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AGENDA  
THE GULF CONSORTIUM  
Board Meeting

February 12, 2025; 4:00 p.m. Eastern

GoToMeeting

Join here online here:

<https://meet.goto.com/176854197>

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United States: [+1 \(872\) 240-3212](tel:+18722403212)

**Access Code:** 176-854-197

If the link above doesn't work, go here <https://www.goto.com/meeting/join#> and type in the 9 digit meeting ID 176854197.

**Board Members**

Board Members, as listed at <https://www.gulfconsortium.org/directors-alternates>

**Staff**

Valerie Seidel, Dan Dourte, Richard Bernier, Amy Bainbridge (The Balmoral Group)  
Lynn Hoshihara, Evan Rosenthal (Nabors, Giblin & Nickerson, P.A.)

**Item 1. Call to Order.**

Chairman Commissioner Christopher Constance will call the meeting to order.

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**Item 2. Roll Call.**

Valerie Seidel will call the roll.

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**Item 3. Additions or Deletions.**

Any additions or deletions to the committee meeting agenda will be announced.

**RECOMMEND:** Approval of a final agenda.

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**Item 4. Public Comments.**

The public is invited to provide comments on issues that are on today's agenda. The meeting will be conducted electronically (or "virtually"). You may participate in the meeting electronically by joining the go to meeting at <https://meet.goto.com/176854197> or you may also dial in using your phone:



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*Please note: Individuals who have comments concerning a specific agenda item shall make an effort to communicate with staff prior to that agenda item. (please see backup pages 5-6)*

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#### **Item 5. Executive Committee Officer Elections**

The Gulf Consortium officer elections of 2025 are to be held at the Consortium's Board meeting on February 12, 2025. The three elected offices include: Chairman, Vice Chairman and Secretary/Treasurer. The following is a summary of the election process as adopted by the Board:

- A Director may nominate him or herself for one or more of the office;
- The Director must notify the Gulf Consortium manager of intention to run for office;
- The Director must secure written approval of the Director's candidacy by the respective Board of County Commissioners. The respective Board's approval must be provided to the Manager prior to the election.
- Re-election of an incumbent officer is allowed;
- Election is by written ballot – in this instance using email for vote collection to duplicate the in-person process to the fullest extent possible; a majority vote required of the Directors present and voting; and,
- Newly elected officers take office immediately and serve until the election of new officers in 2026.

The three newly-elected elected officers are required to select two additional Directors to serve as "at large," voting members of the Executive Committee. Also, the Executive Committee selects two additional "at-large alternate" voting members of the Executive Committee. *(Please see back up pages 7-10)*

**RECOMMEND:**      Officer elections by email vote for Vice-Chair; by Board motion for Chair and Secretary-Treasurer

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#### **Item 6. Consent Agenda.**

The consent agenda items are presented for approval. Board members may remove any items from this agenda that they have questions on or would like to discuss in depth. Any items removed would then be included in the regular agenda in an order assigned by the Chair.

##### **Consent Agenda Items:**

- Minutes of the December 11, 2024 Board Meeting *(please see backup pages 11-15)*
- Report on delegated authority through January 20, 2025 *(please see back up pages 16-17)*

**RECOMMEND:**      Approve Board Meeting Minutes and Delegated Authority Report

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#### **Item 7. Auditor Procurement**

The Audit/Finance committee has selected an auditing firm for potential contracting for audit services for The Gulf Consortium. *(Please see back up pages 18-83)*

**RECOMMEND:**      Approve firm contract for audit services

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**Item 8. Committee Assignments**

Review proposed audit and risk, finance and budget and policy review committee members.  
(Please see back up pages 84-86)

**RECOMMEND:** Approve audit and risk, finance and budget and policy review committee members

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**Item 9. Financial Report**

Richard Bernier will deliver updated financial reports. (Please see back up 87-90)

**RECOMMEND:** Approve Financial Reports

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**Item 10. Grant Applications Status**

Dan Dourte will give an update on grant application status. ne new application (amendment to current project award) is presented for review. Upcoming subrecipient applications should be delivered to the Gulf Consortium by 5/23/2025; these will be reviewed at the June 2025 Board Meeting. The status for all projects with active funding requests is regularly updated and can be accessed on P.7 of the interface at <https://datavisual.balmoralgroup.us/GulfConsortiumProjects>.  
(Please see back up pages 91-93)

**RECOMMEND:** For information only

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**Item 11. Proposed Investment Policy**

Valerie Seidel will present proposed Investment Policy language for adoption by Gulf Consortium. In researching higher interest rates for HESI funds, Finance Committee and Board decision was to adopt an Investment policy. (Please see back up 94-104)

**RECOMMEND:** Approve proposed Investment Policy language

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**Item 12. Recommended Alternative Investment for HESI Funds**

Valerie Seidel will present a proposed sweep for the HESI/Transocean funds to take advantage of higher interest rates. (Please see back up 105-111)

**RECOMMEND:** Approve proposed investment of HESI funds

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**Item 13. SEP Amendment #7**

Dan Dourte will provide an update on the 7th SEP amendment to accommodate project changes in Gulf Consortium counties. Comments from RESTORE and were addressed and the amendment is ready for submission to RESTORE Council. (Please see back up 112-154)

**RECOMMEND:** Approve final SEP Amendment #7

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**Item 14. Project Highlight**

Dan Dourte will highlight implementation successes in Escambia County's Bayou Chico Sediment Remediation project 1-1. (Please see back up 155-160)

**RECOMMEND:** For information only

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[www.gulfconsortium.org](http://www.gulfconsortium.org)

**Item 15. General Counsel Report**

Updates as needed from General Counsel. *(Please see back up 161-162)*

RECOMMEND: For information only

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**Item 16. Manager's Report**

Valerie Seidel will present an updated manager's report. *(Please see back up pages 163-164)*

RECOMMEND: For information only

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**Item 17. Public Comments**

The public is invited to provide comments on relevant issues. *(Please see back up 165-166)*

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**Item 18. Board Member Comments**

Members of the Gulf Consortium Board are invited to provide comments on relevant issues *(Please see back up 167-168)*

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**Item 19. Upcoming Gulf Consortium Board Meetings**

June 24-27, 2025: date/time TBD: in-person and online

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**Item 18. Adjourn**

## **AGENDA ITEM 4**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 4  
Public Comments**

**Statement of Issue:**

The public is invited to provide comments on issues that are on today's agenda

**Attachments:**

None

**Prepared by:**

Grant Miller  
The Balmoral Group  
Economic Analyst  
On: January 13, 2025

## **AGENDA ITEM 5**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 5  
Officer Elections for 2025**

**Executive Summary:**

Gulf Consortium officers will be elected for Executive Committee positions for 2025.

**Background:**

The three elected offices include: Chair, Vice Chair and Secretary/Treasurer. The following is a summary of the election process as adopted by the Board:

- Self-nomination for one or more of the offices sought;
- Notification to the Consortium Manager by January 17, 2025;
- Written approval by the respective Board of County Commissioners of the Director's candidacy provided to the Manager prior to the election;
- Re-election of an incumbent officer allowed;
- Election by written ballot or board motion if only incumbents have self-nominated; a majority vote required of the Directors present and voting; and,
- Newly elected officers take office immediately and serve until the election of new officers in 2025.

The three newly-elected elected officers are required to select two additional Directors to serve as "at large," voting members of the Executive Committee. Also, the Executive Committee selects two additional "at-large alternate" voting members of the Executive Committee.

**Analysis:**

The Interlocal Agreement establishes the following elected officers: Chairman, Vice-Chairman and Secretary-Treasurer. These officers must be Directors and shall each serve a one-year term, unless reelected. The duties of the Chairman include signing documents, calling meetings of the Board and taking such other actions and having such other powers as provided by the Board. See, Sec. 3.04, 3.05, 3.07. The Vice-Chairman is authorized to act in the absence or otherwise inability of the Chairman to act. Sec. 3.05. The Secretary-Treasurer is responsible for the minutes of the meetings and shall have other powers approved by the Board. Sec. 3.05. The Interlocal Agreement also provides that the Chairman, Vice-Chairman and Secretary-Treasurer shall select two other Directors who, together with the elected officers, shall constitute an Executive Committee.

Pursuant to the procedure adopted by the Board in November 2012 (copy attached), the Board is required to annually elect three officers from among the Directors at the first meeting of the year.



The nomination period for election to the Executive Committee closed on January 17, 2025.

The following individuals have self-nominated and are running for the offices indicated in 2025:

**Nominated Directors:**

<b>Director name</b>	<b>County</b>	<b>Office(s) Sought</b>
<b>Commissioner Constance</b>	Charlotte	Chair (incumbent)
<b>Commissioner Mixon</b>	Okaloosa	Vice-Chair
<b>Commissioner Jones</b>	Franklin	Vice-Chair
<b>Commissioner Mariano</b>	Pasco	Secretary-Treasurer (incumbent)

**Options:**

Voting by single Board motion at to elect the Directors for Chair (Commissioner Constance) and Secretary-Treasurer (Commissioner Mariano)

For the position of Vice-Chair, votes will be collected by email from only the Directors or Alternates present in the online meeting. Directors and Alternates will be sent an email voting request from [aclark@balmoralgroup.us](mailto:aclark@balmoralgroup.us) and [gmiller@balmoralgroup.us](mailto:gmiller@balmoralgroup.us) – Directors or Alternates will reply to the email and indicate their vote for Vice-Chair.

**Attachments:**

Election process approved in 2012

**Prepared by:**

Dan Dourte  
The Balmoral Group  
February 3, 2025

# **Gulf Consortium Process for Election of the Chairman, Vice Chairman and Secretary-Treasurer**

Adopted by the Board of Directors in November 2012.

Commencing with the elections in 2013 and applicable annually thereafter, the following election process is approved:

- **Date of Election.** Election of officers shall be held annually at the Board's first meeting of the calendar year (the "Election Meeting").
- **Term of Office.** An officer shall take office immediately upon election. The term of office shall end upon the election of the officer at the following year's Election Meeting of the Board
- **Self Nomination and Notification; Timelines.--** Any Director wishing to run for an elected office shall formally declare his/her candidacy by the Qualifying Date which is either December 15 of the year before the term begins, or such other date, as set by the Manager, that is not less than 20 days prior to the Election Meeting. The Manager shall provide notice to each Director of the Qualifying Date at least 45 days before the Election Meeting. The Director's declaration of candidacy must be in writing, stating the office or offices sought, and be received by the Manager on or before the Qualifying Date. The Director shall send the declaration of candidacy to the Manager by either (a) express delivery, return receipt requested, or (b) via electronic mail (email). The Manager shall acknowledge receipt of emails declaring candidacy within 24 hours of receipt. However, it shall be the responsibility of the Director declaring his or her candidacy to assure that the email has been received by the Manager on or before the qualifying date.
- **Board of County Commissioners Approval.--** On or before the Election Meeting, a Director who is a candidate for office shall cause to be delivered a letter or resolution to the Manager from that Director's board of county commissioners stating its support for that Director's candidacy for an officer of the Gulf Consortium.
- **Order of Election and Written Ballot.--** At the Election Meeting of the Board of Directors, the Manager shall conduct the election of the offices for the Chairman, Vice-Chairman and Secretary-Treasurer in that order. Qualified candidates shall be given an opportunity to address the Directors for three minutes each. After the candidates' presentation for the respective office, the Interim Manager shall issue a written ballot for each Director to vote his or her preference for that office.
- **Majority Vote Requirements.--** A majority vote of the Directors present shall be required for the election of the officer. Voting shall continue until a majority vote of the Directors present is achieved for a candidate for the office. In case of a tie, the Interim Manager shall call for another vote for those tied until the office is filled by a majority vote of the Directors present.

## **AGENDA ITEM 6a**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 6a  
Approval of December 11th, 2024  
Meeting Minutes**

**Statement of Issue:**

Request to approve the minutes of the December 11th, 2024 meetings of the Gulf Consortium Board.

**Options:**

- (1) Approve the December 11th, 2024 minutes as presented; or
- (2) Amend and then approve the minutes.

**Recommendation:**

Motion to approve Option 1.

**Prepared by:**

Grant Miller, The Balmoral Group  
On: January 13, 2025

**Attachment:**

Draft Minutes, December 11th, 2024 meeting of the Gulf Consortium Board

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.

## **Gulf Consortium Board Meeting Minutes**

**December 11, 2024**

**4:00 pm Eastern**

**Call in info: GoToMeeting**

**Join here online here:**

**<https://meet.goto.com/176854197>**

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**Members in Attendance:** Commissioner Christopher Constance (Charlotte), Commissioner Rebecca Bays, Director (Citrus), Commissioner George Kruse (Manatee), Commissioner Jack Mariano (Pasco), Clay Smallwood (Gulf), Charlie Hunsicker (Manatee), Lisa Tennyson (Monroe), LaWanda Pemberton (Taylor), Commissioner Paul Mixon (Okaloosa), Stacey Day (Pinellas), Joseph Kraus (Sarasota), Emily Lewis (Charlotte), David Edwards (Wakulla), Sherry Herring (Gulf), Melinda Gates (Walton)

**Also in Attendance:** Valerie Seidel, Dan Dourte, Richard Bernier, Amy Bainbridge (The Balmoral Group) Lynn Hoshihara, Evan Rosenthal (Nabors, Giblin & Nickerson, P.A.)

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### **Agenda item #1- Call to Order**

Chairman Commissioner Christopher Constance called the meeting to order at 4:00pm

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### **Agenda item #2- Roll Call**

Valerie Seidel called the roll, attendees as above.

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### **Agenda item #3- Additions or Deletions**

Chairman Christopher Constance asked the board if there are any additions, deletions, or changes that need to be made to the agenda. Item 6 will most likely be postponed, Commissioner Meeks and Justice are gone, we have empty vice chair. Motion for approval made by Carroll, second by Mixon. Hearing no further comments; the motion passed unanimously.

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### **Agenda item #4- Public comments**

No members of the public in attendance.

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### **Agenda item #5- Consent Agenda**

Chairman Christopher Constance presented the September 26, 2024 Board meeting minutes and Delegated Authority Report through October 31, 2024 for Board approval. Motion for approval made by Wright, second by Commissioner Constance; the motion passed unanimously.

**ACTION: APPROVED**

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### **Agenda Item #6- Auditor Procurement**

Val provided an updated. We had intended to have audit procurement for this meeting, but the audit committee has tabled the motion while we reschedule that meeting. The intent would be to bring item back to next meeting. Motion to postpone to the next Gulf Consortium Board meeting, Motion for approval made by Mixon, second by Smallwood; the motion passed unanimously.

**ACTION: APPROVED**

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### **Agenda Item #7- Draft SEP amendment**

Dan provided SEP amendment changes 5 counties. Recommendation to approve for public comment for 45 days as required. Hunsicker from Manatee County wanted to emphasize the project being taken off our project list because it was funded and completed under a different funding source. Motion for approval made by Smallwood, second by Kraus; the motion passed unanimously.

**ACTION: APPROVED**

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**Agenda Item #8- Grant Application Status**

Dan provided an update on grant application status. 5 current award amendment amounts are requested for projects 1-1 (Escambia), 3-4 (Okaloosa), 8-1 (Wakulla), 16-2 (Pinellas), 18-2 (Manatee). Commissioner Constance pointed out that we are starting to wind down counties and it's only been 15 years. With no further questions or comments, motion for approval made by Smallwood, second by Mixon.

**ACTION: APPROVED**

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**Agenda Item #9- Financial Report**

Richard presented the financial report for approval of balance sheet and income statement for fiscal year. Motion for approval made by Jones, second by Constance; the motion passed unanimously.

**ACTION: APPROVED**

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**Agenda Item #10- Proposed HESI Funds Sweep**

Valerie provided an update on HESI funds and looking at additional options, these would not be FDIC insured, but this only covers the first \$250k.

- Constance- Can you explain the daily factor? Is that a daily charge?
- Valerie – It accrues daily, but doesn't get accredited to your account until that month.
- Constance- This we would get interest on; and as far as insuring, one account wouldn't be covered but if we did get 23 accounts you would get FDIC but it's \$100 a month
- Valerie- The recommendation of the finance committee was to come back with a recommendation. The staff would like to go with the least risk, but you're 100% treasury as opposed to mix of government funds.
- Mariano -we had Executive Committee meeting earlier, I sent to staff. They said BCC is seeing returns of 4.63-4.77, they don't have a monthly fee because the team handles the investment
- Valerie- Option 2 is faster; option 1 may take longer but allow for options to give bigger return
- Mariano- If Leon county is doing it anyway, they may do it for less of a fee. Talk to Leon county and see what they're willing to do. If they're already managing, they may do it.
- Constance – The bank is charging us that's not something Leon can control.
- Valerie – The standard fee is \$200; they were giving us a discount
- Mariano – If we push off to next meeting, we can be really sure we're doing the right thing

Motion to revisit this at the next Board Meeting made by Mariano, Second by Constance.

**ACTION: POSTPONED**

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**Agenda Item #11- Preparation of 15-Year Anniversary Accomplishments**

Dan- request to do additional work requested by the board to commemorate 15 years since the oil spill. We will make updates to the story map, updates to the website, put together a one pager infographic style of projects. We are estimating 16 hours and NTE budget of \$3,008. Recommend to be approved to work on deliverables. Chairman Constance asks if the website is already existing? Dan, yes, we would just be adding content. Motion for approval made by Smallwood, second by Constance.

**ACTION: APPROVED**

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**Agenda Item #12- Project Highlight**

Dan presented the Okaloosa project highlight, a project well underway. Awarded back in May of 2022, currently mostly finished with the construction phase. County has self-performed so they got bids in that were well above what the award amount was and above what the county budgeted. We worked this out with restore, leveraged funds for the county. No questions. Chairman Constance says, I think this is a great project, nice presentation.

**This item was for information only**

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**Agenda Item #13- General Counsel Report**

Lynn- No updates for this meeting

**This item was for information only**

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**Agenda Item #14- Manager's Report**

Valerie provided updates on manager's report, one new application for \$12.4M, accepted 3 NCE amendments; accepted 1 monetary amendment for \$8.8M and prepared 8 draw requests.

**This item was for information only**

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**Agenda Item #15- Updates to Consortium Directors/Alternates & Reminder on Executive Committee Elections**

Dan made a request to every county on the call and will follow up via email. Please let us know of any new directors or alternates. We got information provided by Walton, Citrus, Jefferson with their new/revised directors/alternates. If there are other changes, we need to know about them.

The 2nd piece of this – anyone who wishes to run for one of the 3 elected offices that wishes to serve, we are requesting that you let us & legal know by Jan 17th, 2025 in writing with a letter of support from your board.

**This item was for information only**

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**Agenda Item #16- Public Comments**

No members of the public in attendance.

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**Agenda Item #17- Board Member Comments**

No comments. Chairman Constance asks if anyone was interested in serving.

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**Agenda Item #18- Upcoming Gulf Consortium Board Meeting**

TBD- Looking at end of January/ beginning of February. We will schedule those and send notices soon.

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**Agenda Item #19- Adjourn**

Chairman Commissioner Constance adjourned the meeting at 4:42pm

## **AGENDA ITEM 6b**



**Gulf Consortium Board Meeting  
February 12, 2025**

**Consent Agenda**

**Item 6b**

**Report on Delegated Authority  
Actions from November 30, 2024 – January 20, 2025**

**Summary:**

Staff report of actions carried out through delegated authority of the Board. There were 2 award amendments, 2 resubmitted applications, and 11 draw requests totaling \$1.595 million during this time period. A detailed listing of individual transactions follows.

<b>Date</b>	<b>Item</b>	<b>Project</b>	<b>Grant No.</b>	<b>Amount</b>
12/18/2024	Draw Request	Adaptive Planning	24-1	4,184.25
12/18/2024	Draw Request	Bay	5-2	16,371.96
12/18/2024	Draw Request	Citrus	13-2	2,151.14
12/18/2024	Draw Request	Hernando	14-1	1,081.32
12/18/2024	Draw Request	Gulf	6-2	18,526.69
12/20/2024	Accepted Award Amendment	Pinellas	16-2	
12/20/2024	Accepted Award Amendment	Manatee	18-2	
1/7/2025	Resubmitted Application	Citrus	13-5	139,822.00
1/16/2025	Draw Request	Adaptive Planning	24-1	15,361.69
1/16/2025	Draw Request	Citrus	13-1	1,015,241.71
1/16/2025	Draw Request	Santa Rosa	2-1	487,745.82
1/16/2025	Draw Request	Taylor	10-1	16,254.88
1/16/2025	Draw Request	Hernando	14-5	12,176.15
1/16/2025	Draw Request	Bay	5-2	5,954.28
1/17/2025	Resubmitted Application	Pasco	15-9	12,410,418.

## **AGENDA ITEM 7**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 7  
Auditor Procurement**

**Statement of Issue:**

This agenda item seeks approval of the Audit/Finance committee selected auditing firm for potential contracting for audit services for The Gulf Consortium.

**Background:**

Each year the Gulf Consortium is required to undergo an audit by an independent auditing firm. The current audit contract expired with the complete of the fiscal year ending September 30, 2023 audit. A request for proposals (RFP) was publicized to solicit bids for the audit for the next 3 fiscal years. Two proposals were received, which did not include the incumbent auditor. The Audit Committee reviewed the submitted proposals and rated each against the criteria specified in the RFP. Based on these ratings, the Audit Committee reached unanimous agreement to recommend James Moore as the new audit firm.

**Recommendation:**

- 1) Recommend approval of auditing firm James Moore for Board of Directors approval, as proposed by audit committee
- 2) Other committee direction

**Attachments:**

- Scoring Results from Audit Committee Proposal Evaluation Meeting
- RFP
- Proposal responses: James Moore, Thomas & Co

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
Jan 20, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 7  
Auditor Procurement  
Exhibit A**

<b>Committee Member</b>	<b>Firm – Thomas &amp; Co</b>	<b>Firm – James Moore</b>
Lawanda Pemberton	75	99
Patricia Wilken	91	100
Richard Arthur	95	100
Robert Carroll	88	95
<b>Total</b>	<b>349</b>	<b>394</b>

Recommend James Moore for award



## **REQUEST FOR PROPOSALS AUDIT SERVICES**

Notice is hereby given that the Gulf Consortium will be receiving sealed responses to Request for Proposals at the offices of The Balmoral Group, 165 Lincoln Avenue, Winter Park, FL 32789, for audit services.

The Gulf Consortium (the "Consortium") intends to enter into an agreement with an experienced and qualified professional firm to provide audit services pursuant to applicable laws, rules and regulations governing the Consortium. The audit is to be conducted in accordance with, but not necessarily limited to, the Single Audit Act Amendments of 1996, 31 U.S.C. s. 7501 et. seq., section 215.97, Florida Statutes (the "Florida Single Audit Act"), regulations adopted by the Auditor General of the State of Florida, and 2 CFR Part 200, including an audit report consisting of a financial audit of the Consortium, an audit of financial accounts and records, including all reports, management letters, and financial statements that may be required, and other audit services requested by the Consortium.

**REQUEST FOR PROPOSALS DUE DATE: 4:00 p.m., EST, October 15, 2024**

**GULF CONSORTIUM  
THE BALMORAL GROUP  
165 LINCOLN AVENUE  
WINTER PARK, FLORIDA 32789**

Documents can be obtained by contacting the Consortium Manager at (407) 629-2185 or [gulf.consortium@balmoralgroup.us](mailto:gulf.consortium@balmoralgroup.us). Documents can also be found online at [www.gulfconsortium.org](http://www.gulfconsortium.org).

Notice(s) provided on the Gulf Consortium website at: [www.gulfconsortium.org](http://www.gulfconsortium.org)

## **GULF CONSORTIUM**

### **Request for Proposals for Audit Services**

The Gulf Consortium, a political entity created by Interlocal Agreement among Florida's 23 Gulf Coast counties (the "Consortium"), is seeking to select an auditor or auditing firm ("Auditor") that clearly demonstrates the highest level of ability and proven reliability to perform the auditing services for the Consortium as required by this RFP. Such auditing services will include an audit report, consisting of a financial audit of the Consortium, an audit of its financial accounts and records, including all reports, management letters, and any other auditing services that may be required by the Consortium.

*NOTICE: Applicants or bidders for a lower tier covered transaction (except procurement contracts for goods and services under \$25,000 not requiring the consent of a Council official) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)." In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than \$100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at 55 FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996).*

## **SECTION 1. INTRODUCTION AND BACKGROUND**

In response to the explosion of and the resulting oil spill from the Deepwater Horizon offshore drilling rig in the Gulf of Mexico on April 20, 2010 (Deepwater Horizon Oil Spill), the United States Congress enacted the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act of 2012 (RESTORE Act) (title 1, subtitle F of Public Law 112-141) as part of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act. The RESTORE Act was passed by Congress on June 29, 2012 and signed into law on July 6, 2012 by the President.

The RESTORE Act establishes funding from a portion of the administrative and civil penalties under the Federal Water Pollution Control Act from the Deepwater Horizon Oil Spill for the ecological and economic restoration of the Gulf Coast region. The RESTORE Act directs funding for the development and implementation of the State Expenditure Plan in each of the five Gulf Coast States.

The Gulf Consortium is a public entity created in October 2012 by Interlocal Agreement among Florida's 23 Gulf Coast counties, from Escambia County to Monroe County.

Florida's 23 Gulf Coast Counties formed the Consortium to meet requirements of the RESTORE Act for Florida to develop and implement a State Expenditure Plan. The Consortium Board of Directors ("Board") consists of one representative from each county

government. As a public entity, the Consortium must meet all government transparency requirements in Florida, including open public records and meetings, ethics and state auditing obligations.

The Consortium has no paid staff; however there are currently three vendors with professional services contracts who work for or on behalf of the Gulf Consortium. These vendors are compensated from a combination of dues collected from the 23 member counties of the Consortium and/or grant funds approved by the Restore Council.

## **SECTION 2. PERFORMANCE SPECIFICATIONS**

### **2.1. Scope of Work**

#### **Financial Statements**

The Consortium desires the auditor to express an opinion on the fair presentation of its basic financial statements, including any fund financial statements, in conformity with accounting principles generally accepted in the United States.

A Single Audit in accordance with the Federal and State Single Audit Acts and related professional guidance shall be conducted for each fiscal year, irrespective of actual grant award expenditures. The Auditor shall prepare any required letters, schedules, and forms related to this audit.

#### **Internal Controls**

In connection with the audit of the financial statements, the auditor shall consider, test, and report on internal controls and perform tests and report on compliance in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards.

### **2.2. Compliance Requirements**

The audit, of the Consortium, must be performed in compliance with the requirements of all of the following:

- Section 215.97, Florida Statutes
- Rules adopted by the Auditor General, relating to local government audits
- Generally Accepted Auditing Standards and generally Accepted Accounting Principles under Chapter 473, Florida Statutes
- Government Auditing Standards
- 2 CFR Part 200
- Single Audit Act of 1996
- State of Florida Single Audit Act

### **2.3. Project Timeline**

A final and complete opinion letter on the financial statements taken as a whole, as well as any additional letters required by the United States or State of Florida Single Audit Act,

shall be delivered to the Gulf Consortium no later than June 15 following the end of the fiscal year under audit.

#### **2.4. Deliverable Copies**

The Auditor will provide two (2) paper copies and electronic copies of the final combined audit report, which shall include the individual audits, management letters, and any reports on internal control for the Consortium, and Federal/State Financial Assistance reports.

#### **2.5. Report Preparation**

The Auditor will prepare a Single Audit Report for the Consortium.

1. A report of the fair presentation of the financial statements in conformity with generally accepted accounting principles.
2. A report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards.
3. A report on compliance with requirements applicable to each major Federal Program and on internal control over compliance in accordance with OMB Super Circular and Chapter 10.550, Rules of the Auditor General.
4. A full and complete management letter which shall identify any management weaknesses observed, assess their effect on financial management, and propose steps to correct or eliminate those weaknesses.
5. Any other required reports and schedules required by the Federal and State Single Audit Acts.

#### **2.6. Final Presentations**

The partner in charge of the audit and the audit manager must be available to attend an Executive Committee and a Board of Directors meeting of the Consortium, as requested, to discuss the Audit.

#### **2.7. Final Conference**

The Auditor will conduct an exit conference with the Consortium or its designee.

### **SECTION 3. TERM OF CONTRACT**

The Consortium anticipates that the term of the agreement will be for three (3) years with the options of two (2) additional one-year renewal periods, unless earlier terminated by either party upon thirty (30) days' written notice.



## SECTION 4. INSTRUCTIONS FOR PROPOSALS

### 4.1. Transmission and Receipt of Proposals.

Email the proposal to:

[gulf.consortium@balmoralgroup.us](mailto:gulf.consortium@balmoralgroup.us) – Please include “Audit RFP” in the subject line

Or deliver, or mail the proposal to:

Gulf Consortium  
Attn: Audit Committee  
165 Lincoln Avenue  
Winter Park, FL 32789

Proposals must be RECEIVED **no later than 4:00 p.m. on Friday, October 15, 2024.**

### 4.2. Proposal Contents.

The proposal must include:

- a. Description and history of the audit firm. **(1 page)**
- b. Relevant prior governmental auditing experience **(1 page)**
- c. No less than three (3) references for which the firm has performed similar work.  
**Must use “Reference Form” provided below.**
- d. Staff available for this audit, including identification and qualifications of all personnel who will be assigned to this audit. Include all of the following for each person assigned to this Audit: **(3 pages altogether for this section)**
  - i. Names and government audit experience of the partner in charge, the manager, and other supervisory personnel, as applicable, of the Audit.
  - ii. Certification, licensure and CPE training, including copies of all licenses of all persons who are authorized to operate as Independent CPAs under Chapter 473, Florida Statutes, and statements as to whether continuing education requirements of the Florida Institute of CPA’s relating to governmental audits have been satisfied.
  - iii. Information on membership in professional societies.
  - iv. Background and qualifications of all other professional audit or other staff assigned to the Audit that are not included in any of the above.
- e. A tentative schedule for performing the key phases of the Audit. **(1 Page)**
- f. Detailed information on the auditor’s proposed audit procedures to be followed and anticipated audit approach. **(3 Pages)**
- g. Schedule of fees/hourly rates for personnel to be assigned to this audit and anticipated hours for each member of such personnel to be devoted to this Audit.

In the alternative, proposers may provide a lump sum fee for performing the requested auditing services, plus a schedule of fees/hourly rates for personnel to be assigned to the audit that may be used for any additional services. Also include fee structure and actual charges for previous audits performed for other local governments of similar size and budget for the past three years.

- h. A statement acknowledging the firm has sufficient staff and availability to meet or exceed the performance specifications in Section 2 above.
- i. A copy of the firm's latest Peer Review Report.
- j. Acknowledgement of receipt of any addenda issued.
- k. Signed copy of Exhibit A, General Grant Funding Special Proposal Conditions. **(Form attached)**
- l. Provide details of pending litigation against your firm or any members of your personnel in their capacity as members, associates or employees of your firm.
- m. Disclose any past, current, or pending disciplinary action against your firm or any of your personnel by the Florida State Board of Accountancy or any other agency.

**The proposal shall be no longer than 12 pages. The 12-page maximum does not include the Reference Form or the Statement on Public Entity Crimes,**

## **SECTION 5. EVALUATION PROCEDURES**

The Auditor Selection Committee ("Selection Committee") is composed of 4 members. Each Selection Committee member will individually evaluate proposals based on a weighted score point formula. The Selection Committee will rank and recommend to the Gulf Consortium, in order of preference, firms to be deemed the most highly qualified to perform the required services after considering the factors contained in this RFP.

The factors to be considered by the Selection Committee in evaluating proposals are:

- Government audit experience, including grant audits (25 pts)
- Professional ability of personnel to be assigned to the Audit (20 pts)
- Ability to furnish the required service, including audit approach (20 pts)
- Client references (20 pts)
- Price/Fees (15 pts)

For scoring price/fees, the lowest price proposal shall receive the maximum score of 15 points. All other proposals shall be assigned a score based on the ratio of that proposal's price in relation to the lowest price. The ratio will be multiplied by the maximum score assigned for the pricing criteria (15 points). For example:

Lowest price \$10 – Assigned maximum score of 15 points.

Next lowest price \$11 – 10 divided by 11 equals 0.9. 15 multiplied by 0.9 equals 13.5 points.

The Selection Committee will evaluate each proposal, based on the proposal document submitted, and how those met the criteria and requirements of this RFP.

Note: If the Selection Committee cannot recommend a firm based solely off the document submissions, it reserves the option to create a short-list of the top ranked proposals and conduct interviews virtually. Selection Committee members may revise their scoring/ranking of responsive firms following completion of the interview process. Following completion of the interview process, the Selection Committee will then rank and recommend to the Consortium Board, in order of preference, firms to be deemed the most highly qualified to perform the required services.

The final decision and award of a contract pursuant to this RFP will be made by the Consortium Board.

## **SECTION 6. MISCELLANEOUS PROVISIONS**

### **6.1. Proposal Expense**

The Consortium will not be liable for any expenses or reimbursement to any firm for costs or expenses incurred in connection with preparation of a response to this RFP.

### **6.2. Deadline Consequences**

Proposals received after the established deadline will not be opened. A proposer may withdraw its proposal by notifying the Consortium in writing at any time prior to the due date. Proposals not so withdrawn will, upon opening, constitute an irrevocable offer for a period of 120 days to provide the Consortium the services set forth in this RFP until the Consortium has selected one of the proposers. Upon opening, proposals become public records and shall be subject to public disclosure in accordance with Chapter 119, Florida Statutes.

### **6.3. Public Entity Crime Statement**

In accordance with section 287.133(2)(a), Florida Statutes, "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not

submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list.”

**By submission of a proposal in response to this RFP, the Proposer certifies compliance with the above requirements as stated in section 287.133, Florida Statutes.**

#### **6.4. Reservation of Rights**

The Consortium reserves the right to accept or reject any and/or all proposals to this RFP, to waive irregularities and technicalities, and to request resubmission. The Consortium retains the right to request additional information from any proposer; failure to provide such requested information may result in rejection of the proposal. The Consortium reserves the right to keep proposals submitted and use ideas from them. Any sole response received may or may not be rejected by the Consortium, depending on available competition and timely needs of the Consortium. The Selection Committee and the Consortium Board shall be the sole judges of the proposals and the resulting agreement that is in its best interest, and its decision shall be final.

#### **6.5. Minority Businesses**

The Consortium, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 and the regulations of the U.S. Department of Commerce issued pursuant to such Act, hereby notifies all proposers that it will affirmatively ensure that in any agreement entered into pursuant to this RFP, minority business enterprises will be afforded full opportunity to submit responses to this RFP and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

#### **6.6. Non Discrimination**

All proposers are hereby notified that the selected auditor will comply with the Civil Rights Act of 1964, the Age Discrimination in Employment Act, the Rehabilitation Act of 1973, the Americans with Disabilities Act and the Florida Civil Rights Act, all as amended. Specifically, by submitting a proposal, each proposer agrees that:

- No person will, on the grounds of race, color, sex, religion, age, disability, national origin or marital status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, activity or service funded through an agreement entered into as a result of this RFP and the proposal submitted.
- The proposer will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, national origin or marital status. The proposer agrees to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- The proposer will, in all solicitations or advertisements regarding program activities, services provided or applications for employment, state that all

qualified applicants will receive consideration for services or employment without regard to race, color, religion, sex, age, disability, national origin or marital status.

- The Consortium may require the selected auditor to submit reports as may be necessary to indicate non-discrimination. Consortium officials will be permitted access to the Auditor's books, records, accounts and other sources of information and its facilities as may be pertinent to ascertain compliance with non-discrimination laws.

It is expressly understood that the Consortium will have the right to terminate any agreement entered into as a result of this RFP and the proposal submitted thereto upon receipt of evidence of discrimination by the Auditor.

#### **6.7. Indemnification**

As part of any agreement that may be entered into as a result of this RFP, the Auditor will indemnify, save and hold harmless the Consortium and all of its officers, agents, employees, contractors or volunteers from all suits, actions, claims, demands and liability of any nature whatsoever arising out of, because of, or due to the breach of the agreement by the Auditor or its subcontractors, agents, employees or volunteers, or due to any negligent act, or occurrence of omission or commission of the auditor, its subcontractors, agents, employees or volunteers. Neither the Auditor nor any of its subcontractors, agents, employees or volunteers will be liable under this paragraph for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the Consortium or any of its officers, agents, employees, contractors or volunteers.

### **SECTION 7. INSURANCE REQUIREMENTS**

Before entering into an agreement with the Consortium, the Auditor will be required to provide Certificates of Insurance showing that the Auditor has insurance policies in coverages and limits required below from companies authorized to do business in the State of Florida, with a rating of "A" or better. Each policy required below must require that thirty (30) days prior to expiration, cancellation, non-renewal or any material change in coverages or limits, written notice thereof must be given to Consortium. Each Certificate of Insurance will be on a standard ACORD form, listing coverages and limits, expiration dates, terms of policies and all endorsements, and will include the RFP/project name on the Certificate. Each Certificate of Insurance, which is allowed by law to carry an additional named insured, will show "Gulf Consortium, a public entity created in October 2012 by Interlocal Agreement among Florida's 23 Gulf Coast counties, and its officers, agents, employees, and volunteers," as additional named insured. Any and all deductibles to any insurance policy will be the responsibility of the Auditor. Coverages and limits for the insurance required herein are as follows:

- A. Workers' Compensation:** Coverage to apply for all employees for Statutory Limits in compliance with the applicable state and federal laws. The policy must include Employers' Liability with a limit of \$300,000 each accident.
- B. Professional Liability Insurance:** Coverage of a minimum one million dollars (\$1,000,000) in coverage for this project.
- C. Public Liability Insurance:** Policy must include bodily injury and property damage, Combined Single Limits (CSL) of \$300,000 minimum.
- D. Comprehensive General Liability Insurance:** Policies shall include, but not be limited to, Independent Contractor, Contractual, Premises/Operations, Products/Completed Operations and Personal Injury covering liability assumed under indemnification provisions, with limits of liability for personal injury and/or bodily injury, including death, of not less than \$500,000, each occurrence; and property damage of not less than \$100,000, each occurrence. (Combined single limits of not less than \$500,000, each occurrence, will be acceptable unless otherwise stated). Coverage shall be on an "occurrence" basis, and the policy shall include Broad Form Property Damage coverage.
- E. Comprehensive Automobile and Truck Liability:** Policies shall cover owned, hired and non-owned vehicles with minimum limits of \$300,000 each occurrence and property damage of not less than \$100,000 each occurrence. (Combined single limits of not less than \$500,000 each occurrence will be acceptable unless otherwise stated). Coverage shall be on an "occurrence basis" such insurance to include coverage for loading and unloading hazards.

## **SECTION 8. NEGOTIATION AND AWARD OF CONTRACT**

The highest-ranked qualified firm recommended by the Selection Committee shall be presented to the Consortium Board for consideration of the award of a contract. If the Consortium Board chooses not to select the highest-ranked qualified firm as recommended by the Selection Committee, it may select another firm with which to negotiate a contract. In such event, the Consortium must document, in its public records, the reason for not selecting the highest-ranked qualified firm. Should the Consortium be unable to negotiate a contract with the selected firm, negotiations with that firm will be formally terminated and the Consortium will then negotiate with the next firm selected by the Consortium, and the process will continue until a contract is successfully negotiated.

## **SECTION 9. DEBARMENT AND SUSPENSION.**

The Proposer must certify to the best of its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

## **SECTION 10. AWARD OF RFP, NOTICE OF INTENDED DECISION AND PROTEST.**

An award will be made to the responsive, responsible Proposer who ranks highest in the evaluation process, unless otherwise stated elsewhere in this document. The Consortium reserves the right to waive any informality in Proposals and to award a Proposal in whole or in part when either or both conditions are in the best interest of the Consortium.

1. Notice of the intended decision will be posted on the Gulf Consortium website at: [www.gulfconsortium.org](http://www.gulfconsortium.org) for a period of seventy-two (72) consecutive hours, which does not include weekends or County observed holidays. Any Proposer who desires to protest the intended decision must file a notice of intent to protest in writing within seventy-two (72) hours after the posting of the notice. Any award recommendation may be protested on the grounds of irregularities in the specifications, solicitation procedure, or the evaluation of the solicitation. Such notice of intent of solicitation protest shall be made in writing to Lynn Hoshihara, Gulf Consortium General Counsel, 1500 Mahan Drive, Ste 200, Tallahassee, FL 32308 or [lhoshihara@ngnlaw.com](mailto:lhoshihara@ngnlaw.com).
2. A Protestor shall file a formal written bid protest within 3 days after the date in which the notice of intent of bid protest has been submitted. Failure to file a notice of intent of protest or failure to file a formal written protest shall constitute a waiver of all rights granted under this section. The Proposer shall be responsible for inquiring as to any and all award recommendation and postings.
3. Should concerns or discrepancies arise during the solicitation process, Proposers are encouraged to contact the General Counsel prior to the scheduled solicitation opening. Such matters will be addressed and remedied if necessary prior to a solicitation opening or award whenever practically possible. **Proposers are not to contact any Selection Committee or Gulf Consortium Board member regarding this procurement.**

## **SECTION 11. ADDITIONAL INFORMATION**

The Consortium will not respond to in person oral inquiries. Proposers may submit written, emailed, or telephonic inquiries regarding this RFP to the Consortium Manager at (407) 629-2185 or [gulf.consortium@balmoralgroup.us](mailto:gulf.consortium@balmoralgroup.us). The Consortium will respond to written or emailed inquiries, if those inquiries are received before 4:00 PM on October 4, 2024.

The Consortium will record its responses to inquiries and any supplemental instructions in the form of written addenda and will send written addenda to all proposers who were sent the RFP. Any supplemental information will be posted on the Gulf Consortium's website as well. It is the responsibility of the proposer, before submitting a proposal, to contact the Gulf Consortium Manager to determine if addenda were issued, acknowledging and incorporating them into its proposal

**PROPOSED TIME SCHEDULE FOR SELECTION OF AUDITOR**  
**(Dates and Times are estimated and may be subject to change)**

Solicitation Release	4:00 PM	September 20, 2024
Question and Answer Ends	4:00 PM	October 4, 2024
Deadline for Submission of Proposals	4:00 PM	October 15, 2024
Auditor Selection Committee Meeting	1:00 PM	week of November 4 <sup>th</sup>
Gulf Consortium Board of Directors Meeting To Consider Award of Contract	1:00 PM	November 18, 2024

The Consortium may continue negotiations to a future date if necessary



## **EXHIBIT A**

### **GENERAL GRANT FUNDING SPECIAL PROPOSAL CONDITIONS**

This services to be performed under the contract awarded pursuant to this solicitation are fully or partially funded by Federal grants. By submitting a proposal in response to this RFP, all Proposers agree to comply with the following:

1. **Drug Free Workplace Requirements:** Drug-free workplace requirements in accordance with Drug Free Workplace Act of 1988 (Pub L 100-690, Title V, Subtitle D) All contractors entering into Federal funded contracts over \$100,000 must comply with Federal Drug Free workplace requirements as Drug Free Workplace Act of 1988.

2. **Contractor Compliance:** The contractor shall comply with all uniform administrative requirements, cost principles, and audit requirements for federal awards.

3. **Conflict of Interest:** The contractor must disclose in writing any potential conflict of interest to the Consortium or pass-through entity in accordance with applicable Federal policy.

4. **Mandatory Disclosures:** The contractor must disclose in writing all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

5. **Utilization of Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms:**

The Consortium supports diversity in its procurement program and requires that all subcontracting opportunities afforded by this Agreement embrace and encourage diversity. The Contractor's award of subcontracts should reflect the diversity of the citizens of the State of Florida. In accordance with 2 C.F.R. § 200.321, the Contractor and its subcontractors must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. The Contractor agrees to use affirmative steps, and to require its subcontractors and subcontractors to utilize affirmative steps, to ensure that minority businesses and women's business enterprises are used when possible. Such affirmative steps shall at a minimum include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, or women's business enterprises;
5. Utilizing services and assistance, as appropriate, of such organizations as the Small Business Administration, the Minority Business Development Agency of the Department of the Commerce, the Florida Department of Management Services (Office of Supplier Diversity), the Florida Department of Transportation, Minority Business Development Center, and Local Government M/DBE programs; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above in (1) through (5).
7. As used herein, the term "minority and women business enterprise" means a business at least fifty one (51) percent owned and controlled by minority group members or women. Prior to award of any subcontract under this Agreement, Consultant shall document its efforts made to comply with the requirements of this paragraph. The Consultant shall state that it is an Equal Opportunity or Affirmative Action employer in all solicitations or advertisements for subcontractors or employees who shall perform work under this Agreement.
6. **Equal Employment Opportunity:** During the performance of this Agreement, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

3. The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

4. The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

6. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

7. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

8. The Contractor shall include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-Contractor or vendor. The Contractor will take such action with respect to any subcontract or

purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a sub-Contractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

7. **Davis-Bacon Act:** If applicable to this contract, the contractor agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. 3141-3148). Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. If the grant award contains Davis Bacon provisions, the Consortium will place a copy of the current prevailing wage determination issued by the Department of Labor in the solicitation document. The decision to award a contract shall be conditioned upon the acceptance of the wage determination.

8. **Copeland Anti Kick Back Act:** If applicable to this contract, contractors shall comply with all the requirements of 18 U.S.C. § 874, 40 U.S.C. § 3145, 29 CFR Part 3 which are incorporated by reference to this contract. Contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

9. **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708):** Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

10. **Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387):** as amended—The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

**11. Debarment and Suspension (Executive Orders 12549 and 12689):** A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts.

**12. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352):** Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.

**13. Rights to Inventions Made under a Contract or Agreement:** The Consortium, and the Federal Funding Agency, where applicable, shall hold sole rights to all inventions for any experimental, developmental, or research work performed by the Contractor and funded with Government funds through this contract.

**14. Procurement of Recovered Materials:** Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

**15. Access to Records and Reports:** Contractor will make available to the Consortium’s granting agency, the granting agency’s Office of Inspector General, the Government Accountability Office, the Comptroller General of the United States, or any of their duly authorized representatives any books, documents, papers or other records, including electronic records, of the contractor that are pertinent to the Consortium grant award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. The right also includes timely and reasonable access to the contractor’s personnel during normal business hours for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are retained.

**16. Record Retention:** Contractor will retain of all required records pertinent to this contract for a period of three years, beginning on the date of final payment of contract, unless otherwise specified herein.

**17. Federal Changes:** Contractor shall comply with all applicable Federal agency regulations, policies, procedures and directives, including without limitation those listed directly or by reference, as they may be amended or promulgated from time to time during the term of the contract.

**18. Termination for Default (Breach or Cause):** Contracts in excess of \$10,000 – If Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the Consortium may terminate the contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

**19. Safeguarding Personal Identifiable Information:** Contractor will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

**20. Prohibition on utilization of cost plus a percentage of cost contracts:** The Consortium will not award contracts containing Federal funding on a cost plus percentage of cost basis.

**21. Prohibition on utilization of time and material type contracts:** The Consortium will not award contracts based on a time and material basis if the contract contains Federal funding.

**22. Disputes:** Any dispute arising under this Agreement which is not settled by Agreement of the parties may be settled by mediation or other appropriate legal proceedings. Pending any decision, appeal or judgment in such proceedings or the settlement of any dispute arising under this Agreement, Contractor shall proceed diligently with the performance of this Agreement in accordance with the decision of the Consortium. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall be in the Circuit Court of Leon County.

**23. Energy Policy and Conservation Act (43 U.S.C. §6201):** Contracts shall comply with mandatory standards and policies relating to energy efficiency, stating in the state

energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

24. Pursuant to the Restore Council Financial Assistance Standard Terms and Conditions, the contract shall:

- a. Describe how the progress and performance of the Contractor will be monitored during and on close of the period of performance and identify who will be responsible for supervising the contract;
- b. Extend all applicable program requirements to the subrecipient;
- c. Include a requirement that the Contractor or subrecipient retain all records in compliance with 2 C.F.R. 200.333.
- d. Include a requirement that the subrecipient make available to the Council, the Treasury OIG, and the GAO any documents, papers or other records, including electronic records, of the subrecipient, that are pertinent to this award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to the subrecipient's personnel for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are required to be retained.

25. **Safeguarding Personal Identifiable Information:** Consultant and its subcontractors will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

26. **Trafficking Victims Protection Act (2 CFR Part 175):** Contractor will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits Contractor from (1) engaging in severe forms of trafficking in persons during the period of time that the Contract issued pursuant to this procurement is in effect; (2) procuring a commercial sex act during the period of time that the Contract is in effect; or (3) using forced labor in the performance of the contracted services under this Contract. The Contract issued pursuant to this procurement may be unilaterally terminated immediately by the Consortium for Contractor violating this provision, without penalty.

27. **Domestic preferences for procurements (2 CFR 200.322).**

(a) As appropriate and to the extent consistent with law, the Contractor should, to the greatest extent practicable under a Federal award, provide a preference for the

purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**28. No Obligation By Federal Government.** The Federal Government is not a party to the Agreement resulting from this procurement and is not subject to any obligations or liabilities to the Contractor, or any other party pertaining to any matter resulting from this Agreement.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE:

SIGNATURE:

TITLE:

COMPANY:

ADDRESS:

PHONE:

EMAIL:





**We're of Service to  
Those Serving Others.**

---

PROPOSAL TO PROVIDE  
AUDIT SERVICES TO  
**GULF CONSORTIUM**



121 Executive Circle  
Daytona Beach, FL 32114  
386.257.4100  
[www.jmco.com](http://www.jmco.com)



*Proposal To Provide Audit Services To*

**Gulf Consortium**  
**For the fiscal years ending**  
**September 30, 2024, 2025, and 2026**

<b>Legal Name</b>	<b>James Moore &amp; Co., P.L.</b>  FEIN 59-3204548 121 Executive Circle Daytona Beach, Florida 32114  Phone: 386.257.4100 Fax: 386.252.0209  <a href="http://www.jmco.com">www.jmco.com</a>
	<b>Contacts</b>  <b>Zach Chalifour, CPA</b> Engagement Lead Partner  <a href="mailto:Zach.Chalifour@jmco.com">Zach.Chalifour@jmco.com</a>  <b>James Halleran, CPA</b> Engagement Consulting Partner  <a href="mailto:James.Halleran@jmco.com">James.Halleran@jmco.com</a>
<b>October 18, 2024</b>	





# Table of Contents

<b>Firm Profile .....</b>	<b>1</b>
<b>Firm Experience .....</b>	<b>2</b>
<b>Staff Qualifications .....</b>	<b>3</b>
<b>Schedule .....</b>	<b>6</b>
<b>Audit Approach .....</b>	<b>7</b>
<b>Fees .....</b>	<b>10</b>
<b>Peer Review .....</b>	<b>11</b>
<b>Litigation and Disciplinary Action .....</b>	<b>12</b>
<b>Appendix .....</b>	<b>13</b>
References .....	14
CPA Licenses .....	15
Exhibit A .....	17

**AT YOUR SERVICE.  
ALWAYS.**

# Firm Profile

## We Are Moore

As in, James Moore. But also as in, we exceed expectations in ways other accounting practices can't. Delivering more for our clients is always how we've conducted business. That's what led James "Jim" F. Moore to launch our firm in 1964. And we're proud to carry on that legacy today.

James Moore is a full-service firm that provides all the traditional accounting, auditing, and tax services. But we're more than just an accounting firm; as a trusted business consulting resource, we provide additional services that cover a variety of needs. A relationship with our firm gives you access to professionals in strategic planning, leadership development, human resources, process efficiency, and other areas that can help you succeed. We operate as one firm and not as separate and distinct offices with segregated duties. By assigning engagement staff based on specialized industry teams and not geographic location, our staff collaborates on everything they do regardless of their assigned office location.

### OFFICES

Back in the day, we were a sole proprietorship. Since then, we have steadily grown into a regional accounting firm with offices in:

- » Daytona Beach
- » DeLand
- » Gainesville
- » Ocala
- » Tallahassee

### JAMES MOORE & CO.

- » Licensed as a Florida certified public accounting firm
- » Professional Limited Liability Company
- » Founded in 1964
- » For 60 years, our firm's primary focus has been on serving the needs of clients and helping them achieve their goals (and by and large, we've succeeded!)

### SERVICES

- » Assurance
- » CFO Consulting
- » Data Analytics
- » HR Solutions
- » Outsourced Accounting Services
- » Tax Planning and Compliance
- » Technology Solutions
- » Transition Planning
- » Wealth Management

### OUR PEOPLE

- » Nearly 300 professional, highly skilled, and unique individuals (they're also our primary asset)
- » Focused on creating exceptional career opportunities for our people (when they grow, we grow!)
- » Recruited from local universities who graduated in the top 25% of their graduating class
- » An equal employment opportunity company with a culturally and ethnically diverse workforce

### State, National, and International Affiliations

James Moore is a member of the Florida Institute of Certified Public Accountants (FICPA), as well as various other trade associations related to the industries we serve.

Our firm is a member of the American Institute of Certified Public Accountants (AICPA). In addition, James Moore is a member of AGN International, an association of independent accounting firms represented in more than 80 nations around the world, complementing our ability to serve our clients. This affiliation provides access to a wide array of resources, management tools, educational opportunities, and professional experience.

### Governmental Organizations

James Moore is a member in good standing of the following governmental accounting organizations. **Our Daytona Beach and Tallahassee offices played a pivotal role in starting the Big Bend and Volusia/Flagler Chapters of the FGFOA:**

- » AICPA Governmental Audit Quality Center
- » FICPA State and Local Government Section
- » Government Finance Officers Association (GFOA)
- » Florida Government Finance Officers Association (FGFOA)
- » Florida League of Cities
- » Various local chapters of the Florida League of Cities and the FGFOA

Recognitions aren't about giving ourselves a pat on the back. They're about serving you as best we can. That said, our dedication to personal service has caught the attention of the industry. We're extremely humbled by the recognition and inspired to live up to it every day.

- » Named by *Forbes Magazine* as one of **America's Top Recommended Tax & Accounting Firms** since 2020.
- » *Accounting Today* named James Moore the #1 **Best Firm for Women** in 2020 and a **Best Accounting Firm to Work For** multiple times since 2015.
- » Recognized as a **Best Firm for Women** and a **Best Firm for Equity Leadership** by the Accounting MOVE Project.
- » *Florida Trend* has ranked James Moore as one of the **Top 25 Accounting Firms in Florida** since 2014.
- » *INSIDE Public Accounting* recognized James Moore as a **Best of the Best Firm**, a **Top 200 Firm** since 2010 (14 years running!), and a **Fastest Growing Firm** multiple times since 2019.





# Firm Experience

With a rich history of **providing auditing services to over 100 local governments and related organizations in Florida**, James Moore possesses a profound understanding of entities like yours. This extensive experience enables us to conduct your audit with efficiency and thoroughness, delivering a cost-effective yet comprehensive engagement. However, we go beyond the role of a mere government auditor; we stand ready to assist you with all the intricacies of financial reporting and daily challenges.

## Special Districts

- » Alligator Point Water Resources District
- » Big Bend Water Authority
- » Bradford County Development Authority
- » Bridge Harbor Community Development District
- » Capital Region Transportation Planning Agency
- » Cedar Key Water and Sewer District
- » Clay County Development Authority
- » Clay County Utility Authority
- » Cypress Head Golf Club (City of Port Orange)
- » Daytona Beach Racing & Recreational Facilities District
- » Economic Development Commission of Florida's Space Coast
- » Emergency Medical Foundation, Inc.
- » Federal Equitable Sharing & Law Enforcement Trust
- » First Step Shelter
- » Florida Court Clerks and Comptrollers
- » Florida Department of Community Affairs
- » Florida Governmental Utility Authority
- » Gainesville Community Redevelopment Agency
- » Halifax Area Advertising Authority
- » Halifax Management System, Inc.
- » Highway 79 Corridor Authority
- » Indian River Lagoon Council
- » New River Solid Waste Association
- » North Florida Broadband Authority
- » Northeast Florida Regional Council
- » Northwest Florida Water Management District
- » One Daytona Community Development District
- » PBR Community Development District
- » Putnam-Clay-Flagler EOC, Inc.
- » River to Sea Transportation Planning Organization
- » Seacoast Utility Authority
- » South Walton County Mosquito Control District
- » Southeast Volusia Advertising Authority
- » Southeast Volusia Hospital District
- » Southwest Florida Water Management District
- » Space Coast Transportation Planning Organization
- » St. Johns County Housing Finance Authority
- » St. Johns County Industrial Development Authority
- » St. Johns River Water Management District
- » St. Lucie West Services District
- » Suwannee River Economic Council, Inc.
- » Suwannee River Water Management District
- » Suwannee Valley Transit Authority
- » Three Rivers Library System
- » Villages of Avignon Community Development District
- » Volusia Council of Governments
- » Volusia County Industrial Development Authority
- » Volusia Soil & Water Conservation District
- » Volusia Water Alliance
- » Water Authority of Volusia
- » West Volusia Hospital Authority
- » West Volusia Tourism Advertising Authority

## Municipalities

- » Altha
- » Astatula
- » Atlantic Beach
- » Avon Park
- » Bristol
- » Bunnell
- » Callahan
- » Cape Canaveral
- » Carrabelle
- » Casselberry\*
- » Chattahoochee
- » Chiefland
- » Crescent City
- » Cross City
- » Crystal River
- » Daytona Beach
- » Daytona Beach Shores
- » DeBary
- » DeLand
- » Edgewater
- » Fernandina Beach
- » Flagler Beach
- » Golden Beach
- » Grand Ridge
- » Green Cove Springs
- » Greensboro
- » Greenville
- » Hampton
- » Havana
- » High Springs
- » Hilliard
- » Holly Hill
- » Indian Shores
- » Inglis
- » Interlachen
- » Jacksonville\*
- » Jennings\*
- » Lake City
- » Lake Helen\*
- » Lynn Haven
- » Madeira Beach
- » Malabar
- » Marco Island\*
- » Melbourne\*
- » Melbourne Beach
- » Mexico Beach

## Counties

- » Baker
- » Bradford
- » Clay
- » Flagler
- » Gilchrist
- » Glades
- » Levy
- » Liberty
- » Nassau\*
- » Putnam
- » St. Johns
- » St. Lucie
- » Union
- » Volusia
- » Wakulla

\*Special engagement.

# Staff Qualifications

We believe successful engagement performance requires a strong, functional team. Our approach to selecting an engagement team is based on the need for close coordination, carefully-defined responsibilities, open lines of communication, and constant quality control throughout the engagement. We hire the best from around the state, bringing value to our partnership with clients. Your engagement will be staffed by full-time CPAs, who have extensive experience serving governmental entities.

Due to page limitations we are including a *small sample* of relevant clients served. Complete client lists for team members are available upon request. Copies of CPA licenses are included in the Appendix.

## Zach Chalifour, CPA | Lead Partner

With 15+ years of experience, Zach's primary focus has been on rendering services for government entities with budgets ranging from less than \$1M to over \$1B, including those that receive annual federal and state assistance subject to OMB Uniform Guidance and the Florida Single Audit Act in excess of \$100M. Zach leads the firm's Assurance Service Line and our Government Services Team,

Zach has worked with numerous clients to assist in the early implementation of new GASB standards, and has led the team providing ARPA reporting and compliance services to nearly 50 governments across the country. Zach also brings a unique perspective to the audit environment based on his inside working knowledge of local government finance, having served as the contract Finance Director for the City of Lake Helen since early 2019.

### Education

- » Master of Accountancy, Stetson University
- » Bachelor of Business Administration in Accounting Information Systems, Stetson University

### CPE

- » CPE Hours (3 years): 428  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Government Finance Officers Association
- » Florida Government Finance Officers Association and various local chapters
- » Florida League of Cities and various local chapters

### Government Organizations

- » Big Bend Water Authority
  - » Capital Region Trans. Planning Agency
  - » Cedar Key Water & Sewer Dis.
  - » Clay County Dev. Authority
  - » Clay County Utility Authority
  - » Florida Gov't. Utility Authority
  - » Florida PACE Funding Agency, Inc.
  - » Halifax Area Advertising Authority
  - » New River Solid Waste Assn.
  - » North Florida Broadband Authority
  - » NE Florida Regional Council
  - » NW Florida Water Mgmt. District
  - » River to Sea TPO
  - » Southeast Volusia Advertising Authority
  - » SW Florida Water Mgmt. District
  - » Space Coast TPO
  - » St. Johns County Housing Finance Authority
  - » St. Johns County Industrial Development Authority
  - » St. Johns River Water Mgmt. District
  - » St. Lucie West Svc. District
  - » Volusia County Industrial Development Authority
  - » West Volusia Hospital Authority
- 35+ Municipalities**  
**13 Counties**

## James Halleran, CPA | Consulting Partner

James has 30 years of experience providing accounting and consulting services for nonprofit organizations and government entities. He is a key member of our firm's Government and Nonprofit Services Teams. James's experience includes a wide range of assignments with an emphasis on nonprofit and governmental auditing. During his tenure with the firm, James has been involved with nonprofit organizations that receive state and federal financial assistance subject to Government Auditing Standards, Florida Single Audit Act and with OMB Uniform Grant Guidance. He has performed consulting services in the area of internal controls, agreed-upon procedures, and system design. In addition, he has performed internal inspections and external peer reviews for the firm in accordance with peer review requirements.

### Education

- » MS, Taxation, University of Central Florida
- » BS, Business Administration, Accounting, University of Central Florida

### CPE

- » CPE Hours (3 years): 532  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Government Finance Officers Association
- » Florida Government Finance Officers Association and various local chapters
- » Florida League of Cities and various local chapters

### Government Organizations

- » Bradford County Development Authority
  - » Clay County Dev. Authority
  - » Clay County Utility Authority
  - » Florida Gov't. Utility Authority
  - » Florida PACE Funding Agency, Inc.
  - » Halifax Area Advertising Authority
  - » Indian River Lagoon Council
  - » NE Florida Regional Council
  - » NW Florida Water Management District
  - » River to Sea TPO
  - » Seacoast Utility Authority
  - » Southeast Volusia Advertising Authority
  - » Southeast Volusia Hospital District
  - » SW Florida Water Management District
  - » Space Coast TPO
  - » St. Johns River Water Management District
  - » St. Lucie West Services District
  - » Volusia Council of Governments
  - » West Volusia Advertising Authority
  - » West Volusia Hospital Authority
- 30+ Municipalities**  
**13 Counties**

# Staff Qualifications

## Mark Payne, CPA | Quality Control Review Partner

Mark has over 30 years of experience as a certified public accountant in the states of Florida and Georgia, providing accounting and consulting services to nonprofit organizations, professional associations and governmental agencies. He is the Partner-In-Charge of the firm's Tallahassee office.

Mark has extensive knowledge of OMB Uniform Grant Guidance and has been intricately involved with audits of governmental entities and nonprofit organizations that receive state and federal financial assistance subject to Government Auditing Standards. His detailed knowledge of Federal and State tax compliance has made him a firm-wide resource when questions arise regarding nonprofits and accounting.

### Education

- » BS, Accounting and Finance, Florida State University

### CPE

- » CPE Hours (3 years): 342  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Georgia Society of Certified Public Accountants
- » Government Finance Officers Association
- » Florida Government Finance Officers Association

### Government Organizations

- » Florida Governmental Utility Authority
- » Northwest Florida Water Management District
- » Southwest Florida Water Management District
- » St. Johns River Water Management District

### Municipalities

- » Cape Canaveral
- » Carrabelle
- » DeLand
- » Fernandina Beach

- » Grand Ridge
- » Greensboro
- » Lynn Haven
- » Midway
- » Sopchoppy
- » St. Marks

### Counties

- » Baker
- » Gilchrist
- » Levy
- » Union
- » Volusia
- » Wakulla

## Brendan McKittrick, CPA, CISA | IT Audit Director

Brendan has 15 years of experience in the accounting industry. Brendan is skilled in managing and monitoring the audit process, including planning meetings, testing, risk assessment, evaluation, and developing the engagement approach. In addition to directing financial statement audits for a wide variety of clients, Brendan stays current on technology related audit standards and provides IT assessments, risk assessments, IT general controls, application controls, data extraction, and related IT consulting services for his clients. Brendan serves as an integral member of the firm's Government and Higher Education Services Teams.

Brendan has co-presented on FGFOA webinars about GASB 87: Leases and GASB 96: Subscription Based Information Technology Arrangements (SBITA). He also presented on Protective Measure ITGC and SOC Reporting for the Higher Education James Moore webinar series.

### Education

- » MS, Information Systems and Operations Management, University of Florida
- » BS, Accounting, University of Florida

### CPE

- » CPE Hours (3 years): 408.5  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Government Finance Officers Association
- » Florida Government Finance Officers Association and various local chapters
- » Florida League of Cities and various local chapters
- » Information Systems Audit and Control Association

### Government Organizations

- » Bradford County Development Authority
- » Southwest Florida Water Management District
- » St. Johns River Water Management District

### Municipalities

- » Cape Canaveral
- » Chiefland
- » Crescent City
- » Cross City
- » DeLand
- » Edgewater
- » Fort Lauderdale
- » Green Cove Springs
- » Hampton
- » High Springs
- » Holly Hill
- » Inglis
- » Interlachen
- » Lake City
- » Lakeland

- » Lynn Haven
- » New Smyrna Beach
- » Ormond Beach
- » Palm Coast
- » Pomona Park
- » Port Orange
- » St. Pete Beach
- » Tampa
- » Titusville
- » Welaka
- » Yankeetown

### Counties

- » Baker
- » Bradford
- » Clay
- » Gilchrist
- » Glades
- » Levy
- » Liberty
- » Putnam
- » Union
- » Volusia

# Staff Qualifications

## Caitlan Walker, CPA | Single Audit Director

Caitlan has 13 years of experience serving as an auditor and trusted advisor to government entities and nonprofit organizations.

Caitlan's focus is on serving the needs of nonprofit and government organizations. As a result of her experience, she serves as an integral member of the firm's Accounting & Auditing Team, where she focuses on single audits, compliance testing, and employee benefit audits. Caitlan also serves in a consulting capacity to assist entities and organizations better prepare for their external audits and preparation of financial statements.

### Education

- » Master of Accountancy and Bachelor of Science, Business Administration, *cum laude*, Stetson University

### CPE

- » CPE Hours (3 years): 428.5  
She has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Government Finance Officers Association
- » Florida Government Finance Officers Association various local chapters
- » Florida League of Cities various local chapters

### Government Organizations

- » Clay County Utility Authority
- » Florida Governmental Utility Authority
- » Florida PACE Funding Agency, Inc.
- » Halifax Area Advertising Authority
- » Indian River Lagoon Council
- » Northeast Florida Regional Council
- » Northwest Florida Water Management District
- » River to Sea Transportation Planning Organization

- » Southeast Volusia Advertising Authority
- » Southwest Florida Water Management District
- » Space Coast Transportation Planning Organization
- » St. Johns River Water Management District
- » West Volusia Advertising Authority

**25+ Municipalities**  
**10 Counties**

## Josh Van Zandt, CPA | Senior Manager

Josh has nine years of professional accounting experience in both audit and tax capacities. At James Moore, he works on audit and attestation engagements primarily for the government and nonprofit industries, and completes engagement quality control reviews for government and nonprofit audits. He also performs other assurance engagements in areas such as pension plans, timeshares, condo associations, and other for-profit businesses.

### Education

- » Master of Science, Accounting, Liberty University
- » Bachelor of Arts, Accounting, Cedarville University

### CPE

- » CPE Hours (3 years): 407  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants
- » Florida Government Finance Officers Association and various local chapters
- » Florida League of Cities and various local chapters

### Government Organizations

- » Clay County Utility Authority
- » Florida Governmental Utility Authority
- » Florida PACE Funding Agency, Inc.
- » Halifax Area Advertising Authority
- » Halifax Health
- » Halifax Pension Plan
- » Northwest Florida Water Management District
- » Seacoast Utility Authority
- » Southeast Volusia Advertising Authority
- » Southwest Florida Water Management District

### Municipalities

- » Cape Canaveral
  - » Daytona Beach Shores
  - » Edgewater
  - » Grand Ridge
  - » Malabar
  - » Melbourne Beach
  - » New Smyrna Beach
  - » Ormond Beach
  - » Palm Coast
  - » Port Orange
  - » South Daytona
  - » Starke
  - » Titusville
- Counties**
- » Volusia

## Erik Wiebke, CPA | Superintendent

Erik has four years of experience providing auditing and accounting services for government entities, nonprofits, common interest realty associations (CIRA), and employee benefit programs. Erik also has experience working with larger organizations with grants that are subject to federal and state single audits. He serves as a key member of the firm's Accounting & Auditing Services Team.

### Education

- » Master of Accounting, and BS, Accounting, Stetson University

### Affiliations

- » American Institute of Certified Public Accountants
- » Florida Institute of Certified Public Accountants

### CPE

- » CPE Hours (3 years): 199.5  
He has exceeded the CPE requirements of the State Board, with classes specific to nonprofit and governmental auditing, as required by the U.S. Government Accountability Office.

### Government Organizations

- » Cedar Key Water and Sewer District
- 15+ Municipalities**
- Counties**
- » Baker
  - » Bradford
  - » Clay
  - » Gilchrist

- » Levy
- » Liberty
- » Putnam
- » St. Johns
- » Union
- » Volusia



# Schedule

As we understand timeliness is critical in the performance of the audit, all reports will be delivered on a schedule agreed upon by you and James Moore. Please note that we have the staffing capacity to schedule all phases of the audit in accordance with any timeline preferable to the Consortium; for preliminary discussion purposes, a proposed timeline follows:

Audit Phase	Date (no later than)
Entrance Conference	ASAP upon approval of engagement letter
Preliminary and Interim Phase	ASAP upon approval of engagement letter
Fieldwork	March/April
Exit Conference	May
Final Reports Issued	May
Formal Presentation	May/June



# Audit Approach

We understand the work you're requesting is to be performed in accordance with United States Generally Accepted Accounting Principles (GAAP) and Generally Accepted Auditing Standards.

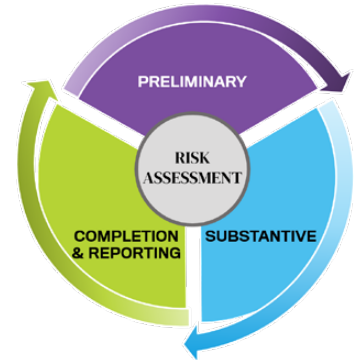
Our methodology has been developed to comply with generally accepted auditing standards promulgated by the AICPA's Auditing Standards Board (U.S. GAAS) and, when applicable, Generally Accepted Government Auditing Standards (GAGAS). These auditing standards establish the overall objectives of the independent auditor and explain the nature and scope of an audit, and also are designed to enable the independent auditor to meet those objectives. The auditing standards stipulate the general responsibilities of the auditor, as well as the auditor's further considerations relevant to the application of those responsibilities to specific topics.

Additionally, as significant federal and state grant expenditures are anticipated to continue at your organization, your audit also is subject to OMB Uniform Grant Guidance, Audits of States, Local Governments, and Non-Profit Organizations, as well as the Florida Single Audit Act.

The work for this engagement will be completed through our office and by on-site visits to your location. The audits performed by James Moore are segmented into distinct, manageable sections. Scheduling in this manner reduces interference with your normal operating procedures and enhances our ability to meet deadlines.

1. Planning
2. Fieldwork
3. Reporting

Descriptions of each phase follow.



## PLANNING

### Continuance Considerations

Occurs 4-6 months before year-end. We consider items such as:

- » Feedback received from previous audit exit conferences with management
- » Meeting with management to discuss any significant or unusual activities that have occurred during the year or are expected to occur within the year

### Pre-Planning Conversations

Occurs 1-3 months before year-end. We inquire about items such as:

- » Changes to intended services desired from our firm or the intended use of the financial statements
- » Changes in management or other key staffing areas
- » Impact of any recent accounting standards

These items are important for us in proactively planning for the nature, extent, and timing of the audit, but they also help us in serving as advisors. All relevant conversations are shared with key engagement team members in a timely manner so the entire team remains updated.

### Formal Planning and Interim Procedures

Occurs near year-end. Procedures include:

- » Establish preliminary planning materiality
- » Develop detailed audit plan, to include:
  - Assessment of risk at the financial statement account balance level
  - Plan tests of controls, tests of compliance and substantive procedures
  - Communicate audit plan with all members of engagement team
- » Perform initial data extraction analysis of key accounts and transaction classes
- » Perform tests of controls and compliance
- » Evaluate results of testing and, if necessary, modify the audit plan

### Risk Assessment - Continuous process throughout the audit

- » Identify risks associated with the organization
- » Identify material account balances, assertions, and related internal controls
- » Design all phases of the audit to appropriately address identified risks
- » Reassess initial risk assessment based upon results of procedures performed



# Audit Approach

## Internal Controls

Internal controls are the steps put in place to provide reasonable assurance that the organization will achieve its objectives. These objectives fall into three categories:

- 1] Financial reporting
- 2] Operations
- 3] Compliance with laws and regulations

Obtaining an understanding of the entity's internal controls is a fundamental part of understanding the entity and its environment. Although the process for obtaining an understanding of the entity's internal control is addressed here as a separate process, it is part of our risk assessment and may be performed concurrently with other risk assessment procedures.

The primary reason for understanding the entity's internal controls is the same as performing other risk assessment procedures: (1) to assess the risk of material misstatement, and (2) to design and perform further audit procedures.

Our understanding of the internal controls will include the following:

- » The five interrelated components of internal control:
  - (1) control environment
  - (2) risk assessment
  - (3) information and communication systems
  - (4) control activities
  - (5) monitoring
- » The entity's selection and application of accounting policies
- » The entity's use of information technology

In addition, we will develop an understanding of how the entity selects and applies its accounting policies and consider their appropriateness. This understanding will include (1) methods of accounting for significant and unusual transactions, (2) the effects of significant accounting policies in emerging or controversial areas for which consensus or authoritative guidance is lacking, (3) identification of new financial reporting standards and regulations pertinent to the entity, including how the entity will implement them, and (4) changes in the entity's accounting policies, including consideration of the reasons for, and the appropriateness of the changes.

The understanding of internal controls will include, at a minimum, the following:

- » **For significant classes of transactions:** An understanding of the entity's processes and controls over the initiating, authorizing, recording, processing, and reporting of transactions.
- » **For material accounts:** An understanding of reconciliation controls related to material accounts. We will develop our understanding of reconciliation controls related to material accounts even if the account is not part of a significant class of transactions. For example, we may not consider the property account to be a part of a significant class of transactions for a particular entity, but if the property account is material, we will still gain an understanding of applicable reconciliation controls.
- » **For significant or fraud risks:** An understanding of the controls related to that specific risk.

We cannot evaluate the design of the controls by assessing individual controls in isolation. Rather, we will assess the controls in a transaction cycle as a group, as follows:

- » Obtain an understanding of the processes and flow of information through the transaction cycle.
- » Determine what can go wrong within the transaction cycle.
- » Determine whether the controls are sufficient to address the instances of what can go wrong within the transaction cycle.

In determining whether the controls in a process are designed effectively, we will use a top-down approach: one in which we first consider the design of entity-level controls relevant to the process and then consider the activity-level controls. The entity-level controls that generally have the most direct impact on the function of the activity-level controls are the controls related to monitoring and general controls for IT. The effectiveness of activity-level controls is significantly affected by the effectiveness of entity-level controls. For example, an entity may have poor segregation of duties in the accounts payable/cash disbursements area and may compensate for this deficiency through a thorough review and approval of each disbursement. If the entity has an effective control environment, general controls for IT that limit access to accounts payable applications to one or a few people, and monitoring controls to ensure the review and approval process is functioning correctly, we may determine that controls over the accounts payable/cash disbursements function are adequately designed. On the other hand, if the entity does not have a strong control environment and does not monitor the review and approval process, we would conclude that controls over the accounts payable/cash disbursements process are not designed effectively.

Evaluating the design of internal controls requires experience and familiarity with accounting and financial reporting systems. The auditors obtaining an understanding of your internal controls will have sufficient knowledge and experience to effectively accomplish the objectives of this process.

During the **Planning Phase** the audit request list is updated based on our customized risk assessment. The request list is discussed with management at least 30 days before final fieldwork begins. We only ask for what we need, nothing more. A timeline of deliverables is agreed upon with management to ensure fieldwork objectives and deadlines are met.

The request list also serves as an inventory of items. As you upload documents to our secure client portal, they are marked as "received" on the request list so all engagement team members are aware of what has been received and what is outstanding. Two weeks before final fieldwork, the Engagement Manager or Audit Senior Accountant will follow up with management to make sure there are no questions or delays anticipated.

**Note:** All planning work, including our risk assessment and tailored audit procedures, is completed and reviewed by the Partner using our collaborative review process before final fieldwork begins.

# Audit Approach

## FIELDWORK

Specific procedures are tailored according to the risk assessment, using information gathered during the Planning Phase. We follow a collaborative review process. As audit work is performed, the Engagement Manager and Partner are performing their review regularly, so that any comments can be discussed with the engagement team during fieldwork. Each member on the engagement team takes ownership and responsibility for the entire engagement. We have found

this provides for a better quality output from the start; no additional clean-up following completion of fieldwork is needed to make our audit documentation meet required standards. When we leave the field, our goal is to have no or a minimal number of open items and a draft of the financial statements. Items completed during fieldwork include:

- » Perform substantive testing of account balances
- » Perform analytical procedures
- » Draft the audit report and management letters

## REPORTING

- » Final review of the audit report and financial statements by Lead Partner
- » Final review by Quality Control Review Partner
- » Summarize results of work and findings
- » Obtain management representations
- » Engagement reporting to management and those charged with governance
- » Exit conference with management to obtain feedback on the audit

**Since we communicate regularly throughout the audit process there will be no surprises when we issue our reports. The reports we issue will include:**

- » Our report on the financial statements
- » Our report on internal control over financial reporting and on compliance and other matters
- » If applicable, our report on compliance for each major federal program and state project and on internal control over compliance.
- » Our communication with those charged with governance
- » Our management letter required by Chapter 10.550, Rules of the State of Florida, Office of the Auditor General

In addition to an exit conference with management, we encourage your governing/board members to meet with us prior to our formal presentation so we can go over all aspects of the audit report (including our findings and recommendations). We have found these meetings to be extremely beneficial in ensuring all of your questions and concerns are addressed, as well as to foster meaningful communication between you and us.

## Statistical Sampling

Individual sample sizes and tests will be selected based on the unique controls of significant transaction processes tested during the Preliminary Phase. Typically, such sample sizes will amount to no fewer than 40 transactions per process. While individual transactions are selected through sampling as a means of testing controls, our interim and year-end procedures will include significant data extraction procedures, which allow for an assessment to be performed of all transactions. Some audit areas in which sampling and/or data extraction procedures will be performed include non-payroll cash disbursements, payroll, and growth and resource management, among others.

## Determining Laws and Regulations Subject to Testing

As part of obtaining reasonable assurance about whether your financial statements are free from material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. The identification of items deemed material for testing may arise from reading of your debt agreements, grant agreements, minutes, inquiries of your management or legal counsel, or any other audit procedures.

## Type and Extent of Analytical Procedures

Analytical procedures are an additional integral part of our typical audit plan. In addition to our sampling and data extraction (sometimes in advance of such procedures as

a means of identifying areas to focus on in data extraction efforts), analytical procedures serve as a key procedure that can indicate areas in which unusual activity may have occurred. While extensive analytical procedures are performed over the financial information, we also incorporate non-financial information to aid in our assessment of financial activity.

## Internal Control Structure

Walkthroughs of key internal control processes will be performed on an annual basis to document a thorough understanding of your internal control structure and assess any changes to internal controls. These walkthroughs will be performed in person with appropriate personnel. Additionally, as discussed earlier, the documentation of every internal control process is prepared and/or reviewed by at least one individual who is certified in Lean Six Sigma. While the primary goal of all internal control systems auditing is centered around the sufficiency of the controls, every process will be considered at a high level from an efficiency perspective in an effort to provide recommendations for any potential efficiencies that may be achievable.

## Drawing Audit Samples

While some compliance tests are performed on an annual basis, the sizes of samples in any additional tests over compliance for larger populations could vary significantly depending on the nature, extent, and frequency of items in the total population. Any required sampling will be conducted in accordance with the applicable professional standards, as well as auditor judgment.



# Fees

Our philosophy is simple: *Deliver extreme value for the fees our clients pay.* While choosing an audit firm should come down to qualifications, capabilities, and commitment, we know cost plays a role as well. And we work hard to make sure they are absolutely reasonable for the level of service you receive. If the fees presented don't fit within your budget, we encourage you to contact us so we can discuss ones that do.

Our proposed fees for the audit services are based on the assumption that the accounting records for your organization will be maintained in good condition and that assistance requested from your personnel will be provided in both a complete and timely manner.

Our total all-inclusive maximum fees for the engagement include all direct and indirect costs including all out-of-pocket expenses.

FISCAL YEAR ENDING	FEE
September 30, 2024	\$20,000
September 30, 2025	\$21,250
September 30, 2026	\$22,500
September 30, 2027	\$23,750
September 30, 2028	\$25,000

## How We Bill For Additional Professional Services

Your team will reach out routinely throughout the year to discuss new accounting issues or significant transactions. Because we value consistent communication, we consider these routine consultations to be included in the scope of the proposed fees. Additionally, these fees are inclusive of periodic meetings with your management conducted outside the time encompassed by the proposed audit schedule.

If you would like to engage James Moore for a larger project, we will render a billing for such services at an amount or rates agreed upon prior to the beginning of the engagement. Hourly rates for these services are listed to the right.

## DISCOUNTED HOURLY RATES

Position	Hourly Rate
Partner/Director	\$300
Senior Manager/Manager	\$225
Supervisor/Senior Accountant	\$175
Associate Accountant	\$125
IT Audit	\$225
Administrative	\$100



Below are actual charges for local governments of similar size and budget (approximately \$3 million in expenditures):

- » Town of Melbourne Beach.....\$30,000
- » Town of Indian Shores .....\$28,000
- » Town of Malabar.....\$25,000



James Moore has sufficient staff and availability to exceed the performance specifications provided in Section 2 of the RFP.



## WARREN, STONE & ASSOCIATES, LLC

CERTIFIED PUBLIC ACCOUNTANTS AND BUSINESS ADVISORS

### Report on the Firm's System of Quality Control

April 23, 2024

To the Members of  
James Moore & Co., P.L.  
and the Peer Review Committee of the Florida Institute of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of James Moore & Co., P.L. (the firm) in effect for the year ended October 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of James Moore & Co., P.L. in effect for the year ended October 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. James Moore & Co., P.L. has received a peer review rating of *pass*.

*Warren, Stone & Associates, LLC*

Warren, Stone & Associates, LLC

# Litigation and Disciplinary Action



## Litigation Summary

James Moore has never been the subject of a lawsuit and has no pending litigation or proceedings in regard to auditing services provided by the firm.

## Federal or State Desk Reviews, Field Reviews, and Disciplinary Actions

The firm has had no reports or records of substandard work. There have been no federal or state desk reviews or field reviews of its audits. There have been no disciplinary actions taken or pending against the firm or any partners or employees of the firm by state regulatory bodies or professional organizations within the last three years or in the history of the firm.

# Appendix

The appendix contains the following required forms and documentation:

- » Reference Form
- » CPA Licenses
- » Exhibit A

**Per the addendum, the pages included in the appendix do not count towards the 12-page maximum allowed.**





## References

The following clients represent significant engagements performed within the last five (5) years and are similar to the engagement described in your RFP. We invite you to contact these entities regarding our dedication to client service, our professionalism, and our knowledge and experience.

### REFERENCE FORM

1. Owner's Name and Address:

Northeast Florida Regional Council

40 East Adams Street, #320, Jacksonville, FL 32202

Contact Person: Donna Starling, CFO Telephone # ( 904 ) 279-0880 x 109

Email: dstarling@nefrc.org

2. Owner's Name and Address:

River to Sea Transportation Planning Organization

1 Duece Court, Suite 100, Daytona Beach, FL 32124

Contact Person: Colleen Nicoulin, Exec. Dir. Telephone # ( 386 ) 226-0422

Email: Cnicoulin@r2ctpo.org

3. Owner's Name and Address:

Capital Region Transportation Planning Agency

300 South Adams Street, #A-19, Tallahassee, FL 32301

Contact Person: Greg Slay, Exec. Dir. Telephone # ( 850 ) 891-8630

Email: greg.slay@crtpa.org

4. Owner's Name and Address:

City of St. Pete Beach

155 Corey Avenue, St. Pete Beach, FL 33706

Contact Person: Sheila Dalton, Asst. Fin. Dir. Telephone # ( 727 ) 363-9252

Email: sdalton@stpetebeach.org

- 5.

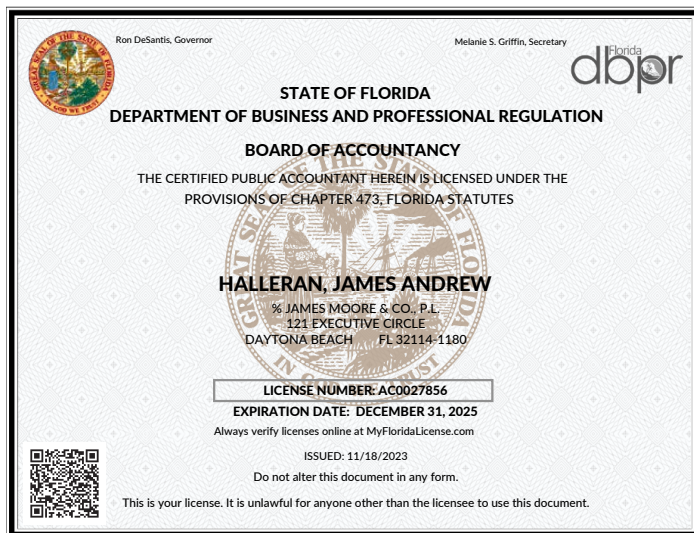
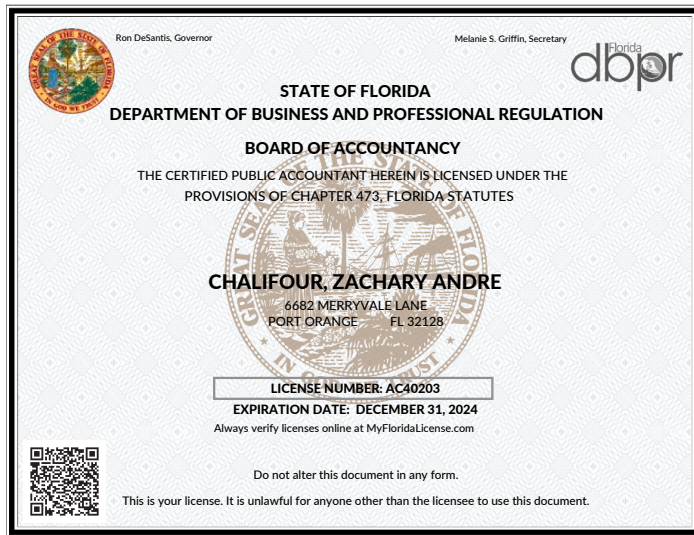
**City of Madeira Beach**

**300 Municipal Drive, Madeira Beach, FL 33708**

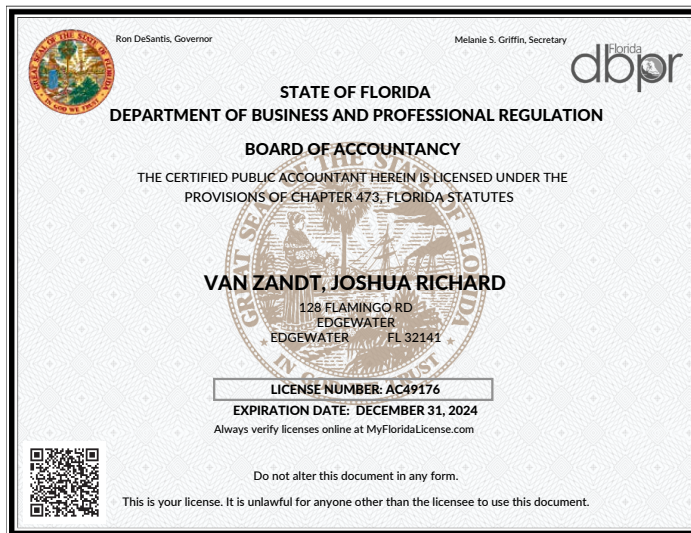
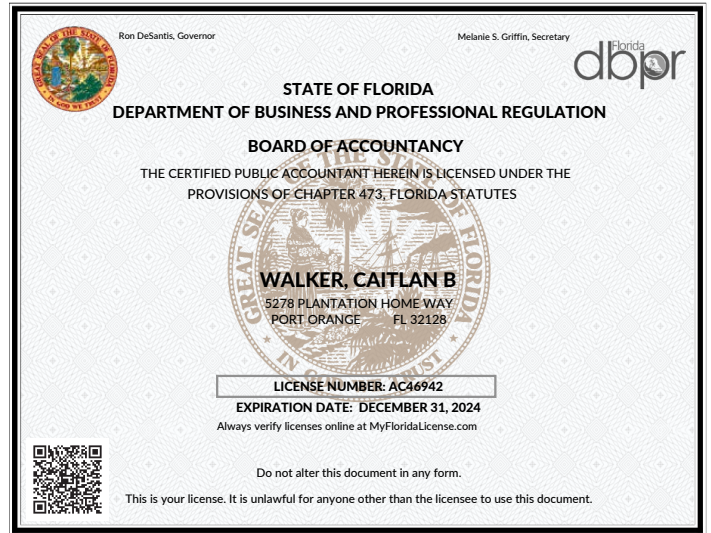
**Andrew Laflin, Director of Finance**

**Phone: (727) 391-9951 x 230**

**alaflin@madeirabeachfl.gov**









## **EXHIBIT A**

### **GENERAL GRANT FUNDING SPECIAL PROPOSAL CONDITIONS**

This services to be performed under the contract awarded pursuant to this solicitation are fully or partially funded by Federal grants. By submitting a proposal in response to this RFP, all Proposers agree to comply with the following:

1. **Drug Free Workplace Requirements:** Drug-free workplace requirements in accordance with Drug Free Workplace Act of 1988 (Pub L 100-690, Title V, Subtitle D) All contractors entering into Federal funded contracts over \$100,000 must comply with Federal Drug Free workplace requirements as Drug Free Workplace Act of 1988.
2. **Contractor Compliance:** The contractor shall comply with all uniform administrative requirements, cost principles, and audit requirements for federal awards.
3. **Conflict of Interest:** The contractor must disclose in writing any potential conflict of interest to the Consortium or pass-through entity in accordance with applicable Federal policy.
4. **Mandatory Disclosures:** The contractor must disclose in writing all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.
5. **Utilization of Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms:**

The Consortium supports diversity in its procurement program and requires that all subcontracting opportunities afforded by this Agreement embrace and encourage diversity. The Contractor's award of subcontracts should reflect the diversity of the citizens of the State of Florida. In accordance with 2 C.F.R. § 200.321, the Contractor and its subcontractors must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. The Contractor agrees to use affirmative steps, and to require its subcontractors and subcontractors to utilize affirmative steps, to ensure that minority businesses and women's business enterprises are used when possible. Such affirmative steps shall at a minimum include:

  1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
  2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, or women's business enterprises;
5. Utilizing services and assistance, as appropriate, of such organizations as the Small Business Administration, the Minority Business Development Agency of the Department of the Commerce, the Florida Department of Management Services (Office of Supplier Diversity), the Florida Department of Transportation, Minority Business Development Center, and Local Government M/DBE programs; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above in (1) through (5).
7. As used herein, the term "minority and women business enterprise" means a business at least fifty one (51) percent owned and controlled by minority group members or women. Prior to award of any subcontract under this Agreement, Consultant shall document its efforts made to comply with the requirements of this paragraph. The Consultant shall state that it is an Equal Opportunity or Affirmative Action employer in all solicitations or advertisements for subcontractors or employees who shall perform work under this Agreement.
6. **Equal Employment Opportunity:** During the performance of this Agreement, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

3. The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

4. The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

6. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

7. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

8. The Contractor shall include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-Contractor or vendor. The Contractor will take such action with respect to any subcontract or

purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a sub-Contractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

7. **Davis-Bacon Act:** If applicable to this contract, the contractor agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. 3141-3148). Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. If the grant award contains Davis Bacon provisions, the Consortium will place a copy of the current prevailing wage determination issued by the Department of Labor in the solicitation document. The decision to award a contract shall be conditioned upon the acceptance of the wage determination.

8. **Copeland Anti Kick Back Act:** If applicable to this contract, contractors shall comply with all the requirements of 18 U.S.C. § 874, 40 U.S.C. § 3145, 29 CFR Part 3 which are incorporated by reference to this contract. Contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

9. **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708):** Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

10. **Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387):** as amended—The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).



**11. Debarment and Suspension (Executive Orders 12549 and 12689):** A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts.

**12. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352):** Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.

**13. Rights to Inventions Made under a Contract or Agreement:** The Consortium, and the Federal Funding Agency, where applicable, shall hold sole rights to all inventions for any experimental, developmental, or research work performed by the Contractor and funded with Government funds through this contract.

**14. Procurement of Recovered Materials:** Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

**15. Access to Records and Reports:** Contractor will make available to the Consortium’s granting agency, the granting agency’s Office of Inspector General, the Government Accountability Office, the Comptroller General of the United States, or any of their duly authorized representatives any books, documents, papers or other records, including electronic records, of the contractor that are pertinent to the Consortium grant award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. The right also includes timely and reasonable access to the contractor’s personnel during normal business hours for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are retained.

**16. Record Retention:** Contractor will retain of all required records pertinent to this contract for a period of three years, beginning on the date of final payment of contract, unless otherwise specified herein.

**17. Federal Changes:** Contractor shall comply with all applicable Federal agency regulations, policies, procedures and directives, including without limitation those listed directly or by reference, as they may be amended or promulgated from time to time during the term of the contract.

**18. Termination for Default (Breach or Cause):** Contracts in excess of \$10,000 – If Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the Consortium may terminate the contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

**19. Safeguarding Personal Identifiable Information:** Contractor will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

**20. Prohibition on utilization of cost plus a percentage of cost contracts:** The Consortium will not award contracts containing Federal funding on a cost plus percentage of cost basis.

**21. Prohibition on utilization of time and material type contracts:** The Consortium will not award contracts based on a time and material basis if the contract contains Federal funding.

**22. Disputes:** Any dispute arising under this Agreement which is not settled by Agreement of the parties may be settled by mediation or other appropriate legal proceedings. Pending any decision, appeal or judgment in such proceedings or the settlement of any dispute arising under this Agreement, Contractor shall proceed diligently with the performance of this Agreement in accordance with the decision of the Consortium. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall be in the Circuit Court of Leon County.

**23. Energy Policy and Conservation Act (43 U.S.C. §6201):** Contracts shall comply with mandatory standards and policies relating to energy efficiency, stating in the state

energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

24. Pursuant to the Restore Council Financial Assistance Standard Terms and Conditions, the contract shall:

- a. Describe how the progress and performance of the Contractor will be monitored during and on close of the period of performance and identify who will be responsible for supervising the contract;
- b. Extend all applicable program requirements to the subrecipient;
- c. Include a requirement that the Contractor or subrecipient retain all records in compliance with 2 C.F.R. 200.333.
- d. Include a requirement that the subrecipient make available to the Council, the Treasury OIG, and the GAO any documents, papers or other records, including electronic records, of the subrecipient, that are pertinent to this award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to the subrecipient's personnel for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are required to be retained.

25. **Safeguarding Personal Identifiable Information:** Consultant and its subcontractors will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

26. **Trafficking Victims Protection Act (2 CFR Part 175):** Contractor will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits Contractor from (1) engaging in severe forms of trafficking in persons during the period of time that the Contract issued pursuant to this procurement is in effect; (2) procuring a commercial sex act during the period of time that the Contract is in effect; or (3) using forced labor in the performance of the contracted services under this Contract. The Contract issued pursuant to this procurement may be unilaterally terminated immediately by the Consortium for Contractor violating this provision, without penalty.

27. **Domestic preferences for procurements (2 CFR 200.322).**

(a) As appropriate and to the extent consistent with law, the Contractor should, to the greatest extent practicable under a Federal award, provide a preference for the

purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**28. No Obligation By Federal Government.** The Federal Government is not a party to the Agreement resulting from this procurement and is not subject to any obligations or liabilities to the Contractor, or any other party pertaining to any matter resulting from this Agreement.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE:	10/16/2024
SIGNATURE:	
TITLE:	Zach Chalifour, Partner
COMPANY:	James Moore & Co., P.L.
ADDRESS:	121 Executive Circle, Daytona Beach, FL 32114
PHONE:	386.257.4100
EMAIL:	Zach.Chalifour@jmco.com

# **AUDIT PROPOSAL**

PREPARED FOR

**GULF CONSORTIUM**

**Submitted by  
Thomas & Company CPA PA**



# **TABLE OF CONTENTS**

Transmittal Letter	3
Profile of Thomas & Company CPA PA	4
Firm Description and Services	5 - 8
Representative Clients	9 - 12
List of Key Members for the engagement	13
Resume of the Engagement partner	14 - 15



**THOMAS & COMPANY, C.P.A., P.A.**  
Certified Public Accountants and Business Consultants

**Mr. Richard F. Bernier,**  
Controller  
**Gulf Consortium**  
**165 Lincoln Avenue**  
**Winter Park, FL 32789**

August 27, 2024

Mr. Richard F. Bernier,

We are happy to present our qualifications to provide professional services for the independent audit of the financial statements of Gulf Consortium. for the years ending September 30, 2024, 2025 & 2026 in accordance with government auditing standards generally accepted in United States of America.

Our firm is a Certified Public Accounting firm, licensed by the Board of Accountancy in the State of Florida, with an expert staff of highly qualified and seasoned financial professionals having several years of experience in the audit of entities like Gulf Consortium. All partners of the firm are Certified Public Accountants with many years of experience in the audit of non-profit organizations.

It is our understanding that the objective of the audit is to provide an opinion on the financial statements taken as a whole. We understand that the audit is to be conducted in accordance with auditing standards generally accepted in the United States. We have considered due dates for this engagement and anticipate that we will comply, subject to your approval.

Our professional fees for the services described will be based upon the standard hourly billing rates of individuals assigned to your organization's audit. This proposal is based on the assumption that your staff will provide us with the necessary documentation and information to perform our services. We estimate that our fees will be **\$ 36,240 for 2024, \$ 37,330 for 2025 and \$ 38,450 for 2026** which includes the Single Audit in accordance with Uniform Guidance, and Form 990. This fee was based on the information provided by you and off the Audit Report received but can be negotiated and will adjust accordingly.

If you have any questions about our proposed services, please call me at (305)-747-3788.  
Thank you in advance for the consideration of our proposal.

Very Truly,  
Tony Thomas CPA  
For Thomas & Company, CPA PA

## **PROFILE OF OUR FIRM**

Thomas & Company CPA PA is a distinguished firm comprised of dedicated Certified Public Accountants committed to providing innovative, responsive solutions to a comprehensive suite of services that include audit, compilation, review, accounting, tax, and management consulting, tailored to meet the diverse needs of our clientele, which includes both non-profit organizations and commercial businesses.

Demonstrating our commitment to excellence, we extend our expertise to a broad spectrum of clients, many of whom receive program support through various channels such as federal, state, or local government funding. Our mission is to provide unparalleled professional services, ensuring the financial well-being and success of our clients in an ever-evolving business landscape. In addition to our extensive business and financial proficiency, our firm excels in delivering specialized expertise across a spectrum of disciplines. Our areas of proficiency include taxation, computer and electronic data processing applications, specialized accounting and auditing tailored for both for profit and non-profit organizations, and litigation services designed to meet the unique needs of attorneys. This diversified skill set positions us as a comprehensive resource, ensuring our clients receive tailored and expert guidance in navigating complex challenges.

At Thomas & Company CPA PA, we emphasize a close partner-client working relationship. Each client works with a partner who becomes the primary link between client and firm. We are a very friendly, knowledgeable, approachable and dependable firm with the capability to complete the audit efficiently without affecting day-to-day operations. When matters require the attention of a specialist, the engagement partner can easily and quickly find the necessary skills within the firm. We firmly believe that the pinnacle of excellence in accounting and auditing is achieved through a high degree of partner attention and active involvement in client affairs, a principle that has consistently defined Thomas & Company CPA PA. One of our partners, along with the professional staff, will be assigned to your engagement on a recurring basis to ensure continuity and audit efficiency. The principal partner will be supported by a concurring partner and a technical partner, collectively ensuring a comprehensive and expert approach to your financial matters.

With a focus on precision and client success, Thomas & Company CPA PA stands as a beacon of professionalism in providing strategic financial guidance in today's dynamic business environment.

## **PROFESSIONAL STAFF RESOURCES**

Our firm is fortified with a skilled and diverse team, encompassing 3 partners, 8 managers, 14 senior accounting staff members, and 2 Information Technology (IT) staff members. This collective team of 27 professionals is strategically organized to provide comprehensive expertise and support across various facets of our services. We take pride in the proficiency and commitment of our staff, ensuring that our clients have access to a well-rounded and specialized resource pool for their financial and business needs.

## **ATTESTATION & AUDIT SERVICES**

Our firm offers a range of professional services, including audits, reviews, and compilations. Our financial statement audit services strictly adhere to the standards set by prominent standard-setting boards and bodies in the United States of America. Additionally, we provide comprehensive financial statement review and compilation services. Our commitment involves a thorough effort to comprehend our clients' organizations, enabling us to gain insight into their specific financial reporting needs. This proactive approach ensures that our services are tailored to meet the unique requirements of each client, contributing to accurate and meaningful financial reporting.



## TAX SERVICES THAT SEEK TO SAVE OUR CLIENTS' MONEY

The dynamics of tax laws exert a significant influence on every organization. Given the perpetual evolution and interpretations of tax laws, organizations often seek assistance to remain current with these changes. Thomas and Company CPA PA possess extensive expertise in the field of taxation, encompassing both personal and corporate taxation. Our firm works with high-net-worth individuals and high-income producing businesses, employing a diverse array of tax strategies to mitigate their tax liabilities effectively. Beyond a retrospective focus, we actively engage in prospective measures through comprehensive tax and financial planning. By doing so, we aim to pave a brighter financial pathway for all our clients. Our proactive approach underscores our commitment to meeting the diverse and evolving tax needs of our clients, ensuring that we contribute not only to their immediate financial goals but also to their long-term financial well-being.

## PEER REVIEW

Thomas & Company CPA PA proudly holds membership in the American Institute of Certified Public Accountants (AICPA) and the Florida Institute of Certified Public Accountants (FICPA). As a committed participant in the AICPA Peer Review program, we actively engage in this voluntary self-regulatory initiative designed to uphold the highest standards of professionalism. Our involvement in this program underscores our dedication to ensuring quality audit performance and instilling confidence in the public.

In addition to our participation in the AICPA Peer Review program, **we specialize in conducting Engagement Quality Control Reviews, Monitoring, Inspection, and Peer Reviews for the work of other CPA firms.** This multifaceted approach reflects our unwavering commitment to excellence in the field of certified public accounting, demonstrating our expertise in maintaining rigorous standards and contributing to the overall integrity of the profession.

## PEER REVIEW SERVICES

All partners within our firm hold the esteemed designation of Peer Reviewers and actively engage in conducting Peer Reviews for fellow Certified Public Accountants (CPAs) across the United States in accordance with the stringent requirements set forth by the American Institute of Certified Public Accountants (AICPA). This responsibility encompasses the evaluation of audits, including governmental and single audit engagements, as well as Employee Retirement Income Security Act (ERISA) engagements.

Notably, Tony Thomas, one of our distinguished partners, assumes the additional responsibility of serving on the Review Acceptance Board of the Florida Institute of Certified Public Accountants (FICPA). In this capacity, Mr. Thomas is entrusted with the pivotal role of approving Peer Reviews conducted in the state of Florida by other esteemed Peer Reviewers. This multifaceted involvement underscores our firm's commitment to upholding the highest standards of professional excellence within the CPA community and contributing to the regulatory oversight of peer review processes.

## **INDEPENDENCE**

Our firm rigorously adheres to the professional standards mandating independence from audit clients. We ensure full compliance with the independence rules, regulations, and interpretations established by the American Institute of Certified Public Accountants (AICPA), which are disseminated to all professional employees and integral components of the firm's Audit and Accounting Manuals. Annually, we meticulously obtain written representations from each employee, affirming their commitment to and compliance with the prescribed standard of independence.

In the context of the proposed provision of services to your organization, we affirm that, to the best of our knowledge, there are no circumstances that could compromise our independence or give rise to any appearance of impaired independence. We hold the belief that our firm maintains both actual and perceived independence with the utmost integrity in relation to your organization.

### **Our Clients Operate in the Following Fields:**

- State and Local Government Entities
- Non-profit Organizations
- Charter Schools
- Churches
- Colleges and Universities
- Professional Associations
- For-Profit Organizations
- Homeowner's Associations
- Condominium Associations
- Lending Institutions
- Brokerage Companies
- Labor Unions
- Certified Public Accounting Firms (Audit Firms)

Our comprehensive suite of services extends from fundamental record-keeping to comprehensive audits and specialized consulting services. With a proven track record as dedicated financial advocates, our commitment transcends mere service provider role, as we strive to enhance and contribute value to our clients' organizations. This approach underscores our dedication to delivering holistic financial solutions that go beyond the routine, aligning our expertise with the broader strategic objectives and the success of our clients.

Our service approach is distinguished by its commitment to excellence, ensuring exceptional outcomes through a comprehensive understanding of our clients' businesses and unique needs. We allocate our expertise and resources to remain abreast of current technology, market dynamics, legal frameworks, and regulatory trends, allowing us to provide informed guidance. With an overarching objective of facilitating our clients' growth and sustaining competitiveness, we recognize that our success is intricately tied to theirs. To fulfill this commitment, we consistently deliver the highest quality of work, adhering to the most stringent standards of performance in serving our clients.

## **MANAGEMENT CONSULTING SERVICES**

The extensive expertise of our staff empowers our firm to deliver highly effective management consulting services across a diverse spectrum of our clients' operations. Our advisory services encompass strategic guidance in planning, organizing, and overseeing various facets of management activities. We specialize in offering consulting expertise in critical areas such as budgeting and forecasting, preparation of comprehensive business plans, and the development of financial proposals. Furthermore, our services encompass the implementation of advanced accounting software and implementation of accounting policies and procedures.

We are committed to diligently providing our clients with valuable insights into enhancing their internal control systems, including refining operating procedures. This commitment is directed towards fortifying the safeguarding of the organization's assets and enhancing shareholder wealth.

## **ADDITIONAL SERVICES**

After extensively reviewing your prior year financial statements, it is evident that your organization is poised for transformative changes that will significantly impact on its trajectory for years to come. As your organization embarks on this journey of change, inevitably accompanied by uncertainties and challenges, Thomas & Company stands ready to assist you in navigating this evolution. Our commitment is to facilitate your organization's adaptation by providing unparalleled services, specifically in establishing new grants and upgrading your accounting system to accommodate an expanded budget.

Our expertise extends to the establishment of a robust accounting system designed to ensure seamless compliance with grants, while also accommodating the intricacies of a more sophisticated and diverse accounting framework. This foundation, built on a solid backbone, enables us to offer guidance on policies that will set your organization on a steadfast path towards growth.

It is crucial to emphasize that our objective goes beyond merely providing audit services. At Thomas & Company, our foremost priority is to witness and contribute to your success. We are dedicated to assisting and supporting your organizational growth, and this commitment will become evident once you choose to engage our services.

## **LICENSES**

Thomas & Company CPA PA is a nationally recognized firm specializing in providing comprehensive Tax Services, Audits, and Peer Review services throughout the United States of America. While the majority of states in the U.S. acknowledge our firm's licensure in Florida, certain jurisdictions necessitate that we obtain a specific state license to conduct audit and attest work. Presently, we maintain a valid license in the following states:

- Florida License - AD63481
- California Firm License – OFR986
- Minnesota Firm License – F2566
- New Jersey Firm License – 20CZ00034500

## FIRM SERVICES

Our firm provides detailed accounting, auditing, tax, litigation support and various business consulting services. The following are some of the services we offer.

- Assistance in the preparation and filing of **C Corporation (Form 1120), S Corporation (Form 1120S), Trust (Form 1041), and Partnership (Form 1065), and individual (Form 1040)** tax returns.
- **Annual Financial and Compliance Audits:**
  - Compliance Audits in Accordance with *Government Auditing Standards*
  - Compliance Audits in Accordance with the Federal Single Audit Act (Uniform Guidance)
  - Compliance Audits in Accordance with Department of Health and Human Services
  - Compliance Audits in Accordance with Department of Justice
  - Compliance Audits in Accordance with Department of Agriculture
  - Compliance Audits in Accordance with Department of Education for various organizations receiving Student Financial Assistance Programs
- **Reviews, Compilations, and Preparation** services of Financial Statements performed in accordance with Statements on Standards for Accounting and Review Services (SSARS)
- **Examinations, Reviews, and Agreed-Upon Procedure** services performed in accordance with Statement on Standards for Attestation Engagements (SSAE)
- **Peer Review Services** for other CPA firms under the AICPA guidelines
- **Engagement Quality Control Review (EQCR)** for other CPA firms
- Monitoring and Inspection of other CPA audit firms
- Design and implementation of Internal Control
- Presentation of budget, financial statements, cost allocation methodology etc.
- Business Valuation and Consultation
- Assistance in litigation, including testimony in court.
- Assistance in the preparation and development of economic projections and various investment strategies.
- US reporting regarding Foreign Taxation.

## REPRESENTATIVE CLIENTS

Thomas & Company CPA, PA, has developed an excellent reputation among its clients for high quality, responsive professional services. Please see below the contact information for a few of the numerous clients we serve.

### **Single Audits performed in accordance with Uniform Guidance**

The following engagements are of Non-Profit Organization audits performed under Generally Accepted Government Auditing Standards. Furthermore, these engagements received federal funding in excess of \$ 750,000 triggering the Single Audit to be performed in accordance with Uniform Guidance (2 CFR § 200). The audits of these organization are public information and can be found on <https://www.fac.gov/>.

**SABER College (TITLE IV Funding)**

3990 W Flagler St., Ste 103,  
Coral Gables, FL 33134

**Josefina Habif**

Chief Executive Officer  
(305) 443-9170

**The Children's Center of the Antelope Valley**

45111 Fern Avenue,  
Lancaster, CA 93534

**Michelle Cruz**

Operations Director  
(661) 949 1206

**Acts Christian Transitional Service Inc**

PO Box 8191,  
Philadelphia, PA 19101

**Angela Leedie**

Controller  
(215) 232 4592

**South Florida Behavioral Health Network (SFBHN)**

205 NW 19th St #200,  
Miami, FL 33126.

**Steve Zuckerman**

Chief Financial Officer  
(954) 536 4501

**Broward Behavioral Health Coalition (BBHC)**

3521 West Broward Blvd, Ste 206  
Miami, FL 33126.

**Silvia Quintana**

Chief Executive Officer  
(954) 622 8121

**Agape Network Inc**

22790 SW 112th Ave  
Miami, FL 33170

**Claudio Perez**

Chief Executive Officer  
(305) 694 4040

**Trinity Church**

17801 NW 2nd Avenue  
Miami, FL 33169

**Robin Wilkerson**

Executive Pastor  
(305) 756 6587

**Overtown Youth Center**

450 NW 14th St  
Miami, FL 33136

**Randy Escoffery**

Finance Director  
(305) 349-1204

**CDS Family & Behavioral Health Services Inc**

3615 SW 13th St #4,  
Gainesville, FL 32608

**Philip Kabler**

Chief Executive Officer  
(352)-244-0628

**Family And Children Faith Coalition, Inc (FCFC)**

5911 W Flagler St,  
Miami, FL 33144

**J. Martinez**

Chief Executive Officer  
(786) 388-3000

**Fellowship House**

5711 South Dixie Highway  
South Miami, FL 33143

**Cristy Martinez**

Vice President of Administration  
(305) 667 1036

**Gang Alternative**

12000 Biscayne Boulevard - Suite 402  
North Miami, FL 33181

**Here's Help**

15100 NW 27th Ave  
Opa-Locka, FL 33054

**Levy County Prevention Coalition**

801 South SW Main St,  
Williston, FL 32696

**Mental Health America of Southeast Florida, Inc.**

7145 W Oakland Park Blvd,  
Lauderhill, FL 33313

**New Horizons Community Mental Health Center**

1313 NW 36th Street, Suite # 400  
Miami, FL 33142

**Passageway Residence of Dade County**

2255 NW 10th Ave  
Miami, FL 33127

**South Florida Wellness Network (SFWN)**

5225 NW 33rd Ave  
Fort Lauderdale, FL 33309

**Michael Nozile**

Chief Financial Officer  
(954) 536 4501

**Steve Saffron**

Chief Financial Officer  
(305) 685 8201

**Jonathan Lewis**

Chief Operating Officer  
(352) 328-3540

**Ethan LeFever**

Executive Director  
(561) 293-4677

**Michelle Wyatt-Sweeting**

Chief Executive Officer  
(786) 261 8095

**Federico Hirlemann**

Chief Financial Officer  
(305) 635-9106

**Susan Nyamora**

President & CEO  
(954) 629 0405

## STATE AND LOCAL GOVERNMENT AUDITS

The following engagements are of Charter School audits performed under Generally Accepted Government Auditing Standards (Yellow book).

**Aspire Academy**

1210 Shakopee Town Square,  
Shakopee, MN 55379

**Augsburg Fairview Academy**

2504 Columbus Ave.,  
Minneapolis, MN 55404

**Cyber Village Academy**

3810 E 56th St,  
Minneapolis, MN 55417

**Discovery Charter School**

4100 66th St E Ste. #2, Inver  
Grove Heights, MN 55076

**Friendship Academy of the Arts (Single Audit)**

2600 E 38th St,  
Minneapolis, MN 55406

**High School for Recording Arts (Single Audit)**

1166 University Ave West  
St Paul, MN 55104

**Horizon Science Academy Twin Cities**

7735 2nd Ave S,  
Richfield, MN

**Jennings Community School**

2455 University Ave W,  
St Paul, MN 55114

**Level Up Academy**

2600 Co Rd E East,  
White Bear Lake, MN 55110

**LIFE Prep**

930 Geranium Ave E,  
St Paul, MN 55106

**Minnesota Math and Science Academy (Single Audit)**

169 Jenks Ave E,  
St Paul, MN 55117

**New Century (Single Audit)**

1380 Energy Park Dr #108,  
St Paul, MN 55108

**Progeny Academy**

5929 Brooklyn Blvd,  
Brooklyn Center, MN 55429

**Skyline Math & Science Academy**

2600 26th Ave S #100,  
Minneapolis, MN 55406

**M.K Adam**

Executive Director  
(952) 295-0402

**Heidi Anderson**

Executive Director  
(612) 333-1614

**Nicole Rasmussen**

Executive Director  
(651) 523-7170

**Heather Lines, Ed.D**

Executive Director Principal  
(651) 444-8464

**Carr S. Kpanyor, Jr**

Interim Executive Director  
(612) 879-6703

**Bonnie Hughes**

Business Manager  
(651) 287-0890

**Hasan Damar**

Treasurer  
(612) 712-5252

**Jonathan Luknic**

Executive Director  
(651) 649.5403

**Daniel Juhlke**

Executive Director  
(651) 408-5559

**Leah Jones**

Director  
(651) 793-6624

**Hasan Damar**

Treasurer  
(651) 246-0845

**Ahmed Ali**

Executive Director  
(651) 478-4535

**Nicole Nelson, Ed.S.**

Co-Founder & Director  
(763) 325-9150

**Abdirahman Abdulle**

Executive Director  
(612) 226-7722

**Sojourner Truth Academy**

3820 Emerson Ave N,  
Minneapolis, MN 55412

**St. Paul City School (Single Audit)**

215 University Ave W,  
St Paul, MN 55103

**Stonebridge World School**

4530 Lyndale Ave S,  
Minneapolis, MN 55419

**Terra Nova School**

1705 Hwy 25 N  
Buffalo, MN 55313

**The South Carolina Preparatory Academy**

1650 E Greenville St Suite H,  
Anderson, SC 29621

**Twin Cities International Schools (Single Audit)**

277 N 12th Ave,  
Minneapolis, MN 55401

**Ubah Academy**

1600 Mian St,  
Hopkins, MN 55343

**Academir Charter Schools****operate the following schools in Florida:**

- Academir Charter School Preparatory (Single Audit)
- Academir Charter School Math and Science
- Academir Charter School East Middle
- Academir Charter School East
- Academir Charter School Middle
- Academir Charter School West
- Academir Middle of Math & Science
- Academir Preparatory Academy
- AcadeMir Preparatory of ChampionsGate

**Excelsior Charter Schools****operate the following schools in Florida:**

- Excelsior Prep Charter School of Miami Gardens (Single Audit)
- Excelsior Prep Charter School of Hialeah
- Excelsior Prep Charter School of Hillsborough County
- Excelsior Preparatory Middle School

**OTHER REFERENCES****Paul Brown, CPA**

Director of Technical Services

**Julie Guy**

Executive Director  
(612) 588-3599

**Eric Fergen**

Interim Executive Director  
(651) 225-9177

**Barbara Novy**

Executive Director  
(612) 877-7400

**Craig Wignes**

Principal  
952-852-0129

**Jamie Brumer-Clemons**

Chief Executive Officer  
(864) 359-2215

**Abdirashid Warsame**

School Director  
(612) 821-6470

**Mohamed Egeh**

Financial Management  
(952) 540-2942

**Esther Mir, VP**

Superior Charter School Services  
(305) 225-0444

**Yamile Rafi-Marquez**

Director of Operations  
(786) 577 0661

**Florida Institute of CPAs**

(850)-224-2727 x-251



## **LIST OF KEY ENGAGEMENT PARTNERS FOR AUDIT SERVICES**

### **Roby Thomas, CPA Partner**

Mr. Roby Thomas boasts a distinguished career spanning over 10 years, specializing in the audit of diverse profit and non-profit organizations. He holds membership with professional organizations, including the AICPA and FICPA, and has played a pivotal role in training numerous non-profit entities on sound financial accountability practices through the Single Audit framework.

Having collaborated with various prominent Public Accounting Firms, Mr. Thomas has demonstrated expertise in successfully executing audits for a range of non-profit and for-profit multinational corporations. His proficiency extends to the preparation of Federal 990, 1040, 1065, 1120, and 1120 tax returns.

Furthermore, Mr. Thomas has achieved notable success in conducting numerous risk evaluations and providing budgetary assistance to diverse providers. His extensive experience also encompasses the successful completion of independent financial statement audits, as well as expertise in navigating the intricacies of The Uniform Guidance and Florida Single Audit for various nonprofit organizations.

Roby's passion for auditing goes beyond the thrill of the intellectual chase. While he relishes the intricate puzzles each audit presents, his true calling lies in empowering his clients through meticulous analysis. He views each audit as an opportunity to shine a light on the inner workings of their businesses, ensuring accuracy, transparency, and control.

But his dedication doesn't stop at numbers. Roby genuinely delights in building trusted relationships with his clients, understanding their goals and challenges on a deeper level. He translates complex financial data into readily understandable insights, guiding them towards confident decision-making and sustainable growth. Witnessing their success, a direct result of his expertise and genuine care, is what truly fuels his passion, making him a highly sought-after and client-focused auditor.

### **Tony Thomas, CPA Partner**

Mr. Tony Thomas is a certified public accountant in the United States of America. Tony has over 15 years of experience in Public Accounting. He has focused his practice to cater the needs of business ranging from small start-up businesses to large corporations including for-profit, not-for-profit, and governmental organizations.

Tony has a wide range of experience in the field of taxation for both personal and corporate taxation. He has worked with high-net-worth individuals and high-income producing businesses to decrease their tax liabilities through various tax strategies. He looks to not only help his client retrospectively but also prospectively through various tax and financial planning to pave a brighter financial pathway for his clients.

Tony has extensive experience in the field of auditing. He has specialized in audits of numerous for-profit and not-for-profit organizations in various industries. His expertise ranges from Single Audits in accordance with Uniform Guidance, Not-Profit Educational Institutions, Children's Trust Program Specific Audits, Governmental Audits including both Subrecipients and Pass-through Entities, Condominium and Homeowner Associations, Construction Companies and various others. Outside of the field of Auditing, Tony also has performed various Reviews, Compilations, & Agreed-Upon Procedures

**JOSE THOMAS, CPA**  
9710 Stirling Road  
Cooper City, Florida 33024  
(954) 270 7849, Fax (954) 435 5558  
Josecpa@jtccpa.com

**Jose Thomas, C.P.A**  
**Managing Partner**

As the distinguished Managing Partner of Thomas & Company CPA PA, Mr. Thomas brings a wealth of experience and expertise to the forefront of the firm's operations, steering it towards excellence and innovation in the realms of taxation, audit, and peer review.

**Professional Background**

Mr. Thomas holds a distinguished professional background, having earned a Bachelor of Science in Accounting from York University, Toronto, Ontario, and a Bachelor of Science in Mathematics and Accounting from the University of Kerala, India. Subsequently, he achieved the designation of Certified General Accountant of Canada in Toronto and pursued an Executive Master of Science in Taxation from Florida International University. Mr. Thomas is a Certified Public Accountant licensed by the Florida board. His commitment to professional development is underscored by his memberships, including being a FICPA Peer Review Board Member, AICPA Peer Reviewer Team Captain, and a Member of the Government Audit Quality Center. Mr. Thomas has successfully completed various intensive training and education in Uniform Guidance and Florida Single Audit Act Training.

**Work History**

Mr. Thomas brings a robust work history, having served as an Audit Evaluation and Review Analyst with the Florida Department of Children & Families. In this role, he provided technical assistance to local CPA firms and ADM Providers in connection with Uniform Guidance and the Florida Single Audit Act. Mr. Thomas also conducted contract compliance monitoring for various providers, including Broward Behavioral Health Coalition, Inc., and South Florida Behavioral Health Network, Inc. He implemented and formulated various audit tools for the Department of Children and Families. Mr. Thomas collaborated with various Public Accounting Firms, successfully completing audits for diverse non-profit and for-profit multinational corporations. He is recognized as an expert in the preparation of Federal 990, 1040, 1065, 1120, and 1120S tax returns, and has a proven track record in risk evaluation for numerous providers. Mr. Thomas has conducted numerous independent financial statement audits, Uniform Guidance audits, and Florida Single Audits for various nonprofit organizations across the United States of America. Additionally, he provided technical assistance to various substance abuse providers in their budget and FS 65E-14 guidelines.

**Commitment to Professional Development:**

In addition to managing the day-to-day operations of Thomas and Company CPA PA, Mr. Thomas remains actively involved in professional development initiatives. He has contributed to the professional community by participating in industry conferences, leading workshops, and staying engaged with regulatory updates. Mr. Thomas is a strong advocate for continuing education, both within the firm and the wider accounting community.

## **Leadership at Thomas and Company CPA PA:**

Appointed as the Managing Partner of Thomas and Company CPA PA, Mr. Thomas has been instrumental in shaping the firm's identity and fostering a culture of excellence. Under Mr. Thomas's leadership, the firm has achieved significant milestones in providing top-tier tax advisory, audit, and peer review services to a diverse clientele.

Mr. Thomas places a strong emphasis on staying abreast of the latest industry trends and technological advancements, ensuring that Thomas and Company CPA PA remain at the forefront of innovation. By fostering a collaborative and client-centric approach, Mr. Thomas has created an environment that prioritizes client satisfaction and long-term partnerships.

## **Community Engagement**

Beyond professional commitments, Mr. Thomas is dedicated to giving back to the community. He actively participates in philanthropic activities and holds significant roles such as Treasurer for the Catholic Association, Treasurer for the Ontario Government Employees Charitable Campaign, Treasurer of the Lions Club of Trivandrum, and Audit Finance Committee Member for the Memorial Health Systems.

Mr. Thomas stands as a beacon of leadership in the accounting industry, epitomizing the values of integrity, expertise, and client-focused service. Through his guidance, Thomas & Company CPA PA continues to thrive as a respected entity in taxation, audit, and peer review, solidifying its reputation as a trusted managing partner in financial excellence.

## **AGENDA ITEM 8**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 8  
Committee Assignments**

**Statement of Issue:**

Gulf Consortium policies provide for several Committees. Committee Members serve in meetings outside of formal Board meetings to review specific documents or processes. Concurrent with Board elections, committee membership is renewed for the coming year.

The Audit and Risk committee reviews the outside audit and participates in a series of calls with the outside auditor to hear the status of the annual audit and any findings.

The Finance and Budget Committee reviews and approves the financial package prior to presentation to the full Board.

The Policy Review Committee reviews Consortium policies and procedures annually to identify any needed updates to reflect changes in compliance requirements, practice, or governing laws or rules.

All Committee appointments are made subject to availability and based on specific training, credentials or responsibilities pertinent to subject matter.

**Action:**

Approve Audit and Risk Committee composition of:

- LaWanda Pemberton (Taylor County)
- Richard Arthur (Charlotte County)
- Patti Wilken (Sarasota County)
- Robert Carrol (Bay County)

Approve Finance and Budget Committee composition of:

- LaWanda Pemberton (Taylor County)
- Richard Arthur (Charlotte County)
- Patti Wilken (Sarasota County)
- Robert Carrol (Bay County)

Approve Policy Review Committee composition of:

- Lawanda Pemberton, Taylor County (Board member)
- Michelle Metcalf, Wakulla County (RESTORE Coordinator)
- Jane Evans, Okaloosa County (RESTORE Coordinator)
- Lynn Hoshihara (General Counsel)

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
On: January 18, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_; Seconded  
by: \_\_\_\_\_.

Approved \_\_\_\_; Approved as amended \_\_\_\_; Defeated \_\_\_\_.

## **AGENDA ITEM 9**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 9  
Financial Statements**

**Statement of Issue:**

Presentation of the most recent monthly financial statements.

**Background:**

Financial Statements are produced monthly for the Consortium. Additionally, attachments include a listing of the cash receipts and cash disbursements since the last report date.

**Attachments:**

- a) Balance Sheet as of December 31, 2024
- b) Income Statement from October 1, 2024 through December 31, 2024

**Action Required:**

- 1) Recommend approval of Financial Reports
- 2) Other Committee direction

**Staff Recommendation:**

Approve as proposed.

**Prepared by:**

Richard Bernier  
The Balmoral Group  
On: January 18, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.



# Gulf Consortium Balance Sheet

As of December 31, 2024

	<u>Dec 31, 2024</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash	
HESI Funds (Wells Fargo)	4,762,961.75
Grant Account (Wells Fargo)	2,672.19
Operating Account (United Comm)	243,271.03
Total Cash	<u>5,008,904.97</u>
Total Checking/Savings	5,008,904.97
Accounts Receivable	
Accounts Receivable	
Adaptive Planning	352,743.53
Grants Receivable (SEP)	58,722,032.02
Accounts Receivable (General)	14,088.00
Total Accounts Receivable	<u>59,088,863.55</u>
Total Accounts Receivable	59,088,863.55
Other Current Assets	
Other Current Assets	
Other Receivables	12,900.00
Prepaid Expenses	15,659.21
Total Other Current Assets	<u>28,559.21</u>
Total Other Current Assets	<u>28,559.21</u>
Total Current Assets	<u>64,126,327.73</u>
<b>TOTAL ASSETS</b>	<u><u>64,126,327.73</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Payables	
Accounts Payable (Grants)	12,125.00
Accounts Payable (General)	8,542.00
Total Payables	<u>20,667.00</u>
Total Accounts Payable	20,667.00
Other Current Liabilities	
Accrued Liabilities	
Accrued Liabilities (Grants)	59,076,177.05
Total Accrued Liabilities	<u>59,076,177.05</u>
Total Other Current Liabilities	<u>59,076,177.05</u>
Total Current Liabilities	<u>59,096,844.05</u>
Total Liabilities	59,096,844.05
Equity	
Funds Transfers	(59,372.93)
Unrestricted Net Assets	4,996,615.86
Net Income	92,240.75
Total Equity	<u>5,029,483.68</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>64,126,327.73</u></u>

# Gulf Consortium

## Profit & Loss

October through December 2024

	<u>Adaptive Planning</u>	<u>General Fund</u>	<u>HESI/Transocean Funds</u>	<u>SEP Grants</u>	<u>TOTAL</u>
<b>Income</b>					
Adaptive Planning Grant	7,287.18	-	-	-	7,287.18
Direct Contributions	-	108,008.00	-	-	108,008.00
Grant Funds - SEP	-	-	-	758,841.29	758,841.29
Interest and Other income	-	-	3,548.75	-	3,548.75
<b>Total Income</b>	<u>7,287.18</u>	<u>108,008.00</u>	<u>3,548.75</u>	<u>758,841.29</u>	<u>877,685.22</u>
<b>Expense</b>					
Adaptive Planning	7,286.76	-	-	-	7,286.76
SEP Grants	-	-	-	758,841.29	758,841.29
General Consortium Expenses					
Bank Fees	-	-	75.00	-	75.00
Management Fees	0.42	18,941.00	-	-	18,941.42
Legal Fees	-	300.00	-	-	300.00
<b>Total General Consortium Expenses</b>	<u>0.42</u>	<u>19,241.00</u>	<u>75.00</u>	<u>-</u>	<u>19,316.42</u>
<b>Total Expense</b>	<u>7,287.18</u>	<u>19,241.00</u>	<u>75.00</u>	<u>758,841.29</u>	<u>785,444.47</u>
<b>Net Income</b>	<u>-</u>	<u>88,767.00</u>	<u>3,473.75</u>	<u>-</u>	<u>92,240.75</u>

## **AGENDA ITEM 10**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 10  
Grant Applications**

**Statement of Issue:**

Reminder of upcoming grant application deadline. One new application (amendment to current project award) is presented for review.

**Background:**

The next recommended deadline for submission of grant application materials is 5/23/2025, to allow for staff time to prepare applications for the June Consortium Board Meeting. See project data dashboard (page navigation arrows at bottom of dashboard) for project and milestones lists:

<http://datavisual.balmoralgroup.us/GulfConsortiumProjects>. Please let us know if you have projects planned for later that could possibly start now; these can be reviewed by the Board if they are able to start sooner than originally planned.

Please consider what work you want to start in the next year; if you want Bucket 3 funded work to start by June 2026, you should start the funding application process now. Pre-award costs may be allowable but that brings some extra risk.

**Reminder - all active project with supporting information can be reviewed here:**

<https://datavisual.balmoralgroup.us/GulfConsortiumStoryMap>

That link includes access to all project deliverables (plans, permits, as-built documentation, etc.)

**Most Recent Activity:**

There is a new funding request for Hernando County's project 14-1: Artificial Reef Program. An additional amount of approximately \$1.4M is being requested to add to the current award to support reef implementation.

**Attachments:**

- Applications summary table

**Options:**

- Approve this funding request for presentation to the full Board
- Committee direction

**Prepared by:**

Dan Dourte

The Balmoral Group, Grants Administrator

On: January 16, 2025

## Project Applications/Amendments Summary Table

County	Project Name	Milestones	Metrics	Amendment Amount	Total Award Amount	Start Date	End Date	County Risk/ Project Risk
Hernando	14-1: Artificial Reef Program	Implementation/ Construction	RES002 - Watershed management - Number of upgrades to stormwater and/or wastewater systems COI107 - Economic benefits - Linear feet of transportation channel improved	\$1,364,782	\$2,143,444	12/1/2025	9/30/2027	Low/Low

Total new Pot 3 funding request:

**\$1,364,782**

NOTE: See all project status on P. 7 of <http://datavisual.balmoralgroup.us/GulfConsortiumProjects>  
(navigation arrows at bottom of screen on that link)

# **AGENDA ITEM 11**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 11  
Proposed Investment Policy**

**Statement of Issue:**

Presentation of proposed Investment Policy language for adoption by Gulf Consortium. In researching higher interest rates for HESI funds, Finance Committee and Board decision was to adopt an Investment policy. Proposed language is attached.

**Background:**

In September 2023 the Gulf Consortium received \$4.72 million from a class action lawsuit settlement with Halliburton/Transocean related to the Deepwater Horizon oil spill (HESI Funds). Currently the funds are on deposit at standard deposit rates of just under 1.0% annually. The Finance Committee and Board of Directors instructed staff to identify alternatives with higher options. Alternatives, including options with and without investment policy adoption, were presented in December 2024. Board direction was to develop Investment policy language.

**Discussion:**

The Gulf Consortium does not have an investment policy nor any criteria in the financial policies to consider for investment selection. Section [218.414, Florida Statutes](#), related to local government investment policies, provides some guidance on investment objectives:

(2) **INVESTMENT OBJECTIVES.** –The investment policy shall describe the investment objectives of the unit of local government. Investment objectives shall include safety of capital, liquidity of funds, and investment income, in that order.

Staff conferred with Fiscal Agent Leon County for proposed language. Draft language is attached at Exhibit A. The language allows for independently selecting alternative funds, or retaining an external manager to do so. Given the relatively small investment (\$5 million) and status as a declining fund due to intended use of the investments as project funding, an external manager would be an unnecessary expense. For the same reason, investment in one fund rather than multiple would be considered most efficient and lowest cost. As a result, many of the usual considerations such portfolio composition, become moot.

The Board and Finance Committee expressed desire to maintain conservative investments. Therefore, staff would recommend consideration of the lowest-risk alternative funds, only one fund, and corresponding language.

**Attachments:**

- (1) Summary of Florida Statute regarding Investment of surplus funds by local governments that do not have a written investment policy
- (2) Draft Investment Policy language

**Staff Recommendation:**

Approve proposed investment policy language.

**Options:**

- (1) Approve proposed Investment Policy language
- (2) Other Committee direction.

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
On: January 21, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.



**Agenda Item 11**  
**Attachment 1**  
**Florida Statute excerpt regarding written investment policy**

Section 218.415, Florida Statutes

218.415 Local government investment policies.—Investment activity by a unit of local government must be consistent with a written investment plan adopted by the governing body, or in the absence of the existence of a governing body, the respective principal officer of the unit of local government and maintained by the unit of local government or, in the alternative, such activity must be conducted in accordance with subsection (17). Any such unit of local government shall have an investment policy for any public funds in excess of the amounts needed to meet current expenses as provided in subsections (1)-(16), or shall meet the alternative investment guidelines contained in subsection (17). Such policies shall be structured to place the highest priority on the safety of principal and liquidity of funds. The optimization of investment returns shall be secondary to the requirements for safety and liquidity. Each unit of local government shall adopt policies that are commensurate with the nature and size of the public funds within its custody.

(1) SCOPE.—The investment policy shall apply to funds under the control of the unit of local government in excess of those required to meet current expenses. The investment policy shall not apply to pension funds, including those funds in chapters 175 and 185, or funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds.

(2) INVESTMENT OBJECTIVES.—The investment policy shall describe the investment objectives of the unit of local government. Investment objectives shall include safety of capital, liquidity of funds, and investment income, in that order.

# INVESTMENT POLICY

of  
The Gulf Consortium

January 2025



## **I. SCOPE**

This Policy was adopted using Florida Statutes Section 218.415 as a guideline and applies to all funds held by the Gulf Consortium in excess of those required to meet current expenses.

## **II. INVESTMENT OBJECTIVES**

The primary objectives of all investment activities for the Gulf Consortium should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

A. Safety of Principal. This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings, limiting overall portfolio duration, setting maximum exposures by sector, defining appropriate levels of diversification, and limiting exceptions.

B. Maintenance of Liquidity. To meet the day-to-day operating needs of the Gulf Consortium and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately at least three months of anticipated disbursements will be kept in relatively short term investments. These would include investments in government pools with daily liquidity such as the Local Government Surplus Trust Fund and money market investments.

C. Return Maximization. Return is of least importance compared to the safety and liquidity objectives above. Investments are limited to low risk securities in anticipation of earning a fair return relative to the risk being assumed. Extending the duration of investments to enhance investment returns can induce volatility and affect market value, which should be avoided.

## **III. STANDARDS OF CARE**

A. Standards of Prudence. The "Prudent Person" Rule shall be applied in the management of the overall investment portfolio. The "Prudent Person" Rule states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.

B. Ethical Standards. Officers, employees and external investment advisors of the Gulf Consortium who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Finance and Budget Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the Gulf Consortium or the member Counties and shall refrain from undertaking personal

investment transactions with the same individual with whom business is conducted on behalf of the Gulf Consortium.

C. Limits of Liability. Other than by an action of the Gulf Consortium, the Gulf Consortium shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, or against whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the Gulf Consortium.

#### **IV. AUTHORITY**

Responsibility for the administration of the investment program is vested in the management firm hired by the Gulf Consortium. Management staff shall exercise this authority to invest surplus funds in accordance with Section 218.415, Florida Statutes. The Gulf Consortium Manager hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director along with the Fiscal Agent. The Finance Director shall maintain controls in accordance with the Accounting and Financial Management Policy.

#### **V. INVESTMENT OVERSIGHT COMMITTEE**

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Finance and Budget Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Finance Director will provide sufficiently detailed reports to the Committee in order for the Committee to review portfolio performance, and will propose portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will monitor the portfolio benchmarks. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any external managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

#### **VI. PROCUREMENT OF EXTERNAL INVESTMENT MANAGERS**

The Gulf Consortium may, at its discretion, utilize external investment managers to assist with management of the portfolio. If used, external management may be employed in situations where, due to limitations in the areas of staff time or expertise, such outside resources would be in a better position to overcome such limitations. Securities purchased by the external manager on behalf of the Gulf Consortium, and other investments held by the fund, must follow the constraints identified by this Policy. The average duration of the funds managed by any one external manager on behalf of the Gulf Consortium as part of the portfolio shall not exceed two years. The Finance Director in their capacity as Chief Financial Officer of the Gulf Consortium shall oversee the selection of external managers through a competitive selection process (an RFP). The RFP committee will include Gulf Consortium and management staff along with

investment experts from other governments or the community. In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. Upon selection of an external manager, the Gulf Consortium Manager will execute a contract with the firm. External managers will be evaluated and retained based upon their investment performance, insight, advice on positioning the portfolio, and satisfactory discharging professional services provided for in the contract.

## **VII. THIRD-PARTY CUSTODIAL AGREEMENTS**

The Gulf Consortium Manager will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Gulf Consortium shall be properly designated as an asset of the Gulf Consortium and held in an account separate from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by authorized staff. The Gulf Consortium will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the Gulf Consortium. Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction. The Third Party Custodial Safekeeping Agreement shall include letters of authority from the Gulf Consortium and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

## **VIII. INTERNAL CONTROLS**

The Gulf Consortium shall establish and monitor a set of written internal controls designed to protect the Gulf Consortium's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and "delivery-vs-payment" procedures. No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Fiscal Agent under supervision of the Finance Director. Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the Gulf Consortium shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

## **IX. POLICY REVIEW AND AMENDMENT**

This Policy shall be reviewed annually by the Policy Committee and any recommended changes will be presented to the Board of Directors for adoption.

## **X. AUDITS**

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

## **XI. INVESTMENT PERFORMANCE AND REPORTING**

An investment report shall be prepared by the Finance Director and provided to the Finance and Budget Committee at each meeting, covering the most recent quarter. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance. An annual report will be presented to the Board of Directors (“Board”), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment performance shall measure risk characteristics, portfolio size, sector allocations, and year-to-date earnings to an appropriate benchmark. The Finance Director shall be notified immediately of deviations from currently approved investment policies, who shall in turn notify the Finance Committee. In the event of a ratings agency downgrade to below the A or better requirement, a written notification and investment plan from the external manager must be submitted to the Finance Director. A forced or immediate sale of the downgraded asset is not required.

## **XII. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION**

The Gulf Consortium recognizes that investment risks can result from issuer defaults, market price changes, change in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary illiquidity. For purposes of this Policy, the top nationally recognized statistical ratings organizations (NRSROs) for all credit-sensitive securities are Moody’s, Standard and Poor’s, and Fitch. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages and compliance with this Policy.

The average range of duration for the Gulf Consortium’s overall portfolio, inclusive of internally and externally managed investments, is defined as 0.5 years to 2 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Finance and Budget Committee will be convened and will approve any portfolio duration outside of the range specified above.

## **XIII. AUTHORIZED INVESTMENTS**

This section lists the authorized investments for the internal and external Gulf Consortium portfolios. Investments not listed in this policy are prohibited.

### Internal Investment Portfolio

- A. The Local Government Surplus Trust Fund (Florida Prime), Florida Treasury Special Purpose Investment Account (SPIA), or any intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act of 1969 as provided in Section 163.01 Florida Statutes.
- B. Investments are permitted in money market mutual funds with AAAM or AAAg ratings including Treasury Money Market Mutual Funds, Governmental Money Market Mutual Funds, and Prime Money Market Mutual Funds. These funds must exclusively comprise investment instruments authorized by this Policy. Importantly, they are restricted from engaging in derivative transactions.
- C. Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02 Florida Statutes. This includes, but is not limited to, time deposit accounts, demand deposit accounts, and non-negotiable certificates of deposit.

### External Investment Portfolio

- D. Direct obligations of the United States Treasury. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government.
- E. Federal Agencies and Instrumentalities. United States Government Agencies and sponsored agencies which are non-full faith and credit.
- F. Corporate Debt Securities. Investments may be made in securities issued by any U.S. corporation provided that such instrument is rated A or better by at least two NRSROs.
- G. Municipal Bonds. Investments may be made in securities issued by governmental entities or territorial boundaries of the United States provided that such instrument is rated A or better by at least two NRSROs.
- H. Repurchase Agreements. Investments whose underlying purchased securities consist of United States Treasury, Federal Agencies and/or Instrumentalities.
- I. Commercial Paper. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). Asset backed commercial paper is prohibited.

## **XVI. SUMMARY OF KEY LIMITATIONS ON AUTHORIZED INVESTMENTS**

Exceeding percentage limits due to changes in portfolio balance will not require liquidation of any asset but will restrict further investing. Any changes to the portfolio composition guidelines or limits must be in writing from the Finance Director, directed to the appropriate parties and discussed at each Finance and Budget Committee meeting.

### Additional Portfolio Limitations

- A. The limits for the Internally Managed portfolio apply to the combined internal and external portfolios.
- B. To the extent that an External Manager is used, the External Manager's limits apply to external portfolio.
- C. Portfolio securities may be purchased in either fixed or floating-rate form.
- E. All investments must be denominated in U.S. Dollars.
- F. Investments at the time of purchase are limited to an A rating or higher.



## **AGENDA ITEM 12**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 12  
Recommended Alternative Investment for HESI Funds**

**Statement of Issue:**

Presentation of a proposed sweep for the HESI/Transocean funds to take advantage of higher interest rates.

**Background:**

In September 2023 the Gulf Consortium received \$4.72 million from a class action lawsuit settlement with Halliburton/Transocean related to the Deepwater Horizon oil spill (HESI Funds). Currently the funds are on deposit at standard deposit rates of just under 1.0% annually.

**Discussion:**

The HESI Funds are in a Public Depositor account at Wells Fargo Bank through our fiscal agent, Leon County. The funds have been earning on average just under 1% interest. The Board of Directors requested that staff research options that could possibly earn higher yields. The funds need to be liquid (available to withdraw at any time), yield a higher return, and carry low risk. An earlier agenda item provides the Board with flexibility to consider alternative investments.

Wells Fargo has offered a sweep fund that is available to government clients. The sweep funds are not FDIC insured but they have many government entities that invest in the overnight investment vehicle, including Leon County. It is important to note that FDIC-insured funds are insured to \$250,000, so any excess deposits would be subject to uninsured status either way.

The bank representative has stated that the sweeps are an attractive investment alternative that their government clients use. There are several funds that have an investment mix that meet most government entities' investment policies. An in-bank interest bearing account will pay less than overnight investment options at approximately the .80% range vs. the overnight funds paying in the 4.50% range currently.

The standard monthly sweep service fee is \$250 but as a courtesy the bank has quoted us the \$100 rate that they are charging Leon County. Staff has previously confirmed this is reasonable and competitive.

The Board and Finance Committee expressed desire to maintain conservative investments. Therefore, staff recommends consideration of the lowest-risk alternative fund, which in this case is the 100% Treasury Money Market Fund. The fund reported a 4.02% effective 7-day yield as of January 20, 2025. Because Gulf Consortium is already an established Treasury Management

Customer with Wells Fargo through Leon County, the additional earnings could begin almost immediately following Board approval.

**Attachments:**

- (1) Stagecoach Sweep Effective 7-day Yield
- (2) Wells Fargo Description, Stagecoach Sweep® Money Market Mutual Funds

**Staff Recommendation:**

Approve transfer of HESI funds to Wells Fargo Stagecoach Sweep 100% Treasury Money Market Fund.

**Options:**

- (1) Approve proposed investment of HESI funds.
- (2) Other Board direction.

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
On: January 21, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.

(as of 1/21/2025)

Print to PDF	Fund	Daily factor	1-day (%)	7-day current (%)	7-day current pre-waiver (%)	7-day effective (%)	Fact sheet	Summary prospectus	Full prospectus	Annual report
<input type="checkbox"/>	Government Money Market Fund - Select	0.000117725	4.30	4.30	4.27	4.40	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	Government Money Market Fund - Instl	0.000116091	4.24	4.24	4.23	4.33	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	Government Money Market Fund - Admin	0.000112766	4.12	4.12	4.12	4.20	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	Treasury Plus Money Market Fund - Instl	0.00011588	4.23	4.23	4.22	4.32	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	Treasury Plus Money Market Fund - Servc	0.000109081	3.98	3.98	3.93	4.06	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	Treasury Plus Money Market Fund - A	0.000105586	3.85	3.86	3.85	3.93	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>
<input type="checkbox"/>	100% Treasury Money Market Fund - Servc	0.000107998	3.94	3.96	3.94	4.03	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>	<a href="#">Download</a>

Deposits, investments and sweep services

## Stagecoach Sweep<sup>®</sup> — Money Market Mutual Funds

Helping you get more out of your collected balances with an automated overnight investment

Maximize your investment opportunity by using our Stagecoach Sweep — Allspring Money Market Mutual Funds. This service automatically sweeps your excess collected balances into a money market mutual fund you select. Funds stay invested until you need them, allowing you to generate additional earnings without sacrificing access to your cash.

Customers with a Wells Fargo line of credit can combine it with Stagecoach Sweep — Money Market Mutual Funds. The excess collected balances in your commercial checking account are first applied to the outstanding balance on your line of credit; any remaining funds are swept to the money market mutual fund you have selected.

Stagecoach Sweep — Money Market Mutual Funds offer:

**Fully automated transactions.** Sweep services require no estimating of available balances, phone calls, or ongoing management by your treasury personnel. You select a target balance that you want to maintain in your commercial checking account at all times. Excess collected balances above your target balance are automatically swept every business day, whether you're in the office or not.

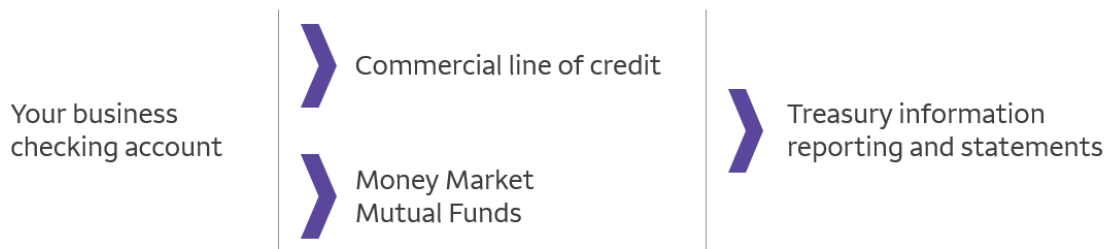
**Liquidity.** All Money Market Mutual Funds are next day sweep products. Funds are debited from the commercial checking account as the last transaction of the day. Funds are invested the next morning when the market opens. The benefit of redemption is credited to your commercial checking account immediately (same-day). However, the investment is actually redeemed the next day when the market opens. Any investment balance is reflected as part of the available balance for the commercial checking account to use.

**Flexible return options.** Choose to have your monthly dividend paid to your commercial checking account or have it reinvested in the money market mutual fund.

**Consolidated reporting.** Your Stagecoach Sweep — Money Market Mutual Funds monthly statement includes information about your balances and the dividend paid on your investment. By combining Stagecoach Sweep — Money Market Mutual Funds with our Zero Balance Account or Cash Concentration services, you can consolidate all your available balances from your bank accounts for overnight transfer to a money market mutual fund investment.

You can monitor your sweep activity online with our Treasury Information Reporting service. We can also deliver your statements and notifications electronically.

## How it works:



**Step 1:** Select a target balance that you want to maintain in your commercial checking account.

**Step 2:** As the last transaction of the day, we debit any excess funds from your commercial checking account and sweep them into an internal omnibus (collection) account at Wells Fargo. At the beginning of the next business day, we transfer the funds out of the Wells Fargo internal omnibus (collection) account and into an omnibus account held with the third-party custodian. Your shares are then purchased when the market opens. Your investment in the mutual fund is pooled with investments from other investors in the Wells Fargo general account with the third-party custodian. If, at the end of the day, your commercial checking account falls below your target balance, funds are credited to your commercial checking account (same-day) and money market mutual fund shares are redeemed the next business day.

**Step 3:** If you are enrolled in the Stagecoach Sweep Credit Sweep service, your outstanding line of credit balance will be paid down first before sweeping to the Money Market Mutual Funds investment. Excess collected balances may not be used to reduce the interest or fee amounts due on the line of credit. If your commercial account balance falls below your target balance, funds are advanced from your line of credit if you do not have any investments to redeem.

**Step 4:** You can view your Stagecoach Sweep — Money Market Mutual Funds activity through the Treasury Information Reporting service or through the monthly statement you receive.

Money Market Mutual Funds Sweep options are all government funds and are therefore not subject to floating Net Asset Value (NAV), gates, or fees. An investment in a money market mutual fund is not insured by the Federal Deposit Insurance Corporation or any other government agency, or guaranteed by Wells Fargo. Although the mutual funds seek to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in a money market mutual fund.

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For more information about any of the money market mutual fund options offered in connection with Stagecoach Sweep, or to obtain a current mutual fund prospectus, please contact your Wells Fargo treasury management representative. Consider the investment objectives, risks, charges, and expenses of the investment carefully before investing. This and other information can be found in a current prospectus. Please read it carefully before investing. For more information about the Stagecoach Sweep service, please see the Stagecoach Sweep Service Description and contact your treasury management representative.

**Stagecoach Sweep — Money Market Mutual Funds Option.** Funds held on Company's behalf in the omnibus deposit account at Bank are deposits and are eligible for insurance under applicable FDIC insurance rules and limits. Company's MMMF shares held in the omnibus investment account in Bank's name at the custodian of the MMMF are not deposits and will not be eligible for FDIC insurance. Company is the owner of its MMMF shares.

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## **AGENDA ITEM 13**



**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 13  
SEP Amendment 7**

**Statement of Issue:**

Request that the Final SEP Amendment #7 be reviewed by the Consortium Board prior to being transmitted to RESTORE Council for their official review.

**Background:**

An amendment to the SEP is required for new projects or changes in scope of existing projects. This is the 7th amendment to Florida's SEP. Amendments to the SEP are done as needed and not more frequently than once per year. As of 1/21/2025 there were no public comments to address and the comment period closed. RESTORE Council provided minor edits to make and those were resolved.

**Analysis:**

The project changes are summarized as follows:

- Dixie County is adding two new projects: "11-6: Suwannee Town Seawall": cost \$2.4M, and "11-7: Jena Highway Bridge Replacement/Restoration": cost \$3.7M. The County is removing Bucket 3 funding for projects "11-3: Horseshoe Cove Oyster Restoration Project", "11-4: Coastal Public Access Program" from the State Expenditure Plan, and "Project 11-5: Coastal Wastewater Septic to Sewer Conversion Program", allowing funds to be reallocated for the two new projects. Project "11-1: Horseshoe Beach Working Waterfront Project" will be modified by reducing the Bucket 3 allocation to \$1 million. Project "11-2: Shired Island Park Beach Nourishment and Living Shoreline Project" will be modified by reducing the allocation to 1.5 million and adjusting the scope. This project will now be named "Shired Island Park Beach"
- Gulf County is removing project 6-3 "Coastal Public Access Program", and redirecting funds from 6-3 to Gulf County's project 6-2 "St. Joseph Peninsula Coastal Erosion Project" which currently has a budget shortfall.
- Levy County is adjusting the narrative of project "12-1: Waccasassa River Conservation Land Acquisition" to clarify that parcels to be acquired are yet to be determined; this amendment just generalizes the expected land acquisition locations.
- Manatee County is removing the Bucket 3 funding from project "18-9: Urban Stormwater Improvements – GT Bray Park" and reassign those funds to support the implementation of project "18-2: Portosueno Park Living Shoreline."
- Taylor County is clarifying the dredging locations for project "10-4- Coastal Dredging Project for Keaton Beach and Steinhatchee Boat Ramps". This project was added to the SEP with SEP Amendment #4; the dredging scope is general in terms of location: canals which provide increased and

enhanced access to the Gulf are the canals to be dredged in this project.  
This project is re-named to "10-4: Coastal Dredging for Public Access".

**Options:**

The following options are suggested for consideration by the Board:

- (1) Approval of Final SEP Amendment #7 to be submitted to RESTORE
- (2) Board direction

**Recommendation:**

Option 1

**Attachments:**

Final SEP Amendment #7

**Prepared by:**

Dan Dourte  
The Balmoral Group, Director  
January 21, 2025

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.

# State of Florida

## STATE EXPENDITURE PLAN –

### Amendment 7: January 2025

Submitted Pursuant to the Spill Impact

Component of the RESTORE Act

33 U.S.C. § 1321(t)(3)



## Executive Summary

This 7th amendment to the State Expenditure Plan (SEP) for the State of Florida, prepared by the Gulf Consortium (Consortium), addresses the following changes:

- Dixie County is adding two new projects: “11-6: Suwannee Town Seawall”: cost \$2.4M, and “11-7: Jena Highway Bridge Replacement/ Restoration”: cost \$3.7M. The County is removing Bucket 3 funding for projects “11-3: Horseshoe Cove Oyster Restoration Project”, “11-4: Coastal Public Access Program” from the State Expenditure Plan, and “Project 11-5: Coastal Wastewater Septic to Sewer Conversion Program”, allowing funds to be reallocated for the two new projects. Project “11-1: Horseshoe Beach Working Waterfront Project” will be modified by reducing the Bucket 3 allocation to \$1 million. Project “11-2: Shired Island Park Beach Nourishment and Living Shoreline Project” will be modified by reducing the allocation to 1.5 million and adjusting the scope. This project will now be named “Shired Island Park Beach”
- Gulf County is removing project 6-3 “Coastal Public Access Program”, and redirecting funds from 6-3 to Gulf County’s project 6-2 “St. Joseph Peninsula Coastal Erosion Project” which currently has a budget shortfall.
- Levy County is adjusting the narrative of project “12-1: Waccasassa River Conservation Land Acquisition” to clarify that parcels to be acquired are yet to be determined; this amendment just generalizes the expected land acquisition locations.
- Manatee County is removing the Bucket 3 funding from project “18-9: Urban Stormwater Improvements – GT Bray Park” and reassign those funds to support the implementation of project “18-2: Portosueno Park Living Shoreline.” Also, the primary eligible activity for the County’s Boat Ramp (project 18-11) was revised to “Eligible Activity 10: Promotion of tourism in the Gulf Coast region, including recreational fishing” to better reflect the project objectives and align with other Gulf Consortium boat ramp projects.
- Taylor County is clarifying the dredging locations for project “10-4- Coastal Dredging Project for Keaton Beach and Steinhatchee Boat Ramps”. This project was added to the SEP with SEP Amendment #4; the dredging scope is general in terms of location: canals which provide increased and enhanced access to the Gulf are the canals to be dredged in this project. This project is re-named to “10-4: Coastal Dredging for Public Access”.

An updated project milestone table is included with this amendment (Table 1); this replaces the sequencing summary table found on pages 483-484 in the original SEP. An updated project summary table, showing all Spill Impact Component project total costs can be found in Table 2; this replaces the project summary table found on pages 455-456 in the original SEP.

## State Certification of RESTORE Act Compliance

In accordance with Section 5.2.2 of the SEP Guidelines provided by the Council, the Gulf Consortium hereby certifies the following:

- All projects, programs, and activities included in the Florida SEP amendment are eligible activities as defined by the RESTORE Act.
- All projects, programs, and activities included in the Florida SEP amendment contribute to the overall economic and/or ecological recovery of the Gulf Coast.
- The FL SEP amendment takes into consideration the Comprehensive Plan and is consistent with the goals and objectives of the Comprehensive Plan.
- Issues crossing Gulf State boundaries have been evaluated to ensure that a comprehensive, collaborative ecological and economic recovery is furthered by the Florida SEP.
- All projects, programs, and activities included in the SEP are based on and/or informed by the Best Available Science as defined in the RESTORE Act.

## Public Participation Statement

- The draft FL SEP Amendment 7 was delivered by email on 12/12/2024 to the Gulf Consortium Board of Directors, County personnel, industry stakeholders, Florida state agencies (including Florida Department of Environmental Protection and Florida Fish and Wildlife Conservation Commission), and conservation organizations (more than 100 people). The draft FL SEP Amendment 7 was presented in two public meetings on 12/11/2024. During these meetings the content of the amendment was described and comments were invited. The draft FL SEP Amendment 7 was posted on the Gulf Consortium website on 12/12/2024 (<https://www.gulfconsortium.org/>) and the link to a comment portal ([comment form here](#)) was provided in the email delivery described above. In the email message to County commissioners, County staff working on RESTORE efforts, DEP, FWC and NWF, it was requested that the amendment be forwarded along to other interested stakeholders for comments. There were no public comments submitted through the online portal, and the public comment period closed on 1/26/2025.

## Financial Integrity

- The Consortium is the legal entity in Florida responsible for implementation of this Florida SEP amendment, and will be the direct recipient of grant funds disbursed by the Council to the State of Florida pursuant to the Spill Impact Component of the RESTORE Act. The full original SEP (<https://www.gulfconsortium.org/state-expenditure-plan>) should be referred to for additional detail on the financial integrity of the Gulf Consortium.
- Projects described in the SEP will be carried out by the Consortium Counties acting as subrecipients to the Gulf Consortium. The Gulf Consortium has a formalized risk assessment process in place to assess the capabilities of subrecipients to implement activities in the Plan consistent with the requirements of 2 CFR Part 200, including the subrecipient risk evaluation in 2 CFR 200.331(b). Regarding the process for assessing subrecipient capabilities, the Gulf Consortium will document that the Consortium's counties which use their own subrecipients to implement SEP activities will assess the capabilities of those sub-subrecipients consistent with the requirements in 2 CFR Part 200, including the subrecipient risk evaluation in 2 CFR 200.331(b).

## Overall Consistency with the Goals and Objectives of the Comprehensive Plan

- The process for goal development and the consistency of Florida SEP activities with the Council Comprehensive Plan is described in detail in the Florida SEP. This SEP amendment is fully consistent with, and furthers, the Council's Comprehensive Plan. The projects, programs, and activities proposed in this Florida SEP amendment were nominated through a county-driven process.

## Compliance with 25 Percent Infrastructure Limitation

In accordance with Section 4.2.2 of the Council's SEP Guidelines, the State of Florida hereby certifies that the proposed projects, programs, and activities described in Section V of this SEP comply with the 25 percent infrastructure limitation. For SEP purposes, the term "infrastructure" has the same meaning as provided in 31 Code of Federal Regulations (CFR) Section 34.2. The 25 percent infrastructure limitation is defined in the RESTORE Act, 33 U.S.C. Section 1321(t)(3)(B)(ii). This provision states that not more than 25 percent of the allocated Spill Impact Component funds may be used by a State for infrastructure projects for RESTORE Act Eligible Activities 6 and 7, which include:

- Eligible Activity 6: Infrastructure projects benefiting the economy or ecological resources, including port infrastructure, and
- Eligible Activity 7: Coastal flood protection and related infrastructure.

A possible exception to this 25% infrastructure limit would be allowed if the Florida SEP certified that:

- Ecosystem restoration needs will be addressed by projects in the proposed SEP; and –
- Additional investment in infrastructure is required to mitigate the impacts of the Deepwater Horizon Oil Spill to the ecosystem or economy.

This exception is not applicable presently as Florida's infrastructure projects are about 24% of the total.

This proposed amendment increases the total Gulf Consortium project infrastructure cost from about 21% to 24% of the Florida total. The two new Dixie County projects have "Eligible Activity 6" as the primary eligible activity. Manatee County's 18-11 Boat Ramp project primary eligible activity was changed to "Eligible Activity 10" to better reflect the project goal and align with the primary eligible activity of other boat ramp projects in the SEP.

## SEP Project Cost and/or Scope Changes

The projects and/or programs in a State Expenditure Plan (SEP) may need to be modified in the future in response to a range of factors including cost, engineering and design, permitting, and other considerations. In some cases, such changes will warrant an amendment to the SEP, including public review and input. In other cases, such changes can be made at the discretion of

the SEP sponsor without the need for a SEP amendment.

A SEP amendment is not required for a non-material modification to an approved SEP project or program, such as cost changes to the SEP project. For example, if the cost of a boat ramp increases due to increased construction costs but the scope of the project would not materially change and the total approved SEP funding would not change, then a SEP amendment would generally not be required. Similarly, if a proposed construction cost saving would not result in a material change to the overall project scope or objective, an amendment would not be required. Non-material modifications include:

- Increases or decreases in approved SEP project and program benefits (outputs);
- Reallocation of previously-approved funds between approved SEP projects and programs; and
- Other changes that do not fundamentally alter the SEP or approved projects and programs

However, consultation with Council staff is required to track funding amounts and ensure that any reallocation does not exceed statutory infrastructure cap. Material modifications do require a SEP amendment and may include:

- Approval of a new activity (i.e., a new stand-alone project or new program);
- Approval of Spill Impact Component funds (i.e., amounts from Trust Fund that were not previously approved in a SEP or SEP amendment); and/or
- Fundamental alteration of the SEP or approved projects and programs, including changes in type, primary eligible activity, goals(s) and objective(s), or other major elements

**The following section is for completely new projects only.** For projects currently in the SEP that need scope changes or other revisions, see the section titled “SEP project timing and cost revisions and scope changes.”



## Proposed Projects, Programs, and Activities

### DIXIE COUNTY

## Suwannee Town Seawall (P4)



### PROJECT NO. 11-6

#### PROJECT DESCRIPTION

##### Overview and Location

This project involves construction of the Suwannee Town Seawall which consists of three sections of roadway totaling .37 miles along SE 349 Highway. The three sections are shown in **Figure 11-6A**.

##### Need and Justification

The Suwannee Town Seawall (P4) is the final phase of a series of seawall structures constructed by other grant funding sources. These three roadway portions of SE Hwy 349 bordered by canal water ways that in recent years have suffered from heavy storm erosion. This seawall construction is essential in preventing the washout of the only roadway providing access to and from a Gulf Coast community within Suwannee Town.

Seawalls are onshore structures that are highly effective at protecting against erosion, overtopping, and flooding of the land and structures due to storm surges and waves. Seawalls are built parallel to the shoreline as a

reinforcement of a part of the coastal profile. Seawalls are a long-term solution that require less space than other forms of protection.



*Figure 11-6A. Seawall Construction locations shown as three blue lines along SE Hwy 349 at Suwannee Town in Dixie County.*



The primary focus of this project is Coastal flood protection and related infrastructure. For this reason, this project is classified as infrastructure with respect to the 25 percent limitation as defined in the RESTORE Act 33 U.S.C. Section 1321.

## Project Components

[illegible]

**Figure 11-6B** shows the other three phases of this seawall construction plan.

This project will improve community resilience through public access to the coastal communities of Dixie County for both residents and visitors. In doing so, bolster the attraction of the county's

## Eligibility and Statutory Requirements

- Eligible Activity 6: Infrastructure projects benefiting the economy or ecological resources,

- including port infrastructure (primary)
- Eligible Activity 7: Coastal flood protection and related infrastructure

## Comprehensive Plans Goals and Objectives

This project is consistent with, and addressed, the following Comprehensive Plan Goals:

- Goal 4: Enhance Community Resilience
- Goal 5: Restore and Revitalize the Gulf Economy: Enhance the sustainability and resiliency of the Gulf economy.
- Goal 3: Replenish and Protect Living Coastal and Marine Resources

This project is consistent with, and addresses, the following Comprehensive Plan Objectives:

- Objective 8: Restore, Diversify, and Revitalize the Gulf Economy with Economic and Environmental Restoration Projects.
- Objective 4: Restore and Enhance Natural Processes and Shorelines

## Implementing Entities

Dixie County will be the sole implementing entity and grant sub-recipient responsible for land acquisition, design, permitting, construction, and success monitoring.

## Best Available Science and Feasibility Assessment

A Best Available Science (BAS) review is required for programs and projects that would restore and protect the natural resources, ecosystems, fisheries, marine and wildlife habitats, beaches, coastal wetlands, and economy of the Gulf Coast. The primary focus of this program is infrastructure rehabilitation. Any impacts associated with the construction of the seawalls will be addressed during regulatory the permitting process.

Seawalls when constructed properly can offer protections against rising sea levels, extreme weather events, erosion, coastal pollution, and flooding. It is important that construction follows certain designs found in Coastal Engineering Manual, Shore Protection Manual, ASCE Standards, and FEM publication manual to ensure satisfactory shoreline protection.

- Nima Hosseinzadeh, Mohammad Ghiasian, Esber Andiroglu, Joel Lamere, Landolf Rhode-Barbarigos, James Sobczak, Kathleen Sullivan Sealey, Prannoy Suraneni. Concrete seawalls: A review of load considerations, ecological performance, durability, and recent innovations. Ecological Engineering. Volume 178, 2022. 106573. ISSN 0925-8574, [Concrete seawalls: A review of load considerations, ecological performance, durability, and recent innovations - ScienceDirect](#)
- Patrick D. Nunn, Carola Klöck, Virginie Duvat. Seawalls as maladaptations along island coasts. Ocean & Coastal Management. Volume 205. 2021. 105554. ISSN 0964-5691. <https://doi.org/10.1016/j.ocecoaman.2021.105554>.
- Wakefield, S. (2020). Making nature into infrastructure: The construction of oysters as a risk management solution in New York City. Environment and Planning E: Nature and

- Space, 3(3), 761-785. <https://doi.org/10.1177/2514848619887461>
- Di Jin, Porter Hoagland, Donna K. Au, Jun Qiu. Shoreline change, seawalls, and coastal property values. *Ocean & Coastal Management*. Volume 114. 2015. Pages 185-193. ISSN 0964-5691. <https://doi.org/10.1016/j.ocecoaman.2015.06.025>.
  - Zulkifli, M. Impact of Seawall Development to the Sulawesi Fishermen Community in Pambusuang Village. *International Journal Paper Public Review*, 2(4). 2021 80-98. <https://doi.org/10.47667/ijppr.v2i4.124>
  - Bush, D. M., & Pilkey, O. H. (1994). Mitigation of Hurricane Property Damage on Barrier Islands: A Geological View. *Journal of Coastal Research*, 311–326. <http://www.jstor.org/stable/25735607>
  - Nima Hosseinzadeh, Mohammad Ghiasian, Esber Andiroglu, Joel Lamere, Landolf Rhode-Barbarigos, James Sobczak, Kathleen Sullivan Sealey, Prannoy Suraneni. Concrete seawalls: A review of load considerations, ecological performance, durability, and recent innovations. *Ecological Engineering*. Volume 178. 2022. 106573. ISSN 0925-8574. <https://doi.org/10.1016/j.ecoleng.2022.106573>.

Additional County-specific plans will also be consulted including:

- Strategic Beach Management Plan: Big Bend Gulf Coast Region (May 2018).
- Suwannee River Water Management District 2025-2029 Strategic Plan
- Suwannee River Water Management District 2024 Florida Forever Five-Year Work Plan

## Risks and Uncertainties

Coastal infrastructure is at risk of damage by tropical storms and sea-level rise will be factored into the design. Seawalls can also be labor intensive projects posing a potential risk with labor costs (Anderson, 2023). Drawbacks to seawalls also include discouraging people from relocation by creating a false sense of security and potential damage from beach narrowing (Bush, 1994). Considering this seawall is not located on a beach but in an urban area there is less risk of weather damage to the seawall, but proper construction to avoid corrosion and other damages will be needed. Seawalls also present a risk to marine diversity to wetland and nearshore communities (Hosseinzadeh, 2022).

- Bush, D. M., & Pilkey, O. H. (1994). Mitigation of Hurricane Property Damage on Barrier Islands: A Geological View. *Journal of Coastal Research*, 311–326. <http://www.jstor.org/stable/25735607>
- Anderson, R. B. (2023). Time, Seawalls, and Money: Anthropologies of Rising Seas and Eroding Coasts. *Environment and Society*, 14(1), 23-42. Retrieved Nov 26, 2024, from <https://doi.org/10.3167/ares.2023.140103>
- Nima Hosseinzadeh, Mohammad Ghiasian, Esber Andiroglu, Joel Lamere, Landolf Rhode-Barbarigos, James Sobczak, Kathleen Sullivan Sealey, Prannoy Suraneni. Concrete seawalls: A review of load considerations, ecological performance, durability, and recent innovations. *Ecological Engineering*. Volume 178. 2022. 106573. ISSN 0925-8574. <https://doi.org/10.1016/j.ecoleng.2022.106573>.

## Success Criteria and Monitoring

The specific details of the success criteria and monitoring will be developed during the grant stage for this project. Success criteria/metrics for this project could include development of final design, completion of the permit process, and linear feet of seawall constructed. This project will improve port and support infrastructure and will encourage the creation of local jobs. For this reason, Dixie County is committed to conducting the necessary monitoring to quantify project benefits. Dixie County will utilize and instruct existing county resources to use an active observation method along with data collection to quantify the findings. All monitoring will be funded by the County or with additional grant funding.

## Project Milestones and Schedule

The total estimated time horizon of this project is approximately 2 years. The expected start date is 2025, and the end date is 2027. The anticipated project milestones and schedule are shown in the chart below.

MILESTONE	YEARS FROM MONTH APPROVAL										Deliverable (Y/N)
	1	2	3	4	5	6	7	8	9	10	
Engineering and design											Y
Environmental Assessment											Y
Construction Seawall - A											Y
Construction Seawall - B											Y
Construction Seawall - C											Y
Success Monitoring											N

## Budget and Funding Sources

A preliminary total cost estimate of \$2.4 million has been developed for this project using available information from comparable projects, and certain assumptions. Dixie County is committed to allocating \$2.4 million of its share of the Florida Spill Impact Component to this program but will also be seeking other leveraged funding sources to supplement these monies. A summary of the project budget and funding sources is provided in the following table.

MILESTONE	ESTIMATED TOTAL DOLLARS	ESTIMATED POT 3 ALLOCATION
Final engineering and permitting		\$360,000
Environmental assessment		\$30,000
Construction of Seawall sections – A, B & C		\$2,010,000
Success Monitoring	\$0	\$0
<b>Total Cost</b>	<b>\$2,400,000</b>	<b>\$2,400,000</b>
<b>COMMITTED FUNDING SOURCES</b>		
Spill Impact Component		\$2,400,000

Direct Component	\$0
Other grants or co-funding	\$0
Other County funds	\$0
<b>Total Committed Funding</b>	<b>\$2,400,000</b>
<b>Budget Shortfall</b>	<b>\$0</b>

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F.21 Watershed Protection and Flood Prevention

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F.50 Environmental Studies (ES) Program

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S.38 Small County Outreach Program

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S.39 Small County Road Assistance Program

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S.45 Florida Boating Improvement Program (FBIP)

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### Partnerships/Collaboration

Dixie County will partner with the Florida Fish and Wildlife Conservation Commission and the Suwannee River Water Management District in the acquisition and improvement of the subject properties.



## DIXIE COUNTY

# Jena Highway Bridge Replacement/Restoration



PROJECT NO. 11-7

### PROJECT DESCRIPTION

#### Overview and Location

This project involves the replacement/restoration of two bridges on Jena Highway (Highway 358). This is a heavily traveled route providing the only access south of the river to the Steinhatchee River and into the town of Steinhatchee. Located at SW HWY 358 over Pine Log Basin bridge (300001) and the SW HWY 358 over Sand Hill Creek bridge (300013), as shown in **Figure 11-7A**.

#### Need and Justification

Structurally deficient bridges require significant maintenance, rehabilitation or replacement. These two bridges were built in 1955 exceeding their expected lifespan of 50 years, having been in use for 69 years. The maintenance backlog will only worsen as bridges age and costs rise. Dixie county is an economically disadvantaged coastal community that financially struggles annually with storm damages.

Management of these road assets involves the application of engineering, financial and management practices to optimize the level-of-service outcome in return for the most cost-effective financial input. Indeed, the main objective is simply to apply the right treatment at



*Figure 11-7A. Location of the Sand Hill Creek Bridge (300013) and the Pine Log Basin Bridge (300001) on SW Highway 358/Jena Highway.*

the right time to achieve the desired level of service, indicating that the road infrastructure is a financial asset for society and the economy.

The Sand Hill Creek bridge is reinforced concrete on timber piles that are rated as functionally obsolete with excessive leaning. This narrow bridge is 20' in width and is 75' in length consisting of five 15' spans.

The Pine Log Basin bridge is a reinforced concrete narrow shoulder bridge of 23.6' in width and 29.3' in length with three 8' cells elevated approximately 5' above the water in degrading condition.

## Purpose and Objectives

The purpose of this project is to replace/restore these two bridges that provide access to both the Steinhatchee River and the town of Steinhatchee. Project objectives include: (1) maintaining this important travel route for all types of vehicular access; and (2) renewing the lifespan of these bridges using updated engineering practices and construction materials.

## Project Components

These bridges were chosen because they have exceeded their lifespan of 50 years and are rated as functionally obsolete along an important heavily travel access route.

Components of this project include: (1) engineering design and permitting; (2) construction; and (3) success monitoring.

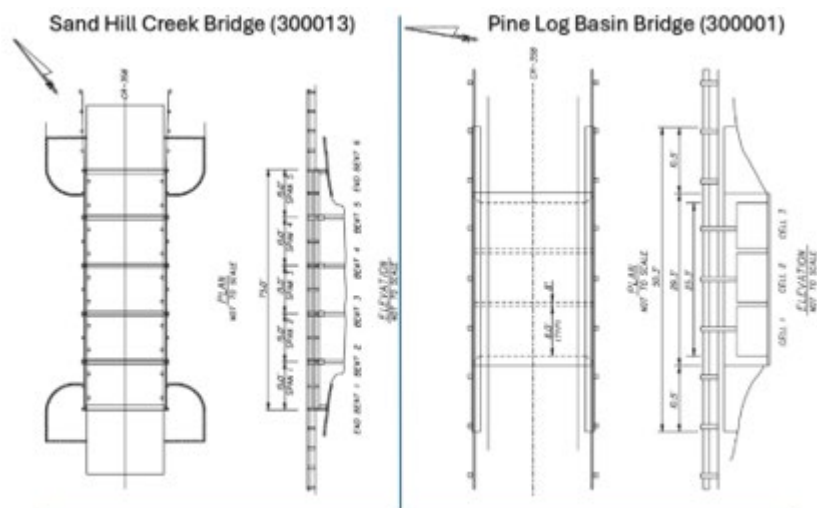


Figure 11-4B. Not to scale bridge drawings.

## Contributions to the Overall Economic and Ecological Recovery of the Gulf

Roads and bridges make a crucial contribution to economic development and growth and bring important social benefits. They are of vital importance in order to grow and develop the Gulf Coast. In addition, providing access to employment, social, health and education services makes a road network crucial in fighting against poverty. Roads and bridges open up more areas and stimulate economic and social development. Ensuring that the bridges remain usable will help the area with GDP growth, tourism, travel time, and other economic indicators (Yavuz, 2017). Highway 358 remains one the main roads to reach Steinhatchee from U.S. Route 19 and ensuring this connection is ensured is important to the economy of the area. For those reasons, road infrastructure is the most important of all public assets.

## Eligibility and Statutory Requirements

This project is consistent with, and addressed, the following RESTORE Act eligible activities:

- Eligible Activity 6: Infrastructure projects benefiting the economy or ecological resources, including port infrastructure (primary)
- Eligible Activity 7: Coastal flood protection and related infrastructure
- Eligible Activity 10: Promotion of tourism in the Gulf Coast region, including recreational fishing

## Comprehensive Plans Goals and Objectives

This project is consistent with, and addresses, the following Comprehensive Plan Goals:

- Goal 5: Restore and Revitalize the Gulf Economy: Enhance the sustainability and resiliency of the Gulf economy.

This project supports the following Council objectives:

- Objective 5: Promote Community Resilience

## Implementing Entities

Dixie County will be the sole implementing entity and grant sub-recipient responsible for design, permitting, and construction.

## Best Available Science and Feasibility Assessment

A Best Available Science (BAS) review is required for programs and projects that would restore and protect the natural resources, ecosystems, fisheries, marine and wildlife habitats, beaches, coastal wetlands, and economy of the Gulf Coast. The primary focus of this project is public infrastructure improvements and economic development.

However, previous bridge replacement projects offer guidelines and best practices that can be helpful. Economic impacts from bridge replacement causing traffic disruptions have been significantly reduced as accelerated bridge replacement has shortened the time required (Yavuz, 2017).

Previous studies have shown that bridge construction and replacement has had a strong positive impact on local GDP trend, freight, fixed assets, tertiary industries, and tourism. Improving transportation times, stimulating investments, and other benefits can also be supported with current literature.

This project is considered to be feasible with respect to the ability to: (1) obtain necessary permits; (2) construct the project within the proposed budget; and (3) effectively operate and maintain the project components over the long term.

- Yavuz, F., Attanayake, U., & Aktan, H. (2017). Economic Impact Analysis of Bridge



Construction. Transportation Research Record, 2630(1), 95-102.

<https://doi.org/10.3141/2630-12>

- Funda Yavuz, Upul Attanayake, Haluk Aktan. Economic Impact on Surrounding Businesses due to Bridge Construction. Procedia Computer Science. Volume 109. 2017. Pages 108-115. ISSN 1877-0509. <https://doi.org/10.1016/j.procs.2017.05.301>.
- Chu, L., Zou, Y., Masiliūnas, D., Blaschke, T., & Verbesselt, J. (2021). Assessing the impact of bridge construction on the land use/cover and socio-economic indicator time series: A case study of Hangzhou Bay Bridge. GIScience & Remote Sensing, 58(2), 199–216. <https://doi.org/10.1080/15481603.2020.1868212>
- Development of risk models for Florida's bridge management system. (2013). [Development of risk models for Florida's bridge management system.](#)

Additional County-specific plans will also be consulted including:

- Strategic Beach Management Plan: Big Bend Gulf Coast Region (May 2018).
- Suwannee River Water Management District 2025-2029 Strategic Plan
- Suwannee River Water Management District 2024 Florida Forever Five-Year Work Plan

## Risks and Uncertainties

Waterway infrastructure is at risk for damage due to tropical storms, water rise and floating debris. However, the engineering design of the proposed infrastructure and improvements will consider storm, water rise and debris hazards, as appropriate. The State Maintenance Office offers developments in risk models for Florida's Bridge Management System which should be considered during project design. Traffic disruption from bridge replacement also poses an economic risk to the community (Sobanjo, 2013).

- Sobanjo, John O.;Thompson, Paul D. Development of risk models for Florida's bridge management system. Florida State University. Dept. of Civil and Environmental Engineering. United States. Federal Highway Administration. 2013. BDK83 977-11. <https://rosap.ntl.bts.gov/view/dot/26017>

## Success Criteria and Monitoring

The specific details of the success criteria and monitoring will be developed during the grant stage for this project. Success criteria/metrics for this project could include development of final design, completion of the permit process, and linear feet of bridge replaced. With modern engineering and upgraded construction materials this project will renew the lifespan of these bridges built in 1955. Success criteria and monitoring will be completed through the Florida Department of Transportation's Bridge Management system through specific reporting intervals using independent inspectors at no cost to the county.

## Project Milestones and Schedule

The total estimated time horizon of this project is 3 years. The expected start date is 2025, and the end date is 2028. The anticipated project milestones and schedule are shown in the chart below.

MILESTONE	YEARS FROM MONTH APPROVAL										Deliverable (Y/N)
	1	2	3	4	5	6	7	8	9	10	
Final design and permitting											Y
Construction											Y
Success monitoring											N

## Budget and Funding Sources

A preliminary total cost estimate of \$3,657,330.00 has been developed for this project using available information from comparable projects and certain assumptions. Dixie County is committed to allocating \$3,657,330.00 of its share of the Florida Spill Impact Component to this project but will also be seeking other leveraged funding sources to supplement these monies. A summary of the project budget and funding sources is provided in the table below.

MILESTONE	ESTIMATED TOTAL DOLLARS	ESTIMATED POT 3 ALLOCATION
Final design and permitting	\$616,637	\$616,637
Construction	\$3,040,693	\$3,040,693
Monitoring	\$0	\$0
<b>Total Cost</b>	<b>\$3,657,330</b>	<b>\$3,657,330</b>
<b>COMMITTED FUNDING SOURCES</b>		
Spill Impact Component		\$3,657,330
Direct Component		\$0
Other grants or co-funding		\$0
Other County funds		\$0
<b>Total Committed Funding</b>		<b>\$3,657,330</b>
<b>Budget Shortfall</b>		<b>\$0</b>

F.11 Community Facilities Direct Loan and Grant Program in Florida

F.43 Coastal Resilience Grants Program

F.48 Community Development Block Grants

S.39 Small County Road Assistance Program

## Partnerships/Collaboration

Dixie County will partner with the Florida Department of Transportation and the U.S. Army Corps of Engineers in the design and implementation of this project.



## SEP project timing and cost revisions and scope changes

### DIXIE COUNTY

Dixie County is removing RESTORE Bucket 3 funding from Project 11-3: Horseshoe Cove Oyster Restoration Project, Project 11-4: Coastal Public Access Program Project, and Project 11-5: Coastal Wastewater Septic to Sewer Conversion Program, allowing funds to be reallocated for the 2 new projects.

In addition, Dixie County has modified two Projects 11-1: Horseshoe Beach Working Waterfront Project by reducing the allocation to \$1 million and Project 11-2: Shired Island Park Beach Nourishment and Living Shoreline Project by reducing the allocation to 1.5 million, allowing 2.5 million to be transferred to the new projects and renaming this project to 11-2: Shired Island Park Beach. The new project names are Project 11-6: Suwannee Town Seawall (cost \$2.4 million) and Project 11-7: Jena Highway Bridge Replacement/Restoration (cost \$3.7 million).

### Horseshoe Beach Working Waterfront Project No.11-1

Modifications are included under each listed heading including a decrease in Spill Impact Component funds from \$3 million to \$1 million. The primary purpose of this project is to rehabilitate the working waterfront for commercial fisherman in Horseshoe Beach

#### PROJECT DESCRIPTION

#### OVERVIEW AND LOCATION

This project involves the expansion of a commercial dock established for staging vessels and offloading seafood products directly to wholesale trucks and the construction of a seawall to protect the shoreline. The location of the town of Horseshoe Beach is shown in Figure 11-1A. The primary focus of this project is infrastructure improvements to support economic growth and development. For this reason, this project is classified as infrastructure with respect to the 25 percent infrastructure limitation.

#### PURPOSE AND OBJECTIVES

An effect of this project will be to stimulate the Gulf economy through the creation of jobs and tourism by providing improved community facilities.

#### PROJECT COMPONENTS

Components of this project include: (1) engineering design and permitting; (2) expansion of dock; (3) seawall construction/rehabilitation; (4) parking improvements; and (5) possible property acquisition. Expansion of the dock will take place on a County-owned waterfront parcel, as shown in the updated Figure 11-1B.

Construction components include:

- Dock expansion
- Building of a seawall
- Parking improvements

The County may acquire additional adjacent properties to support the expansion of the working waterfront.



Figure 11-1B. Proposed expansion of dock in the Town of Horseshoe Beach.

**Figure 11-1B. Proposed dock expansion in the Town of Horseshoe Beach.**

## Budget and Funding Sources

A preliminary cost estimate of \$1 million has been developed for this project using available information from comparable projects, and certain assumptions. This Florida Spill Impact Component is the only funding source leveraged for this project.

MILESTONE	ESTIMATED TOTAL DOLLARS	ESTIMATED POT 3 ALLOCATION
Final design and permitting	\$150,000	\$150,000
Expansion of dock	\$300,000	\$300,000
Seawall construction	\$325,000	\$325,000
Parking improvements	\$225,000	\$225,000
Success monitoring	\$0	\$0
<b>Total Cost</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>COMMITTED FUNDING SOURCES</b>		
Spill Impact Component		\$1,000,000
Direct Component		\$0
Other grants or co-funding		\$0
Other County funds		\$0
<b>Total Committed Funding</b>		<b>\$1,000,000</b>
<b>Budget Shortfall</b>		<b>\$0</b>
<b>POTENTIAL LEVERAGED FUNDING SOURCES</b>		
F.18 Economic Impact Initiative Grants		

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F.21 Watershed Protection and Flood Prevention

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F.35 Saltonstall-Kennedy Competitive Research Program

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S.20 Coastal Partnership – Florida Coastal Management Program

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S.33 Stan Mayfield Working Waterfronts Florida Forever Grant Program

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## Shired Island Park Beach Project No.11-2

Modifications are included under each listed heading including a decrease in Spill Impact Component funds from 2 million to 1.5 million.

### PROJECT DESCRIPTION

#### OVERVIEW AND LOCATION

This project involves public and private land acquisition and the construction and improvement of recreational park amenities that will enhance one of the few naturally occurring beaches in Dixie County. These improvements at Shired Island County Park, which is located on the shores of Shired Creek and the Gulf of Mexico, north of the Suwannee River in southwestern Dixie County (see Figure 11-2A).

This project involves the acquisition of land adjacent to the existing park to relocate and expand overnight campsites and the acquisition of land near the park along Highway 375 to construct an offsite dump station that is outside the floodplain and wetlands area. Relocating overnight campsites to a higher elevation and away from the beach has both environmental and economic benefits. Relocation would allow campers and day-use kayakers additional space without additional ecological or environmental impacts. The relocation and additional acreage would allow the county to redesign the park for optimal use. The addition of a dump station is essential infrastructure which adds to the sustainability and economic benefits for the Gulf Coast.

#### PURPOSE AND OBJECTIVES

The purpose of this project is to improve both the natural environment and recreational amenities at Shired Island County Park. The objectives of the project include: (1) restore the beach to an open area as it naturally occurs; (2) redesign the park for optimal use; (3) construct a dump station out of the floodplain and wetlands area; (4) revitalize the Gulf Coast economy.

#### PROJECT COMPONENTS

Components of this project include: (1) acquire 2 acres of privately-owned property adjacent to the park; and (2) engineering design and permitting; and (3) environmental studies; and (4) construction of the new park site; and (5) acquire federally owned property; and (6) construct a dump station.

Updated Figure 11-2B shows the property for the relocation and the property for the dump station.



## Contributions to the Overall Economic and Ecological Recovery of the Gulf

This project will bolster ecotourism as a component of the Gulf Coast overall economy and will provide improved public access. The construction portion of this project will be completed by local contractors, which will infuse money into the local economy. In addition, by relocating the RV Park off the beach this area will be managed as open space preserving the natural environment.

### Eligibility and Statutory Requirements

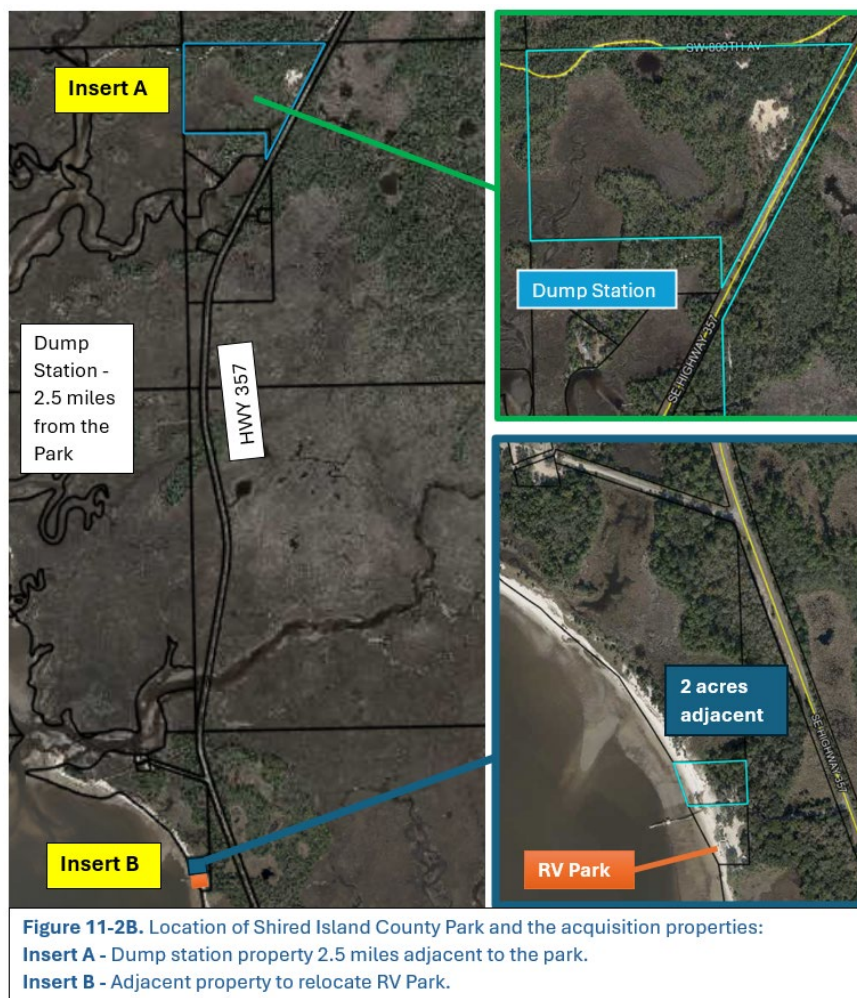
This project is consistent with, and addresses, the following RESTORE Act eligible activities:

- Eligible Activity 10: Promotion of tourism in the Gulf Coast region, including recreational fishing (Primary)
- Eligible Activity 11: Promotion of the consumption of seafood harvested from the Gulf Coast region
- Eligible Activity 6: Infrastructure projects benefiting the economy or ecological resources, including port infrastructure
- Eligible Activity 7: Coastal flood protection and related infrastructure

### Comprehensive Plan Goals and Objectives

This project is consistent with, and addresses, the following Comprehensive Plan Goals:

- Goal 5: Restore and Revitalize the Gulf Economy: Enhance the sustainability and resiliency of the Gulf economy.
- Goal 1: Restore and Conserve Habitat: Restore and conserve the health, diversity, and resilience of key coastal, estuarine, and marine habitats.
- Council Objective 4: Restore and Enhance Natural Processes and Shorelines



## Best Available Science and Feasibility Assessment

A Best Available Science (BAS) review is required for programs that would restore and project the natural resources, ecosystems, fisheries, marine and wildlife habitats, beaches, coastal wetlands, and economy of the Gulf Coast. The primary focus of this program is recreational use and tourism promotion. Any impacts associated with the construction of recreational amenities will be addressed during regulatory permitting.

This project is considered to be feasible with respect to the ability to: (1) secure necessary property agreements and permits; (2) construct the proposed improvements; and (3) operate and maintain the improved infrastructure over the long term.

## Risk and Uncertainties

Acquiring privately-owned properties may be at risk if acceptable terms cannot be negotiated. Dump stations also pose a risk of pollution if not properly handled. UFAS has specifications for RV dump stations, which includes requiring all controls to be operable without excessive grasping or twisting. Access problems with dump stations can often include inaccessible water towers, sewage caps, inconsistent signing, and others. All of these need to be considered in design to ensure safe usage of the dump station occurs.

The total estimated time horizon of this project is approximately 3 years and is expected to start at the end of 2026 and end in 2029. The anticipated project milestones and schedule are shown in the chart below.

MILESTONE	YEARS FROM MONTH APPROVAL										Deliverable (Y/N)
	1	2	3	4	5	6	7	8	9	10	
<b>Adjacent Property</b>											
Property acquisition											Y
Engineering design and permitting											Y
Environmental Assessment											Y
Site Construction											Y
Success Monitoring											N
<b>Dump Station Property</b>											
Property acquisition											Y
Engineering design and permitting											Y
Construct dump station											Y
Success Monitoring											N

## Budget and Funding Sources

A preliminary cost estimate of \$1.5 million has been developed for this project using available information from comparable projects, and certain assumptions. Dixie County is committed to allocating \$1,500,000 of its share of the Florida Spill Impact Component to this project budget



and funding sources are provided in the table below.

MILESTONE	ESTIMATED TOTAL DOLLARS	ESTIMATED POT 3 ALLOCATION
<b><i>Adjacent Property</i></b>		
Property acquisition	\$335,000	\$335,000
Final design and permitting	\$150,000	\$150,000
Environmental Assessment	\$30,000	\$30,000
Construction	\$700,000	\$700,000
<i>Subtotal</i>	<i>\$1,215,000</i>	<i>\$1,215,000</i>
<b><i>Dump Station Property</i></b>		
Property acquisition	\$115,000	\$115,000
Final design and permitting	\$70,000	\$70,000
Construction	\$100,000	\$100,000
Success monitoring	\$0	\$0
<i>Subtotal</i>	<i>\$285,000</i>	<i>\$285,000</i>
<b>Total Cost</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>
<b>COMMITTED FUNDING SOURCES</b>		
Spill Impact Component		\$1,500,000
Direct Component		\$0
Other grants or co-funding		\$0
Other County funds		\$0
<b>Total Committed Funding</b>		<b>\$1,500,000</b>
<b>Budget Shortfall</b>		<b>\$0</b>
<b>POTENTIAL LEVERAGED FUNDING SOURCES</b>		
Gulf Environmental Benefit Fund		
Natural Resource Damage Assessment		
F.43 Coastal Resilience Grants Program		
O.15 Doppelt Communities Program		
O.34 Resilient Communities Program		
S.16 Beach Management Funding Assistance (BMFA) Program		
S.24 Greenways and Trails Program		
S.29 Recreation Trails Program		

### Partnerships/Collaboration

Dixie County will explore partnership opportunities with Florida Fish and Wildlife Conservation Commission, the Suwannee River Water Management District, and the General Services Commission in the acquisition and improvement of the subject properties.

## GULF COUNTY

The planned Spill Impact Component funding for Gulf County's project 6-3 "Coastal Public Access Program" has been removed from the State Expenditure Plan (SEP) with this amendment request. This results in around \$2.7 million available for spending on existing SEP projects.

This removal of project 6-3 will allow for previously allocated funds to be reallocated to Gulf County's project 6-2 "St. Joseph Peninsula Coastal Erosion Project" which currently has a budget shortfall. Project 6-2 allows for the placement of a series of segmented, submerged, breakwater structures offshore intended to provide support of the ongoing beach nourishment effort in Gulf County. This increased funding amount for implementation of project 6-2 does not change the objectives or success criteria from what was planned in the original SEP.

## LEVY COUNTY

Project 12-1: Waccasassa River Conservation Land Acquisition is adjusted with this amendment to clarify that the parcels that will be acquired have yet to be determined, but simply provides expected land acquisition locations

## MANATEE COUNTY

Manatee County is increasing the construction funding for project 18-2 Portosueno Park Living Shoreline in the amount of \$732,309. \$526,839 of this will be reassigned from the project 18-9 Urban Stormwater Improvements – GT Bray Park and \$205,470 will come from the Halliburton Energy Services, Inc (HESI) additional settlement funds.

Also, the primary eligible activity for Manatee County's project 18-11: Manatee County Boat Ramp was revised to "Eligible Activity 10: Promotion of tourism in the Gulf Coast region, including recreational fishing" to better reflect the project objectives and align with other Gulf Consortium boat ramp projects.

## TAYLOR COUNTY

For project 10-4: Coastal Dredging Project for Keaton Beach and Steinhatchee Boat Ramps – added to the SEP with SEP Amendment #4 – it is clarified that the dredging scope is general in terms of location: canals which provide increased and enhanced access to the Gulf are the canals to be dredged in this project. These canals might not be directly connected to Keaton Beach or Steinhatchee Boat Ramps. This project is re-named to "10-4: Coastal Dredging for Public Access".

Table 1. SEP Project Milestones and Costs - SEP Amendment #7

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
24-1	Gulf Consortium	Adaptive Planning and Compliance Project	Adaptive Planning and Compliance Project	Planning and Administration	\$ 560,334
1-1	Escambia	Bayou Chico Contaminated Sediment Remediation Project	Bayou Chico Contaminated Sediment Remediation Project	Project Administration	\$ 146,880
1-1	Escambia	Bayou Chico Contaminated Sediment Remediation Project	Bayou Chico Contaminated Sediment Remediation Project	Conceptual Design and Feasibility Study	\$ 295,437
1-1	Escambia	Bayou Chico Contaminated Sediment Remediation Project	Bayou Chico Contaminated Sediment Remediation Project	Final Design and Permitting	\$ 787,832
1-1	Escambia	Bayou Chico Contaminated Sediment Remediation Project	Bayou Chico Contaminated Sediment Remediation Project	Construction	\$ 11,088,735
1-1	Escambia	Bayou Chico Contaminated Sediment Remediation Project	Bayou Chico Contaminated Sediment Remediation Project	Monitoring	\$ 295,437
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Santa Rosa Sound Water Quality Improvement Program	Project Administration	\$ 275,400
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Soundside Drive B Septic to Sewer	Feasibility study	\$ 44,312
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Soundside Drive B Septic to Sewer	Preliminary Design	\$ 44,312
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Soundside Drive B Septic to Sewer	Final Design	\$ 315,851
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Soundside Drive B Septic to Sewer	Construction	\$ 2,595,000
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	HBTS Septic to Sewer	Feasibility study	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	HBTS Septic to Sewer	Preliminary Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	HBTS Septic to Sewer	Final Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	HBTS Septic to Sewer	Construction	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase I Pipeline Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase I RIBs Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II Pipeline Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II RIBs Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II WWTF Design	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase I Pipeline Construction	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase I RIBs Construction	\$ -
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II Pipeline Construction	\$ 5,443,648
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II RIBs Construction	\$ 1,064,000
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	NBWWTF Effluent Relocation and Reuse	Phase II WWTF Construction	\$ 2,033,816
2-1	Santa Rosa	Santa Rosa Sound Water Quality Improvement Program	Santa Rosa Sound Water Quality Improvement Program	Monitoring	\$ 795,677
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Project Administration	\$ 128,520
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Feasibility study	\$ -
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Preliminary Design	\$ -
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Final Design and Permitting	\$ -
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Construction	\$ 4,077,955
3-1	Okaloosa	Coastal Stormwater Retrofit Program	Coastal Stormwater Retrofit Program	Monitoring	\$ 347,032
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Project Administration	\$ -
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Feasibility study	\$ -
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Preliminary Design	\$ -
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Final Design and Permitting	\$ -
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Construction	\$ -
3-2	Okaloosa	Offshore Fish Aggregating Devices (FADs)	Offshore Fish Aggregating Devices (FADs)	Monitoring	\$ -
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Project Administration	\$ 110,160
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Conferences/equipment/travel/supplies (over 4 years)	\$ -

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Staff hires - salaries and benefits (over 4 years)	\$ 1,004,100
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Develop CCMP	\$ -
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Implement initial CCMP projects	\$ -
3-3	Okaloosa	Choctawhatchee Bay Estuary Program	Choctawhatchee Bay Estuary Program	Monitoring	\$ -
3-4	Okaloosa	Shoal River Headwaters Protection Program	Shoal River Headwaters Protection Program	Project Administration	\$ 358,020
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase I	Final Design and Permitting	\$ 94,149
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase I	Construction	\$ 1,216,871
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase II	Feasibility study	\$ 14,122
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase II	Preliminary Design	\$ 14,122
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase II	Final Design and Permitting	\$ 112,978
3-4	Okaloosa	Shoal River Headwaters Protection Program	BSAIP: Phase II	Construction	\$ 659,041
3-4	Okaloosa	Shoal River Headwaters Protection Program	Highway 90 Sewer Expansion	Feasibility study	\$ -
3-4	Okaloosa	Shoal River Headwaters Protection Program	Highway 90 Sewer Expansion	Preliminary Design	\$ -
3-4	Okaloosa	Shoal River Headwaters Protection Program	Highway 90 Sewer Expansion	Final Design and Permitting	\$ -
3-4	Okaloosa	Shoal River Headwaters Protection Program	Highway 90 Sewer Expansion	Construction	\$ -
3-4	Okaloosa	Shoal River Headwaters Protection Program	Dorcas Road Dirt to Pave	Preliminary Design	\$ 56,489
3-4	Okaloosa	Shoal River Headwaters Protection Program	Dorcas Road Dirt to Pave	Final Design and Permitting	\$ 131,417
3-4	Okaloosa	Shoal River Headwaters Protection Program	Dorcas Road Dirt to Pave	Construction	\$ 2,035,506
3-4	Okaloosa	Shoal River Headwaters Protection Program	Shoal River Headwaters Protection Program	Monitoring	\$ 116,089
3-5	Okaloosa	Veterans Park Living Shoreline	Veterans Park Living Shoreline	Project Administration	\$ 45,900
3-5	Okaloosa	Veterans Park Living Shoreline	Veterans Park Living Shoreline	Final Design and Permitting	\$ -
3-5	Okaloosa	Veterans Park Living Shoreline	Veterans Park Living Shoreline	Construction	\$ 1,529,213
3-5	Okaloosa	Veterans Park Living Shoreline	Veterans Park Living Shoreline	Monitoring	\$ 25,000
3-6	Okaloosa	Artificial Reef Program Expansion	Okaloosa	Project Administration	\$ 52,500
3-6	Okaloosa	Artificial Reef Program Expansion	Okaloosa	Construction	\$ 484,071
3-6	Okaloosa	Artificial Reef Program Expansion	Okaloosa	Monitoring	\$ -
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Choctawhatchee Bay Septic to Sewer Conversion	Project Administration	\$ 413,100
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Phases I and II	Final Design	\$ 1,472,740
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Phases I and II	Construction	\$ 5,845,514
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Phase III	Final Design	\$ 826,067
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Phase III	Construction	\$ 3,941,248
4-1	Walton	Choctawhatchee Bay Septic to Sewer Conversion	Choctawhatchee Bay Septic to Sewer Conversion	Monitoring	\$ 115,651
5-1	Bay	North Bay Water Quality Improvement Program	North Bay Water Quality Improvement Program	Project Administration	\$ 50,000
5-1	Bay	North Bay Water Quality Improvement Program	Raw Water Line	Feasibility study	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Raw Water Line	Preliminary Design	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Raw Water Line	Final Design	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Raw Water Line	Construction	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Deerpoint Septic to Sewer	Feasibility study	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Deerpoint Septic to Sewer	Preliminary Design	\$ -
5-1	Bay	North Bay Water Quality Improvement Program	Deerpoint Septic to Sewer	Final Design	\$ -

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
5-1	Bay	North Bay Water Quality Improvement Program	Deerpoint Septic to Sewer	Construction	\$ 6,500,000
5-1	Bay	North Bay Water Quality Improvement Program	North Bay Water Quality Improvement Program	Monitoring	\$ -
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Project Administration	\$ 183,600
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Preliminary Design – Stormwater Retrofit System (selection and	\$ -
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Preliminary Design – Stormwater Treatment Facility (feasibility and	\$ -
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Phase 1: Construction – stormwater retrofits	\$ 973,969
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Property acquisition	\$ 1,564,704
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Phase 2: Final design and permitting stormwater treatment facility	\$ -
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Phase 2: Construction – stormwater treatment facility	\$ 1,271,322
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Phase 3: Construction – paving dirt roads	\$ 977,940
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Small-scale habitat restoration projects	\$ 547,646
5-2	Bay	St. Andrew Bay Stormwater Improvement Program	St. Andrew Bay Stormwater Improvement Program	Monitoring	\$ 545,139
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	St. Joseph Bay/Chipola River Sewer Improvement Program	Project Administration	\$ 302,940
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Beacon Hill Septic to Sewer	Feasibility study and preliminary design	\$ 96,376
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Beacon Hill Septic to Sewer	Final Design and Permitting	\$ 192,752
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Beacon Hill Septic to Sewer	Construction	\$ 1,638,395
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Port St. Joe Sewer Upgrade	Feasibility study and preliminary design	\$ 96,376
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Port St. Joe Sewer Upgrade	Sewer System Acquisition	\$ 481,881
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Port St. Joe Sewer Upgrade	Final Design and Permitting	\$ 481,881
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Port St. Joe Sewer Upgrade	Construction	\$ 1,831,147
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Wewahitchka Septic to Sewer	Feasibility study and preliminary design	\$ 96,376
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Wewahitchka Septic to Sewer	Final Design and Permitting	\$ 289,128
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Wewahitchka Septic to Sewer	Construction	\$ 1,301,078
6-1	Gulf	St. Joseph Bay/Chipola River Sewer Improvement Program	Wewahitchka Septic to Sewer	Monitoring	\$ 240,940
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Project Administration	\$ 110,160
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Feasibility study	\$ 48,188
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Preliminary Design	\$ 48,188
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Final Design	\$ 212,028
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Construction	\$ 5,300,000
6-2	Gulf	St. Joseph Peninsula Coastal Erosion Control Project	St. Joseph Peninsula Coastal Erosion Control Project	Monitoring	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Project Administration	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Property feasibility/assessments	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Property acquisition	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Boat ramp and amenity design and permitting	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Construction	\$ -
6-3	Gulf	Coastal Public Access Program	Coastal Public Access Program	Monitoring	\$ -
7-1	Franklin	Emergency Operations Center	Emergency Operations Center	Project Administration	\$ 73,440
7-1	Franklin	Emergency Operations Center	Emergency Operations Center	Property assessment	\$ 47,717
7-1	Franklin	Emergency Operations Center	Emergency Operations Center	Final Design and Permitting	\$ 190,867
7-1	Franklin	Emergency Operations Center	Emergency Operations Center	Construction	\$ 687,121

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
7-1	Franklin	Emergency Operations Center	Emergency Operations Center	Monitoring	\$ 28,630
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Project Administration	\$ 183,600
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Feasibility study	\$ 71,575
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Preliminary Design	\$ 71,575
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Final Design and Permitting	\$ 95,433
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Construction	\$ 4,294,507
7-2	Franklin	Apalachicola Bay Oyster Restoration	Apalachicola Bay Oyster Restoration	Monitoring	\$ 238,584
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Apalachicola Bay Cooperative Dredging Program	Project Administration	\$ 275,400
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Eastpoint Channel	Final Design	\$ 95,433
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Eastpoint Channel	Construction - dredging and marsh creation	\$ 2,767,571
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Two-Mile Channel	Feasibility study	\$ 143,150
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Two-Mile Channel	Preliminary Design	\$ 143,150
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Two-Mile Channel	Final Design and Permitting	\$ 95,433
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Two-Mile Channel	Construction - dredging and disposal	\$ 2,767,571
7-3	Franklin	Apalachicola Bay Cooperative Dredging Program	Apalachicola Bay Cooperative Dredging Program	Monitoring	\$ 343,561
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Wakulla Springshed Water Quality Protection Program	Project Administration	\$ 128,520
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Master Sewer Plan/Preliminary Engineering Report	WINCO Utility - Conceptual Design	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Master Sewer Plan/Preliminary Engineering Report	Coastal Sewer - Conceptual Design	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Magnolia/Grieners Phase 3	Access fees	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 2B)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 3)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 4)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Design and Permitting (Phase 5)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 5)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 6)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 7)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Springshed Program: Wakulla Gardens Phases 2B–8	Access fees (Phase 8)	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Coastal Sewer Program	Utility acquisition feasibility study	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Coastal Sewer Program	Final Design and Permitting	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Coastal Sewer Program	Construction	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Coastal Sewer Program	Access fees	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Coastal Sewer Program	Property acquisition	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Otter Creek WWTP Upgrade	Wastewater treatment facility feasibility plan	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Otter Creek WWTP New Plant #3	Final Design and Permitting	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Otter Creek WWTP New Plant #3	Construction	\$ 12,400,000
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Panacea Stormwater	Feasibility study and preliminary design	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Panacea Stormwater	Final Design and Permitting	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Panacea Stormwater	Construction	\$ -
8-1	Wakulla	Wakulla Springshed Water Quality Protection Program	Wakulla Springshed Water Quality Protection Program	Monitoring	\$ -
8-2	Wakulla	Coastal Access Program	Coastal Access Program	Project Administration	\$ 52,785

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
8-2	Wakulla	Coastal Access Program	Bayside Marina	Feasibility study/preliminary engineering report	\$ -
8-2	Wakulla	Coastal Access Program	Bayside Marina	Land acquisition	\$ -
8-2	Wakulla	Coastal Access Program	Bayside Marina	Final Design and Permitting	\$ -
8-2	Wakulla	Coastal Access Program	Bayside Marina	Construction	\$ -
8-2	Wakulla	Coastal Access Program	Old Oaks Place Trail Head	Final Design and Permitting	\$ -
8-2	Wakulla	Coastal Access Program	Skipper Bay Park	Feasibility study/preliminary engineering report	\$ -
8-2	Wakulla	Coastal Access Program	Skipper Bay Park	Land acquisition	\$ -
8-2	Wakulla	Coastal Access Program	Skipper Bay Park	Final Design and Permitting	\$ -
8-2	Wakulla	Coastal Access Program	Skipper Bay Park	Construction	\$ -
8-2	Wakulla	Coastal Access Program	Spring Creek Lands	Feasibility study	\$ -
8-2	Wakulla	Coastal Access Program	Spring Creek Lands	Land acquisition	\$ -
8-2	Wakulla	Coastal Access Program	Spring Creek Lands	Construction	\$ -
8-2	Wakulla	Coastal Access Program	Mashes Sands Park	Feasibility study/preliminary engineering report	\$ -
8-2	Wakulla	Coastal Access Program	Mashes Sands Park	Final Design and Permitting	\$ -
8-2	Wakulla	Coastal Access Program	Coastal Access Program	Monitoring	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Artificial Reef and Oyster Habitat Enhancement	Project Administration	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Artificial Reef Reconstruction	Feasibility study/preliminary engineering report	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Artificial Reef Reconstruction	Construction	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Oyster Restoration Program	Feasibility study/preliminary engineering report	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Oyster Restoration Program	Final Design and Permitting	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Oyster Restoration Program	Construction	\$ -
8-3	Wakulla	Artificial Reef and Oyster Habitat Enhancement	Artificial Reef and Oyster Habitat Enhancement	Monitoring	\$ -
9-1	Jefferson	Wacissa River Springshed Protection Program	Wacissa River Springshed Protection Program	Project Administration	\$ 275,400
9-1	Jefferson	Wacissa River Springshed Protection Program	I-10 to SR 59 Sewer Expansion	Feasibility study	\$ 46,810
9-1	Jefferson	Wacissa River Springshed Protection Program	I-10 to SR 59 Sewer Expansion	Preliminary Design	\$ 46,810
9-1	Jefferson	Wacissa River Springshed Protection Program	I-10 to SR 59 Sewer Expansion	Final Design and Permitting	\$ 360,440
9-1	Jefferson	Wacissa River Springshed Protection Program	I-10 to SR 59 Sewer Expansion	Construction	\$ 5,991,725
9-1	Jefferson	Wacissa River Springshed Protection Program	Lift Station Rehabilitation	Preliminary Design	\$ 4,681
9-1	Jefferson	Wacissa River Springshed Protection Program	Lift Station Rehabilitation	Final Design and Permitting	\$ 18,724
9-1	Jefferson	Wacissa River Springshed Protection Program	Lift Station Rehabilitation	Construction	\$ 140,431
9-1	Jefferson	Wacissa River Springshed Protection Program	Wacissa River Springshed Protection Program	Monitoring	\$ 93,621
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Project Administration	\$ 128,520
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Feasibility study	\$ 187,241
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Property assessment and preliminary design	\$ 187,241
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Land acquisition	\$ 936,207
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Final Design and Permitting	\$ 46,810
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Construction	\$ 468,103
9-2	Jefferson	Wacissa River Park Improvement Program	Wacissa River Park Improvement Program	Monitoring	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Coastal Public Access Program	Project Administration	\$ 358,020
9-3	Jefferson	Coastal Public Access Program	Wacissa Historic Dam Site	Feasibility study	\$ 46,810

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
9-3	Jefferson	Coastal Public Access Program	Wacissa Historic Dam Site	Preliminary Design	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Wacissa Historic Dam Site	Final Design and Permitting	\$ 117,026
9-3	Jefferson	Coastal Public Access Program	Wacissa Historic Dam Site	Construction	\$ 580,448
9-3	Jefferson	Coastal Public Access Program	Goose Pasture Campground Site	Feasibility study	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Goose Pasture Campground Site	Preliminary Design	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Goose Pasture Campground Site	Final Design and Permitting	\$ 117,026
9-3	Jefferson	Coastal Public Access Program	Goose Pasture Campground Site	Construction	\$ 580,448
9-3	Jefferson	Coastal Public Access Program	Pinhook River Site	Feasibility study	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Pinhook River Site	Preliminary Design	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	Pinhook River Site	Final Design and Permitting	\$ 117,026
9-3	Jefferson	Coastal Public Access Program	Pinhook River Site	Construction	\$ 580,448
9-3	Jefferson	Coastal Public Access Program	County Rock Mine Site	Feasibility study	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	County Rock Mine Site	Preliminary Design	\$ 46,810
9-3	Jefferson	Coastal Public Access Program	County Rock Mine Site	Final Design and Permitting	\$ 117,026
9-3	Jefferson	Coastal Public Access Program	County Rock Mine Site	Construction	\$ 580,448
9-3	Jefferson	Coastal Public Access Program	Coastal Public Access Program	Monitoring	\$ 112,345
10-1	Taylor	Spring Warrior	Spring Warrior	Project Administration	\$ 73,440
10-1	Taylor	Spring Warrior	Spring Warrior	Property Appraisals and Survey	\$ 30,000
10-1	Taylor	Spring Warrior	Spring Warrior	Property Acquisition	\$ 1,000,000
10-1	Taylor	Spring Warrior	Spring Warrior	Final Design and Permitting	\$ 35,000
10-1	Taylor	Spring Warrior	Spring Warrior	Construction	\$ 450,000
10-1	Taylor	Spring Warrior	Spring Warrior	Monitoring	\$ 20,000
10-2	Taylor	Hodges Park Rehabilitation Project	Hodges Park Rehabilitation Project	Project Administration	\$ 64,260
10-2	Taylor	Hodges Park Rehabilitation Project	Hodges Park Rehabilitation Project	Final Design and Permitting	\$ 30,000
10-2	Taylor	Hodges Park Rehabilitation Project	Hodges Park Rehabilitation Project	Construction	\$ 1,000,000
10-2	Taylor	Hodges Park Rehabilitation Project	Hodges Park Rehabilitation Project	Monitoring	\$ 20,000
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Project Administration	\$ 183,600
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Feasibility study	\$ 350,000
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Property appraisal	\$ 50,000
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Property Acquisition	\$ 1,818,496
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Final Design and Permitting	\$ -
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Construction	\$ 5,967,143
10-3	Taylor	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	Monitoring	\$ 20,000
10-4	Taylor	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Project Administration	\$ 39,375
10-4	Taylor	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Final Design and Permitting	\$ -
10-4	Taylor	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Construction - dredging and disposal	\$ 1,460,625
10-4	Taylor	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Coastal Dredging for Keaton Beach and Steinhatchee Boat Ramps	Monitoring	\$ -
11-1	Dixie	Horseshoe Beach Working Waterfront Project	Horseshoe Beach Working Waterfront Project	Project Administration	\$ 91,800
11-1	Dixie	Horseshoe Beach Working Waterfront Project	Horseshoe Beach Working Waterfront Project	Final design and permitting	\$ 150,000
11-1	Dixie	Horseshoe Beach Working Waterfront Project	Horseshoe Beach Working Waterfront Project	Expansion of dock	\$ 300,000



Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
11-1	Dixie	Horseshoe Beach Working Waterfront Project	Horseshoe Beach Working Waterfront Project	Seawall construction	\$ 325,000
11-1	Dixie	Horseshoe Beach Working Waterfront Project	Horseshoe Beach Working Waterfront Project	Parking improvements	\$ 225,000
11-2	Dixie	Shired Island Park Beach Nourishment and Living Shoreline	Shired Island Park Beach	Project Administration	\$ 73,440
11-2	Dixie	Shired Island Park Beach Nourishment and Living Shoreline	Shired Island Park Beach	Property acquisition	\$ 450,000
11-2	Dixie	Shired Island Park Beach Nourishment and Living Shoreline	Shired Island Park Beach	Final design and permitting	\$ 220,000
11-2	Dixie	Shired Island Park Beach Nourishment and Living Shoreline	Shired Island Park Beach	Environmental Assessment	\$ 30,000
11-2	Dixie	Shired Island Park Beach Nourishment and Living Shoreline	Shired Island Park Beach	Construction	\$ 800,000
11-3	Dixie	Horseshoe Cove Oyster Restoration Project	Horseshoe Cove Oyster Restoration Project	Project Administration	\$ -
11-3	Dixie	Horseshoe Cove Oyster Restoration Project	Horseshoe Cove Oyster Restoration Project	Feasibility study and preliminary design	\$ -
11-3	Dixie	Horseshoe Cove Oyster Restoration Project	Horseshoe Cove Oyster Restoration Project	Final Design and Permitting	\$ -
11-3	Dixie	Horseshoe Cove Oyster Restoration Project	Horseshoe Cove Oyster Restoration Project	Construction	\$ -
11-3	Dixie	Horseshoe Cove Oyster Restoration Project	Horseshoe Cove Oyster Restoration Project	Monitoring	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Project Administration	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Feasibility study and preliminary design	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Property acquisition	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Final Design and Permitting	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Construction	\$ -
11-4	Dixie	Coastal Public Access Program	Coastal Public Access Program	Monitoring	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Coastal Septic to Sewer Conversion Program	Project Administration	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Jena Sewer Collection System	Feasibility study	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Jena Sewer Collection System	Preliminary Design	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Jena Sewer Collection System	Final Design and Permitting	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Jena Sewer Collection System	Construction	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Old Town Sewer Collection System	Feasibility study	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Old Town Sewer Collection System	Preliminary Design	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Old Town Sewer Collection System	Final Design and Permitting	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Old Town Sewer Collection System	Construction	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Suwannee Sewer Collection System	Feasibility study	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Suwannee Sewer Collection System	Preliminary Design	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Suwannee Sewer Collection System	Final Design and Permitting	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Suwannee Sewer Collection System	Construction	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Horseshoe Beach Sewer Collection and Treatment	Feasibility study	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Horseshoe Beach Sewer Collection and Treatment	Preliminary Design	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Horseshoe Beach Sewer Collection and Treatment	Final Design and Permitting	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Horseshoe Beach Sewer Collection and Treatment	Construction	\$ -
11-5	Dixie	Coastal Septic to Sewer Conversion Program	Coastal Septic to Sewer Conversion Program	Monitoring	\$ -
11-6	Dixie	Suwannee Town Seawall	Suwannee Town Seawall	Project Administration	\$ 91,800
11-6	Dixie	Suwannee Town Seawall	Suwannee Town Seawall	Final engineering and permitting	\$ 360,000
11-6	Dixie	Suwannee Town Seawall	Suwannee Town Seawall	Environmental assessment	\$ 30,000
11-6	Dixie	Suwannee Town Seawall	Suwannee Town Seawall	Construction of Seawall sections – A, B & C	\$ 2,010,000

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
11-7	Dixie	Jena Highway Bridge Replacement-Restoration	Jena Highway Bridge Replacement-Restoration	Project Administration	\$ 91,800
11-7	Dixie	Jena Highway Bridge Replacement-Restoration	Jena Highway Bridge Replacement-Restoration	Final engineering and permitting	\$ 616,637
11-7	Dixie	Jena Highway Bridge Replacement-Restoration	Jena Highway Bridge Replacement-Restoration	Construction	\$ 3,040,693
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Project Administration	\$ 55,080
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Feasibility study	\$ 38,434
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Property appraisal	\$ 38,434
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Property acquisition	\$ 1,921,722
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Final Design and Permitting	\$ 192,172
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Construction	\$ 629,364
12-1	Levy	Waccasassa River Conservation Land Acquisition	Waccasassa River Conservation Land Acquisition	Monitoring	\$ 24,022
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Project Administration	\$ 64,260
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Feasibility study	\$ 96,086
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Preliminary Design	\$ 96,086
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Final Design and Permitting	\$ 96,086
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Construction	\$ 1,441,292
12-2	Levy	Suwannee Sound/Cedar Key Oyster Restoration	Suwannee Sound/Cedar Key Oyster Restoration	Monitoring	\$ 192,172
12-3	Levy	Coastal Septic to Sewer Conversion Program	Coastal Septic to Sewer Conversion Program	Project Administration	\$ 330,480
12-3	Levy	Coastal Septic to Sewer Conversion Program	South Levy Wastewater System Improvements	Feasibility study	\$ 144,129
12-3	Levy	Coastal Septic to Sewer Conversion Program	South Levy Wastewater System Improvements	Preliminary Design	\$ 144,129
12-3	Levy	Coastal Septic to Sewer Conversion Program	South Levy Wastewater System Improvements	Property acquisition	\$ 480,431
12-3	Levy	Coastal Septic to Sewer Conversion Program	South Levy Wastewater System Improvements	Final Design and Permitting	\$ 960,861
12-3	Levy	Coastal Septic to Sewer Conversion Program	South Levy Wastewater System Improvements	Construction	\$ 1,441,292
12-3	Levy	Coastal Septic to Sewer Conversion Program	Fowlers Bluff Wastewater System Improvements	Feasibility study	\$ 96,086
12-3	Levy	Coastal Septic to Sewer Conversion Program	Fowlers Bluff Wastewater System Improvements	Preliminary Design	\$ 96,086
12-3	Levy	Coastal Septic to Sewer Conversion Program	Fowlers Bluff Wastewater System Improvements	Property acquisition	\$ 480,431
12-3	Levy	Coastal Septic to Sewer Conversion Program	Fowlers Bluff Wastewater System Improvements	Final Design and Permitting	\$ 960,861
12-3	Levy	Coastal Septic to Sewer Conversion Program	Fowlers Bluff Wastewater System Improvements	Construction	\$ 2,209,980
12-3	Levy	Coastal Septic to Sewer Conversion Program	Coastal Septic to Sewer Conversion Program	Monitoring	\$ 384,344
13-1	Citrus	NW Quadrant Force Main Project	NW Quadrant Force Main Project	Project Administration	\$ 110,160
13-1	Citrus	NW Quadrant Force Main Project	NW Quadrant Force Main Project	Final Design and Permitting	\$ 285,000
13-1	Citrus	NW Quadrant Force Main Project	NW Quadrant Force Main Project	Construction	\$ 5,945,000
13-1	Citrus	NW Quadrant Force Main Project	NW Quadrant Force Main Project	Monitoring	\$ -
13-2	Citrus	Cross Florida Barge Canal Boat Ramp	Cross Florida Barge Canal Boat Ramp	Final Design and Permitting	\$ 664,076
13-2	Citrus	Cross Florida Barge Canal Boat Ramp	Cross Florida Barge Canal Boat Ramp	Construction	\$ 3,622,709
13-2	Citrus	Cross Florida Barge Canal Boat Ramp	Cross Florida Barge Canal Boat Ramp	Monitoring	\$ -
13-3	Citrus	Artificial Reef Program	Artificial Reef Program	Project Administration	\$ 26,243
13-3	Citrus	Artificial Reef Program	Artificial Reef Program	Final Design and Permitting	\$ -
13-3	Citrus	Artificial Reef Program	Artificial Reef Program	Construction	\$ 1,200,000
13-3	Citrus	Artificial Reef Program	Artificial Reef Program	Monitoring	\$ -
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Project Administration	\$ -

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Feasibility study	\$ -
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Preliminary Design	\$ -
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Final Design and Permitting	\$ -
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Construction	\$ -
13-4	Citrus	Springshed Stormwater Improvement Program	Springshed Stormwater Improvement Program	Monitoring	\$ -
13-5	Citrus	Inshore Artificial Reef - Citrus	Inshore Artificial Reef - Citrus	Project Administration	\$ 78,750
13-5	Citrus	Inshore Artificial Reef - Citrus	Inshore Artificial Reef - Citrus	Final Design and Permitting	\$ 80,000
13-5	Citrus	Inshore Artificial Reef - Citrus	Inshore Artificial Reef - Citrus	Construction	\$ 600,000
13-5	Citrus	Inshore Artificial Reef - Citrus	Inshore Artificial Reef - Citrus	Monitoring	\$ -
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Project Administration	\$ 220,320
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Feasibility study	\$ 94,056
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Preliminary Design	\$ 94,056
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Baseline data	\$ 423,251
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Final Design and Permitting	\$ 94,056
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Construction - Phase 1 (3 sites)	\$ 376,223
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Construction - Phase 2 (3 sites)	\$ 376,223
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Construction - Phase 3 (4 sites)	\$ 423,251
14-1	Hernando	Artificial Reef Program	Artificial Reef Program	Monitoring	\$ 329,195
14-2	Hernando	Coastal Habitat Enhancement Program	Coastal Habitat Enhancement Program	Project Administration	\$ 110,160
14-2	Hernando	Coastal Habitat Enhancement Program	Oyster Reef Project	Feasibility study and preliminary design	\$ 70,542
14-2	Hernando	Coastal Habitat Enhancement Program	Oyster Reef Project	Construction - Phase 1 (2 sites)	\$ 103,461
14-2	Hernando	Coastal Habitat Enhancement Program	Oyster Reef Project	Construction - Phase 2 (2 sites)	\$ 103,461
14-2	Hernando	Coastal Habitat Enhancement Program	Living Shoreline Project	Feasibility study and preliminary design	\$ 70,542
14-2	Hernando	Coastal Habitat Enhancement Program	Living Shoreline Project	Construction - Phase 1 (2 sites)	\$ 103,461
14-2	Hernando	Coastal Habitat Enhancement Program	Living Shoreline Project	Construction - Phase 2 (2 sites)	\$ 103,461
14-2	Hernando	Coastal Habitat Enhancement Program	Coastal Habitat Enhancement Program	Monitoring	\$ 150,489
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Project Administration	\$ 238,680
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Feasibility study and preliminary design	\$ 75,245
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Final Design and Permitting	\$ 79,947
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Construction - boat ramp/park amenities	\$ 940,558
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Construction - channel improvements	\$ 2,821,673
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Construction - padding trail	\$ 244,545
14-3	Hernando	Coastal Public Access Program	Coastal Public Access Program	Monitoring	\$ 126,975
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Project Administration	\$ 82,620
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Design Criteria Package (Phase 1)	\$ -
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Design-Build (Phase 1)	\$ 870,016
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Design Criteria Package (Phase 2)	\$ -
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Design-Build (Phase 2)	\$ 870,016
14-4	Hernando	Weeki Wachee Springshed Septic to Sewer Conversion Program	Weeki Wachee Springshed Septic to Sewer Conversion Program	Monitoring	\$ -
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Project Administration	\$ 55,080

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Feasibility study	\$ -
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Preliminary Design	\$ -
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Final Design and Permitting	\$ -
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Construction	\$ 2,900,000
14-5	Hernando	Coastal Stormwater Improvement - Calienta Street	Coastal Stormwater Improvement - Calienta Street	Monitoring	\$ -
15-1	Pasco	Port Richey Watershed Stormwater Management Project	Port Richey Watershed Stormwater Management Project	Project Administration	\$ 15,000
15-1	Pasco	Port Richey Watershed Stormwater Management Project	Port Richey Watershed Stormwater Management Project	Preliminary Design	
15-1	Pasco	Port Richey Watershed Stormwater Management Project	Port Richey Watershed Stormwater Management Project	Final Design and Permitting	
15-1	Pasco	Port Richey Watershed Stormwater Management Project	Port Richey Watershed Stormwater Management Project	Construction	
15-1	Pasco	Port Richey Watershed Stormwater Management Project	Port Richey Watershed Stormwater Management Project	Monitoring	
15-2	Pasco	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Project Administration	
15-2	Pasco	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Preliminary Design	
15-2	Pasco	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Final Design and Permitting	
15-2	Pasco	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Construction	
15-2	Pasco	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Hammock Creek / Sea Pines Watershed Stormwater Management Project	Monitoring	
15-3	Pasco	Inshore Artificial Reef - Pithlachascotee River	Inshore Artificial Reef - Pithlachascotee River	Project Administration	
15-3	Pasco	Inshore Artificial Reef - Pithlachascotee River	Inshore Artificial Reef - Pithlachascotee River	Preliminary Design	
15-3	Pasco	Inshore Artificial Reef - Pithlachascotee River	Inshore Artificial Reef - Pithlachascotee River	Final Design and Permitting	
15-3	Pasco	Inshore Artificial Reef - Pithlachascotee River	Inshore Artificial Reef - Pithlachascotee River	Construction	
15-3	Pasco	Inshore Artificial Reef - Pithlachascotee River	Inshore Artificial Reef - Pithlachascotee River	Monitoring	
15-4	Pasco	Coastal Environmental Research Network (CERN)	Coastal Environmental Research Network (CERN)	Project Administration	
15-4	Pasco	Coastal Environmental Research Network (CERN)	Coastal Environmental Research Network (CERN)	Purchase pontoon research vessel	
15-4	Pasco	Coastal Environmental Research Network (CERN)	Coastal Environmental Research Network (CERN)	EMC renovations	
15-4	Pasco	Coastal Environmental Research Network (CERN)	Coastal Environmental Research Network (CERN)	Construction - welcome center and research facility	
15-4	Pasco	Coastal Environmental Research Network (CERN)	Coastal Environmental Research Network (CERN)	Monitoring	
15-5	Pasco	Artificial Reef Program – Hudson Reef	Artificial Reef Program – Hudson Reef	Project Administration	\$ 15,000
15-5	Pasco	Artificial Reef Program – Hudson Reef	Artificial Reef Program – Hudson Reef	Collect, prepare, and stage reef materials	
15-5	Pasco	Artificial Reef Program – Hudson Reef	Artificial Reef Program – Hudson Reef	Transport material to permitted reef sites	
15-5	Pasco	Artificial Reef Program – Hudson Reef	Artificial Reef Program – Hudson Reef	Monitoring	
15-6	Pasco	Madison Street and Gulf Drive Stormwater Retrofit Project	Madison Street and Gulf Drive Stormwater Retrofit Project	Project Administration	
15-6	Pasco	Madison Street and Gulf Drive Stormwater Retrofit Project	Madison Street and Gulf Drive Stormwater Retrofit Project	Preliminary Design	
15-6	Pasco	Madison Street and Gulf Drive Stormwater Retrofit Project	Madison Street and Gulf Drive Stormwater Retrofit Project	Final Design and Permitting	
15-6	Pasco	Madison Street and Gulf Drive Stormwater Retrofit Project	Madison Street and Gulf Drive Stormwater Retrofit Project	Construction	
15-6	Pasco	Madison Street and Gulf Drive Stormwater Retrofit Project	Madison Street and Gulf Drive Stormwater Retrofit Project	Monitoring	
15-7	Pasco	Crews Lake Hydrologic Restoration	Crews Lake Hydrologic Restoration	Project Administration	
15-7	Pasco	Crews Lake Hydrologic Restoration	Crews Lake Hydrologic Restoration	Preliminary Design	
15-7	Pasco	Crews Lake Hydrologic Restoration	Crews Lake Hydrologic Restoration	Final Design and Permitting	
15-7	Pasco	Crews Lake Hydrologic Restoration	Crews Lake Hydrologic Restoration	Construction	
15-7	Pasco	Crews Lake Hydrologic Restoration	Crews Lake Hydrologic Restoration	Monitoring	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Project Administration	

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Preliminary Design	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Property assessment	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Property acquisition	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Final Design and Permitting	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Construction	
15-8	Pasco	Ranch Road Infrastructure Improvements	Ranch Road Infrastructure Improvements	Monitoring	
15-9	Pasco	Channel Restoration Project	Channel Restoration Project	Project Administration	\$ 100,000
15-9	Pasco	Channel Restoration Project	Channel Restoration Project	Final Design and Permitting	\$ 650,000
15-9	Pasco	Channel Restoration Project	Channel Restoration Project	Construction - dredging	\$ 7,750,000
15-9	Pasco	Channel Restoration Project	Channel Restoration Project	Construction - stormwater	\$ 4,000,000
16-1	Pinellas	Lake Seminole Sediment Removal	Lake Seminole Sediment Removal	Project Administration	\$ 55,080
16-1	Pinellas	Lake Seminole Sediment Removal	Lake Seminole Sediment Removal	Final Design and Permitting	\$ -
16-1	Pinellas	Lake Seminole Sediment Removal	Lake Seminole Sediment Removal	Construction	\$ 962,311
16-1	Pinellas	Lake Seminole Sediment Removal	Lake Seminole Sediment Removal	Monitoring	\$ 153,970
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Project Administration	\$ 165,240
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Feasibility study	\$ -
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Preliminary Design	\$ -
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Final Design and Permitting	\$ 2,053,487
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Construction	\$ 4,164,742
16-2	Pinellas	Wastewater Collection System Improvements	Wastewater Collection System Improvements	Monitoring	\$ -
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Project Administration	\$ 64,260
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Feasibility study	\$ -
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Property assessment	\$ -
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Property acquisition	\$ 3,319,974
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Final Design and Permitting	\$ -
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Construction	\$ -
16-3	Pinellas	Land Acquisition for Floodplain Restoration and Resiliency	Land Acquisition for Floodplain Restoration and Resiliency	Monitoring	\$ -
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Project Administration	\$ 110,160
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Feasibility study	\$ -
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Property assessment	\$ -
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Property acquisition	\$ 144,347
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Final Design and Permitting	\$ 96,231
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Construction	\$ 866,080
16-4	Pinellas	Coastal Public Access Program	Coastal Public Access Program	Monitoring	\$ -
16-5	Pinellas	Artificial Reef Program	Artificial Reef Program	Project Administration	\$ 36,720
16-5	Pinellas	Artificial Reef Program	Artificial Reef Program	Transport material to permitted reef sites	\$ 423,417
16-5	Pinellas	Artificial Reef Program	Artificial Reef Program	Monitoring	\$ -
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Project Administration	\$ 73,440
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Property assessment	\$ -
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Property acquisition	\$ 3,250,000

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Final Design and Permitting	\$ -
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Construction	\$ 1,505,946
17-1	Hillsborough	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	Monitoring	\$ 97,029
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Project Administration	\$ 257,040
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Feasibility study	\$ 48,514
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Preliminary Design	\$ 48,514
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Final Design and Permitting	\$ 970,288
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Construction	\$ 6,219,543
17-2	Hillsborough	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Delaney Creek/Palm River Heights Septic to Sewer Conversion	Monitoring	\$ 145,543
18-1	Manatee	Manatee River Oyster Restoration	Manatee River Oyster Restoration	Project Administration	\$ 146,880
18-1	Manatee	Manatee River Oyster Restoration	Manatee River Oyster Restoration	Preliminary Design	\$ 223,834
18-1	Manatee	Manatee River Oyster Restoration	Manatee River Oyster Restoration	Final Design and Permitting	\$ 275,889
18-1	Manatee	Manatee River Oyster Restoration	Manatee River Oyster Restoration	Construction - restoration/barge shelling	\$ 1,212,005
18-1	Manatee	Manatee River Oyster Restoration	Manatee River Oyster Restoration	Monitoring	\$ 100,205
18-2	Manatee	Portosueno Park Living Shoreline	Portosueno Park Living Shoreline	Project Administration	\$ 73,440
18-2	Manatee	Portosueno Park Living Shoreline	Portosueno Park Living Shoreline	Preliminary Design	\$ 28,630
18-2	Manatee	Portosueno Park Living Shoreline	Portosueno Park Living Shoreline	Final Design and Permitting	\$ 85,890
18-2	Manatee	Portosueno Park Living Shoreline	Portosueno Park Living Shoreline	Construction	\$ 1,032,637
18-2	Manatee	Portosueno Park Living Shoreline	Portosueno Park Living Shoreline	Monitoring	\$ -
18-3	Manatee	Preserve Management Plans	Preserve Management Plans	Project Administration	\$ -
18-3	Manatee	Preserve Management Plans	Preserve Management Plans	Resource assessments	\$ -
18-3	Manatee	Preserve Management Plans	Preserve Management Plans	Stakeholder input	\$ -
18-3	Manatee	Preserve Management Plans	Preserve Management Plans	Preparation of management plans	\$ -
18-3	Manatee	Preserve Management Plans	Preserve Management Plans	Monitoring	\$ -
18-4	Manatee	Artificial Reef Program - Borden Reef	Artificial Reef Program - Borden Reef	Project Administration	\$ 73,440
18-4	Manatee	Artificial Reef Program - Borden Reef	Artificial Reef Program - Borden Reef	Collect, prepare, and stage reef materials	\$ 334,017
18-4	Manatee	Artificial Reef Program - Borden Reef	Artificial Reef Program - Borden Reef	Transport material to permitted reef sites	\$ 889,917
18-4	Manatee	Artificial Reef Program - Borden Reef	Artificial Reef Program - Borden Reef	Monitoring	\$ 35,788
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Project Administration	\$ 55,080
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Preliminary Design	\$ -
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Final Design and Permitting	\$ -
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Demolition of the old bridge	\$ 1,860,953
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Construction	\$ 872,280
18-5	Manatee	Palmetto Greene Bridge Fishing Pier Replacement	Palmetto Greene Bridge Fishing Pier Replacement	Monitoring	\$ 47,717
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Project Administration	\$ 45,900
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Planning and research priorities	\$ -
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Design experiments	\$ 95,433
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Collect and analyze data	\$ 95,433
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Technology transfer	\$ 47,717
18-6	Manatee	Applied Research for Shellfish Aquaculture	Applied Research for Shellfish Aquaculture	Monitoring	\$ 47,717

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
18-7	Manatee	Coastal Preserve Trail and Boardwalk Enhancements	Coastal Preserve Trail and Boardwalk Enhancements	Project Administration	\$ 73,440
18-7	Manatee	Coastal Preserve Trail and Boardwalk Enhancements	Coastal Preserve Trail and Boardwalk Enhancements	Preliminary Design	\$ 57,260
18-7	Manatee	Coastal Preserve Trail and Boardwalk Enhancements	Coastal Preserve Trail and Boardwalk Enhancements	Final Design and Permitting	\$ 268,089
18-7	Manatee	Coastal Preserve Trail and Boardwalk Enhancements	Coastal Preserve Trail and Boardwalk Enhancements	Construction	\$ 15,031
18-7	Manatee	Coastal Preserve Trail and Boardwalk Enhancements	Coastal Preserve Trail and Boardwalk Enhancements	Monitoring	\$ -
18-8	Manatee	Coastal Watershed Management Plans	Coastal Watershed Management Plans	Project Administration	\$ -
18-8	Manatee	Coastal Watershed Management Plans	Coastal Watershed Management Plans	WQ data collection	\$ -
18-8	Manatee	Coastal Watershed Management Plans	Coastal Watershed Management Plans	Prepare WMPs	\$ -
18-8	Manatee	Coastal Watershed Management Plans	Coastal Watershed Management Plans	Initial design studies	\$ -
18-8	Manatee	Coastal Watershed Management Plans	Coastal Watershed Management Plans	Monitoring	\$ -
18-9	Manatee	Urban Stormwater Improvements – GT Bray Park	Urban Stormwater Improvements – GT Bray Park	Project Administration	\$ -
18-9	Manatee	Urban Stormwater Improvements – GT Bray Park	Urban Stormwater Improvements – GT Bray Park	Feasibility study and preliminary design	\$ -
18-9	Manatee	Urban Stormwater Improvements – GT Bray Park	Urban Stormwater Improvements – GT Bray Park	Final Design and Permitting	\$ -
18-9	Manatee	Urban Stormwater Improvements – GT Bray Park	Urban Stormwater Improvements – GT Bray Park	Construction	\$ -
18-9	Manatee	Urban Stormwater Improvements – GT Bray Park	Urban Stormwater Improvements – GT Bray Park	Monitoring	\$ -
18-10	Manatee	Kingfish Boat Ramp	Kingfish Boat Ramp	Project Administration	\$ 18,360
18-10	Manatee	Kingfish Boat Ramp	Kingfish Boat Ramp	Construction	\$ -
18-10	Manatee	Kingfish Boat Ramp	Kingfish Boat Ramp	Monitoring	\$ -
18-11	Manatee	Manatee County Boat Ramp		Project Administration	\$ 45,900
18-11	Manatee	Manatee County Boat Ramp		Final Design and Permitting	\$ 500,000
18-11	Manatee	Manatee County Boat Ramp		Construction	\$ 4,000,000
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Project Administration	\$ 440,640
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase III Feasibility study and preliminary design	\$ -
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase III Final Design and Permitting	\$ 423,098
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase III Construction	\$ 5,981,066
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase IV Feasibility study and preliminary design	\$ -
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase IV Final Design and Permitting	\$ 192,317
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase IV Construction	\$ 1,730,855
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase V Feasibility study and preliminary design	\$ -
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase V Final Design and Permitting	\$ 192,317
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase V Construction	\$ 1,730,855
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase VI Feasibility study and preliminary design	\$ 105,774
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase VI Final Design and Permitting	\$ 192,317
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Phase VI Construction	\$ 1,625,081
19-1	Sarasota	Dona Bay Hydrologic Restoration Program	Dona Bay Hydrologic Restoration Program	Monitoring	\$ -
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Project Administration	\$ -
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Feasibility study	\$ -
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Preliminary Design	\$ -
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Final Design and Permitting	\$ -
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Construction	\$ -

Project Number	County	Project Name - SEP Final	Program Project or Phase	Milestone	Pot 3 Cost
20-1	Charlotte	Charlotte Harbor Septic to Sewer Conversion Program	Charlotte Harbor Septic to Sewer Conversion Program	Monitoring	\$ -
20-2	Charlotte	West Port Water Reclamation Facility Expansion Project	West Port Water Reclamation Facility Expansion Project	Project Administration	\$ 100,000
20-2	Charlotte	West Port Water Reclamation Facility Expansion Project	West Port Water Reclamation Facility Expansion Project	Feasibility study and preliminary design	\$ -
20-2	Charlotte	West Port Water Reclamation Facility Expansion Project	West Port Water Reclamation Facility Expansion Project	Final Design and Permitting	\$ -
20-2	Charlotte	West Port Water Reclamation Facility Expansion Project	West Port Water Reclamation Facility Expansion Project	Construction	\$ 12,500,000
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Project Administration	\$ 275,400
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Feasibility study and preliminary design	\$ 487,319
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Final Design and Permitting	\$ 1,461,957
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Construction - phase I storage area	\$ 3,362,502
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Construction - phase II storage area	\$ 4,707,503
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Construction - phase III habitat/recreational	\$ 1,954,150
21-1	Lee	North East Caloosahatchee Tributaries Restoration Project	North East Caloosahatchee Tributaries Restoration Project	Monitoring	\$ 365,489
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Project Administration	\$ 440,640
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Preliminary Design	\$ -
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Mitigation design	\$ -
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	North Belle Meade preliminary engineering	\$ -
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Six L's masterplan	\$ 1,177,943
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Final Design and Permitting	\$ 3,365,552
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Construction Phase 1 (Golden Gate)	\$ 7,041,215
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Construction Phase 2 (Six L's)	\$ -
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Construction Phase 3 (Belle Meade)	\$ -
22-1	Collier	Comprehensive Watershed Improvement Program	Comprehensive Watershed Improvement Program	Monitoring	\$ 588,972
23-1	Monroe	Canal Management Master Plan Implementation	Canal Management Master Plan Implementation	Project Administration	\$ 128,520
23-1	Monroe	Canal Management Master Plan Implementation	Canal Management Master Plan Implementation	Final Design and Permitting	\$ 1,849,071
23-1	Monroe	Canal Management Master Plan Implementation	Canal Management Master Plan Implementation	Construction	\$ 10,340,857
23-1	Monroe	Canal Management Master Plan Implementation	Canal Management Master Plan Implementation	Monitoring	\$ 295,872



Table 2. SEP Project List Summary Costs - SEP Amendment #7

County	State	Project Number	Project Name	Spill Impact Component Request	Infrastructure Cost	Start year, estimate	End Year, estimate
Gulf Consortium	FL	24-1	Adaptive Planning and Compliance Project	\$ 560,334	\$ -	2020	2028
Escambia	FL	1-1	Bayou Chico Contaminated Sediment Remediation Project	\$ 12,614,321	\$ -	2019	2026
Santa Rosa	FL	2-1	Santa Rosa Sound Water Quality Improvement Program	\$ 12,612,016	\$ -	2021	2033
Okaloosa	FL	3-1	Coastal Stormwater Retrofit Program	\$ 4,553,507	\$ -	2020	2031
Okaloosa	FL	3-2	Offshore Fish Aggregating Devices	\$ -	\$ -	2019	2032
Okaloosa	FL	3-3	Choctawhatchee Bay Estuary Program	\$ 1,114,260	\$ -	2020	2025
Okaloosa	FL	3-4	Shoal River Headwaters Protection Program	\$ 4,808,805	\$ 4,808,805	2020	2032
Okaloosa	FL	3-5	Veterans Park Living Shoreline	\$ 1,600,113	\$ -	2019	2023
Okaloosa	FL	3-6	Artificial Reef Program Expansion	\$ 536,571	\$ -	0	2029
Walton	FL	4-1	Choctawhatchee Bay Septic to Sewer Conversion	\$ 12,614,321	\$ -	2019	2033
Bay	FL	5-1	North Bay Water Quality Improvement Program	\$ 6,550,000	\$ -	2020	2034
Bay	FL	5-2	St. Andrew Bay Stormwater Improvement Program	\$ 6,064,320	\$ -	2019	2030
Gulf	FL	6-1	St. Joseph Bay/Chipola River Sewer Improvement Program	\$ 7,049,271	\$ -	2020	2030
Gulf	FL	6-2	Coastal Erosion Control Project	\$ 5,718,564	\$ 5,718,564	2019	2024
Gulf	FL	6-3	Coastal Public Access Program - Gulf	\$ -	\$ -	2023	2034
Franklin	FL	7-1	Emergency Operations Center	\$ 1,027,775	\$ 1,027,775	2020	2023
Franklin	FL	7-2	Apalachicola Bay Oyster Restoration	\$ 4,955,275	\$ -	2020	2029
Franklin	FL	7-3	Apalachicola Bay Cooperative Dredging Program	\$ 6,631,271	\$ 6,631,271	2020	2034
Wakulla	FL	8-1	Wakulla Springshed Water Quality Protection Program	\$ 12,528,520	\$ -	2019	2032
Wakulla	FL	8-2	Coastal Public Access Program - Wakulla	\$ 52,785	\$ -	2019	2031
Wakulla	FL	8-3	Artificial Reef and Oyster Habitat Enhancement	\$ -	\$ -	2021	2032
Jefferson	FL	9-1	Wacissa River Springshed Protection Program	\$ 6,978,642	\$ 6,978,642	2020	2029
Jefferson	FL	9-2	Wacissa River Park Improvement Program	\$ 2,000,934	\$ -	2019	2025
Jefferson	FL	9-3	Coastal Public Access Program - Jefferson	\$ 3,634,744	\$ -	2022	2034
Taylor	FL	10-1	Spring Warrior	\$ 1,608,440	\$ -	2021	2028
Taylor	FL	10-2	Hodges Park Rehabilitation Project	\$ 1,114,260	\$ -	2021	2027
Taylor	FL	10-3	Keaton Beach and Steinhatchee Boat Ramps By-Pass Project	\$ 8,389,239	\$ 8,389,239	2021	2030
Taylor	FL	10-4	Coastal Dredging for Public Access	\$ 1,500,000	\$ 1,500,000	2022	2024
Dixie	FL	11-1	Horseshoe Beach Working Waterfront Project	\$ 1,091,800	\$ 1,091,800	2025	2029
Dixie	FL	11-2	Shired Island Park Beach	\$ 1,573,440	\$ -	2026	2029
Dixie	FL	11-3	Horseshoe Cove Oyster Restoration Project	\$ -	\$ -	2020	2025
Dixie	FL	11-4	Coastal Public Access Program - Dixie	\$ -	\$ -	2022	2027
Dixie	FL	11-5	Coastal Wastewater Septic to Sewer Conversion Program	\$ -	\$ -	2028	2033
Dixie	FL	11-6	Suwannee Town Seawall	\$ 2,491,800	\$ 2,491,800	2025	2030
Dixie	FL	11-7	Jena Highway Bridge Replacement-Restoration	\$ 3,749,130	\$ 3,749,130	2025	2030
Levy	FL	12-1	Waccasassa River Conservation Land Acquisition	\$ 2,899,229	\$ -	2020	2021
Levy	FL	12-2	Suwannee Sound/Cedar Key Oyster Restoration Project	\$ 1,985,982	\$ -	2019	2025
Levy	FL	12-3	Coastal Septic to Sewer Conversion Program	\$ 7,729,110	\$ -	2025	2033
Citrus	FL	13-1	NW Quadrant Sewer Force Main Project	\$ 6,340,160	\$ -	2019	2024
Citrus	FL	13-2	Cross Florida Barge Canal Boat Ramp	\$ 4,286,785	\$ -	2020	2026
Citrus	FL	13-3	Artificial Reef Program - Citrus	\$ 1,226,243	\$ -	2026	2029
Citrus	FL	13-4	Springshed Stormwater Improvement Program	\$ -	\$ -	2027	2034
Citrus	FL	13-5	Inshore Artificial Reef - Citrus	\$ 758,750		2022	2027
Hernando	FL	14-1	Artificial Reef Program - Hernando	\$ 2,430,631	\$ -	2019	2030
Hernando	FL	14-2	Coastal Habitat Enhancement Program	\$ 815,578	\$ -	2019	2024

County	State	Project Number	Project Name	Spill Impact Component Request	Infrastructure Cost	Start year, estimate	End Year, estimate
Hernando	FL	14-3	Waterway/Gulf Access Program	\$ 4,527,623	\$ -	2022	2034
Hernando	FL	14-4	Weeki Wachee Springshed Septic to Sewer Conversion Program	\$ 1,822,652	\$ -	2020	2028
Hernando	FL	14-5	Coastal Stormwater Improvement - Calienta Street	\$ 2,955,080	\$ 2,955,080	2020	2025
Pasco	FL	15-1	Port Richey Watershed Stormwater Management Project	\$ 15,000		2019	2024
Pasco	FL	15-2	Hammock Creek-Sea Pines Stormwater Management Project	\$ -	\$ -	2024	2029
Pasco	FL	15-3	Inshore Artificial Reef - Pithlachascotee River	\$ -	\$ -	2022	2026
Pasco	FL	15-4	Coastal Environmental Research Network (CERN)	\$ -	\$ -	2031	2034
Pasco	FL	15-5	Artificial Reef Program – Hudson Reef	\$ 15,000	\$ -	2020 NA	
Pasco	FL	15-6	Madison Street and Gulf Drive Stormwater Retrofit Project	\$ -	\$ -	2027	2031
Pasco	FL	15-7	Crews Lake Hydrologic Restoration	\$ -	\$ -	0	2018
Pasco	FL	15-8	Ranch Road Infrastructure Improvements	\$ -	\$ -	2030	2034
Pasco	FL	15-9	Channel Restoration and Water Quality Project	\$ 12,500,000	\$ 12,500,000	2024	2029
Pinellas	FL	16-1	Lake Seminole Sediment Removal Project	\$ 1,171,361	\$ -	2019	2024
Pinellas	FL	16-2	Wastewater Collection System Improvements	\$ 6,383,469	\$ -	2021	2029
Pinellas	FL	16-3	Land Acquisition for Floodplain Restoration and Resiliency	\$ 3,384,234	\$ -	2020	2026
Pinellas	FL	16-4	Coastal Public Access Program - Pinellas	\$ 1,216,818	\$ -	2029	2034
Pinellas	FL	16-5	Artificial Reef Program - Pinellas	\$ 460,137	\$ -	2030	2033
Hillsborough	FL	17-1	Cockroach Bay Aquatic Preserve Land Acquisition and Ecosystem Restoration	\$ 4,926,415	\$ -	2019	2026
Hillsborough	FL	17-2	Delaney Creek/Palm River Heights Septic to Sewer Conversion	\$ 7,689,443	\$ -	2020	2033
Manatee	FL	18-1	Manatee River Oyster Restoration Project	\$ 1,958,814	\$ -	2027 NA	
Manatee	FL	18-2	Portosueno Park Living Shoreline	\$ 1,220,597	\$ -	2020	2023
Manatee	FL	18-3	Preserve Management Plans	\$ -	\$ -	0	2018
Manatee	FL	18-4	Artificial Reef Program - Larry Borden Reef	\$ 1,333,162	\$ -	2027	2030
Manatee	FL	18-5	Palmetto Greene Bridge Fishing Pier Replacement	\$ 2,836,030	\$ -	2021	2026
Manatee	FL	18-6	Applied Research for Shellfish Aquaculture	\$ 332,200	\$ -	2020 NA	
Manatee	FL	18-7	Coastal Preserve Trail and Boardwalk Enhancements	\$ 413,820	\$ -	2027	2034
Manatee	FL	18-8	Coastal Watershed Management Plans	\$ -	\$ -	0	2018
Manatee	FL	18-9	Urban Stormwater Improvements – GT Bray Park	\$ -	\$ -	2030	2033
Manatee	FL	18-10	Kingfish Boat Ramp	\$ 18,360	\$ -	2020	2021
Manatee	FL	18-11	Manatee County Boat Ramp	\$ 4,545,900	\$ -	2023	2027
Sarasota	FL	19-1	Dona Bay Hydrologic Restoration Program	\$ 12,614,321	\$ -	2019	2034
Charlotte	FL	20-1	Charlotte Harbor Septic to Sewer Conversion Program	\$ -	\$ -	2019	2026
Charlotte	FL	20-2	West Port Water Reclamation Facility Expansion Project	\$ 12,600,000	\$ 12,600,000	2025	2030
Lee	FL	21-1	North East Caloosahatchee Tributaries Restoration Project	\$ 12,614,321	\$ -	2020	2034
Collier	FL	22-1	Comprehensive Watershed Improvement Program	\$ 12,614,321	\$ -	2019	2034
Monroe	FL	23-1	Canal Management Master Plan Implementation	\$ 12,614,321	\$ -	2020	2026
<b>Totals</b>				<b>\$ 286,980,321</b>	<b>\$ 70,442,105</b>		
<b>FL SEP total - including planning SEP and unallocated amounts</b>				<b>\$ 294,338,815</b>	<b>23.9% % infrastruture cost</b>		

## **AGENDA ITEM 14**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 14  
Project Highlight**

**Statement of Issue:**

At the request of the Board, an SEP project implementation highlight will be presented at Board meetings.

**Discussion:**

The primary purpose of the Bayou Chico Sediment Remediation project is to remove contaminated sediment in the main body of the Bayou.

Bayou Chico has been a working waterfront since the early 1800s. During the response to the Deepwater Horizon oil spill, the bayou served as a staging/decontamination location for the Vessels of Opportunity. During that time, point and non-point discharges to the bayou have resulted in high accumulated levels of contaminants, including trace metals, polycyclic aromatic hydrocarbons (PAHs), pentachlorophenol (PCP), dioxins/furans and polychlorinated biphenyls (PCBs). The bayou is also adjacent to the American Creosote Works site, a federal National Priorities List hazardous materials site that might be affecting the bayou. Numerous stormwater and wastewater improvements have been made in the watershed in recent years, but the legacy sediment contamination remains. This project aims to address that but removing contaminated sediments. Design/planning is complete – an amendment is proceeding with RESTORE to add implementation funds to the project.

**Attachments:**

Slides on project 1-1: Bayou Chico Sediment Remediation (Escambia County)

**Action Required:**

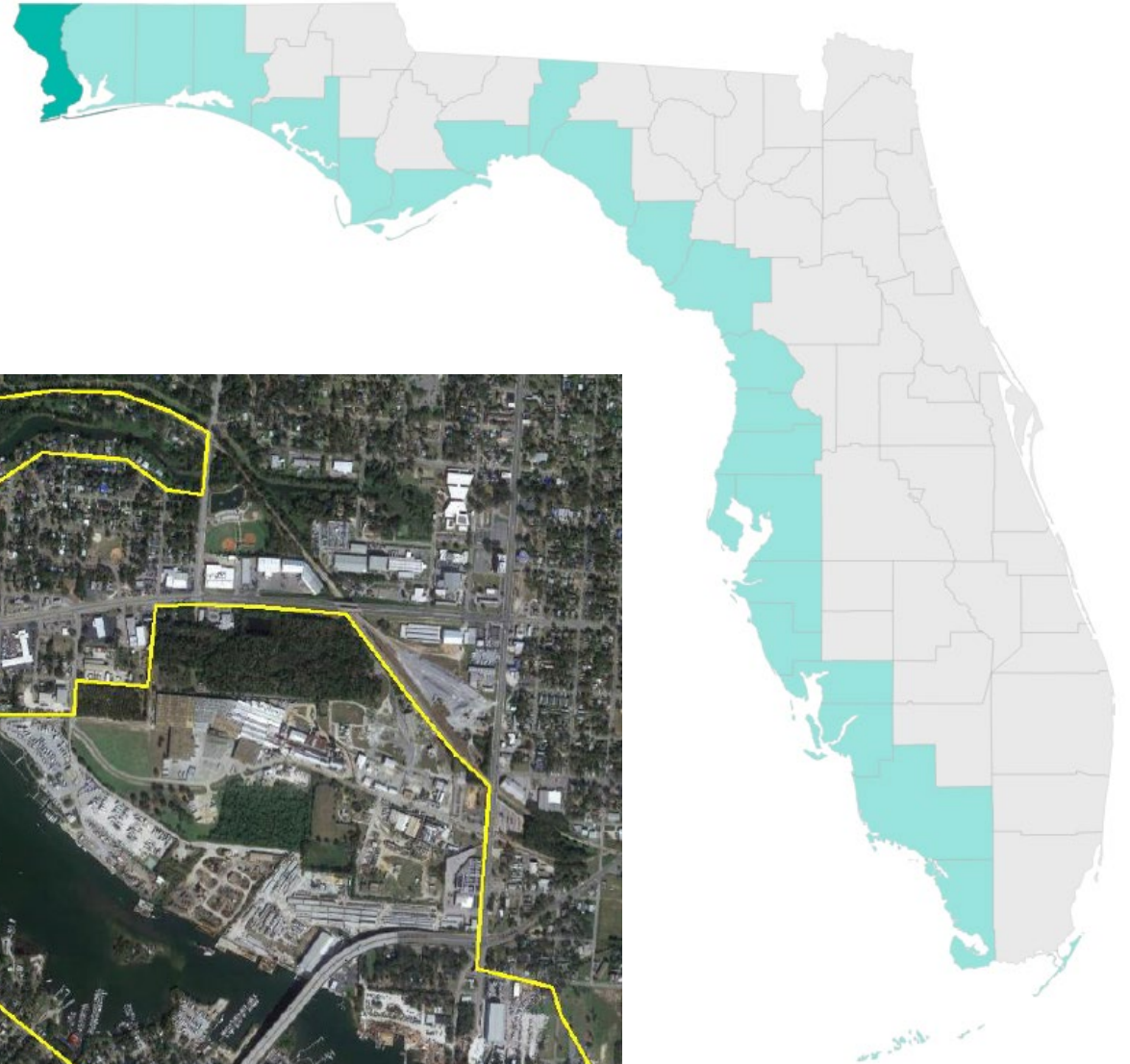
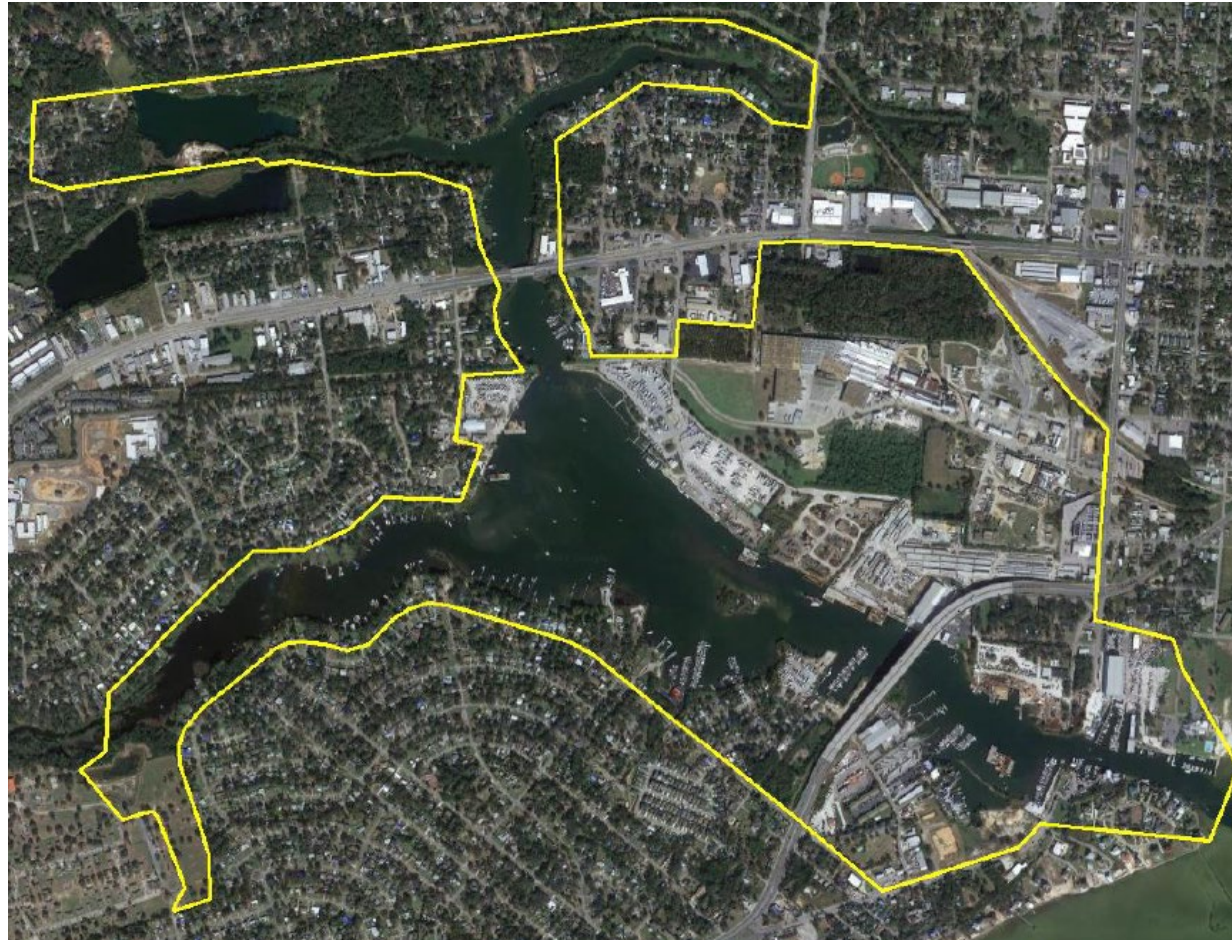
None; informational only.

**Prepared by:**

Dan Dourte, The Balmoral Group  
On: January 21, 2025



Project Highlight:  
**1-1: Bayou Chico**  
Contaminated  
Sediment  
Remediation  
(Escambia  
County)



## Background:



- Bayou Chico Bayou Chico has been a working waterfront since the early 1800s. During the response to the Deepwater Horizon oil spill, the bayou served as a staging/decontamination location for the Vessels of Opportunity. During that time, point and non-point discharges to the bayou have resulted in high accumulated levels of contaminants. Numerous stormwater and wastewater improvements have been made in the watershed in recent years, but the legacy sediment contamination remains.



## Goals:

- RESTORE Comprehensive Plan
  - Goal 2: Restore Water Quality and Quantity (primary)
  - Goal 3: Replenish and Protect Living Coastal and Marine Resources

This project will be removing a substantial volume of contaminated sediment from Bayou Chico to improve water quality there.



## Approach:

- Sediment sampling and survey to determine dredge locations and volume; planned 90,000 CY of mechanical dredging



# 1-1: Bayou Chico Contaminated Sediment Remediation (Escambia County)

## Project areas from 30% plans



image credit: Escambia County

## Key Personnel:

- Terri Berry, Brent Wipf, Beth Gaillot (Escambia County)

## Timeline:

- Awarded May 2021; dredging expected to begin late 2025

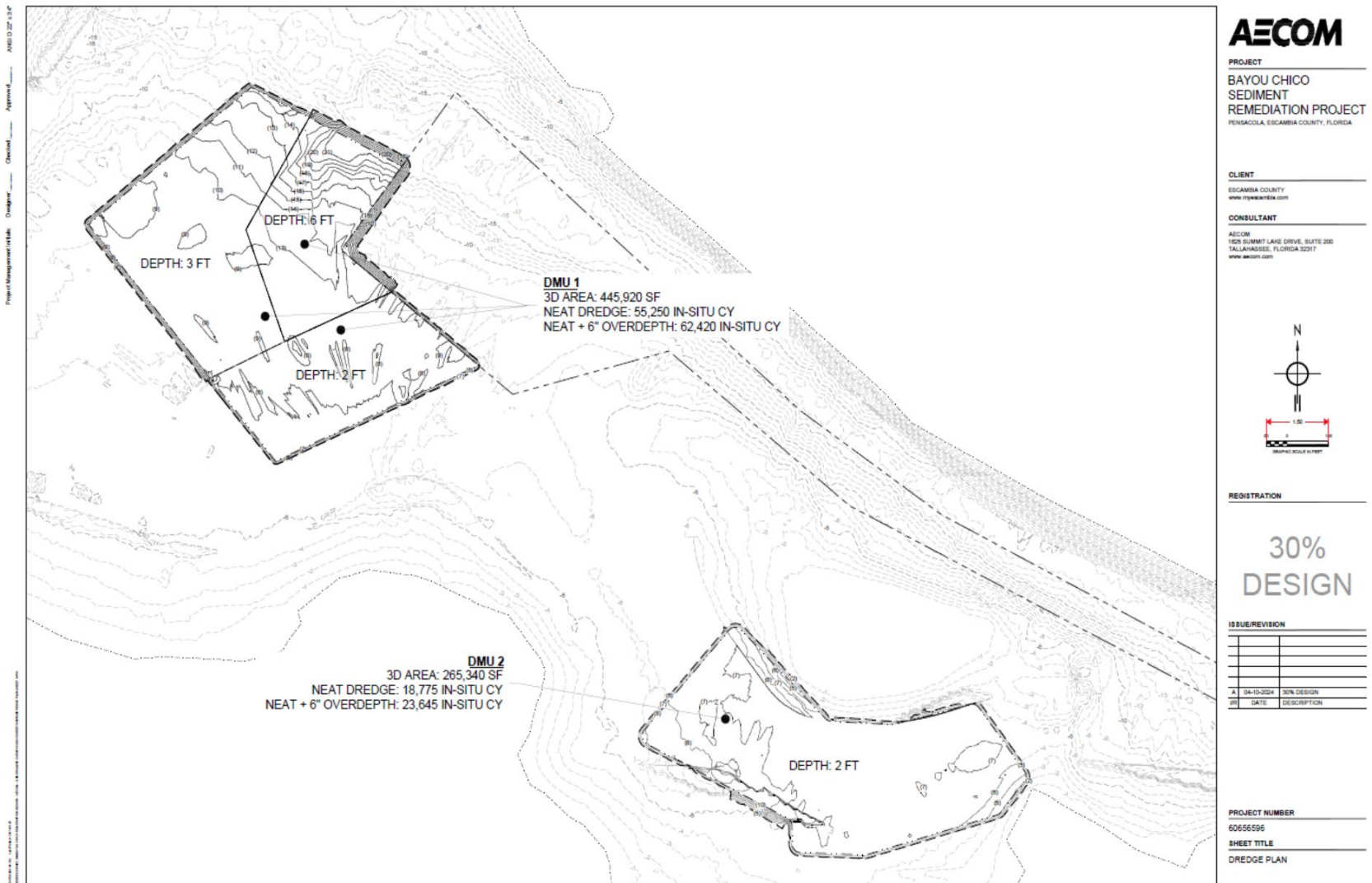
## Progress and status:

- Sediment sampling and analysis complete
- Survey and dredging alternatives analysis complete
- Amendment to be completed soon to add about \$11M for sediment remediation

# 1-1: Bayou Chico Contaminated Sediment Remediation (Escambia County)



Dredge locations  
Plans image credit:  
Escambia County





## **AGENDA ITEM 15**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 15  
General Counsel's Report**

**Statement of Issue:**

As needed updates from General Counsel

**Action Required:**

None, informational only

**Prepared By:**

Grant Miller  
Economic Analyst  
The Balmoral Group  
January 18, 2025

## **AGENDA ITEM 16**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 16  
Manager's Report**

**Statement of Issue:**

Consortium staff provides a report on updates to Consortium activities since the last Board meeting.

**Discussion:**

During the brief period since the last meeting, staff resubmitted 2 applications for \$12.5 million, and accepted two award amendments. The next round of reporting will be due March 1, with 16 Financial reports due.

Staff was notified that a Site Visit will be conducted on February 26 and 27 at The Balmoral Group's office in Winter Park, Florida. Staff is preparing for the visit, which will include file review, review of financial transaction documentation and checking of internal controls. Staff has been notified that a Compliance Review, which was originally scheduled for last fall, will be scheduled later this year and is likely to include a project site visit.

Staff coordinated with Leon County to research possible investment policies in advance of the Finance Committee, following Board direction from the previous meeting. A separate item in today's agenda proposed the new policy, which will be enacted upon Board approval. This will allow increased earnings from the HESI funds.

Following Board approval of a new audit firm, staff will be coordinating with the new firm to accelerate field work. Staff is preparing records in advance to ensure that the initial weeks of the audit get off to a smooth start.

**Attachments:**

None.

**Action Required:**

None; informational only.

**Prepared by:**

Valerie Seidel, The Balmoral Group  
On: January 21, 2025

## **AGENDA ITEM 17**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 17  
Public Comments**

**Statement of Issue:**

The public is invited to provide comments on issues that are NOT on today's agenda.

**Attachments:**

None

**Prepared by:**

Grant Miller

The Balmoral Group

On: January 13, 2025

## **AGENDA ITEM 18**

**Gulf Consortium Board Meeting  
February 12, 2025**

**Agenda Item 18  
Board Member Comments**

**Statement of Issue:**

Members of the Consortium Board are invited to provide comments on relevant issues.

**Attachments:**

None

**Prepared by:**

Grant Miller

The Balmoral Group

On: January 13, 2025