

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

April 2, 2024

9:30 AM

Bradford County Courthouse
945 North Temple Avenue
Starke, Florida 32091

AGENDA

1. Chair to call meeting to order.

2. Public Comments

- Three (3) minutes per speaker;
- Comments will not be accepted after the meeting begins;
- State your name and address into the record before addressing the board;
- Address your questions to the board, not county staff;
- Refrain from demands for an immediate board response; and
- No boisterous behavior, personal, impertinent, or slanderous remarks.

3. Approval of Consent Agenda

ACTION

- A. Meeting Minutes from 3-5-2024
- B. Consider approval of FWC Agreement No. 19022, Amendment 3 (Cypress Run Extension of Agreement to June 30, 2025)
- C. Letter of Support for Hospice of the Sunshine State, LLC, Certificate of Need
- D. Satisfaction of Mortgage on SHIP Loan – Anderson, H
- E. Please Consider Approval of Awarding SHIP Rehab File # 2019-1-S to Florida Homes, Inc. in the Amount of \$39,650 (Because this goes over the max amount, we will also have to deviate from our LHAP.)
- F. Please Consider Approval of Deviating From Our LHAP on SHIP Rehab File #2019-1-S in the Amount of \$39,650.
- G. Please Consider Approval of SHIP Rehab File # 2019-1-S Contract Between BoCC and Florida Homes, Inc. in the Amount of \$39,650.
- H. Modification to Developer Agreement between Bradford County Board of County Commissioners and Clay County Utility Authority (\$2,126.31)

ACTION

4. A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, REGARDING THE EXPENDITURE OF STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) FUNDS ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ELIGIBLE ACTIVITIES WITHIN THE TOWN LIMITS OF THE TOWN OF BROOKER, SO THAT SUCH FUNDS MAY BE USED AS LEVERAGE FOR THE TOWN OF BROOKER'S FEDERAL FISCAL YEAR 2023-24 FLORIDA SMALL CITIES CDBG HOUSING REHABILITATION GRANT APPLICATION; PROVIDING AN EFFECTIVE DATE.

5. Gas Tax Projects

- A. Consider Approval to Add Four ¼ Mile Sections of Roads as Gas Tax Projects:
 - 1) NE 213th St Between NE 216th and CR 225 in Lawtey
 - 2) NE 17th Ave Off NE 200B in Lawtey
 - 3) NE 20th Ave From NE 200B in Lawtey
 - 4) NE 223rd St From CR 225 in Lawtey
 - 5) SE 17th Ave from SE 150th St to SR 230
 - B. Consider Approval the Proposal from CHW for Professional Consulting Services for the Paving of SE 17th Ave. (\$16,250)
 - C. Consider Approval of the Proposal from CHW for Professional Consulting Services for the Paving of SE 11th Ave. (Previously Approved Gas Tax Project) (\$46,000)
- 6. Clerk Reports – Denny Thompson, Clerk to the Board and Clerk of the Circuit Court
 - 7. Sheriff Reports – Gordon Smith, Sheriff
 - 8. County Manager Reports – County Manager, Scott Kornegay
 - 9. County Attorney Reports – Rob Bradley
 - 10. Commissioner’s Comments
 - 11. Chair’s Comments

NOTICE:

Pursuant to Section 286.0105, Florida Statutes, notice is hereby provided that, if a person decides to appeal any decision made by the Board of County Commissioners of Bradford County, Florida with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET (AIIS)

DATE OF MEETING: April 2, 2024

AGENDA ITEM Meeting minutes from 03/05/2024.

DEPARTMENT: Clerk's Office

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

March 5, 2024

9:30 A.M.

Bradford County Courthouse

945 North Temple Avenue

Starke, Florida 32091

MEETING MINUTES

BOARD MEMBERS PRESENT: Commissioner District 1 – Chair Carolyn Spooner
Commissioner District 4 – Vice-Chair Danny Riddick
Commissioner District 2 – Kenny Thompson
Commissioner District 3 – Joseph C. Dougherty
Commissioner District 5 – Diane Andrews

PRESS PRESENT: None

STAFF MEMBERS IN ATTENDANCE: County Manager Scott Kornegay; Executive Assistant Amanda Brown; County Attorney Rob Bradley; Clerk Denny Thompson; Chief Deputy Clerk Rachel Rhoden; Finance Director Dana LaFollette; Fire Rescue Chief Ben Carter; Fire Rescue Chief Dylan Rodgers; Sheriff Gordon Smith; Zoning Director Randy Andrews; and Public Works Director Jason Dodds.

- 1. CALL TO ORDER:** Chair Spooner called the meeting to order at 9:33 A.M.
- 2. PUBLIC HEARING – ROAD CLOSURES – RANDY ANDREWS, ZONING DIRECTOR**

A. ROAD CLOSURE BONILLA FAMILY FARMS.

Chair Spooner opened the public hearing for public comment; there being none, the hearing was closed. Chair Spooner recognized Mr. Andrews who introduced the road closure applications for board consideration.

It was MOVED by Commissioner Andrews and SECONDED by Commissioner Dougherty to approve the road closure as presented.

Discussion - None

Motion Carries 5-0

B. ROAD CLOSURE JOHN PATTON.

It was MOVED by Commissioner Dougherty and SECONDED by Commissioner Thompson to approve the road closure as presented.

Discussion – None

Motion Carries 5-0

C. ROAD CLOSURE MARK KING.

It was **MOVED** by Vice-Chair Riddick and **SECONDED** by Commissioner Thompson to approve the road closure as presented.

Discussion – None

Motion Carries 5-0

3. PUBLIC COMMENTS:

- Paul Still
- David Ross

4. APPROVAL OF CONSENT AGENDA ITEMS:

- A. MEETING MINUTES FROM 1-18-2024.**
- B. MEETING MINUTES FROM 2-6-2024.**
- C. STATE GRANT AGREEMENT S25-24-01-02 FOR SYSTEM UPGRADE MAINTENANCE.**
- D. SATISFACTION OF MORTGAGE ON SHIP REHABILITATION FILE #2017-4-S.**
- E. RATIFICATION OF PAYMENT REGISTER(S) FROM 12-22-23 THROUGH 2-22-24.**
- F. SYSTEM MAINTENANCE RENEWAL GRANT.**
- G. JONES EDMUNDS WORK ORDER NO. 4 FOR LANDFILL INSPECTION (\$3,000).**
- H. MEMORANDUM OF AGREEMENT WITH FLORIDA DEPARTMENT OF COMMERCE FOR RE-DESIGNATION OF THE NORTH CENTRAL RURAL AREA OF OPPORTUNITY.**
- I. PERMISSION FROM THE STATE TO ABANDON THE STATE-FUNDED HEILBRONN SPRINGS PROJECT (AN APPROPRIATIONS REQUEST PROJECT PREVIOUSLY SUBMITTED BY SHERIFF SMITH WHEN HE MANAGED FIRE OPERATIONS) AND BUILD TWO NEW FIRE STATIONS: STATION 90 IN SAMPSON CITY AND STATION 20 IN THERESSA.**
- J. ACCEPTANCE OF THE HIGH BID OF \$150,000 FOR PURCHASE OF PARCEL 02404-0-00100 (FORMER PIZZA HUT) VIA GOVDEALS.COM.**
- K. ACCEPTANCE OF FLORIDA WORKFORCE GRANT (AUTOMATED CPR DEVICES).**

Discussion:

- Item I: Clarification that the construction project is not for two new fire stations but rather two new living quarters at Station 90 and Station 20.

It was **MOVED** by Commissioner Thompson and **SECONDED** by Vice Chair Riddick to approve the consent agenda.

Motion Carries 5-0

5. CONSIDER “B&H FARMS,” A MINOR SUBDIVISION LOCATED IN SECTION 35, TOWNSHIP 6 SOUTH, RANGE 22 EAST, BRADFORD COUNTY, FLORIDA TO BE OFFICIALLY RECORDED IN THE PLAT BOOK REGISTRATION OF THE PUBLIC RECORDS OF BRADFORD COUNTY, FLORIDA.

Mr. Andrews presented a minor subdivision plat “B&H Farms” for board consideration of approval. He reported that this development has nine lots, is off S.W. C.R. 100-A (Edwards Road), has no improvements, and S.W. C.R. 100-A is the only access point. Mr. Andrews advised that he contacted the Bradford County Public Works Department and the Bradford County Soil Water and Conservation District for comments.

Discussion: None

It was MOVED by Commissioner Dougherty and SECONDED by Commissioner Thompson to approve the minor subdivision as presented.

Motion Carries 5-0

6. CONSIDER “HUNTER’S ACRES,” A MINOR SUBDIVISION LOCATED IN SECTION 22, TOWNSHIP 7 SOUTH, RANGE 21 EAST, BRADFORD COUNTY, FLORIDA TO BE OFFICIALLY RECORDED IN THE PLAT BOOK REGISTRATION OF THE PUBLIC RECORDS OF BRADFORD COUNTY, FLORIDA.

Mr. Andrews presented a minor subdivision plat “Hunters Acres” for board consideration of approval. He reported that this development has 6 lots, is off C.R. 18, between Hampton Lake and C.R. 277, has no internal improvements, and C.R. 18 is the only access point.

Discussion: None

It was MOVED by Vice Chair Riddick and SECONDED by Commissioner Thompson to consider Hunters Acres.

Motion Carries 5-0

7. CONSIDER “THE REFUGE,” A MINOR SUBDIVISION LOCATED IN SECTION 1, TOWNSHIP 7, SOUTH, RANGE 19 EAST, BRADFORD COUNTY, FLORIDA, TO BE OFFICIALLY RECORDED IN THE PLAT BOOK REGISTRATION OF THE PUBLIC RECORDS OF BRADFORD COUNTY, FLORIDA.

Mr. Andrews presented a minor subdivision plat “The Refuge” for board consideration of approval. He reported that this development is situated between Brooker and New River, west of the Hazen Property, off C.R. 18. He stated that this development will include an easement for ingress and egress for utilities and that the developer is aware that the subdivision road is private and will not be maintained by the county. Mr. Andrews advised that he contacted the Bradford County Public Works Department and the Bradford County Soil Water and Conservation District for comments.

Discussion: None

It was MOVED by Commissioner Dougherty and SECONDED by Commissioner Andrews to approve the minor subdivision as presented.

Motion Carries 5-0

8. CONSIDER APPROVAL OF TDC FUNDS NOT TO EXCEED \$40,000 TO PURCHASE A MERV UNIT FOR FIRE RESCUE TO PROMOTE BRADFORD COUNTY DURING EVENTS AND PROTECT VISITORS.

Chair Spooner recognized Pam Whittle, President/CEO of the North Florida Chamber of Commerce, who sought board approval to purchase a MERV unit with TDC funds for the purpose of providing public safety during events in Bradford County.

Chair Spooner recognized Chief Carter who reported that he currently has a 2003 Kawasaki mule and a 2008 golf cart available for emergency response during events. He advised that his operations could use an updated MERV unit.

Discussion:

- The MERV unit will have firefighter and patient transport capabilities that will be built in-house to save on costs.
- Comments in support of a MERV unit.

It was MOVED by Commissioner Andrews and SECONDED by Commissioner Thompson to approve the purchase of a MERV unit not to exceed \$40,000.

Motion Carries 5-0

9. CLERK REPORTS – DENNY THOMPSON

Clerk Thompson reported that he invested the county’s reserve funds into certificates of deposits at separate banks.

10. SHERIFF REPORTS – GORDON SMITH – None

11. COUNTY MANAGER REPORTS – SCOTT KORNEGAY

❖ ENGINEERING CONTINUING SERVICES CONTRACTS

Mr. Kornegay reported that the county has engineering contracts with three separate companies (CHW Professional Consultants; Jones Edmunds Engineering and Consulting Services; and DRMP), two of which are set to expire at the end of 2024. He requested that the board consider how it would like to proceed with engineering services.

Discussion:

- Comments in favor of putting out an RFQ (Request for Qualifications) for multiple engineering companies with various expertise. RFQ process should include a committee to review qualifications and report results to the board.
- To ensure there is no service delay, staff members should consider the length of an RFQ process and schedule it in accordance with contract expiration dates.

Consensus to move forward with RFQ for continue services contract.

❖ **DOUGLAS BUILDING DEED**

Mr. Kornegay reported that Secretary Hamilton with the Department of Environmental Protection (DEP) mailed a deed transferring the Douglas Building's ownership to the Bradford County Board of County Commissioners. Mr. Kornegay said his staff will start negotiating a lease with MHD Rockland to occupy the property as soon as the deed is recorded.

Discussion:

- Comments expressing gratitude to Mr. Kornegay for pursuing this property.

❖ **STATION 10 FIRE STATION GROUNDBREAKING CEREMONY**

Mr. Kornegay reported that the county held a groundbreaking ceremony for the living quarters at Station 10 and that construction should begin in the next couple of weeks.

Discussion:

- Comments expressing thanks to Vincent Esson for funding the living quarters.

12. COUNTY ATTORNEY REPORTS – ROB BRADLEY – None

13. COMMISSIONER'S COMMENTS

Vice Chair Andrews:

- Comments regarding the fair schedule; urged folks to support the youth during the fair.
- Positive remarks about the Station 10 groundbreaking ceremony.
- Made a request for the 5-year strategic plan's documentation. Mr. Kornegay advised that the documentation is being worked on by his team and will be forwarded to her.

Commissioner Dougherty

- Expressed regret for missing the groundbreaking ceremony at Station 10 because of a work conflict.

Vice Chair Riddick

- Positive remarks on the Pit Bike Riders race event.
- Positive remarks about the Station 10 groundbreaking ceremony.
- Positive remarks on the board purchasing a MERV unit.

- Expressed gratitude to Rob Bradley for representing the board.

14. CHAIR’S COMMENTS

- Positive remarks on broadcasting board meetings live.
- Thanked county offices for a productive working relationship.
- Announced the Strawberry Festival dates – March 23-24, 2024.
- Urged people to snap lovely photos at events and submit them to the county in order for it to be included in the Florida Association of Counties (FAC) calendar.
- Shared information of various HUB sites in Bradford County.
- Announced that IKO Clay Hill will hold its groundbreaking ceremony on March 27th from 9:30 am – 11:30 am. Mr. Kornegay advised that the event is by invitation only.

ADJOURN: There being no further business, the meeting adjourned at 10:19 a.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**

CAROLYN SPOONER, CHAIR

ATTEST:

DENNY THOMPSON, CLERK TO THE BOARD

MINUTES PREPARED BY: _____
RACHEL RHODEN, CHIEF DEPUTY CLERK

Minutes approved by the BOCC during a scheduled meeting on: _____

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Consider Approval of FWC Agreement No. 19022,
Amendment 3

DEPARTMENT: County Manager

PURPOSE: This amendment to the agreement for the Cypress Run Boat
Ramp project extends the completion date to June 30, 2025,
and updates the Grant Manager for this project with FWC.

AMENDMENT

STATE OF FLORIDA

FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION

FWC Agreement No. 19022, Amendment 3

This Amendment to Agreement No. 19022, referred to as the Amended Agreement, is entered into by and between the Florida Fish and Wildlife Conservation Commission, whose address is 620 South Meridian Street, Tallahassee, Florida 32399-1600, hereafter “Commission” or “FWC,” and Bradford County Board of County Commissioners, 59-6000519, whose address is P.O. Drawer B, Starke, Florida 32091, hereinafter “Recipient,” collectively, “Parties”.

CHANGES TO THE CONTRACT

In consideration of the mutual benefits set forth herein and, in the Amended Agreement, the parties agree to amend the Amended Agreement as follows, which amendments shall govern to the exclusion of any provision of the Amended Agreement to the contrary:

Section 3, Agreement Period, Part A of the Amended Agreement is hereby amended to read as follows:

A. Agreement Period and Commission’s Limited Obligation to Pay. This Agreement is made pursuant to a grant award and shall be effective upon execution by the last Party to sign and shall remain in effect through 6/30/2025. However, as authorized by Rule 68-1.003, F.A.C., referenced grant programs may execute Agreements with a retroactive start date of no more than sixty (60) days, provided that approval is granted from the Executive Director or his/her designee and that it is in the best interest of the Commission and State to do so. For this agreement, the retroactive start date was not approved. The Commission’s Grant Manager shall confirm the specific start date of the Agreement by written notice to the Grantee. The Grantee shall not be eligible for reimbursement or compensation for grant activities performed prior to the start date of this Agreement nor after the end date of the Agreement. For this agreement, pre-award costs are not eligible for reimbursement. If necessary, by mutual agreement as evidenced in writing and lawfully executed by the Parties, an Amendment to this Agreement may be executed to lengthen the Agreement period.

Section 10, Notices and Correspondence, Grant Manager for the Commission of the Amended Agreement is hereby amended to read as follows:

Haleigh Morgan
Grants Specialist II
Florida Fish and Wildlife Conservation Commission
620 S. Meridian St.
Tallahassee, FL 32399
850.617.9593
FBIP@MyFWC.com

Section 10, Notices and Correspondence, Grant Manager for the Grantee of the Amended Agreement is hereby amended to read as follows:

Scott Kornegay
County Manager

Bradford County, Florida
Post Office Drawer B
Starke, Florida 32091
904.966.6327
Scott_Kornegay@BradfordCountyFL.gov

Attachment A, Scope of Work, **Section 1, Project Description, Part D, Term of the Agreement** , of the Amended Agreement is hereby amended to read as follows:

D. Term of Agreement: The term of the Agreement shall begin upon execution and end on June 30, 2025. Prior to the end of term, the Franklin County Board of County Commissioners (Grantee) shall complete the tasks and provide deliverables described in this Scope of Work. **All activities must be completed by June 30, 2025.**

The remainder of this page has been left blank intentionally. Signature page to follow.

SIGNATURES

All provisions of the Amended Agreement not specifically amended herein shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to Agreement No. 19022 to be executed through their duly authorized signatories on the day and year last written below.

RECIPIENT EXECUTION SIGNATURE	COMMISSION EXECUTION SIGNATURE
Bradford County Board of County Commissioners	Florida Fish and Wildlife Conservation Commission
Recipient Signature Carolyn Spooner	Executive Director (or Designee) Signature
Print Name Chairwoman	Print Name
Title April 2, 2024	Title
Date	Date

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Letter of Support for Hospice of the Sunshine State, LLC for Certificate of Need

DEPARTMENT: County Manager



Bradford County Board of County Commissioners

District I
Carolyn Spooner
Chair

District II
Kenny Thompson

District III
Chris Dougherty

District IV
Danny Riddick
Vice Chair

District V
Diane Andrews

April 2, 2024

James McLemore
Certificate of Need and Commercial Managed Care
Bureau of Health Facility Regulation
2727 Mahan Drive MS #28
Tallahassee, FL 32308

RE: Support for Certificate of Need and Commercial Care for Hospice of the Sunshine State, LLC.

Dear Mr. McLemore,

I am writing this letter in support of Hospice of the Sunshine State, LLC. and its application for the Certificate of Need for the Bradford County area. A representative was able to meet with County Manager Kornegay and Fire Rescue Chief Carter and explain the needed services offered to residents of Bradford County.

Hospice of the Sunshine State, LLC. will provide adult and pediatric hospice services both in homes and facilities. Education regarding end-of-life care and information on advanced directives will be provided to patients, their families, and the community. The support offered will be of great benefit to the community and to those who are experiencing the difficult decisions facing those in need of palliative and end-of-life care.

The Board of County Commissioners of Bradford County, along with the recommendation of the County Manager and Fire Rescue Chief are in support of the Certificate of Need for Hospice of the Sunshine State, LLC.

Sincerely,

Carolyn Spooner
Chairwoman

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET (AIIS)

DATE OF MEETING: April 2, 2024

AGENDA ITEM Satisfaction of Mortgage on SHIP loan – Anderson, H

DEPARTMENT: Community Development/SHIP

PURPOSE: SHIP-Applicant/ loan has been paid off. Therefore, please consider approval of the Satisfaction of Mortgage to satisfy the mortgage.

ASSOCIATED COSTS: -0-

G/L ACCOUNT: N/A

This instrument prepared by:
Bradford County Community Development
P. O. Drawer B / 925 N. Temple Ave.
Starke, FL. 32091

Satisfaction of Mortgage

Know all men by these presents: That We, Bradford County Board of County Commissioners, a body politic of the State of Florida,

The owner and holder of a certain mortgage deed executed by Harvey Anderson, to Bradford County Board of County Commissioners, a body politic of the State of Florida.

Bearing the date 15h day of February 1999, recorded in Official Records BOOK 791, Page 228, in the Office of the Clerk of the Circuit Court of Bradford County, State of Florida, securing that certain note in the principal sum \$30,650.00 and certain promises and obligations set forth in said mortgage deed, upon the property situate in said State and County described as follows, to wit:

Land as described in mortgage recorded in Official Records Book 791, Page 228 in the Records of Bradford County.

Hereby acknowledge full payment and satisfaction of said note and mortgage deed, and surrender the same as cancelled, and hereby direct the Clerk of the Circuit Court to cancel the same of record.

Witness our hand and seals, this 2nd day of April, A. D. 2024.

Signed, sealed, and delivered in the presence of:

Witness Signature (as to Grantor)

Grantor, Carolyn Spooner, Chairperson
Bradford County Board of County Commissioners
P. O. Drawer B, Starke, FL 32091

Witness Printed Name

Witness Signature (as to Grantor)

Witness Printed Name

STATE OF FLORIDA, COUNTY OF BRADFORD, I hereby certify that on this day, before me, an officer of duly authorized to administer oaths and take acknowledgments, personally appeared Carolyn Spooner, known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that he executed the same, and is personally known to me.

Witness my hand and official seal in the County and State last aforesaid this 2nd day of April 2024.

Notary Signature

Notary Seal

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Bid Recommendation on SHIP Rehabilitation Project on File #2019-1-S

DEPARTMENT: Community Development/SHIP

PURPOSE: The SHIP Rehab Program allows funding in an amount not to exceed \$34,500.00. (Please see AIS for deviating from the LHAP)

A bid opening for Rehab projects was held on March 11, 2024 and 2 bids were received. The lowest bid was received by Florida Homes, Inc.

ASSOCIATED COST(S): \$39,650.00

BUDGET LINE (G/L #): 102-52-554-65980-00

S.H.I.P. Housing Rehabilitation Project
BID SUMMARY – 4-2-24

B. 511 E. Jackson Street, Starke, FL File # 2019-1-S

Florida Homes, Inc. \$39,650.00

M & R Construction \$40,055.00

Recommendation: Florida Homes, Inc. in the amount of \$39,650.00

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM: SHIP Rehab /Deviate from LHAP on SHIP Rehab file 2019-1-S

DEPARTMENT: Community Development/SHIP

PURPOSE/DESCRIPTION: At this time the contractor was not able to deduct any costs from this bid. Because of the recent increase in construction cost and supplies, as well as the recent increase for supply and demand of all construction materials. Because of this the attached bid has exceeded our maximum allowed amount of \$35,000.00. Please consider the approval of exceeding the maximum allowed per Rehab project of \$35,000 on Rehab file # 2019-1-S. Therefore, I am asking the Board to please consider approving a deviation from the SHIP LHAP on SHIP Rehab File # 2019-1-S in the amount of \$39,650.00

ASSOCIATED COST(S): \$39,650.00

BUDGET LINE (G/L #): 102-52-554-65980-00

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM: Award contract between BOCC and Florida Homes, Inc. on SHIP Rehab File # 2019-1-S the amount of \$39,650.00

DEPARTMENT: Community Development/SHIP

PURPOSE: Please consider approval of awarding contract between BOCC and Florida Homes, Inc. in the amount of \$39,650.00 for SHIP Rehab File #2019-1-S

ASSOCIATED COST(S): \$39,650.00

BUDGET LINE (G/L #): 102-52-554-65980-00

CONTRACT PACKAGE FOR REHABILITATION

This agreement made April 2, 2024

By and between Beverly Morrow herein after referred to as the "Owners"

And Florida Homes, Inc. herein after referred to as "Contractor",

With Bradford County acting as the Owner's agent.

WITNESETH

1.

The Owner does hereby employ the contractor to do all the work and provide all materials, tools, machinery, supervision, etc., necessary for the rehabilitation of the property known as: 511 E. Jackson Street, Starke, Florida 32091 for the total sum of \$39,650.00 all in accordance with the estimate, plans, and specifications which are attached hereto as Exhibit "A" and expressly incorporated herein by reference and made a part hereof.

2.

The Contractor does hereby agree that he will perform the work diligently and in a good workmanship manner, using the materials specified or materials of a least equal quality.

3.

The Contractor shall be responsible for obtaining all necessary permits for the work to be performed, and the work being done or any part thereof shall not be deemed completed until the Owner and Owner's Agent has accepted it as satisfactory.

4.

When adjacent property is affected or endangered by any work done under this contract, it shall be the responsibility of the Contractor to take whatever steps are necessary for the protection of the adjacent property and to notify the Owner thereof of such hazard.

5.

The Contractor hereby agrees not to assign or sublet this contract without the written consent of the Owner. The request for assignment shall be addressed to the Owner c/o the Office of Bradford County Community Development.

6.

In the event of any breach of this contract, the Owner may at his option engage the services of another contractor to complete the work and deduct the cost of such completion from the amount due the Contractor hereunder.

7.

The County does hereby agree to make progress payments, if any, in accordance with the following conditions:

1. Progress payments shall not exceed 90 percent of the value of the specified work satisfactorily completed.
2. Contracts over \$3,500.00, but not exceeding \$5,000.00: Two (2) partial payments may be requested by the Contractor after a minimum of 60 percent (60%) of the total contract work is satisfactorily completed, with that payment being 50 percent (50%) of the total contract; (2) Second Partial Payment--after satisfactory completion of the total contract, with that payment being forty percent (40%) of the total contract.
3. Draw schedule for Contracts over \$5,000.00

Draw One	20%	At 30% complete
Draw Two	30%	At 60% complete
Draw Three	40%	At 100% complete
Final	10%	Retained/final 45 days after satisfactory completion of work
4. RETAINAGE/FINAL PAYMENT: Ten percent (10%) retainage to be paid as the final payment forty-five (45) days after completion of work.

8.

The Contractor covenants and agrees to, and does hereby identify, and hold harmless and defend Bradford County, the Office of Community Development and State of Florida--their agents, servants or employees, from and against any and all claims for injuries or damages to persons or property of whatsoever kind of character, whether real or asserted, arising out of this agreement of the work to be performed hereunder. The Contractor hereby assumes all liability and responsibility for injuries, claims or suits for damages, to persons or property of whatsoever kind of character, whether real or asserted, occurring during the time the work is being performed and arising out of the performance of same.

9.

Neither the Contractor nor any subcontractor shall commence work under this agreement until all insurance required under this paragraph has been secured and the Owner has approved such insurance:

Compensation Insurance: The Contractor shall take out and maintain during the life of this contract, Workmen's Compensation Insurance for all of his employees at the site of the project or provide proof of exemption; and in case any work that is sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all the latter's employees.

Public Liability and Property Damage Insurance: The contractor shall take out and maintain during the life of this contract, such public liability and property damages insurance as shall protect him and any subcontractor performing work covered by this contract from claims for damages or personal injury, including accidental death, as well as from claims for property damage which may arise from operation under this contract, whether such operation be by himself or by one directly or indirectly employed by either of them; and the amounts of such insurance shall be as follows:

Public Liability Insurance in an amount not less than \$100,000.00/\$300,000.00 Dollars.

Homeowner Insurance: The Owner is encouraged but not required to maintain in force during the same period the property and or builders risk insurance policy homeowners insurance policy adequate to cover the existing property and Rehabilitation Work against damage or loss for which the contractor is not responsible. Coverage shall provide for perils for fire and extended coverage of other forms of damage and/or loss, to the full insurance value of the property.

10.

It is agreed that the County is hereby obligated to issue a written proceed order to the Contractor within thirty (30) days from the date of execution of this contract. It is further agreed that the Contractor will, after the receipt of such order, begin the work to be performed under this contract within ten (10) calendar days of the date of such order. Upon commencement of work, the Contractor hereby agrees to complete the same within forty-five (45) days, time being of the essence. Failure to satisfactory complete the Rehabilitation Work within allowed Time of Performance shall subject the Contractor to Liquidated Damage Fee of Fifty Dollars (\$50.00) per day. The Fee amount shall be dedicate for the (final) Payment to the Contractor. The fee amount is mutually agreed to, due to the difficulty in deterring the exact damage to the Owner. This fee is not to be constituted as penalty.

11.

Contractor hereby guarantees the improvements herein provided for, for a period of one year from the date of final acceptance of all work required by this contract. Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment. It is further agreed that the Contractor will furnish the County, c/o the Office of Community Development, with all manufacturers' and suppliers' written guarantee and warranties covering materials and equipment furnished under this contract prior to release of the final payment.

12.

The Contractor shall at all times keep the premises free from accumulations of waste materials or rubbish caused by his employees at work; and at the completion of the work he shall remove all his rubbish from and about the building and all his tools, scaffolding and surplus materials and shall leave his work "broom clean" or its equivalent. It is further agreed that all materials, and equipment that have been removed and replaced as a part of the work hereunder shall belong to the Contractor.

13.

The Contractor shall, upon completion of the work, and upon final payment by the County, furnish the County with an affidavit certifying that all charges for materials and any other expenses incurred by the Contractor pertaining to the execution of this contract, have been paid in full, to the end that no liens of any kind or character (save and except those between the parties hereto) may be affixed against the above described property. Final payment of the contract amount will be made only after final inspection and acceptance of all work to be performed by the Contractor, and the Contractor satisfactorily releases liens or claims for liens by the contractor, subcontractors, laborers, and material suppliers.

14.

The Contractor shall remove any and all cracking, scaling, peeling, chipping and loose paint and repaint all surfaces using two coats of a non-lead based paint. Where the paint film integrity of the applicable surface cannot be maintained, the paint shall be completely removed or the surface covered with a suitable material such as gypsum, wallboard, plywood, or plaster before any repainting is undertaken.

15.

This instrument constitutes the entire agreement between the parties and no written or oral agreement of any kind exists to change the provisions hereof. No other work shall be done, nor additional monies paid, unless provided for in a previously written contract, signed by the parties hereto, and approved in writing by Bradford County Office of Community Development.

16.

In the event there is any conflict between the provisions of this contract and the provisions of Exhibit "A", the provision of this contract shall in all cases prevail.

EXECUTED AT Starke, Florida, this 2nd day of April, 2024.

Owner: Beverly Morrow

Witness

Witness

Contractor

Witness

Witness

Chairman

Witness

Witness

Certifications

I, Debbie Herring, certify that I am the Agent of the Corporation named as Contractor herein; that Debbie Herring, who signed this Agreement on behalf of the contractor, was then Agent of said corporation; that said agreement was and is within the scope of its corporate powers.

Corporate Seal

EXHIBIT "A"
Page 1 of 3
CONTRACT PACKAGE FOR REHABILITATION
Beverly Morrow and Florida Homes Inc.

DESCRIPTION OF WORK	PRICE
<p>1. Handicapped Accessibility- At front screen door which accesses front porch, remove existing brick steps, and construct new handicapped accessible landing, approximately 5'x5' centered on door and ramp using pressure treated wood deck boards, posts, baluster, rails, stringers, and grab rails in accordance with applicable Codes. Anchor posts with Simpson ABU44Z Stainless steel post anchors and 5/8" round Titen HD, min. 6' embedment into concrete footings. Ramp slope shall not exceed 1" in 12" and shall have a concrete landing at the bottom of the ramp.</p> <p>Landing at base of ramp to be 5' x 5' x 4" thick concrete slab sloped outward at 1/4" per foot with integral/ monolithic reinforced footings, minimum 8" wide x 8" deep all around.</p> <p>Install galvanized/painted or prefinished aluminum handrails at both sides of landing and ramp. Handrails shall have 3 rails, one at the top, one near middle & one at bottom 4" above ramp. Handrails to extend 12" beyond bottom of ramp onto landing.</p>	<p><u>\$7,000.00</u></p>
<p>2. Rear Door and Garage Door- Exterior Doors 2 and 3. Remove existing doors and frames and thresholds. Provide & install exterior rated doors, with upper half windows, frames, threshold, weather stripping and new exterior grade hardware with lever handled lockset and single cylinder deadbolt for each door, Paint/repair new doors & trim with gloss enamel.</p>	<p><u>\$2,800.00</u></p>
<p>3. Contractor to verify if termite Treatment is required. If treatment is required provide and will be addressed as a change order.</p>	<p><u>\$420.00</u></p>

EXHIBIT "A"
Page 2 of 3
CONTRACT PACKAGE FOR REHABILITATION
Beverly Morrow and Florida Homes Inc.

DESCRIPTION OF WORK	PRICE
<p>4. Portable Water System- Existing piping is galvanized & 50 years old. Supply piping to water meter to House, and inside water heater shall be replaced with schedule 40 PVC. Hot water piping is to be replaced with schedule 40 CPVC. Size pipping in accordance with the Florida Building Code - Plumbing. Hot & cold supplies with new materials including new stops for all hot & cold-water piping at sinks bathtub (shower), and valves for washer, water heater, and cold water stops/supplies for toilet.</p>	<u>\$10,500.00</u>
<p>5. Water Heater – Install Owner's new water heater, provide and install new drain pan, TP&R valve piping and news drain down. Direct both discharge pipes to out.</p>	<u>\$700.00</u>
<p>6. HVAC System – Remove existing HVAC System. Provide and install a new system with new equipment including a new thermostat. Verify Design adequacy of new System to be in compliance w/ Florida Energy Code.</p>	<u>\$11,200.00</u>
<p>7. Electric Panel – Existing elec. Panel is overloaded. A sub panel was added & is full. Remove existing panel & sub panel and replace w/ new 200A, 42 circuit panel & connect existing wiring above electrical panel. Use new Arc-fault breakers as required by Code.</p>	<u>\$6,400.00</u>
<p>8. Electrical Receptacles – Provide & install one each new GFCI outlets in Master Bath & in Kitchen.</p>	<u>\$490.00</u>
<p>9. Smoke/Carbon Detectors – Provide and install smoke detectors powered by 10-year non-removable, non-replacement battery Hallway within 10 feet of Bedroom opening. Total of 1.</p>	<u>\$140.00</u>
TOTAL	<u>\$39,650.00</u>

Page 3 of 3
CONTRACT PACKAGE FOR REHABILITATION
Beverly Morrow and Florida Homes Inc.

All work shall comply with Minimum requirements of the Florida Building Code 2014 5th edition, as well as all other applicable Standards and requirements of all Authorities Having Jurisdiction.

Contractor to supply copies of all permits to SHIP Director before start of work.

Contractor shall provide an Owner's operation & maintenance manual to include Warrantees, labor and workmanship.

Contractor and his Subcontractors shall provide a 1-year guarantee covering all Materials, labor, and workmanship.

Contractor shall consult with Owner and provide a Construction Schedule.

Contractor Signature_____

Homeowner's Signature_____

Chairman Signature_____

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Modification to Developer Agreement between
Bradford County Board of County Commissioners
and Clay County Utility Authority

DEPARTMENT: Fire Rescue

PURPOSE: Water service for the new Fire Rescue sleeping
quarters.

ASSOCIATED COST(S): \$2,126.31

BUDGET LINE (G/L #): 001-01-511-99000-00 Reserve for Contingency

Return to:
Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068-3907

**BRADFORD COUNTY FIRE STATION
-BUNKHOUSE ADDITION
3987 SE 8TH AVENUE
(Keystone Heights System)**

Parcel No. 06003-0-00301
Bradford County

Name of Project

MODIFICATION TO DEVELOPER AGREEMENT

THIS MODIFICATION TO DEVELOPER AGREEMENT ("Agreement"), made and entered into this 2nd day of April, 2024, by and between **BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA**, a political subdivision of the State of Florida, hereinafter referred to as "**Developer**", and **CLAY COUNTY UTILITY AUTHORITY**, an independent special district established under Chapter 94-491, Laws of Florida, Special Acts of 1994, hereinafter referred to as "**Utility**".

WHEREAS, Developer owns or controls lands located in Bradford County, Florida, and described in Exhibit "A", attached hereto and incorporated herein by reference (hereinafter "Property"); and

WHEREAS, this Agreement is for the purpose of modifying Developer Agreement KH18/19-13, dated July 23, 2019, and recorded in Official Records Book 1804, pages 425 through 434 of Bradford County, Florida, for the purpose of assessing additional capacity charges for the addition of a bunk house, which exceeds those capacity charges paid for in the previous Agreement.

NOW, THEREFORE, for and in consideration of the premises, the mutual undertakings and agreements herein contained and assumed, Developer and Utility hereby covenant and agree as follows:

1. The foregoing statements are true and correct.

2. **Connection Charges** - In addition to the contribution of any wastewater collections systems and water distribution systems, where applicable, and further to induce Utility to provide water and wastewater service, Developer hereby agrees to pay to Utility the following fees and charges, as defined in the Rate Resolution (including Service Availability Policy), upon execution of this Agreement in order to reserve capacity in the System:

“	Potable Water Capacity Charge: (\$450.00 x 1.50 ERCs)	<u>\$675.00</u>	*
	Alternative Water Supply Surcharge: (\$388.01 x 1.50 ERCs)	<u>\$582.02</u>	*
	SJWMD Black Creek Water Resource Charge: (\$105.19 x 1.50 ERCs)	<u>\$157.79</u>	*
	Wastewater Capacity Charge: (\$4,100.00 x 0.00 ERCs)	<u>N/A</u>	
	Environmental Impact Charge: (\$410.00 x 0.00 ERCs)	<u>N/A</u>	
	Debt Service Charge: (\$191.00 x 1.50 ERCs)	<u>\$286.50</u>	*
(b)	Fire Protection Charge	<u>N/A</u>	
(c)	Meter Installation Charge	<u>N/A</u>	
(d)	Plan Review Fee	<u>\$150.00</u>	
(e)	Inspection Fee	<u>\$150.00</u>	
(f)	Recording Fee	<u>\$125.00</u>	
	Total Due at Execution of Developer Agreement	<u>\$2,126.31</u>	

* Includes 1.50 water ERCs based on the bunkhouse's fixture unit count, in accordance with the Utility's Rate Resolution.

** Developer will utilize the existing 2-inch meter, route KE06720135.

Note: Items (d), (e), and (f) are estimates and are subject to adjustment based on actual cost incurred.

3. Binding Effect of Agreement - This Agreement shall be binding upon and shall inure to the benefit of Developer, Utility and their respective assigns and successors by merger, consolidation, conveyance or otherwise. Any assignment or transfer by Developer shall be subject to Utility approval which shall not be unreasonably withheld provided the assignee or transferee shall acknowledge in writing that it assumes the duties and responsibilities of Developer as set forth in this Agreement.

4. Notice - Until further written notice by either party to the other, all notices provided for herein shall be in writing and transmitted by messenger, by mail or by email, and if to Developer, shall be mailed or delivered to Developer at:

Mr. Scott Kornegay
Bradford County, Florida
945 N Temple Avenue
Starke, Florida 32091

and if to the Utility at:

Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068-3907

or such other address as specified in writing by either party to the other.

5. Developer shall maintain the existing reduced pressure backflow prevention device which is located immediately downstream of Utility's 2-inch potable water and such installation shall be in compliance with the requirements of the Florida Department of Health and Rehabilitative Services and Utility. Upon the completion of the installation of said device, Developer shall provide to Utility for its permanent records the Make, Model, Size and Serial Number of said device. Furthermore, this device must be tested and recertified by a certified backflow prevention technician, annually or such other period as may be required by Utility. Proof of the annual testing and recertification must be submitted to Utility for its records. This installation and annual recertifications shall be the responsibility of the Developer or its successors and assigns.

6. Connection charges for this project were based on the fixture unit count for the proposed bunkhouse as shown on the Floor Plan & Notes drawing, prepared by Mark W. Keels, P.E., File No. 04-26FPJC, dated January 25, 2024, in accordance with Clay County Utility Authority's current Rate Resolution. A supplemental agreement will be prepared to assess any additional charges to either the tenant or the Property/project owner or Lessor, based on their mutual agreement on the same, as the additional ERCs are determined for future tenants or Property/project owner or Lessor, which require greater water and wastewater flows. For each supplemental agreement prepared, a service charge of \$100.00 will be assessed to prepare the agreement, in addition to the above-stated connection charges. At a very minimum, the Developer shall report to Utility fifteen (15) days prior to each space being occupied initially or in the future so that the water and wastewater ERC impact can be determined. If the impact of such tenant is greater than that calculated herein, an additional supplemental agreement shall be prepared and the additional charges paid, prior to occupancy of such tenant.

7. This Agreement is for **water service only** and all references to wastewater service in this standard Agreement shall not apply.

8. The Utility shall own and maintain all water facilities upstream of the downstream side of the existing potable water meter, and all facilities downstream of the downstream side of the potable water meter shall be owned and maintained by Developer. Utility shall maintain access to the water meter for meter reading and maintenance purposes.

9. This Agreement is based on the Floor Plan and notes drawing prepared by Mark W. Keels, P.E., File No. 04-26FPJC, dated January 25, 2024. The connection to the Utility’s water system will be made through on-site plumbing, which shall be constructed in compliance with all regulatory requirements. No construction shall occur on any Utility-owned facilities upstream or downstream of the existing potable water meter.

10. All of the conditions of Developer Agreement KH18/19-3, dated July 23, 2019, and recorded in Official Records Book 1804, pages 425 through 434 of Bradford County, shall remain in full force and effect, except as modified herein.

11. This Agreement will need to be executed by the Developer, and the charges paid (shown on page 2 of the Agreement), prior to October 1, 2024, or this Agreement will be subject to any Service Availability charge increases currently approved, which may be applicable, or which may be approved by Utility's Board of Supervisors for the next fiscal year beginning October 1, 2024.

IN WITNESS WHEREOF, Developer and Utility have executed or have caused this Agreement, with the named Exhibits attached, to be duly executed in several counterparts, each of which counterpart shall be considered an original executed copy of this Agreement.

DEVELOPER:
BOARD OF COUNTY COMMISSIONERS OF
BRADFORD COUNTY, FLORIDA, a Political
Subdivision of the State of Florida

Witness: _____
Print Name: _____

By: _____
Carolyn Brown Spooner, Its Chairman

Witness: _____
Print Name: _____

STATE OF FLORIDA
COUNTY OF BRADFORD

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this 2nd day of April, 2024, by **CAROLYN BROWN SPOONER**, as **CHAIRMAN** of the **BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA**, a Political Subdivision of the State of Florida, who is personally known to me or who has produced _____, as identification.

Printed Name Amanda Brown
Notary Public, State of Florida at Large
My Commission Expires:

WITNESSES:

UTILITY:
CLAY COUNTY UTILITY AUTHORITY

Witness: _____
Print Name: _____

By: _____
Jeremy D. Johnston, P.E., M.B.A.
Executive Director

Witness: _____
Print Name: _____

(Corporate Seal)

STATE OF FLORIDA
COUNTY OF CLAY

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ day of _____, 2024, by **JEREMY D. JOHNSTON**, as **EXECUTIVE DIRECTOR** of the **CLAY COUNTY UTILITY AUTHORITY**, who is personally known to me or who has produced _____, as identification.

Print Name: _____
Notary Public
State of Florida at Large
My Commission Expires:

**BRADFORD COUNTY FIRE STATION
BUNK HOUSE ADDITION
3987 SE 8TH AVENUE**

Parcel No. 06003-0-00301
Bradford County

EXHIBIT "A"

A parcel of land lying in the NW 1/4 of Section 25, Township 8 South, Range 22 East, Bradford County, Florida. Said parcel being more particularly described as follows:

Commence at a 4" x 4" concrete monument found at the NW corner of said Section 25 and run North 89 degrees 37 minutes and 40 seconds East, along the Northerly boundary thereof 1370.97 feet to a concrete monument found on the Easterly boundary of the Right-of-Way of Southeast 8th Ave. (Also known as Speedville Road) for the Point of Beginning. From Point of Beginning thus described continue North 89 degrees 37 minutes and 40 seconds East, along said Northerly boundary 435.39 feet to a found 1" iron pipe (NO ID); thence South 00 degrees 36 minutes and 38 seconds East, 309.25 feet to a found 1" iron pipe (NO ID); thence South 89 degrees 27 minutes and 24 seconds West, 435.48 feet to a 1" iron pipe (#2061) found on said Easterly boundary of the Right-of-Way of Southeast 8th Ave; thence North 00 degrees 35 minutes and 33 seconds West, along said Easterly boundary 310.55 feet to the Point of Beginning. LESS AND EXCEPT the North 60.00 feet thereof.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, REGARDING THE EXPENDITURE OF STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) FUNDS ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ELIGIBLE ACTIVITIES WITHIN THE TOWN LIMITS OF THE TOWN OF BROOKER, SO THAT SUCH FUNDS MAY BE USED AS LEVERAGE FOR THE TOWN OF BROOKER'S FEDERAL FISCAL YEAR 2023-24 FLORIDA SMALL CITIES CDBG HOUSING REHABILITATION GRANT APPLICATION; PROVIDING AN EFFECTIVE DATE.

DEPARTMENT: Community Development SHIP

PURPOSE: Resolution to Approve the Transfer of \$25,000 to the Town of Brooker for Use as Leverage for a CDBG Rehabilitation Grant Application.

ASSOCIATED COST(S): \$25,000

BUDGET LINE (G/L #):

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, REGARDING THE EXPENDITURE OF STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) FUNDS ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ELIGIBLE ACTIVITIES WITHIN THE TOWN LIMITS OF THE TOWN OF BROOKER, SO THAT SUCH FUNDS MAY BE USED AS LEVERAGE FOR THE TOWN OF BROOKER'S FEDERAL FISCAL YEAR 2023-24 FLORIDA SMALL CITIES CDBG HOUSING REHABILITATION GRANT APPLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Bradford County (the "Board") has funding available to it from the State Housing Initiatives Partnership (SHIP) program that is used by the County to improve housing conditions for eligible low and moderate income households that reside within the incorporated and unincorporated areas of Bradford County, and

WHEREAS, the Board desires to assist the Town of Brooker in its efforts to improve local housing conditions; and

WHEREAS, the Town of Brooker is applying for a housing rehabilitation grant from the FFY 23-24 Community Development Block Grant (CDBG) program; and

WHEREAS, SHIP funds may be claimed as leverage in the Town of Brooker's CDBG Housing Rehabilitation Grant Application to increase the competitiveness of the application and to expand the scope of that grant to benefit the low to moderate income residents of Brooker.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board does hereby commit \$25,000 in State Housing Initiatives Partnership (SHIP) funds to the Town of Brooker's anticipated CDBG housing

rehabilitation project so that the funds can be used as local match in the Town's FFY 2023-24 Community Development Block Grant (CDBG) grant application.

2. Control of the SHIP funds shall remain with Bradford County and shall be used in coordination with the Town of Brooker on eligible housing rehabilitation activities identified in the Town's CDBG Housing Rehabilitation application.
3. The Board does hereby commit to expend the leverage during the two year period that will extend from the date of the fully executed CDBG grant agreement to the date prior to the administrative closeout of the CDBG grant, in accordance with applicable rules and guidelines as set forth by the Florida Department of Commerce.
4. This resolution shall take effect immediately upon its adoption.

PASSED DULY ADOPTED on this ____ day of ____ 2024.

ATTEST:

**BOARD OF COUNTY
COMMISSIONERS BRADFORD
COUNTY, FLORIDA**

CLERK

CHAIRMAN

APPROVED AS TO FORM AND LEGALITY

COUNTY ATTORNEY

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Consider Approval to Add Four ¼ Mile Sections of Roads as Gas Tax Projects

1. NE 213th St. between NE 216th and CR 225 in Lawtey
2. NE 17th Ave, off NE 200B in Lawtey
3. NE 20th Ave, from NE 200B in Lawtey
4. NE 223rd St. from CR 225 in Lawtey
5. SE 17th Ave from SE 150th to SR 230

DEPARTMENT: Public Works

PURPOSE: Paving four ¼ mile sections of road

ASSOCIATED COST(S): Unknown

BUDGET LINE (G/L #): Gas Tax

Approved Gas Tax Budget

BoCC Approved Revised 23/24 Version 11-7-2023

Infrastructure Using \$0.05 Gas Tax	\$967,222
SE 2 nd Ave	\$0.00
SE 48 th Ave	\$0.00
NW 84 th Ave	\$103,000
38 th Ave	\$310,000
SW 106 th Ave	\$280,000
NE 219 th St	\$144,000
TOTAL	\$1,804,222

Road	Status
SE 2 nd Ave	COMPLETE
SE 48 th Ave	COMPLETE
NW 84 th Ave	COMPLETE
38 th Ave	Prepping for paving
SW 106 th Ave	COMPLETE
NE 219 th St	Anticipate Completed 2024
SE 11 th Ave (Not budgeted 23/24)	Chip Seal approved – Company not able to complete; project on hold

New Paving Requests:

1. NE 213th St – ¼ mile between NE 216th and CR 225 Lawtey, currently has millings.
2. NE 17th Ave – ¼ mile off NE 200B Lawtey, currently has millings
3. NE 20th Ave – ¼ mile from NE 200B Lawtey, currently has millings
4. NE 223rd St – ¼ mile from CR 225 Lawtey
5. SE 17th Ave – ¼ mile from SE 150th St to SR 230

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Consider Approval of the Proposal from CHW for Professional Consulting Services for the Paving of SE 17th Ave (\$16,250)

DEPARTMENT: Public Works

PURPOSE: Roadway design and permitting services for paving SE 17th Ave

ASSOCIATED COST(S): \$16,250

BUDGET LINE (G/L #): Gas Tax

October 25, 2023

Jason Dodds
Public Works Director
Bradford County
945 North Temple Ave.
Starke, FL. 32091

RE: Professional Consulting Services
SE 17th Avenue Paving
Starke, Florida

Dear Mr. Dodds,

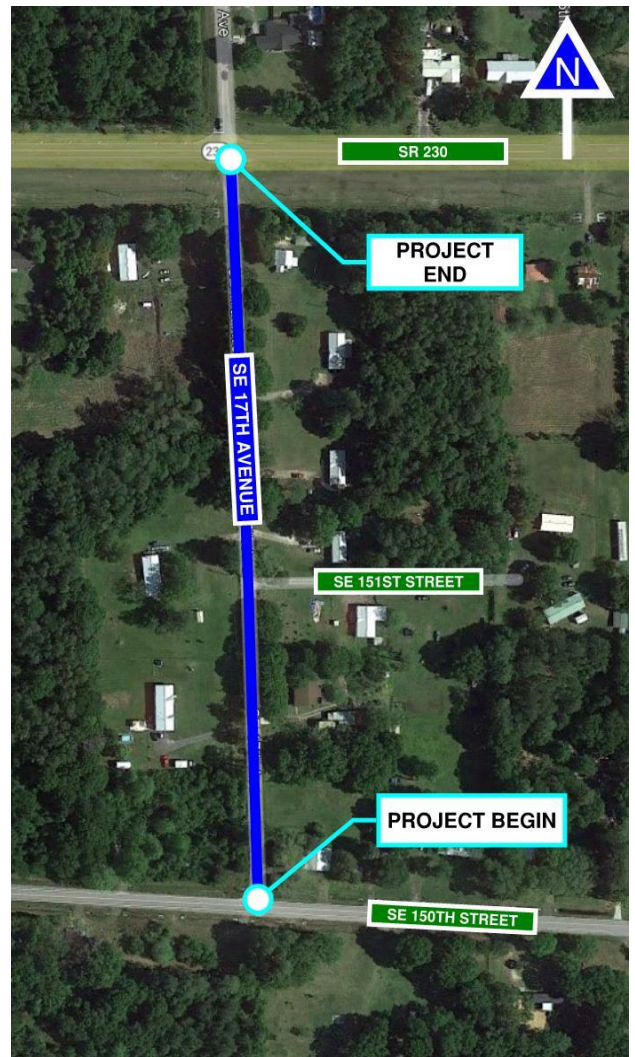
We appreciate this opportunity to provide you with professional consulting services for the SE 17th Avenue Paving project. Our understanding of the project is as follows:

Bradford County wishes to regrade the existing surface, then place asphalt paving over existing millings or lime rock on approximately 1,320 LF (0.25 MI) of SE 17th Avenue from SE 150th Street to State Road 230.

The scope of the project includes placing asphalt in a typical section within limits of existing millings but does not include adjustments to the roadway profile or any stormwater upgrades. The existing millings will be bladed to a uniform cross slope and pavement applied directly on top of the existing material or reclaimed in place, reestablish a uniform cross slope, and paved. The Posted Speed is 25 MPH. The Design Speed is 25 MPH.

All work proposed will fall within the existing limits of stabilized surface as to not impact wetlands, surface waters, or swales, thus Environmental services are not required and CHW anticipates this project to qualify for a SRWMD Permit Exemption. Survey and Geotechnical services are also excluded as existing conditions analysis is not part of this scope of services. CHW assumes that no utility coordination is required for paving within the existing stabilized surface.

Our approach will be to gather complete data and conduct a thorough review of existing conditions and proposed improvements. Thorough pertinent data used appropriately during the design has the potential of providing cost savings during the construction.



CHW will provide the following Scope of Services:

A. Roadway Design Services:

CHW's approach to design will include the early and thorough examination of design criteria, and potential problems, with the goal of containing or reducing construction costs and reducing the number of issues that could arise during construction.

1. Site Visits – CHW will conduct a single field visit to gather and confirm data and design details.
2. Roadway Design – Full design will incorporate an aerial at scale and field measured data. The design will be consistent with the 2018 (or current at the time of contract authorization), edition of the *FDOT Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways*, also known as the Florida Greenbook.
3. Roadway Plans – CHW will produce plans (electronically) in a limited form to limit design cost but still supply the necessary information to obtain a permit exemption. Roadway plans will include a cover sheet, general notes, typical section, plan views of the paving limits on aerials, and traffic control plans. CHW will submit plans for review at 80% and 100% design milestones. All documents will be submitted as a pdf only, unless otherwise specified by the County. Final deliverables will be signed and sealed digitally unless otherwise specified by the County.
4. Cost Estimating – CHW will provide a cost estimate with each milestone submittal beginning with the 80% submittal. The cost estimate will be used initially as a tool for gauging whether proposed improvements fit within the available budget so that adjustments can be made as needed, and ultimately for estimating the total cost of construction prior to bidding.

Should the results of the cost estimating indicate that the proposed improvements do not fit within the available budget, CHW will work with the County to identify additional ways to reduce the construction cost. The cost estimate will utilize FDOT pay items and will include calculated quantities.

B. Permitting Services:

The proposed roadway improvements will not increase the impervious area of the corridor and are anticipated to fall under an Exemption or General Use Permit for the SRWMD. CHW will apply for an exemption from the SRWMD and deliver final permitting documentation upon completion of design. All fees associated with the SRWMD exemption application process are to be paid by Bradford County when the application is submitted.

C. Post Design Services

CHW will provide the following services after the completion of design, if requested by the County:

1. Attendance at a pre-bid meeting.
2. Response to questions during bidding and issuance of addenda as needed.
3. Participate (EOR) in bid review as needed.
4. Attendance at a pre-con meeting (attendance only, meeting to be planned and facilitated by the County).
5. Shop drawing review.
6. Response to RFIs during construction.

All other activities during the construction phase will be handled by the County.

D. Summary of Deliverables

As described above, the following deliverables will be provided to the County:

1. Design Plans (pdf) at 80% and 100% milestones.
2. Cost Estimate at 80%, and 100% milestones.
3. Documentation of issued permit exemption letter from SRWMD.

E. Project Exclusions

As described above, the following items will be excluded from the scope of services:

1. Survey of existing conditions.
2. Existing/Proposed roadway geometry/pavement analysis.
3. Proposed pavement design.
4. Existing drainage analysis/Proposed drainage design.
5. Design of roadway elements outside of existing travel lanes (including paved shoulders, unpaved shoulders, driveways, and roadway turnouts).
6. Design of roadway safety elements (including clear zone, signage, geometry).
7. Utility Coordination.

F. Project Schedule

CHW anticipates a 3-month design time for this project following receipt of Notice to Proceed. However, CHW cannot guarantee that permitting will be completed by this time due to the current permitting climate.

G. Fees:

Item	Description		Fee
A	Engineering Design Services (CHW)	\$	10,250.00
B	Permitting Services (CHW)	\$	1,000.00
C	Post Design Services (CHW)	\$	5,000.00
		Total	\$ 16,250.00

The above-described services will be provided for the lump sum fee of **\$ 16,250.00**. Invoices will be submitted periodically based on the percentage of services completed to date.

We trust this proposal meets with your acceptance and approval. Please return a purchase order or other authorization to proceed. Otherwise, please call to discuss. As always, we look forward to working with you on this project.

Sincerely,
CHW



Cody Cash, PE
Project Manager, Transportation

n:\2023\23-0761\admin & information\02_proposal & contracts\client\drafts\prop 23-0761 se 17th ave paving.docx

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: April 2, 2024

AGENDA ITEM Consider Approval of Proposal from CHW for Professional Consulting Services for the Paving of SE 11th Ave. (\$46,000)

DEPARTMENT: Public Works

PURPOSE: Roadway Design and permitting services for paving SE 11th Ave

ASSOCIATED COST(S): \$46,000

BUDGET LINE (G/L #): Gas Tax

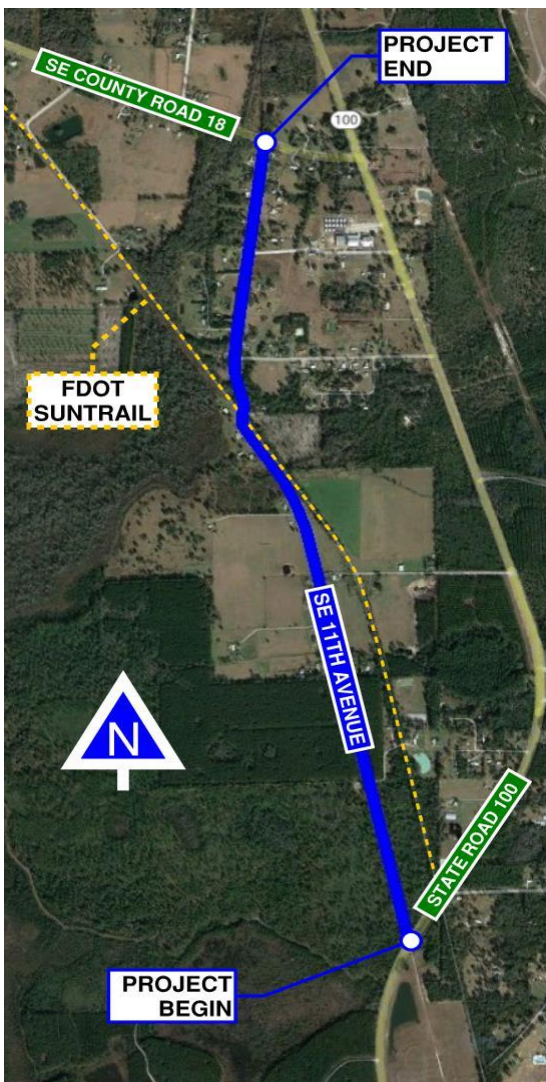
October 16, 2023

Jason Dodds
Public Works Director
Bradford County
945 North Temple Ave.
Starke, FL. 32091

RE: Professional Consulting Services
SE 11th Avenue Paving
Starke, Florida

Dear Mr. Dodds,

We appreciate this opportunity to provide you with professional consulting services for the SE 11th Avenue Paving project. Our understanding of the project is as follows:



Bradford County wishes to place asphalt paving over existing millings or lime rock on approximately 10,560 LF (2 MI) of SE 11th Avenue from State Road 100 (SR100) to SE County Road 18 (SE CR18).

The scope of the project includes placing asphalt in a typical section within limits of existing millings but does not include adjustments to the roadway profile or any stormwater upgrades. The existing millings will be bladed to a uniform cross slope and pavement applied directly on top of the existing material or reclaimed in place, reestablish a uniform cross slope, and paved. The Posted Speed is 25 MPH. The Design Speed is 25 MPH.

All work proposed will fall within the existing limits of stabilized surface as to not impact wetlands, surface waters, or swales, thus Environmental services are not required and CHW anticipates this project to qualify for a SRWMD Permit Exemption. Survey and Geotechnical services are also excluded as existing conditions analysis is not part of this scope of services. CHW assumes that no utility coordination is required for paving within the existing stabilized surface.

Our approach will be to gather complete data and conduct a thorough review of existing conditions and proposed improvements. Thorough pertinent data used appropriately during the design has the potential of providing cost savings during the construction.

CHW will provide the following Scope of Services:

A. Roadway Design Services:

CHW's approach to design will include the early and thorough examination of design criteria, and potential problems, with the goal of containing or reducing construction costs and reducing the number of issues that could arise during construction.

1. Site Visits – CHW will conduct a single field visit to gather and confirm data and design details.
2. Roadway Design – Full design will incorporate an aerial at scale and field measured data. The design will be consistent with the 2018 (or current at the time of contract authorization), edition of the *FDOT Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways*, also known as the Florida Greenbook.
3. Roadway Plans – CHW will produce plans (electronically) in a limited form to limit design cost but still supply the necessary information to obtain a permit exemption. Roadway plans will include a cover sheet, general notes, typical section, plan views of the paving limits on aerials, and traffic control plans. CHW will submit plans for review at Typical Section, 80%, and 100% design milestones. All documents will be submitted as a pdf only, unless otherwise specified by the County. Final deliverables will be signed and sealed digitally unless otherwise specified by the County.
4. Cost Estimating – CHW will provide a cost estimate with each milestone submittal beginning with the 80% submittal. The cost estimate will be used initially as a tool for gauging whether proposed improvements fit within the available budget so that adjustments can be made as needed, and ultimately for estimating the total cost of construction prior to bidding.

Should the results of the cost estimating indicate that the proposed improvements do not fit within the available budget, CHW will work with the County to identify additional ways to reduce the construction cost. The cost estimate will utilize FDOT pay items and will include calculated quantities.

B. Permitting Services:

The proposed roadway improvements will not increase the impervious area of the corridor and are anticipated to fall under an Exemption or General Use Permit for the SRWMD. CHW will apply for an exemption from the SRWMD and deliver final permitting documentation upon completion of design. All fees associated with the SRWMD exemption application process are to be paid by Bradford County when the application is submitted.

C. Post Design Services

CHW will provide the following services after the completion of design, if requested by the County:

1. Attendance at a pre-bid meeting.
2. Response to questions during bidding and issuance of addenda as needed.
3. Participate (EOR) in bid review as needed.
4. Attendance at a pre-con meeting (attendance only, meeting to be planned and facilitated by the County).
5. Shop drawing review.
6. Response to RFIs during construction.

All other activities during the construction phase will be handled by the County.

D. Summary of Deliverables

As described above, the following deliverables will be provided to the County:

1. Design Plans (pdf) at Typical Section, 80%, and 100% milestones.
2. Cost Estimate at 80%, and 100% milestones.
3. Documentation of issued permit exemption letter from SRWMD.

E. Project Exclusions

As described above, the following items will be excluded from the scope of services:

1. Survey of existing conditions.
2. Existing/Proposed roadway geometry/pavement analysis.
3. Proposed pavement design.
4. Existing drainage analysis/Proposed drainage design.
5. Design of roadway elements outside of existing travel lanes (including paved shoulders, unpaved shoulders, driveways, and roadway turnouts).
6. Design of roadway safety elements (including clear zone, signage, geometry).
7. Utility Coordination.

F. Project Schedule

CHW anticipates a 3-month design time for this project following receipt of Notice to Proceed. However, CHW cannot guarantee that permitting will be completed by this time due to the current permitting climate.

G. Fees:

Item	Description		Fee
A	Engineering Design Services (CHW)	\$	40,000.00
B	Permitting Services (CHW)	\$	1,000.00
C	Post Design Services (CHW)	\$	5,000.00
		Total	\$ 46,000.00

The above-described services will be provided for the lump sum fee of **\$ 46,000.00**. Invoices will be submitted periodically based on the percentage of services completed to date.

We trust this proposal meets with your acceptance and approval. Please return a purchase order or other authorization to proceed. Otherwise, please call to discuss. As always, we look forward to working with you on this project.

Sincerely,
CHW



Cody Cash, PE
Project Manager, Transportation

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