



**Gulf Consortium Board of Directors Agenda  
June 28, 2017, 2:00 p.m. Eastern  
Palm Beach County Convention Center  
650 Okeechobee Blvd  
West Palm Beach, FL 33401  
Dial-In Number: 1 (646) 749-3117  
Participant Passcode: 438-438-325#**

1. Call to Order and Roll Call
2. Public Comment
3. Approval of Minutes from May 17, 2017 Meeting
4. Manager's Report
  - Update Gulf Consortium Bank Account Signature Cards
  - Update of Domain Name Transfer
  - Update of Gulf Consortium Website
  - June 13, 2017 Meeting with RESTORE Council staff
5. General Counsel's Report
6. SEP Project Management Report (ESA)
  - a. Status Report on Work Order # 7: Complete Draft Project List and Conduct Detailed Project Evaluation and Refinement
  - b. Status Report on Work Order # 8 (Tasks 9 & 10): Conduct Project Leveraging Analysis and Develop Project Sequencing & Implementation Strategy
7. SEP Project Management Update (ESA)
  - a. Preview & Approval of Work Order #9 (Task 11: Prepare Draft FSEP)
  - b. Preview Work Order #10 (Tasks 12 & 13: Draft FSEP Review and Revisions; Stakeholder Outreach and Public Involvement)
8. Planning Grant Update
  - a. Grant Management and Administration Report (Langton)
  - b. Analysis of Work Orders Approved and Planning Grant Amount (Balmoral)
9. FSEP Implementation Framework for the Gulf Consortium
10. New Business
11. Public Comment



## 12. Upcoming Board Meetings

Wednesday, September 27, 2017

Time TBD

Embassy Suites Orlando Lake Buena Vista South

Osceola County, Florida

*In conjunction with the 2017 FAC Policy Conference*

Wednesday, November 15, 2017

Time TBD

Hyatt Regency Sarasota

Sarasota, Sarasota County, Florida

*In conjunction with the 2017 FAC Legislative Conference*

## 13. Adjourn

## Notice of Meeting/Workshop Hearing

### OTHER AGENCIES AND ORGANIZATIONS

#### Gulf Consortium

The Gulf Consortium announces a public meeting, to which all persons are invited.

DATE AND TIME: Wednesday, June 28, 2017, 2:00 pm, Eastern Time.

PLACE: Palm Beach County Convention Center, 650 Okeechobee Blvd, West Palm Beach, FL 33401

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Board of Directors of the Gulf Consortium will meet to discuss the progress of the state expenditure plan; grant management and administration; and, conduct other business.

A copy of the agenda may be obtained by contacting: Craig Diamond at 407-629-2185 or

[Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us); or, see [www.gulfconsortium.org](http://www.gulfconsortium.org)

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 3 days before the workshop/meeting by contacting: Craig Diamond at 407-629-2185 or

[Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us). If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact Craig Diamond at 407-629-2185 or

[Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us); or, see [www.gulfconsortium.org](http://www.gulfconsortium.org)

## Gulf Consortium Directors, Alternates and Governor's Appointees 2017

| County       | Director and Alternate  |
|--------------|---|
| Bay          | Commissioner Guy Tunnell, Director; Commissioner Philip Griffiths, Alternate  |
| Charlotte    | Commissioner Christopher Constance, Director; Commissioners Ken Doherty, Bill Truex, Stephen R. Deutsch and Joe Tiseo, Alternates |
| Citrus       | Commissioner Scott Carnahan, Director; Jeffrey Rogers, Assistant County Administrator/Public Works Director, Alternate            |
| Collier      | Commissioner Burt Saunders, Director; Commissioner Penny Taylor, Alternate; Director Gary McAlpin, 2nd Alternate                  |
| Dixie        | Tim Alexander, County Administrator/Director of Emergency Management  |
| Escambia     | Commissioner Grover Robinson, Director; Commissioner Doug Underhill, Alternate  |
| Franklin     | Commissioner Cheryl Sanders, Director; Michael Moron, County Coordinator, Alternate   |
| Gulf         | Warren Yeager, Director; Donald Butler, County Administrator, Alternate   |
| Hernando     | Commissioner Wayne Dukes, Director; County Administrator Len Sossamon, Alternate  |
| Hillsborough | Commissioner Les Miller, Director; Commissioner Ken Hagan, Alternate  |
| Jefferson    | Commissioner Betsy Barfield, Director; County Coordinator Parrish Barwick, Alternate  |
| Lee          | Commissioner John Manning, Director; Commissioner Larry Kiker, Alternate; Kurt Harclerode, 2nd Alternate                          |
| Levy         | Commissioner John Meeks, Director; County Coordinator Tisha Whitehurst, Restore/Grants Coordinator, Alternate                     |
| Manatee      | Commissioner Carol Whitmore, Director; Charlie Hunsicker, Natural Resources Dept., Alternate                                      |
| Monroe       | Commissioner George Neugent, Director; Commissioner David Rice, Alternate   |
| Okaloosa     | Commissioner Kelly Windes, Director; Commissioner Carolyn Ketchel, Alternate  |
| Pasco        | Commissioner Jack Mariano, Director; Commissioner Kathryn Starkey, Alternate  |
| Pinellas     | Commissioner Charlie Justice, Director; Coastal Manager Andy Squires, Alternate   |
| Santa Rosa   | Commissioner Rob Williamson, Director; Commissioner Lane Lynchard, Alternate  |
| Sarasota     | Commissioner Charles Hines, Director; Laird Wreford, Natural Resources Manager, Alternate   |
| Taylor       | Commissioner Jim Moody, Director  |

**Gulf Consortium Directors, Alternates and Governor's Appointees  
2017**

|                       |   |
|-----------------------|---|
| Wakulla               | David Edwards, County Administrator, Director; Commissioner Ralph Thomas, Alternate   |
| Walton                | Commissioner Sara Comander, Director; Larry Jones, County Manager, Alternate  |
| Governor's Appointees | Pam Anderson, Panama City; Peter Bos, Destin; Lino Maldonado, Niceville; Collier Merrill, Pensacola; Mike Sole, Tallahassee; Neal Wade, Panama City |

## **AGENDA ITEM 3**

**Gulf Consortium Board of Directors Meeting  
June 28, 2017**

**Agenda Item 3  
Approval of May 17, 2017 Board of Directors Meeting Minutes**

**Statement of Issue:**

This agenda item proposes approval of the May 17, 2017 Board of Directors meeting minutes.

**Options:**

- (1) Approve the May 17, 2017 Board of Directors minutes, as presented; or
- (2) Amend and then approve the May 17, 2017 Board of Directors minutes.

**Recommendation:**

Motion to approve the May 17, 2017 Board of Directors meeting minutes, as presented.

**Prepared by:**

Craig Diamond  
The Balmoral Group  
Manager  
On: May 18, 2017

**Attachment:**

Draft 5/17/17 Minutes

**Action Taken:**

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

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

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

**Gulf Consortium Meeting  
May 17, 2017, 1:00 p.m. (CT)  
Emerald Coast Convention Center  
1250 Miracle Strip Parkway, SE  
Ft Walton Beach, Florida**

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**Board Members in Attendance:** Commissioner Guy Tunnell (Bay), Commissioner Chris Constance (Charlotte), Commissioner Scott Carnahan (Citrus), Gary McAlpin (Collier), Commissioner Grover Robinson (Escambia), Warren Yeager (Gulf), Commissioner Wayne Dukes (Hernando), Beth Cardenas (Hillsborough), Commissioner Betsy Barfield (Jefferson), Commissioner John Meeks (Levy), Charlie Hunsicker (Manatee), Commissioner Kelly Windes (Okaloosa), Commissioner Jack Mariano (Pasco), Commissioner Charlie Justice (Pinellas), Commissioner Rob Williamson (Santa Rosa), David Edwards (Wakulla) and Commissioner Sara Comander (Walton), Cheryl Sanders (Franklin), Pam Anderson, Mike Sole, Collier Merrill.

**Phone:** Commissioner John Manning (Lee), Commissioner Charles Hines (Sarasota),

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**Agenda Item #1 – Call to Order**

Chairman Grover Robinson (Escambia) called the meeting to order at 1:06 pm (CT).

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**Agenda Item #2 – Public Comment**

Jessica Bizba with National Wildlife Federation commented on the value of the RESTORE Coordinators meeting.

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**Agenda Item #3 – Approval of April 6, 2017 Minutes**

Chairman Grover Robinson (Escambia) presented the minutes from the April 6, 2017 meeting of the Gulf Consortium. Cheryl Sanders (Franklin) commented that her name was missing from the board members in attendance. A motion to approve the minutes as amended with Cheryl Sanders added was presented by Commissioner Guy Tunnel (Bay), and seconded by Commissioner Jack Mariano (Pasco). The motion passed unanimously.

**ACTION: APPROVED**

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**Agenda Item #4 – Status report on Work Order #7: Complete Draft Project List and Conduct Detailed Project Evaluation and Refinement**

Chairman Grover Robinson (Escambia) recognized Doug Robison with ESA who described the remaining work to be performed under Work Order #7, including a detailed project evaluation, refinement and definition of all county projects to be included in the SEP. Mr. Robison summarized the meeting with RESTORE Council staff in New Orleans and recommended a level of detail for the SEP to be between that of Mississippi and Louisiana, which have been approved. He affirmed that CD/FS work was not a RESTORE requirement and proposed to accelerate the schedule by about 5 months, providing a pre-draft of the SEP in September, a complete draft at the November Meeting, public review during November and December and submittal to the Governor in January 2018, leading to RESTORE approval in March 2018. Mr. Robinson addressed questions regarding amendments to an SEP. No action was required on this item.

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**Agenda Item #5 – Manager's Report**

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Chairman Grover Robinson (Escambia) recognized Valerie Seidel of The Balmoral Group who provided the pros and cons for options associated with the filing of the SEP, the allocation of project funding through the Consortium, the timing of the analysis of sequencing, and the opportunity to submit an initial (“mini) SEP to stand up the architecture for implementation grant management and project advancement.

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**Agenda Item #6 – Consideration of Leveraging, Sequencing & Implementation Strategies**

The Board discussed the four approaches to filing the SEP and initiating implementation. For the first item, it was clarified that Option 2, leaving out CD/FS still included leveraging and sequencing. Moved by Jack Mariano (Pasco), second by Charlie Hunsicker (Manatee), approved. Item 2, the approach to project funding, raised issues relating to risk and incentives for counties that wait, or need to wait, for implementation funding. It was clarified that in all cases, CD/FS costs would count against each county’s individual ledger, regardless of using the communal purse of the Consortium. The Board sentiment was that partitioning the funds by county would defeat the goal of the RESTORE Act for Pot 3 in Florida and the Consortium’s principles of unity and regional coordination. Mike Sole requested that any sequencing articulate that all counties advance and that equity be explicit. Rob Williamson (Santa Rosa) moved to approve the communal purse approach, second by Guy Tunnell (Bay). The motion passed with Sara Comander (Walton) in opposition. Item 3 addressed whether project leveraging and sequencing should be included within, or parallel with, the drafting of the SEP. The role of incentives for counties requiring more time was discussed as was the role of grant-readiness as a factor in sequencing. Doug Robison affirmed that including leveraging would not slow the SEP filing process, and Lisa King explained that sequencing was equivalent to a work program for the Consortium. Chairman Robinson indicated that the approval of the communal purse approach makes the inclusion of sequencing necessary. Motion to approve inclusion of sequencing within the SEP by Cheryl Sanders (Franklin), second by Guy Tunnell (Bay), motion approved. Item 4 addressed the potential for an initial SEP to provide the “stand-up” architecture for implementation following approval of the State SEP. Following discussion about the source of funds for this task and its relationship to the Planning Grant, Cheryl Sanders (Franklin) moved to table the item for the June meeting, second by Warren Yeager (Gulf), motion approved.

**ACTION: APPROVED (Items 1-3); Tabled Item 4**

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**Agenda Item #7 – Approval of Work Order #8 – Conduct Project Leveraging Analysis and Develop Project Sequencing & Implementation Strategy**

Chairman Grover Robinson (Escambia) recognized Doug Robison with ESA who gave a detailed power point presentation to the Board for approval of Work Order # 8, which include conducting a project leveraging analysis and to develop project sequencing and implementation strategy. After comments from the Board regarding consistency in the presentation, David Edwards (Wakulla) moved the approval of Work Order #8; second by Warren Yeager (Gulf). Approved unanimously.

**ACTION: APPROVED**

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**Agenda Item #8.1 – Planning Grant Update**

Chairman Grover Robinson (Escambia) recognized Lisa King with Langton Consulting who reported that the fifth payment request was approved by the RESTORE Council that day, and that the Financial Progress Report was due to the Restoration Council on May 18, 2017. There were no questions or comments and no action was required on this item.

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**Agenda Item #8.2 – Planning Grant Update: Analysis of Work Orders Approved and Planning Grant Amount**

Chairman Robinson recognized Valerie Seidel who reported that \$1.55 million has been expended for work orders approved to date and summarized expenditures against the Planning Grant award. There were no questions or comments and no action was required on this item.

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**Agenda Item #9 – Manager’s Transition Report**

Chairman Grover Robinson (Escambia) recognized Valerie Seidel of The Balmoral Group who reported that the archives had been transferred from FAC to The Balmoral Group, and that the new website would be presented in the June Meeting. Ms. Seidel request Board approval for the transfer of custody of the Gulf Consortium’s domain names. Motion was made by Guy Tunnell (Bay), seconded by Cheryl Sanders (Franklin) and passed unanimously. Ms. Seidel requested approval of a resolution transferring funds and authorizing account signatures, which was motioned for approval by David Edwards (Wakulla) and seconded by Jack Mariano (Pasco) and passed unanimously.

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**ACTION: APPROVED**

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**Agenda Item #10 - General Counsel’s Report**

Chairman Robinson recognized Lynn Hoshihara, who commented that no update was necessary on the RFQ for Conceptual Design / Feasibility Studies due to the decision by the Board regarding the filing of the SEP. No questions or action was required on this item.

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**Agenda Item #11 – New Business**

None.

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**Agenda Item #12 – Public Comment**

None

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**Agenda Item #13 – Upcoming Meetings**

The next meeting of the Consortium Board of Directors will be held on June 28, 2017 at 2:00pm EDT at Palm Beach County Convention Center.

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**Agenda Item #14 – Adjournment**

There being no further business, the Committee adjourned at 3:03 pm (CDT).

Respectfully submitted,

Grover Robinson  
Chairman

## **AGENDA ITEM 4**

**Gulf Consortium Board of Directors  
June 28, 2017**

**Agenda Item 4  
Manager Report**

**Executive Summary:**

Presentation of Manager's report.

**Report:**

Since the Board's last meeting on May 17, 2017, the Consortium's Manager has worked on the following tasks, in addition to those reflected elsewhere in the agenda:

- Facilitated weekly internal Consortium Manager team meetings and weekly meetings with the ESA SEP Consultant Team
- June 13, 2017 Meeting with RESTORE Council staff
- Gulf Consortium Bank Account Signature Cards completed
- Domain Name Transfer completed
- Gulf Consortium Website updated to [www.gulfconsortium.org](http://www.gulfconsortium.org). FAC site has been updated to provide link to new website address.

**Recommendation:**

No action required.

**Attachment:**

None.

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
Manager  
June 26, 2017

## **AGENDA ITEM 5**

**Gulf Consortium Board of Directors  
June 28, 2017**

**Agenda Item 5  
General Counsel's Report**

**Executive Summary:**

Presentation of the General Counsel's report.

**Report:**

There are no outstanding items pursuant to the May 17<sup>th</sup> 2017 Board Meeting. Comments regarding the proposed Stand-Up SEP will be included as part of Agenda Item 9.

**Recommendation:**

No action required.

**Attachment:**

None.

**Prepared by:**

Lynn Hoshihara  
Nabors, Giblin & Nickerson  
General Council  
June 26, 2017

## **AGENDA ITEM 6a**

**Gulf Consortium Board of Directors Meeting  
June 28, 2017**

**Agenda Item 6A  
SEP Project Management Report on Work Order #7 – Complete the Draft  
Project List and Conduct Detailed Project Evaluation and Refinement**

**Background:**

At its April 6, 2017 meeting the Gulf Consortium authorized Work Order #7 which involves the completion of the Draft Project List, and conducting Conduct detailed project evaluation and refinement. This work has been initiated and will continue through August 2017.

**Update:**

It is anticipated that all 23 County Commissions will have taken formal action approving their respective projects prior to the June 28, 2017 Gulf Consortium meeting in West Palm Beach.

Over the next several months the ESA consultant team will work closely with each of the counties to evaluate and further refine their projects. The goals of this effort are to:

- Identify fatal flaws;
- Determine feasibility;
  - Permit-ability
  - Constructability
  - Affordability
  - Public support
- Estimate cost.

This will involve information exchange between the consultant team and county staff through several teleconferences and/or in person meetings with each county. This work effort has just begun, and progress will be reported on in subsequent meetings.

The ESA consultant team is also developing a table of contents for the Draft State Expenditure Plan document, and a standard template for all project descriptions to be included in the SEP. These materials will be presented by Mr. Robison at the June 27, 2017 Gulf Consortium meeting.

**Recommendation:**

Information only



**Attachment:**

Draft State Expenditure Plan Table of Contents and Project Description Template

**Prepared by:**

Doug Robison – SEP Project Manager

Environmental Science Associates

On: June 20, 2017

**STATE OF FLORIDA  
STATE EXPENDITURE PLAN**

Submitted Pursuant to the Spill Impact Component of the RESTORE Act  
33 U.S.C. Section 1321(t)(3)

## **Table of Contents**

### **Executive Summary**

- I. State Certification of RESTORE Act Compliance
  - a. Designated State Entity - Overview of the Gulf Consortium
  - b. Compliance with the 25-Percent Infrastructure Limitation
- II. Public Participation Statement
  - a. Process for Selecting Proposed Projects, Programs and Activities
  - b. Public Involvement
- III. Financial Integrity
  - a. Financial Controls
  - b. Conflict of Interest
- IV. Overall Consistency with the Goals and Objectives of the Comprehensive Plan
- V. Proposed Projects, Programs and Activities
  - a. Overview of Proposed Projects, Programs and Activities
  - b. Project Summary Table
  - c. Individual Project Descriptions
    - i. Escambia County
    - ii. Santa Rosa County
    - iii. Okaloosa County
    - iv. Walton County
    - v. Bay County
    - vi. Gulf County
    - vii. Franklin County
    - viii. Wakulla County
    - ix. Jefferson County
    - x. Taylor County
    - xi. Dixie County
    - xii. Levy County
    - xiii. Citrus County
    - xiv. Hernando County
    - xv. Pasco County
    - xvi. Pinellas County
    - xvii. Hillsborough County
    - xviii. Manatee County
    - xix. Sarasota County
    - xx. Charlotte County
    - xxi. Lee County
    - xxii. Collier County
    - xxiii. Monroe County
  - d. Cumulative Benefits of Proposed Projects, Programs and Activities
  - e. Leveraging Opportunities
  - f. Project Sequencing and Implementation Strategy

VI. Appendices

- a. Memorandum of Understanding Between the Governor and the Gulf Consortium
- b. Inter-local Agreement Between the Counties of the Gulf Consortium

## **Project Description Template**

1. Project Title/Number
2. Project Description
  - a. Narrative Summary
    - i. Need, Purpose and Objectives
    - ii. Location Map
    - iii. Expected Start and End Dates
    - iv. Implementing Entities
  - b. Contributions to the Overall Economic and Ecological Recovery of the Gulf
3. Eligibility and Statutory Requirements
4. Comprehensive Plan Goals and Objectives
5. Major Milestones
6. Success Criteria/Metrics/Outcomes
7. Monitoring and Evaluation
8. Best Available Science
9. Budget/Funding
10. Partnerships/Collaboration
11. Leveraged Resources
12. Funds Used as Non-Federal Match
13. Other Pertinent Information

# Agenda Item 6A

## Status Report on Work Order #7

Doug Robison  
SEP Project Manager

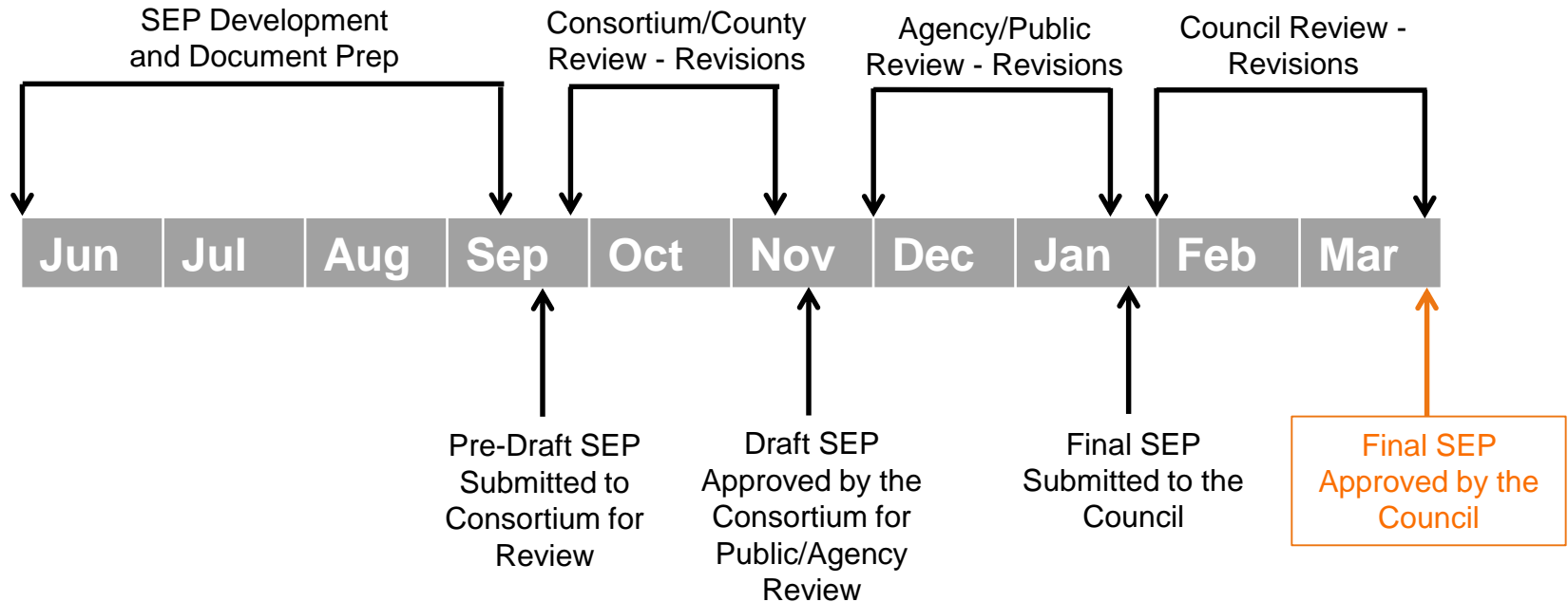


Gulf Consortium Meeting  
June 28, 2017  
West Palm Beach

## Activities Conducted Since May 17, 2017 Gulf Consortium Meeting

- Continued consultations with individual counties regarding project definition and refinement
- Developed SEP document outline and project description template (handout)
- Initiated drafting of document chapters and individual project descriptions
- Developing the SEP document style template

# Revised SEP Development Schedule





## **AGENDA ITEM 6b**

## **Gulf Consortium Executive Committee**

**June 15, 2017**

### **Agenda Item 6b**

#### **UPDATE: Work Order # 8 - Conduct Project Leveraging Analysis and Develop Project Sequencing & Implementation Strategy**

##### **Background:**

At its April 6, 2017 Gulf Consortium meeting, Doug Robison presented a preview of Work Order #8 which authorizes the Consultant to complete Tasks 9 and 10 of the amended State Expenditure Plan development process. These tasks include:

- Task 9 - Conduct Project Leveraging Analysis;
- Task 10 - Develop Project Sequencing & Implementation Strategy.

The goals of these tasks are to maximize leveraged funding sources for all SEP projects, and to develop a project sequencing schedule and implementation strategy that optimizes the 15-year payout such that each county is annually making progress on their respective projects, while also ensuring that priority early action projects can be adequately funded.

Task 9 will include the production of an *Other Grants Inventory* (OGI) document, coordination with Restoration Council and FDEP staff as to funding from other RESTORE funding sources (as well as other governmental and NGO funders), and linking individual projects with leveraging sources. Leveraging will allow the State Expenditure Plan to expand beyond the Spill Impact Component funding levels, an important consideration given the different stages of project readiness and long-term payout. Leveraging will also allow for more flexibility if projects become more expensive than anticipate and will raise the overall impact and investment to the Gulf Coast of Florida.

Task 10 will develop scenarios of sequencing projects based on project readiness and the timing and availability of leveraging. These scenarios will keep all counties moving forward on their projects. With the “even-steven” approach and long term payout this task is crucial to successful SEP development and a smooth transition into the implementation phase so that the money can begin flowing to projects. Unlike other States, Florida must have a well-developed expenditure plan. Other states have more flexibility to drop suites of projects if funding requirements change. Florida’s SEP must be developed enough to insure the “even-steven” policy is adhered to while being flexible enough to deal with inevitable changes in needs, priorities and policies over a 15-year horizon.

Completion of Tasks 9 and 10 will close out Phase III – Project Evaluation of the SEP development process and set the stage for the development of the draft SEP document on an accelerated timeframe.

The Gulf Consortium Board of Directors approved Work Order #8 on May 11, 2017.

**UPDATE:**

Task 9 - Langton Consulting has developed the database for the Other Grant Inventory (OGI) and begun document researching and documenting various funding opportunities that will be summarized and cataloged in the inventory. A DRAFT Funding Opportunity Summary Sheet is attached.

Task 10 – Integral to this task is the development of an accounting system called the Allocation Tracking System (ATS) to track the timing of Florida's total allocation under Pot 3 and how that will influence the sequencing of County projects. Taking this information into account the Consultant team will then develop various sequencing models for the Gulf Consortium Board of Directors to discuss and make a selection. An ATS Framework document outlining the total allocation to Florida is attached.

**Recommendation:**

Information only.

**Attachment:**

- Other Grant Inventory (OGI) DRAFT Funding Opportunity Summary Sheet
- Allocation Tracking System (ATS) Framework

**Prepared by:**

Melissa Beaudry, Langton Consulting

On: June 12, 2017



**CFDA #:** 15.634

**Program Title:** Florida's State Wildlife Grants Program (Florida's Wildlife Legacy Initiative)

**Granting Agency:** Florida Fish & Wildlife Conservation Commission

**Organizational Contact:**

Andrea Alden  
State Wildlife Grants Program Coordinator  
Florida Fish and Wildlife Conservation Commission  
620 S. Meridian Street  
Tallahassee, FL 32399-1600

**Program Summary:**

"The purpose of the Program is to provide financial support for projects that address conservation needs identified in the State Wildlife Action Plan and benefit Florida's wildlife and their habitat. Florida's Wildlife Legacy Initiative is a program designed to create a strategic approach for conserving all of Florida's wildlife, including fish and invertebrates, with the aim of averting future declines and keeping common species common. The three main components of the Initiative are: 1) Florida's State Wildlife Action Plan, a strategy for managing all wildlife in Florida; 2) partnership development, through which resources are pooled to address wildlife conservation across the state of Florida; and 3) Florida's State Wildlife Grants Program, to support partnership building and Wildlife Action Plan implementation by providing funding opportunities.

FY2017 Project Focus #1: Distribution of breeding sites and robust estimation of abundances at important breeding sites for white-crowned pigeons throughout their Florida range (\$90,000 available. See announcement for details.)

FY2017 Project Focus #2: Protecting the Connected Florida Landscape: Wildlife Corridors as a Climate Adaptation Strategy (\$75,000 available. See announcement for details.)"

The U.S. Congress appropriated over \$62 million for the State Wildlife Grants Program nationwide in federal fiscal year 2017. The funds are distributed to the states based on a formula that includes land area and population. No state may receive more than five percent or less than one percent of the available funds. The Florida Fish and Wildlife Conservation Commission (FWC) is the designated state agency that receives and manages State Wildlife Grants Program funds.

**Eligibility:**

Applications will be accepted from persons affiliated with other state agencies, local government entities, educational facilities, organizations, or individuals.

**Total Allocation:**  
\$165,000

**Award Ceiling:**  
FY17: 90,000 and 75,000  
respectively

**Required Match:**  
By grant; typically 35-50% of  
total project cost

**Type of Assistance:**

Formula Grants

**Recent/Upcoming Deadline:**

Grants applications must be submitted to commission 45 days before Notice of Federal Funding Opportunity (NOFO). Usually July.

**RESTORE Relevance****RESTORE Council Goals:**

- Goal 1: Restore and Conserve Habitat- Restore and conserve the health, diversity, and resilience of key coastal, estuarine, and marine habitats;
- Goal 2: Restore Water Quality and Quantity- Restore and protect the water quality and quantity of the Gulf Coast region's fresh, estuarine, and marine waters;
- Goal 3: Replenish and Protect Living Coastal and Marine Resources- Restore and protect healthy, diverse, and sustainable living coastal and marine resources;

**RESTORE Council Objectives:**

- Objective 1: Restore, Enhance, and Protect Habitats- Restore, enhance, and protect the extent, functionality, resiliency, and sustainability of coastal, freshwater, estuarine, wildlife, and marine habitats.
- Objective 3: Protect and Restore Living Coastal and Marine Resources- Restore and protect healthy, diverse, and sustainable living coastal and marine resources including finfish, shellfish, birds, mammals, reptiles, coral, and deep benthic communities.
- Objective 6: Promote Natural Resource Stewardship and Environmental Education- Promote and enhance natural resource stewardship efforts that include formal and informal educational opportunities, professional development and training, communication, and other actions for all ages.

**DEP Category:**

- Living Resources
- Habitat Restoration
- Water Quality or Quantity

**Keywords:**

- Habitat
- Estuaries
- Living shorelines
- Conservation
- Wildlife management
- Endangered species protection
- Climate adaptation

## Gulf Consortium Allocation Tracking System Framework

| <b>Funding Aspects</b>                   | <b>Amount</b>  |
|--|----------------|
| Total Florida allocation under Pot 3     | \$ 294,338,815 |
| AGA current contractual amount           | \$ 3,140,675   |
| Total allocation amount after AGA        | \$ 291,198,140 |
| Allocation per County for implementation | \$ 12,660,789  |

| <b>RESTORE funds to Gulf Consortium (April 4th/year)</b> |                       |
|--|-----------------------|
| Y1-2017  | \$ 16,713,931         |
| Y2   | \$ 8,356,965          |
| Y3   | \$ 16,713,931         |
| Y4   | \$ 16,713,931         |
| Y5   | \$ 16,713,931         |
| Y6   | \$ 16,713,931         |
| Y7   | \$ 16,713,931         |
| Y8   | \$ 16,713,931         |
| Y9   | \$ 16,713,931         |
| Y10  | \$ 16,713,931         |
| Y11  | \$ 16,713,931         |
| Y12  | \$ 16,713,931         |
| Y13  | \$ 16,713,931         |
| Y14  | \$ 16,713,931         |
| Y15-2031   | \$ 16,713,932         |
| <b>Total</b>   | <b>\$ 242,352,000</b> |
| Accrued at plan submission: ~ April 2018                 | \$ 25,070,896         |

|  |                      |
|--|----------------------|
| Amount from initial payment                    | <b>\$ 51,986,815</b> |
| (+) Accrued smount at plan submission          | \$ 25,070,896        |
| (-) AGA contract                               | \$ (3,140,675)       |
| <b>(=) total available after April 4, 2018</b> | <b>\$ 73,917,036</b> |

# Agenda Item 6b -Update on Work Order #8-

Task 9: Conduct Project Leveraging  
Analysis

Task 10: Develop Project Sequencing &  
Implementation Strategy

Melissa Beaudry  
Langton Consulting



Gulf Consortium Meeting  
June 28, 2017  
West Palm Beach

## Task 9: Conduct Project Leveraging Analysis

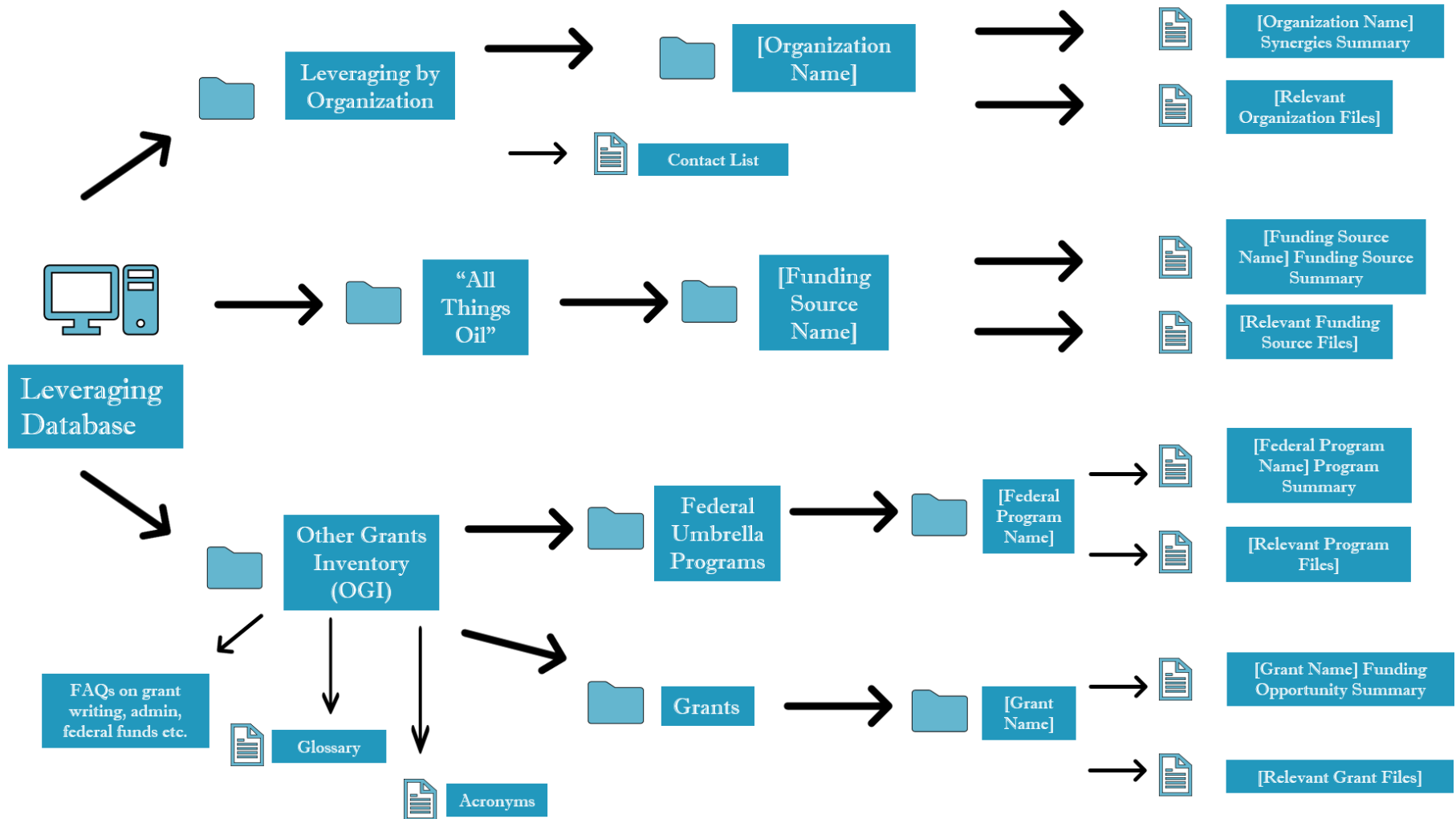
- Leveraging will allow the State Expenditure Plan to expand beyond the Spill Impact Component funding levels.
- Leveraging will also allow for project flexibility and potentially a phased approach if necessary.
- Will increase the overall environmental and economic impact to Florida's Gulf Coast.
- Consultant team will coordinate with State agencies and regional entities to explore synergies that align with restoration goals and objectives for funding opportunities.



## Providing the Tools for County Project Success

- Creating a shareable format with all archived information to assist County staff with leveraging activities throughout implementation.
- Linking individual projects with specific leveraging sources in SEP document.
- Production of an *Other Grants Inventory* (OGI)
  - 30,000 ft view of grants available to counties for restoration activities.
    - Federal, State and other granting opportunities
- Synthesizing funding opportunities and the synergy with strategic state entities into summary documents
  - “All Things Oil” funding and State agency involvement
  - Identifying collaborative leveraging opportunities with FWC, FDEP, FDAC, WMDs, TNC, NFWF and others

# Task 9 Deliverable: Leveraging Database



# Task 9 Deliverable: Other Grants Inventory

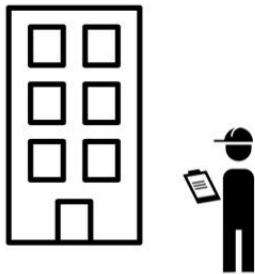
| CFDA #                             | Program Title  | Granting Agency                                 | Eligibility  | Program Summary   | Total Allocation   | Award Ceiling  | Required Match  | Time Restrictions  | Funding Type       | Recent/Upcoming Deadline | Contact Info/Website  | RESTORE Council Goals & Objectives | DEP Category | Keywords |
|------------------------------------|--|---|--|---|--|--|---|--|--------------------|--------------------------|---|------------------------------------|--------------|----------|
| <b>Federal Grant Opportunities</b> |  |   |  |   |  |  |   |  |                    |                          |   |                                    |              |          |
| 15.62                              | Boating Infrastructure Grant Program                 | Florida Fish & Wildlife Conservation Commission | Florida cities, counties, and other governmental entities; privately-owned facilities whose in-water slips are operated on submerged sovereign lands or public waters, with all facilities opened to the public on a first-come, first-served basis. | This program provides funds for States to construct, renovate, and maintain tie-up facilities with features for transient boaters in vessels 26 feet or more in length, and to produce and distribute information and educational materials about the program. **Federal grant finding source. Should coordinate with FWC well in advance to ensure they apply for funding in given fiscal year**   | FY18 est: \$4-5 million in BIG Tier 1; FY18 est: \$8 million in BIG Tier 2 | Tier I (State) - \$200,000<br>Tier II (National) - \$1,500,000 | 25% match, no match for insular areas. Must have some for of in-kind match. |  | Grants             | September 11th, 2017     | fbip@MyFWC.com or call (850) 488-5600; Florida Fish and Wildlife Conservation Commission Division of Law Enforcement Boating and Waterways Section 620 South Meridian Street Tallahassee, FL 32399-1600 |                                    |              |          |
| <b>State Grant Opportunities</b>   |  |   |  |   |  |  |   |  |                    |                          |   |                                    |              |          |
| 66.46                              | Nonpoint Source Management Program (NPSM)            | Florida Department of Environmental Protection  | Governmental entities in Florida, including state agencies, local governments and special districts, nonprofit public universities or colleges, state water management districts, and National Estuary Programs                                      | The Nonpoint Source Management Section administers grant money it receives from EPA through Section 319(h) of the Federal Clean Water Act. These grant funds can be used to implement projects or programs that will help to reduce nonpoint sources of pollution. Projects or programs must be conducted within the state's NPS priority watersheds, which are the state's SWIM watersheds and National Estuary Program waters.  | between \$5 million and \$6 million  |  | 40% nonfederal  | 3 year projects  | Competitive Grants | 15-Mar-17                | Katherine Britt<br>Email: kbritt@dep.state.fl.us<br>Phone: (850) 245-2938; Kate Merchant at 850-245-2952<br>kathryn.merchant@dep.state.fl.us  |                                    |              |          |
| <b>Non-governmental</b>            |  |   |  |   |  |  |   |  |                    |                          |   |                                    |              |          |
|                                    | Five Star and Urban Waters Restoration Grant Program | National Fish and Wildlife Foundation (NFWF)    | Eligible applicants include non-profit 501(c) organizations, state government agencies, local governments, municipal governments, Indian tribes and educational institutions   | The Five Star and Urban Waters Restoration grant program seeks to develop community capacity to sustain local natural resources for future generations by providing modest financial assistance to diverse local partnerships focused on improving water quality, watersheds and the species and habitats they support. Projects include a variety of ecological improvements including: wetland, riparian, forest and coastal habitat restoration; wildlife conservation; community tree canopy enhancement; and/or water quality monitoring and stormwater management; along with targeted community outreach, education and stewardship. NFWF may use a mix of public and private funding sources to support any grant made through this | FY17: \$2,500,000  | Min: \$20,000<br>Max: \$50,000                                 | 50% non-federal, can include in-kind, easements, land acquisition           | Grants should span one to two years in length with a start date in July 2017. Applications requesting more than \$30,000 should propose projects longer than one year. | Competitive Grants | 31-Jan-17                | <a href="http://www.nfwf.org/fivestar/Pages/2017RFP.aspx">http://www.nfwf.org/fivestar/Pages/2017RFP.aspx</a>   |                                    |              |          |

## Task 10: Develop Project Sequencing & Implementation Strategy

- The goal of the sequencing scenarios is to keep all counties moving forward on their projects.
- The “even-steven” approach and long term payout make this task crucial to successful SEP development and a smooth transition into the implementation phase.
- Florida’s SEP must be developed enough to insure the “even-steven” policy is adhered to while being flexible enough to deal with inevitable changes in needs, priorities and policies over a 15-year horizon.

# Importance of Sequencing for Florida SEP

Mississippi =  
1 General Contractor building a 3 story building



Florida =  
1 General Contractor with 23 sub-contractors  
building a ~85 story building



Other States have more flexibility to drop suites of projects if  
funding requirements change

## Task 10 Deliverable: Allocation Tracking System

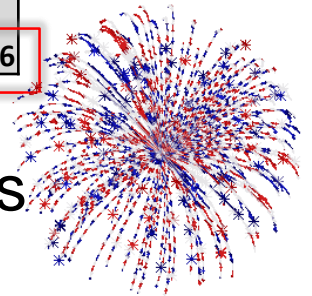
- Development of an internal accounting system called the Allocation Tracking System (ATS) to track the timing of Florida's total allocation under Pot 3 and how that will influence the sequencing of County projects.
- Consultant team will create this initial internal system with the understanding that more robust financial controls are necessary as the State/Gulf Consortium move into implementation.

## Florida's Allocation Over the 15 Years

| RESTORE FUNDS TO Gulf Consortium (April 4th/year) |                      |
|---|----------------------|
| Y1-2017   | \$16,713,931         |
| Y2  | \$8,356,965          |
| Y3  | \$16,713,931         |
| Y4  | \$16,713,931         |
| Y5  | \$16,713,931         |
| Y6  | \$16,713,931         |
| Y7  | \$16,713,931         |
| Y8  | \$16,713,931         |
| Y9  | \$16,713,931         |
| Y10   | \$16,713,931         |
| Y11   | \$16,713,931         |
| Y12   | \$16,713,931         |
| Y13   | \$16,713,931         |
| Y14   | \$16,713,931         |
| Y15-2031  | \$16,713,932         |
| <b>Total</b>                                      | <b>\$242,352,000</b> |
| Accrued at Plan Submission: ~ April 2018          | \$25,070,896         |

| Gulf Consortium Allocation Tracking System Framework |               |
|--|---------------|
| Funding Aspects                                      | Amount        |
| Total Florida Allocation under Pot 3                 | \$294,338,815 |
| AGA current contractual amount                       | \$3,140,675   |
| Total Allocation Amount after AGA                    | \$291,198,140 |
| Allocation per County for Implementation             | \$12,660,789  |
| Amount from initial payment                          | \$51,986,815  |
| (+) Accrued Amount at Plan Submission                | \$25,070,896  |
| (-) AGA contract                                     | \$(3,140,675) |
| (=) total available after April 4, 2018              | \$73,917,036  |

~\$74 million available for County projects  
to begin implementation in 2018!





## Task 10 Deliverable: Sequencing Scenarios

- Various sequencing models will be presented to the Gulf Consortium Board of Directors to discuss and make a selection at the September 27, 2017 Board Meeting.
- Qualitative factors impacting sequencing models:
  - Project readiness
    - Stage of development
    - Feasibility
    - Permitting
  - Issues of timeliness
    - Land acquisition availability
    - Timing with associated leveraging opportunities
    - Issues of phasing across multiple funding streams and/or over multiple years
  - County self-prioritization
- Consultant team WILL NOT be ranking projects.

## **AGENDA ITEM 7a**

**Gulf Consortium Board of Directors Meeting  
June 28, 2017**

**Agenda Item 7A**

**Review & Approval of Work Order #9**

**Task 11: Prepare Draft State Expenditure Plan and Conduct Legal Review**

**Background:**

At the May 17, 2017 meeting the Gulf Consortium the ESA Consultant Team presented and proposed an accelerated schedule for the completion of the State Expenditure Plan, which was approved Consortium. To accommodate the accelerated schedule ESA is requesting authorization of Work Order #9 which covers Task 11 in the amended State Expenditure Plan development process.

**Proposed Work Order #9:**

**Task 11 – Prepare Draft State Expenditure Plan Document and Conduct Legal Review**

The goals of this task are to: 1) prepare the Draft State Expenditure Plan document and 2) conduct a legal review of the Draft State Expenditure Plan prior to submittal to the Consortium for review and approval. The scope of work for this task, as authorized in the Planning Grant, is described below.

Using the results of the previous tasks, the ESA consultant team will prepare the Draft State Expenditure Plan document to comply with all informational requirements specified by the Council in applicable rules and guidance documents. Prior to release of the Draft State Expenditure Plan the ESA consultant team will coordinate with the Consortium's General Counsel to conduct a legal review of the Draft State Expenditure Plan to ensure compliance and consistency with: the RESTORE Act; Council State Expenditure Plan rules and guidelines; the Memorandum of Understanding between the Consortium and the Governor of Florida; the Inter-Local Agreement between the Gulf Consortium counties, and applicable rules and regulations. Revisions to the Draft State Expenditure Plan will be made to address any legal noncompliance or inconsistencies prior to submittal to the Consortium for review and approval.

**Recommendation:**

Executive Committee approval of Work Order #9

**Attachment:**

Proposed Work Order #9

**Prepared by:**

Doug Robison – SEP Project Manager  
Environmental Science Associates

On: June 20, 2017

**GULF CONSORTIUM AND ENVIRONMENTAL SCIENCE ASSOCIATES  
AGREEMENT FOR CONSULTANT SERVICES  
FOR STATE EXPENDITURE PLAN**

**-WORK ORDER #9-**

**Prepare Draft State Expenditure Plan Document and Conduct Legal Review**

WHEREAS, the Gulf Consortium (Consortium) and Environmental Science Associates (Consultant) entered into an agreement for planning consulting services for the State Expenditure Plan (Agreement);

WHEREAS, the Agreement requires written Work Orders to be issued by the Consortium for work to be performed by the Consultant; and

WHEREAS, the Consortium desires the Consultant to complete a Draft State Expenditure Plan document for review and approval by the Consortium, and for review by State agencies and the public.

NOW, THEREFORE, the Parties agree to Work Order #9 as follows:

**Background**

Work Order #9 authorizes the Consultant to complete Tasks 9 of the amended State Expenditure Plan development process. This task includes:

- **Task 11 – Prepare Draft State Expenditure Plan Document and Conduct Legal Review**

The goals of this task are to: 1) prepare the Draft State Expenditure Plan document and 2) conduct a legal review of the Draft State Expenditure Plan prior to submittal to the Consortium for review and approval.

**Scope of Work**

The scope of work for this task, as authorized in the Planning Grant, is described below.

**Task 11 – Prepare Draft State Expenditure Plan Document and Conduct Legal Review**

Using the results of the previous tasks, the ESA consultant team will prepare the Draft State Expenditure Plan document to comply with all informational requirements specified by the Council in applicable rules and guidance documents. The Draft State Expenditure Plan will be prepared as a publisher-grade quality document. A total of 60 hard copies will be produced and distributed for Consortium and agency review.

Prior to release of the Draft State Expenditure Plan for review and approval by the Consortium, ESA will coordinate with the Consortium General Counsel to conduct a legal review of the Draft State Expenditure Plan to ensure compliance and consistency with: the RESTORE Act; Council State Expenditure Plan rules and guidelines; the Memorandum of Understanding between the Consortium and the Governor of Florida; the Inter-Local Agreement between the Gulf Consortium counties, and applicable rules and regulations. Revisions to the Draft State Expenditure Plan will be made to address any legal noncompliance or inconsistencies prior to submittal to the Consortium for review and approval.

### **Deliverables**

The deliverables for this Work Order #9 include the following:

- Task 11 – Preparation of the Draft State Expenditure Plan document (60 hard copies, produced as publisher-grade document fully compliant with all Council State Expenditure Plan guidelines; and preparation of a Technical Memorandum summarizing legal review comments received from the Consortium’s General Counsel.

### **Schedule**

Upon formal approval of this Work Order #9 by the Consortium at its June 28, 2017 meeting, the above described scope of work and deliverables will be completed on or before November 15, 2017.

### **Compensation**

Compensation of the Consultant for this and all future Work Orders shall be contingent upon the availability of planning grant funds from the Restoration Council. As provided in the revised ESA agreement and the Planning Grant, the fixed fee cost for Task 11 is shown in the table below.

| <b>Work Order #9</b> |  |       |                         |
|----------------------|--|-------|-------------------------|
| Task                 | Description  | Hours | Dollars<br>@\$205/hour* |
| 11                   | Prepare Draft State Expenditure Plan Document and Conduct Legal Review | 1,346 | \$276,000               |
| Totals               |  | 1,346 | \$276,000               |

\* Blended rate used for cost estimating includes: overhead; profit; reimbursable expenses; and project management.

The Consultant shall be compensated on a fixed fee basis, and shall provide a final invoice upon the completion of each task, and approval all associated deliverables, encompassed in this Work Order. The total fixed fee for Work Order #9 shall not exceed **\$276,000**.

WHERETO, the Parties have set their hands and seals effective the date whereon the last party executes this Agreement.

**GULF CONSORTIUM**

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

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

**ENVIRONMENTAL SCIENCE  
ASSOCIATES**

By: \_\_\_\_\_  
Vice President or designee

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

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

**SECRETARY/TREASURER:**

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

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

Approved as to Form:  
Gulf Consortium General Counsel

BY: \_\_\_\_\_  
Lynn Hoshihara  
Nabors, Giblin & Nickerson, P.A.  
Gulf Consortium General Counsel

## **AGENDA ITEM 7b**



**Gulf Consortium Board of Directors Meeting  
June 28, 2017**

**Agenda Item 7B**

**Preview of Work Order #10**

**Task 12 - Draft State Expenditure Plan Coordinated Agency Review and  
Revisions; and  
Task 13 - Stakeholder Outreach and Public Involvement**

**Background:**

At the May 17, 2017 meeting the Gulf Consortium the ESA Consultant Team presented and proposed an accelerated schedule for the completion of the State Expenditure Plan, which was approved Consortium. To accommodate the accelerated schedule ESA is requesting authorization of Work Order #10 at its September 27, 2017 meeting. Work Order #10 covers Tasks 12 and 13 in the amended State Expenditure Plan development process. This item is only a preview of draft Work Order #10; no action is requested.

**Draft Work Order #10:**

Work Order #10 authorizes the Consultant to complete Tasks 12 and 13 of the amended State Expenditure Plan development process. These tasks include:

- Task 12 - Draft State Expenditure Plan Coordinated Agency Review and Revisions; and
- Task 13 - Stakeholder Outreach and Public Involvement.

The goals of these tasks are to: 1) coordinate the review of the Draft State Expenditure Plan with multiple State agencies; 2) develop and implement a *Stakeholder and Public Outreach Program*; and 3) make appropriate revisions to the Draft State Expenditure Plan in response to comments provided by the State agencies and public stakeholders.

**Recommendation:**

Information only

**Attachment:**

Draft Work Order #10

**Prepared by:**

Doug Robison – SEP Project Manager  
Environmental Science Associates  
On: June 20, 2017

## **AGENDA ITEM 8a**

**Gulf Consortium 6 cUfX'cZ8 JfYWcf g'A YYh]b[  
June & , 2017**

**Agenda Item 8a  
Update on Planning Grant**

**Executive Summary:**

Update on the status of the Planning Grant Application.

**Most Recent Activity:**

A Planning Grant in the amount of \$4,640,675 was awarded to the Gulf Consortium on June 23, 2016. The Gulf Consortium executed the grant agreement on June 28, 2016. Langton Consulting and Consortium staff have developed the financial control systems and enrolled the Consortium in invoicing and payment systems and commenced the drawdown and disbursement of federal grant funds. Five payment requests totaling \$859,931.70 have been submitted and paid to date. The Gulf Consortium's second Financial Progress report for the period of 10/1/16 – 4/30/17 was submitted on 5/18/17.

**Full Background on Post Award Process/Procedure:**

The Consortium submitted its fifth payment request in the amount of \$339,480.00 through RAAMS on April 24, 2017. This request was approved in May 19, 2017 and payment was received by the Gulf Consortium on May 23, 2017. Processing of this payment request by the Consortium took 21 business days.

Payment request #6 in the amount of \$25,986.09 was submitted in RAAMS on May 30, 2017. This payment request includes invoices from Balmoral Group, NGN and Langton Consulting.

The Consortium's next Financial Progress report is due October 30, 2017.

**Fiscal Impact:**

Under Work Order #5, the Consortium agreed to pay ESA a \$5,000 flat fee monthly for grant management services (Task 15) provided by Langton Consulting.

**Attachments:**

None

**Recommendation:**

For information only.

**Prepared by:**

Lisa King  
Langton Consulting  
On: May 2, 2017

## **AGENDA ITEM 8b**

**Gulf Consortium 6 cUfX'cZ8 JfYWcf g'A YYh]b[  
June 8, 2017**

**Agenda Item 8b  
Planning Grant Update: Analysis of Work Orders Approved and  
Planning Grant Award**

**Executive Summary:**

Presentation of ESA Work Orders approved to date and a comparison of that encumbered amount with respect to the Planning Grant Award.

**Background:**

On April 22, 2016, the Gulf Consortium Board of Directors approved a contract amendment for the ESA Consulting Team to assist the Consortium in developing Florida's State Expenditure Plan for the Governor's submission to the Restoration Council for the Spill Impact Component of the RESTORE Act. The ESA Team was selected and hired after a comprehensive, competitively procured process. The Contract between the Consortium and ESA is a not to exceed amount of \$2,722,780. The contract is performed on a work order basis.

The Consortium also hired Nabors, Giblin & Nickerson as its General Counsel, also after a comprehensive, competitively procured process. The contract between the Consortium and NGN is a not to exceed amount of \$150,000 per year.

The Consortium also hired The Balmoral Group, LLC, as manager for the Consortium, also after a comprehensive, competitively procured process. The contract between the Consortium and TBG is a not to exceed amount of \$103,056 per year.

The Consortium's Planning Grant Application was approved by the Restoration Council on June 23, 2016 and the award contract was executed on June 28. The grant award is in the amount of \$4,640,675.

**Analysis:**

As of September June 17, 2017, the Consortium has approved eight work orders, totaling \$1,948,408, broken down as follows:

|   |          |
|---|----------|
| <u>Task 1</u> (PSEP, Planning Grant App)<br>(approved 1/21/15) (\$35,980 of which is funded by the grant) | \$50,980 |
| <u>Task 2</u> (Goal Setting Workshop)<br>(approved 3/25/15)   | \$21,560 |
| <u>Task 3</u> (Public Involvement – Phase I)<br>(approved 6/19/15)  | \$82,388 |
| <u>Work Order 4(A)</u> (Prelim Project List – Phase I)<br>(approved 6/28/16)                              | \$92,660 |

|  |                    |
|--|--------------------|
| <u>Work Order 4(B)</u> (Preliminary Project List-Phase II)<br>(approved 9/13/16)   | \$209,100          |
| <u>Work Order 5</u> (Grant Admin)<br>(approved 4/21/16) (\$5,000 per month for 24 months)                                      | \$120,000          |
| <u>Work Order 6</u> (Map Preliminary Project List & Perform Gaps Analysis)<br>(approved 12/2/16)                               | \$455,290          |
| <u>Work Order 7</u> (Complete Draft Project List and Conduct Detailed Project Evaluation<br>& Refinement)<br>(approved 4/6/17) | \$518,320          |
| <u>Work Order 8</u> (Conduct Project Leveraging Analysis & Sequencing &<br>Implementation Strategy)<br>(approved 5/17/17)      | \$398,110          |
| <b>Total</b>   | <b>\$1,948,408</b> |

As of September 13, 2016, the Consortium has approved one other contract to be funded partially from the planning grant: Nabors, Giblin & Nickerson

|  |           |
|--|-----------|
| NGN General Counsel Services<br>(\$90,000 of which can be funded by the grant, annually) | \$180,000 |
|--|-----------|

As of May 17, 2017, the Consortium has approved another contract to be funded partially from the planning grant: The Balmoral Group, LLC

|   |           |
|---|-----------|
| TBG Management Services<br>(\$60,000 of which can be funded by the grant, annually) | \$206,112 |
|---|-----------|

Also, out of the grant award, the Consortium can pay for some of the actual costs it incurs for its meetings: Audio-Visual, Information Technology, meeting space, etc. These costs are incurred on a meeting-by-meeting basis.

|   |          |
|---|----------|
| AV/IT Reimbursement<br>(incurred between 8/22/14 – 5/31/16) | \$11,285 |
|---|----------|

Accordingly, the following summarizes the grant budget as compared to Consortium-approved and grant-fundable contracts:

| <b>Grant Award</b> | <b>ESA<br/>Contract<br/>Amount</b> | <b>ESA Work<br/>Orders<br/>Approved to<br/>Date</b> | <b>NGN<br/>Contract<br/>from<br/>Grant</b> | <b>TBG<br/>Contract<br/>from<br/>Grant</b> | <b>AV<br/>Reimbursement</b> |
|--------------------|------------------------------------|---|--|--|-----------------------------|
| \$4,640,675        | \$2,722,780                        | \$1,948,408   | \$180,000                                  | \$120,000                                  | \$11,285                    |

**Options:**

No action required.

**Recommendation:**

For information only.

**Prepared by:**

Valerie Seidel  
The Balmoral Group  
Manager  
On: June 15, 2017

## **AGENDA ITEM 9**



**Gulf Consortium**  
**June 15, 2017**

**Agenda Item 9**  
**SEP Implementation Framework for the Gulf Consortium**

**Summary:**

Presentation of Options to advance the general calendar of Florida's State Expenditure Plan implementation and to ensure the Consortium's capacity to manage future projects, provide transparency to all Consortium operations and withstand audits.

**Background:**

On 17 May 2017, the Gulf Consortium Board of Directors tabled action on Item 4.2 (SEP Implementation Options), pending clarification about the source of funds for the task and its relationship to the Planning Grant. The agenda item brought forward two paths to the formation of the "stand-up" administrative and financial infrastructure for the Consortium deemed necessary by the RESTORE Council for the eventual implementation of the Statewide Expenditure Plan.

One option presented was to incorporate within the SEP currently being developed a project to fund the required administration and implementation infrastructure. A second option presented was to submit separately a Stand-Up SEP (previously labeled the "Mini-SEP") in advance of the SEP containing the approved list of capital and other county-level projects slated for eventual funding under Pot 3 through the Consortium.

The existing Consortium structure was established for SEP development and submittal, and a Permanent Manager was procured through open competition to "establish an administrative structure for the Gulf Consortium to implement the State Expenditure Plan". During the transition due diligence to the Permanent Manager, the Stand-Up SEP was proposed by RESTORE Council staff as a remedy to address the gap in Consortium funding between SEP approval and in establishing the financial and administrative architecture necessary to accept and manage federal grant funds from the BP Settlement payout.

**Analysis:**

Discussions with RESTORE Council staff have clarified that the administrative and financial controls that have been in place to date for the management of the Planning Grant are insufficient to conform to applicable Federal requirements, and that the Council cannot release any funds to the Consortium for implementation grants until such time that adequate controls are adopted and operating. In sum, the Consortium will be required to institute appropriate controls prior to advancing its projects.

Council staff raised the possibility that a Stand-Up SEP that would establish the necessary administrative and financial architecture within the Consortium could be submitted separately from the Statewide Expenditure Plan. Attachment 9.1 outlines the two paths described and the expected schedules for each.

Contract Considerations: The development of a separate Stand-Up SEP is not part of the existing Grant Agreement with Council. Council has indicated that such an amendment would require 45-60 days, and that their amendment processes are not fully in place. Were the Board to initiate such an amendment and Stand-Up SEP activities delayed until the amendment were fully executed, the time required for approval would nullify the time savings anticipated by the schedule contemplated by Option 2.

Based on discussion with General Counsel that the Manager's scope includes specific consideration of grant writing to support the preparation of a Stand-Up SEP that establishes the implementation structure of the Consortium, (opinion to be provided to Council), Council staff has affirmed that the Stand-Up SEP may be submitted and that some of its costs of development may be conditionally funded as pre-award costs.

Schedule: If Option 1 is approved, the scope of the Stand-Up SEP would be included as a project within the SEP and conform to its expected schedule, i.e., it would be presented as part of a pre-draft in September 2017, a draft in November 2017, a final (submitted to Council) in January 2018. Once the SEP is approved by Council, an implementation grant application would be filed and Stand-Up activities could be initiated perhaps as early as June and conclude by August 2018.

If Option 2 is approved, The Balmoral Group (in close coordination with the ESA Team) anticipates that the Stand-Up SEP can be brought to the Board for approval in September 2017, followed by the requisite agency and public review, with a final to be submitted to Council in November 2017. Select Stand-up activities could be initiated upon Council approval (January 2018), as would the filing of an implementation grant application.

Capacity to Prepare: The September date for the completion of the draft Stand-Up SEP is based on a Council-approved project of similar scope within the Mississippi SEP, per the advice of Restore Council. Review of that project and consideration of the expanded needs of the Gulf Consortium, which will use its own administrative architecture, suggests that the Stand-Up SEP document preparation may require 80-100 hours of effort. Public notice effort may vary depending on whether the Board wishes to emulate that proposed for the Florida SEP or the Mississippi approach, which used existing state notice boards to advertise for 45 days. Given the narrow focus of the Stand-up SEP, the latter approach would likely require 60-80 hours including compiling comments, while an approach involving public meetings throughout the jurisdictions of the Consortium would require 12-30 hours per meeting including all advertising, materials and meeting room preparation, travel, logistics and necessary follow-ups. Finally, coordination of presentation to the Governor's Office, revision and drafting a final version for submittal to Council may entail an additional 40-60 hours. In total, the staff hour estimate ranges from 180 to 350 hours, depending on public outreach decisions.

The months of July and August include no scheduled Board meetings or planned Executive Committee meetings, providing an appropriate window within which to prepare the Draft Stand-Up SEP for Board review in September. The Manager has on staff individuals with recent Federal grant writing experience, and for whom the indicated hours can be made available; Langton Consulting has indicated its staff availability to support this effort and the proposed schedule.

Cost to Develop and Submit: Based on a mid-range estimate for public outreach effort, the costs to develop the Stand-Up SEP at the consultants' rate under the Administrative Grant Award is estimated at \$36,000. All or a portion of the cost may be reimbursable from Council as pre-award costs; Council staff has provided the Consortium with a template for such a request.

Should Council not approve any portion of the pre-award request, the necessary funding may be secured by an alternative path, including an amendment to the Grant Award and an adjustment to the Manager's contract. As a Stand-Up SEP was not contemplated at the time that the Manager's scope was competitively bid, its prospective costs could not have been identified or estimated and were therefore not addressed by The Balmoral Group's monthly fixed-fee rate for its responsibilities under the Planning Grant. The Board has opted to accelerate the general schedule of SEP development and submittal to Council by several months. Consequently, the Manager's fees for these months will not be expended. At the Manager's contract amount under the Planning Grant of \$50,000 per annum (\$4,167 per month), the months saved by the accelerated schedule could address the anticipated costs of developing the Stand-Up SEP.

Scope of Stand-Up SEP: Attachment 9.2 outlines the general categories of the Consortium's administrative and fiscal responsibilities to be addressed by the Stand-Up SEP, including procurement, grant management, accounting and finance, and technical oversight. The attachment, reviewed by Council staff and with input from the ESA team, identifies specific tasks under each category. Ultimately, each task will need to be supported by policies, procedures, and assignments of roles to ensure full compliance with Federal requirements for all implementation grants and sub-awards.

Executive Committee Action: The Executive Committee approved that a recommendation of Option 2 be advanced to the Board. In its approval, the Executive Committee noted that the scope of the Stand-Up SEP will need to be carried out, sooner or later.

**Options:**

Option #1

- Incorporate (and prioritize) the Implementation Framework into the State Expenditure Plan

Option #2

- Direct the Manager to prepare and submit a Stand-Up SEP for Board review at the September meeting.

Option #3

Board Direction

**Recommendation:**

Board Approval of Option #2.

**Attachments:**

- 9.1 Powerpoint presentation describing Options 1 and 2
- 9.2 Diagram of Consortium implementation activities to be addressed in scope of Stand-Up SEP submittal

**Prepared by:**

Craig Diamond  
The Balmoral Group  
Manager  
On: June 20, 2017

Agenda Item #9

# Stand-Up (“Mini”) SEP and Implementation Options

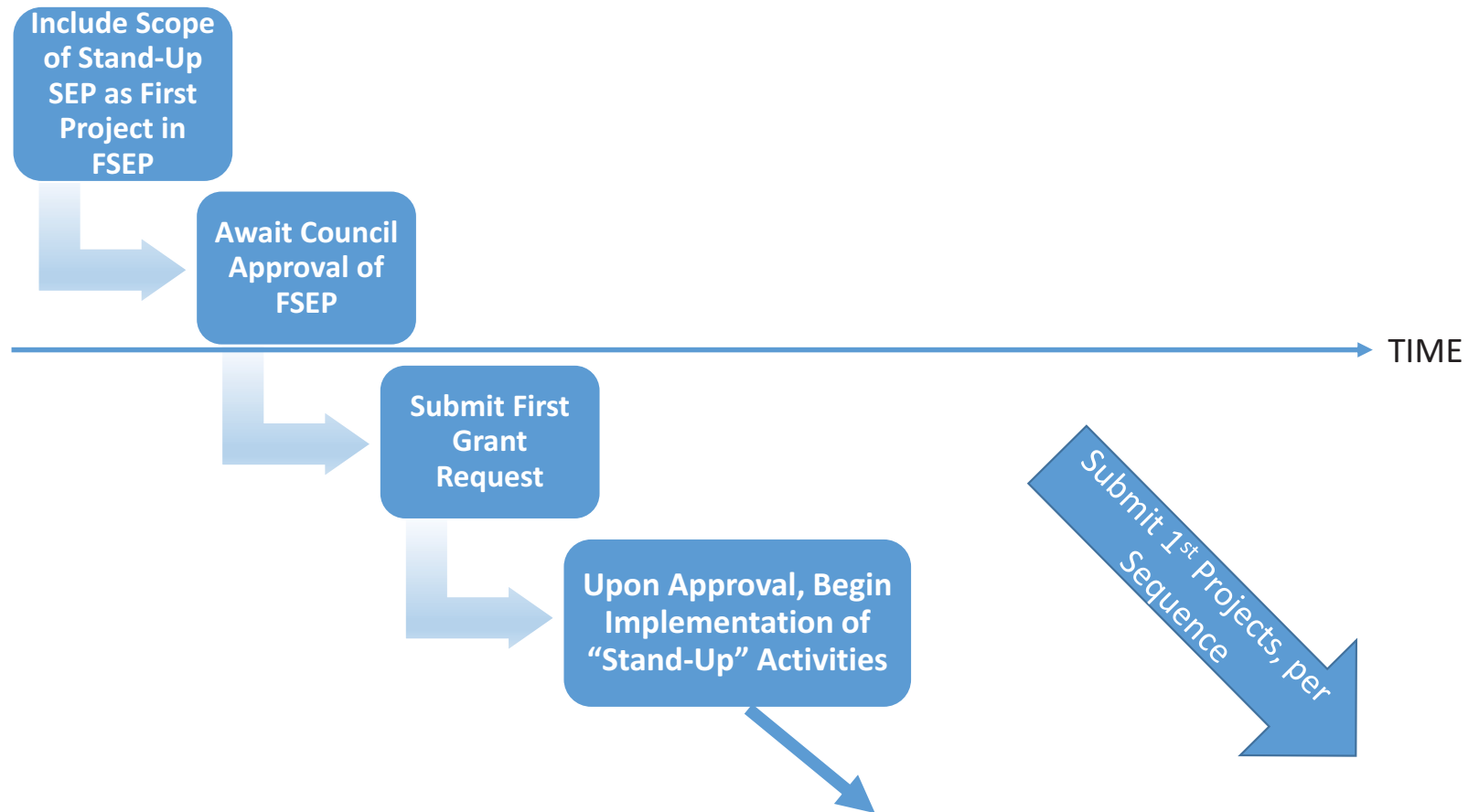
Manager’s Report

Purpose is to Plan, Fund, and Implement the 'stand-up' administrative and financial architecture of the Gulf Consortium, going forward.

This implementation framework is required by the RESTORE Council to be in place and operable prior to the release of any SEP project implementation grant funds.

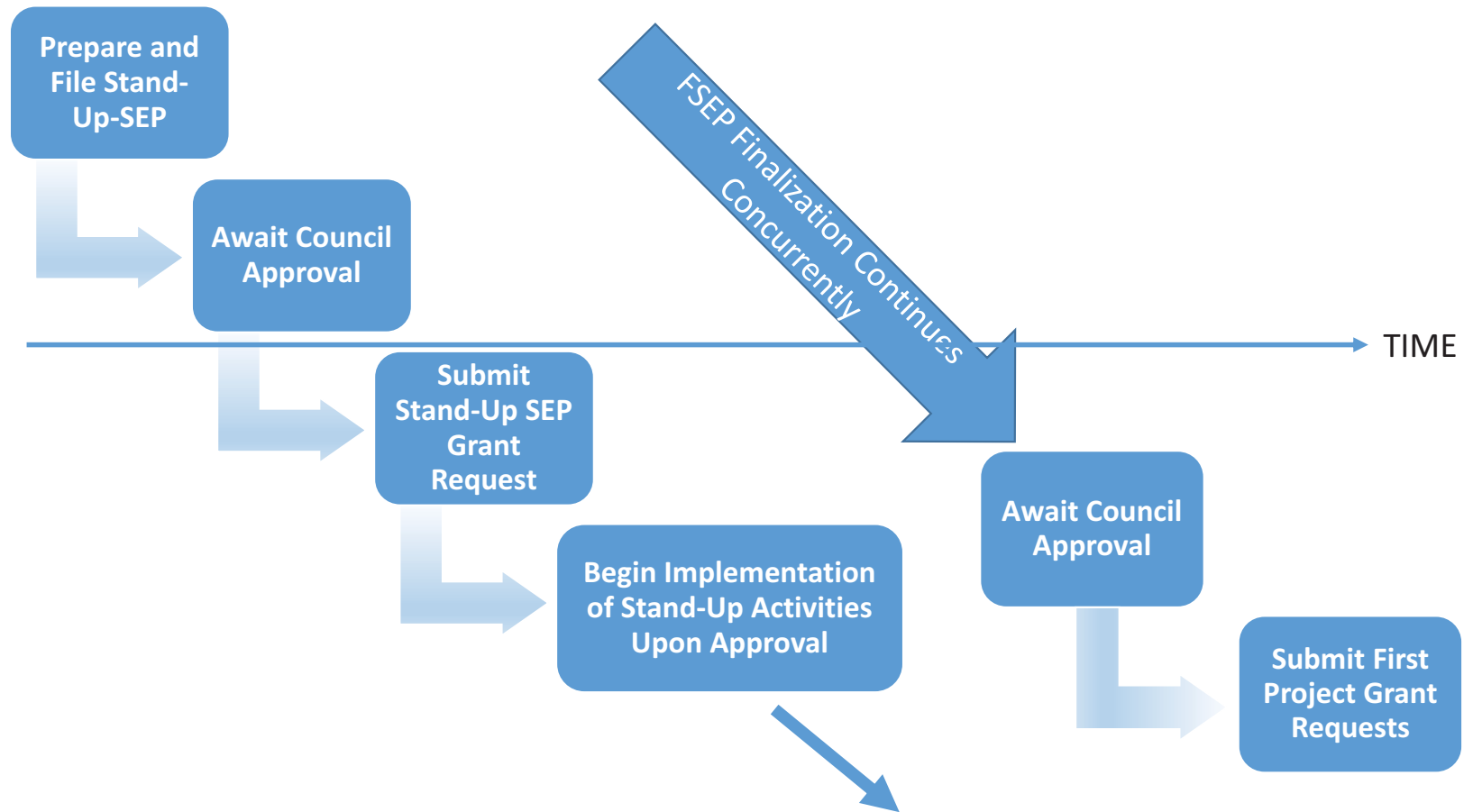
# Stand-Up SEP Implementation Options

## Option 1 (First Project)



# Stand-Up SEP Implementation Options

## Option 2 (Stand-Up / “Mini”)





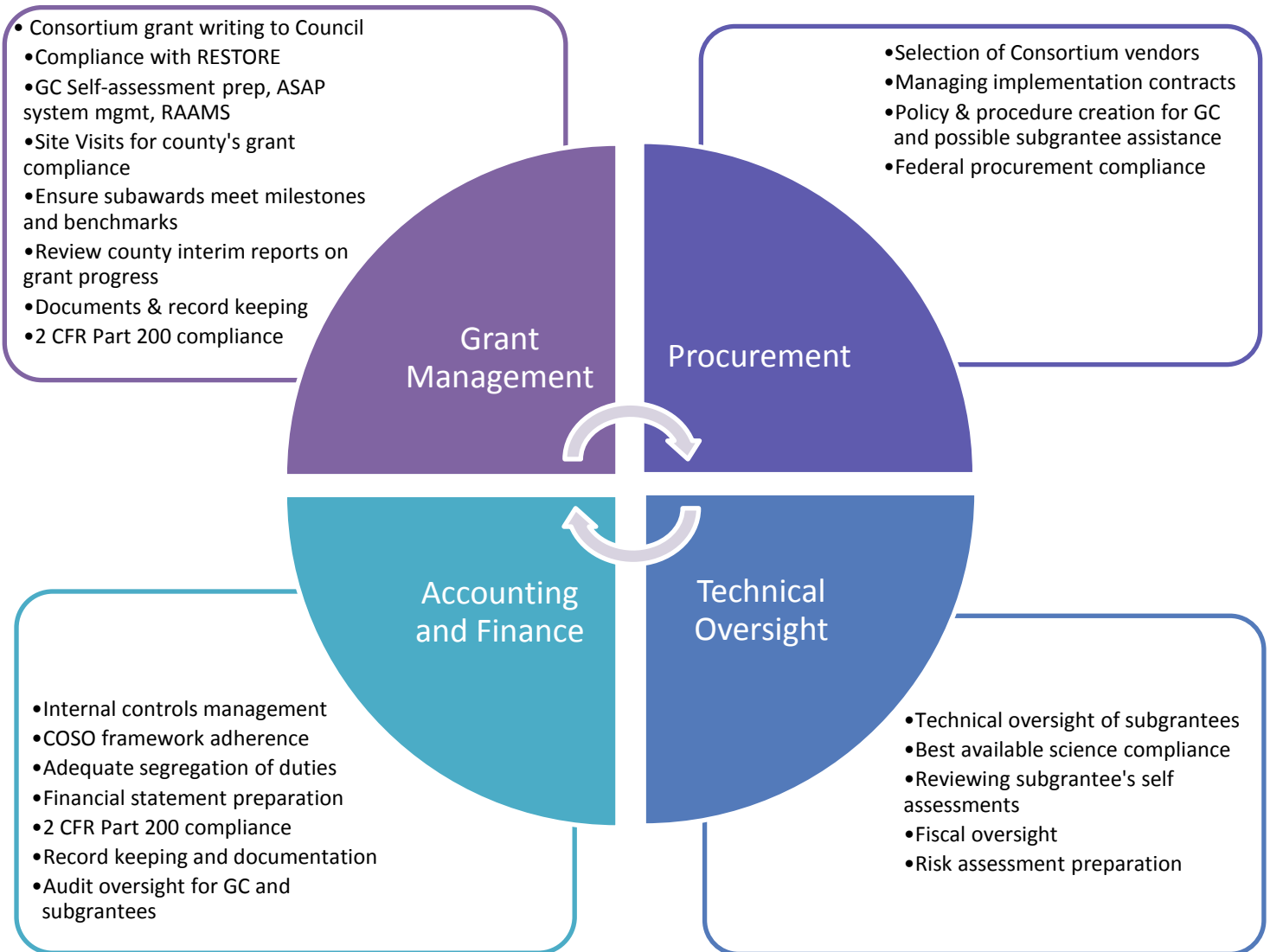
## Stand-Up SEP Implementation Schedule

- Option 1 (1<sup>st</sup> Project):
  - As part of Pre-Draft FSEP, September 2017
  - As part of Draft FSEP, November 2017
  - As part of Final FSEP, January 2018
  - As part of FSEP submittal, March 2018
  - As approved by Council, April 2018
  - Assume 2-3 months to implement if entirely in-house (June 2018)
  - 3-4 months to implement if done externally via contract (July 2018)
- Option 2 (“Mini”):
  - As stand-alone submittal, September 2017
  - As approved by Council, January 2018
  - Assume two months to implement if entirely in-house (March 2018)
  - Counties to begin implementation grants and pre-award activities upon FSEP approval (April 2018)

## Stand-Up SEP Implementation

- Pros of Option 1 (1<sup>st</sup> Project):
  - Single, Comprehensive SEP for Florida
  - Scope to be developed within the existing Planning Grant
- Cons of Option 1:
  - Administrative & Financial Structure would need to be the first implementation grant project
  - May delay FSEP grant request approvals prior to implementation while Administrative & Financial processes are approved by RESTORE Council
- Pros of Option 2 (“Mini”):
  - Establishes Administrative & Financial Architecture up-front for all future project grants
  - **May** be funded in part with existing Planning Grant (per RESTORE Council)
  - General FSEP may proceed while Stand-Up is being implemented
  - Shortens Overall Schedule; Allows all counties to begin implementation upon FSEP approval
- Cons of Option 2:
  - Submittal of Stand-Up SEP still requires FSEP-level documentation
  - Development in-House or potentially outside of current Planning Grant

## Consortium Responsibilities during Implementation\*



\*Some tasks may overlap process categories. These tasks are not intended to be exhaustive or all inclusive as more will be identified as Stand-Up SEP is prepared.