceed two (2) hours inspection time	\$100.00 +\$0.01/ sq. ft.
D. Annual fire safety inspection fee - Provided no changes have been made to size & floor plan (This includes Class 'C' Mercantile businesses who either lease or sublease a room or portion of a room and who pass an annual inspection)	\$50.00
E. Installation or removal of fuel storage tanks and dispensers:	
i. Initial tank or dispenser	\$85.00
ii. Each additional tank or dispenser	\$35.00
F. Fire alarm inspection	\$85.00
G. Fire sprinkler system:	
i. Initial system riser	\$250.00
ii. Each head	\$0.75
H. Fire extinguishing system (other than fire sprinklers):	
i. Initial system	\$85.00
ii. Each head	\$10.00
I. Liquefied petroleum gas refilling	\$85.00
J. Flammable/Combustible liquids spray booth	\$85.00
K. Standpipe systems (wet/dry)	\$85.00
L. Cryogenic tank	
i. One (1) – three (3) tanks	\$85.00
ii. Each additional tank	\$45.00
M. Storage of hazardous substances	
i. One (1) – three (3) tanks	\$85.00
ii. Each additional tank	\$55.00
N. Re-inspection fee for each additional trip where the previous inspection was ordered for information purposes only. This includes phone consultations. All assessed re-inspection fees must be paid prior to issuance of a Certificate of Occupancy	\$35.00
O. Complaint Response Fire Inspection (unfounded or corrected within 7 days)	\$0
i. Founded	\$100.00
ii. Founded Serious	\$200.00
iii. Repeat Complaints	3X original fee
P. Any types of inspection or review not listed above	\$50.00 per hour

Agenda Memorandum – *City of Inverness*

DATE: April 1, 2016
ISSUE: **Piggy-Back Bid Contract Authorization**
Osceola County Continuing Engineering Services Contract with SAI Consulting Engineers, Contract PS#15-04039-RJ

FROM: City Manager

CC: City Clerk, Finance Director, Marc Black, Myra Monreal, Eric Williams

ATTACHED: MEMORANDUM BY SHERI CHIODO
PIGGY-BACK BID DOCUMENTS

We are proceeding expeditiously to finalize plans and commence construction of the Zephyr Street improvement project. Highlands Blvd is scheduled to start in late summer or early fall. Both projects are 50/50 funded meaning half comes from the local government (city) and half from the CIGP (County Incentive Grant Program) by FDOT. By using FDOT funds, we are mandated to engage construction inspection services for both projects that meet the technical level of stipulated by FDOT.

To achieve this end timely, and avoid the high cost of the RFQ process, we assembled material from Osceola County to take advantage of a piggy-back bid. Accordingly, a proposal by SAI Consulting Engineer has been reviewed with a letter of authorization to piggyback the contract/bid for Professional Continuing Services Agreement between Osceola County and SAI Consulting dated June 23, 2015. All particulars are ready to proceed. The funding of this element will be part of the overall project.

The matter has been reviewed by Legal Counsel and found legally sufficient.

Recommended Action –

To proceed: motion, second and vote to approve a piggy-back bid award of the Osceola County's Continuing Engineering Services Contract with SAI Consulting Engineers, Inc., and authorize that the City Manager executes a contract with SAI Consulting Engineers, Inc., for Construction Engineering Services, in the amount of \$27,869.79 for the Zephyr Street project, and \$49,886.25 for the Highland Boulevard Project.


Frank DiGiovanni

Administrative Offices
212 West Main Street, Inverness Florida 34450
www.Inverness-FL.gov

FINANCE DEPARTMENT



212 W. Main Street
Inverness, FL 34450
(352) 726-5016 Phone
(352) 726-5534 Fax

Memorandum

To: Frank DiGiovanni, City Manager

From: Sheri Chiodo, Director of Finance and Joe Campfield, Fire Chief

CC: Debbie Davis, City Clerk

Date: December 9, 2015

Reference: Piggy-Back Bid/Contract Authorization – Osceola County Continuing Engineering Services Contract PS#15-04039-RJ – SAI Consulting Engineers

The City is improving two city roadways, Zephyr Street and Highlands Blvd, which are funded 50% from CIGP Grant Funds awarded by the Florida Department of Transportation (FDOT) and 50% from the City. FDOT requires construction inspection services on these projects and requires contracts to be in place before construction can commence.

Staff has reviewed the proposal submitted by SAI Consulting Engineer, the letter of authorization to piggyback the contract/bid for Professional Continuing Services Agreement between Osceola County and SAI Consulting dated June 23, 2015 and the proposal evaluation summary. All documents are in order providing for the City to piggy-back the bid/contract with Osceola County. Funds are currently appropriated and available in each of the projects to fund the proposed construction inspection fees.

Staff requests City Council approval to piggy-back Osceola County's Continuing Engineering Services Contract with SAI Consulting Engineers, Inc. and authorize the City Manager to execute a contract with SAI Consulting Engineers, Inc. in the amounts not to exceed \$27,869.79 for the Zephyr Street project and the amount not to exceed \$49,886.25 for the Highland Boulevard Project for Construction Engineering Services.



1153 Miranda Lane
Kissimmee, FL 34741

Tel 407.201.6153
Fax 407.201.8920

March 17, 2016

Mr. Frank DiGiovanni
City Manager
City of Inverness
221 W Main Street
Inverness, FL 34450

Dear Mr. DiGiovanni:

SAI is pleased to provide this proposal for Construction Inspection Services for roadway projects by the City of Inverness. Ms. Monreal will serve as the City's Point of Contact for these projects.

Project Understanding

The City of Inverness is improving the following two City roadways.

- Zephr Street from Ella Avenue to Apopka Avenue, a distance of approximately 0.7 miles. Zephr Street is parallel to US 41 and primarily serves local traffic. Roadway improvements include a new realignment at Line Avenue, milling and resurfacing the existing roadway, widening segments of the roadway, intersection improvements, and landscaping.
- Highland Boulevard from Line Avenue to Apopka Avenue, a distance of approximately 0.5 miles. Highland Boulevard is parallel to US 41 and provides access to businesses, homes, schools and a hospital. Roadway improvements include a removing a travel lane in both directions, adding two turn lanes, intersection improvements, sidewalk and multi-use trail, and landscaping.

Scope of Services

1.0 Onsite Inspection:

Monitor the Contractor's onsite construction activities and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's operations and of significant events that affect the work.

The following services shall be performed:

- A. Conduct up to site visits up to 2-3 days a week to monitor Contractor's operations. Additional site visits may be authorized on an as needed basis.
- B. Provide daily reports of construction when onsite.
- C. Provide visual documentation of the Project through the periodic collection of a set of panoramic digital photographs at predetermined stations throughout the project. Photographic locations should be located at intervals such that the digital photographs collectively portray the majority of the visible surfaces on the Project. The digital photographs should be taken with a frequency designed to reveal changes in the progress of the Project, which can be compared to other project data including daily reports of construction and scheduling updates.

2.0 OTHER SERVICES:

Upon written authorization by the City Project Manager or designee, the Consultant will perform additional services in connection with the project not otherwise identified in this Agreement. The following items are not included as part of this Agreement, but may be required by the City to supplement the Consultant services under this Agreement.

- A. Provide inspection services in addition to those provided for in this Agreement.
- B. Provide services determined necessary for the successful completion and closure of the Construction Contract.

Schedule

This proposal is based on a construction schedule of 180 calendar days and biweekly progress meetings each for Zephr Street and Highland Boulevard

Fee

The not to exceed fee amount for Zephr Street is \$27,869.79.

Position	Billing Rate (Fully Loaded)	Hours	Total Costs
Senior Project Engineer	\$105.00	41.90	\$4,399.50
Inspector	\$54.94	419.00	\$23,019.86
Inspector Premium OT Rate	\$10.75	41.90	\$450.43
Total amount not to exceed			\$27,869.79

The not to exceed fee amount for Highland Boulevard is \$49,886.25

Position	Billing Rate (Fully Loaded)	Hours	Total Costs
Senior Project Engineer	\$105.00	75.00	\$7,875.00
Inspector	\$54.94	750.00	\$41,205.00
Inspector Premium OT Rate	\$10.75	75.00	\$806.25
Total amount not to exceed			\$49,886.25

The proposal does not include laboratory testing, plant inspection or Geotechnical Engineering.

Sincerely,



James J. Lombardi, PE
Executive Vice President

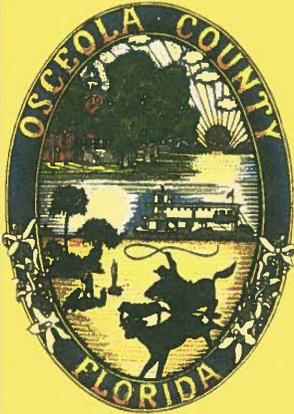
Accepted this _____ day of _____ 2016

Client

Signature

Printed Name

Title



**Osceola County
Government**

**Procurement Services
Rebecca Jones
Director**

1 Courthouse Square
Suite 2300
Kissimmee FL 34741
407-742-0900

**Osceola
County**
www.osceolafl.gov

March 14, 2016

Mr. Frank DiGiovanni, City Manager
City of Inverness
221 West Main Street
Inverness, Florida 34450

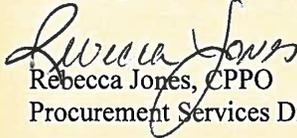
RE: PS#15-04039-RJ, Continuing Engineering Services
Subject: SAI Consulting Engineers, Inc. - Piggyback Request

Dear Mr. DiGiovanni:

A member of the SAI team has contacted my office indicating you've requested a letter granting permission to piggyback the referenced agreement. Osceola County is not opposed to your agency piggybacking the agreement.

Please contact me directly at (407)742-0928 if you need any additional information.

Sincerely,



Rebecca Jones, CPPO
Procurement Services Director

1501V
Exec

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PROFESSIONAL CONTINUING SERVICES AGREEMENT

BETWEEN

OSCEOLA COUNTY, FLORIDA

AND

SAI CONSULTING ENGINEERS, INC.

PS#15-04039-RJ

CONTINUING ENGINEERING SERVICES

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Exhibit "A", Scope of Services

Exhibit "B", Sample Task Authorization Form and TA Review and Approval Process

Exhibit "C", Fee Schedule

Exhibit "D", List of Sub-Consultants

Exhibit "E", Scrutinized Company

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is awarded and entered by and between OSCEOLA COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY," and SAI Consulting Engineers, Inc., 1153 Miranda Lane, Kissimmee, Florida 34741, hereinafter referred to as the "CONSULTANT".

WITNESSETH

WHEREAS, the COUNTY issued a Request for Proposals for Professional Services (PS#15-04039-RJ) seeking proposals for the provision of certain professional work and services related to Continuing Engineering Services on a Task Authorization Basis; and

WHEREAS, the CONSULTANT responded to the PS#15-04039-RJ by submitting a proposal, dated February 10, 2015, which is on file with the COUNTY, and

WHEREAS, the selection and engagement of the CONSULTANT has been made by the COUNTY in accordance with the provisions of the solicitation PS#15-04039-RJ; and

WHEREAS, the COUNTY and CONSULTANT now desire to enter into an agreement upon such terms and conditions as are set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

SECTION 1. SERVICES AND PERFORMANCE

- A. The COUNTY does hereby retain the CONSULTANT to furnish the professional services as are described in Exhibit "A", which is attached hereto and made a binding part hereof by this reference.
- B. The CONSULTANT shall provide to, and perform for, the COUNTY such services within Exhibit "A", as may be more specifically set forth in one or more Task Authorization (TA) forms, issued by the COUNTY and accepted by the CONSULTANT. A sample TA form and the associated TA review and approval process is attached hereto as Exhibit "B" and made a binding part hereof by this reference. Each TA so issued and accepted by the COUNTY shall become a part of this Agreement. Each TA shall identify the Project Manager who is assigned by the COUNTY to oversee the CONSULTANT's work that is set forth in the TA. The CONSULTANT and the COUNTY shall further develop a mutually agreeable price breakdown and schedule for the completion of professional services that are set forth in each TA. The price breakdown shall be consistent with the fee schedule and method of compensation set forth in Exhibit "C," attached hereto and made a binding part hereof by this reference. The project schedule shall include all tasks and related subtasks to be performed, the dates said tasks and subtasks shall be completed, and a final completion date. The CONSULTANT agrees to provide project schedule progress reports in a format acceptable to the COUNTY and at intervals established by the COUNTY, as set forth in each TA. The COUNTY will be entitled at all times to be advised, at its request, as to the status of work being done by the CONSULTANT and of the details thereof.

The CONSULTANT shall maintain coordination with the COUNTY staff, through the Project Manager, and on behalf of the County, with other interested agencies.

- C. In the performance of the professional services contemplated by this Agreement, the CONSULTANT shall use that degree of care and skill ordinarily exercised by other similar professionals in the field under similar conditions in similar localities. The CONSULTANT further agrees to provide and perform the professional services set forth herein in accordance with the administrative rules promulgated by the Florida Department of Professional Regulation, and any and all laws, statutes, ordinances, codes, rules, regulations, and policies of any governmental agencies which may regulate or have jurisdiction over the professional services to be provided and/or performed by the CONSULTANT.
- D. All professional services shall be performed by the CONSULTANT to the satisfaction of the COUNTY'S designated Project Manager. The decision of the Project Manager regarding satisfactory completion shall be final and conclusive, unless within fifteen (15) days from the date of receipt of such decision, the CONSULTANT furnishes to the Project Manager a written notice of dispute. In the event a decision of the Project Manager is in dispute, the initial remedy shall be review by the County Manager. In the event a dispute still exists after the County Manager concludes his review, the parties agree to a non-binding mediation with subsequent appropriate legal proceedings, if required. Pending any settlement or binding decision, appeal or judgment, the CONSULTANT shall proceed diligently with the performance of this Agreement and any work authorized through the issuance of a TA.
- E. In the event there are delays in the completion of work authorized through a TA, and such delays are beyond CONSULTANT'S reasonable control, the COUNTY will grant reasonable time extensions for the completion of the work. The determination regarding reasonable delays shall be made by the Project Manager and shall be final and conclusive, unless the procedures set forth in Paragraph D, above, are utilized.
- F. All tracings, plans, specifications, maps, and computer files prepared or obtained under this Agreement, as well as all forms of data collected, together with summaries and charts derived therefrom, shall be considered works made for hire and shall become the property of the COUNTY upon completion or termination, and shall be made available to the COUNTY in a format acceptable to the COUNTY at any time requested. Upon delivery to the COUNTY of said information, the COUNTY shall become the custodian thereof in accordance with Chapter 119, Florida Statutes. The CONSULTANT shall not copyright any material and products or patent any invention developed under this Agreement. The COUNTY will have the right to visit the CONSULTANT to inspect the work and/or drawings and/or electronic files or data of the CONSULTANT.

SECTION 2. TERM

The term of this Agreement shall be for one (1) year from execution by the COUNTY. In the event the schedule of work authorized in a TA extends beyond the term of this Agreement, the Agreement shall remain in full force and effect as to said TA and shall terminate upon completion and acceptance of the work authorized in said TA, as evidenced by a written notice of acceptance, issued by the Project Manager. The term of this Agreement may be renewed in accordance with Section 21. for four (4) additional one (1)

year terms, if determined to be in the best interests of the COUNTY.

SECTION 3. FUNDING

This Agreement shall be subject to fund availability. In its sole discretion, the COUNTY reserves the right to forego the use of the CONSULTANT for any of the professional services contemplated by this Agreement.

SECTION 4. LICENSES

The CONSULTANT agrees to obtain and maintain, throughout the term of this Agreement, and any extensions hereof, all licenses as required to do business in the State of Florida and the County of Osceola, including, but not limited to, licenses required by any State Boards or other governmental agencies responsible for regulating and licensing the professional services provided and performed by the CONSULTANT pursuant to this Agreement.

SECTION 5. PERSONNEL AND SUBCONTRACTING

A. The CONSULTANT shall maintain an adequate and competent professional staff so as to enable the CONSULTANT to perform all professional services requested by the COUNTY in a professional and timely manner, in accordance with this Agreement and the requirements of each TA issued by the COUNTY.

B. The CONSULTANT, with the consent of the COUNTY as authorized through the issuance of a TA, may associate with sub-consultants identified in Exhibit "D" attached hereto and made a binding part hereof. The services of such sub-consultants shall be performed without additional cost to the COUNTY, other than those costs negotiated within the limits and terms of this Agreement. The CONSULTANT shall be fully responsible for satisfactory completion of all subcontracted work. In addition, the CONSULTANT shall ensure that all sub-consultants comply with the duties and obligations imposed upon CONSULTANT by this Agreement, TA, and/or any amendments hereto, including but not limited to, licenses, insurance requirements, and standards of care.

C. The CONSULTANT agrees to promptly replace any persons in its employ, including sub-consultant(s) or employees thereof, who were engaged by the CONSULTANT to perform professional services pursuant to this Agreement, if the COUNTY requests, with or without cause, that the individuals be stopped from performing professional services under this Agreement

SECTION 6. INDEMNIFICATION

The CONSULTANT shall indemnify and hold harmless Osceola County, its officers and employees, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and/or all other persons employed or utilized by the CONSULTANT in the performance of this Agreement, any TA, and/or any and all amendments hereto. Said indemnification and hold harmless actions shall not be limited by any insurance amounts required hereunder.

SECTION 7. NOT TO DIVULGE CERTAIN INFORMATION

During the term of this Agreement and forever thereafter, the CONSULTANT agrees not to divulge, furnish, or make available to any third party, without the written permission of the COUNTY, any non-public information, where such information has not been properly subpoenaed concerning the services rendered by the CONSULTANT.

SECTION 8. INDEPENDENT CONSULTANT

This Agreement does not create an employee/employer relationship between the parties. It is the parties' intention that the CONSULTANT, its employees, sub-contractors, representatives, volunteers, and the like, will be an independent contractor and not an employee of the COUNTY for all purposes, including, but not limited to, the application of the following, as amended: the Fair Labor Standards Act minimum wage and overtime payments, the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State of Florida revenue and taxation laws, the State of Florida workers' compensation laws, the State of Florida unemployment insurance laws, and the Florida Retirement System benefits. The CONSULTANT will retain sole and absolute discretion in the judgment of the manner and means of carrying out the CONSULTANT's activities and responsibilities hereunder.

SECTION 9. TERMINATION

- A. The COUNTY may terminate this Agreement and/or any TA, in whole or in part, at any time the interest of the COUNTY requires such termination, as set forth below:
1. If the COUNTY determines that the performance of the CONSULTANT is not satisfactory, the COUNTY may notify the CONSULTANT of the deficiency with the requirement that the deficiency be corrected within a specified time, which time shall not be less than ten days nor more than thirty (30) days. If the CONSULTANT fails to timely correct such deficiency, the Agreement may be terminated at the end of such time or at such later time as the COUNTY may determine.
 2. If the CONSULTANT is placed in either voluntary or involuntary bankruptcy or if an assignment be made for the benefit of creditors.
 3. If the COUNTY desires, at its discretion and for reasons other than unsatisfactory performance of the CONSULTANT, to terminate this Agreement and/or any TA, the COUNTY shall notify the CONSULTANT of such termination, with instructions as to the effective date of work stoppage or specify the stage of work at which the Agreement and/or TA, is to be terminated. Such notice shall be given not less than thirty (30) days prior to the effective date of such termination.
 4. If the Agreement and/or TA is terminated before performance is completed, the CONSULTANT shall be paid for all services satisfactorily performed. Payment is to be made on the basis of substantiated costs for each task or item of service in process at the time notice of such termination is given.
- B. It is understood and agreed that upon termination of this Agreement and/or any TA, all tracings, plans, specifications, maps, computer files, reports, and data of any kind

whatsoever, prepared or obtained under this Agreement and/or TA shall immediately be turned over to the COUNTY.

SECTION 10. NON-ENTITLEMENT TO ANTICIPATED FEES

In the event the professional services to be performed under this Agreement are terminated, the CONSULTANT shall not be entitled to receive compensation for anticipated professional fees, profit, general and or administrative overhead expenses, or for any other anticipated income or expenses.

SECTION 11. CONFLICT OF INTEREST

The CONSULTANT represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The CONSULTANT further agrees that no person having any such conflict of interest shall be employed or engaged by the CONSULTANT for performance hereunder.

If the CONSULTANT, for itself and on behalf of its sub-consultants, is about to engage in the representation of another client, who it in good faith believes could result in a conflict of interest with the services being rendered pursuant to this Agreement, then the CONSULTANT shall promptly bring such potential conflict of interest to the COUNTY's attention in writing. The COUNTY will make a determination in a timely manner. Upon determination that there is a conflict of interest, the COUNTY will submit written notice of same to the CONSULTANT and the CONSULTANT shall decline the new representation. If the COUNTY determines that there is not any such conflict, then the COUNTY shall give its written consent to such representation. If the CONSULTANT accepts such a representation without obtaining the COUNTY's prior written consent, and if the COUNTY subsequently determines that there is a conflict of interest, the CONSULTANT agrees to promptly terminate such new representation. The CONSULTANT shall require each sub-consultant to comply with the provisions of this Section. Should the CONSULTANT fail to advise or notify the COUNTY, as provided herein above, of representation which may, or does, result in a conflict of interest, or should the CONSULTANT fail to discontinue such representation where a conflict is determined to exist, the COUNTY may consider such failure as justifiable cause to terminate this Agreement.

SECTION 12. ASSIGNMENT/TRANSFER

Any assignments or transfers of rights, benefits, or obligations hereunder shall only be allowed if approved as an amendment pursuant to Section 21.

SECTION 13. APPLICABLE LAW/VENUE

This Agreement shall be governed by the ordinances of Osceola County, the laws, rules, and regulations of the State of Florida, procedural and substantive, and applicable federal statutes, rules, and regulations. The venue for any and all litigation arising under this Agreement shall lie in Osceola County, Florida.

SECTION 14. WAIVER OF BREACH

Waiver by the COUNTY of a breach of any provision of this Agreement by the CONSULTANT shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

SECTION 15. INSURANCE COVERAGES

- A. The CONSULTANT shall not commence any work in connection with this Agreement until it has obtained the types of insurance, as specified hereunder, and such insurance has been approved by the COUNTY's Risk Management Department, nor shall the CONSULTANT allow any sub-consultant to commence work on its sub-contract until all similar insurance required of the sub-consultant has been so obtained and approved. All insurance policies shall be with insurers qualified and licensed to conduct business in the State of Florida.
- B. The COUNTY shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the CONSULTANT and/or sub-consultant providing such insurance.
- C. **Workers' Compensation Insurance:** The CONSULTANT shall take out and maintain during the life of this Agreement, Workers' Compensation Insurance in the amount of One Million Dollars (\$1,000,000.00) for all of its employees performing work pursuant to this Agreement, and in case any work is sub-contracted, the CONSULTANT shall require any and all sub-contractors to provide the same Workers' Compensation Insurance for all of their employees, unless such employees are protected by the coverage provided by the CONSULTANT. Such Insurance shall comply fully with Florida Workers' Compensation Law.
- D. **Professional Liability Coverage:** The CONSULTANT shall take out and maintain during the life of this Agreement, Professional Liability Coverage in the amount of One Million Dollars (\$1,000,000.00) for all of its employees performing work pursuant to this Agreement, and in case any work is sub-contracted, the CONSULTANT shall require any and all sub-contractors to provide the same Professional Liability Coverage for all of their employees, unless such employees are protected by the coverage provided by the CONSULTANT.
- E. **Automobile Public Liability:** The CONSULTANT shall take out and maintain during the life of this Agreement, Comprehensive Automobile Liability Insurance which shall protect it from claims for damage for personal injury, including accidental death, as well as claims for property damage, which may arise from operations under this Agreement whether such operations be by itself or by anyone directly or indirectly employed by it, and the amounts of such insurance shall be the minimum limits as follows:

a. Combined Single Limit: \$500,000 per accident,

OR

b. Bodily Injury: \$500,000 per person,

AND

Property Damage: \$500,000 per accident;

- F. **General Liability:** One Million Dollars (\$1,000,000) any single occurrence;
- G. **Aggregate:** Two Million Dollars (\$2,000,000);
- H. **Excess Coverage:** One Million Dollars (\$1,000,000); and,
- I. **Product Liability:** Two Million (\$2,000,000).
- J. The CONSULTANT shall maintain all such insurance certificates and related documentation as required under this Agreement. Failure of the CONSULTANT to maintain such certificates and documents and submit proof of same to the COUNTY within fifteen (15) calendar days from the date of execution of this Agreement shall be considered cause for the COUNTY to cancel this Agreement and rescind its action to engage the CONSULTANT. Before the COUNTY shall provide the CONSULTANT with a Task Authorization, and before the CONSULTANT shall commence any service or work under this Agreement, the CONSULTANT shall obtain and maintain insurance coverage of the types stated herein.
- K. Each Certificate of Insurance shall be submitted to the COUNTY.
- H. Each Certificate of Insurance shall specifically include all of the following:
 - (a) The name and type of policy and coverage provided;
 - (b) The amount or limit applicable to the coverage provided;
 - (c) The date of expiration of coverage;
 - (d) The designation of the Osceola County Board of County Commissioners as a certificate holder.
 - (e) A specific reference to this Agreement and the Project to which it pertains. (This requirement may be excepted for Professional Liability Insurance);
- I. Each Certificate of Insurance shall be accompanied by documentation that is acceptable to the COUNTY, establishing that the insurance agent and/or agency issuing the Certificate of Insurance has been duly authorized, in writing, to do so by and on behalf of the insurance company, underwriting the insurance coverage, as indicated on each Certificate of Insurance.
- J. If the initial or any subsequently issued Certificate of Insurance expires prior to the completion of the work or termination of this Agreement, the CONSULTANT shall furnish to the COUNTY, in triplicate, renewal or replacement Certificate(s) of Insurance not later than thirty (30) calendar days prior to the date of their expiration. Failure of the CONSULTANT to provide the COUNTY with such renewal certificate(s) shall be considered justification for the COUNTY to terminate this Agreement.

SECTION 16. DUTIES AND OBLIGATIONS IMPOSED ON THE CONSULTANT

The duties and obligations imposed on the CONSULTANT, and the rights and remedies available hereunder shall be in addition to, and not a limitation on, any such duties and

obligations or rights and remedies otherwise imposed or available by law or statute.

SECTION 17. REPRESENTATION OF THE COUNTY

The CONSULTANT, in performing the professional services required pursuant to this Agreement, TA and/or any Amendment(s) hereto, shall only represent the COUNTY in the manner, and to the extent, as specifically set forth in this Agreement, TA and/or any Amendment(s) hereto.

The COUNTY will neither assume nor accept any obligation, commitment, responsibility, or liability which may result from a representation by the CONSULTANT which is not specifically provided for and or authorized by this Agreement, TA and/or any Amendment(s) hereto.

SECTION 18. HEADINGS

The HEADINGS of any Articles, Sections, and/or Attachments, to this Agreement, are for convenience only and shall not be deemed to expand, limit, or change any of the provisions contained herein.

SECTION 19. NOTICE AND ADDRESS OF RECORD

All notice to the COUNTY, pursuant to this Agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following address of record:

Osceola County Board of County Commissioners
1 Courthouse Square, Suite 4700
Kissimmee, Florida 34741
ATTENTION: COUNTY MANAGER

All notices to be given to the CONSULTANT, pursuant to this Agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following address of record:

SAI Consulting Engineers, Inc.
1350 Penn Avenue, Suite 300
Pittsburgh, Pennsylvania 15222
ATTENTION: Victor Bertolina, President

SECTION 20. CHANGE OF ADDRESS OF RECORD

Either party may change its address of record, at any time, by written notice to the other party given in accordance with the requirements as set forth in Section 19 above.

SECTION 21. AMENDMENTS

The covenants, terms, and provisions contained herein may be amended, altered, and/or modified upon written consent of the parties hereto. In the event of conflicts between the covenants, terms, and/or provisions hereof, and any Amendment(s) hereto, the latest

executed Amendment(s) shall take precedence.

SECTION 22. ACCEPTANCE

Acceptance of this Agreement shall be indicated by the signature of the duly authorized representative of the parties hereto, in the space provided, and be attested to as indicated hereafter.

SECTION 23. PUBLIC ENTITY CRIMES

As required by section 287.133, Florida Statutes, the CONSULTANT warrants that it is not on the convicted contractor list for a public entity crime committed within the past thirty six (36) months. The CONSULTANT further warrants that it will neither utilize the services of, nor contract with, any supplier, sub-contractor, or sub-consultant in connection with this Agreement for a period of thirty six (36) months from the date of being placed on the convicted contractor list.

SECTION 24. EQUAL OPPORTUNITY EMPLOYER

The CONSULTANT is an Equal Opportunity Employer and will comply with all equal opportunity employment laws. The CONSULTANT will further ensure that all sub-contractors it utilizes in providing the services required hereunder will comply with all equal opportunity employment laws.

SECTION 25. SEVERABILITY

All clauses found herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on any other provision of this Agreement. It is understood by the parties hereto that if any part, term, or provision of this Agreement is by the courts held to be illegal or in conflict with any law of the State of Florida or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

SECTION 26. JOINT AUTHORSHIP

This Agreement shall be construed as resulting from joint negotiation and authorship. No part of this Agreement shall be construed as the product of any one of the parties hereto.

SECTION 27. AUDITING, RECORDS AND INSPECTION

In the performance of this Agreement, CONSULTANT shall keep books, records and accounts of all activities, related to this Agreement, in compliance with generally accepted accounting procedures. Throughout the term of this Agreement, books, records and accounts related to the performance of this Agreement shall be open to inspection during regular business hours by an authorized representative of the COUNTY and shall be retained by CONSULTANT, for a period of three years after termination or completion of the Agreement or until the full COUNTY audit is complete, whichever comes first. The COUNTY shall retain the right to audit the books during the three-year retention period. All books, records and accounts related to the performance of this Agreement shall be subject

to the applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. The COUNTY also has the right to conduct an audit within sixty (60) days from the effective date of this Agreement to determine whether CONSULTANT has the ability to fulfill its contractual obligations to the satisfaction of the COUNTY. The COUNTY has the right to terminate this Agreement based upon its findings in this audit.

SECTION 28. PROHIBITION AGAINST CONTINGENT FEES

The CONSULTANT warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this agreement and that he/she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement.

SECTION 29. SOVEREIGN IMMUNITY

The COUNTY expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Notwithstanding anything set forth in any section, article or paragraph of this Agreement to the contrary, nothing in this Agreement shall be deemed as a waiver of sovereign immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature, and the cap on the amount and liability of COUNTY for damages, attorney fees and costs, regardless of the number or nature of claims in tort, equity or contract, shall not exceed the dollar amount set by the Florida Legislature for tort. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim against the COUNTY which would otherwise be barred under the Doctrine of Sovereign Immunity or operation of law.

SECTION 30. EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY)

In accordance with State of Florida, Office of the Governor, Executive Order 11-116 (superseding Executive Order 11-02; Verification of Employment Status), in the event performance of this Agreement is or will be funded using state or federal funds, the CONTRACTOR must comply with the Employment Eligibility Verification Program ("E-Verify Program") developed by the federal government to verify the eligibility of individuals to work in the United States and 48 CFR 52.222-54 (as amended) is incorporated herein by reference. If applicable, in accordance with Subpart 22.18 of the Federal Acquisition Register, the CONTRACTOR must (1) enroll in the E-Verify Program, (2) use E-Verify to verify the employment eligibility of all new hires working in the United States, except if the CONTRACTOR is a state or local government, the CONTRACTOR may choose to verify only new hires assigned to the Agreement; (3) use E-Verify to verify the employment eligibility of all employees assigned to the Agreement; and (4) include these requirement in certain subcontracts, such as construction. Information on registration for and use of the E-Verify Program can be obtained via the internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

SECTION 31. PUBLIC RECORDS COMPLIANCE.

If CONSULTANT will act on behalf of the COUNTY, as provided under section 119.011(2), Florida Statutes, the CONSULTANT, subject to the terms of section 287.058(1)

(c), Florida Statutes, and any other applicable legal and equitable remedies, shall:

- A. Keep and maintain public records that ordinarily and necessarily would be required by the COUNTY in order to perform the service; and
- B. Provide the public with access to public records on the same terms and conditions that the COUNTY would provide the records and at a cost that does not exceed the cost provided by Florida law; and
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and
- D. Meet all requirements for retaining public records and transfer, at no cost, to the COUNTY all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirement. All records stored electronically must be provided to the COUNTY in a format that is compatible with the information technology systems of the county.
- E. If the CONSULTANT does not comply with a public records request, the COUNTY shall enforce the contract provisions in accordance with the contract.

SECTION 32. PROJECT MANAGERS.

The COUNTY and the CONTRACTOR have identified individuals as Project Managers, listed below, who shall have the responsibility for managing the work performed under this Agreement. The person or individual identified by the CONTRACTOR to serve as its Project Manager for this Agreement, or any replacement thereof, is subject to prior written approval and acceptance of the COUNTY. If the COUNTY or CONTRACTOR replace their current Project Manager with another individual, an amendment to this agreement shall not be required. The COUNTY will notify the CONTRACTOR, in writing, if the current COUNTY Project Manager is replaced by another individual.

- A. The COUNTY Project Manager's contact information is as follows:

Linette Matheny, P.E., Chief Engineer
Osceola County Public Works Department
1 Courthouse Square, Suite 3100
Kissimmee, Florida 34741
(407)742-0543
Lmat2@osceola.org

- B. The CONTRACTOR Project Manager's contact information is as follows:

Bassel Kassem, P.E. Project Manager
SAI Consulting Engineers, Inc.
1153 Miranda Lane
Kissimmee, Florida 34741
(407)201-6153
bkassem@saiengr.com

SECTION 33. SCRUTINIZED COMPANIES

This Agreement may be terminated by the COUNTY, without penalty to the COUNTY, i) in the event that the CONTRACTOR is put on the scrutinized companies lists enumerated in Section 287.135, Florida Statutes, or ii) if the COUNTY determines that the CONTRACTOR falsely certified to the COUNTY that the CONTRACTOR is not listed as a scrutinized company. Exemptions and additional penalties shall be as set forth in Section 287.135, Florida Statutes. Certification is set forth in **Exhibit "E"** which is attached hereto and made a binding part hereof.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement effective this 23 day of JUNE, 2015.

BOARD OF COUNTY COMMISSIONERS
OF OSCEOLA COUNTY, FLORIDA

By: [Signature]
County Manager/Designee

Date: 6/23/15

SAI CONSULTING ENGINEERS, INC.

(CORPORATE SEAL)

By: [Signature]
Authorized Signature

Print: VICTOR E. BERGLINA

Title: President

STATE OF Pennsylvania
COUNTY OF Allegheny

The foregoing instrument was executed before me this 1st day of June 2015 by Victor E. Bergolina as President of SAI Consulting Engineers, Inc., who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Corporation, and who is personally known to me OR has produced _____ as identification.

[Signature]
NOTARY PUBLIC, State of Pennsylvania

(stamp)

DATE: _____
COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Anthony J. Garrubba, Notary Public
City of Pittsburgh, Allegheny County
My Commission Expires Nov. 10, 2017
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

EXHIBIT "A"
SCOPE OF SERVICES

Scope of Services:

The CONSULTANT shall provide various engineering and related services on a Task Authorization basis. Typical work associated with continuing engineering services is described, in general, below. Other continuing engineering tasks not described herein may also be required depending on the needs of the COUNTY. The list is an example of services that may be requested and may be expanded by the COUNTY as necessary.

1. Professional Services Support:
 - a. Developing Scopes of work, bid packages, specifications, drawings, etc.
 - b. Preparing estimates
 - c. Developing schedules
 - d. Coordination of public and internal meetings in regards to ongoing projects
 - e. Review and professional opinion of various types of plans, projects information, etc.
 - f. Review and preparation of permits, permit requirements and special conditions
 - g. Negotiation support
 - h. Claims review and claims avoidance
 - i. Procedure review, evaluation or preparation
 - j. Perform full and/or part time project management services for various engineering/architectural/transportation/stormwater and services programs
 - k. Conduct field inspections and develop a report documenting data and provide recommendations
2. Planning
 - a. Review and professional opinion of various types of plans, projects, information, etc.
 - b. Review and preparation of permits, permit requirements and special conditions.
 - c. Determination of economic feasibility
 - d. Project management for various planning programs
3. Design Services and Support
 - a. Review and coordinate the work of other design consultants and sub-consultants
 - b. Review and comment on submittal of construction plans throughout their development
 - c. Review design development compliance with approved project design criteria
 - d. Review and professional opinion of the adequacy of all design consultant submittals of structural plans, roadway plans and right of way maps
 - e. Provide value engineering review and associated services
 - f. Assist in expediting permits

EXHIBIT "B"

SAMPLE TASK AUTHORIZATION FORM

TASK AUTHORIZATION ORDER FORM

Osceola County
Task Authorization

In accordance with the terms and conditions of the Agreement ref.: PS#15-04039-RJ, dated XX-XX-XXXX, the parties hereto agree to perform the work itemized below.

County Project Manager:	
Date:	Number:
Contractor:	
Consultant Project Manager:	

NOTE: THE CONTRACTOR/CONSULTANT MAY NOT BEGIN WORK UNTIL A SIGNED PURCHASE ORDER IS DELIVERED TO THE CONTRACTOR/CONSULTANT.

Summary of Work to be Completed by the Contractor/Consultant	
<p align="center"><u>Each Task Authorization package shall include:</u></p> <p align="center">Attachment A - Scope of Work Attachment B- Price Breakdown Attachment C - Schedule Attachment D – Sub-Consultants</p>	
Recommended By: _____ Department Administrator or delegate	Date: _____
Reviewed By: _____ Commission Auditor or delegate (for projects in excess of \$100,000)	Date: _____
Contractor/Consultant Approved	County Manager or Delegate Approval
Name (print)	Name (print)
Signature:	Signature:
Date:	Date:

TA REVIEW AND APPROVAL PROCESS

1. The COUNTY will request written proposals from the CONSULTANT for each individual project. The task authorization form will include a summary of the proposed project, identifying the proposed project manager and shall include the following attachments at a minimum: Attachment A – Scope of Work, Attachment B – Price Breakdown, Attachment C – Schedule and Attachment D – Sub-Consultants.
2. Projects will be assigned to the individual firms based on current workload, schedule, availability and expertise, in the COUNTY'S sole discretion.

Exhibit "C"

FEE SCHEDULE

Billing rates reflected in the fee schedule are "loaded" hourly rates and include all overhead, costs, benefits per hourly unit rate.

Direct expenses which may incur in the completion of work tasks, including printing, binding, courier services, etc., and as approved in any individual Task Authorization, shall be reimbursed at actual cost.

Exhibit "C"
FEE SCHEDULE
SAI Consulting Engineers, Inc. (Prime)

<i>DESCRIPTION</i>	<i>UNIT</i>	<i>LOADED RATE</i>
Principal	Hourly	\$ 177.99
Senior Engineer	Hourly	\$ 154.30
Project Manager	Hourly	\$ 142.36
Project Engineer	Hourly	\$ 141.64
Engineer	Hourly	\$ 121.14
Designer	Hourly	\$ 94.88
Senior Project Engineer (CEI)	Hourly	\$140.82
Project Engineer (CEI)	Hourly	\$ 101.53
Project Administrator (CEI)	Hourly	\$99.68
Senior Utility Coordinator (CEI)	Hourly	\$91.10
Associate Project Administrator (CEI)	Hourly	\$78.39
Public Information Officer (CEI)	Hourly	\$75.91
Senior ITS Inspector (CEI)	Hourly	\$73.66
Contract Support Specialist (CEI)	Hourly	\$69.42
Utility Coordinator (CEI)	Hourly	\$66.63
Associate Contract Support Specialist (CEI)	Hourly	\$49.32
ITS Inspector (CEI)	Hourly	\$48.38
Resident Compliance Specialist (CEI)	Hourly	\$43.10
Secretary (CEI)	Hourly	\$41.12
Inspector Aide (CEI)	Hourly	\$35.18

<i>DESCRIPTION</i>	<i>UNIT</i>	<i>LOADED RATE</i>
Sr. Inspector	Hourly	\$ 67.94
Inspector	Hourly	\$ 63.93
Clerical	Hourly	\$ 60.17
<i>Production and Expenses</i>		
Prints (24" x 36" / 30" x 42")	Each	\$ 1.50 / \$ 2.25
Copies (8 ½" x 11") (black and white)	Each	\$ 0.10
Copies (11" x 17") (black and white)	Each	\$ 0.25
Copies (8 ½" x 11") (color)	Each	\$ 0.75
Copies (11" x 17") (color)	Each	\$ 1.50
Travel	Per Mile	Current IRS Rate
Foam Core Mounting of Display Graphics	Sq. foot	\$ 3.50
Postage / Package Delivery	AT COST – No Markup	

Billing rates in the above tables are "loaded" hourly rates and include all overhead, costs, benefits per hourly unit rate.

Direct expenses which may incur in the completion of work tasks, including printing, binding, courier services, etc., and as approved in any individual Task Authorization, shall be reimbursed at actual cost.

Exhibit "D"

LIST OF SUB-CONSULTANTS

Comprehensive Engineering Services, Inc. (CES)

Kelly, Collins & Gentry, Inc. (KCG)

Geotechnical and Environmental Consultants, Inc. (GEC)

Professional Service Industries, Inc. (PSI)

Johnston's Surveying, Inc. (JSI)

Brown Surveying & Mapping, Inc. (BSM)

KTA-Tator, Inc. (KTA)

As the project progresses, the project team will be working with the sub-consultants to ensure that the project is completed on time and within budget. The sub-consultants will be responsible for providing the services outlined in the contract documents. The project team will be working with the sub-consultants to ensure that the project is completed on time and within budget.

The project team will be working with the sub-consultants to ensure that the project is completed on time and within budget. The sub-consultants will be responsible for providing the services outlined in the contract documents. The project team will be working with the sub-consultants to ensure that the project is completed on time and within budget.

Exhibit "E"

**Contractor Certification
Regarding Scrutinized Companies**

CONTRACTOR Name: SAI Consulting Engineers, Inc.

CONTRACTOR FEIN: 25-1289019

CONTRACTOR's Authorized Representative Name: Victor E. Bertolina, P.E.

Title: President

Address: 1350 Penn Avenue, Suite 300

City: Pittsburgh State: Pennsylvania Zip: 15222-4211

Phone Number: 412.392.8756

Email Address: vbertolina@saiengr.com

Section 287.135, Florida Statutes, prohibits local governments from contracting with companies, for goods or services of One Million and 00/100 Dollars (\$1,000,000.00) or more that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Both lists are created pursuant to section 215.473, Florida Statutes.

As the person authorized to sign on behalf of the CONTRACTOR, I hereby certify that the company identified above in the section entitled "CONTRACTOR Name" is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the CONTRACTOR to termination of the Agreement, civil penalties, attorney's fees, and/or costs.

CERTIFIED BY: _____

Authorized Signature

Date: 6/10/2015

Print Name: Victor E. Bertolina, P.E.

Print Title: President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/13/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Pennsylvania, Inc. One PPG Place, 10th Floor Pittsburgh, PA 15222	CONTACT NAME:	
	PHONE (A/C. No. Ext): 1-877-945-7378	FAX (A/C. No.): 1-888-467-2378
E-MAIL ADDRESS: certificates@willis.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Hartford Insurance Company of the Midwest		37478
INSURER B: Property & Casualty Insurance Company of Hart		34690
INSURER C: Hartford Casualty Insurance Company		29424
INSURER D: Twin City Fire Insurance Company		29459
INSURER E: ACE American Insurance Company		22667
INSURER F:		

COVERAGES CERTIFICATE NUMBER: W911587 REVISION NUMBER:

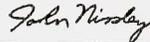
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		Y	40VDNKB2437	12/01/2014	12/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		Y	40DENKB2528	12/01/2014	12/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED RETENTION \$10,000		Y	40XHUKB0884	12/01/2014	12/01/2015	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	40WB2M4711	12/01/2014	12/01/2015	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
E	Professional Liability Coverage Claims Made Basis			BONG21672774 008	10/01/2014	10/01/2015	\$1,000,000 Each Claim Limit \$1,000,000 Aggregate Limit \$100,000 Deductible/SIR Each Claim

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Osceola County Continuing Engineering Services on a Task Authorization Basis.

Osceola County Board of County Commissioners is included as an Additional Insured as respects to General Liability and Auto Liability.

CERTIFICATE HOLDER Osceola County Board of County Commissioners 1 Courthouse Square, Suite 2300 Kissimmee, FL 34741	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



Detail by Entity Name

Foreign Profit Corporation

SAI CONSULTING ENGINEERS, INC.

Filing Information

Document Number	F01000006317
FE/EIN Number	251289019
Date Filed	12/10/2001
State	PA
Status	ACTIVE

Principal Address

1350 PENN AVE. SUITE 300
PITTSBURGH, PA 15222

Changed: 08/29/2006

Mailing Address

1350 PENN AVE. SUITE 300
PITTSBURGH, PA 15222

Changed: 08/29/2006

Registered Agent Name & Address

CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301-2525

Name Changed: 05/04/2015

Address Changed: 05/04/2015

Officer/Director Detail

Name & Address

Title CEO

GENNUSO, DONALD V
1350 PENN AVENUE, SUITE 300
PITTSBURGH, PA 15222

Title PRES

BERTOLINA, VICTOR E

1350 PENN AVENUE, SUITE 300
PITTSBURGH, PA 15222

Title SEC

LOMBARDI, JAMES J
1350 PENN AVENUE, SUITE 300
PITTSBURGH, PA 15222

Annual Reports

Report Year	Filed Date
2013	01/29/2013
2014	01/08/2014
2015	01/12/2015

Document Images

05/04/2015 -- Reg. Agent Change	View image in PDF format
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09/02/2002 -- ANNUAL REPORT	View image in PDF format
12/10/2001 -- Foreign Profit	View image in PDF format

Explain the #tag# and #tag#
View the #tag# and #tag#

 Proposal Evaluation Summary Solicitation Nur <i>PS-15-04039-RJ</i> Solicitation Title Continuing Engineering Services on a Task Order Basis EC Meetings: 3/9/15, 3/26/15, 3/31/15 Interviews: April 10, 2015		VENDOR NAME→	Max Points	VHB	CES	Franklin Hart & Reid	Osceola Engineering	Metric Engineers	Dredging & Marine	AYRES	Kimley - Horn & Assoc.	Hanson Walter & Associates	Jordan Companies	Kelly Collins & Gentry	Littlejohn Engineers	SAI Consulting	Infrastructure Engineers	CM Arrington & Associates
Evaluation Criteria		Average ERC Score																
Firm Information	20	15.7	16.3	16.7	15.7	16.0	14.0	16.3	17.0	18.7	16.7	15.7	13.7	17.0	17.3	16.3		
Project Approach	10	8.3	7.7	8.0	7.3	8.7	7.7	7.7	8.0	8.0	7.3	7.7	7.0	8.3	8.0	7.0		
Assigned Personnel and Experience	40	34.7	32.0	33.7	30.7	34.7	29.3	31.7	35.7	35.7	33.3	35.0	29.7	33.3	34.0	32.7		
Firm References	15	12.0	11.3	12.3	11.7	12.3	9.7	10.7	13.0	13.7	12.0	12.7	11.0	12.7	12.3	12.3		
Budget/Schedule	10	7.7	8.0	7.7	7.3	8.3	7.0	7.7	8.3	8.0	7.7	6.7	8.0	7.3	7.3			
Firm Location	5	0.0	5.0	5.0	5.0	0.0	0.0	0.0	0.0	5.0	0.0	0.0	0.0	5.0	5.0	5.0		
Average Score	100	78.3	80.3	83.3	77.7	80.0	67.7	74.0	82.0	89.0	77.3	78.7	68.0	84.3	84.0	80.7		
Total Combined ERC Score	300	235	241	250	233	240	203	222	246	267	232	236	204	253	252	242		
Ranking		10	7	4	11	8	15	13	5	1	12	9	14	2	3	6		

The committee met on Tuesday, March 31st and shortlisted the top 12 for further consideration. Following interviews on Friday, April 10th the committee voted to recommend the top 8 firms to the Board for award.

	VHB	CES	Franklin Hart & Reid	Osceola Engineering	Metric Engineers	Kimley - Horn & Assoc.	Hanson Walter & Associates	Jordan Companies	Kelly Collins & Gentry	SAI Consulting	Infrastructure Engineers	CM Arrington & Associates
Initial PROPOSAL Scoring	235	241	250	233	240	246	267	232	236	253	252	242
David May	4	-	-	1	-	2	-	-	-	-	-	-
Susan Caswell	-	-	3	2	-	-	-	3	1	-	-	-
Mahmoud Najda	-	-	-	-	2	3	-	-	3	4	2	3
Total Adjustment	4	0	3	3	2	5	0	3	4	4	2	3
TOTAL ADJUSTED SCORE FOLLOWING INTERVIEWS	239	241	253	236	242	251	267	235	240	257	254	245
FINAL RANKING	10	8	4	11	7	5	1	12	9	2	3	6



Martin Webster Inspector

Years of Experience:

14 years with other firms/1.5 with SAI

Education:

Prattville High School, Prattville, Alabama – High School Diploma

Certifications:

CTQP TIN W12357161

Final Estimates Level I

Asphalt Paving, Levels I and II

Earthwork, Levels I

Summary of Experience:

Mr. Webster has extensive experience in inspection on FDOT projects including asphalt, earthwork, and Maintenance of Traffic on a variety of Florida Department of Transportation projects as well as LAP projects for local agencies.

Relevant Projects:

- **March 2015 to Present – Inspector, City of Cocoa, Peachtree Rehabilitation Phase II, FDOT District 5 LAP Project.** Duties include inspection of all project activities including, Erosion Control, MOT, sidewalk, water and sewer line relocation, earthwork, grading, paving and drainage. City Project Manager: Charlene Neuterman; 321-433-8773; cneuterman@cocoaf1.org
- **August 2014 to February 2015 – QC Inspector assigned to SR 528 Milling and Resurfacing at Goldenrod Boulevard.** Duties included asphalt paving roadway reports, spreadsheets, spread rates and straight edge reports, and testing roadway cores and calculating quantities.
- **December 2013 to August 2014 – QC Inspector assigned to I-10 Resurfacing from Capital Circle to Quincy Exit.** Duties included completing asphalt paving roadway reports, spread rates, straight edge reports, and drainage and earthwork including obtaining samples and completing the density logbook.
- **February 2013 to December 2013 – QC Inspector assigned to the Tallahassee Airport Runway and Taxi Way Resurfacing project.** Duties included asphalt paving roadway reports, spread rates, and straight edge reports.
- **July 2012 to February 2013 – QC Inspector assigned to I-75, Wildwood to Ocala.** Project included milling, resurfacing, and adding turn lanes and drainage. Duties included asphalt paving reports, spread rates and straight edge reports, obtaining earthwork samples, and completing the density logbook.



RESUME

- **July 2011 to July 2012 – QC Inspector assigned to SR 29 in Immokalee, from North of 9th Street to CR 29A.** Project included milling and resurfacing, drainage, earthwork, erosion control, and MOT. Duties included completing asphalt paving reports, spread rates and straight edge reports, obtaining earthwork samples, and completing density logbook.
- **August 2010 to July 2011 – QC Inspector assigned to the Capital Circle resurfacing project in Tallahassee.** Project included milling and resurfacing, drainage, and adding turn lanes. Duties included completing asphalt paving reports, drainage, and earthwork including completion of the density logbook and obtaining samples and logging into LIMS.
- **2001 to 2010 – Mr. Webster worked for a contractor performing QC inspection duties including asphalt paving reports, earthwork reports and the density logbook, and drainage.** A sampling of projects on which he worked includes:
 - Leesburg Airport resurfacing of runways and taxiways
 - Ocala Airport resurfacing of runways and taxiways
 - Inverness Airport resurfacing of runways and taxiways
 - Marco Island Airport resurfacing of runways and taxiways
 - SR 44 from Inverness to Wildwood.
- **1996-2001 – Glass Installer.** Installed glass for high-rise buildings, set and cut metal for frames, caulked all joints, set vinyl seal for windows, installed doors in buildings, ordered glass size and amounts as well as the metal supplies for jobs.

Reference:

Charlene Neuterman. Project Manager, City of Cocoa; 321-433-8773; cneuterman@cocoafi.org

Agenda Memorandum – *City of Inverness*

DATE: April 1, 2016
ISSUE: SAFER Fire Services Supportive Grant Program
FROM: City Manager
CC: Fire Chief and Finance Director
ATTACHED: Grant Information

The acronym SAFER stands for: Staffing for Adequate Fire and Emergency Response, and is a program under the US Department of Homeland Security.

This is to inform City Council, the public, and media that City Government is proceeding to make application to secure assistance funds that may be used to: recruit, retain, train and outfit, volunteer fire fighter personnel. From inception, our plan was to employ volunteer firefighter personnel in a manner that supplements full and part time trained staff in the delivery of a high quality fire service program. The application is being performed by staff. The receipt of awarded funding comes at a ratio of 100%; meaning no local match is required.

No action by City Council is necessary.

Recommended Action –

None
Informational Only


Frank DiGiovanni

Administrative Offices
212 West Main Street, Inverness Florida 34450
www.Inverness-FL.gov



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SAFER - Staffing for Adequate Fire & Emergency Response

Grant Details:

Open Date for Application: 02/22/2016
Application Due Date: TBA

Description:

Contact FireGrantsHelp NOW to learn more about Grant Writing Services!

Purpose & Intent:

The goal of SAFER is to:

- Assist local fire departments improve and restore staffing and deployment capabilities so they may more effectively and safely respond to emergencies.
Improve ability of the fire departments to assemble a sufficient number of firefighters at a structure fire in compliance with NFPA 1710 and 1720
Assist fire departments ensure that all first-arriving apparatus are staffed with a minimum of four qualified personnel who are capable of initiating the suppression response
Improve firefighter safety by meeting minimum staffing guidelines

SAFER funds TWO program areas:

1. Hiring

Eligibility:

Career, Volunteer, and Combination Fire Departments may apply for :

- Hiring of new firefighters
Rehiring of laid-off firefighters
Retention of firefighters who may be laid-off in the future and/or filling positions left vacant through attrition that weren't filled because of economic factors

2. Recruitment and Retention

Eligibility:

Combination and Volunteer Fire Departments may apply for (as well as national, state, local, and tribal volunteer firefighter interest organizations):

- Volunteer firefighter recruitment programs
Retention benefits and programs for volunteer firefighters

Grant writers fees can be covered by the grant under SAFER Recruitment and Retention of Volunteer Firefighters category.

*Combination and Volunteer Fire Departments may apply for funding from both categories by submitting two separate applications, one for each category. But, an applicant may not submit two applications for the same category during a single application period.

Additional Details:

To apply, the department must be registered and have up-to-date information in the online System for Award Management (SAM) registration system. To register or check, please go to SAM.gov.

Cost Match: none required

Notice of Funding Opportunity (NOFO)

Application Checklist

Self-Evaluation - Hiring of Firefighters

Self-Evaluation - Recruitment and Retention - Fire Departments

Self-Evaluation - Recruitment and Retention - Interest Organizations

Economic Hardship Supplemental Information - Hiring of Firefighters

FY2015 SAFR FAQs

SAFER Application Guidance Materials

Organization Information:

Organization: U.S. Dept. of Homeland Security
Website: http://www.dhs.gov/

Contact Information:

Contact Email: firegrants@dhs.gov

03.17.2016 Fire grant change a boon for small departments

03.17.2016 Foundation grants for EMS: Avoid these 4 common errors

03.15.2016 Volunteer fire dept. gets new ambulance after wreck

03.15.2016 Video laryngoscopes purchased with trauma commission grant

02.25.2016 SAFER grant application period now open

More Grants News

Fire Grants Announcements

Globe to Present Wearable Advanced Sensor Platform at Smart Fabrics Summit in Washington, DC

IAFC Receives Motorola Solutions Foundation Public Safety Grant

FEMA to Host AFG Technical Assistance Webinar Series

Praetorian Digital's Grant Assistance Program Announces Post Award Management Program

FireRescue1 and Praetorian Digital Acquire Kaplan Fire & EMS to Expand Online Training Division

More Grants Announcements

Free Grant Assistance

- Apparatus
CO Screening
Compressors
Decision Support Software
Driving Simulation
Exhaust Removal Systems
Facility and Vehicle Decontamination
Gear Racks/Storage
Patient Handling
Patient Simulation
Personal Protective Equipment - PPE
Radios
Rehab Equipment
SCBA
Stabilization and Lifting Equipment
Tablets
Thermal Imaging Cameras
Turnout Gear
Vehicle Equipment
Water Supply
Wildland Gear



If you are a manufacturer and are interested in Advertising, please email us for more information.

If you are a department and are interested in Grant Assistance click here for more information.