

Agenda

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↓ Agenda



Jefferson County Board of County Commissioners

Thursday, May 7, 2026 at 9:00 am

1. 9 AM CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

Budget Workshop

2. Road Department

Attachments:

- [Transportation](#)

3. Solid Waste Department

Attachments:

- [Solid Waste](#)

4. Library

Attachments:

- [Library](#)

5. Extension

Attachments:

- [Extension Services](#)

6. Manager's Office

Attachments:

- [County Manager](#)

REGULAR SESSION AGENDA

Courthouse Annex, 435 W. Walnut Street, Monticello, FL 32344

7. APPROVAL OF THE AGENDA

8. PUBLIC ANNOUNCEMENTS, PRESENTATIONS & AWARDS

9. CITIZENS REQUEST & INPUT ON NON-AGENDA ITEMS

(3 Minute Limit Please)

10. CONSENT AGENDA

a. Vouchers

Attachments:

- [GF DIST. BY VENDOR 04.24.26](#)
- [GF DIST. BY VENDOR 05.01.26 PAV AND CONST.](#)
- [GF DIST. BY VENDOR 05.07.26](#)
- [List of Accounts](#)
- [TF DIST. BY VENDOR 05.01.26 PAV](#)
- [TF DIST. BY VENDOR 05.07.26](#)

b. Meeting Minutes

Attachments:

- [BOCC Minutes 04-02-26](#)
- [BOCC Minutes 04-02-26 Budget Workshop](#)
- [BOCC Minutes 04-16-26](#)
- [BOCC Minutes 04-16-26 Budget Workshop](#)
- [BOCC Minutes 04-28-26](#)

c. Interlocal Agreement - Building Dept

Attachments:

- [Interlocal w Monticello for Building Dept Services.](#)

d. DOC/Animal Control Services Agreement

Attachments:

- [Jefferson CI Contract](#)

e. TDC/Opera House Grant Agreement

Attachments:

- [TDC- Opera House Grant Agreement](#)

11. GENERAL BUSINESS

a. ARPC - Economic Development Update

Attachments:

- [JeffersonCountyEDC_BOCCpacket](#)

b. Hazard Mitigation Grant - jail generator

Attachments:

- [BOARDAGENDALETTER](#)
- [4734-089-R_For_Subrecipient_Signature\(04-16-26\) \(002\)](#)

c. Department of Health, Wind Retrofit Award

Attachments:

- [Agenda Item-HMGP Hurricane Window Award](#)
- [Signed Agreement - Windows at Health Dept](#)

d. Small Non-Profit Grants Application Presentations

Attachments:

- [Agenda Request Small Non-Profit Grants Applicant Summary](#)

e. Continuing Attorney Services Presentations

Attachments:

- [Agenda Item- Attorney](#)

f. Continuing Engineering Consultant Presentations

Attachments:

- [Agenda Item- Engineer](#)

12. CLERK OF COURTS

13. COUNTY ENGINEER

14. COUNTY ATTORNEY

15. COUNTY MANAGER

16. COUNTY COMMISSIONERS

17. ADJOURN

From the manual "Government in the Sunshine", page 40: Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

PARTICIPATING IN A COUNTY COMMISSION MEETING: A CITIZEN'S GUIDE

The Jefferson County Commission is pleased to have you at our Commission meeting. We appreciate your presence, welcome your participation, and want your visit to be interesting and informative. The following is a brief summary of the Commission's Meeting Rules of Procedure that apply to citizen participation.

See the meeting agenda so that you can follow each item of business the Commission will be discussing.

SPEAKING BEFORE THE COMMISSION: WHEN CAN I TALK?

If you want to address the Commission about an issue that's not on the agenda, notice there is a place to do this. To reserve a time to speak for up to 3 minutes, please sign a speaker request form usually found near the speaker's rostrum.

The first place to speak is soon after the meeting begins. This time is reserved for citizens who want to make a request or provide input that doesn't require discussion. The spot is frequently used by citizens who don't want to stay for the entire meeting and don't need an immediate response from the Commission.

Citizens may also have a chance to address the Commission about items of interest during the General Business part of the agenda. After the Commissioners have had a chance to discuss a general business item, the Chair usually asks if there are any comments from the audience. Again, if you wish to speak, please limit remarks to no more than 3 minutes.

For the record, always give your name and address before you begin speaking. If you're representing a particular group or organization, state that, too. Always address remarks to the Chair or the Commission as a whole, never to an individual commissioner or the audience. Speakers may speak only once on an issue and may not yield their time to another person.

THE COMMON COURTESY RULE: PLEASE BE BRIEF, RELEVANT, AND ALWAYS CIVIL

Commission meetings can be long. Our Commission works hard to keep meetings moving along in a productive and civil manner. Please plan your remarks so that you can make your point clearly and quickly. Always be courteous and civil.

The Chair may call down speakers (or members of the audience) who violate the Commission's rules of decorum. Here are some "no-no's": personal attacks or threats, booing, heckling, cheering, inappropriate clapping, verbal outbursts, and distracting private conversations during proceedings. Also, signs are okay outside of the meeting room but are not allowed in it.

Commission Meeting Rules of Procedure (available at jeffersoncountyfl.gov) give the Chair control of the meeting, much like a judge controls his courtroom. These same rules also give the Chair a lot of flexibility to use his or her judgment in running an efficient and orderly meeting. So if you think you need help or more time, let the Chair know. If time allows, the Chair will usually grant reasonable requests.

Again, thanks for your interest. We're glad you're here!

NOTE: Except for Common Courtesy rules, slightly different guidelines may apply to public hearings and workshops.

Contact: Ron Russo, Interim County Manager (rrusso@jeffersoncountyfl.gov 850-342-0287) | Agenda published on 05/01/2026 at 4:15 PM | Minutes published on 05/01/2026 at 4:02 PM

2026-2027 BUDGET WORKSHEET
County Manager

Account Number	Expenditures	2025-2026		2026-2027		3% COLA & 10% Ins
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	
01-2102-513.120	SALARIES	\$ 278,491	\$ 111,919	\$ 348,130	\$ 69,639	\$ 10,444
01-2102-513.210	FICA	\$ 21,305	\$ 8,402	\$ 26,632	\$ 5,327	\$ 799
01-2102-513.220	RETIREMENT	\$ 62,641	\$ 30,974	\$ 76,351	\$ 13,710	\$ 2,291
01-2102-513.231	EMPLOYEE HEALTH INSURANCE	\$ 49,797	\$ 9,789	\$ 42,839	\$ (6,958)	\$ 4,284
01-2102-513.240	WORKERS COMPENSATION INS	\$ 6,795	\$ 4,497	\$ 10,023	\$ 3,228	\$ 301
01-2102-513.401	JANITORIAL SERVICE	\$ 2,000		\$ 2,000	\$ -	\$ 18,118
01-2102-513.400	TRAVEL	\$ 3,000	\$ 250	\$ 3,000	\$ -	
01-2102-513.410	COMMUNICATION	\$ 1,500	\$ 2,464	\$ 1,500	\$ -	
01-2102-513.462	VEHICLE MAINTENANCE	\$ -	\$ 1,465	\$ -	\$ -	
01-2102-513.461	OFFICE EQUIPMENT MAINT	\$ 1,000	\$ 153	\$ 1,000	\$ -	
01-2102-513.491	MISC EXP	\$ 20,000	\$ 13,029	\$ 20,000	\$ -	
01-2102-513.510	OFFICE SUPPLIES	\$ 3,000	\$ 824	\$ 3,000	\$ -	
01-2102-513.520	OPERATING SUPPLIES	\$ 1,000	\$ 791	\$ 1,000	\$ -	
01-2102-513.521	FUEL	\$ 1,200	\$ 429	\$ -	\$ (1,200)	
01-2102-513.525	IT EXPENDITURES	\$ -	\$ 1,917	\$ 3,000	\$ 3,000	
Total Expenses		\$ 451,729	\$ 186,901	\$ 538,474	\$ 69,639	

Funds Required from the General Fund \$ 538,474

2026-2027 BUDGET WORKSHEET

Extension Services

Account Number	Expenditures	2025-2026		2026-2027		3% COLA & 10% Ins
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	
01-6302-537.120	Extension - Salaries	\$ 194,159	\$ 80,677	\$ 185,019	\$ (9,140)	\$ 5,551
01-6302-537.210	FICA	\$ 14,853	\$ 6,207	\$ 14,154	\$ (699)	\$ 425
01-6302-537.220	Retirement	\$ 27,241	\$ 11,403	\$ 25,144	\$ (2,097)	\$ 754
01-6302-537.240	Workers Compensation Ins	\$ 475	\$ 133	\$ 453	\$ (22)	\$ 45
01-6302-537.242	Employee Health Insurance	\$ 49,093	\$ 6,803	\$ 23,592	\$ (25,501)	\$ 708
01-6302-537.340	Janitorial Services	\$ 8,500	\$ 3,116	\$ 10,000	\$ 1,500	\$ 7,483
01-6302-537.400	Travel	\$ 2,000	\$ -	\$ 5,000	\$ 3,000	
01-6302-537.410	Communications	\$ 5,400	\$ 362	\$ 5,400	\$ -	
01-6302-537.430	Utilities	\$ 10,500	\$ 1,335	\$ 14,000	\$ 3,500	
01-6302-537.441	Rents & Leases	\$ 4,000	\$ 3,472	\$ 6,000	\$ 2,000	
01-6302-537.460	Building Maintenance	\$ 9,000	\$ 2,409	\$ 9,000	\$ -	
01-6302-537.461	Office Equipment Maint	\$ 7,500	\$ 2,971	\$ 7,500	\$ -	
01-6302-537.462	Maintenance of Vehicles	\$ 3,000	\$ 160	\$ 3,000	\$ -	
01-6302-537.490	Advertising	\$ 600	\$ -	\$ 600	\$ -	
01-6302-537.510	Office Supplies	\$ 2,000	\$ 822	\$ 3,000	\$ 1,000	
01-6302-537.520	Operating Supplies	\$ 4,000	\$ 264	\$ 4,000	\$ -	
01-6302-537.521	Fuel	\$ 6,000	\$ 821	\$ 7,000	\$ 1,000	
01-6302-537.523	IT/Computers	\$ 2,000	\$ 363	\$ 2,000	\$ -	
01-6302-537.525	Horse Arena/Extension	\$ 5,000	\$ -	\$ 5,000	\$ -	
01-6302-537.540	Dues & Subscriptions	\$ 550	\$ 694	\$ 550	\$ -	
01-6302-537.640	Equipment	\$ 4,000	\$ -	\$ 4,000	\$ -	
01-6302-537.641	Equipment < \$1000	\$ 1,000	\$ 166	\$ 1,000	\$ -	

Total Expenses \$ 360,870 \$ 122,178 \$ 335,412 \$ (25,458)

Funds Required from the General Fund \$ 335,412

2026-2027 BUDGET WORKSHEET
Library

Fund	Account Number	REVENUES	2025-2026		2026-2027	
			Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
	01-7200-334.000	STATE LIBRARY AID	\$ 230,000	\$ -	\$ 230,000	\$ -
	01-366-900.00	LIBRARY - UNANTICIPATED REVENUE	\$ 2,400	\$ 364	\$ 1,500	\$ (900)
Total Revenues			\$ 232,400	\$ 364	\$ 231,500	\$ (900)

Fund	Account Number	EXPENSES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	3% COLA & 10% Ins
General	01-6212-571.120	LIBRARY - SALARIES/LOCAL	\$ 265,872	\$ 87,624	\$ 265,158	\$ (714)	\$ 7,955
General	01-6212-571.210	FICA	\$ 20,339	\$ 6,579	\$ 20,285	\$ (54)	\$ 609
General	01-6212-571.220	RETIREMENT	\$ 37,302	\$ 11,943	\$ 36,935	\$ (1,267)	\$ 3,604
General	01-6212-571.230	EMPLOYEE HEALTH INSURANCE	\$ 61,519	\$ 21,770	\$ 60,094	\$ (1,425)	\$ 1,803
General	01-6212-571.240	WORKERS COMPENSATION INS	\$ 391	\$ 67	\$ 398	\$ 7	\$ 13,970
General	01-6212-571.340	JANITORIAL SERVICE	\$ 17,310	\$ -	\$ 17,310	\$ -	
General	01-6212-571.410	COMMUNICATIONS	\$ 5,500	\$ 3,101	\$ 6,000	\$ 500	
General	01-6212-571.420	POSTAGE	\$ 100	\$ 11	\$ 100	\$ -	
General	01-6212-571.430	UTILITIES	\$ 23,492	\$ 9,693	\$ 23,492	\$ -	
General	01-6212-571.461	OFFICE EQUIP MAINT	\$ 2,500	\$ -	\$ 2,500	\$ -	
General	01-6212-571.490	ADVERTISING	\$ 1,000	\$ -	\$ 1,000	\$ -	
LIBRARY/LOCAL			\$ 435,325	\$ 140,787	\$ 432,372	\$ (2,953)	

Fund	Account Number	EXPENSES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-6213-571.120	LIBRARY - SALARIES/STATE	\$ -	\$ -	\$ 20,000	\$ 20,000
General	01-6213-571.210	FICA	\$ -	\$ -	\$ -	\$ -
General	01-6213-571.220	RETIREMENT	\$ -	\$ -	\$ -	\$ -
General	01-6213-571.230	EMPLOYEE HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ -
General	01-6213-571.240	WORKERS COMPENSATION INS	\$ -	\$ -	\$ -	\$ -
General	01-6213-571.340	JANITORIAL SERVICE	\$ -	\$ 5,200	\$ 8,000	\$ 8,000
General	01-6213-571.341	CONTRACT SERVICES	\$ 8,000	\$ 790	\$ 8,000	\$ -
General	01-6213-571.400	TRAVEL	\$ 2,000	\$ -	\$ 10,000	\$ 8,000
General	01-6213-571.441	RENTS & LEASES	\$ 1,500	\$ 1,845	\$ 2,500	\$ 1,000
General	01-6213-571.460	BUILDING MAINTENANCE	\$ 27,000	\$ 4,727	\$ 27,000	\$ -
General	01-6213-571.461	OFFICE EQUIPMENT MAINT	\$ -	\$ 804	\$ -	\$ -
General	01-6213-571.491	MISCELLANEOUS EXPENDITURE	\$ 2,000	\$ 388	\$ 2,000	\$ -
General	01-6213-571.510	OFFICE SUPPLIES	\$ 11,500	\$ 716	\$ 11,500	\$ -
General	01-6213-571.520	OPERATING SUPPLIES	\$ 28,000	\$ 1,556	\$ 23,000	\$ (5,000)
General	01-6213-571.525	IT EXPENDITURES	\$ 30,000	\$ 2,583	\$ 15,000	\$ (15,000)
General	01-6213-571.540	SUBSCRIPTIONS/MEMBERSHIPS	\$ 10,000	\$ 526	\$ 10,000	\$ -
General	01-6213-571.640	CAPITAL OUTLAY	\$ 45,000	\$ -	\$ 33,000	\$ (12,000)
General	01-6213-571.660	BOOKS & MATERIALS	\$ 65,000	\$ 11,210	\$ 60,000	\$ (5,000)
LIBRARY/STATE			\$ 230,000	\$ 30,344	\$ 230,000	\$ -
Total Expenses			\$ 665,325	\$ 171,131	\$ 662,372	

Funds Required from the General Fund \$ 430,872

FY 2025-26 & 2026-27 - Purchases & Projects Outlook

Bookmobile Purchase & Maintenance	\$ 80,000	Funded by State Aid
1 PTE Hired	\$ 20,000	Funded by State Aid
Public Restroom Renovation & ADA Compliance Check	\$ 30,000	Funded by State Aid
Repair of AC for Mold Prevention	\$ 35,000	Funded by State Aid

ROLLOVER FUNDING OF STATE AID

*CarryForward Amendment Request	
FY23/24 SAR CarryForward	\$ 47,046
FY24/25 SAR CarryForward	\$ 182,036
Total CarryForward	\$ 229,082

2026-2027 BUDGET WORKSHEET

Solid Waste

Revenues

Account Number	Account Description	2025-2026		2026-2027	
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
22-4000-343.020	RESIDENTIAL ASSESSMENT	\$ 1,537,104	\$ 1,131,488	\$ 1,537,104	\$ -
22-4100-343.000	REFUSE RECEIPTS(COUNTY)	\$ 300,000	\$ 130,031	\$ 300,000	\$ -
22-4100-343.020	REFUSE RECEIPTS(CITY)	\$ -	\$ -	\$ -	\$ -
22-4200-343.000	ROLLOFF RENTAL	\$ 160,000	\$ 51,893	\$ 160,000	\$ -
22-4000-343.010	RECYCLE SALES	\$ 22,000	\$ 15,744	\$ 30,000	\$ 8,000
22-4200-346.000	SOLID WASTE FEES	\$ -	\$ -	\$ 2,000	\$ 2,000
22-9000-343.010	REG LANDFILL SHARED REV	\$ 110,756	\$ -	\$ 110,756	\$ -
22-0000-369.000	REGIONAL LANDFILL ESCROW	\$ 3,000	\$ -	\$ 3,000	\$ -
22-9000-334.000	SMALL COUNTY GRANT	\$ 93,750	\$ -	\$ 93,750	\$ -
22-9050-343.000	HAZARDOUS WASTE GRANT	\$ 52,000	\$ 30,728	\$ 39,000	\$ (13,000)
	TOTAL SOLID WASTE REVENUES	\$ 2,278,610	\$ 1,359,883	\$ 2,275,610	\$ (3,000)
22-1000-381.010	TRANSFER FROM GENERAL FUND	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 2,278,610	\$ 1,359,883	\$ 2,275,610	\$ (3,000)

Expenditures

Account Number	Account Description	2025-2026		2026-2027		3% COLA & 10% Ins
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	
22-4212-534.120	SOLID WASTE - SALARIES	\$ 743,970	\$ 314,645	\$ 758,555	\$ 14,585	\$ 22,757
22-4212-534.122	OVERTIME	\$ 30,000	\$ -	\$ 25,000	\$ (5,000)	\$ -
22-4212-534.212	FICA	\$ 59,209	\$ 23,184	\$ 59,942	\$ 733	\$ 1,798
22-4212-534.220	RETIREMENT	\$ 108,588	\$ 42,064	\$ 106,485	\$ (2,103)	\$ 3,195
22-4212-534.230	EMPLOYEE HEALTH INSURANCE	\$ 149,302	\$ 58,953	\$ 149,565	\$ 263	\$ 14,957
22-4212-534.240	WORKERS COMPENSATION INS	\$ 38,835	\$ 8,780	\$ 39,597	\$ 762	\$ 1,188
22-4212-534.315	CLOSURE COSTS	\$ 62,450	\$ 37,476	\$ 57,999	\$ (4,451)	\$ 43,894
22-4212-534.340	TIPPING FEES	\$ 369,904	\$ 13,604	\$ 388,427	\$ 18,523	
22-4212-534.341	CONTRACTOR SERVICES	\$ 8,500	\$ 3,944	\$ 8,500	\$ -	
22-4212-534.342	PROPERTY APPRAISER SERVICES	\$ 14,000	\$ 7,663	\$ 14,500	\$ 500	
22-4212-534.400	TRAVEL	\$ 540	\$ -	\$ 540	\$ -	
22-4212-534.410	COMMUNICATIONS	\$ 6,500	\$ 1,695	\$ 6,500	\$ -	
22-4212-534.420	POSTAGE	\$ 750	\$ -	\$ 750	\$ -	
22-4212-534.430	UTILITIES	\$ 38,000	\$ 15,618	\$ 38,000	\$ -	
22-4212-534.440	RENTS & LEASES	\$ 16,000	\$ 38	\$ 16,000	\$ -	
22-4212-534.441	EQUIPMENT LEASES	\$ 118,512	\$ 21,368	\$ 60,000	\$ (58,512)	
22-4212-534.460	BUILDING MAINTENANCE	\$ -	\$ 230	\$ -	\$ -	
22-4212-534.461	OFFICE EQUIPMENT MAINT	\$ 3,500	\$ 784	\$ 3,500	\$ -	
22-4212-534.462	MAINTENANCE OF VEHICLES	\$ 55,000	\$ 72,618	\$ 90,000	\$ 35,000	
22-4212-534.463	EQUIPMENT MAINT/PARTS	\$ 35,000	\$ 22,332	\$ 40,000	\$ 5,000	
22-4212-534.465	ADOPT A ROAD	\$ 100	\$ -	\$ 300	\$ 200	
22-4212-534.490	ADVERTISING	\$ 2,500	\$ 615	\$ 2,500	\$ -	
22-4212-534.491	MISCELLANEOUS EXPENDITURE	\$ 2,000	\$ -	\$ 2,000	\$ -	
22-4212-534.510	OFFICE SUPPLIES	\$ 1,500	\$ 216	\$ 1,500	\$ -	
22-4212-534.520	OPERATING SUPPLIES	\$ 30,000	\$ 10,421	\$ 32,000	\$ 2,000	
22-4212-534.521	GAS, DIESEL & OIL	\$ 119,500	\$ 41,915	\$ 120,000	\$ 500	
22-4212-534.522	TOOLS & SUPPLIES	\$ 2,000	\$ 442	\$ 2,000	\$ -	
22-4212-534.540	MEMBERSHIPS AND SUBSCRIPTIONS	\$ 200	\$ -	\$ 200	\$ -	
22-4212-534.541	EXP PD FROM SMALL CO GRANT	\$ 93,750	\$ 93,750	\$ 93,750	\$ -	
22-4212-534.542	EXP PD FROM HAZ WASTE GRANT	\$ 52,000	\$ -	\$ 39,000	\$ (13,000)	
22-4212-534.550	EDUCATION & TRAINING	\$ 1,500	\$ -	\$ 1,500	\$ -	
22-4212-534.610	CITY OF MONTICELLO ASSMNT PORTION	\$ 100,000	\$ -	\$ 100,000	\$ -	
22-4212-534.640	EQUIPMENT	\$ 15,000	\$ -	\$ 15,000	\$ -	
22-4212-534.641	EQUIPMENT < 1,000	\$ 2,000	\$ 210	\$ 2,000	\$ -	
	TOTALS	\$ 2,280,610	\$ 792,564	\$ 2,275,610	\$ (5,000)	

Solid Waste Fund Balance	\$ -
Funds Required from the General Fund	\$ -

Additional Requests -

Waste Collection Vehicle \$ 400,000

2026-2027 BUDGET WORKSHEET

Transportation

Revenues

Account Number	Account Description	2025-2026		2026-2027	
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
11-4000-312.000	LOCAL OPTION FUEL TAX	\$ 691,386	\$ 319,663	\$ 717,965	\$ 26,579
11-4000-312.020	9TH CENT FUEL TAX	\$ 140,040	\$ 65,098	\$ 143,000	\$ 2,960
11-1600-335.000	RACING TAX	\$ 111,625	\$ 83,719	\$ 111,625	\$ -
11-4100-335.000	MOTOR FUEL TAX REBATE	\$ 16,965	\$ 902	\$ 16,965	\$ -
11-4400-335.000	COUNTY FUEL TAX(7th cent)	\$ 361,039	\$ 137,318	\$ 335,000	\$ (26,039)
11-4410-335.000	MOTOR FUEL USE TAX	\$ 1,364	\$ -	\$ 1,364	\$ -
11-4900-335.000	5TH & 6TH CENT GAS TAX-20%	\$ 157,815	\$ 63,382	\$ 157,815	\$ -
11-4100-364.000	SALE SURPLUS EQUIP/MISC REV	\$ 25,000	\$ -	\$ 25,000	\$ -
11-5000-362.000	Aucilla Shore Non Ad Valor	\$ 49,455	\$ 35,469	\$ 49,455	\$ -
11-1000-381.020	TRANSFER FROM DEBT SERVICE	\$ -	\$ -	\$ -	\$ -
TOTAL CO. TRANS TF REVENUES		\$ 1,554,689	\$ 676,620	\$ 1,558,189	\$ 3,500
11-1000-290.000	CARRYFORWARD - FUND BALANCE FUEL TAXES	\$ 567,955	\$ -	\$ 363,817	\$ (204,138)
Total Revenues		\$ 2,122,644	\$ 676,620	\$ 1,922,006	\$ (200,638)

Expenditures

Account Number	Account Description	2025-2026		2026-2027		3% COLA & 10% Ins
		Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	
11-4102-541.120	ROAD DEPARTMENT - SALARIES	\$ 686,619	\$ 280,068	\$ 688,564	\$ 1,945	\$ 20,657
11-4102-541.122	OVERTIME	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -
11-4102-541.210	FICA	\$ 54,821	\$ 20,481	\$ 54,970	\$ 149	\$ 1,649
11-4102-541.220	RETIREMENT	\$ 100,542	\$ 39,294	\$ 97,653	\$ (2,889)	\$ 2,930
11-4102-541.230	EMPLOYEE HEALTH INSURANCE	\$ 194,267	\$ 69,606	\$ 197,358	\$ 3,091	\$ 19,736
11-4102-541.240	WORKERS COMPENSATION INS	\$ 55,240	\$ 13,768	\$ 55,406	\$ 166	\$ 1,662
11-4102-541.340	TECHNICAL SERVICES	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 46,634
11-4102-541.341	CONTRACTOR SERVICES	\$ 30,000	\$ 69,829	\$ 30,000	\$ -	
11-4102-541.400	TRAVEL & TRAINING	\$ 2,500	\$ -	\$ 2,500	\$ -	
11-4102-541.410	COMMUNICATIONS	\$ 9,250	\$ 6,093	\$ 9,250	\$ -	
11-4102-541.420	POSTAGE	\$ 150	\$ -	\$ 150	\$ -	
11-4102-541.430	UTILITIES	\$ 29,500	\$ 7,909	\$ 23,000	\$ (6,500)	
11-4102-541.441	EQUIPMENT/RENT	\$ 15,000	\$ 745	\$ 5,000	\$ (10,000)	
11-4102-541.442	EQUIPMENT/LEASE PURCHASE	\$ 122,600	\$ 118,307	\$ 115,000	\$ (7,600)	
11-4102-541.460	BUILDING MAINTENANCE	\$ -	\$ 300	\$ -	\$ -	
11-4102-541.461	OFFICE EQUIPMENT MAINT	\$ 1,500	\$ 195	\$ 1,500	\$ -	
11-4102-541.462	ROAD EQUIPMENT REPAIRS	\$ 80,000	\$ 25,763	\$ 60,000	\$ (20,000)	
11-4102-541.463	ROAD EQUIPMENT/PARTS	\$ 45,000	\$ 15,030	\$ 30,000	\$ (15,000)	
11-4102-541.490	ADVERTISING	\$ 500	\$ -	\$ 500	\$ -	
11-4102-541.510	OFFICE SUPPLIES	\$ 1,000	\$ 177	\$ 1,000	\$ -	
11-4102-541.520	OPERATING SUPPLIES	\$ 25,000	\$ 4,476	\$ 25,000	\$ -	
11-4102-541.521	FUEL	\$ 225,000	\$ 8,392	\$ 225,000	\$ -	
11-4102-541.525	IT SUPPLIES	\$ 1,000	\$ -	\$ 1,000	\$ -	
11-4102-541.530	ROAD MATERIALS	\$ 100,000	\$ 34,654	\$ 75,000	\$ (25,000)	
11-4102-541.531	ROAD CONSTRUCTION	\$ 200,000	\$ 38,709	\$ 125,000	\$ (75,000)	
11-4102-541.532	ROAD SIGNAGE	\$ 6,000	\$ 5,422	\$ 12,000	\$ 6,000	
11-4102-541.540	SUBSCRIPTIONS/MEMBERSHIPS	\$ 200	\$ -	\$ 200	\$ -	
11-4102-541.640	EQUIPMENT/PURCHASE	\$ 50,000	\$ (91,648)	\$ -	\$ (50,000)	
11-4102-541.641	EQUIPMENT < \$1000	\$ 5,000	\$ 114	\$ 5,000	\$ -	
11-4102-541.638	AUCILLA NON AD VAL ROAD MAINT	\$ 49,455	\$ -	\$ 49,455	\$ -	
Total Expenses		\$ 2,122,644	\$ 669,086	\$ 1,922,006	\$ (200,638)	

County Transportation Trust Fund Balance	\$ -
Funds Required from the General Fund	\$ -

SUB-RECIPIENT AGREEMENT CHECKLIST
DIVISION OF EMERGENCY MANAGEMENT
MITIGATION BUREAU
FISCAL OPERATIONS UNIT
HMGP

REQUEST FOR REVIEW AND APPROVAL	
SUB-RECIPIENT:	Jefferson County
PROJECT #:	4734-089-R
PROJECT TITLE:	Jefferson County, Jail and Sheriff's Office, Generator
HMGP CONTRACT #:	H1327
SM CONTRACT #: (if applicable)	H1365
MODIFICATION #:	N/A

SUB-RECIPIENT REPRESENTATIVE (POINT OF CONTACT)	
	Kristy Anderson Emergency Management Director 171 Industrial Park Road Monticello, Florida 32344

Enclosed is your copy of the proposed contract(s)/modification(s) between **Jefferson County** and the Florida Division of Emergency Management (FDEM).

COMPLETE	
<input checked="" type="checkbox"/>	This form is required to be included with all Reviews, Approvals, and Submittals
<input checked="" type="checkbox"/>	Reviewed and Approved
<input checked="" type="checkbox"/>	Signed & Dated Electronic Copy of HMGP Contract by Official Representative
<input checked="" type="checkbox"/>	Signed & Dated Electronic Copy of SM Contract by Official Representative (if applicable)
<input checked="" type="checkbox"/>	Copy of the organization's resolution or charter that specifically identifies the person or position that is authorized to sign, if not Chairman, Mayor, or Chief
<input checked="" type="checkbox"/>	Attachment I - Federal Funding Accountability and Transparency Act (FFATA) - completed, signed, and dated <input type="checkbox"/> N/A for Modifications or State Funded Agreements
<input checked="" type="checkbox"/>	Attachment K – Certification Regarding Lobbying - completed, signed, and dated <input type="checkbox"/> N/A for Modifications or State Funded Agreements
<input checked="" type="checkbox"/>	Attachment L – FACTS - completed, signed, and dated <input type="checkbox"/> N/A for Modifications or State Funded Agreements
<input checked="" type="checkbox"/>	Attachment M – Foreign County of Concern Affidavit completed, signed, and dated <input type="checkbox"/> N/A for Modifications or State Funded Agreements
<input checked="" type="checkbox"/>	Electronic Submittal to the Grant Specialist

SUB-RECIPIENT AGREEMENT CHECKLIST

If you have any questions regarding this contract, or who is authorized to sign it, please contact your Project Manager at 770-668-8231 or email me at **samara.burke@yagroup.com**.

Agreement Number: H1327
Project Number: 4734-089-R

FEDERALLY-FUNDED SUBAWARD AND GRANT AGREEMENT

2 C.F.R. §200.1 states that a “subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.”

As defined by 2 C.F.R. §200.1, “pass-through entity” means “a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.”

As defined by 2 C.F.R. §200.1 , “Sub-Recipient” means “an entity, usually but not limited to non-Federal entities that receives a subaward from a pass-through entity to carry out part of a Federal program.”

As defined by 2 C.F.R. §200.1, “Federal award” means “Federal financial assistance that a non-Federal entity receives directly from a Federal awarding agency or indirectly from a pass-through entity.”

As defined by 2 C.F.R. §200.1, “subaward” means “an award provided by a pass-through entity to a Sub-Recipient for the Sub-Recipient to carry out part of a Federal award received by the pass-through entity.”

The following information is provided pursuant to 2 C.F.R. §200.332:

Sub-Recipient’s name:	<u>Jefferson County</u>
Sub-Recipient's unique entity identifier (UEI/FEIN):	<u>NMBJJVXNEHS6 / 596000690</u>
Federal Award Identification Number (FAIN):	<u>FEMA-DR-4734-FL</u>
Federal Award Date:	<u>March 09, 2026</u>
Subaward Period of Performance Start and End Date:	<u>March 09, 2026 – September 30, 2029</u>
Amount of Federal Funds Obligated by this Agreement:	<u>\$370,215.00</u>
Total Amount of Federal Funds Obligated to the Sub-Recipient by the pass-through entity to include this Agreement:	<u>\$388,725.75</u>
Total Amount of the Federal Award committed to the Sub-Recipient by the pass-through entity	<u>\$388,725.75</u>
Federal award project description (see FFATA):	<u>Generator</u>
Name of Federal awarding agency:	<u>Federal Emergency Management Agency</u>
Name of pass-through entity:	<u>FL Division of Emergency Management</u>
Contact information for the pass-through entity:	<u>Samara.Burke@em.myflorida.com</u>
Catalog of Federal Domestic Assistance (CFDA) Number and Name:	<u>97.039 Hazard Mitigation Grant Program</u>
Whether the award is R&D:	<u>N/A</u>
Indirect cost rate for the Federal award:	<u>N/A</u>

THIS AGREEMENT is entered into by the State of Florida, Division of Emergency Management, with headquarters in Tallahassee, Florida (hereinafter referred to as the "Division"), and Jefferson County, (hereinafter referred to as the "Sub-Recipient").

For the purposes of this Agreement, the Division serves as the pass-through entity for a Federal award, and the Sub-Recipient serves as the recipient of a subaward.

THIS AGREEMENT IS ENTERED INTO BASED ON THE FOLLOWING REPRESENTATIONS:

A. The Sub-Recipient represents that it is fully qualified and eligible to receive these grant funds to provide the services identified herein;

B. The State of Florida received these grant funds from the Federal government, and the Division has the authority to subgrant these funds to the Sub-Recipient upon the terms and conditions outlined below; and,

C. The Division has statutory authority to disburse the funds under this Agreement.

THEREFORE, the Division and the Sub-Recipient agree to the following:

(1) APPLICATION OF STATE LAW TO THIS AGREEMENT

2 C.F.R. §200.302(a) provides: "Each state must expend and account for the Federal award in accordance with state laws and procedures for expending and accounting for the state's own funds." Therefore, section 215.971, Florida Statutes, entitled "Agreements funded with federal or state assistance", applies to this Agreement.

(2) LAWS, RULES, REGULATIONS AND POLICIES

a. The Sub-Recipient's performance under this Agreement is subject to 2 C.F.R. Part 200, entitled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."

b. As required by section 215.971(1), Florida Statutes, this Agreement includes:

i. A provision specifying a scope of work that clearly establishes the tasks that the Sub-Recipient is required to perform.

ii. A provision dividing the agreement into quantifiable units of deliverables that must be received and accepted in writing by the Division before payment. Each deliverable must be directly related to the scope of work and specify the required minimum level of service to be performed and the criteria for evaluating the successful completion of each deliverable.

iii. A provision specifying the financial consequences that apply if the Sub-Recipient fails to perform the minimum level of service required by the agreement.

iv. A provision specifying that the Sub-Recipient may expend funds only for allowable costs resulting from obligations incurred during the specified agreement period.

v. A provision specifying that any balance of unobligated funds which has been advanced or paid must be refunded to the Division.

vi. A provision specifying that any funds paid in excess of the amount to which the Sub-Recipient is entitled under the terms and conditions of the agreement must be refunded to the Division.

c. In addition to the foregoing, the Sub-Recipient and the Division shall be governed by all applicable State and Federal laws, rules and regulations, including those identified in Attachment B. Any express reference in this Agreement to a particular statute, rule, or regulation in no way implies that no other statute, rule, or regulation applies.

(3) CONTACT

a. In accordance with section 215.971(2), Florida Statutes, the Division's Grant Manager shall be responsible for enforcing performance of this Agreement's terms and conditions and shall serve as the Division's liaison with the Sub-Recipient. As part of his/her duties, the Grant Manager for the Division shall:

- i. Monitor and document Sub-Recipient performance; and,
- ii. Review and document all deliverables for which the Sub-Recipient requests payment.

b. The Division's Grant Manager for this Agreement is:

Samara Burke
Project Manager
Bureau of Mitigation
Florida Division of Emergency Management
2489 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
Telephone: 770-668-8231
Email: Samara.Burke@em.myflorida.com

The Division's Alternate Grant Manager for this Agreement is:

Kathleen Marshall
Community Program Manager
Bureau of Mitigation
Florida Division of Emergency Management
2489 Shumard Oak Boulevard
Tallahassee, FL 32399
Telephone: 850-815-4503
Email: Kathleen.Marshall@em.myflorida.com

1. The name and address of the Representative of the Sub-Recipient responsible for the administration of this Agreement is:

Kristy Anderson
Emergency Management Director
171 Industrial Park Road
Monticello, Florida 32344
Telephone: 850-342-0211
Email: Kristy.anderson@jcso-fl.org

2. In the event that different representatives or addresses are designated by either party after execution of this Agreement, notice of the name, title and address of the new representative will be provided to the other party.

(4) TERMS AND CONDITIONS

This Agreement contains all the terms and conditions agreed upon by the parties.

(5) EXECUTION

This Agreement may be executed in any number of counterparts, any one of which may be taken as an original.

(6) MODIFICATION

Either party may request modification of the provisions of this Agreement. Changes which are agreed upon shall be valid only when in writing, signed by each of the parties, and attached to the original of this Agreement.

(7) SCOPE OF WORK

The Sub-Recipient shall perform the work in accordance with the Budget and Scope of Work, Attachment A of this Agreement.

(8) PERIOD OF AGREEMENT

This Agreement shall begin on **March 09, 2026** and shall end on **September 30, 2029**, unless terminated earlier in accordance with the provisions of Paragraph (17) of this Agreement. Consistent with the definition of "period of performance" contained in 2 C.F.R. §200.1, the term "period of agreement" refers to the time during which the Sub-Recipient "may incur new obligations to carry out the work authorized under" this Agreement. In accordance with section 215.971(1)(d), Florida Statutes, the Sub-Recipient may expend funds authorized by this Agreement "only for allowable costs resulting from obligations incurred during" the period of agreement.

The terms of this Agreement are intended to encompass the Pre-Award period. If applicable, the Pre-Award period and FEMA approved Pre-Award costs shall be outlined in Attachment A of this Agreement ("Budget and Scope of Work").

(9) FUNDING

- a. This is a cost-reimbursement Agreement, subject to the availability of funds.
- b. The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature, and subject to any modification in accordance with either chapter 216, Florida Statutes, or the Florida Constitution.
- c. The Division will reimburse the Sub-Recipient only for allowable costs incurred by the Sub-Recipient in the successful completion of each deliverable. The maximum reimbursement amount for each deliverable is outlined in Attachment A of this Agreement ("Budget and Scope of Work"). The maximum reimbursement amount for the entirety of this Agreement is **\$370,215.00**.
- d. As required by 2 C.F.R. §200.415(a), any request for payment under this Agreement must include a certification, signed by an official who is authorized to legally bind the Sub-Recipient, which reads as follows: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."
- e. The Division will review any request for reimbursement by comparing the documentation provided by the Sub-Recipient against a performance measure, outlined in Attachment A, that clearly delineates:
 - i. The required minimum acceptable level of service to be performed; and
 - ii. The criteria for evaluating the successful completion of each deliverable.
- f. The performance measure required by section 215.971(1)(b), Florida Statutes, remains consistent with the requirement for a "performance goal", which is defined in 2 C.F.R. §200.1 as "a target level of performance expressed as a tangible, measurable objective, against which actual achievement can be compared." It also remains consistent with the requirement, contained in 2 C.F.R. §200.329, that the Division and the Sub-Recipient "relate financial data to performance goals and objectives of the Federal award."
- g. If authorized by the Federal Awarding Agency, then the Division will reimburse the Sub-Recipient for overtime expenses in accordance with 2 C.F.R. §200.430 ("Compensation—personal services") and 2 C.F.R. §200.431 ("Compensation—fringe benefits"). If the Sub-Recipient seeks reimbursement for overtime expenses for periods when no work is performed due to vacation, holiday, illness, failure of the employer to provide sufficient work, or other similar cause (See 29 U.S.C. §207(e)(2)), then the Division will treat the expense as a fringe benefit. 2 C.F.R. §200.431(a) defines fringe benefits as "allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages." Fringe benefits are allowable under this Agreement as long as

the benefits are reasonable and are required by law, Sub-Recipient-employee agreement, or an established policy of the Sub-Recipient. 2 C.F.R. §200.431(b) provides that the cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- i. They are provided under established written leave policies;
- ii. The costs are equitably allocated to all related activities, including Federal awards; and,

- iii. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the non-Federal entity or specified grouping of employees.

h. If authorized by the Federal Awarding Agency, then the Division will reimburse the Sub-Recipient for travel expenses in accordance with 2 C.F.R. §200.474. As required by the Reference Guide for State Expenditures, reimbursement for travel must be in accordance with section 112.061, Florida Statutes, which includes submission of the claim on the approved state travel voucher. If the Sub-Recipient seeks reimbursement for travel costs that exceed the amounts stated in section 112.061(6)(b), Florida Statutes (\$6 for breakfast, \$11 for lunch, and \$19 for dinner), then the Sub-Recipient must provide documentation that:

- i. The costs are reasonable and do not exceed charges normally allowed by the Sub-Recipient in its regular operations as a result of the Sub-Recipient's written travel policy; and,
- ii. Participation of the individual in the travel is necessary to the Federal award.

- i. The Division's grant manager, as required by section 215.971(2)(c), Florida Statutes, shall reconcile and verify all funds received against all funds expended during the grant agreement period and produce a final reconciliation report. The final report must identify any funds paid in excess of the expenditures incurred by the Sub-Recipient.

- j. As defined by 2 C.F.R. §200.1, the term "improper payment" means or includes:
 - i. Any payment that should not have been made or that was made in an incorrect amount (including overpayments and underpayments) under statutory, contractual, administrative, or other legally applicable requirements; and,

- ii. Any payment to an ineligible party, any payment for an ineligible good or service, any duplicate payment, any payment for a good or service not received (except for such payments where authorized by law), any payment that does not account for credit for applicable discounts, and any payment where insufficient or lack of documentation prevents a reviewer from discerning whether a payment was proper.

- k. No reimbursements shall be made for costs outside the period of agreement, as defined in paragraph (8) of this Agreement.

(10) RECORDS

a. As required by 2 C.F.R. §200.336, the Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the Division, or any of their authorized representatives, shall enjoy the right of access to any documents, papers, or other records of the Sub-Recipient which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right of access also includes timely and reasonable access to the Sub-Recipient's personnel for the purpose of interview and discussion related to such documents. Finally, the right of access is not limited to the required retention period but lasts as long as the records are retained.

b. As required by 2 C.F.R. §200.332(a)(5), the Division, the Chief Inspector General of the State of Florida, the Florida Auditor General, or any of their authorized representatives, shall enjoy the right of access to any documents, financial statements, papers, or other records of the Sub-Recipient which are pertinent to this Agreement, in order to make audits, examinations, excerpts, and transcripts. The right of access also includes timely and reasonable access to the Sub-Recipient's personnel for the purpose of interview and discussion related to such documents.

c. As required by Florida Department of State's record retention requirements (Chapter 119, Florida Statutes) and by 2 C.F.R. §200.334, the Sub-Recipient shall retain sufficient records to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from funds under this Agreement, for a period of five (5) years from the date of submission of the final expenditure report. The following are the only exceptions to the five (5) year requirement:

i. If any litigation, claim, or audit is started before the expiration of the 5-year period, then the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

ii. When the Division or the Sub-Recipient is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.

iii. Records for real property and equipment acquired with Federal funds must be retained for 5 years after final disposition.

iv. When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 5-year retention requirement is not applicable to the Sub-Recipient.

v. Records for program income transactions after the period of performance. In some cases, recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned.

vi. Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a

particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).

d. In accordance with 2 C.F.R. §200.335, the Federal awarding agency must request transfer of certain records to its custody from the Division or the Sub-Recipient when it determines that the records possess long-term retention value.

e. In accordance with 2 C.F.R. §200.336, the Division must always provide or accept paper versions of Agreement information to and from the Sub-Recipient upon request. If paper copies are submitted, then the Division must not require more than an original and two copies. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records are paper, electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safeguards against alteration, and remain readable.

f. As required by 2 C.F.R. §200.303, the Sub-Recipient shall take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or the Division designates as sensitive or the Sub-Recipient considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

g. Florida's Government in the Sunshine Law (Section 286.011, Florida Statutes) provides the citizens of Florida with a right of access to governmental proceedings and mandates three, basic requirements: (1) meetings of public boards or commissions must be open to the public; (2) reasonable notice of such meetings must be given; and, (3) minutes of the meetings must be taken and promptly recorded. The mere receipt of public funds by a private entity, standing alone, is insufficient to bring that entity within the ambit of the open government requirements. However, the Government in the Sunshine Law applies to private entities that provide services to governmental agencies and that act on behalf of those agencies in the agencies' performance of their public duties. If a public agency delegates the performance of its public purpose to a private entity, then, to the extent that private entity is performing that public purpose, the Government in the Sunshine Law applies. For example, if a volunteer fire department provides firefighting services to a governmental entity and uses facilities and equipment purchased with public funds, then the Government in the Sunshine Law applies to board of directors for that volunteer fire department. Thus, to the extent that the Government in the Sunshine Law applies to the Sub-Recipient based upon the funds provided under this Agreement, the meetings of the Sub-Recipient's governing board or the meetings of any subcommittee making recommendations to the governing board may be subject to open government requirements. These meetings shall be publicly noticed, open to the public, and the minutes of all the meetings shall be public records, available to the public in accordance with chapter 119, Florida Statutes.

h. Florida's Public Records Law provides a right of access to the records of the state and local governments as well as to private entities acting on their behalf. Unless specifically exempted

from disclosure by the Legislature, all materials made or received by a governmental agency (or a private entity acting on behalf of such an agency) in conjunction with official business which are used to perpetuate, communicate, or formalize knowledge qualify as public records subject to public inspection. The mere receipt of public funds by a private entity, standing alone, is insufficient to bring that entity within the ambit of the public record requirements. However, when a public entity delegates a public function to a private entity, the records generated by the private entity's performance of that duty become public records. Thus, the nature and scope of the services provided by a private entity determine whether that entity is acting on behalf of a public agency and is therefore subject to the requirements of Florida's Public Records Law.

i. The Sub-Recipient shall maintain all records for the Sub-Recipient and for all subcontractors or consultants to be paid from funds provided under this Agreement, including documentation of all program costs, in a form sufficient to determine compliance with the requirements and objectives of the Budget and Scope of Work - Attachment A - and all other applicable laws and regulations.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (850) 815-7671 Records@em.myflorida.com, or 2489 Shumard Oak Boulevard, Tallahassee, FL 32399.

(11) AUDITS

a. The Sub-Recipient shall comply with the audit requirements contained in 2 C.F.R. Part 200, Subpart F.

b. In accounting for the receipt and expenditure of funds under this Agreement, the Sub-Recipient shall follow Generally Accepted Accounting Principles ("GAAP"). As defined by 2 C.F.R. §200.1, GAAP "has the meaning specified in accounting standards issued by the Government Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB)."

c. When conducting an audit of the Sub-Recipient's performance under this Agreement, the Division shall use Generally Accepted Government Auditing Standards ("GAGAS"). As defined by 2 C.F.R. §200.1, GAGAS, "also known as the Yellow Book, means generally accepted government auditing standards issued by the Comptroller General of the United States, which are applicable to financial audits."

d. If an audit shows that all or any portion of the funds disbursed were not spent in accordance with the conditions of this Agreement, the Sub-Recipient shall be held liable for reimbursement to the Division of all funds not spent in accordance with these applicable regulations and

Agreement provisions within thirty (30) days after the Division has notified the Sub-Recipient of such non-compliance.

e. The Sub-Recipient shall have all audits completed by an independent auditor, which is defined in section 215.97(2)(i), Florida Statutes, as “an independent certified public accountant licensed under chapter 473.” The independent auditor shall state that the audit complied with the applicable provisions noted above. The audit must be received by the Division no later than nine months from the end of the Sub-Recipient’s fiscal year.

f. The Sub-Recipient shall send copies of reporting packages for audits conducted in accordance with 2 C.F.R. Part 200, by or on behalf of the Sub-Recipient, to the Division at the following address:

DEMSingle_Audit@em.myflorida.com

OR

Office of the Inspector General
2489 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100

g. The Sub-Recipient shall send the Single Audit reporting package and Form SF-SAC to the Federal Audit Clearinghouse by submission online at:

<http://harvester.census.gov/fac/collect/ddeindex.html>

h. The Sub-Recipient shall send any management letter issued by the auditor to the Division at the following address:

DEMSingle_Audit@em.myflorida.com

OR

Office of the Inspector General
2489 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100

(12) REPORTS

a. Consistent with 2 C.F.R. §200.328, the Sub-Recipient shall provide the Division with quarterly reports and a close-out report. These reports shall include the current status and progress by the Sub-Recipient and all subcontractors in completing the work described in the Scope of Work and the expenditure of funds under this Agreement, in addition to any other information requested by the Division.

b. Quarterly reports are due to the Division no later than fifteen (15) days after the end of each quarter of the program year and shall be sent each quarter until submission of the administrative close-out report. The ending dates for each quarter of the program year are March 31, June 30, September 30, and December 31.

c. The close-out report is due sixty (60) days after termination of this Agreement or sixty (60) days after completion of the activities contained in this Agreement, whichever first occurs.

d. If all required reports and copies are not sent to the Division or are not completed in a manner acceptable to the Division, then the Division may withhold further payments until they are completed or may take other action as stated in Paragraph (16) REMEDIES. "Acceptable to the Division" means that the work product was completed in accordance with the Budget and Scope of Work.

e. The Sub-Recipient shall provide additional program updates or information that may be required by the Division.

f. The Sub-Recipient shall provide additional reports and information identified in Attachment F.

(13) MONITORING

a. The Sub-Recipient shall monitor its performance under this Agreement, as well as that of its subcontractors and/or consultants who are paid from funds provided under this Agreement, to ensure that time schedules are being met, the Schedule of Deliverables and Scope of Work are being accomplished within the specified time periods, and other performance goals are being achieved. A review shall be done for each function or activity in Attachment A to this Agreement and reported in the quarterly report.

b. In addition to reviews of audits, monitoring procedures may include, but not be limited to, on-site visits by Division staff, limited scope audits, and/or other procedures. The Sub-Recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Division. In the event that the Division determines that a limited scope audit of the Sub-Recipient is appropriate, the Sub-Recipient agrees to comply with any additional instructions provided by the Division to the Sub-Recipient regarding such audit. The Sub-Recipient further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Florida Chief Financial Officer or Auditor General. In addition, the Division will monitor the performance and financial management by the Sub-Recipient throughout the contract term to ensure timely completion of all tasks.

(14) LIABILITY

a. Unless Sub-Recipient is a State agency or subdivision, as defined in section 768.28(2), Florida Statutes, the Sub-Recipient is solely responsible to parties it deals with in carrying out the terms of this Agreement and, as authorized by section 768.28(19), Florida Statutes, Sub-Recipient shall hold the Division harmless against all claims of whatever nature by third parties arising from the work performance under this Agreement. For purposes of this Agreement, Sub-Recipient agrees that it is not an employee or agent of the Division, but is an independent contractor.

b. As required by section 768.28(19), Florida Statutes, any Sub-Recipient which is a state agency or subdivision, as defined in section 768.28(2), Florida Statutes, agrees to be fully responsible for its negligent or tortious acts or omissions which result in claims or suits against the

Division, and agrees to be liable for any damages proximately caused by the acts or omissions to the extent set forth in section 768.28, Florida Statutes. Nothing herein is intended to serve as a waiver of sovereign immunity by any Sub-Recipient to which sovereign immunity applies. Nothing herein shall be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract.

(15) DEFAULT

If any of the following events occur ("Events of Default"), all obligations on the part of the Division to make further payment of funds shall terminate and the Division has the option to exercise any of its remedies set forth in Paragraph (16); however, the Division may make payments or partial payments after any Events of Default without waiving the right to exercise such remedies, and without becoming liable to make any further payment if:

a. Any warranty or representation made by the Sub-Recipient in this Agreement or any previous agreement with the Division is or becomes false or misleading in any respect, or if the Sub-Recipient fails to keep or perform any of the obligations, terms or covenants in this Agreement or any previous agreement with the Division and has not cured them in timely fashion, or is unable or unwilling to meet its obligations under this Agreement;

b. Material adverse changes occur in the financial condition of the Sub-Recipient at any time during the term of this Agreement, and the Sub-Recipient fails to cure this adverse change within thirty (30) days from the date written notice is sent by the Division;

c. Any reports required by this Agreement have not been submitted to the Division or have been submitted with incorrect, incomplete or insufficient information; or,

d. The Sub-Recipient has failed to perform and complete on time any of its obligations under this Agreement.

(16) REMEDIES

If an Event of Default occurs, then the Division shall, after thirty (30) calendar days written notice to the Sub-Recipient and upon the Sub-Recipient's failure to cure within those thirty (30) days, exercise any one or more of the following remedies, either concurrently or consecutively:

a. Terminate this Agreement, provided that the Sub-Recipient is given at least thirty (30) days prior written notice of the termination. The notice shall be effective when placed in the United States, first class mail, postage prepaid, by registered or certified mail-return receipt requested, to the address in paragraph (3) herein;

b. Begin an appropriate legal or equitable action to enforce performance of this Agreement;

c. Withhold or suspend payment of all or any part of a request for payment;

- d. Require that the Sub-Recipient refund to the Division any monies used for ineligible purposes under the laws, rules and regulations governing the use of these funds.
- e. Exercise any corrective or remedial actions, to include but not be limited to:
 - i. Request additional information from the Sub-Recipient to determine the reasons for or the extent of non-compliance or lack of performance,
 - ii. Issue a written warning to advise that more serious measures may be taken if the situation is not corrected,
 - iii. Advise the Sub-Recipient to suspend, discontinue or refrain from incurring costs for any activities in question or
 - iv. Require the Sub-Recipient to reimburse the Division for the amount of costs incurred for any items determined to be ineligible;
- f. Exercise any other rights or remedies which may be available under law.

Pursuing any of the above remedies will not stop the Division from pursuing any other remedies in this Agreement or provided at law or in equity. If the Division waives any right or remedy in this Agreement or fails to insist on strict performance by the Sub-Recipient, it will not affect, extend or waive any other right or remedy of the Division, or affect the later exercise of the same right or remedy by the Division for any other default by the Sub-Recipient.

(17) TERMINATION

- a. The Division may terminate this Agreement for cause after thirty (30) days written notice. Cause can include misuse of funds, fraud, lack of compliance with applicable rules, laws and regulations, failure to perform on time, and refusal by the Sub-Recipient to permit public access to any document, paper, letter, or other material subject to disclosure under chapter 119, Florida Statutes, as amended.
- b. The Division may terminate this Agreement for convenience or when it determines, in its sole discretion that continuing the Agreement would not produce beneficial results in line with the further expenditure of funds, by providing the Sub-Recipient with thirty (30) calendar day's prior written notice.
- c. The parties may agree to terminate this Agreement for their mutual convenience through a written amendment of this Agreement. The amendment will state the effective date of the termination and the procedures for proper closeout of the Agreement.
- d. In the event that this Agreement is terminated, the Sub-Recipient will not incur new obligations for the terminated portion of the Agreement after the Sub-Recipient has received the notification of termination. The Sub-Recipient will cancel as many outstanding obligations as possible. Costs incurred after receipt of the termination notice will be disallowed. The Sub-Recipient shall not be relieved of liability to the Division because of any breach of Agreement by the Sub-Recipient. The

Division may, to the extent authorized by law, withhold payments to the Sub-Recipient for the purpose of set-off until the exact amount of damages due the Division from the Sub-Recipient is determined.

(18) PROCUREMENT

a. The Sub-Recipient shall ensure that any procurement involving funds authorized by the Agreement complies with all applicable federal and state laws and regulations, to include 2 C.F.R. §§200.318 through 200.327 as well as Appendix II to 2 C.F.R. Part 200 (entitled “Contract Provisions for Non-Federal Entity Contracts Under Federal Awards”).

b. As required by 2 C.F.R. §200.318(i), the Sub-Recipient shall “maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.”

c. As required by 2 C.F.R. §200.318(b), the Sub-Recipient shall “maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.” In order to demonstrate compliance with this requirement, the Sub-Recipient shall document, in its quarterly report to the Division, the progress of any and all subcontractors performing work under this Agreement.

d. The Sub-Recipient agrees to include in the subcontract that (i) the subcontractor is bound by the terms of this Agreement, (ii) the subcontractor is bound by all applicable state and federal laws and regulations, and (iii) the subcontractor shall hold the Division and Sub-Recipient harmless against all claims of whatever nature arising out of the subcontractor's performance of work under this Agreement, to the extent allowed and required by law.

e. As required by 2 C.F.R. §200.318(c)(1), the Sub-Recipient shall “maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.”

f. As required by 2 C.F.R. §200.319(a), the Sub-Recipient shall conduct any procurement under this agreement “in a manner providing full and open competition.” Accordingly, the Sub-Recipient shall not:

- i. Place unreasonable requirements on firms in order for them to qualify to do business;
- ii. Require unnecessary experience or excessive bonding;
- iii. Use noncompetitive pricing practices between firms or between affiliated companies;
- iv. Execute noncompetitive contracts to consultants that are on retainer contracts;
- v. Authorize, condone, or ignore organizational conflicts of interest;

vi. Specify only a brand name product without allowing vendors to offer an equivalent;

vii. Specify a brand name product instead of describing the performance, specifications, or other relevant requirements that pertain to the commodity or service solicited by the procurement;

viii. Engage in any arbitrary action during the procurement process; or,

ix. Allow a vendor to bid on a contract if that bidder was involved with developing or drafting the specifications, requirements, statement of work, invitation to bid, or request for proposals.

g. "Except in those cases where applicable Federal statutes expressly mandate or encourage" otherwise, the Sub-Recipient, as required by 2 C.F.R. §200.319(c), shall not use a geographic preference when procuring commodities or services under this Agreement.

h. The Sub-Recipient shall conduct any procurement involving invitations to bid (i.e. sealed bids) in accordance with 2 C.F.R. §200.320(d) as well as section 287.057(1)(a), Florida Statutes.

i. The Sub-Recipient shall conduct any procurement involving requests for proposals (i.e. competitive proposals) in accordance with 2 C.F.R. §200.320(2) as well as section 287.057(1)(b), Florida Statutes.

j. For each subcontract, the Sub-Recipient shall provide a written statement to the Division as to whether that subcontractor is a minority business enterprise, as defined in section 288.703, Florida Statutes. Additionally, the Sub-Recipient shall comply with the requirements of 2 C.F.R. §200.321 ("Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms").

k. If the Sub-Recipient chooses to subcontract any of the work required under this Agreement, then the Sub-Recipient shall review its competitive solicitation and subsequent contract to be awarded for compliance with the procurement standards in 2 C.F.R. §§200.318 through 200.327 and required contract provisions in Appendix II to 2 C.F.R. Part 200. If the Sub-Recipient publishes a competitive solicitation or executes a contract that is not in compliance with the Federal procurement standards in 2 C.F.R. §§200.318 through 200.327 or the requirements of Appendix II to 2 C.F.R. Part 200, then the Sub-Recipient is on notice that the Division may:

i. Terminate this Agreement in accordance with the provisions outlined in paragraph (17) above; or,

ii. Refuse to reimburse the Sub-Recipient for any costs associated with that solicitation.

I. FEMA has developed helpful resources for subgrant recipients related to compliance with the Federal procurement standards in 2 C.F.R. §§200.318 through 200.327 and required contract

provisions in Appendix II to 2 C.F.R. Part 200. These resources are generally available at <https://www.fema.gov/procurement-disaster-assistance-team>.

(19) ATTACHMENTS

- a. All attachments to this Agreement are incorporated as if set out fully.
- b. In the event of any inconsistencies or conflict between the language of this Agreement and the attachments, the language of the attachments shall control, but only to the extent of the conflict or inconsistency.
- c. This Agreement has the following attachments:
 - i. Exhibit 1 - Funding Sources
 - ii. Attachment A – Budget and Scope of Work
 - iii. Attachment B – Program Statutes and Regulations
 - iv. Attachment C – Statement of Assurances
 - v. Attachment D – Request for Advance or Reimbursement
 - vi. Attachment E – Justification of Advance Payment
 - vii. Attachment F – Quarterly Report Form
 - viii. Attachment G – Warranties and Representations
 - ix. Attachment H – Certification Regarding Debarment
 - x. Attachment I – Federal Funding Accountability and Transparency Act
 - xi. Attachment J – Mandatory Contract Provisions
 - xii. Attachment K – Certification Regarding Lobbying
 - xiii. Attachment L – Florida Accountability Contract Tracking System
 - xiv. Attachment M – Foreign Country of Concern Affidavit

(20) PAYMENTS

- a. Any advance payment under this Agreement is subject to 2 C.F.R. §200.305 and, as applicable, section 216.181(16), Florida Statutes. All advances are required to be held in an interest-bearing account. If an advance payment is requested, the budget data on which the request is based and a justification statement shall be included in this Agreement as Attachment E. Attachment E will specify the amount of advance payment needed and provide an explanation of the necessity for and proposed use of these funds. No advance shall be accepted for processing if a reimbursement has been paid prior to the submittal of a request for advanced payment. After the initial advance, if any, payment shall be made on a reimbursement basis as needed.
- b. Invoices shall be submitted at least quarterly and shall include the supporting documentation for all costs of the project or services. The final invoice shall be submitted within sixty (60) days after the expiration date of the agreement. An explanation of any circumstances prohibiting the submittal of quarterly invoices shall be submitted to the Division grant manager as part of the Sub-Recipient's quarterly reporting as referenced in Paragraph (12) of this Agreement.

c. If the necessary funds are not available to fund this Agreement as a result of action by the United States Congress, the federal Office of Management and Budgeting, the State Chief Financial Officer or under subparagraph (9)b. of this Agreement, all obligations on the part of the Division to make any further payment of funds shall terminate, and the Sub-Recipient shall submit its closeout report within thirty (30) days of receiving notice from the Division.

(21) REPAYMENTS

a. All refunds or repayments due to the Division under this Agreement are to be made payable to the order of "Division of Emergency Management", and mailed directly to the following address:

Division of Emergency Management
Cashier
2489 Shumard Oak Boulevard
Tallahassee FL 32399-2100

b. In accordance with section 215.34(2), Florida Statutes, if a check or other draft is returned to the Division for collection, Sub-Recipient shall pay the Division a service fee of \$15.00 or 5% of the face amount of the returned check or draft, whichever is greater.

(22) MANDATED CONDITIONS

a. The validity of this Agreement is subject to the truth and accuracy of all the information, representations, and materials submitted or provided by the Sub-Recipient in this Agreement, in any later submission or response to a Division request, or in any submission or response to fulfill the requirements of this Agreement. All of said information, representations, and materials are incorporated by reference. The inaccuracy of the submissions or any material changes shall, at the option of the Division and with thirty (30) days written notice to the Sub-Recipient, cause the termination of this Agreement and the release of the Division from all its obligations to the Sub-Recipient.

b. 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. If any provision of this Agreement is in conflict with any applicable statute or rule, or is unenforceable, then the provision shall be null and void to the extent of the conflict, and shall be severable, but shall not invalidate any other provision of this Agreement.

c. Any power of approval or disapproval granted to the Division under the terms of this Agreement shall survive the term of this Agreement.

d. The Sub-Recipient agrees to comply with the Americans With Disabilities Act (Public Law 101-336, 42 U.S.C. Section 12101 et seq.), which prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, State and local government services, and telecommunications.

e. Those who have been placed on the convicted vendor list following a conviction for a public entity crime or on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids 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 a public entity, and may not transact business with any public entity in excess of \$25,000.00 for a period of 36 months from the date of being placed on the convicted vendor list or on the discriminatory vendor list.

f. Any Sub-Recipient which is not a local government or state agency, and which receives funds under this Agreement from the federal government, certifies, to the best of its knowledge and belief, that it and its principals or affiliates:

i. Are not presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded or disqualified from covered transactions by a federal department or agency;

ii. Have not, within a five-year period preceding this proposal been convicted of or had a civil judgment rendered against them for fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

iii. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offenses enumerated in paragraph (22) f. ii. of this certification; and,

iv. Have not within a five-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

g. In addition, the Sub-Recipient shall send to the Division (by email) the completed “Certification Regarding Debarment, Suspension, Ineligibility And Voluntary Exclusion” (Attachment H) for each intended subcontractor which Sub-Recipient plans to fund under this Agreement. The form must be received by the Division before the Sub-Recipient enters into a contract with any subcontractor.

h. The Division reserves the right to unilaterally cancel this Agreement if the Sub-Recipient refuses to allow public access to all documents, papers, letters or other material subject to the provisions of chapter 119, Florida Statutes, which the Sub-Recipient created or received under this Agreement.

i. If the Sub-Recipient is allowed to temporarily invest any advances of funds under this Agreement, any interest income shall either be returned to the Division or be applied against the Division’s obligation to pay the contract amount.

j. The State of Florida will not intentionally award publicly-funded contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e) [Section 274A(e) of the Immigration and Nationality Act (“INA”)]. The Division shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the Sub-Recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this Agreement by the Division.

k. Section 287.05805, Florida Statutes, requires that any state funds provided for the purchase of or improvements to real property are contingent upon the contractor or political subdivision granting to the state a security interest in the property at least to the amount of state funds provided for at least 5 years from the date of purchase or the completion of the improvements or as further required by law.

l. The Division may, at its option, terminate the Contract if the Contractor is found to have submitted a false certification as provided under section 287.135(5), Florida Statutes, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria, or to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

m. If applicable, pursuant to Section 255.0993, Florida Statutes, the Sub-Recipient shall ensure that any iron or steel product, as defined in Section 255.0993(1)(b), Florida Statutes, that is permanently incorporated in the deliverable(s) resulting from this project, must be produced in the United States.

(23) LOBBYING PROHIBITION

a. 2 C.F.R. §200.450 prohibits reimbursement for costs associated with certain lobbying activities.

b. Section 216.347, Florida Statutes, prohibits “any disbursement of grants and aids appropriations pursuant to a contract or grant to any person or organization unless the terms of the grant or contract prohibit the expenditure of funds for the purpose of lobbying the Legislature, the judicial branch, or a state agency.”

c. No funds or other resources received from the Division under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Florida Legislature or any state agency.

d. The Sub-Recipient certifies, by its signature to this Agreement, that to the best of his or her knowledge and belief:

i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sub-Recipient, to any person for influencing or attempting to influence an officer or

employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the Sub-Recipient shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities."

iii. The Sub-Recipient shall require that this certification be included in the award documents for all subawards (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Sub-Recipients shall certify and disclose.

iv. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(24) COPYRIGHT, PATENT AND TRADEMARK

EXCEPT AS PROVIDED BELOW, ANY AND ALL PATENT RIGHTS ACCRUING UNDER OR IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT ARE HEREBY RESERVED TO THE STATE OF FLORIDA; AND, ANY AND ALL COPYRIGHTS ACCRUING UNDER OR IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT ARE HEREBY TRANSFERRED BY THE SUB-RECIPIENT TO THE STATE OF FLORIDA.

a. If the Sub-Recipient has a pre-existing patent or copyright, the Sub-Recipient shall retain all rights and entitlements to that pre-existing patent or copyright unless the Agreement provides otherwise.

b. If any discovery or invention is developed in the course of or as a result of work or services performed under this Agreement, or in any way connected with it, the Sub-Recipient shall refer the discovery or invention to the Division for a determination whether the State of Florida will seek patent protection in its name. Any patent rights accruing under or in connection with the performance of this Agreement are reserved to the State of Florida. If any books, manuals, films, or other copyrightable material are produced, the Sub-Recipient shall notify the Division. Any copyrights accruing under or in connection with the performance under this Agreement are transferred by the Sub-Recipient to the State of Florida.

c. Within thirty (30) days of execution of this Agreement, the Sub-Recipient shall disclose all intellectual properties relating to the performance of this Agreement which he or she knows or should know could give rise to a patent or copyright. The Sub-Recipient shall retain all rights and entitlements to any pre-existing intellectual property which is disclosed. Failure to disclose will indicate that no such property exists. The Division shall then, under Paragraph (24) b., have the right to all patents and copyrights which accrue during performance of the Agreement.

d. If the Sub-Recipient qualifies as a state university under Florida law, then, pursuant to section 1004.23, Florida Statutes, any invention conceived exclusively by the employees of the Sub-Recipient shall become the sole property of the Sub-Recipient. In the case of joint inventions, that is inventions made jointly by one or more employees of both parties hereto, each party shall have an equal, undivided interest in and to such joint inventions. The Division shall retain a perpetual, irrevocable, fully-paid, nonexclusive license, for its use and the use of its contractors of any resulting patented, copyrighted or trademarked work products, developed solely by the Sub-Recipient, under this Agreement, for Florida government purposes.

(25) LEGAL AUTHORIZATION

The Sub-Recipient certifies that it has the legal authority to receive the funds under this Agreement and that its governing body has authorized the execution and acceptance of this Agreement. The Sub-Recipient also certifies that the undersigned person has the authority to legally execute and bind Sub-Recipient to the terms of this Agreement.

(26) EQUAL OPPORTUNITY AND MERIT-BASED SELECTION

a. In accordance with Executive Order 14173, "Ending Illegal Discrimination and Restoring Merit-Based Opportunity," the Subrecipient hereby agrees that all procurement and employment actions funded in whole or in part with federal funds shall be identity-neutral and merit-based.

i. The Subrecipient and its contractors shall not discriminate against any employee, applicant for employment, or bidder because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

ii. The Subrecipient certifies that no contract award or employment decision shall be based on a demographic preference, quota, or "workforce balancing" requirement.

iii. All contract awards must be based solely on technical merit, cost-effectiveness, and the bidder's demonstrated ability to perform the work.

b. The Subrecipient acknowledges that compliance with this Section (26) is **material** to the federal government's decision to provide and reimburse funds. The Subrecipient further agrees that:

- i. Failure to adhere to merit-based selection standards while certifying compliance through the submission of reimbursement requests may subject the Subrecipient to civil and/or criminal penalties under the False Claims Act (31 U.S.C. §§ 3729–3733).
- ii. The Subrecipient shall include the provisions of this Section (26) in every subcontract or purchase order so that such provisions shall be binding upon each subcontractor or vendor.
- iii. In the event of the Subrecipient's noncompliance with the merit-based provisions of this clause, FDEM may cancel, terminate, or suspend this Agreement in whole or in part and refer the matter to the Department of Justice for appropriate legal proceedings.

(27) COPELAND ANTI-KICKBACK ACT

The Sub-Recipient hereby agrees that, unless exempt under Federal law, it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, the following clause:

- i. Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- ii. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as the FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- iii. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

(28) CONTRACT WORK HOURS AND SAFETY STANDARDS

If the Sub-Recipient, with the funds authorized by this Agreement, enters into a contract that exceeds \$100,000 and involves the employment of mechanics or laborers, then any such contract must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be 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.

(29) CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

If the Sub-Recipient, with the funds authorized by this Agreement, enters into a contract that exceeds \$150,000, then any such contract must include the following provision:

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), and will report violations to FEMA and the Regional Office of the Environmental Protection Agency (EPA).

(30) SUSPENSION AND DEBARMENT

If the Sub-Recipient, with the funds authorized by this Agreement, enters into a contract, then any such contract must include the following provisions:

i. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

ii. The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

iii. This certification is a material representation of fact relied upon by the Division. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the Division, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

iv. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

(31) BYRD ANTI-LOBBYING AMENDMENT

If the Sub-Recipient, with the funds authorized by this Agreement, enters into a contract, then any such contract must include the following clause:

Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended). Contractors who apply or bid for an award of \$100,000 or more shall 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 shall 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 recipient.

If this subgrant agreement amount is \$100,000 or more, the Sub-Recipient, and subcontractors as applicable, shall sign Attachment K – Certification Regarding Lobbying.

(32) CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS

a. If the Sub-Recipient, with the funds authorized by this Agreement, seeks to procure goods or services, then, in accordance with 2 C.F.R. §200.321, the Sub-Recipient shall take the following affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used whenever possible:

- i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- iii. 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;
- iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- v. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- vi. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs i. through v. of this subparagraph.

b. The requirement outlined in subparagraph a. above, sometimes referred to as "socioeconomic contracting," does not impose an obligation to set aside either the solicitation or award of a contract to these types of firms. Rather, the requirement only imposes an obligation to carry out and document the six affirmative steps identified above.

c. The "socioeconomic contracting" requirement outlines the affirmative steps that the Sub-Recipient must take; the requirements do not preclude the Sub-Recipient from undertaking additional steps to involve small and minority businesses and women's business enterprises.

d. The requirement to divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises, does not authorize the Sub-Recipient to break a single project down into smaller components in order to circumvent the micro-purchase or small purchase thresholds so as to utilize streamlined acquisition procedures (e.g. "project splitting").

(33) ASSURANCES

The Sub-Recipient shall comply with any Statement of Assurances incorporated as Attachment C.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

SUB-RECIPIENT: JEFFERSON COUNTY

By: _____

Name and Title: Ben White, Jefferson County BOCC Chair

Date: May 7, 2026

FEID#: 59-6000690

**STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT**

By: _____

Name and Title: Kevin Guthrie, Director

Date: _____

EXHIBIT – 1

THE FOLLOWING FEDERAL RESOURCES ARE AWARDED TO THE SUB-RECIPIENT UNDER THIS AGREEMENT:

Federal Program

Federal agency: **Federal Emergency Management Agency: Hazard Mitigation Grant**
Catalog of Federal Domestic Assistance title and number: **97.039**
Award amount: **\$370,215.00**

THE FOLLOWING COMPLIANCE REQUIREMENTS APPLY TO THE FEDERAL RESOURCES AWARDED UNDER THIS AGREEMENT:

- 2 C.F.R. Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. 5121 et seq., and Related Authorities
- Sections 1361(A) of the National Flood Insurance Act of 1968, 42 U.S.C. 4104c, as amended by the National Flood Insurance Reform Act of 1994, Public Law 103-325 and the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264
- 31 C.F.R. Part 205 Rules and Procedures for Funds Transfers

Federal Program:

1. Sub-Recipient is to use funding to perform the following eligible activities:
 - Generators for Critical Facilities
2. Sub-Recipient is subject to all administrative and financial requirements as set forth in this Agreement, or will be in violation of the terms of the Agreement.

Attachment A
Budget and Scope of Work

STATEMENT OF PURPOSE:

The purpose of this Scope of Work is to provide protection to the County Jail and Sheriff's Office facility, in Monticello, Jefferson County, Florida, funded through the Hazard Mitigation Grant Program (HMGP) **DR-4734-089-R**, as approved by the Florida Division of Emergency Management (Division) and the Federal Emergency Management Agency (FEMA). The project is for the purchase and installation of an emergency system to reduce and/or mitigate the damage that might otherwise occur from severe weather or other hazards.

The Sub-Recipient, Jefferson County, agrees to administer and complete the project per scope of work as submitted by the Sub-Recipient and subsequently approved by the Division and FEMA. The Sub-Recipient shall complete the work in accordance with all applicable Federal, State and Local Laws, Regulations, and Codes.

PROJECT OVERVIEW:

As a Hazard Mitigation Grant Program (HMGP) project, the Sub-Recipient shall provide backup power to the County Jail and Sheriff's Office facility, located at 171 Industrial Park, Monticello, Florida 32344.

The HMGP project shall provide protection by installing a 300 kW permanent diesel generator, or the adequate size determined by the vendor and/or an electrical engineer during the bid process to appropriately support this critical facility. The fuel for the generator shall be stored in a 2400-gallons subbase tank. The proposal also includes the construction of a new concrete slab, the installation of an automatic transfer switch (ATS), and associated electrical work. This critical facility houses the Jefferson County Jail, the Sheriff's Office and the 911 Dispatch Center. The facility currently relies on an undersized 150 kW generator installed in 1999, which has exceeded its expected lifespan and leaves this critical site vulnerable to power outages capable of disrupting emergency response, compromising inmate security, and hindering critical communications. The proposed project shall allow Jefferson County to provide a reliable backup power source and maintain continuity of operations at this critical facility during a power loss event.

The generator(s) shall be protected against a 500-year flood event by implementing specific activities or by locating the generator(s) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards. The selected site shall provide sufficient space to maintain and fuel the generator(s) and shall comply with the National Electrical Code working clearance requirements. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

The automatic transfer switch(es) and electrical components shall be protected against a 500-year (0.2% annual chance) flood event by implementing specific activities or by locating the automatic transfer switch(es) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards effective at the time of permitting. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

Project Location:

ID#	Location	kW	Coordinates
1)	171 Industrial Park, Monticello, Florida 32344	300	(30.502919, -83.881177)

TASKS & DELIVERABLES:

A) Tasks:

- 1) The Sub-Recipient shall procure the services of a qualified and licensed Florida contractor and execute a contract with the selected bidder to complete the scope of work as approved by the Division and FEMA. The Sub-Recipient shall select the qualified, licensed Florida contractor in accordance with the Sub-Recipient's procurement policy as well as all Federal and State Laws and Regulations. All procurement activities shall contain sufficient source documentation and be in accordance with all applicable regulations.
1 Courthouse Cir. Room 0

The Sub-Recipient shall be responsible for furnishing or contracting all labor, materials, equipment, tools, transportation and supervision and performing all work per sealed engineering designs and construction plans presented to the Division by the Sub-Recipient and subsequently approved by the Division and FEMA.

The Sub-Recipient and contractor shall be responsible for maintaining a safe and secure worksite for the duration of the work. The contractor shall maintain all work staging areas in a neat and presentable condition.

The Sub-Recipient shall ensure that no contractors or subcontractors are debarred or suspended from participating in federally funded projects.

The selected contractor shall have a current and valid occupational license/business tax receipt issued for the type of services being performed.

The Sub-Recipient shall provide documentation demonstrating the results of the procurement process. This shall include a rationale for the method of procurement and selection of contract type, contractor selection and/or rejection and bid tabulation and listing, and the basis of contract price.

The Sub-Recipient shall provide an executed "Debarment, Suspension, Ineligibility, Voluntary Exclusion Form" for each contractor and/or subcontractor performing services under this agreement.

Executed contracts with contractors and/or subcontractors shall be provided to the Division by the Sub-Recipient within 10 days of execution.

The Sub-Recipient shall provide copies of professional licenses for contractors selected to perform services. The Sub-Recipient shall provide a copy of a current and valid occupational license or business tax receipt issued for the type of services to be performed by the selected contractor.

- 2) The Sub-Recipient shall monitor and manage the procurement and installation of all products in accordance with the HMGP application and associated documentation as presented to the Division by the Sub-Recipient and subsequently approved by the Division and FEMA. The Sub-Recipient shall ensure that all applicable State, Local and Federal Laws and Regulations are followed and documented, as appropriate.

The Sub-Recipient shall fully perform the approved project, as described in the application, in accordance with the approved scope of work indicated herein, the estimate of costs indicated herein, the allocation of funds indicated herein, and all applicable terms and conditions. The Sub-Recipient shall not deviate from the approved project terms and conditions.

Upon completion of the work, the Sub-Recipient shall schedule and participate in a final inspection of the project completed by the local municipal or county building department (official), or other approving official, as applicable. The official shall inspect and certify that all installation was in accordance with the manufacturer's specifications. Any deficiencies found during this final inspection shall be corrected by the Sub-Recipient prior to Sub-Recipient's submittal of the final inspection request to the Division.

Upon completion of Task 2, the Sub-Recipient shall submit the following documents with sufficient supporting documentation and provide a summary of all contract scope of work and scope of work changes, if any. Additional documentation shall include:

- a) Copy of permit(s), notice of commencement.
 - b) Local Building Official Inspection Report and Final Approval.
 - c) A copy of electrical designs, specifications and/or drawings elaborated to complete the scope.
 - d) Signed and Sealed copy of the As-built plans, as applicable.
 - e) Certified Letter of Completion, as applicable:
 - 1. Affirming that the project has been completed in conformance with the approved project drawings, specifications, and scope.
 - 2. Certifying Compliance with all applicable codes.
 - f) All Product Specifications / Data Sheet(s) (technical standards) satisfying protection requirements on all products utilized.
 - g) Verification letter or documentation showing unusable equipment, debris, materials, petroleum products, hazardous materials, and toxic wastes were handled, managed, and disposed of in accordance with local, state, and federal requirements, to include where such materials and equipment were disposed of.
 - h) Proof of compliance with Project Conditions and Requirements contained herein.
- 3) During the course of this agreement, the Sub-Recipient shall submit requests for reimbursement. Adequate and complete source documentation shall be submitted to support all costs (federal share and local share) related to the project. In some cases, all project activities may not be fully complete prior to requesting reimbursement of costs incurred in completion of this scope of work; however, a partial reimbursement may be requested.

The Sub-Recipient shall submit an Affidavit signed by the Sub-Recipient's project personnel with each reimbursement request attesting to the completion of the work, that disbursements or payments were made in accordance with all agreement and regulatory conditions, and that reimbursement is due and has not been previously requested.

The Sub-Recipient shall maintain accurate time records. The Sub-Recipient shall ensure invoices are accurate and any contracted services were rendered within the terms and timelines of this agreement. All supporting documentation shall agree with the requested billing period. All costs submitted for reimbursement shall contain adequate source documentation which may include but not be limited to cancelled checks, bank statements, Electronic Funds Transfer, paid bills and invoices, payrolls, time and attendance records, contract and subcontract award documents.

Construction Expense: The Sub-Recipient shall pre-audit bills, invoices, and/or charges submitted by the contractors and subcontractors and pay the contractors and subcontractors for approved bills, invoices, and/or charges. Sub-Recipient shall ensure that all contractor/subcontractor bills, invoices, and/or charges are legitimate and clearly identify the activities being performed and associated costs.

Sub-Recipient Management Costs (SRMC) expenditure must adhere to FEMA Policy #104-11-1 HMGP Management Costs (Interim) signed November 14, 2018. FEMA defines management costs as any: Indirect costs, Direct administrative costs, and other administrative expenses associated with a specific project. Administrative costs are expenses incurred by a Sub-Recipient in managing and administering the federal award to ensure that federal, state requirements are met including: solicitation, development, review, and processing of sub-applications; delivery of technical assistance; quarterly progress and fiscal reporting; project monitoring; technical monitoring; compliance activities associated with federal procurement requirements; documentation of quality of work verification for quarterly reports and closeout; payment of claims; closeout review and liquidation; and records retention.

Any activities that are directly related to a project are not eligible under management costs. For example, architectural, engineering, and design services are project costs and cannot be included

under management costs. Similarly, construction management activities that manage, coordinate, and supervise the construction process from project scoping to project completion are project costs. These activities cannot be included under management costs.

Due to Strategic Funds Management (SFM), SRMC Interim Policy requires management costs to be obligated in increments sufficient to cover Sub-Recipient needs, for no more than one year, unless contractual agreements require additional funding. FEMA has established a threshold where annual increments will be applied to larger awards, allowing smaller awards to be fully obligated. Obligations will be handled by the size of the total subaward.

The Sub-Recipient shall pre-audit all SRMC source documentation – personnel, fringe benefits, travel, equipment, supplies, contractual, and indirect costs. A brief narrative is required to identify what the funds will be used for. Documentation shall be detailed and clearly describe each approved task performed, hours devoted to each task, and the hourly rate charged including enough information to calculate the hourly rates based on payroll records. Employee benefits and tasks shall be clearly shown on the Personnel Activity Form, and all Personnel or Contractual SRMC shall be invoiced separately from all other project costs.

Project Management Expenses (only applies to disasters prior to August 1, 2017, all others adhere to FEMA Policy #104-11-1 for SRMC): The Sub-Recipient shall pre-audit source documentation such as payroll records, project time sheets, attendance logs, etc. Documentation shall be detailed information describing tasks performed, hours devoted to each task, and the hourly rate charged for each hour including enough information to calculate the hourly rates based on payroll records. Employee benefits shall be clearly shown.

The Division shall review all submitted requests for reimbursement for basic accuracy of information. Further, the Division shall ensure that no unauthorized work was completed prior to the approved project start date by verifying vendor and contractor invoices. The Division shall verify that reported costs were incurred in the performance of eligible work, that the approved work was completed, and that the mitigation measures are in compliance with the approved scope of work prior to processing any requests for reimbursement.

Review and approval of any third-party in-kind services, if applicable, shall be conducted by the Division in coordination with the Sub-Recipient. Quarterly Reports shall be submitted by the Sub-Recipient and received by the Division at the times provided in this agreement prior to the processing of any reimbursement.

The Sub-Recipient shall submit to the Division requests for reimbursement of actual construction and managerial costs related to the project as identified in the project application and plans. The requests for reimbursement shall include:

- a) Contractor, subcontractor, and/or vendor invoices which clearly display dates of services performed, description of services performed, location of services performed, cost of services performed, name of service provider and any other pertinent information;
- b) Proof of payment from the Sub-Recipient to the contractor, subcontractor, and/or vendor for invoiced services;
- c) Clear identification of the amount of costs being requested for reimbursement as well as costs being applied against the state match amount.

The Sub-Recipient's final request for reimbursement shall include the final construction project cost. All supporting documentation shall show that all contractors and subcontractors have been paid.

B) Deliverables:

Mitigation Activities consist of providing protection to the County Jail and Sheriff's Office facility, in Monticello, Florida 32344, by installing a 300 kW permanent generator, a new concrete slab, an automatic transfer switch (ATS) and associated electrical work.

The generator(s) shall be protected against a 500-year flood event by implementing specific activities or by locating the generator(s) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards. The selected site shall provide sufficient space to maintain and fuel the generator(s) and shall comply with the National Electrical Code working clearance requirements. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

The automatic transfer switch(es) and electrical components shall be protected against a 500-year (0.2% annual chance) flood event by implementing specific activities or by locating the automatic transfer switch(es) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards effective at the time of permitting. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

Provided the Sub-Recipient performs in accordance with the Scope of Work outlined in this Agreement, the Division shall reimburse the Sub-Recipient based on the percentage of overall project completion.

PROJECT CONDITIONS AND REQUIREMENTS:

C) Engineering:

- 1) The Sub-Recipient shall submit to the Division an official letter stating that the project is 100% complete and ready for the Division's Final Inspection of the project.
- 2) The Sub-Recipient shall provide a copy of the Notice of Commencement, and any local official Inspection Report and/or Final Approval, as applicable.
- 3) The Sub-Recipient shall submit a signed and sealed final copy of the completed project's As-built drawings and all necessary supporting documentation and provide a summary of all contract scope of work changes, as applicable.
- 4) The Sub-Recipient shall submit a final copy of any electrical designs, specifications and/or drawings elaborated to complete the job.
- 5) The Sub-Recipient shall submit a certified letter of completion from Engineer of Record, as applicable. The Sub-Recipient's Engineer of Record shall provide a formal certificate or letter affirming that the project has been completed in conformance with the approved project drawings, specifications, scope, and applicable codes.
- 6) The Sub-Recipient shall submit all Product Specifications / Data Sheet(s) (technical standards) satisfying protection requirements on all products utilized.
- 7) All installations shall be done in strict compliance with the Florida Building Code or Miami Dade Specifications. All materials shall be certified to exceed the wind and impact standards of the current local codes.
- 8) The Sub-Recipient shall follow all applicable State, Local and Federal Laws, Regulations and requirements, and obtain (before starting project work) and comply with all required permits and approvals. Failure to obtain all appropriate Federal, State, and Local permits and clearances may jeopardize federal funding.

D) Environmental:

- 1) The Sub-Recipient shall follow all applicable state, local and federal laws, regulations and requirements, and obtain (before starting project work) and comply with all required permits and

approvals. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.

- 2) Any change, addition or supplement to the approved mitigation measure or scope of work that alters the project (including other work not funded by FEMA but done substantially at the same time) shall require resubmission to the Division and FEMA for reevaluation of compliance with the National Environmental Protection Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA) prior to initiation of any work. Non-compliance with these requirements may jeopardize FEMA's ability to fund this project. A change in the scope of work shall be approved by the Division and FEMA in advance regardless of the budget implications.
- 3) If any ground disturbance activities occur during construction, the Sub-Recipient shall monitor ground disturbance during construction, and if any potential archeological resources are discovered, shall immediately cease construction in that area and notify the Division and FEMA.
- 4) Unusable equipment, debris and materials shall be disposed of in an approved manner and location. In the event significant items (or evidence thereof) are discovered during implementation of the project, Sub-Recipient shall handle, manage, and dispose of petroleum products, hazardous materials and toxic waste in accordance with the requirements and to the satisfaction of the governing local, state and federal agencies. Failure to comply with these conditions may jeopardize FEMA funding; verification of compliance shall be required at project closeout.
- 5) Construction vehicles and equipment used for this project shall be maintained in good working order to minimize pollutant emissions.

E) Programmatic:

- 1) The Sub-Recipient must notify the Division as soon as significant developments become known, such as delays or adverse conditions that might raise costs or delay completion, or favorable conditions allowing lower costs or earlier completion.
- 2) The Division and FEMA shall approve a change in the scope of work in advance, regardless of the budget implementations.
- 3) The Sub-Recipient must "obtain prior written approval for any budget revision which would result in a need for additional funds" [44 CFR 13(c)], from the Division and FEMA.
- 4) Any extension of the Period of Performance shall be submitted to FEMA 60 days prior to the expiration date. Therefore, any request for a Period of Performance Extension shall be in writing and submitted, along with substantiation of the new expiration date and a new schedule of work, to the Division a minimum of seventy (70) days prior to the expiration date, for Division processing to FEMA.
- 5) The Sub-Recipient must avoid duplication of benefits between the HMGP and any other form of assistance, as required by Section 312 of the Stafford Act, and further clarification in 44 CFR 206.191.
- 6) A copy of the executed subcontract agreement must be forwarded to the Division within 10 days of execution, and method of procurement included.
- 7) The Sub-Recipient shall provide Quarterly Progress Reports to the Division for the State Match, so the Division can provide reports to the chair of the Senate Committee on Appropriations, the chair of the House of Representatives Budget Committee, and the Executive Office of the Governor's Office of Policy and Budget on the quarterly status of the project, amount of match requirements waived, all agreements entered, and the amount of remaining appropriated funds.
- 8) Project approval is on the condition that the tasks, deliverables, and conditions be accomplished, and documentation submitted 30 days prior to the Period of Performance date, for review and approval by the Division, for submittal to FEMA for Closeout.
- 9) Sub-Recipient shall commit to completion of the match project. If for any reason this match project is not completed or is otherwise rendered ineligible, the Sub-Recipient retains responsibility for the non-

federal share if it wishes to continue with the project. Failure to meet this commitment may result in the disallowance of all or part of otherwise allowable federal share costs. The project shall meet all HMA-HMGP requirements, including compliance with all applicable Federal and State Laws and Regulations. The Sub-Recipient shall meet matching cost share rules and provide the same closeout documentation for the match projects as with regular federally funded projects.

- 10) The Sub-Recipient must ensure that persons responsible for the management of this grant, including the designated Point of Contact (POC), staff, and consultants, attend the Division's Sub-Recipient Responsibility Review training at least once every thirty-six (36) months. Any change in the Sub-Recipient's Point of Contact (POC), or in any other person responsible for the management of this grant, shall require the newly designated individual to also fulfill this training requirement by attending the Division's Sub-Recipient Responsibility Review training at least once every thirty-six (36) months, or by having completed it within the last thirty-six (36) months.
- 11) Special Condition required on implementation of project:
 - a) **RCRA CONDITION:** Unusable equipment, debris and material shall be disposed of in an approved manner and location. In the event significant items (or evidence thereof) are discovered during implementation of the project, the Sub-Recipient shall handle, manage, and dispose of petroleum products, hazardous materials and toxic waste in accordance to the requirements and to the satisfaction of the governing local, state and federal agencies. Failure to comply with these conditions may jeopardize FEMA funding; verification of compliance shall be required at project closeout. **Source of condition:** Resource Conservation and Recovery Act, aka Solid Waste Disposal Act (RCRA) **Monitoring Required: No**
- 12) Per FEMA Hazard Mitigation Assistance Guidance Part VI, D.3.4 – Contingency funds are not automatically available for use. Prior to their release, contingency funds must be re-budgeted to another direct cost category and identified. Post-award changes to the budget require prior written approval from the Division (FDEM). The written request should demonstrate what unforeseen conditions related to the project arose that required the use of contingency funds.

This is FEMA project number **4734-089-R**. It is funded under HMGP, FEMA-4734-DR-FL and must adhere to all program guidelines established for the HMGP in accordance with the PAS Operational Agreement for Disaster 4734.

FEMA awarded this project on March 9, 2026; the Period of Performance for this project shall end on **September 30, 2029**.

F) FINANCIAL CONSEQUENCES:

If the Sub-Recipient fails to comply with any term of the award, the Division shall take one or more of the following actions, as appropriate in the circumstances:

- 1) Temporarily withhold cash payments pending correction of the deficiency by the Sub-Recipient;
- 2) Disallow all or part of the cost of the activity or action not in compliance;
- 3) Wholly or partly suspend or terminate the current award for the Sub-Recipient's program;
- 4) Withhold further awards for the program; or
- 5) Take other remedies that may be legally available.

SCHEDULE OF WORK

State Contracting:	4	Months
Construction Plan/Technical Specifications:	4	Months
Bidding / Local Procurement:	4	Months
Permitting:	5	Months
Construction / Installation:	12	Months
Local Inspections / Compliance:	5	Months
State Final Inspection / Compliance:	4	Months
Closeout Compliance:	4	Months
Total Period of Performance:	42	Months

BUDGET

Line-Item Budget*

	<u>Project Cost</u>	<u>Federal Cost</u>	<u>*****State Match</u>	<u>Non-Federal Cost</u>
Materials:	\$493,620.00	\$370,215.00	\$123,405.00	\$0.00
Labor:	\$0.00	\$0.00	\$0.00	\$0.00
Fees:	\$0.00	\$0.00	\$0.00	\$0.00
Initial Agreement Amount:	\$493,620.00	\$370,215.00	\$123,405.00	\$0.00
***Contingency Funds:	\$24,681.00	\$18,510.75	\$6,170.25	\$0.00
Project Total:	\$518,301.00	\$388,725.75	\$129,575.25	\$0.00

**Any line-item amount in this Budget may be increased or decreased 10% or less, with the Division's approval, without an amendment to this Agreement being required, so long as the overall amount of the funds obligated under this Agreement is not increased.*

***** This project has an estimated \$24,681.00 in contingency funds.** Per FEMA Hazard Mitigation Assistance Guidance Part VI, D.3.4 – Contingency funds are not automatically available for use. Prior to their release, contingency funds must be re-budgeted to another direct cost category and identified. Post-award changes to the budget require prior written approval from the Division (FDEM). The written request should demonstrate what unforeseen conditions related to the project arose that required the use of contingency funds.

****** State Match Funds – Senate Bill 2500 SECTION 240.** *The unexpended balance of general revenue funds appropriated to the Executive Office of the Governor, Division of Emergency Management, in section 238 of chapter 2024-231, Laws of Florida, to provide the required match of local governments within fiscally constrained counties for Hazard Mitigation Assistance Program grants related to Hurricane Idalia, shall revert and is appropriated to the division for Fiscal Year 2025-2026 to provide the full amount of the required match of local governments within fiscally constrained counties or hospitals located in fiscally constrained counties that meet the definition of eligible entity under 44 CFR s. 206.221(e) for Hazard Mitigation Assistance Program grants related to the Federal Emergency Management Agency disaster declaration Hurricane Idalia (DR-4734) in calendar year 2023 or Hurricanes Debby, Helene, and Milton in calendar year 2024. Such local governments or eligible hospitals must enter into agreements with the division to have their portions of the match requirements waived. The division shall report quarterly to the chair of the Senate Committee on Appropriations, the chair of the House of Representatives Budget Committee, and the Executive Office of the Governor’s Office of Policy and Budget on the amount of match requirements waived, agreements entered, and the amount of remaining appropriated funds.*

*****The State Match provides the Non-Federal Match for HMGP and has its own state agreement (contract), up to the amount request and no more than 25% of the project total award. Any additional funds requested will be the responsibility of the Sub-Recipient, under Non-Federal (local) share.*

Project Management costs are included for this project in the amount of \$0.00.

Funding Summary Totals

Federal Share:	\$388,725.75	(75.00%)
****State Match:	\$129,575.25	(25.00%)
Non-Federal Share:	\$0.00	(0.00%)
Total Project Cost:	\$518,301.00	(100.00%)

Attachment B
Program Statutes and Regulations

The parties to this Agreement and the Hazard Mitigation Grant Program (HMGP) are generally governed by the following statutes and regulations:

- (1) The Robert T. Stafford Disaster Relief and Emergency Assistance Act;
- (2) 44 C.F.R. 7, 9, 18, 25, and 206. Reference (Title 44, up to date as of August 18, 2023, and last amended January 9, 2023.), and any other applicable FEMA policy memoranda and guidance documents;
- (3) State of Florida Administrative Plan for the Hazard Mitigation Grant Program;
- (4) The applicable Hazard Mitigation Assistance Program and Policy Guide (HMA Guide);
- (5) All applicable laws and regulations delineated in Attachment C of this Agreement.

In addition to the above statutes and regulations, the Sub-recipient must comply with the following:

The Sub-recipient shall fully perform the approved hazard mitigation project, as described in the Application and Attachment A (Budget and Scope of Work) attached to this Agreement, in accordance with approved scope of work indicated therein, the estimate of costs indicated therein, the allocation of funds indicated therein, and the terms and conditions of this Agreement. The Sub-recipient shall not deviate from the approved project and the terms and conditions of this Agreement. The Sub-recipient shall comply with any and all applicable codes and standards in performing work funded under this Agreement, and shall provide any appropriate maintenance and security for the project.

Any development permit issued by, or development activity undertaken by, the Sub-recipient and any land use permitted by or engaged in by the Sub-recipient, shall be consistent with the local comprehensive plan and land development regulations prepared and adopted pursuant to chapter 163, Part II, Florida Statutes. Funds shall be expended for, and development activities and land uses authorized for, only those uses which are permitted under the comprehensive plan and land development regulations. The Sub-recipient shall be responsible for ensuring that any development permit issued and any development activity or land use undertaken is, where applicable, also authorized by the Water Management District, the Florida Department of Environmental Protection, the Florida Department of Health, the Florida Game and Fish Commission, and any Federal, State, or local environmental or land use permitting authority, where required. The Sub-recipient agrees that any repair or construction shall be in accordance with applicable standards of safety, decency, and sanitation, and in conformity with applicable codes, specifications and standards.

The Sub-recipient will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the completed work conforms with the approved plans and specifications and will furnish progress reports and such other information to HMGP as may be required.

If the hazard mitigation project described in Attachment A includes an acquisition or relocation project, then the Sub-recipient shall ensure that, as a condition of funding under this Agreement, the owner of the affected real property shall record in the public records of the county where it is located the following covenants and restrictions, which shall run with and apply to any property acquired, accepted, or from which a structure will be removed pursuant to the project.

- (1) The property will be dedicated and maintained in perpetuity for a use that is compatible with open space, recreational, or wetlands management practices;
- (2) No new structure will be erected on property other than:
 - a. a public facility that is open on all sides and functionally related to a designed open space;
 - b. a restroom; or
- (3) A structure that the Director of the Federal Emergency Management Agency approves in writing before the commencement of the construction of the structure;
- (4) After the date of the acquisition or relocation no application for disaster assistance for any purpose will be made to any Federal entity and no disaster assistance will be provided for the property by any Federal source; and
- (5) If any of these covenants and restrictions is violated by the owner or by some third party with the knowledge of the owner, fee simple title to the Property described herein shall be conveyed to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida without further notice to the owner, its successors and assigns, and the owner, its successors and assigns shall forfeit all right, title and interest in and to the property.

HMGP Contract Manager will evaluate requests for cost overruns and submit to the regional Director written determination of cost overrun eligibility. Cost overruns shall meet Federal regulations set forth in 44 C.F.R. §206.438(b).

The National Environmental Policy Act (NEPA) stipulates that additions or amendments to a HMGP Sub-Recipient Scope of Work (SOW) shall be reviewed by all State and Federal agencies participating in the NEPA process.

As a reminder, the Sub-recipient must obtain prior approval from the State, before implementing changes to the approved project Scope of Work (SOW). Per the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments:

- (1) For Construction projects, the grantee must “obtain prior written approval for any budget revision which result in a need for additional funds” (2 C.F.R. § 200.308);
- (2) A change in the Scope of Work must be approved by FEMA in advance regardless of the budget implications; and
- (3) The Sub-recipient must notify the State as soon as significant developments become known, such as delays or adverse conditions that might raise costs or delay completion, or favorable conditions allowing lower cost or earlier completion. Any extensions of the period of performance must be submitted to FEMA ninety (90) calendar days prior to the project expiration date. Reference the applicable Hazard Mitigation Assistance Program and Policy Guide (HMA Guide) Award Extensions guidance.

The Sub-recipient assures that it will comply with the following statutes and regulations to the extent applicable:

- (1) 53 Federal Register 8034
- (2) Federal Acquisition Regulations 31.2
- (3) Section 1352, Title 31, US Code
- (4) Chapter 473, [Florida Statutes](#)
- (5) Chapter 215, [Florida Statutes](#)
- (6) Section 768.28, [Florida Statutes](#)
- (7) Chapter 119, [Florida Statutes](#)

- (8) Section 216.181(6), Florida Statutes
- (9) Cash Management Improvement Act of 1990
- (10) American with Disabilities Act
- (11) Section 112.061, Florida Statutes
- (12) Immigration and Nationality Act
- (13) Section 286.011, Florida Statutes
- (14) 2 C.F.R. Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- (15) Uniform Relocation Assistance and Real Property Acquisitions Act of 1970
- (16) Title I of the Omnibus Crime Control and Safe Streets Act of 1968
- (17) Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act
- (18) Omnibus Crime Control and Safe Streets Act of 1968, as amended
- (19) Victims of Crime Act (as appropriate)
- (20) Section 504 of the Rehabilitation Act of 1973, as amended
- (21) Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990)
- (22) Department of Justice regulations on disability discrimination, 28 C.F.R., Part 35 and Part 39
- (23) 42 U.S.C. 5154a

Attachment C

Statement of Assurances

To the extent the following provisions apply to this Agreement, the Sub-recipient certifies that:

- (a) It possesses legal authority to enter into this Agreement and to carry out the proposed program;
- (b) Its governing body has duly adopted or passed as an official act of resolution, motion or similar action authorizing the execution of the hazard mitigation agreement with the Division of Emergency Management (DEM), including all understandings and assurances contained in it, and directing and authorizing the Sub-recipient's chief administrative officer or designee to act in connection with the application and to provide such additional information as may be required;
- (c) No member of or delegate to the Congress of the United States, and no Resident Commissioner, shall receive any share or part of this Agreement or any benefit. No member, officer, or employee of the Sub-recipient or its designees or agents, no member of the governing body of the locality in which this program is situated, and no other public official of the locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year after, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds, for work to be performed in connection with the program assisted under this Agreement. The Sub-recipient shall incorporate, in all contracts or subcontracts a provision prohibiting any interest pursuant to the purpose stated above;
- (d) All Sub-recipient contracts for which the State Legislature is in any part a funding source, shall contain language to provide for termination with reasonable costs to be paid by the Sub-recipient for eligible contract work completed prior to the date the notice of suspension of funding was received by the Sub-recipient. Any cost incurred after a notice of suspension or termination is received by the Sub-recipient may not be funded with funds provided under this Agreement unless previously approved in writing by the Division. All Sub-recipient contracts shall contain provisions for termination for cause or convenience and shall provide for the method of payment in such event;
- (e) It will comply with:
 - (1) Contract Work Hours and Safety Standards Act of 1962, 40 U.S.C. 327 et seq., requiring that mechanics and laborers (including watchmen and guards) employed on federally assisted contracts be paid wages of not less than one and one-half times their basic wage rates for all hours worked in excess of forty hours in a work week; and
 - (2) Federal Fair Labor Standards Act, 29 U.S.C. Section 201 et seq., requiring that covered employees be paid at least minimum prescribed wage, and also that they be paid one and one-half times their basic wage rates for all hours worked in excess of the prescribed work-week.
- (f) It will comply with
 - (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), and the regulations issued pursuant thereto, which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Sub-recipient received Federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Sub-

recipient, this assurance shall obligate the Sub-recipient, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits;

- (2) Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107) which prohibits discrimination on the basis of age or with respect to otherwise qualified handicapped individuals as provided in Section 504 of the Rehabilitation Act of 1973;
- (g) It will establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties pursuant to section 112.313 and section 112.3135, Florida Statutes;
- (h) It will comply with the Anti-Kickback Act of 1986, 41 U.S.C. Chapter 87 which outlaws and prescribes penalties for "kickbacks" of wages in federally financed or assisted construction activities;
- (i) It will comply with the provisions of 5 U.S.C. 7323 (further known as the Hatch Act) which limits the political activities of employees;
- (j) It will comply with the flood insurance purchase and other requirements of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 50, including requirements regarding the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance;

For sites located within Special Flood Hazard Areas (SFHA), the Sub-recipient must include a FEMA Model Acknowledgement of Conditions of Mitigation of Property in a Special Flood Hazard Area with FEMA Grant Funds executed by the title holder with the closeout request verifying that certain SFHA requirements were satisfied on each of the properties. The Model Acknowledgement can be found at www.fema.gov/government/grant/sfha_conditions.shtm

- (k) It will require every building or facility (other than a privately owned residential structure) designed, constructed, or altered with funds provided under this Agreement to comply with the "Uniform Federal Accessibility Standards," (AS) which is Appendix A to 41 C.F.R. Section 101-19.6 for general type buildings and Appendix A to 24 C.F.R., Part 40 for residential structures. The Sub-recipient will be responsible for conducting inspections to ensure compliance with these specifications by the contractor;
- (l) It will, in connection with its performance of environmental assessments under the National Environmental Policy Act of 1969, comply with Section 106 of the National Historic Preservation Act of 1966 (54 U.S.C.), Executive Order 11593, 36 C.F.R., Part 800, and the Preservation of Archaeological and Historical Data Act of 1966 (54 U.S.C. 3125) by:
 - (1) Consulting with the State Historic Preservation Office to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 C.F.R., Section 800.8) by the proposed activity; and
 - (2) Complying with all requirements established by the State to avoid or mitigate adverse effects upon such properties.

- (3) Abiding by the terms and conditions of the “**Programmatic Agreement Among the Federal Emergency Management Agency, the Florida State Historic Preservation Office, the Florida Division of Emergency Management and the Advisory Council on Historic Preservation, (PA)**” which addresses roles and responsibilities of Federal and State entities in implementing Section 106 of the National Historic Preservation Act (NHPA), 54 U.S.C., and implementing regulations in 36 C.F.R., Part 800.
- (4) When any of the Sub-recipient’s projects funded under this Agreement may affect a historic property, as defined in 36 C.F.R., Part 800.16 (l)(1), the Federal Emergency Management Agency (FEMA) may require the Sub-recipient to review the eligible scope of work in consultation with the State Historic Preservation Office (SHPO) and suggest methods of repair or construction that will conform with the recommended approaches set out in the **Secretary of Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings 1992 (Standards)**, the **Secretary of the Interior’s Guidelines for Archeological Documentation (Guidelines)** (48 Federal Register 44734-37), or any other applicable Secretary of Interior standards. If FEMA determines that the eligible scope of work will not conform with the **Standards**, the Sub-recipient agrees to participate in consultations to develop, and after execution by all parties, to abide by, a written agreement that establishes mitigation and recondition measures, including but not limited to, impacts to archeological sites, and the salvage, storage, and reuse of any significant architectural features that may otherwise be demolished.
- (5) The Sub-recipient agrees to notify FEMA and the Division if any project funded under this Agreement will involve ground disturbing activities, including, but not limited to: subsurface disturbance; removal of trees; excavation of footings and foundations, and installation of utilities (such as water, sewer, storm drains, electrical, gas, leach lines and septic tanks) except where these activities are restricted solely to areas previously disturbed by the installation, replacement or maintenance of such utilities. FEMA will request the SHPO’s opinion on the potential that archeological properties may be present and be affected by such activities. The SHPO will advise the Sub-recipient on any feasible steps to be accomplished to avoid any National Register eligible archeological property or will make recommendations for the development of a treatment plan for the recovery or archeological data from the property.
- If the Sub-recipient is unable to avoid the archeological property, develop, in consultation with SHPO, a treatment plan consistent with the **Guidelines** and take into account the Advisory Council on Historic Preservation (Council) publication “Treatment of Archeological Properties”. The Sub-recipient shall forward information regarding the treatment plan to FEMA, the SHPO and the Council for review. If the SHPO and the Council do not object within fifteen (15) calendar days of receipt of the treatment plan, FEMA may direct the Sub-recipient to implement the treatment plan. If either the Council or the SHPO object, Sub-recipient shall not proceed with the project until the objection is resolved.
- (6) The Sub-recipient shall notify the Division and FEMA as soon as practicable: (a) of any changes in the approved scope of work for a National Register eligible or listed property; (b) of all changes to a project that may result in a supplemental DSR or modify a HMGP project for a National Register eligible or listed property; (c) if it appears that a project funded under this Agreement will affect a previously unidentified property that may be eligible for inclusion in the National Register or affect a known historic property in an unanticipated manner. The Sub-recipient acknowledges that FEMA may require the Sub-recipient to stop construction in the vicinity of the discovery of a previously unidentified property that may eligible for inclusion in the National Register or upon learning that construction may affect a known historic property in an unanticipated manner. The Sub-recipient further acknowledges that FEMA may require the Sub-recipient to take all reasonable measures to avoid or minimize harm to such property until FEMA concludes

consultation with the SHPO. The Sub-recipient also acknowledges that FEMA will require, and the Sub-recipient shall comply with, modifications to the project scope of work necessary to implement recommendations to address the project and the property.

- (7) The Sub-recipient acknowledges that, unless FEMA specifically stipulates otherwise, it shall not receive funding for projects when, with intent to avoid the requirements of the PA or the NHPA, the Sub-recipient intentionally and significantly adversely affects a historic property, or having the legal power to prevent it, allowed such significant adverse effect to occur.
- (m) It will comply with applicable provisions of the following laws and policies prohibiting discrimination:
- (1) Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination based on race, color, or national origin (including limited English proficiency).
 - (2) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination based on disability.
 - (3) Title IX of the Education Amendments Act of 1972, as amended, which prohibits discrimination based on sex in education programs or activities.
 - (4) Age Discrimination Act of 1975, which prohibits discrimination based on age.
 - (5) U.S. Department of Homeland Security regulation 6 C.F.R. Part 19, which prohibits discrimination based on religion in social service programs.
- (n) It will comply with Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex;
- (o) It will comply with the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, (42 U.S.C. 4541-45-94) relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
- (p) It will comply with 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
- (q) It will comply with Lead-Based Paint Poison Prevention Act (42 U.S.C. 4821 et seq.) which prohibits the use of lead based paint in construction of rehabilitation or residential structures;
- (r) It will comply with the Energy Policy and Conservation Act (P.L. 94-163; 42 U.S.C. 6201-6422), and the provisions of the State Energy Conservation Plan adopted pursuant thereto;
- (s) It will comply with the Laboratory Animal Welfare Act of 1966, (7 U.S.C. 2131-2159), pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by an award of assistance under this Agreement;
- (t) It will comply with Title VIII of the Civil Rights Act of 1968, (42 U.S.C 2000c and 42 U.S.C. 3601-3619), as amended, relating to non-discrimination in the sale, rental, or financing of housing, and Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color or national origin;
- (u) It will comply with the Clean Air Act of 1955, as amended, 42 U.S.C. 7401-7675;
- (v) It will comply with the Clean Water Act of 1977, as amended, 33 U.S.C. 1251-1388
- (w) It will comply with the endangered Species Act of 1973, 16 U.S.C. 1531-1544;

- (x) It will comply with the Intergovernmental Personnel Act of 1970, 42 U.S.C. 4701-4772;
- (y) It will assist the awarding agency in assuring compliance with the National Historic Preservation Act of 1966, as amended, 54 U.S.C.;
- (z) It will comply with environmental standards which may be prescribed pursuant to the National Environmental Policy Act of 1969, 42 U.S.C. 4321-4347;
- (aa) It will assist the awarding agency in assuring compliance with the Preservation of Archeological and Historical Preservation Act of 1966, 16 U.S.C. 54 U.S.C. 3125
- (bb) It will comply with the Rehabilitation Act of 1973, Section 504, 29 U.S.C. 794, regarding non-discrimination;
- (cc) It will comply with the environmental standards which may be prescribed pursuant to the Safe Drinking Water Act of 1974, 42 U.S.C. 300f-300j-27, regarding the protection of underground water sources;
- (dd) It will comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Property Acquisition Policies Act of 1970, 42 U.S.C. 4621-4638, which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs;
- (ee) It will comply with the Wild and Scenic Rivers Act of 1968, 16 U.S.C. 1271-1287, related to protecting components or potential components of the national wild and scenic rivers system;
- (ff) It will comply with the following Executive Orders: EO 11514 (NEPA); EO 11738 (violating facilities); EO 11988 (Floodplain Management); and EO 11990 (Wetlands).
- (gg) It will comply with the Coastal Barrier Resources Act of 1977, 16 U.S.C. 3501-3510;
- (hh) It will assure project consistency with the approved State program developed under the Coastal Zone Management Act of 1972, 16 U.S.C. 1451-14674; and
- (ii) It will comply with the Fish and Wildlife Coordination Act of 1958, 16 U.S.C. 661-668.
- (jj) With respect to demolition activities, it will:
 - (1) Create and make available documentation sufficient to demonstrate that the Sub-recipient and its demolition contractor have sufficient manpower and equipment to comply with the obligations as outlined in this Agreement.
 - (2) Return the property to its natural state as though no improvements had ever been contained thereon.
 - (3) Furnish documentation of all qualified personnel, licenses and all equipment necessary to inspect buildings located in the Sub-recipient's jurisdiction to detect the presence of asbestos and lead in accordance with requirements of the U.S. Environmental Protection Agency, the Florida Department of Environmental Protection and the County Health Department.
 - (4) Provide documentation of the inspection results for each structure to indicate:
 - a. Safety Hazard Present
 - b. Health Hazards Present

c. Hazardous Materials Present

- (5) Provide supervision over contractors or employees employed by the Sub-recipient to remove asbestos and lead from demolished or otherwise applicable structures.
- (6) Leave the demolished site clean, level and free of debris.
- (7) Notify the Division promptly of any unusual existing condition which hampers the contractor's work.
- (8) Obtain all required permits.
- (9) Provide addresses and marked maps for each site where water wells and septic tanks are to be closed along with the number of wells and septic tanks located on each site. Provide documentation of closures.
- (10) Comply with mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).
- (11) Comply with all applicable standards, orders, or requirements issued under Section 112 and 306 of the Clean Air Act (42 U.S.C. 1857), Section 508 of the Clean Water Act (33 U.S.C. 1251-1388), Executive Order 11738, and the U.S. Environmental Protection Agency regulations (40 C.F.R., Part 15 and 61). This clause shall be added to any subcontracts.
- (12) Provide documentation of public notices for demolition activities.

Attachment D

**REQUEST FOR ADVANCE OR REIMBURSEMENT
OF HAZARD MITIGATION ASSISTANCE PROGRAM FUNDS**

SUB-RECIPIENT: Jefferson County

REMIT ADDRESS: 1 Courthouse Circle

CITY: Monticello STATE: Florida ZIP CODE: 32344

PROJECT TYPE: Generator PROJECT #: 4734-089-R

PROGRAM: Hazard Mitigation Grant Program CONTRACT #: H1327

BUDGET: _____ FEDERAL SHARE: _____ LOCAL: _____

ADVANCED RECEIVED: _____ N/A _____ AMOUNT: _____ SETTLED? _____

Invoice Period: _____ through _____ Payment No: _____

Total of Previous Payments to Date: _____ (Federal)
 Total of Previous SRMC to Date: _____ (SRMC Federal)
 Total Federal to Date: _____ (Total Federal Paid)

Eligible Amount 100% (Current Request)	Obligated Federal Amount 75%	Obligated Local Non-Federal 25%	Division Use Only	
			Approved	Comments

TOTAL CURRENT REQUEST: \$ _____

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.

SUB-RECIPIENT SIGNATURE: _____

NAME: _____ TITLE: _____ DATE: _____

TO BE COMPLETED BY THE DIVISION	
APPROVED PROJECT TOTAL \$ _____	
APPROVED SRMC TOTAL: \$ _____	_____ DIVISION DIRECTOR
APPROVED FOR PAYMENT \$ _____	_____ DATE

**Attachment D (cont.)
SUMMARY OF DOCUMENTATION IN SUPPORT OF AMOUNT
CLAIMED FOR ELIGIBLE DISASTER WORK UNDER THE
HAZARD MITIGATION ASSISTANCE PROGRAM**

SUB-RECIPIENT: Jefferson County PAYMENT #: _____
 PROJECT TYPE: Generator PROJECT #: 4734-089-R
 PROGRAM: Hazard Mitigation Grant Program CONTRACT #: H1327

	REF NO ²	DATE ³	DOCUMENTATION ⁴	(Check) AMOUNT	ELIGIBLE COSTS (100%)
1					
2					
3					
4					
5					
6					
7					
8					
<i>This payment represents</i> <i>% completion of the project.</i>				TOTAL	

² Recipient's internal reference number (e.g., Invoice, Receipt, Warrant, Voucher, Claim Check, or Schedule #)

³ Date of delivery of articles, completion of work or performance services. (per document)

⁴ List Documentation (Recipient's payroll, material out of recipient's stock, recipient owned equipment and name of vendor or contractor) by category (Materials, Labor, Fees) and line item in the approved project line item budget. Provide a brief description of the articles or services. List service dates per each invoice.

**Attachment E
JUSTIFICATION OF ADVANCE PAYMENT**

SUB-RECIPIENT: JEFFERSON COUNTY

If you are requesting an advance, indicate same by checking the box below.

<p><input type="checkbox"/> ADVANCE REQUESTED</p> <p>Advance payment of \$ _____ is requested. Balance of payments will be made on a reimbursement basis. These funds are needed to pay staff, award benefits to clients, duplicate forms and purchase start-up supplies and equipment. We would not be able to operate the program without this advance.</p>
--

If you are requesting an advance, complete the following chart and line item justification below.
PLEASE NOTE: Calculate your estimated expenses at 100% of your expected needs for ninety (90) days. Submit Attachment D with the cost share breakdown along with Attachment E and all supporting documentation.

ESTIMATED EXPENSES

BUDGET CATEGORY/LINE ITEMS (list applicable line items)	20__-20__ Anticipated Expenditures for First Three Months of Contract
<u>For example</u> ADMINISTRATIVE COSTS (Include Secondary Administration.)	
<u>For example</u> PROGRAM EXPENSES	
TOTAL EXPENSES	

LINE ITEM JUSTIFICATION (For each line item, provide a detailed justification explaining the need for the cash advance. The justification must include supporting documentation that clearly shows the advance will be expended within the first ninety (90) days of the contract term. Support documentation should include quotes for purchases, delivery timelines, salary and expense projections, etc. to provide the Division reasonable and necessary support that the advance will be expended within the first ninety (90) days of the contract term. Any advance funds not expended within the first ninety (90) days of the contract term as evidenced by copies of invoices and cancelled checks as required by the Budget and Scope of work showing 100% of expenditures for the 90 day period shall be returned to the Division Cashier, 2489 Shumard Oak Boulevard, Tallahassee, Florida 32399, within thirty (30) days of receipt, along with any interest earned on the advance.

**Attachment F
QUARTERLY REPORT FORM**

Instructions: Complete and submit this form to State Project Manager within 15-days after each quarter:

SUB-RECIPIENT: Jefferson County PROJECT #: 4734-089-R
 PROJECT TYPE: Generator CONTRACT #: H1327
 PROGRAM: Hazard Mitigation Grant Program QUARTER ENDING: _____

Advance Payment Information:

Advance Received N/A Amount: \$ _____ Advance Settled? Yes No

Financial Amount to Date:

Sub-Recipient Total Project Expenditures to date (federal & local): \$ _____

Target Dates (State Agreement):

Contract Execution Date: _____ Contract Expiration Date: _____
 Date Deliverables Submitted: _____ Closeout Requested Date: _____

Describe **Milestones** achieved during this quarter:

Project Proceeding on **Schedule**? Yes No (If No, Describe under **Issues** below)

Percentage of Milestones completed to Date: _____%

Describe Activities - Milestones completed this quarter only:

Schedule of the Milestones-Activities:

<u>Milestone</u>	<u>Dates</u> (estimated)
<u>State Contracting</u>	
<u>Closeout Compliance</u>	
<i>Estimated Project Completion Date:</i>	

Issues or circumstances affecting completion date, milestones, scope of work, and/or cost:

Cost Status: Cost Unchanged Under Budget Over Budget

Cost / Financial Comments:

NOTE: Events may occur between quarterly reports, which have significant impact upon your project(s), such as anticipated overruns, changes in scope of work, extensions. Contact the Division as soon as these conditions are known, otherwise you could be non-compliant with your sub-grant award.

Sub-Recipient Contract Representative (POC): _____

Signature: _____ Phone: _____

~ To be completed by Florida Division of Emergency Management Project Manager ~

Project Manager Statement: No Action Required, OR

Action Required: _____

PM Percentage of Activates competed per PM Review QR Milestones Spreadsheet: _____%

Date Reviewed: _____ Reviewer: _____ Project Manager

Attachment G
Warranties and Representations

Financial Management

The Sub-Recipient's financial management system must comply with 2 C.F.R. §200.302.

Procurements

Any procurement undertaken with funds authorized by this Agreement must comply with the requirements of 2 C.F.R. §200, Part D—Post Federal Award Requirements—Procurement Standards (2 C.F.R. §§200.317 through 200.327).

Business Hours

The Sub-Recipient shall have its offices open for business, with the entrance door open to the public, and at least one employee on site, from: **8:00 AM - 5:00 PM, Monday Thru Friday, as applicable.**

Licensing and Permitting

All subcontractors or employees hired by the Sub-Recipient shall have all current licenses and permits required for all of the particular work for which they are hired by the Sub-Recipient.

Attachment H

**Certification Regarding
Debarment, Suspension, Ineligibility
And Voluntary Exclusion**

Subcontractor Covered Transactions 1 Courthouse Cir. Room 10

The prospective subcontractor, _____, of the Sub-Recipient certifies, by submission of this document, that neither it, its principals, nor affiliates are presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or disqualified from participation in this transaction by any Federal department or agency.

SUBCONTRACTOR

By: _____
Signature

Name and Title

Street Address

City, State, Zip

Date

Jefferson County
Sub-Recipient's Name

H1327
DEM Contract Number

4734-089-R
FEMA Project Number

Attachment I
Federal Funding Accountability and Transparency Act
Instructions and Worksheet

PURPOSE: The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006. The intent of this legislation is to empower every American with the ability to hold the government accountable for each spending decision. The FFATA legislation requires information on federal awards (federal assistance and expenditures) be made available to the public via a single, searchable website, which is <http://www.usaspending.gov/>.

The FFATA Sub-award Reporting System (FSRS) is the reporting tool the Florida Division of Emergency Management (“FDEM” or “Division”) must use to capture and report sub-award and executive compensation data regarding first-tier sub-awards that obligate \$25,000 or more in Federal funds (excluding Recovery funds as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5).

Note: This “Instructions and Worksheet” is meant to explain the requirements of the FFATA and give clarity to the FFATA Form distributed to sub-awardees for completion. All pertinent information below should be filled out, signed, and returned to the project manager.

ORGANIZATION AND PROJECT INFORMATION

The following information must be provided to the FDEM prior to the FDEM’s issuance of a sub-award (Agreement) that obligates \$25,000 or more in federal funds as described above. Please provide the following information and return the signed form to the Division as requested.

PROJECT #: 4734-089-R
FUNDING AGENCY: Federal Emergency Management Agency
AWARD AMOUNT: \$ 370,215.00
OBLIGATION/ACTION DATE: March 09, 2026
SUBAWARD DATE (if applicable): _____

UEID/SAM#: NMBJJVXNEHS6

*If your company or organization does not have a UEID/SAM number, you will need to obtain one from <https://sam.gov/content/entity-registration>The process to request a UEID/SAM number takes about ten minutes and is free of charge.

BUSINESS NAME: Jefferson County Board of County Commissioners

DBA NAME (IF APPLICABLE): _____

PRINCIPAL PLACE OF BUSINESS ADDRESS: _____

ADDRESS LINE 1: 1 Courthouse Cir. Room 10

ADDRESS LINE 2: _____

ADDRESS LINE 3: _____

CITY Monticello STATE Florida ZIP CODE+4** 32344

PARENT COMPANY UEID/SAM# (if applicable): NGKVCUU7LC61

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA#): _____

DESCRIPTION OF PROJECT (Up to 4000 Characters)

As a Hazard Mitigation Grant Program (HMGP) project, the Sub-Recipient shall provide backup power to the County Jail and Sheriff's Office facility, located at 171 Industrial Park, Monticello, Florida 32344.

The HMGP project shall provide protection by installing a 300 kW permanent diesel generator, or the adequate size determined by the vendor and/or an electrical engineer during the bid process to appropriately support this critical facility. The fuel for the generator shall be stored in a 2400-gallons subbase tank. The proposal also includes the construction of a new concrete slab, the installation of an automatic transfer switch (ATS), and associated electrical work. This critical facility houses the Jefferson County Jail, the Sheriff's Office and the 911 Dispatch Center. The facility currently relies on an undersized 150 kW generator installed in 1999, which has exceeded its expected lifespan and leaves this critical site vulnerable to power outages capable of disrupting emergency response, compromising inmate security, and hindering critical communications. The proposed project shall allow Jefferson County to provide a reliable backup power source and maintain continuity of operations at this critical facility during a power loss event.

The generator(s) shall be protected against a 500-year flood event by implementing specific activities or by locating the generator(s) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards. The selected site shall provide sufficient space to maintain and fuel the generator(s) and shall comply with the National Electrical Code working clearance requirements. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

The automatic transfer switch(es) and electrical components shall be protected against a 500-year (0.2% annual chance) flood event by implementing specific activities or by locating the automatic transfer switch(es) outside the Special Flood Hazard Area (SFHA), comply with applicable National Flood Insurance Program (NFIP) requirements and shall be protected against wind with a rated enclosure and appropriate anchoring based on its location requirements per ASCE 7 standards effective at the time of permitting. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

Project Location:

ID#	Location	kW	Coordinates
-----	----------	----	-------------

1)	171 Industrial Park, Monticello, Florida 32344	300	(30.502919, -83.881177)
----	---	-----	-------------------------

Verify the approved project description above, if there is any discrepancy, please contact the project manager.

PRINCIPAL PLACE OF PROJECT PERFORMANCE (IF DIFFERENT THAN PRINCIPAL PLACE OF BUSINESS):

ADDRESS LINE 1: _____
 ADDRESS LINE 2: _____
 ADDRESS LINE 3: _____
 CITY _____ STATE _____ ZIP CODE+4** _____

CONGRESSIONAL DISTRICT FOR PRINCIPAL PLACE OF PROJECT PERFORMANCE:

**Providing the Zip+4 ensures that the correct Congressional District is reported.

EXECUTIVE COMPENSATION INFORMATION:

1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive (a) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance (e.g. loans, grants, subgrants, and/or cooperative agreements, etc.) subject to the Transparency Act, as defined at 2 C.F.R. 170.320; , (b) \$25,000,000 or more in annual gross revenues from U.S. Federal procurement contracts (and subcontracts) and Federal financial assistance (e.g. loans, grants, subgrants, and/or cooperative agreements, etc.) subject to the Transparency Act?
 Yes No

If the answer to Question 1 is "Yes," continue to Question 2. If the answer to Question 1 is "No", move to the signature block below to complete the certification and submittal process.

2. Does the public have access to information about the compensation of the executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) Section 6104 of the Internal Revenue Code of 1986?
 Yes No

If the answer to Question 2 is "Yes," move to the signature block below to complete the certification and submittal process. [Note: Securities Exchange Commission information should be accessible at <http://www.sec.gov/answers/excomp.htm>. Requests for Internal Revenue Service (IRS) information should be directed to the local IRS for further assistance.]

If the answer to Question 2 is "No" FFATA reporting is required. Provide the information required in the "TOTAL COMPENSATION CHART FOR MOST RECENTLY COMPLETED FISCAL YEAR" appearing below to report the "Total Compensation" for the five (5) most highly compensated "Executives", in rank order, in your organization. For purposes of this request, the following terms apply as defined in 2 C.F.R. Ch. 1 Part 170 Appendix A:

"Executive" is defined as "officers, managing partners, or other employees in management positions".

"Total Compensation" is defined as the cash and noncash dollar value earned by the executive during the most recently completed fiscal year and includes the following:

- i. Salary and bonus.
- ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
- iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
- iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
- v. Above-market earnings on deferred compensation which is not tax-qualified.
- vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

TOTAL COMPENSATION CHART FOR MOST RECENTLY COMPLETED FISCAL YEAR

(Date of Fiscal Year Completion _____)

Rank (Highest to Lowest)	Name (Last, First, MI)	Title	Total Compensation for Most Recently Completed Fiscal Year
1			
2			
3			
4			
5			

THE UNDERSIGNED CERTIFIES THAT ON THE DATE WRITTEN BELOW, THE INFORMATION PROVIDED HEREIN IS ACCURATE.

SIGNATURE: _____

NAME AND TITLE: Ben White, Chair, Jefferson County BOCC

DATE: May 7, 2026

Attachment J
Mandatory Contract Provisions

Provisions:

Any contract or subcontract funded by this Agreement must contain the applicable provisions outlined in Appendix II to 2 C.F.R. Part 200. It is the responsibility of the sub-recipient to include the required provisions. The following is a list of sample provisions from Appendix II to 2 C.F.R. Part 200 that may be required:¹

**Appendix II to Part 200—Contract Provisions for Non-Federal Entity
Contracts Under Federal Awards**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 C.F.R. Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. Part 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be 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. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 C.F.R. Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or Sub-recipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or

¹ For example, the Davis-Bacon Act is not applicable to other FEMA grant and cooperative agreement programs, including the Public Assistance Program or Hazard Mitigation Grant Program; however, sub-recipient may include the provision in its subcontracts.

repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be 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.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2 (a) and the recipient or Sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or Sub-recipient must comply with the requirements of 37 C.F.R. Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree 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).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 C.F.R. 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (3 C.F.R. Part 1986 Comp., p. 189) and 12689 (3 C.F.R. Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM 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.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more 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.

(J) See 2 C.F.R. § 200.323 Procurement of recovered materials.

(K) See 2 C.F.R. §200.216 Prohibition on certain telecommunication and video surveillance services or equipment.

(L) See 2 C.F.R. §200.322 Domestic preferences for procurements

(Appendix II to Part 200, Revised Eff. 11/12/2020).

FEMA created the 2019 PDAT Contract Provisions Template to assist non-Federal entities. It is *available* at https://www.fema.gov/media-library-data/1569959119092-92358d63e00d17639d5db4de015184c9/PDAT_ContractProvisionsTemplate_9-30-19.pdf.

Please note that the sub-recipient alone is responsible for ensuring that all language included in its contracts meets the requirements of 2 C.F.R. § 200.327 and 2 C.F.R. Part 200, Appendix II.

Attachment K

Certification Regarding Lobbying

Check the appropriate box:

- This Certification Regarding Lobbying is required because the Contract, Grant, Loan, or Cooperative Agreement will exceed \$100,000 pursuant to 2 C.F.R. Part 200, Appendix II(I); 31 U.S.C. § 1352; and 44 C.F.R. Part 18.
- This Certification is not required because the Contract, Grant, Loan, or Cooperative Agreement will be less than \$100,000.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Sub-Recipient or subcontractor, Jefferson County BOCC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature of Sub-Recipient/subcontractor's Authorized Official

Ben White, Chair, Jefferson County BOCC
Name and Title of Sub-Recipient/subcontractor's Authorized Official

May 7, 2026
Date

Attachment L

Florida Accountability Contract Tracking System (FACTS) Requirements for Non-profit Organizations Under Section 216.1366, Florida Statutes Instructions and Worksheet

CONTRACT DOCUMENTATION REQUIREMENTS

Section 216.1366, F.S., amended in 2023, establishes new documentation requirements for any contract for services executed, amended, or extended on or after July 1, 2023, with non-profit organizations as defined in s. 215.97 (2)(m), F.S. The contract must require the contractor to provide documentation that indicates the amount of state funds:

- Allocated to be used during the full term of the contract for remuneration to any member of the board of directors or an officer of the contractor.
- Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the contractor. The documentation must indicate the amounts and recipients of the remuneration.

Such information must be included in the contract tracking system maintained pursuant to s. 215.985 F.S. and must be posted on the contractor's website if the contractor maintains a website.

- As used in this subsection, the term:
 - o "Officer" means a Chief Executive Officer (CEO), Chief Financial Officer (CFO), Chief Operating Officer (COO), or any other position performing an equivalent function.
 - o "Remuneration" means all compensation earned by or awarded to personnel, whether paid or accrued, regardless of contingency, including bonuses, accrued paid time off, severance payments, incentive payments, contributions to a retirement plan, or in-kind payments, reimbursements, or allowances for moving expenses, vehicles and other transportation, telephone services, medical services, housing, and meals.
 - o "State funds" means funds paid from the General Revenue Fund or any state trust fund, funds allocated by the Federal Government and distributed by the state, or funds appropriated by the state for distribution through any grant program. The term does not include funds used for the state Medicaid program.

Note: This "Instructions and Worksheet" is meant to explain the requirements of the Section 216.1366, F.S., amended in 2023, and give clarity to the attached form distributed to recipients and sub-recipients for completion. All pertinent information below should be filled out, signed, and returned to the project manager.

NON-PROFIT ORGANIZATION REMUNERATION INFORMATION

1. Is your business or organization a non-profit organization as defined in s. 215.97 (2)(m), F.S.?
Yes No

If the answer to Question 1 is "Yes," continue to Question 2. If the answer to Question 1 is "No", move to the signature block below to complete the certification and submittal process.

2. Will state funds be used as remuneration to any member of the board of directors or an officer in your business or organization?
Yes No

If the answer to Question 2 is "Yes," provide the information required in the "Total Compensation Paid to Non-Profit Personnel Using State Funds" form below. A separate form should be completed for each member of the board of directors or officer being compensated using state funds. If the answer to Question 2 is "No", move to the signature block below to complete the certification and submittal process.

Total Compensation Paid to Non-Profit Personnel Using State Funds

Name:		
Title:		
Agency Agreement/Contract #		
Total Contract Amount		
Contract Term:		
Line Item Budget Category	Total Amount Paid	Amount Paid from State Funds
Salaries		
Fringe Benefits		
Bonuses		
Accrued Paid Time Off		
Severance Payments		
Retirement Contributions		
In-Kind Payments		
Incentive Payments		
Reimbursements/Allowances		
Moving Expenses		
Transportation Costs		
Telephone Services		
Medical Services Costs		
Housing Costs		
Meals		
CERTIFICATION: I certify that the amounts listed above are true and accurate and in accordance with the approved budget.		
Name:	Ben White, Chair, Jefferson County BOCC	
Signature:		
Title:	Chair, Jefferson County BOCC	
Date:	May 7, 2026	

ATTACHMENT M

**FOREIGN COUNTRY OF CONCERN AFFIDAVIT –
PERSONAL IDENTIFYING INFORMATION CONTRACT**

Section 287.138, Florida Statutes, prohibits a Florida “Governmental entity”² from entering into or extending contracts with any other entity whereby such a contract, or extension thereof, could grant the other entity access to an individual’s personal identifying information if that entity is associated with a “Foreign Country of Concern.”³ Specifically, section 287.138(2), Florida Statutes, prohibits such contracts with any entity that is owned by the government of a Foreign Country of Concern, any entity in which the government of a Foreign Country of Concern has a “controlling interest,”⁴ and any entity organized under the laws of or which has its principal place of business in a Foreign Country of Concern.

As the person authorized to sign on behalf of Respondent, I hereby attest that the company identified above in the section entitled “Respondent Vendor Name” is not an entity owned by the government of a Foreign Country of Concern, no government of a Foreign Country of Concern has a controlling interest in the entity, and the entity has not been organized under the laws of or has its principal place of business in a Foreign Country of Concern.

I understand that pursuant to section 287.138, Florida Statutes, I am submitting this affidavit under penalty of perjury.

Respondent Vendor Name: _____
Vendor FEIN: _____
Vendor’s Authorized Representative Name and Title: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone Number: _____
Email Address: _____
Certified By: _____ AUTHORIZED SIGNATURE
Print Name and Title: _____
Date: _____

² As defined in Section 287.138 (1)(d), Florida Statutes.

³ As defined in Section 287.138 (1)(c), Florida Statutes.

⁴ As defined in Section 287.138 (1)(a), Florida Statutes.

Board of County Commissioners

Agenda Request

Date of Meeting: May 7, 2026
Date Submitted: May 1, 2026
To: Honorable Chairman and Members of the Board
From: County Manager's Office
Subject: Continuing Attorney Services RFP submissions

Jefferson County maintains agreements with outside legal counsel to provide continuing attorney services on an as-needed basis in specialized areas of law, including but not limited to litigation, land use, labor and employment, and regulatory matters. As part of ongoing oversight, the Board of County Commissioners will receive presentations from selected firms who responded to RFP 2026-04.

These presentations will highlight each firm's qualifications, areas of legal expertise, relevant experience representing governmental entities, and history of service to the County. This review process supports transparency and allows the Board to assess the firms' capacity to meet current and future legal needs.

Board of County Commissioners

Agenda Request

Date of Meeting: May 7, 2026
Date Submitted: May 1, 2026
To: Honorable Chairman and Members of the Board
From: County Manager's Office
Subject: Continuing Engineering Services RFQ submissions

Jefferson County has established contracts with multiple continuing engineering consultants to provide professional services on an as-needed basis for various infrastructure and capital improvement projects. As part of ongoing oversight and coordination, the Board of County Commissioners will receive presentations from consultants who responded to RFQ 2026-05.

These presentations will provide an overview of each firm's qualifications, current and past project experience with the County, areas of expertise, and capacity to support upcoming initiatives. This process ensures transparency, promotes alignment with County priorities, and allows the Board to evaluate the effectiveness and readiness of contracted firms.

Board of County Commissioners

Agenda Request

Date of Meeting: May 7th, 2026

Date Submitted: May 1st, 2026

To: Honorable Chairman and Members of the Board

From: Interim Manager, Ron Russo

Subject: Award of ITB 2026-02 – HMGP Grant Project: Department of Health Hurricane Window Retrofit

SUBJECT:

Request approval to award ITB 2026-02, Department of Health Hurricane Window Retrofit (HMGP Project), to Gulf Breeze Windows & Blinds.

BACKGROUND:

Jefferson County issued Invitation to Bid No. 2026-02 on March 19, 2026, seeking qualified vendors to perform the Department of Health Wind Retrofit Project. The project is funded through the Hazard Mitigation Grant Program (HMGP) and is intended to provide hurricane-rated, impact-resistant protection for all exterior openings at the Jefferson County Department of Health, located at 1255 West Washington, Monticello, Florida 32344.

The building is the County's primary public health and emergency services facility. Loss of facility function during a wind event would delay emergency care and increase operational costs, making the retrofit necessary to maintain continuity of operations.

The scope of work includes installing impact-rated systems in compliance with:

- FEMA P-804 Wind Retrofit Manual
- ASCE-7 design wind criteria for Risk Category IV structures
- Florida Building Code wind and impact requirements

Bids were due April 20, 2026, at 3:00 p.m. EST per the ITB Schedule of Events. The County received two responsive bids:

1. Gulf Breeze Windows & Blinds – \$116,828.00
2. TSpark Enterprises LLC – \$174,000.00

In accordance with Section 8.0 of the ITB, award is to be made to the lowest responsive and responsible bidder.

ANALYSIS:

Gulf Breeze Windows & Blinds submitted the lowest bid and met all material requirements of the ITB, including qualifications, responsiveness, and ability to comply with required installation standards. The bid is consistent with the scope outlined in Section 3.0 of the ITB, and the vendor is qualified to complete the retrofit in compliance with FEMA, ASCE-7, and Florida Building Code requirements. The board will be required to come out of pocket approximately \$2,745.60 for this project.

No irregularities were found, and no bid protests were filed within the period allowed under Section 9.3 (Procurement Challenges).

RECOMMENDATION:

Approve award of ITB 2026-02 to Gulf Breeze Windows & Blinds in the amount of \$116,828.00 and authorize the County Manager to execute the contract and issue a Notice to Proceed upon receipt of all required insurance and bonding documents, per Sections 8.0 and 9.6 of the ITB.

OPTIONS:

1. Approve the contract with Gulf Breeze Windows & Blinds
2. Do not approve the contract.
3. Board direction.

Board of County Commissioners

Agenda Request

Date of Meeting: May 7, 2026
Date Submitted: May 1, 2026
To: Honorable Chairman and Members of the Board
From: County Manager's Office
Subject: Small Non-Profit Grants Applicants Summary

Statement of Issue:

This agenda item provides to the board a summary of the 13 grant applications for review.

The Small Non-Profit Grants awarded by the County aim to support programing, services, and initiatives carried out by Jefferson non-profit organizations in service to county residents.

The first 6 applicants submitted complete application packages on time and are listed in order of submission. The remaining 7 did not submit complete applications.

Organization	Request Amount	Services Provided
United Force of Jefferson County, Inc.	\$2,000	Provides aid to low-income families through educational workshops, counseling, mentorship, support groups, and parental resources. Funds for supplies for workshops, materials for mentorship and enrichment programs, and resources to support family engagement efforts.
Children's Home Society of Florida (Jefferson K-12 Community Partnership School)	\$2,000	Provide social services to children and parents and engage in activities related thereto and to provide social services to the community. Funds for implementation of Positive Behavioral Interventions and Supports (PBIS) implementation and PBIS school store.

Cemetery Restoration and Preservation Society of North Florida	\$2,000	Documents and memorializes legacy of families in Jeferson County and surrounding areas by working to identify, restore, and preserve cemeteries and their history. Funds for development of educational materials to enhance public awareness, engagement, and stewardship of cemeteries in the county. Includes print and digital resources, social media presence, brochures, curriculum guides, and workshop materials.
Monticello Acting & Dance Company (MadCo)	\$2,000	Teaches music, theatre, and dance to people of all ages and backgrounds and produce local shows. Funds for Summer Children’s Theatre production of The Little Mermaid, Jr.
Jefferson County Historical Association	\$2,000	Collects and preserves curiosities and antiquities of all kinds that may be connected to or illustrate the local history of communities in Jefferson County. Funds for educational and social programs & services.
Monticello Opera House	\$2,000	Provides opportunities for rural North Florida to participate in and be inspired by high-quality performing arts programming. Funds for servers for Murder Mystery Dinner Theater Shows.

Applicants that did not submit requested documentation:

Organization	Request Amount	Services Provided
Dirty Pecan, Inc	\$2,000	Dirty Pecan is a gravel bicycle ride in Jefferson County. We are celebrating our 11 th year. Funds raised through the Dirty Pecan event is donated to 4-H. Dirty Pecan also supports Jefferson Future Farmers of America.
Makacloud, Inc	\$2,000	Provides care and safe environment for all animals in our charge whether they have been surrendered, found, abandoned or dumped on property.
Jefferson County Youth Council	\$2,000	Launching a 7 week Youth Enrichment Summer Program for youth (ages 7-17).
Rodell Thomas	\$1,500	Funding for the youth summer camp results in the delivery of organized, safe and educational recreational services.
Jefferson County 4H Association	\$2,000	Restoring 4-H Youth cooking and nutrition programming in Jefferson County.
Girls of Royalty, Inc	\$2,000	2027 Educational and cultural tours for Girls of Royalty. To expose girls to the importance of quality education.
Jefferson County Humane Society	\$2,000	Rescues, protects, re-homes and advocates for homeless, abused and neglected dogs and cats.

Jefferson County Board of County Commissioners Agenda Request

Date of Meeting: Thursday, May 7, 2026

Date Submitted: Wednesday, April 22, 2026

To: Honorable Chairman and Members of the Board

From: Kristy Anderson, Jefferson County Emergency Management Director

Subject: 4734-089-R – Jefferson County, Jail and Sheriff's Office, Generator

Statement of Issue:

The Jefferson County Board of County Commissioners was recently awarded a Hazard Mitigation Grant Project grant of \$370,215.00 to install a generator at the Jefferson County Jail. Additionally, Jefferson County received a state waiver for the \$123,405.00 match amount. There is also a contingency amount of \$24,681.00 that can be used if the price has increased since the initial quote. That would bring the total project amount to \$518,301.00.

Background:

The Jefferson County Local Mitigation Strategy committee met and agreed that the jail should receive a generator as the one in use now is several decades old. The generator will be used to supply power to the entire jail complex in case of a power outage.

Analysis:

Approve the 4734-089-R – Jefferson County, Jail and Sheriff's Office, Generator grant.

Options:

1. Approve as Recommended
2. Deny
3. Board Direction

Recommendation:

Option #_____

Attachments:

1. 4734-089-R – Jefferson County, Jail and Sheriff's Office, Generator grant documents

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 2, 2026

9:00 AM

The Board met on this date in Regular Session. Chairman Ben White, Commissioners Jessica Gramling, JT Surlles, Austin Hosford, and Gene Hall were present. County Manager Shannon Metty, Deputy Manager Ron Russo, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal were also present.

The meeting was called to order at 9:00 AM, and the agenda was approved with the addition of a Four Wheelers presentation. During public announcements, a proclamation was presented for Florida Public Health Week, updates were shared on a newly awarded Big Bend Transit grant providing free transportation services, and a regional transportation safety plan was introduced. Public comment included concerns about narcotics issues in the county. The board approved the consent agenda before moving into general business, where significant discussion centered on the County Manager transition. The board ultimately appointed Ron Russo as Interim County Manager while continuing the formal hiring process. Additional items approved included the TDC Budget Resolution, pursuit of an affordable housing policy, the BSCOP Resolution, contracts for SHIP consulting and janitorial services, road department equipment purchases, an MOU for advanced aging services, and the purchase of two ATVs with procurement waived. A proposal to increase nonprofit grant funding was discussed but did not receive a second. Updates from the Clerk included new requirements for electronic payments and advertising tax deed and foreclosure sales, while the County Manager reported on upcoming office closures, active bids and RFPs, and plans for a new ADA-compliant website. The meeting concluded with commissioner discussion and adjournment.

1. 9AM Call to Order (00:13:25)

2. Approval of the Agenda (00:13:30)

- a. Commissioner Surlles requests to add an Item J: Four Wheelers Presentation.
- b. Commissioner Surlles motions to approve the agenda, seconded by Commissioner Gramling and unanimously approved by the board.**

3. Public Announcements, Presentations, and Awards (00:14:36)

- a. Proclamation for Kimberly Albritton with the Department of Health for Florida Public Health Week presented by Ron Russo.
- b. Big Bend Transit Update. Jefferson County was awarded a transportation grant, free of charge to the county with no limitations on who can ride and where they can go.
- c. Christian Levings, Apalachee Regional Planning. Regional Transportation Safety Action Plan intended to identify projects to reduce the risk of serious obstructions on roadways.

4. Citizens Request and Input on Non-Agenda Items (00:24:05)

- a. Clayton Tolbert speaks to the alleged narcotic issue in Jefferson County. He mentions a statement made about his character in the newspaper, clarifying his stance on law enforcement.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 2, 2026

9:00 AM

5. Consent Agenda (00:28:15)

- a. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**

6. General Business (00:28:28)

a. Transition Plan (00:28:28)

- i. Shannon Metty expands on her transition plan, requesting formal approval as May approaches that she takes a further step back and allow Ron Russo to accept more responsibility.
- ii. Commissioner Surles wishes not to prolong this issue, suggesting we appoint Ron Russo as acting County Manager.
- iii. **Commissioner Surles motions to appoint Ron Russo as interim County Manager, seconded by Commissioner Gramling.**
- iv. **Commissioner Surles amends his motion to appoint Ron Russo as interim County Manager while maintaining the interview process, appointing the Chairman to negotiate the contract, seconded by Commissioner Gramling and unanimously approved by the board.**
- v. Evan Rosenthal provides an update on the application status of potential candidates. He requests board directions with the motion on the floor should he need to suspend the current hiring process.
- vi. Commissioner Hosford urges the board to consider continuing with the formal hiring process rather than suspending it.
- vii. Citizen to be Heard: Hines Boyd, Clayton Tolbert, Vivian Hall, Fred Beshears
- viii. Evan Rosenthal states that Shannon Metty voluntarily resigned and the board signed it, waving all her claims against the county.

b. TDC Budget Resolution (00:59:25)

- i. Evan Rosenthal details the items and requirements necessary to demonstrate statutory compliance as it relates to the attraction of tourists with the use of the TDC funds.
- ii. Commissioner Hosford asks about the role of the Chamber of Commerce in keeping the trailer.
- iii. Counsel Evan Rosenthal clarifies that the stage will be county owned. The use of it has to be related to tourism. The terms of another entity utilizing it would require an agreement.
- iv. Commissioner Surles reiterates the importance of scoreboards, suggesting possible funding sources.
- v. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 2, 2026

9:00 AM

- c. Affordable Housing Discussion (01:04:45)**
 - i. Shannon Metty requests board direction if they would like to pursue the creation of a policy and standard procedure for affordable housing designation in the county.
 - ii. **Commissioner Hall motions to approve, seconded by Commissioner Surles and unanimously approved by the board.**
- d. BSCOP Resolution (01:07:23)**
 - i. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- e. SHIP Consultant Services Award (01:07:55)**
 - i. DSR Consulting and Management was the only applicant.
 - ii. **Commissioner Surles motions to approve, seconded by Commissioner Hall and unanimously approved by the board.**
- f. Janitorial Services Contract Award (01:08:26)**
 - i. Mitchell Brothers LLC
 - ii. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- g. Small Non-Profit Grant Funding Discussion (01:10:31)**
 - i. \$15,000 for our nonprofit grant will be split between however many applicants qualify; most of them are asking for \$2,000.
 - ii. Commissioner Hall asks to double or increase the amount offered for the nonprofit grant.
 - iii. Commissioner Hall motions to increase small the nonprofit grant amount by \$10,000. No second is made nor vote taken. He withdraws his motion.
- h. Road Department Equipment Purchases (01:18:51)**
 - i. Shannon Metty explains that this item includes an excavator and a machete attachment for a mower, utilizing the leftover restitution funds meant for road bonds.
 - ii. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- i. MOU Advanced Aging (01:19:48)**
 - i. Shannon Metty has partnered with Advanced Aging and the US Extension Office to allow the Advanced Aging group to utilize the extension Annex 2 building. They have ordered the door replacement and will begin full construction once it arrives.
 - ii. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- j. Four Wheelers Presentation (01:20:40)**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 2, 2026

9:00 AM

- i. The purchase price for two ATVs is \$13,278. She requests the board approve the invoice.
- ii. Clerk Trey Hightower asks that the board approve his signature for the payment.
- iii. **Commissioner Surles motions to approve the invoice, waving the procurement process and authorizing the Clerk to sign, seconded by Commissioner Gramling and unanimously approved by the board.**

7. Clerk of Court (01:24:08)

- a. We are going to start advertising Tax Deed and Foreclosure Sales at the courthouse via the app and social media. Senate Bill 1612 and HB 967 require local governments to accept electronic means of payment.

8. County Engineer (01:26:04)

- a. Chairman Ben White presents on behalf of the County Engineer, stating that his department found a void roughly 10-12 feet deep underneath Waukeelah Highway. They are going to try to remain within budget while factoring in repairs.

9. County Attorney (01:26:30)

- a. Provides follow-up statement to the County Manager search process.

10. County Manager (01:27:12)

- a. Reminds the board of office closures for Good Friday. The Shrimp property is now out for bid. There is another piece of property in the city that is located off First Street out for bid. We have also posted an RFP for the County Engineer and County Attorneys as requested. We are putting an RFQ out for a new website to ensure ADA compliance as well as an RFQ for windows for the Health Department. At the next meeting, NFEDP will give a presentation on opportunity zones. The Sheriff will be passing down two vehicles to provide assistance to the County.

11. County Commissioners (01:34:45)

- a. Commissioner Hall asks who is managing the office for Angela Gray.
- b. Commissioner Hosford asks about the website and the IFIS budget.

12. Adjourn (01:36:25)

- i. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**

ATTEST

Benjamin White, Chairman

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 2, 2026

9:00 AM

ATTEST

Cecil "Trey" Hightower, Clerk of Court

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Budget Workshop

Thursday, April 2, 2026

9:00 AM

The budget workshop included updates from multiple departments regarding budgets and operations. Shannon Metty reported the budget summary, highlighting accuracy and thanking the Clerk's Office for its support. The Building Department reported progress on developing electronic payment transactions and permitting, along with an RFP related to permit fees. The Planning Department highlighted budget adjustments, including increased insurance costs and changes to operating supplies, while also noting that the Mosquito Control budget will remain unchanged. Fire/EMS Chief Burrus provided an overview of industry conditions and requested a staff pay increase and funding for an additional ambulance. The Recreation Department indicated its budget remains largely consistent with the previous year, with the addition of a mule and new scoreboards.

1. Building Department (00:00:30)

- a. JT Ward presents his budget, he reports on the development of electronic payment transactions and permitting. Working on an RFP for an increase of permit fees to fund the building department as is statutorily required.

2. Planning Department (00:02:40)

- a. David Wheeler outlines his budget, noting an increase in insurance and changes in operating supplies. Mentions that building and planning are utilizing the same software going forward.

3. Mosquito Control (00:07:19)

- a. David Wheeler states there are no changes to the budget.

4. Fire/EMS

- a. Chief Burrus reports on the state of the industry, requesting a raise for staff and an ambulance for the year. Requested 3% COLA & his budget accounts for a possible 10% insurance increase. Talked about needing impact fees to increase to cover Fire/EMS/Sheriff as the county grows.

5. Recreation Department (00:10:14)

- a. Budget is similar to last year's budget, with the addition of a mule and new scoreboards.

***Regular session directly follows.**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 16, 2026

6:00 PM

The Board met on this date in Budget and Regular Session. Chairman Ben White, Commissioners Jessica Gramling, JT Surles, Austin Hosford, and Gene Hall were present. County Manager Ron Russo, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal were also present.

The Board addressed a range of county business with a strong focus on upcoming funding opportunities, infrastructure, and community concerns. A key highlight was discussion of the Small Cities Community Block Grant, a \$2.2 million opportunity supporting economic development, with emergency shelter and neighborhood revitalization identified as top priorities and a follow-up public hearing scheduled for April 28. The board approved several items, including a rural planning grant, participation in the CORE reimbursement program, and implementation of a burn ban for public safety, while also voting to terminate an impact fee study contract due to delays. Additional actions included directing staff to draft letters regarding Opportunity Zone 2.0 and concerns about water quality at Trulieve. Legislative updates, facility improvements, and operational enhancements were also shared, alongside citizen input on local issues such as flags at county buildings and environmental concerns. The meeting concluded with routine reports, commissioner comments, and adjournment.

1. Agenda Item-Small Cities Community Block Grant (00:31:03)

- a. Ron Russo states that this grant is only open for one month, and the application is due on May 5, 2026. It will require another public hearing, tentatively scheduled for April 28th. This grant is \$2.2 million, and it can be used for economic development in several forms.
- b. Taylor Parkins states that one of the requirements is to hold a citizen's advisory task force, outlining projects seen as a necessity and ultimately providing a recommendation to the board. The first recommendation is to provide emergency shelter, which would demo an old gym. The second recommendation is to explore other neighborhoods' revitalization projects in underserved areas of the county.
- c. Chairman White commends the staff for its urgency in this matter.
- d. Commissioner Surles inquires about the probability that the shelter will be prioritized. Taylor Parkins responds that given it is an urgent need, it increases the application's competitiveness.
- e. **Commissioner Gramling motions to approve a follow-up meeting on Tuesday, April 28, seconded by Commissioner Surles. No vote is taken.**
- f. **Commissioner Gramling amends her motion to approve a follow-up meeting on Tuesday, April 28, with Chairman White attending via zoom, seconded by Commissioner Surles and unanimously approved by the board.**

2. Approval of the Agenda (00:39:35)

- a. Item G added by County Manager Russo for Chief Burrus to provide a request for a Burn Ban.
- b. Item H added by Commissioner Hosford for Trulieve discussion.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 16, 2026

6:00 PM

offer at this time. This does not prevent the county from having discussions with Solero in the future.

- ii. Commissioner Hosford recuses himself due to a conflict of interest in business ownership.
- iii. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and approved by Commissioners Hall and White. Motion passes.**
- iv. Citizens to be Heard: Carly Perry, Kay Curtis

c. Meeting Time Change Discussion (01:06:37)

- i. Ron Russo states that more than half of researched counties follow the same manner as Jefferson County, with a split meeting schedule.
- ii. **Commissioner Hall motions to approve meeting time changes. No second is made and no vote taken.**
- iii. Commissioner Surles comments that the board has done well at dividing the issues appropriately.
- iv. Commissioner Hosford comments that the board only agreed to do this under the provision of high-speed internet and enhanced camera quality.
- v. Citizens to be Heard: Carly Perry, Andrew Fischer, Rachel Herman, Lynn McGrady
- vi. Ron Russo commits to covering mundane, routine topics in morning meetings.
- vii. Clerk Trey Hightower speaks to the YouTube video and audio quality.

d. Opportunity Zone 2.0 (01:17:08)

- i. Ron Russo provides background information, calling Victor Leotta and Jeff Hendry to the podium.
- ii. Victor Leotta and Jeff Hendry provide a brief presentation.
- iii. Commissioner Surles inquires about the scoring.
- iv. Victor Leotta responds to Commissioner Surles and explains that the scoring is based on the federal definition of income compared against the benchmark level used statewide for median family income. A county's score is determined by three main factors, commercial visibility, infrastructure and access, and economic need. In addition, a risk penalty is applied, which negatively affects the overall score.
- v. Commissioner Hall asks about the possibility of assistance with a strategic plan.
- vi. Victor Leotta responds to Commissioner Hall letting the board know when phase two is complete a team will help seek investors for each county.
- vii. Citizens to be Heard: Brenda Wirick, Nikki Salls, Robin Fruity, Carly Perry

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 16, 2026

6:00 PM

- viii. Commissioner Surles motions to approve writing a letter, seconded by Commissioner Hall and unanimously approved by the board.**
- e. CORE Scope Approval (01:48:04)**
 - i. Ron Russo details the program, which will reimburse costs up to a total of \$3.675 million over 17 years.
 - ii. Charles McDonald, Northwest Florida Health Network, speaks to the CORE Program.
 - iii. Commissioner Surles motions to approve the program, seconded by Commissioner Gramling and unanimously approved by the board.**
- f. Impact Fees (01:56:47)**
 - i. Counsel Evan Rosenthal details the Impact Fee Study, which is not ready to move forward. By law, the county has one year to adopt impact fees by the time the study starts, which was June 2025. We will not be making the deadline in time.
 - ii. Commissioner Hosford motions to terminate the contract, seconded by Commissioner Gramling and unanimously approved by the board.**
 - iii. Commissioner Hall asks why the consultant could not meet the June deadline. Counsel Evan Rosenthal responds that it is unclear why they could not meet the deadline.
- g. Burn Ban Update (01:59:03)**
 - i. Chief Burrus states that the ten counties to our west already have bans in place. In the interest of public safety, we request a burn ban in place.
 - ii. Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- h. Trulieve Water Quality Discussion (02:01:06)**
 - i. Commissioner Hosford references news reports and Facebook posts of water runoff at Trulieve. He visited the location and was concerned by his findings. He encourages the board to write a letter to the Water Management District outlining their shared concerns.
 - ii. Commissioner Gramling concurs with Commissioner Hosford's recommendation to write a letter.
 - iii. Chairman White spoke to Trulieve, relaying the information they conveyed to him. They informed him that the retention pond is strictly rainwater. Board consensus is reached to write a letter to the Water Management District and to include our local delegation. Ron Russo will follow up the legality of dumping water onto neighboring property with the water management district.
 - iv. Citizen to be Heard: Kate Calvin, Carly Perry, Felicia Lamb, James Lamb, Stacy Chambers

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 16, 2026

6:00 PM

- v. Commissioner Surles inquires about acceptable levels of nitrate.
- vi. Commissioner Hosford speaks to Leon County's Environmental Department and possible need for an environmental department for Jefferson County.
- vii. Counsel requests clarity regarding the language included in the letter and to whom it will be sent to.
- viii. Commissioner Gramling asks for clarity regarding testing for potential water contamination levels.
- ix. **Commissioner Hosford motions to direct counsel to write a letter detailing the discussed concerns, seconded by Commissioner Gramling and unanimously approved by the board.**

7. Clerk of Court (02:39:52)

- a. Trey Hightower reports that we received \$4,173,687.75 in former ARPA funds from FEMA. He thanks the county staff, commissioners, and sheriff and everyone involved in the process. Announces the departure of Deputy Clerk Lila Eaton and introduces Ashley Thomas as her replacement.

8. County Engineer (02:41:37)

- a. Hunter provides updates on Waukeenah and Ashville Highway.

9. County Attorney (02:42:32)

10. County Manager (02:42:35)

- a. Ron Russo states that the industrial park sign will have our logo with lights. We have several no truck signs with noticeable improvements. Provides updates on basketball courts, equipment training, and staff development. He has \$400 leftover from Christmas cards that he would like to put toward an employee recognition luncheon in June. Advanced Aging Solutions will be providing seniors with education and outreach on Mondays, Tuesdays and Thursdays. He met with insurance broker Brown & Brown and evaluated our vehicles, reporting that we will be receiving a check for \$9,423.

11. County Commissioners (02:45:25)

- a. Commissioner Hall compliments Ron Russo on the employee recognition luncheon.
- b. Commissioner Hosford follows up on the Lloyd bus stop situation.
- c. Commissioner Surles asks Ron to collaborate with other county officials to correct the parking at the rec park.

12. Adjourn (02:48:51)

- a. **Commissioner Hosford motions to adjourn, seconded by Commissioner Surles and unanimously approved by the board.**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, April 16, 2026

6:00 PM

ATTEST

Benjamin White, Chairman

ATTEST

Cecil "Trey" Hightower, Clerk of Court

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

Austin Hosford, hereby disclose that on April 16th, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

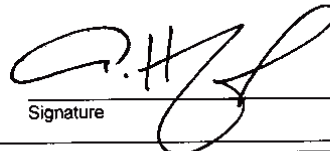
I am the owner of the Marathon Gas Station on 5185 S Jefferson Street. This results in a conflicting interest in voting on any matters relating to the Truck Stop Involvement.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

4.28.26

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Budget Workshop

Thursday, April 16, 2026

6:00 PM

The Board met on this date in Budget and Regular Session. Chairman Ben White, Commissioners Jessica Gramling, JT Surles, Austin Hosford, and Gene Hall were present. County Manager Ron Russo, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal were also present.

The meeting opened at 6 PM with standard formalities before shifting into departmental budget discussions led largely by Ron Russo. Tourism Development funding was reviewed, noting a slight anticipated decrease and the need for clearer oversight of expenditures, while Veteran Affairs highlighted opportunities for expanded outreach, partnerships, and improved public awareness through better communication and a redesigned website. Small local programs and grants were confirmed as fully utilized, with a request to maintain current funding levels. Animal Control emerged as the most pressing topic, with extensive discussion about staffing shortages, funding needs, and service expectations; proposals included hiring a kennel technician, adding an animal control officer, exploring privatization, and leveraging partnerships or training programs. Public input and commissioner comments emphasized the growing demand for stronger animal control services and clearer ordinances, culminating in a consensus to revisit and formally consider updated animal control ordinances at a future meeting.

- 1. 6PM Call to Order, Invocation, Pledge of Allegiance (00:00:27)**
- 2. Tourist Development (00:01:32)**
 - a. Ron Russo discusses the tourism development background, receiving \$96,250 last year and anticipating \$90,000 next year.
 - b. Commissioner Hall inquires about the nature of the decrease in promotion and advertising. Ron Russo responds that he will acquire more information.
 - c. Citizen to be Heard: Rose Murray
- 3. Veteran Affairs (00:04:59)**
 - a. Ron Russo announces that \$33,150 was budgeted last year, with a continuation budget request. There is an opportunity to network for a robust budget program. He promotes a booth at the Watermelon Festival and mentions possible partnering with the American Legion.
 - b. Commissioner Hall urges for the hours of the Veterans Affairs office to be posted to generate public awareness.
 - c. Ron Russo highlights the website redesign and ease of navigation once complete.
- 4. Small Local Programs & Grants (00:09:13)**
 - a. Ron Russo states that \$69,500 was budgeted last year, requesting a continuation budget. These funds were spent in full.
- 5. Animal Control (00:09:47)**
 - a. Ron Russo states that last year's budget was \$124,999. He outlines five potential possibilities for consideration, suggesting a kennel tech, or alternatively, another animal control officer. The board may also consider adding both a kennel tech and an animal control officer. He mentions the possibility of privatization.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Budget Workshop

Thursday, April 16, 2026

6:00 PM

- b.** Cassie, Director of Animal Services, emphasizes the importance of proper resources and adequate funding for the Animal Control Department. She asks the board's support in providing the necessary funding to allow the county the services it deserves.
- c.** Commissioners Hosford and Surles comment on the prioritization of this issue. Commissioner Hosford inquires about requirements for meeting a bronze standard. Ron Russo recommends hiring a kennel tech, pending more accurate data insights.
- d.** Citizens to be Heard: Andrew Fischer, Kay Curtis, Demia Bratley, Rachel Herman
- e.** Commissioner Surles mentions the possibility of hiring a part-time individual or partnering with the courts to seek community service.
- f.** Counsel Evan Rosenthal details animal control ordinances that were previously rejected by the board.
- g.** Commissioner Hosford requests that the ordinance be brought to the next meeting as an agenda item, with a consensus from the board.

***Regular session directly follows.**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Tuesday, April 28, 2026

6:00 PM

The Board met on this date in Regular Session. Commissioners Jessica Gramling, JT Surles, Austin Hosford, and Gene Hall were present, and Chairman Ben White attended via Zoom. County Manager Ron Russo, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal were also present.

The meeting was called to order at 6 PM and the agenda was unanimously approved, including allowing Commissioner White to attend via Zoom. During general business, the board held a public hearing on a \$2.2 million Small Cities CDBG Grant for an emergency shelter and basketball court, which was approved unanimously, with applications due May 20 and a draft available for public review. A substantial portion of the meeting focused on the Trulieve facility, where county officials, company representatives, and residents engaged in extensive discussion regarding odor control, stormwater management, and environmental concerns. While Trulieve representatives outlined mitigation measures and emphasized compliance, commissioners and citizens expressed ongoing concerns about impacts to air and water quality, with suggestions including independent water testing and further review. Public comment was heavily featured, and Trulieve representatives agreed to return with additional information at a future meeting. Additional updates included progress on the County Manager recruitment, with applicant information expected in May, and the meeting concluded with brief commissioner remarks and adjournment.

- 1. 6PM Call to Order, Invocation, Pledge of Allegiance (00:00:01)**
- 2. Approval of the Agenda (00:02:51)**
 - a. Commissioner Surles motions to allow Commissioner White to attend via Zoom, seconded by Commissioner Hall and unanimously approved by the board.**
 - b. Commissioner Hall motions to approve the agenda, seconded by Commissioner Surles and unanimously approved by the board.**
- 3. Public Announcements, Presentations and Awards (00:04:34)**
- 4. Citizens Request and Input on Non-Agenda Items (00:04:43)**
- 5. Consent Agenda**
- 6. General Business (00:04:54)**
 - a. Public Hearing Small Cities CDBG Grant (00:04:54)**
 - i. Ron Russo introduces the item, which is at \$2.2 million and will be utilized for an emergency shelter and basketball court.**
 - ii. Pam explains that applications are due May 20, and the draft is available for public viewing.**
 - iii. Commissioner Surles motions to approve the resolution authorizing the CDBG Grant, seconded by Commissioner Hosford and unanimously approved by the board.**
 - b. Trulieve (00:07:20)**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Tuesday, April 28, 2026

6:00 PM

- i.** Commissioner Gramling highlights updates to the chamber, including a time clock. A three-minute speaking limit will be enforced. All public comments are encouraged.
- ii.** Ron Russo details the county's involvement with the Trulieve facility. He explains the duties of the Planning Department as they relate to the Trulieve project.
- iii.** Commissioner Hosford thanks the Trulieve representatives for showing up. The residents of Jefferson County value clean air and water, and the board intends to protect those values. Jefferson County will not accept a business model that comes at the expense of its residents. He asks the representatives of Trulieve to place themselves in the shoes of Jefferson County residents.
- iv.** Christine Hersey provides a brief history of Trulieve, noting that they are the largest employer in Jefferson County. Their main purpose is to expand access to cannabis to patients and consumers who rely on safe, regulated products.
- v.** Kyle Landry details Trulieve's campus and history in Jefferson County. He details various protocols, including odor mitigation measures and the stormwater management system.
- vi.** Brett Stephens shows the site design for the stormwater system and explains the changes it has undergone. He also shows the stormwater dissipation system and ongoing maintenance to improve its performance. He reinforces that Trulieve is being a good neighbor and has not committed any compliance issues.
- vii.** Commissioner Hosford maintains that he did not hear any concrete answers to odor or stormwater issues. He raises further concern about the legality of dumping water onto neighboring property.
- viii.** Citizens to be Heard: Clayton Tolbert, Kay Curtis, Brent Will, Jabre Knight, Gebhard, Dave Avery, Jennifer Tyler, Norman Fralick, Steve Bentz, Jeremy Wilson, Elise Jones, Bob Jones, Blaine Tatum
- ix.** Open discussion between citizens, board, and Trulieve representatives regarding facility operative and regulatory concerns.
- x.** Residents expressed strong frustration over persistent odor issues, saying there has been no clear or immediate plan to fix the problem and calling for continuous filtration or stronger mitigation measures.
- xi.** Many citizens raised concerns about stormwater runoff, including fears that water is being discharged onto neighboring properties and that the system design and maintenance are inadequate.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Tuesday, April 28, 2026

6:00 PM

- xii. There was significant worry about water quality and potential contamination, particularly regarding nitrate levels and possible impacts to private wells and the local aquifer.
- xiii. Several speakers criticized Trulieve for a perceived lack of accountability and responsiveness, noting delays in addressing complaints and dissatisfaction with the absence of concrete solutions or apologies for past impacts.
- xiv. Citizens emphasized the need for independent oversight, including third-party water testing and unbiased evaluation, to ensure environmental safety and restore public trust.
- xv. Ron Russo reads questions from Zoom attendees.
- xvi. Sean Marstin explains the allowable predevelopment discharge rate.
- xvii. Christine Hersey offers to revisit with a potential timeline in an upcoming May meeting.
- xviii. Commissioner Gramling asks Ron Russo about the possibility of hiring an independent contractor to conduct water quality testing.

7. Clerk of Court (01:46:40)

8. County Engineer (01:46:48)

9. County Attorney (01:46:53)

- a. Evan Rosenthal provides an update on the County Manager recruitment search: a list of applicants will be provided in May.

10. County Manager (01:47:42)

11. County Commissioners (01:47:48)

- a. Commissioner Hosford thanks Ron Russo for his assistance at the Lloyd Bus Stop.

12. Adjourn (01:48:03)

- a. **Commissioner Hosford motions to adjourn, seconded by Commissioner Surles.**

ATTEST

Benjamin White, Chairman

ATTEST

Cecil "Trey" Hightower, Clerk of Court

Jefferson County Board of County Commissioners

Accounts Payable Status with Accounting Distribution by Vendor

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[10320] ABC Maintenance Services								
5/07/2026	5/07/2026	198	5/01/2026	ac repair - replaced blower motor module	675.51	675.51	22-4212-534.460	675.51
Total for[10320] ABC Maintenance Services					675.51	675.51		675.51
[10480] Advanced Business Systems								
4/27/2026	4/27/2026	481388	5/01/2026	acct# CO27-001 CT2548-01 monthly copier maintenance - Planning Toshiba # 71985	29.86	29.86	01-2102-513.461	29.86
5/07/2026	5/07/2026	482184	5/01/2026	Acct #CO27-002 copier contract	41.76	41.76	22-4212-534.440	41.76
4/24/2026	4/24/2026	482446	5/01/2026	ACCT# CO27 - CT3330-01 COURTHOUSE	217.40	217.40	01-2670-519.441	217.40
Total for[10480] Advanced Business Systems					289.02	289.02		289.02
[10630] Beall Tire Company								
5/07/2026	5/07/2026	1-195536	5/01/2026	Cust #12091 2 x 11R22.5	402.00	402.00	22-4212-534.520	402.00
5/07/2026	5/07/2026	1-195710	5/01/2026	Cust #12091 1 x 385/65R22.5	535.90	535.90	22-4212-534.520	535.90
5/07/2026	5/07/2026	1-196505	5/01/2026	Cust #12091 4 x 11r22.5	875.00	875.00	22-4212-534.520	875.00
Total for[10630] Beall Tire Company					1,812.90	1,812.90		1,812.90
[10250] Big Bend Tire								
5/07/2026	5/07/2026	1607204197	5/01/2026	3-2 AC repair	2,332.57	2,332.57	28-3211-526.462	1,012.50
							28-3211-526.463	1,320.07
Total for[10250] Big Bend Tire					2,332.57	2,332.57		2,332.57
[10770] Cintas								
5/07/2026	5/07/2026	4265847712	5/01/2026	Cust #20833644 employee uniforms	91.75	91.75	22-4212-534.341	91.75
Total for[10770] Cintas					91.75	91.75		91.75
[11090] COMCAST								
5/07/2026	5/07/2026	0426-6860	5/01/2026	Acct. # 8535 10 208 0006860 JCFR Internet	257.81	257.81	19-3211-522.410	128.90
							28-3211-526.410	128.91
Total for[11090] COMCAST					257.81	257.81		257.81
[10130] Duke Energy								
5/07/2026	5/07/2026	0326-0473A	5/01/2026	ACCT. # 9100 8545 0473 JCFR Power	352.99	352.99	19-3211-522.430	176.50
							28-3211-526.430	176.49
5/07/2026	5/07/2026	0326-2356	5/01/2026	ACCT. #9300 0001 2356 VFD Power	361.66	361.66	19-3211-522.410	75.81
							19-3211-522.620	113.66
							19-3211-522.621	172.19
5/01/2026	5/01/2026	0426-2968	5/01/2026	COLLECTIVE ACCT# 9300 0001 2968 - IND ACCT# 910089421466, 910089425379, 910089483759	785.23	785.23	01-6101-572.430	785.23
Total for[10130] Duke Energy					1,499.88	1,499.88		1,499.88
[10215] EMS Management & Consultants Inc								
5/07/2026	5/07/2026	EMS-024726	5/01/2026	C-0194 March Patient Billing	3,964.81	3,964.81	28-3211-526.320	3,964.81
Total for[10215] EMS Management & Consultants Inc					3,964.81	3,964.81		3,964.81
[10415] FACC Services Group, LLC dba Civitek National Inc								
4/24/2026	4/24/2026	SSI000037	5/01/2026	CUST ID - JEFFERSONBOCC - TAPS 10/01/2025-12/31/2025	3,330.38	3,330.38	01-2102-513.525	609.04
							01-2104-513.525	1,091.48
							01-6213-571.525	477.23
							22-4212-534.491	1,152.63

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5/07/2026	5/07/2026	SSI000039	5/01/2026	TAPS - 1/1-3/31/2026	6,541.31	6,541.31	01-2102-513.525 01-2104-513.525 01-3440-524.461 01-4212-562.310 01-6213-571.525 11-4102-541.525 19-3211-522.461 28-3211-526.461	1,481.71 1,571.47 262.50 475.00 550.00 949.39 625.62 625.62
Total for[10415] FACC Services Group, LLC dba Civitek					9,871.69	9,871.69		9,871.69
[10555] GCL MONTICELLO								
4/27/2026	4/27/2026	191050	5/01/2026	Acct# 300166 nozzle pistol grip garden hose, 4wy stem key, bleach, pressure cap pvc fip, gas replacement spout - Rec park	74.81	74.81	01-6101-572.520	74.81
5/07/2026	5/07/2026	191309	5/01/2026	Cust. #300168 Lights for LVFD	116.94	116.94	19-3211-522.621	116.94
4/27/2026	4/27/2026	191320	5/01/2026	acct# 300166 55gal drum liner, 1/4" flat washers, 1/4-20 nyln lock nut, 1/4-20x3/4 hex cap screw - rec park	21.95	21.95	01-6101-572.460	21.95
4/27/2026	4/27/2026	191351	5/01/2026	acct# 300166 paint exter SG supr White - Rec Park	265.93	265.93	01-6101-572.460	265.93
5/04/2026	5/04/2026	191439	5/01/2026	acct# 300166 battery max AA alkaline 4pk, battery Max 9v alkaline 2pk, diablo demon 9in 14/18tpi 5pk - rec park	37.37	37.37	01-6101-572.520	37.37
5/04/2026	5/04/2026	191518	5/01/2026	acct# 300166 extractor/bit set 10pc spiral, bit insert no25 torx 3-1/2in, bit insert no2 phillips 3-1/2, wood grip screw 1-1/2", bolts nuts washers, 14' 5v crimp - rec park	109.14	109.14	01-6101-572.520	109.14
5/07/2026	5/07/2026	191551	5/01/2026	Cust. #300168 Bolts and washers	1.92	1.92	19-3211-522.621	1.92
5/04/2026	5/04/2026	191689	5/01/2026	acct# 300166 roller tray kit 3pc plastic 3in, roller tray kit 3pc plastic 9in, paint rst prev fed safety yellow, roller cover fabric, fender washer, uss flat washer 3/8, uss flat washer 5/16, hex bolt 1/4-20x1/2 - rec park	82.54	82.54	01-6101-572.520	82.54
5/04/2026	5/04/2026	191696	5/01/2026	acct# 300166 mineral spirits odorless, crock 80ct power wipes - rec park	36.98	36.98	01-6101-572.520	36.98
5/04/2026	5/04/2026	191734	5/01/2026	acct# 300166 Control light swivel 1200W - Industrial Park Sign	13.99	13.99	01-2671-519.460	13.99
5/04/2026	5/04/2026	191736	5/01/2026	Acct# 300166 Door closer Comm 50" silver - Tax Collector	79.99	79.99	01-2671-519.460	79.99
5/04/2026	5/04/2026	191755	5/01/2026	acct# 300166 2x6x12 #2 prime ground contact, 2x4x8 pt ground contact, 4x4x10 pt ground contact - Rec Park	60.67	60.67	01-6101-572.520	60.67
5/07/2026	5/07/2026	191804	5/01/2026	Cust #300166 haz waste day supplies - strap, tape, film bundling wrap, gloves, respirator mask	142.94	142.94	22-4212-534.544	142.94
5/07/2026	5/07/2026	192102	5/01/2026	Cust #300166 film bundling wrap	99.98	99.98	22-4212-534.544	99.98
5/07/2026	5/07/2026	192107	5/01/2026	Cust #300166 adhesive spray	12.99	12.99	22-4212-534.544	12.99

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5/04/2026	5/04/2026	192169	5/01/2026	Acct# 300166 wire build 12/2nm WGX250ft 20a, recpt duplex comm 3wire 15a whit, wall plate 1 gng dplx recpt white, switchbox pvc 1 gange old cable - Commission Chambers	176.46	176.46	01-2671-519.460	176.46
Total for[10555] GCL MONTICELLO					1,334.60	1,334.60		1,334.60
[11330] GREAT AMERICA FINANCIAL SERVICES								
5/07/2026	5/07/2026	41762156	5/01/2026	agreement # 022-3094392-000 Printer Lease fire/rescue	214.00	214.00	19-3211-522.441 28-3211-526.441	107.00 107.00
Total for[11330] GREAT AMERICA FINANCIAL SERVICES					214.00	214.00		214.00
[10980] Jefferson Communities Water System, Inc.								
5/07/2026	5/07/2026	0326-0500	5/01/2026	Acct #320500 wacissa site utilities	31.54	31.54	22-4212-534.430	31.54
5/07/2026	5/07/2026	0326-4100	5/01/2026	Acct #424100 nash site utilities	33.26	33.26	22-4212-534.430	33.26
5/07/2026	5/07/2026	0326-5600	5/01/2026	Acct #415600 - lloyd site utilities	32.72	32.72	22-4212-534.430	32.72
Total for[10980] Jefferson Communities Water System, Inc.					97.52	97.52		97.52
[12070] Jefferson County Clerk of Court								
5/01/2026	5/01/2026	FY26RQ08	5/01/2026	FY 2026 CONSTITUTIONALS BUDGET - REQ# 8 MAY 26	46,250.00	46,250.00	01-2320-513.930	46,250.00
5/01/2026	5/01/2026	ROF-FY2025	5/01/2026	CLERKS REQUISITION PAYMENT FROM CONTINGENCY TO CLERKS BUDGET 3/19/2026 JCBOCC AGENDA	100,000.00	100,000.00	01-9999-511.990	100,000.00
Total for[12070] Jefferson County Clerk of Court					146,250.00	146,250.00		146,250.00
[10000] Jefferson County Sheriff's Office								
5/01/2026	5/01/2026	FY26RQ08	5/01/2026	REQUISITION 8 MAY 2026	620,676.65	620,676.65	01-3101-521.930 23-2911-521.931	612,673.15 8,003.50
4/24/2026	4/24/2026	SFY2026Q2SA	5/01/2026	LESA FDLE Salary Assist - Q2 (Jan-Mar 2026)	108,764.50	108,764.50	01-3101-521.931	108,764.50
Total for[10000] Jefferson County Sheriff's Office					729,441.15	729,441.15		729,441.15
[11630] Keith Roddenberry								
5/01/2026	5/01/2026	874594	5/01/2026	LAWN SERVICE	50.00	50.00	01-2670-519.460	50.00
Total for[11630] Keith Roddenberry					50.00	50.00		50.00
[11190] Legal Services of North Florida								
5/01/2026	5/01/2026	Q2-26	5/01/2026	DISBURSEMENT OF 2025-2026 LEGAL AID SERVICES FUNDS JEFFERSON COUNTY ORDINANCE 04-03 REPORTING PERIOD JANUARY 1 MARCH 31, 2026	633.06	633.06	14-3101-521.440	633.06
Total for[11190] Legal Services of North Florida					633.06	633.06		633.06
[12741] Lumen-CenturyLink								
5/07/2026	5/07/2026	780528233	5/01/2026	ACCT# 90902538 - JEFFERSON COUNTY B.O.C	193.79	193.79	01-2670-519.410	193.79
5/01/2026	5/01/2026	780702113	5/01/2026	BILLING ACCT# 91296824	523.20	523.20	01-2670-519.410	523.20
Total for[12741] Lumen-CenturyLink					716.99	716.99		716.99
[10440] Monticello Carquest Inc.								
4/27/2026	4/27/2026	10338-333294	5/01/2026	acct# 253 mower blades 60" or 6479 blades - rec park	64.98	64.98	01-6101-572.520	64.98
4/27/2026	4/27/2026	10338-336640	5/01/2026	acct# 253 relay - rec park	18.98	18.98	01-6101-572.520	18.98

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4/27/2026	4/27/2026	10338-338884	5/01/2026	acct# 253 oil filter, amsoil 10w-30 engine oil - rec Park	20.58	20.58	01-6101-572.520	20.58
4/27/2026	4/27/2026	10338-350036	5/01/2026	acct# 253 blade or use 14937, spark plug - rec park	70.83	70.83	01-6101-572.520	70.83
4/27/2026	4/27/2026	10338-350620	5/01/2026	acct# 253 fuel filter 1/4-5/16 stepped - rec Park	2.69	2.69	01-6101-572.520	2.69
4/27/2026	4/27/2026	10338-350703	5/01/2026	acct# 253 spark plug - rec park	21.72	21.72	01-6101-572.520	21.72
4/27/2026	4/27/2026	10338-351633	5/01/2026	acct# 253 Solenoid starter universal - rec park	13.56	13.56	01-6101-572.520	13.56
4/27/2026	4/27/2026	10338-354191	5/01/2026	acct# 253 clay absorbent - rec park	87.36	87.36	01-6101-572.520	87.36
4/27/2026	4/27/2026	10338-354379	5/01/2026	acct# 253 16-14 ga terminals, 16-14 ga femal rece - rec park	8.34	8.34	01-6101-572.520	8.34
5/07/2026	5/07/2026	10338-354564	5/01/2026	Cust. # 262 Helical spring	3.72	3.72	19-3211-522.463	3.72
4/22/2026	4/22/2026	10338-354941	5/01/2026	CUST. #201 JCEO mowers -- (5) interchanges, (2) oil filter, (8) spark plug, (8) 4-cycle oil, (4) Kawasaki fuel filter, (4) Kawasaki air filter	428.31	428.31	01-6302-537.641	428.31
4/22/2026	4/22/2026	10338-354943	5/01/2026	CUST. #201 Clutch for mower (JCEO)	515.94	515.94	01-6302-537.641	515.94
5/07/2026	5/07/2026	10338-355122	5/01/2026	Cust #263 hydraulic hose G2	75.44	75.44	22-4212-534.463	75.44
5/07/2026	5/07/2026	10338-355850	5/01/2026	Cust. #262 Station Truck Battery	168.60	168.60	19-3211-522.463	84.30
							28-3211-526.463	84.30
5/07/2026	5/07/2026	10338-355990	5/01/2026	Oil Dri	566.40	566.40	19-3211-522.520	566.40
Total for[10440] Monticello Carquest Inc.					2,067.45	2,067.45		2,067.45
[11430] STATE ATTORNEY'S OFFICE								
5/01/2026	5/01/2026	Q3FY26IT	5/01/2026	IT SALARY - APR-JUNE 2026	2,750.00	2,750.00	01-2332-516.461	2,750.00
Total for[11430] STATE ATTORNEY'S OFFICE					2,750.00	2,750.00		2,750.00
[10385] State of Florida-DMS								
5/01/2026	5/01/2026	2M-9015	5/01/2026	Monticello telephone Service - Account AN2 - 196926577, T1952034041, 7874, 11979, 397165662, 17406, 603572893, 7264, 21496, 9964, 2179, 3607, 6801, 5349	640.13	640.13	01-2322-516.410	29.28
							01-2670-519.410	58.56
							01-2671-519.410	146.40
							01-2780-515.410	14.64
							01-3440-524.410	14.64
							01-4216-534.410	25.25
							01-6101-572.410	58.56
							01-6212-571.410	117.12
							01-6302-537.410	29.28
							19-3211-522.410	14.64
							22-4212-534.410	29.28
							28-3211-526.410	102.48
5/07/2026	5/07/2026	2M-9016	5/01/2026	ACCT# AN2-21496, 3607, 11979, 9964	393.41	393.41	01-2671-519.410	393.41

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5/01/2026	5/01/2026	2N-3263	5/01/2026	MONTICELLO TELEPHONE SERVICE - ACCT# AN2 - 2179, 397165662, 6801,7874,195203404, 21496, 9964, 603572893, 5349, 36067, 196926577, 17406, 11979, 7264	663.92	663.92	01-2322-516.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-4216-534.410 01-6101-572.410 01-6212-571.410 01-6302-537.410 19-3211-522.410 22-4212-534.410 28-3211-526.410	30.37 60.74 151.81 15.18 15.19 26.19 60.74 121.48 30.37 15.19 30.37 106.29
5/07/2026	5/07/2026	2N-3264	5/01/2026	ACCT# AN2- 3607, 11979, 9964, 21496	396.96	396.96	01-2671-519.410	396.96
5/01/2026	5/01/2026	2N-3265	5/01/2026	ACCT# AN2 - 433240546	2,848.80	2,848.80	01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 22-4212-534.410	182.96 2,299.92 91.48 91.48 182.96
Total for[10385] State of Florida-DMS					4,943.22	4,943.22		4,943.22
[10030] Supervisor of Elections								
5/01/2026	5/01/2026	FY26RQ08	5/01/2026	FY 2026 CONSTITUTIONALS BUDGET #8 MAY 26	46,990.30	46,990.30	01-2440-519.930	46,990.30
Total for[10030] Supervisor of Elections					46,990.30	46,990.30		46,990.30
[10225] Tower Compactor Rentals								
5/07/2026	5/07/2026	26-13469	5/01/2026	Cust #JEF003 main yard compactor	474.97	474.97	22-4212-534.441	474.97
5/07/2026	5/07/2026	26-13470	5/01/2026	Cust #JEF003 new monticello compactor	474.97	474.97	22-4212-534.441	474.97
5/07/2026	5/07/2026	26-13471	5/01/2026	Cust #JEF003 nash compactor	949.94	949.94	22-4212-534.441	949.94
5/07/2026	5/07/2026	26-13484	5/01/2026	Cust #JEF003 wacissa compactor	474.97	474.97	22-4212-534.441	474.97
5/07/2026	5/07/2026	26-13494	5/01/2026	Cust #JEF003 fulford compactor	474.97	474.97	22-4212-534.441	474.97
5/07/2026	5/07/2026	26-13495	5/01/2026	Cust #JEF003 aucilla compactor	474.97	474.97	22-4212-534.441	474.97
5/07/2026	5/07/2026	26-13499	5/01/2026	Cust #JEF003 lloyd compactors	949.94	949.94	22-4212-534.441	949.94
Total for[10225] Tower Compactor Rentals					4,274.73	4,274.73		4,274.73
[10465] UniFirst Corporation								
5/07/2026	5/07/2026	3050088160	5/01/2026	Cust #1237569 employee uniforms	83.75	83.75	22-4212-534.341	83.75
5/01/2026	5/01/2026	3050088584	5/01/2026	CUST# 1311916	277.51	277.51	01-2670-519.520	277.51
5/07/2026	5/07/2026	3050089054	5/01/2026	Cust #1237569 employee uniforms	84.50	84.50	22-4212-534.341	84.50
5/07/2026	5/07/2026	3050089122	5/01/2026	CUST# 1311916 - COURTHOUSE	694.75	694.75	01-2670-519.520	694.75
Total for[10465] UniFirst Corporation					1,140.51	1,140.51		1,140.51
Report Total					961,699.47	961,699.47		961,699.47

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[10480] Advanced Business Systems								
5/07/2026	5/07/2026	482182	5/07/2026	ACCT# CO27 - CONTRACT NUM: CT2166-01	86.76	86.76	01-2670-519.441	86.76
Total for[10480] Advanced Business Systems					86.76	86.76		86.76
[10920] Animal Medical Clinic								
5/07/2026	5/07/2026	400007	5/07/2026	Chipper - rabies, testing	140.00	140.00	01-4212-562.310	140.00
Total for[10920] Animal Medical Clinic					140.00	140.00		140.00
[12325] ARTEZIA WATER								
5/07/2026	5/07/2026	0659251	5/07/2026	Acct# 302577 - Public Defenders Office	32.00	32.00	01-2333-516.341	32.00
Total for[12325] ARTEZIA WATER					32.00	32.00		32.00
[11560] AXON ENTERPRISE INC								
4/16/2026	4/16/2026	INUS435886	5/07/2026	ACCT. 548047 Cust Ref# Q-640082 - 2nd Judicial Circuit state attorney - Justice Premier	750.00	750.00	01-2332-516.461	750.00
Total for[11560] AXON ENTERPRISE INC					750.00	750.00		750.00
[10380] B & B Sporting Goods								
4/27/2026	4/27/2026	269006	5/07/2026	louisville slugger bat - Rec park	200.00	200.00	01-6101-572.640	200.00
4/27/2026	4/27/2026	269022	5/07/2026	badger tees, jersey tees, caps, alleson elastic waist pants- youth and adults, socks, belts, sponsor banner crowder - Rec Park	6,567.50	6,567.50	01-6101-572.640	6,567.50
4/27/2026	4/27/2026	269028	5/07/2026	t-shirts, alleson pants youth, sock, cap - Rec Park	33.50	33.50	01-6101-572.640	33.50
Total for[10380] B & B Sporting Goods					6,801.00	6,801.00		6,801.00
[14171] Big Island Construction Co. Inc.								
4/27/2026	4/27/2026	041026	5/07/2026	Paving basketball court at Rec park	15,000.00	15,000.00	18-4102-541.642	15,000.00
Total for[14171] Big Island Construction Co. Inc.					15,000.00	15,000.00		15,000.00
[10275] Chamber of Commerce								
4/27/2026	4/27/2026	106	5/07/2026	Watermelon Festival Advertising 2026	4,000.00	4,000.00	29-2781-519.485	4,000.00
Total for[10275] Chamber of Commerce					4,000.00	4,000.00		4,000.00
[10475] CIVICPLUS LLC								
4/24/2026	4/24/2026	365408	5/07/2026	CUST - JEFFERSON COUNTY FL	2,950.00	2,950.00	01-2104-513.310	2,950.00
Total for[10475] CIVICPLUS LLC					2,950.00	2,950.00		2,950.00
[10530] ECB PUBLISHING INC								
5/07/2026	5/07/2026	35235	5/07/2026	animal control officer advertisement	91.56	91.56	01-4212-562.540	91.56
5/11/2026	5/11/2026	35287	5/07/2026	Facebook Ad - Rec park	45.00	45.00	01-6101-572.490	45.00
5/04/2026	5/04/2026	35291	5/07/2026	Legal notice of BOCC Workshop, Affidavit	60.78	60.78	01-2104-513.490	60.78
5/18/2026	5/18/2026	35346	5/07/2026	classified ad for Ext Office Manager	72.72	72.72	01-6302-537.490	72.72
5/18/2026	5/18/2026	35351	5/07/2026	Legal notice of special meeting, affidavit	167.50	167.50	01-2104-513.490	167.50
Total for[10530] ECB PUBLISHING INC					437.56	437.56		437.56
[12899] Florida Department of Health (FDOH)								
4/09/2026	4/09/2026	JBOCC-33-0226-25	5/07/2026	2nd Quarter Contribution - January - March 2026	10,250.00	10,250.00	01-5101-562.340	10,250.00
4/09/2026	4/09/2026	JBOCC-33-0426-09	5/07/2026	3rd Quarter Contribution -April - June 2026	10,250.00	10,250.00	01-5101-562.340	10,250.00
Total for[12899] Florida Department of Health (FDOH)					20,500.00	20,500.00		20,500.00

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[14148] Florida Sheriffs Employee Benefits Trust								
5/07/2026	5/07/2026	FSEBT052819	5/07/2026	ACCT#_JEFFERSON BOCC - EAP MONTHLY ACA	268.88	268.88	01-2104-513.310	268.88
Total for[14148] Florida Sheriffs Employee Benefits Trust					268.88	268.88		268.88
[14154] Gilmore								
5/07/2026	5/07/2026	0215881	5/07/2026	Cust# GSA-10579 - Pay from FY 2025/2026 Funds - Office of Public Defenders - Jefferson County Contractual Services	65.00	65.00	01-2333-516.341	65.00
Total for[14154] Gilmore					65.00	65.00		65.00
[10590] GOVCONNECTION, INC								
4/27/2026	4/27/2026	77516295	5/07/2026	Qty add charge usage data 3/16/26 - 9/11/2026 (3)	272.87	272.87	01-2104-513.525	272.87
5/11/2026	5/11/2026	77537180	5/07/2026	acct# 24001434 Annual or Prorated charge VIP-MPG AB Pro Ent LGA LP 12M Usage date from 01/10/26 to 03/27/27	100.95	100.95	01-2104-513.525	100.95
Total for[10590] GOVCONNECTION, INC					373.82	373.82		373.82
[12085] It's Personal Distinct Custom Designs LLC								
4/20/2026	4/20/2026	11819	5/07/2026	shirts with embroidery - Animal Service Director	190.00	190.00	01-4212-562.520	190.00
Total for[12085] It's Personal Distinct Custom Designs LLC					190.00	190.00		190.00
[14054] JOURNAL COMMUNICATIONS INC.								
6/08/2026	6/08/2026	124602	5/07/2026	ACCT. #10008822 Contract 019228 2026 Summer Edition Florida Farm & Family	1,675.00	1,675.00	29-2781-519.480	1,675.00
Total for[14054] JOURNAL COMMUNICATIONS INC.					1,675.00	1,675.00		1,675.00
[10735] Kent Bass								
4/16/2026	4/16/2026	01012026FULFOR D	5/07/2026	Fulford site lease JAN.-MARCH 2026	1,500.00	1,500.00	22-4212-534.440	1,500.00
4/16/2026	4/16/2026	04012026 FULFORD	5/07/2026	Fulford site lease APRIL-JUNE 2026	1,500.00	1,500.00	22-4212-534.440	1,500.00
4/16/2026	4/16/2026	10012025FULFOR D	5/07/2026	Fulford site lease OCT.-DEC. 2025	1,500.00	1,500.00	22-4212-534.440	1,500.00
Total for[10735] Kent Bass					4,500.00	4,500.00		4,500.00
[10485] L3HARRIS TECHNOLOGIES INC								
5/07/2026	5/07/2026	93452643	5/07/2026	JEFFERSON COUNTY SHERIFF'S OFFICE - MAFL-SN5F SOF ACCESS FEE, JAN-MAR 2025 QTRLY ACCESS FEE FOR 116 RADIOS: 74 SHERIFF, 41 EMS/FIRE	4,872.00	4,872.00	14-3101-521.931	4,872.00
5/07/2026	5/07/2026	93452644	5/07/2026	JEFFERSON COUNTY SHERIFF'S OFFICE - MAFL-SN5F SOF ACCESS FEE, APR-JUNE 2025 QTRLY ACCESS FEE FOR 116 RADIOS: 74 SHERIFF, 41 EMS/FIRE	4,872.00	4,872.00	14-3101-521.931	4,872.00

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5/07/2026	5/07/2026	93466554	5/07/2026	JEFFERSON COUNTY SHERIFF'S OFFICE - MAFL-SN5F SOF ACCESS FEE, JAN-MAR 2025 QTRLY ACCESS FEE FOR 128 RADIOS: 86 SHERIFF, 42 EMS/FIRE	5,376.00	5,376.00	14-3101-521.931	5,376.00
Total for[10485] L3HARRIS TECHNOLOGIES INC					15,120.00	15,120.00		15,120.00
[12968] Mad Man Graphics LLC								
4/20/2026	4/20/2026	90	5/07/2026	6" round blue seal "Jefferson County" Litter control, Animal Services seal & lettering, "Call for Appt" Mngr Office	270.00	270.00	01-2102-513.510 01-4212-562.520 11-4102-541.520	20.00 150.00 100.00
Total for[12968] Mad Man Graphics LLC					270.00	270.00		270.00
[12201] Marpan Supply Co Inc								
4/16/2026	4/16/2026	1820592	5/07/2026	Cust #000272 cardboard baler repair	539.51	539.51	22-4212-534.463	539.51
Total for[12201] Marpan Supply Co Inc					539.51	539.51		539.51
[11355] Millstone Institute of Preservation								
4/20/2026	4/20/2026	20260410SHFT	5/07/2026	2026 Spring Harvest Sponsorship	1,000.00	1,000.00	29-2781-519.480	1,000.00
Total for[11355] Millstone Institute of Preservation					1,000.00	1,000.00		1,000.00
[14175] Mitchell Brothers En Route LLC DBA Michelle								
5/01/2026	5/01/2026	002	5/07/2026	JANITORIAL 4/15-4/30/2026	2,425.00	2,425.00	01-2332-516.340 01-2333-516.340 01-2670-519.340 01-2671-519.340 01-2780-515.340 01-3440-524.340 01-6213-571.340 01-6302-537.340	257.05 147.93 324.95 1,202.79 53.35 53.35 351.63 33.95
Total for[14175] Mitchell Brothers En Route LLC DBA					2,425.00	2,425.00		2,425.00
[11110] Mitchell L. McElroy								
4/16/2026	4/16/2026	01012026NASH	5/07/2026	Nash site lease JAN.-MARCH 2026	600.00	600.00	22-4212-534.440	600.00
4/16/2026	4/16/2026	10012025NASH	5/07/2026	Nash site lease OCT.-DEC. 2025	600.00	600.00	22-4212-534.440	600.00
Total for[11110] Mitchell L. McElroy					1,200.00	1,200.00		1,200.00
[12843] MLD Architects								
5/04/2026	5/04/2026	1	5/07/2026	JC Courthouse restoration & repairs, Schematic Design, Design Development Project# 178226	33,750.00	33,750.00	18-4102-541.642	33,750.00
Total for[12843] MLD Architects					33,750.00	33,750.00		33,750.00
[12822] Next Generation Diesel								
5/07/2026	5/07/2026	402	5/07/2026	Labor for Warranty (Replaced Engine in 3-6)	2,747.85	2,747.85	28-3211-526.462 28-3211-526.463	2,640.00 107.85
Total for[12822] Next Generation Diesel					2,747.85	2,747.85		2,747.85
[14172] OCML Inc dba The Stage Depot								
5/18/2026	5/18/2026	12859	5/07/2026	12x8x24-32 EZ lock stage system (6pc of 4x4 platforms w/24x32 high telescopic legs) Waterproof	9,108.00	9,108.00	29-2781-519.481	9,108.00
Total for[14172] OCML Inc dba The Stage Depot					9,108.00	9,108.00		9,108.00

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[11870] Paul's Septic Service LLC								
5/07/2026	5/07/2026	282	5/07/2026	septic pump out ANIMAL CONTROL	350.00	350.00	01-4212-562.310	350.00
Total for[11870] Paul's Septic Service LLC					350.00	350.00		350.00
[12969] Pop's Sanitation Services LLC								
5/01/2026	5/01/2026	0526-2850	5/07/2026	ACCT# 2850 extra can	10.00	10.00	01-2670-519.441	10.00
Total for[12969] Pop's Sanitation Services LLC					10.00	10.00		10.00
[12737] Pro Chem Inc								
5/07/2026	5/07/2026	213108	5/07/2026	nitrile gloves, leather work gloves	373.61	373.61	22-4212-534.520	373.61
5/07/2026	5/07/2026	213109	5/07/2026	cleaning supplies for trucks - microcide citrus, sparkle plus	369.00	369.00	22-4212-534.520	369.00
Total for[12737] Pro Chem Inc					742.61	742.61		742.61
[10615] Redwire								
5/07/2026	5/07/2026	641552	5/07/2026	CUST# W1M1414 - JEFFERSON CO BOCC ANNEX 500 W WALNUT ST MONTICELLO, FL - FIRE SERVICES 5/1-5/31/2026 FIRE ALARM TEST AND INSPECTION 5/1-5/31/2026	349.35	349.35	01-2671-519.460	349.35
Total for[10615] Redwire					349.35	349.35		349.35
[11095] Registers Mini Storage								
5/01/2026	5/01/2026	825	5/07/2026	CUSTOMER ID: B-17, B-21 & B-22 MAY 2026	225.00	225.00	01-2671-519.440	225.00
Total for[11095] Registers Mini Storage					225.00	225.00		225.00
[10305] Right Way Welding & Fabrication LLC								
5/07/2026	5/07/2026	4039	5/07/2026	repairs to bumper FL-2	310.00	310.00	22-4212-534.462	310.00
5/07/2026	5/07/2026	4043	5/07/2026	repairs to top right door hinge - G2	130.00	130.00	22-4212-534.462	130.00
Total for[10305] Right Way Welding & Fabrication LLC					440.00	440.00		440.00
[90072] ROJAS, GUSTAVO								
4/27/2026	4/27/2026	JCBOCC-2	5/07/2026	Budget Consulting Services 26-27 payment 2 of 6	3,500.00	3,500.00	01-2104-513.310	3,500.00
Total for[90072] ROJAS, GUSTAVO					3,500.00	3,500.00		3,500.00
[11575] Secure Records Solutions LLC								
5/07/2026	5/07/2026	0316744	5/07/2026	CUST# 1258 SECURE DESTRUCTION SERVICES - 04/23/2026 - WO 0424288	50.00	50.00	01-2670-519.491	50.00
Total for[11575] Secure Records Solutions LLC					50.00	50.00		50.00
[12743] Site Truck Services LLC								
5/07/2026	5/07/2026	2793	5/07/2026	wet service, replace left rear axle brake shoes and drum FL-2	1,743.04	1,743.04	22-4212-534.462	1,743.04
5/07/2026	5/07/2026	2794	5/07/2026	replace broken platform bolt, service, diagnose steering lock, hydraulic cooling fan, damaged rear lights, cabin air filter, ac - G1	3,011.83	3,011.83	22-4212-534.462	3,011.83
Total for[12743] Site Truck Services LLC					4,754.87	4,754.87		4,754.87

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[10075] SOUTHEASTERN CONSULTING ENGINEERS, INC.								
4/29/2026	4/29/2026	12014	5/07/2026	Civil Engineering 10% Design & Permitting - 25-920-03 Ashville Hwy Design FPID 448605-2-34-01	142,707.00	142,707.00	12-0098-525.311	142,707.00
Total for[10075] SOUTHEASTERN CONSULTING					142,707.00	142,707.00		142,707.00
[10385] State of Florida-DMS								
11/20/2025	5/07/2026	2L-1542	5/07/2026	Acct#AN2 Multiple Accounts Monticello Telephone Service	1,366.87	1,366.87	01-2102-513.410 01-2322-516.410 01-2324-516.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-4216-534.410 01-6101-572.410 01-6212-571.410 01-6302-537.410 19-3211-522.410 22-4212-534.410 28-3211-526.410	-1.95 94.09 98.15 490.31 270.26 15.00 15.01 25.88 60.02 120.04 30.01 15.01 30.01 105.03
12/17/2025	5/07/2026	2L-6070	5/07/2026	Acct#AN2 Multiple Accounts Monticello Telephone Service	1,385.98	1,385.98	01-2322-516.410 01-2324-516.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-4216-534.410 01-6101-572.410 01-6212-571.410 01-6302-537.410 19-3211-522.410 22-4212-534.410 28-3211-526.410	95.28 99.39 496.52 273.51 15.19 15.20 26.21 60.78 121.56 30.39 15.20 30.39 106.36
1/16/2026	5/07/2026	2M-0485	5/07/2026	Acct#AN2 Multiple Accounts Monticello Telephone Service	130.04	130.04	01-2322-516.410 01-2324-516.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-4216-534.410 01-6101-572.410 01-6212-571.410 01-6302-537.410 19-3211-522.410 22-4212-534.410 28-3211-526.410	-24.14 -81.76 -303.79 123.02 15.03 15.03 25.93 60.12 120.24 30.06 15.03 30.06 105.21

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2/18/2026	5/07/2026	2M-4754	5/07/2026	Acct#AN2 Multiple Accounts Monticello Telephone Service	664.22	664.22	01-2322-516.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-4216-534.410 01-6101-572.410 01-6212-571.410 01-6302-537.410 19-3211-522.410 22-4212-534.410	30.38 60.76 151.92 15.19 15.19 26.20 60.76 121.53 30.38 15.19 30.38
5/01/2026	5/01/2026	2M-9017	5/07/2026	ACCT# AN2 - 433240546	2,844.51	2,844.51	28-3211-526.410 01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 22-4212-534.410	106.34 182.68 2,296.47 91.34 91.34 182.68
Total for[10385] State of Florida-DMS					6,391.62	6,391.62		6,391.62
[10465] UniFirst Corporation								
5/07/2026	5/07/2026	3050088575	5/07/2026	Cust #1237569 employee uniforms	83.75	83.75	22-4212-534.341	83.75
Total for[10465] UniFirst Corporation					83.75	83.75		83.75
[11460] University of Florida Jacksonville Physician								
4/16/2026	4/16/2026	09-2026 Jefferson	5/07/2026	3/2026 CPT medical evals	250.00	250.00	01-5103-563.811	250.00
Total for[11460] University of Florida Jacksonville Physician					250.00	250.00		250.00
[11450] USA OIL LLC								
5/07/2026	5/07/2026	46004	5/07/2026	recycled oil 175 gallons	100.00	100.00	22-4212-534.521	100.00
5/07/2026	5/07/2026	46040	5/07/2026	125 gallons recycled oil	200.00	200.00	22-4212-534.521	200.00
Total for[11450] USA OIL LLC					300.00	300.00		300.00
[14125] WALKER & SONS FARMS INC II								
4/16/2026	4/16/2026	01012026BASSETT T	5/07/2026	Bassett site lease JAN-MARCH 2026	450.00	450.00	22-4212-534.440	450.00
4/16/2026	4/16/2026	04012026 BASSETT	5/07/2026	Bassett site lease APRIL-JUNE 2026	450.00	450.00	22-4212-534.440	450.00
4/16/2026	4/16/2026	10012025BASSETT T	5/07/2026	Bassett site lease OCT.-DEC. 2025	450.00	450.00	22-4212-534.440	450.00
Total for[14125] WALKER & SONS FARMS INC II					1,350.00	1,350.00		1,350.00
Report Total					285,434.58	285,434.58		285,434.58

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4/24/26
 General PAV

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[10480] Advanced Business Systems								
4/24/2026	4/24/2026	481800	4/24/2026	Acct# CO27 - Contract# CT3881-01 - County of Jefferson -Fire & Rescue	16.61	16.61	19-3211-522.441 28-3211-526.441	8.31 8.30
Total for[10480] Advanced Business Systems					16.61	16.61		16.61
[10920] Animal Medical Clinic								
5/07/2026	5/07/2026	399478	4/24/2026	Acct #4512 Exam 1 stray dog, meds (hit by vehicle)	320.00	320.00	01-4212-562.310	320.00
5/07/2026	5/07/2026	399530	4/24/2026	Acct #4512 simparica	226.38	226.38	01-4212-562.520	226.38
5/07/2026	5/07/2026	399546	4/24/2026	Acct #4512 Exam 3 Stray, meds (dog hit by vehicle)	190.30	190.30	01-4212-562.310	190.30
Total for[10920] Animal Medical Clinic					736.68	736.68		736.68
[10610] Big Bend-Eubanks Termite & Pest Control Inc								
4/24/2026	4/24/2026	273304	4/24/2026	Acct# 10349 - JCBOCC Building and Planning Dept - Trelona Termite Renewal	650.00	650.00	01-2671-519.460	650.00
Total for[10610] Big Bend-Eubanks Termite & Pest Control					650.00	650.00		650.00
[11825] CenturyLink Communications, LLC								
4/24/2026	4/24/2026	0326-2207	4/24/2026	Acct# 312042207 Jefferson County Clerk of Court	1,665.05	1,665.05	01-2670-519.410 01-2671-519.410 01-2780-515.410 01-3440-524.410 01-6212-571.410 22-4212-534.410	243.47 817.46 88.08 88.07 343.90 84.07
4/24/2026	4/24/2026	0426-6495	4/24/2026	Acct# 461036495 - Jefferson County BOCC	242.98	242.98	01-2671-519.410 22-4212-534.410	128.78 114.20
Total for[11825] CenturyLink Communications, LLC					1,908.03	1,908.03		1,908.03
[11330] GREAT AMERICA FINANCIAL SERVICES								
4/24/2026	4/24/2026	41647648	4/24/2026	Agreement# 020-1841366-000 - CSGM32380	139.00	139.00	01-2322-516.510	139.00
4/24/2026	4/24/2026	41709456	4/24/2026	Agreement# 012-1689390-001 - 1AL5500870 -COURTHOUSE	46.00	46.00	01-2670-519.441	46.00
Total for[11330] GREAT AMERICA FINANCIAL SERVICES					185.00	185.00		185.00
[10980] Jefferson Communities Water System, Inc.								
4/24/2026	4/24/2026	0326-2000	4/24/2026	ACCT# 0212000 - LAMONT SCHOOL HOUSE	38.50	38.50	01-2671-519.430	38.50
Total for[10980] Jefferson Communities Water System, Inc.					38.50	38.50		38.50
[10460] Madison County Board of County Commissioners								
4/24/2026	4/24/2026	0126VSO	4/24/2026	JAN 2026 AGREEMENT WITH MADISON COUNTY BOCC FOR SHARED VETERANS SERVICE OFFICE KAYSONA JONES	2,360.16	2,360.16	01-3102-553.310	2,360.16
4/24/2026	4/24/2026	0226VSO	4/24/2026	FEB 2026 - AGREEMENT WITH MADISON COUNTY BOCC FOR SHARED VETERANS SERVICE OFFICE KAYSONA JONES	2,360.16	2,360.16	01-3102-553.310	2,360.16
4/24/2026	4/24/2026	1025VSO	4/24/2026	OCT 2025 - AGREEMENT WITH MADISON COUNTY BOCC FOR SHARED VETERANS SERVICE OFFICE KAYSONA JONES	2,360.16	2,360.16	01-3102-553.310	2,360.16

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4/24/2026	4/24/2026	1125VSO	4/24/2026	NOV 2025 - AGREEMENT WITH MADISON COUNTY BOCC FOR SHARED VETERANS SERVICE OFFICE KAYSONA JONES	2,360.16	2,360.16	01-3102-553.310	2,360.16
4/24/2026	4/24/2026	1225VSO	4/24/2026	DEC 2025 - AGREEMENT WITH MADISON COUNTY BOCC FOR SHARED VETERANS SERVICE OFFICE KAYSONA JONES	2,360.16	2,360.16	01-3102-553.310	2,360.16
Total for[10460] Madison County Board of County					11,800.80	11,800.80		11,800.80
[11575] Secure Records Solutions								
4/24/2026	4/24/2026	0315938	4/24/2026	CUST# 1258 - SECURE DESTRUCTION SVCS - WO 0421664	50.00	50.00	01-2670-519.491	50.00
Total for[11575] Secure Records Solutions					50.00	50.00		50.00
[12550] Toshiba Financial Services								
4/24/2026	4/24/2026	41709457	4/24/2026	AGREEMENT #025-1689390-000 - SSNCL86582, SSNCL86721, SSNCL86449, SSNDL86828, SSNCL86607	1,919.50	1,919.50	01-2104-513.491 01-2324-516.441 01-2670-519.441 01-2671-519.441 01-3440-524.441 01-6302-537.441 11-4102-541.441 22-4212-534.441	174.50 19.00 692.20 49.00 357.10 337.60 172.10 118.00
Total for[12550] Toshiba Financial Services					1,919.50	1,919.50		1,919.50
[10465] UniFirst Corporation								
4/24/2026	4/24/2026	3050088175	4/24/2026	CUST# 1311916 - COURTHOUSE	277.51	277.51	01-2670-519.520	277.51
Total for[10465] UniFirst Corporation					277.51	277.51		277.51
[10255] Verizon Wireless								
4/10/2026	4/10/2026	6139362647	4/24/2026	ACCT# 742499911-00003 - FL STATE ATTY 2ND JUDICIAL CIR OFFICE PHONES	267.54	267.54	01-2332-516.410	267.54
Total for[10255] Verizon Wireless					267.54	267.54		267.54
Report Total					17,850.17	17,850.17		17,850.17

ACH \$ 15,868.44
 Checks \$ 1,981.73

 \$ 17,850.17

**INTERLOCAL AGREEMENT BETWEEN
THE CITY OF MONTICELLO AND JEFFERSON COUNTY
RELATED TO BUILDING PERMIT ADMINISTRATION SERVICES**

THIS AGREEMENT made and entered into this ____ day of _____, 2026, by and between JEFFERSON COUNTY, a political subdivision of the State of Florida, (“COUNTY”), acting by and through the Board of County Commissioners, the governing body thereof, and the CITY OF MONTICELLO, a municipal corporation of the State of Florida, (“CITY”), acting by and through its City Council the governing body thereof.

WITNESSETH:

WHEREAS, the COUNTY is engaged in building permit administration, inspection and enforcement; and

WHEREAS, Intergovernmental coordination and assistance is necessary for the successful comprehensive growth and development of Jefferson County and the City of Monticello; and

WHEREAS, the COUNTY employees certified, duly qualified personnel as building code administrators and inspectors; and

WHEREAS, Chapter 468, Part XII, Florida Statutes requires Certification of building code administrators and inspectors; and

WHEREAS, the COUNTY has been providing the services of its certified employees as building code administrators and inspectors for the CITY; and

WHEREAS, the CITY and COUNTY wish to ensure the continuity of the building code administration and inspection services which the COUNTY has been providing to the city; and

WHEREAS, the parties wish to establish a uniform schedule of fees and compensation to the COUNTY, for the provision of the above services to the CITY; and

NOW, THEREFORE, in consideration of the mutual terms, promises, covenants, and payments set forth herein, the parties hereby contract and agree as follows:

1. This Agreement is entered into pursuant to Section 163.01, Florida Statutes, also known as to “Florida Interlocal Cooperation Act of 1969.”

2. The COUNTY will administer and enforce the Florida Building Code within the City, including building permit issuance and building inspection. Among other activities, the COUNTY will:
 - a. Obtain, review, and process all building permit applications, as applicable, from applicants wishing to construct, alter, erect, repair, or otherwise modify site-built structures, and any other incidental construction or activity (i.e. mobile/manufactured housing set-up, moving structures, etc.) that require a permit;
 - b. Obtain appropriate plans, surveys, and other pertinent information from applicants requesting a permit;
 - c. Assess and collect required fees from applicants for building permits, and other services undertaken by the COUNTY under the provisions of this Agreement;
 - d. Coordinate the administrative process as necessary to review permit application and perform inspection services;
 - e. Examine all building permit applications received to determine compliance with all applicable building, plumbing, mechanical and electrical codes. The COUNTY will further evaluate the plans with regard to the current fee structure and submit determinations back to the requesting party within a reasonable period of time;
 - f. Perform inspection services for building, plumbing, mechanical and electrical permits;
3. The CITY is responsible for reviewing, processing and administering all applications for land use approvals and development orders within the CITY. This includes, but is not limited to, CITY comprehensive plan amendments, rezoning applications, commercial site plan review and approvals, plats, variances, etc.
4. The COUNTY shall not proceed with the review and processing of any CITY building permit application unless and until the CITY has provided confirmation to the COUNTY that: (1) the property subject to the building permit application has obtained all required CITY land use approvals and development orders for the project described in the building permit application; and (2) the project described in the building permit application is consistent with the CITY's comprehensive plan and land development code.

5. Fees charged to applicants by the COUNTY for services performed on behalf of the CITY hereunder shall be in accordance with the COUNTY'S fee schedule, as may be amended from time to time. All fees shall be retained by the COUNTY.
6. This agreement shall be in effect from _____, _____, 2026 through _____, _____, 2027. It shall automatically renew for successive one year terms unless either party, not later than July 15 of each calendar year, notifies the other party in writing of its intent to terminate this Agreement or to request that it be revised.
7. This agreement shall remain in full force and effect through the termination date or any extended termination date, as set forth above, unless written notice of termination by the COUNTY or the CITY is provided pursuant to Section 9.
8. The CITY and the COUNTY fall within the definition of "state agencies or subdivision" in Chapter 768.28, Florida Statutes. Each agrees to be fully responsible for acts and omissions of their agents or employees to the extent permitted by law. Nothing herein is intended to serve as a waiver of sovereign immunity by any party to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by the CITY or the COUNTY to be used by third parties in any matter arising out of this Agreement or any other contract. Notwithstanding anything herein to the contrary, upon the CITY's provision of notice to the COUNTY in accordance with Section 4 that the property subject to a building permit application has obtained all required CITY land use approvals and development orders and the project described in the building permit application is consistent with the CITY's comprehensive plan and land development code, the CITY shall thereafter indemnify, defend, and hold harmless the COUNTY from and against any claims or actions stemming from or related to whether the property subject to the building permit application possessed all required CITY land use approvals and development orders and whether the project described in the building permit application is consistent with the CITY's comprehensive plan and/or land development code.
9. This Agreement may be terminated by either party upon ninety (90) days written notice to either party of such termination pursuant to Section 10, herein.
10. Any and all notice given or required under this Agreement shall be in writing and may be delivered in person or by United States mail, postage prepaid, first class and certified, return receipt requested, addressed as follows:

TO COUNTY:

Jefferson County Manager

450 West Walnut Street, Monticello, FL
32344

TO CITY:

Monticello City Council
c/o City Clerk/Treasurer
245 South Mulberry Street
Monticello, Florida 32344-1301

With copy to:

Jefferson County Building Official and

With copy to:

City Attorney
c/o City Clerk/Treasurer
City of Monticello
245 South Mulberry Street
Monticello, Florida 3234

11. ASSIGNMENT: COUNTY shall perform the selected Services provided for in this Agreement exclusively and solely for the CITY. Neither party shall have the right to assign this Agreement. Notwithstanding anything herein to the contrary, the Services provided by the COUNTY may be performed by contractors retained by the COUNTY.
12. WAIVER: The waiver by either party of any failure on the part of the party to perform in accordance with any of the terms or conditions of this Agreement shall not be construed as a waiver of any future or continuing similar or dissimilar failure.
13. SEVERABILITY: The invalidity of any provision of this Agreement shall in no way affect the validity of any other provision.
14. ENTIRE AGREEMENT: It is understood and agreed that the Agreement incorporates and includes all prior negotiations, agreements or understandings applicable to the matter contained herein and the parties agreed that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.
15. MODIFICATION: It is further agreed that no modifications, amendments or alterations in the terms or conditions contained herein shall be effective unless contained in a written document executed from the same formality or of equivalent dignity herewith.
16. CHOICE OF LAW: WAIVER OF JURY TRIAL: Any controversies or legal problems arising out of this transaction and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the State courts of the Second Judicial Circuit in Jefferson County, Florida, and shall be governed by the laws of the State of Florida. To encourage prompt and equitable resolution of any litigation that may arise hereunder, each party hereby waives any rights it may have to a trial by jury of such litigation.
17. DRAFTING: This Agreement has been negotiated and drafted by all parties hereto and shall not be more strictly construed against any party because of such party's preparation of this Agreement.

18. RECORDING: This agreement shall be filed with the clerk of the circuit court for Jefferson county in accordance with Section 163.01(11), Florida Statutes.

IN WITNESS WHEREOF, the parties hereto have made and executed this Interlocal Agreement on the date(s) indicated below.

BOARD OF COUNTY COMMISSIONERS
JEFFERSON COUNTY, FLORIDA

BY: _____
CHAIRMAN

DATE: _____

ATTEST:

CLERK TO THE BOARD OF
COUNTY COMMISSIONERS

CITY OF MONTICELLO, FLORIDA

BY: _____
JOHN JONES, MAYOR

DATE: _____

ATTEST:

CITY CLERK/TREASURER

**FLORIDA DEPARTMENT OF CORRECTIONS'
INTERAGENCY/PUBLIC WORKS AGREEMENT
(LOCAL AGREEMENT)**

This Local Agreement made and entered into this 5th day of May 2026, by and between the State of Florida, Department of Corrections, through its institution/facility, Jefferson Correctional Institution (hereinafter referred to as "Department"), and the Jefferson County, a political subdivision of the State of Florida, Animal Control Services, (hereinafter referred to as "Agency"), is done so in accordance with section 946.40, Florida Statutes (F.S.) and Rule 33-601.201, Inmate Work Program, and 33-601.202, Use of Inmates in Public Works, Florida Administrative Code (F.A.C.).

Work performed under this Local Agreement is determined to be value added or cost savings as defined in the Community Work Squad Manual (check one).

_____ Value Added _____ Cost Savings

I. TERM/RENEWAL

- A. The Agreement shall begin on the date of the last signature by all parties and shall end at midnight three (3) years from the last date of signature by all parties.
- B. This Agreement may be renewed for one additional three (3) year period after the initial agreement period upon the same terms and conditions contained herein. The Agreement renewal is at the Agency's initiative with the concurrence of the Department. The Agency's decision to exercise the option to renew should be made no later than 60 calendar days prior to the expiration.

II. FINANCIAL OBLIGATIONS

The Department and the Agency acknowledge that this Local Agreement is not intended to create financial obligations between the parties. However, in the event that costs are incurred as a result of either or both of the parties performing their duties or responsibilities under this Local Agreement, each party agrees to be responsible for their own costs.

III. DEPARTMENT'S RESPONSIBILITIES

The Department agrees to provide, or is responsible for, those items delineated by placement of an "X" in the space located to the left of the corresponding number. Items for which the Department is not responsible shall be marked "N/A" to the left of the number.

- X 1. Screen inmates for the work to be performed in order to assign inmates who do not present a danger to property or persons.
- X 2. Provide up to 2 inmates each workday for the period of the Local Agreement. Community custody (); Minimum custody (); Both (X).
- N/A 3. Provide Correctional Officer supervision of the work squad while performing work under this Local Agreement.
- N/A 4. Provide _____ vehicle(s) and _____ Correctional Officer(s) each workday to transport inmates to and from the work site.
- X 5. Provide food and drinks for inmate lunches.
- N/A 6. Provide drinking water for inmates.

- X 7. Apprehend escapees and handle problem inmates.
- N/A 8. Provide transportation from the work site to the correctional facility for inmates who refuse to work, become unable to work, or cause a disruption in the work schedule.
- X 9. Administer all disciplinary action to be taken against inmate(s) for infractions committed while performing work under this agreement.
- X 10. Provide for medical treatment of ill or injured inmates and transportation of such inmates.
- X 11. Conduct a background check, which includes a criminal history check, and obtain approval from the Department's Agreement Manager, or designee prior to authorizing Non-Department Supervisors to participate in training to supervise inmates.
- X 12. Provide orientation and training to Non-Department Supervisor(s) approved to supervise inmates prior to their assuming supervisory responsibility of an inmate work squad. Training will be in accordance with the Department's guidelines for Non-Department Supervision of Inmates and will include annual refresher training during each successive year of supervision by the Non-Department Supervisor.
- X 13. Notify the Agency in the event that an Agency employee fails to provide proper supervision of inmate(s).
- X 14. Provide inmates with all personal items of clothing appropriate for the season of the year.
- X 15. Have inmates ready for transportation/work at the appropriate times regardless of temperature or inclement weather, unless notified by the Agency of suspended work operations, or when the Department determines that a work squad should not check out or should be re-directed.
- N/A 16. Provide a First Aid Kit and Blood Borne Pathogens Personal Protective Kit to each work squad.
- N/A 17. Orient each inmate in the use of equipment regardless of the inmate's claim to have had prior experience in the use of gasoline or electrically powered equipment before allowing the inmate to use it. Utilize "Inmate Safety Training Documentation," DC2-569, to document that the inmate has had the training. This report shall be kept on file at the contract work site and by the Department's Contract Manager.
- N/A 18. Other. (If provided, shall be Attachment A, incorporated herein by reference and made part of this Agreement.) "Other" special considerations regarding activities of the work squad may be based on work location, etc.

IV. AGENCY'S RESPONSIBILITIES

The Agency agrees to provide, or is responsible for, those items delineated by placement of an "X" in the space located to the left of the corresponding number. Items for which the Agency is not responsible shall be marked "N/A" to the left of the number.

- X 1. Provide the Department with a schedule of hours that inmates will work in accordance with the established workday for the Agency and the transportation time required. Any deviation from the established schedule will be reported to, and coordinated with, the Department.
- X 2. Provide supervision of inmates in accordance with the Department's rules and regulations while performing work under this Local Agreement. Non-Department Supervisors may supervise Community and Minimum Custody inmates. Each Non-Department Supervisor must successfully pass a background check that includes a criminal history check, and must be approved by the Department's Agreement

- Manager, or designee and complete required orientation/training in the supervision of inmates, prior to assuming supervision.
- X 3. Provide transportation of inmates each workday to and from the work site.
 - X 4. Provide all tools, equipment, materials and safety personal items such as gloves, rubber boots, hard hats, etc., necessary and appropriate for performance of the work under this Local Agreement.
 - X 5. Ensure that licensing or permits are obtained if required for the work to be performed under this Local Agreement. Provide necessary supervision and guidance for projects that require a permit and require technical assistance to complete the project.
 - X 6. Immediately notify the Department in the event of an escape while the inmate is under supervision of the Agency. Report any inappropriate behavior displayed by inmates or any inmate who fails to perform tasks in an acceptable manner.
 - X 7. Complete the "Community Work Squad Activities Report," DC6-239 (to be provided by the Department) daily and submit the form on a weekly basis to the Department.
 - X 8. Report all inmate injuries, regardless of how minor in nature, to the Department as soon as possible. Report any medically related complaints made by an inmate to the Department as soon as practical. In cases of emergency, render first aid, within the scope of the supervisor's medical training, to work squad inmates and provide emergency health care and related assistance to the Department.
 - X 9. Provide inmates with a fifteen-minute rest break in the morning and afternoon. Lunch breaks shall normally begin at Noon and last at least 30 minutes. Ensure inmates are supervised during rest and lunch breaks.
 - X 10. Provide drinking water for inmates.
 - X 11. Require each Non-Department Supervisor approved to supervise inmates and other appropriate staff members, to attend orientation/training in the supervision of inmates prior to assuming supervision of inmates and refresher training annually thereafter. Training will be provided at a Department location. Upon the Department's issuance of a Training Certification Card, the Agency shall require non-department personnel to carry this card when supervising inmate labor.
 - X 12. Ensure that all work assignments/projects utilizing inmates are authorized projects of the municipality, city, county, governmental agency or non-profit organization and that private contractors employed by the Agency do not use inmates as any part of their labor force.
 - X 13. Agency hereby agrees to be liable for, and shall indemnify, defend and hold the Department harmless from all claims, suits, judgments or damages including court costs and attorney's fees arising out of intentional acts, negligence or omissions by the Agency in its supervision of inmates pursuant to this Local Agreement. If the Agency is an agency or subdivision of the State of Florida, this paragraph shall not be interpreted as altering the state's waiver of immunity in tort pursuant to section 768.28, F.S., or to otherwise impose liability on Agency for which it would not otherwise by law be responsible.
 - X 14. Orient each inmate in the use of equipment regardless of whether the inmate claims to have had prior experience in the use of gasoline or electrically powered equipment before allowing the inmate to use it. Utilize "Inmate Safety Training Documentation," DC2-569, to document that the inmate has had the training. This report shall be kept on file at the contract work site and a copy shall be provided to the Department.

- X 15. It is the intent of this Local Agreement that the agency/work squad has and maintains communications with the institution at all times. A method of communication (radios, cellular phone, etc.) shall be provided at no cost to the Department. The Agency shall provide a primary method of communication that shall be approved by the Department’s Agreement Manager in writing prior to assignment of the work squad. Dependent upon the method of communication provided, the Agreement Manager may require a secondary or back-up method of communication.

Type of Communication utilized in this Local Agreement: Telephone

- X 16. Provide a First Aid Kit and Blood Borne Pathogens Personal Protective Kit to each work squad.
- X 17. Ensure that the Work Squad does not work on school property or primary elementary or secondary education institutions where students are present.
- N/A 18. Other. (If provided, shall be Attachment A, incorporated herein by reference and made part of this Agreement.) “Other” special considerations regarding activities of the work squad may be based on work location, etc.

V. AGREEMENT MANAGEMENT

A. Department’s Agreement Manager

The Field Office Manager of the Correctional Institution represented in this Local Agreement is designated as the Department’s Agreement Manager and is responsible for enforcing performance of the Local Agreement terms and conditions and shall serve as a liaison with the Agency. The title, location, address, and telephone number of the Department’s Agreement Manager for this Local Agreement is:

Title: Field Office Manager
 Location: Jefferson Correctional Institution
 Address: 1050 Big Joe Road
 Monticello, FL 32344
 Telephone #: 850-342-2567
 Fax #: 850-997-0973

B. Community Work Squad Coordinator

The Assistant Warden designated by the Warden, is responsible for ensuring compliance with the requirements of this Local Agreement.

C. Department’s Agreement Administrator:

The title, address, and telephone number of the Department’s Agreement Administrator is:

Contract Administrator
 Bureau of Procurement
 Florida Department of Corrections
 501 South Calhoun St.
 Tallahassee, Florida 32399-2500
 Telephone: (850)717-3681
 Fax: (850)488-7189

D. Agency's Representative

The name, title, address and telephone number of the Agency's Representative is:

Name: Cassie Griesheimer
Title: Animal Control Director
Address: 1697 S Jefferson Street
Monticello, FL 32344
Telephone #: 850-524-6350
Fax #:
E-mail: cgriesheimer@jeffersoncountyfl.gov

VI. CONDITIONS

A. Records

The Agency agrees to allow the Department and the public access to any documents, papers, letters, or other materials subject to the provisions of chapter 119 and section 945.10, Florida Statutes, made or received by the Agency in conjunction with this Contract. The Agency's refusal to comply with this provision shall constitute sufficient cause for termination of this Contract.

B. Disputes

Any dispute concerning performance of the Contract shall be resolved informally by the Department's Contract Manager. Any dispute that cannot be resolved informally shall be reduced to writing and delivered to the Assistant Deputy Secretary of Institutions. The Assistant Deputy Secretary shall decide the dispute, reduce the decision to writing, and deliver a copy to the Agency with a copy to the Department's Contract Administrator and Department's Contract Manager.

C. Force Majeure

Neither party shall be liable for loss or damage suffered as a result of any delay or failure in performance under this Contract or interruption of performance resulting directly or indirectly from acts of God, fire, explosions, earthquakes, floods, water, wind, lightning, civil or military authority, acts of public enemy, war, riots, civil disturbances, pandemics, insurrections, strikes, or labor disputes.

D. Severability

The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof and this Agreement shall be construed in all respects as if such invalid or unenforceable provision was omitted.

E. Verbal Instructions

No negotiations, decisions, or actions shall be initiated or executed by the Agency as a result of any discussions with any Department employee. Only those communications which are in writing from the Department's administrative or project staff identified in Section V., AGREEMENT MANAGEMENT, of this Agreement shall be considered as a duly authorized expression on behalf of the Department. Only communications from the Agency that are signed and in writing will be recognized by the Department as duly authorized expressions on behalf of the Agency.

F. No Third Party Beneficiaries

Except as otherwise expressly provided herein, neither this Agreement, nor any amendment, addendum or exhibit attached hereto, nor term, provision or clause contained therein, shall be construed as being for the benefit of, or providing a benefit to, any party not a signatory hereto.

G. Prison Rape Elimination Act (PREA)

The Agency shall report any violations of the Prison Rape Elimination Act (PREA), Federal Rule 28 C.F.R. Part 115, to the Department of Corrections' Agreement Manager.

H. Cooperation with Inspector General

In accordance with section 20.055(5), F.S., the Agency understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing.

I. Americans with Disabilities Act

The Agency shall comply with the Americans with Disabilities Act. In the event of the Agency's noncompliance with the nondiscrimination clauses, the Americans with Disabilities Act, or with any other such rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Agency may be declared ineligible for further Agreements.

VII. SUSPENSION OR TERMINATION OF LOCAL AGREEMENT

The Department or the Agency may suspend or terminate this Local Agreement, in whole or in part, with immediate written notice to the other party when the interests of the Department or Agency so require.

VIII. AGREEMENT MODIFICATION

After execution of this agreement, any changes in the information contained in Section III., 2., and Section V., AGREEMENT MANAGEMENT, shall be provided to the other party in writing and a copy of the written notification shall be maintained in the official agreement record.

Modifications to the provisions of this agreement, with the exception of Section III., 2., and Section V., AGREEMENT MANAGEMENT, shall be valid only through execution of a formal agreement amendment.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

AGENCY:

NAME:
(PRINTED) Ben White

TITLE: Chairman, Jefferson County Board of County Commissioners

DATE:

FEID #:

SIGNED BY: _____

DEPARTMENT OF CORRECTIONS

NAME:
(PRINTED) Gary Hewett

TITLE: **Warden
Department of Corrections**

DATE:

SIGNED BY: *AS Hewett*

NAME:
(PRINTED) Hope Gartman

TITLE: **Assistant Deputy Secretary of Institutions
Department of Corrections**

DATE:

SIGNED BY: _____

EDC Committee Report to Board of County Commissioners

To: Jefferson County Board of County Commissioners (BOCC)
From: Jefferson County Economic Development Committee (EDC)
Date: May 7, 2026
Subject: EDC Report: December 2025 – April 2026
EDC Chair: Ben White, County Chairman – District 5
EDC Liaison: Caroline Smith, Director, Economic and Community Development
Apalachee Regional Planning Council

1. Executive Summary

- **Purpose:** Per Resolution No. 2025-41 – To advise and assist the Jefferson County Board of County Commissioners with matters relating to economic development.
- **Key Highlights:**
 - The committee has identified the following economic development priorities for Jefferson County:
 1. Retain youth/young adults in the county by ensuring opportunities for workforce training and good jobs;
 2. Support existing Jefferson County businesses by addressing their current or anticipated needs; and
 3. Identify gaps between workforce readiness and established business needs to build new or expand existing workforce development programs.
 - The committee has had advisory participation from the following County departments and community groups: Planning, Parks and Recreation, Sheriff's Office, private businesses, Jefferson County School District, the homeschool community, and the private school community.

2. Summary of Activities & Progress

- **Meetings Held:** 12/22/2025, 01/26/2026, 02/23/2026, 03/30/2026, 04/27/2026
- **Completed Items:** Review of key economic and workforce data. Discussion of membership, including non-voting advisory members. Discussion of County economic development needs and collaborative development of EDC priorities.

Development of draft survey to better understand workforce and business needs.
Discussion of potential funding opportunities to support EDC activities.

3. Action Items & Recommendations

- **Surveys:** The EDC has developed three surveys for Jefferson County. 1. Workforce needs survey for students; 2. workforce needs survey for adults; and 3. business owner employment and training needs survey.
 - *Recommended Action:* Approve dissemination of surveys (3)
- **Grant opportunity:** Duke Energy Foundation Grant
 - *Recommended Action:* Approve EDC to apply for grant on behalf of Jefferson County BOCC. Grant funding would be used for EDC webpage development, including branding and data visualization.

4. Upcoming Activities

- Next Meeting Date: May 18, 2026, at 10AM
- Development of Committee mission and goals, which will be aligned with BOCC directives.

5. Attachments

- Jefferson County Economic Profile (Quarterly ARPC report, data as of October 2025)
- Workforce Data (Census on the Map – Jefferson County 2023 – *Work Area Profile Analysis and Map, Distance and Direction Analysis and Map, Inflow and Outflow Analysis and Map*)
- Workforce and Career Interest Surveys (3)
- Duke Energy Foundation Grant Overview

JEFFERSON COUNTY

Current state of Jefferson County, Florida, per the Florida Scorecard, BLS, BEA, & ACS

ECONOMY

397
QUARTERLY
ESTABLISHMENTS

\$35,536,614
TOTAL QUARTERLY
WAGES

\$52,094
AVERAGE. INCOME

+12
YEARLY CHANGE IN
QUARTERLY
ESTABLISHMENTS

\$892
AVERAGE
WEEKLY WAGES

\$305,245
GDP

DEVELOPMENT

69
HOUSING PERMITS

38%
LAND IN CONSERVATION

EDUCATION

73.2%
High School Graduation Rate

EMPLOYMENT



4.3%
UNEMPLOYMENT
RATE



6,667
LABOR FORCE



53.15%
LABOR FORCE
PARTICIPATION



189
OPEN JOBS



-16
YEARLY EMPLOYMENT
CHANGE

POPULATION



15,920
Population



20.3%
Poverty Rate



27.7%
Children in
Poverty



SUMMARY PROVIDED BY
APALACHEE REGIONAL
PLANNING COUNCIL.

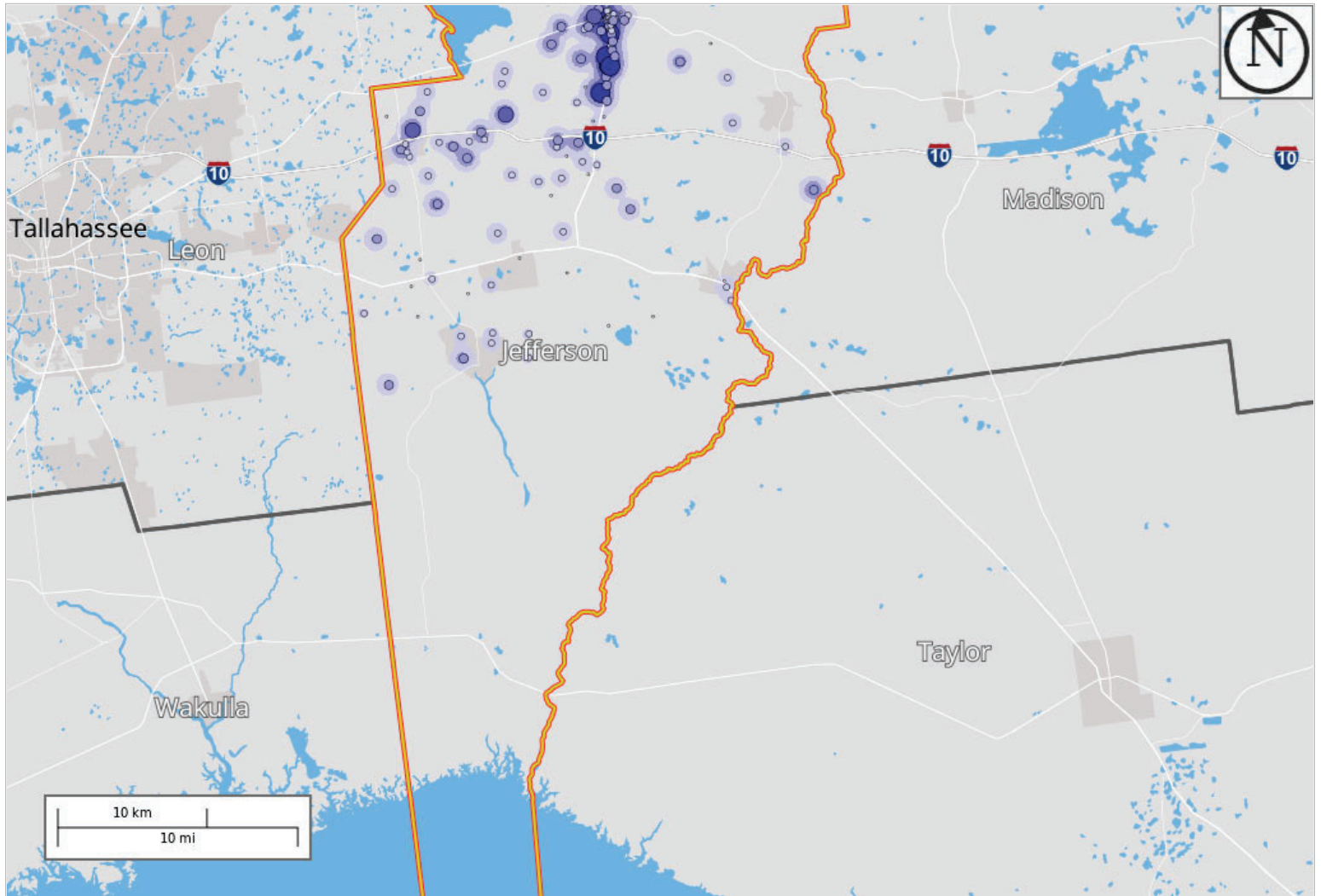
Work Area Profile Analysis

Workers: Employed in Jefferson County, FL

Showing: Employment locations

Created by the U.S. Census Bureau's OnTheMap <https://onthemap.ces.census.gov> on 02/25/2026

Counts and Density of Private Primary Jobs in Work Selection Area in 2023 All Workers



Map Legend

Job Density [Jobs/Sq. Mile]

- 5 - 26
- 27 - 91
- 92 - 200
- 201 - 351
- 352 - 547

Job Count [Jobs/Census Block]

- 1 - 2
- 3 - 9
- 10 - 31
- 32 - 72
- 73 - 140

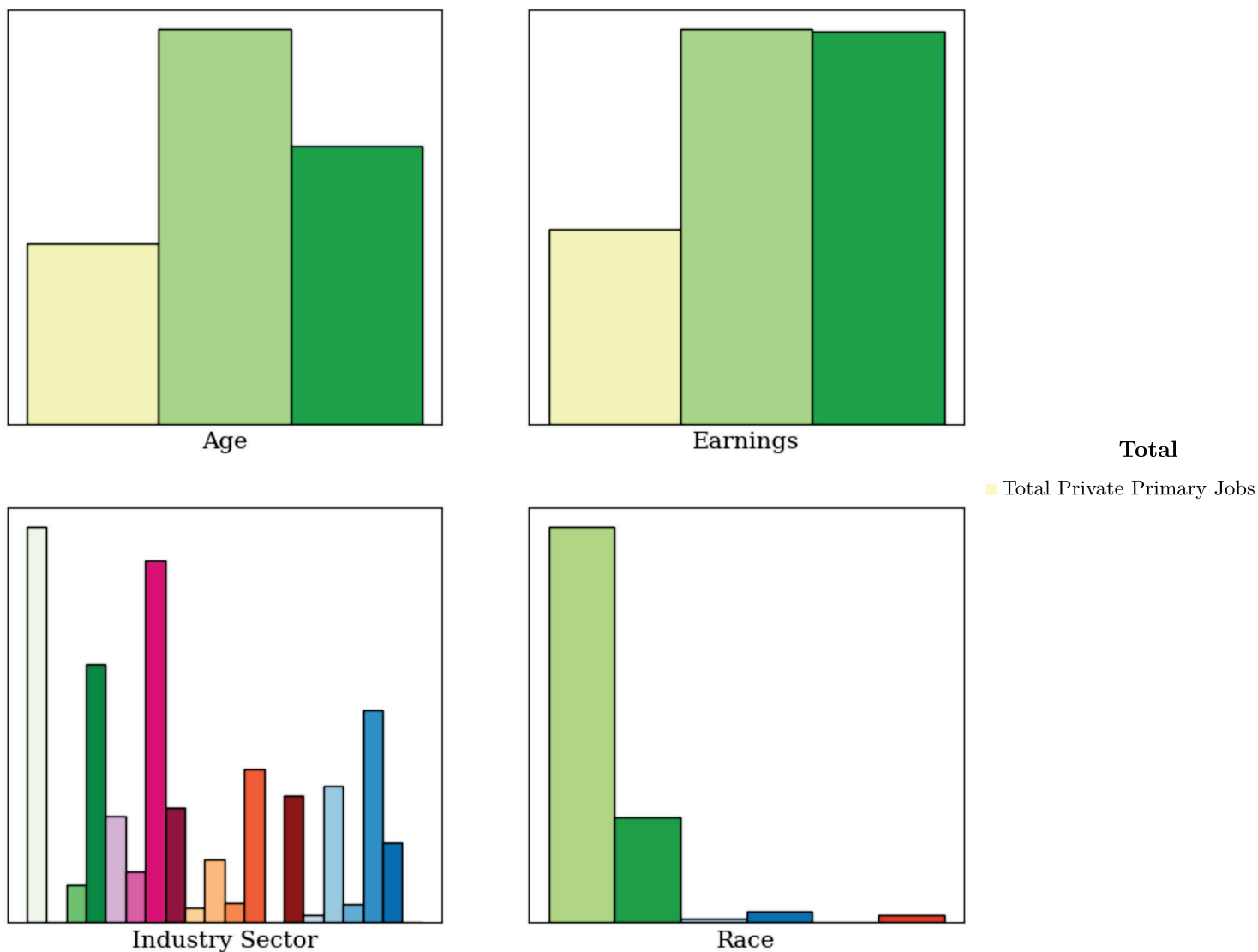
Selection Areas

- ▭ Work Area



Private Primary Jobs for All Workers by Total in 2023

Employed in Selection Area



Private Primary Jobs for All Workers by Total in 2023

Employed in Selection Area

Total	2023	
	Count	Share
Total Private Primary Jobs	1,993	100.0%
Total Private Primary Jobs	1,993	100.0%

Additional Information

Analysis Settings

Analysis Type	Area Profile
Selection area as	Work
Year(s)	2023
Job Type	Private Primary Jobs
Labor Market Segment	All Workers
Selection Area	Jefferson County, FL from Counties
Selected Census Blocks	711
Analysis Generation Date	02/25/2026 10:03 - OnTheMap 6.25.3
Code Revision	a787b8435f7cb64ae1a530aabfe600a5fe774a1f
LODES Data Vintage	8.4 (20251202_1657)

Data Sources

Source: U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (Beginning of Quarter Employment, 2nd Quarter of 2002-2023).

Notes

1. Race, Ethnicity, Educational Attainment, and Sex statistics are beta release results and are not available before 2009.
2. Educational Attainment is only produced for workers aged 30 and over.
3. Firm Age and Firm Size statistics are beta release results for All Private jobs and are not available before 2011.

Work Area Profile Analysis

*Workers: Employed in Jefferson County, FL
Showing: Employment locations*

Total Private Primary Jobs

	2023
Count	Share
Total Private Primary Jobs	1,993 100.0%

Jobs by Worker Age

	2023
Count	Share
Age 29 or younger	422 21.2%
Age 30 to 54	921 46.2%
Age 55 or older	650 32.6%

Jobs by Earnings

	2023
Count	Share
\$1,250 per month or less	395 19.8%
\$1,251 to \$3,333 per month	801 40.2%
More than \$3,333 per month	797 40.0%

Jobs by NAICS Industry Sector

	2023
Count	Share
Agriculture, Forestry, Fishing and Hunting	365 18.3%
Mining, Quarrying, and Oil and Gas Extraction	0 0.0%
Utilities	35 1.8%
Construction	239 12.0%

Jobs by NAICS Industry Sector

2023

	Count	Share
Manufacturing	98	4.9%
Wholesale Trade	47	2.4%
Retail Trade	334	16.8%
Transportation and Warehousing	106	5.3%
Information	14	0.7%
Finance and Insurance	58	2.9%
Real Estate and Rental and Leasing	18	0.9%
Professional, Scientific, and Technical Services	142	7.1%
Management of Companies and Enterprises	0	0.0%
Administration & Support, Waste Management and Remediation	117	5.9%
Educational Services	7	0.4%
Health Care and Social Assistance	126	6.3%
Arts, Entertainment, and Recreation	17	0.9%
Accommodation and Food Services	196	9.8%
Other Services (excluding Public Administration)	74	3.7%
Public Administration	0	0.0%

Jobs by Worker Race

2023

	Count	Share
White Alone	1,502	75.4%
Black or African American Alone	399	20.0%
American Indian or Alaska Native Alone	18	0.9%
Asian Alone	44	2.2%
Native Hawaiian or Other Pacific Islander Alone	1	0.1%
Two or More Race Groups	29	1.5%

Jobs by Worker Ethnicity

2023

	Count	Share
Not Hispanic or Latino	1,805	90.6%
Hispanic or Latino	188	9.4%

Jobs by Worker Educational Attainment

2023

	Count	Share
Less than high school	293	14.7%
High school or equivalent, no college	487	24.4%
Some college or Associate degree	518	26.0%
Bachelor's degree or advanced degree	273	13.7%
Educational attainment not available (workers aged 29 or younger)	422	21.2%

Jobs by Worker Sex

	2023	
	Count	Share
Male	1,164	58.4%
Female	829	41.6%

Report Settings

Analysis Type	Area Profile
Selection area as	Work
Year(s)	2023
Job Type	Private Primary Jobs
Labor Market Segment	All Workers
Selection Area	Jefferson County, FL from Counties
Selected Census Blocks	711
Analysis Generation Date	02/25/2026 10:03 - OnTheMap 6.25.3
Code Revision	a787b8435f7cb64ae1a530aabfe600a5fe774a1f
LODES Data Vintage	8.4 (20251202_1657)

Source: U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (Beginning of Quarter Employment, 2nd Quarter of 2002-2023).

Notes:

1. Race, Ethnicity, Educational Attainment, and Sex statistics are beta release results and are not available before 2009.
2. Educational Attainment is only produced for workers aged 30 and over.
3. Firm Age and Firm Size statistics are beta release results for All Private jobs and are not available before 2011.

Distance/Direction Analysis

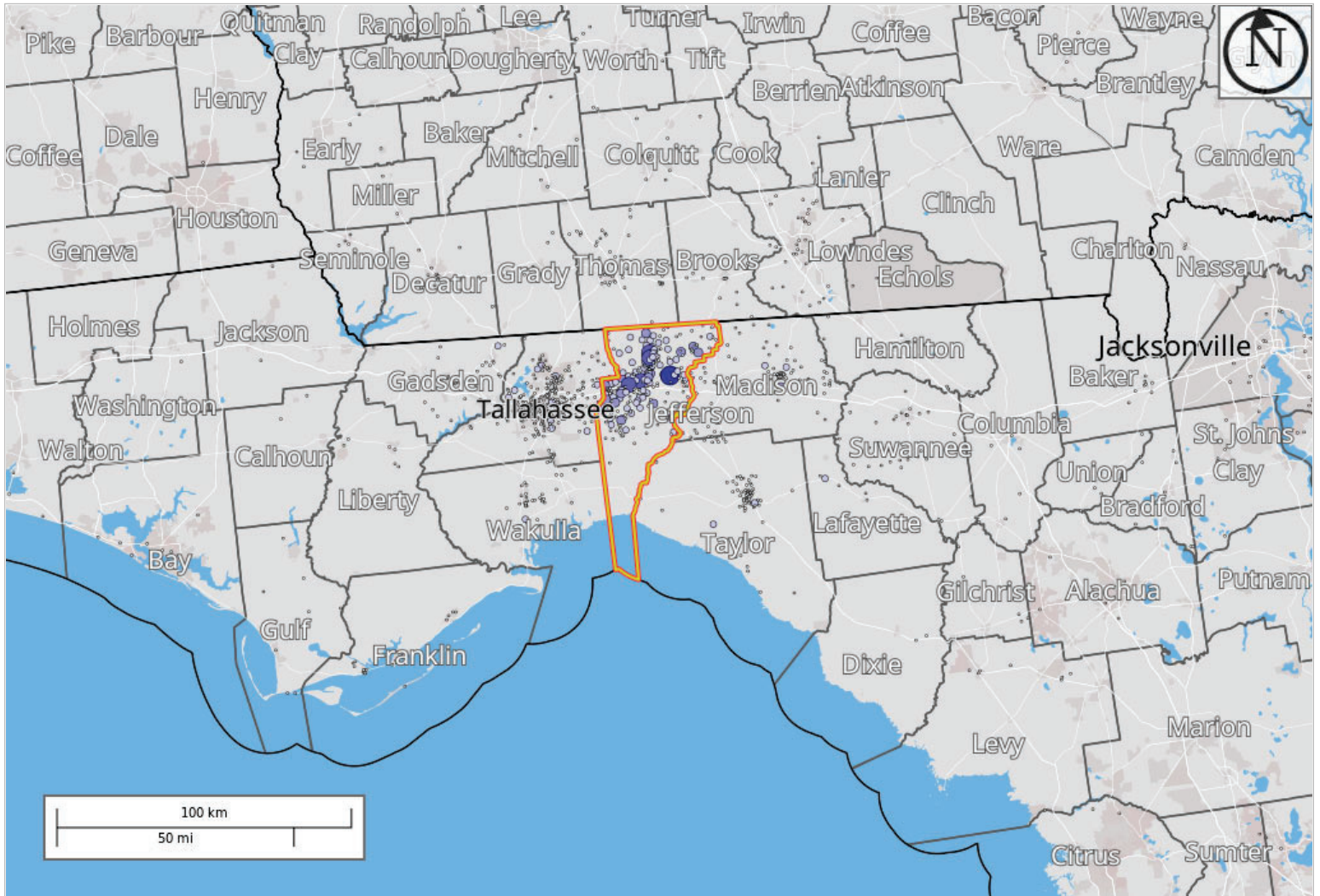
Workers: Employed in Jefferson County, FL

Showing: Residential locations

Created by the U.S. Census Bureau's OnTheMap <https://onthemap.ces.census.gov> on 02/25/2026

Counts and Density of Home Locations for Private Primary Jobs in Work Selection Area in 2023

All Workers



Map Legend

Job Density [Jobs/Sq. Mile]

- 5 - 8
- 9 - 17
- 18 - 33
- 34 - 55
- 56 - 84

Job Count [Jobs/Census Block]

- 1 - 2
- 3 - 6
- 7 - 13
- 14 - 23
- 24 - 36

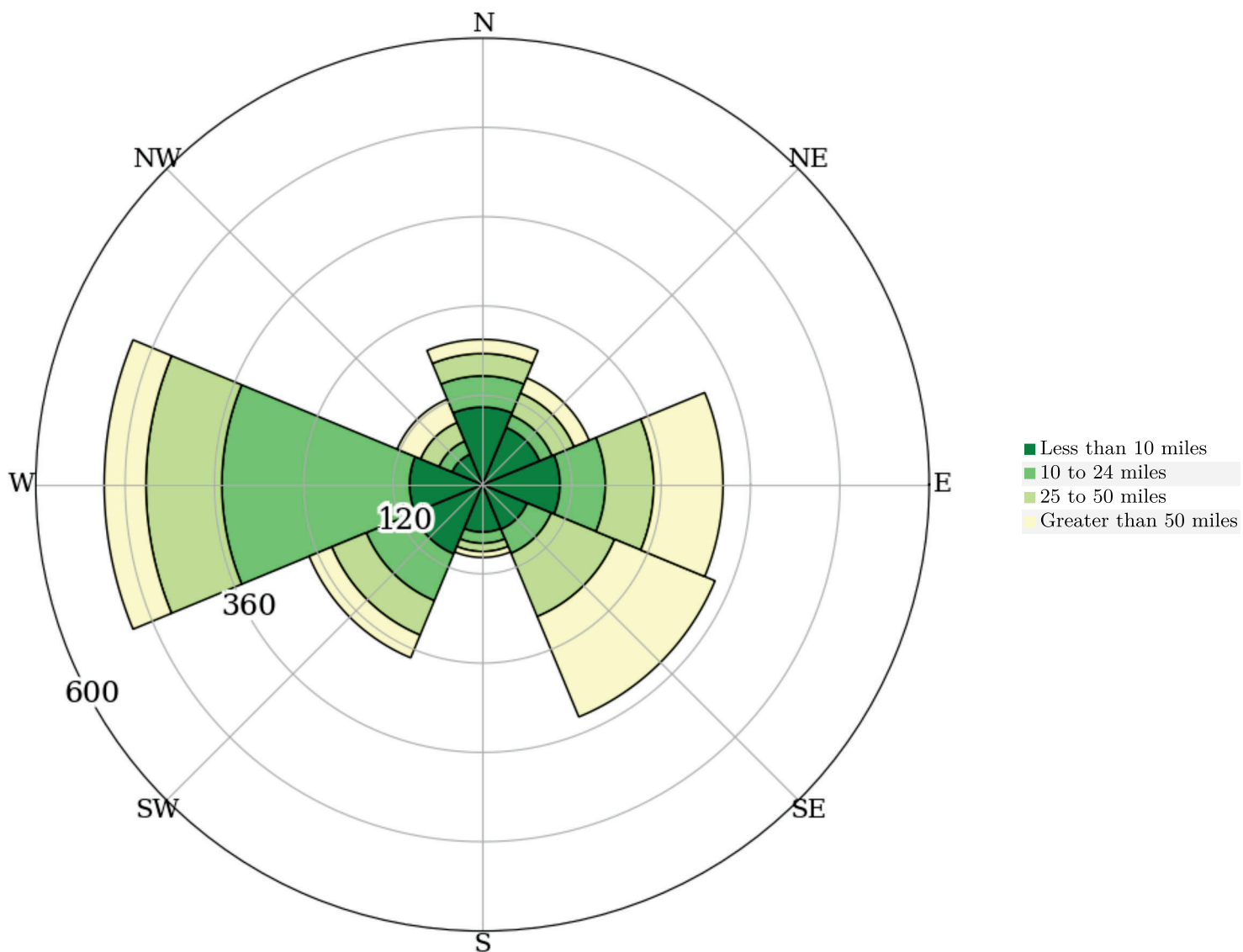
Selection Areas

- ▭ Work Area



Private Primary Jobs for All Workers in 2023

Distance and Direction from Work Census Block to Home Census Block, Employed in Selection Area



Private Primary Jobs for All Workers in 2023

Distance from Work Census Block to Home Census Block, Employed in Selection Area

Distance	2023	
	Count	Share
Total Private Primary Jobs	1,993	100.0%
Less than 10 miles	663	33.3%
10 to 24 miles	510	25.6%
25 to 50 miles	409	20.5%
Greater than 50 miles	411	20.6%

Additional Information

Analysis Settings

Analysis Type	Distance/Direction
Selection area as	Work
Year(s)	2023
Job Type	Private Primary Jobs
Selection Area	Jefferson County, FL from Counties
Selected Census Blocks	711
Analysis Generation Date	02/25/2026 10:09 - OnTheMap 6.25.3
Code Revision	a787b8435f7cb64ae1a530aabfe600a5fe774a1f
LODES Data Vintage	8.4 (20251202_1657)

Data Sources

Source: U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (Beginning of Quarter Employment, 2nd Quarter of 2002-2023).

Notes

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3. Firm Age and Firm Size statistics are beta release results for All Private jobs and are not available before 2011.

Distance/Direction Analysis

Workers: Employed in Jefferson County, FL
Showing: Residential locations

Job Counts in Home Blocks by Distance Only

	2023	
	Count	Share
Total Private Primary Jobs	1,993	100.0%
Less than 10 miles	663	33.3%
10 to 24 miles	510	25.6%
25 to 50 miles	409	20.5%
Greater than 50 miles	411	20.6%

Job Counts in Home Blocks to the North of Work Blocks by Distance

	2023	
	Count	Share
Total Private Primary Jobs	195	100.0%
Less than 10 miles	104	53.3%
10 to 24 miles	42	21.5%
25 to 50 miles	30	15.4%
Greater than 50 miles	19	9.7%

Job Counts in Home Blocks to the Northeast of Work Blocks by Distance

	2023	
	Count	Share
Total Private Primary Jobs	155	100.0%
Less than 10 miles	83	53.5%

Job Counts in Home Blocks to the Northeast of Work Blocks by Distance

2023	
	Count Share
10 to 24 miles	18 11.6%
25 to 50 miles	32 20.6%
Greater than 50 miles	22 14.2%

Job Counts in Home Blocks to the East of Work Blocks by Distance

2023	
	Count Share
Total Private Primary Jobs	323 100.0%
Less than 10 miles	104 32.2%
10 to 24 miles	61 18.9%
25 to 50 miles	65 20.1%
Greater than 50 miles	93 28.8%

Job Counts in Home Blocks to the Southeast of Work Blocks by Distance

2023	
	Count Share
Total Private Primary Jobs	338 100.0%
Less than 10 miles	65 19.2%
10 to 24 miles	35 10.4%
25 to 50 miles	92 27.2%
Greater than 50 miles	146 43.2%

Job Counts in Home Blocks to the South of Work Blocks by Distance

	2023	
	Count	Share
Total Private Primary Jobs	98	100.0%
Less than 10 miles	64	65.3%
10 to 24 miles	15	15.3%
25 to 50 miles	11	11.2%
Greater than 50 miles	8	8.2%

Job Counts in Home Blocks to the Southwest of Work Blocks by Distance

	2023	
	Count	Share
Total Private Primary Jobs	252	100.0%
Less than 10 miles	101	40.1%
10 to 24 miles	68	27.0%
25 to 50 miles	50	19.8%
Greater than 50 miles	33	13.1%

Job Counts in Home Blocks to the West of Work Blocks by Distance

	2023	
	Count	Share
Total Private Primary Jobs	508	100.0%
Less than 10 miles	98	19.3%
10 to 24 miles	252	49.6%
25 to 50 miles	102	20.1%
Greater than 50 miles	56	11.0%

 **Job Counts in Home Blocks to the Northwest of Work Blocks by Distance**

	2023	
	Count	Share
Total Private Primary Jobs	124	100.0%
Less than 10 miles	44	35.5%
10 to 24 miles	19	15.3%
25 to 50 miles	27	21.8%
Greater than 50 miles	34	27.4%

Report Settings

Analysis Type	Distance/Direction
Selection area as	Work
Year(s)	2023
Job Type	Private Primary Jobs
Selection Area	Jefferson County, FL from Counties
Selected Census Blocks	711
Analysis Generation Date	02/25/2026 10:09 - OnTheMap 6.25.3
Code Revision	a787b8435f7cb64ae1a530aabfe600a5fe774a1f
LODES Data Vintage	8.4 (20251202_1657)

Source: U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (Beginning of Quarter Employment, 2nd Quarter of 2002-2023).

Notes:

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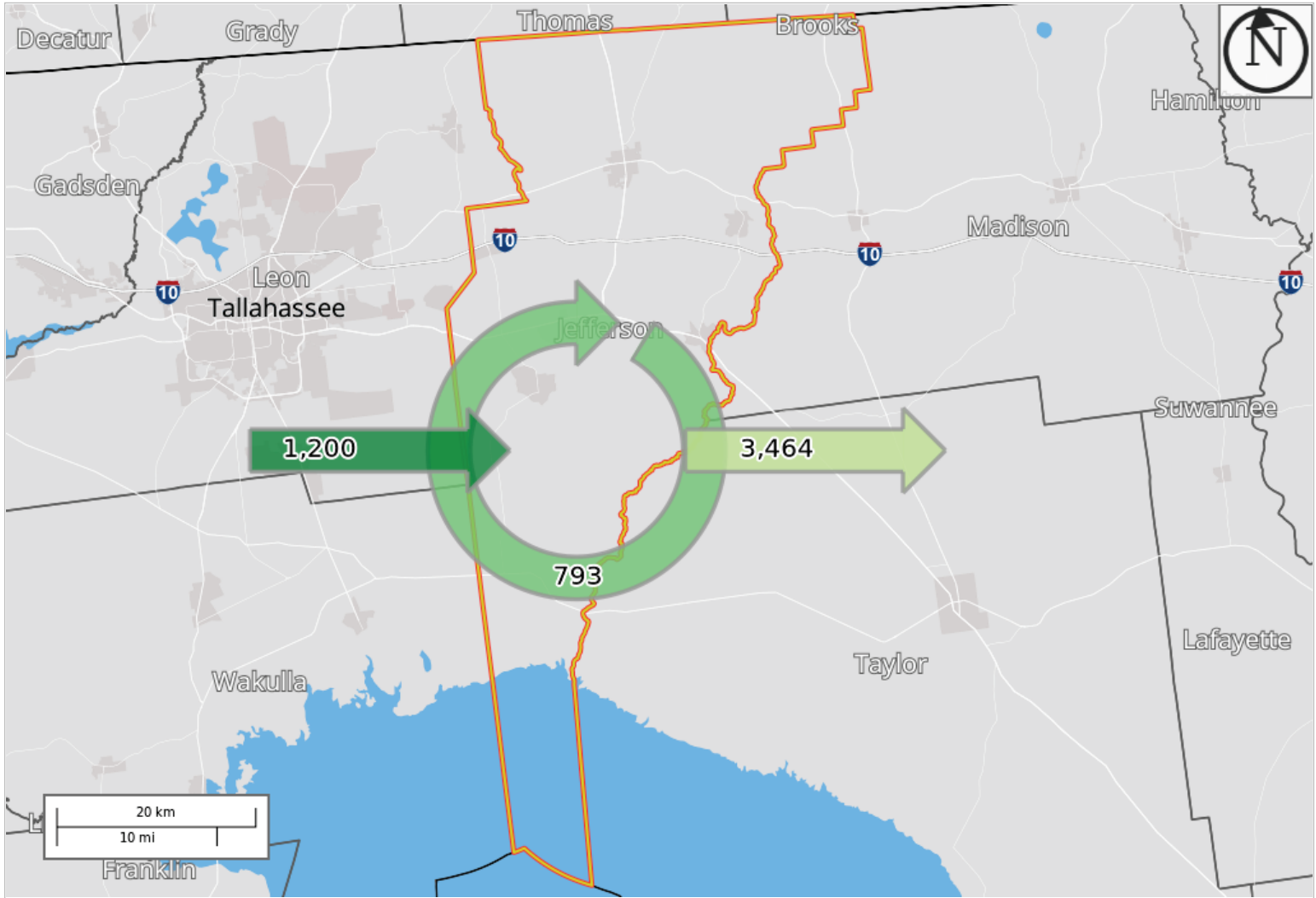
Inflow/Outflow Analysis

Worker Flows In, Out, and Within Jefferson County, FL

Created by the U.S. Census Bureau's OnTheMap <https://onthemap.ces.census.gov> on 02/25/2026

Inflow/Outflow Counts of Private Primary Jobs for Selection Area in 2023

All Workers



Map Legend

Selection Areas

Work Area

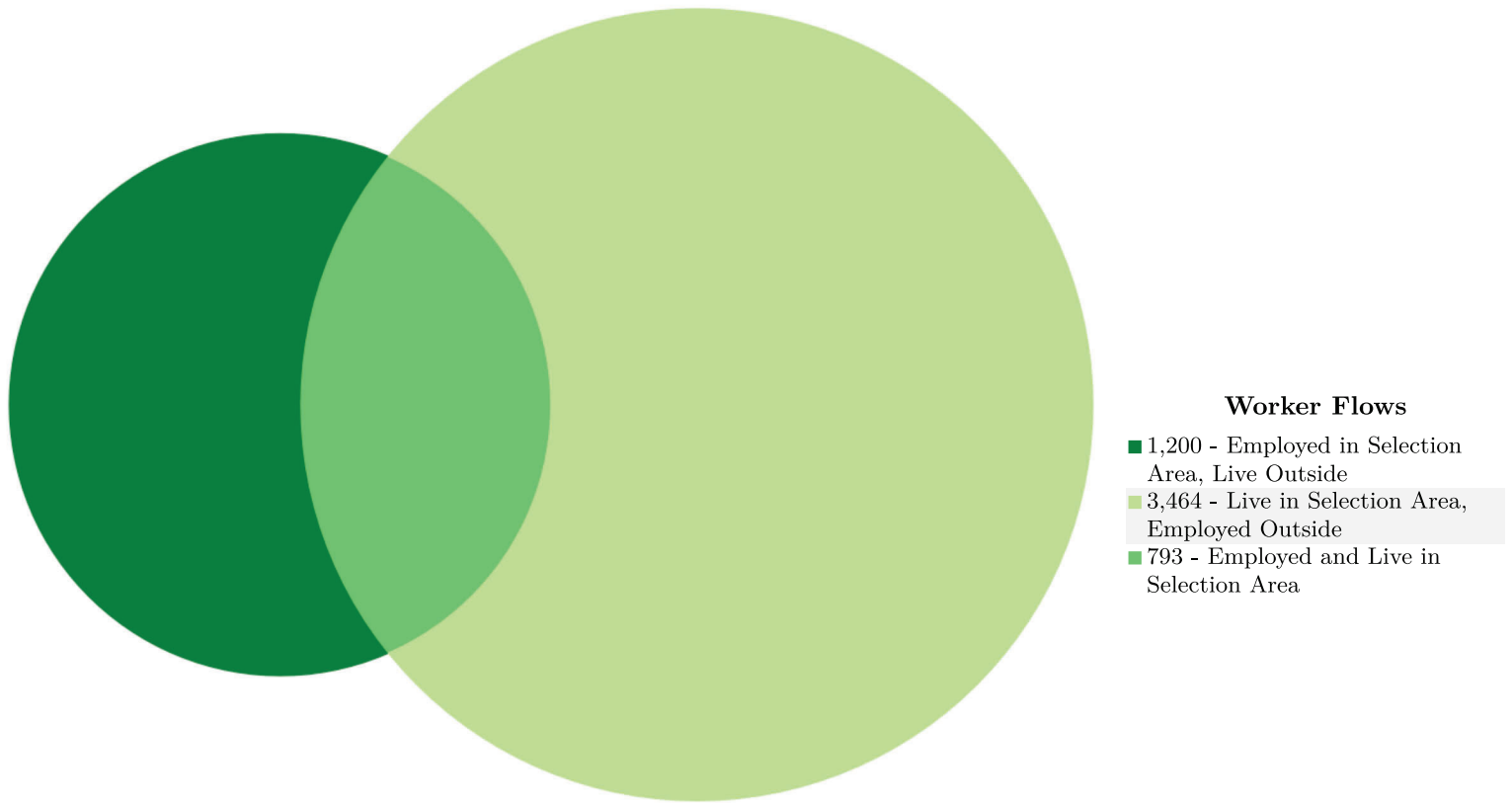
Inflow/Outflow

- Employed and Live in Selection Area
 - Employed in Selection Area, Live Outside
 - Live in Selection Area, Employed Outside
- Note: Overlay arrows do not indicate directionality of worker flow between home and employment locations.



Inflow/Outflow Counts of Private Primary Jobs for Selection Area in 2023

All Workers



Inflow/Outflow Counts of Private Primary Jobs for Selection Area in 2023

All Workers

Worker Totals and Flows	2023	
	Count	Share
Employed in the Selection Area	1,993	100.0%
Employed in the Selection Area but Living Outside	1,200	60.2%
Employed and Living in the Selection Area	793	39.8%
Living in the Selection Area	4,257	100.0%
Living in the Selection Area but Employed Outside	3,464	81.4%
Living and Employed in the Selection Area	793	18.6%

Additional Information

Analysis Settings

Analysis Type	Inflow/Outflow
Selection area as	N/A
Year(s)	2023
Job Type	Private Primary Jobs
Selection Area	Jefferson County, FL from Counties
Selected Census Blocks	711
Analysis Generation Date	02/25/2026 09:47 - OnTheMap 6.25.3
Code Revision	a787b8435f7cb64ae1a530aabfe600a5fe774a1f
LODES Data Vintage	8.4 (20251202_1657)

Data Sources

Source: U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (Beginning of Quarter Employment, 2nd Quarter of 2002-2023).

Notes

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Inflow/Outflow Analysis

Worker Flows In, Out, and Within Jefferson County, FL

Selection Area Labor Market Size (Private Primary Jobs)

	2023	
	Count	Share
Employed in the Selection Area	1,993	100.0%
Living in the Selection Area	4,257	213.6%
Net Job Inflow (+) or Outflow (-)	-2,264	-

In-Area Labor Force Efficiency (Private Primary Jobs)

	2023	
	Count	Share
Living in the Selection Area	4,257	100.0%
Living and Employed in the Selection Area	793	18.6%
Living in the Selection Area but Employed Outside	3,464	81.4%

In-Area Employment Efficiency (Private Primary Jobs)

	2023	
	Count	Share
Employed in the Selection Area	1,993	100.0%
Employed and Living in the Selection Area	793	39.8%
Employed in the Selection Area but Living Outside	1,200	60.2%

Outflow Job Characteristics (Private Primary Jobs)

2023

	Count	Share
External Jobs Filled by Residents	3,464	100.0%
Workers Aged 29 or younger	841	24.3%
Workers Aged 30 to 54	1,686	48.7%
Workers Aged 55 or older	937	27.0%
Workers Earning \$1,250 per month or less	538	15.5%
Workers Earning \$1,251 to \$3,333 per month	1,262	36.4%
Workers Earning More than \$3,333 per month	1,664	48.0%
Workers in the “Goods Producing” Industry Class	689	19.9%
Workers in the “Trade, Transportation, and Utilities” Industry Class	738	21.3%
Workers in the “All Other Services” Industry Class	2,037	58.8%

Inflow Job Characteristics (Private Primary Jobs)

2023

	Count	Share
Internal Jobs Filled by Outside Workers	1,200	100.0%
Workers Aged 29 or younger	265	22.1%
Workers Aged 30 to 54	586	48.8%
Workers Aged 55 or older	349	29.1%
Workers Earning \$1,250 per month or less	215	17.9%

Inflow Job Characteristics (Private Primary Jobs)

	2023	
	Count	Share
Workers Earning \$1,251 to \$3,333 per month	439	36.6%
Workers Earning More than \$3,333 per month	546	45.5%
Workers in the “Goods Producing” Industry Class	370	30.8%
Workers in the “Trade, Transportation, and Utilities” Industry Class	364	30.3%
Workers in the “All Other Services” Industry Class	466	38.8%

Interior Flow Job Characteristics (Private Primary Jobs)

	2023	
	Count	Share
Internal Jobs Filled by Residents	793	100.0%
Workers Aged 29 or younger	157	19.8%
Workers Aged 30 to 54	335	42.2%
Workers Aged 55 or older	301	38.0%
Workers Earning \$1,250 per month or less	180	22.7%
Workers Earning \$1,251 to \$3,333 per month	362	45.6%
Workers Earning More than \$3,333 per month	251	31.7%
Workers in the “Goods Producing” Industry Class	332	41.9%

Interior Flow Job Characteristics (Private Primary Jobs)

	2023	
	Count	Share
Workers in the “Trade, Transportation, and Utilities” Industry Class	158	19.9%
Workers in the “All Other Services” Industry Class	303	38.2%

Report Settings

Analysis Type	Inflow/Outflow
Selection area as	N/A
Year(s)	2023
Job Type	Private Primary Jobs
Selection Area	Jefferson County, FL from Counties
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Analysis Generation Date	02/25/2026 09:47 - OnTheMap 6.25.3
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Jefferson County Economic Development Committee

High School Career and Trade Program Interest Survey

Thank you for participating! Your responses will help us understand your career interests and assist us in providing appropriate resources and opportunities.

1. Basic Information

- a. Age:
- b. Gender: Male /Female /Prefer not to say

2. Career Interests

- a. Which of the following career areas interest you? (Select all that apply)

Healthcare (Doctor, Nurse, Medical Technician)

Technology (Software Developer, IT Specialist)

Skilled Trades (Electrician, Plumber, Carpenter, Cosmetologist)

Business/Finance (Accountant, Entrepreneur)

Arts & Design (Graphic Designer, Musician)

Education (Teacher, Counselor)

Law & Public Service (Lawyer, Police Officer)

Science & Research (Biologist, Chemist)

Manufacturing (Engineer, Machinist)

Agriculture, Timber, & Fishing

Other:

- b. Are there any specific careers you are interested in exploring? Please list:

3. High School Trade Programs

- a. Are you aware of trade programs offered at your high school?

Yes

No

b. Are you participating in any trade programs currently?

Yes

No

If yes, which program?

c. Would you be interested in participating in a trade program?

Yes

No

Maybe

d. Which trade programs are you most interested in? (Select all that apply)

Automotive Technology

Manufacturing

Culinary Arts

Welding

Cosmetology

HVAC (Heating, Ventilation, Air Conditioning)

Carpentry

Electrical

Plumbing

Health Science/Medical Technology

Other:

4. Career Planning

a. Do you have a clear idea of what career you want to pursue after high school?

Yes

No

Somewhat

b. Do you feel you need more information or guidance about career options?

Yes

No

c. Do you currently have a job?

Yes

No

d. Is the job in your desired career path?

Yes

No

Unsure

N/A

5. Additional Comments

Jefferson County Economic Development Committee

Adult Employment and Training Needs Survey

Thank you for participating! Your responses will help us understand your current employment situation and training interests and assist in providing appropriate resources and opportunities.

1. Basic Information

a. Age:

b. Gender: Male/ Female/Prefer not to say

c. Education: GED/High School Diploma/Skilled Trade
Certifications/Associates/Bachelors/Masters or higher

2. Employment Status

a. Are you currently employed?

Yes

No

b. If employed, do you work in Jefferson County?

Yes

No

Not employed

c. What is your current job title/industry?

c. Are you actively seeking new employment?

Yes

No

3. Training and Skill Development Interests

a. Are you interested in additional training or education?

Yes

No

b. Which areas are you interested in for training? (Select all that apply)

Trades (Electrician, Plumbing, Welding, etc.)

Technology (IT, Computer Skills, Coding)

Healthcare (Certified Nursing Assistant, Medical Technician)

Business & Office Skills (Admin, Customer Service)

Manufacturing

Culinary Arts

Automotive & Mechanical

Cosmetology

Other:

4. Current Needs and Barriers

a. What do you currently need most to help improve your employment prospects?
(Select all that apply)

Transportation / Travel assistance

Childcare support

Financial assistance / Stipends

Flexible training schedules

Job placement services

Resume writing / Interview preparation

Access to tools/equipment

Other:

b. Are there any specific challenges you're facing in finding or maintaining employment? Please specify:

5. Career Goals

a. What type of job or career are you aiming for? _____

b. Are you interested in part-time, full-time, or temporary work?

Part-time

Full-time

Temporary/Seasonal

6. Additional Comments

Please share any other information or specific support you need:

Jefferson County Economic Development Committee

Business Owner Employment and Training Needs Survey

Thank you for participating! Your feedback will help us tailor employment solutions and training programs to support your business growth.

1. Basic Information

- a. Business Name:
- b. Industry/Sector:
- c. Number of Employees:
- d. Location:

2. Current Employment Needs

- a. Are you currently hiring or planning to hire soon?
 - Yes
 - No
- b. What positions or skills are you looking to fill? Please specify:
- c. Are you experiencing any challenges in recruiting qualified candidates?
 - Yes
 - No
- d. If yes, please specify the challenges:

3. Training and Development Services

- a. Would your business be interested in training programs for your employees?
 - Yes
 - No
- b. What types of training would benefit your business? (Select all that apply)

Technical Skills (e.g., machinery, software)

Customer Service

Leadership & Management

Safety & Compliance

Certification Programs

Other:

c. Are you interested in customized training solutions for your employees?

Yes

No

4. Support and Resources Needed

a. What additional support would help your business grow? (Select all that apply)

Workforce development

Apprenticeship programs

Job placement services

Funding or grants

Equipment or tools

Marketing assistance

Networking opportunities

Other:

b. Are there specific barriers your business faces that we can assist with? Please describe:

5. Partnership and Collaboration

a. Would your business be interested in partnering with local training providers or educational institutions?

Yes

No

b. Are you open to hosting internships or apprenticeship programs?

Yes

No

6. Additional Comments



Grant Opportunities

[Overview](#)[Qualifications](#)[Restrictions](#)[Help](#)

The Duke Energy Foundation is focused on strengthening and uplifting communities with grant funding. We accept grant applications for \$20,000 and less throughout the year on a rolling basis for the focus areas describe below. Please contact your state representative to discuss your grant proposal before filing an application.

Vibrant Economies

- Workforce development training for jobs vital to the energy economy – creating a pipeline of future leaders
- Community revitalization and local economic development efforts
- Economic recovery for customers and communities facing unprecedented challenges

Local Resiliency

- Natural disaster preparedness and response programming
- Resiliency projects that prepare communities for and mitigate against the effects of extreme weather
- Projects strengthening thriving natural environments, conservation, clean water and healthy ecosystems

Community Opportunity

- Initiatives supporting upward economic mobility and opportunity for families and individuals in the communities

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- Programs supporting the transition for communities moving toward modern energy infrastructure
- Programs reducing obstacles and promoting access to opportunity for all families and individuals who are experiencing financial need in the communities we serve

State Grant Programs and Representatives

Our grants respond to the unique needs of each of the states in which we operate to maximize impact for our communities. Click on any applicable state to learn more about available grant programs and to find Foundation grant representatives.



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[South Carolina >](#)



[Ohio >](#)



[Indiana >](#)

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Fund 01

1947 SCRAP
1948 SCOP
1949 CIGP
2101 BOCC
2102 Coordinator
2103 County Attorney
2104 County Administrative
2211 Property Appraiser
2212 Tax Deed
2325 JASC Shared Court
2326 USA Shared Court
2327 ICSID Shared Court
2320 Clerk
2322 Circuit Court
2324 County Court
2332 State Attorney
2333 Public Defender
2440 Supervisor of Elections
2670 Courthouse
2671 Admin Buildings
2780 Planning Dept
2781 Local Programs
3101 Sheriff/EOC
3102 Veterans Affairs
3211 Forestry
3440 Building Dept
3441 Impact Fees
3990 Medical Examiner
4212 Animal Control
4216 Mosquito Control-Local
4217 Mosquito Control-State
5101 Health Dept
5222 Other Welfare
6101 Parks & Recreation
6212 Library-Local
6213 Library-State
6302 Extension

Fund 11

4102 Road Dept

Fund 12

0018 CDBG
0098 SHIP & Other

Fund 14

3101 Sheriff

Fund 18

4102 Capital Projects

Fund 19

3211 Fire Rescue

Fund 22

4212 Solid Waste

Fund 23

2911 E911

Fund 24

4104 2012 & 2022 Bond Debt Service

Fund 26

6214 Literacy

Fund 27

4103 County Road Bond

Fund 28

3211 EMS

Fund 29

2781 Tourist Development

Fund 30

4104 2018 Bond Debt Service

CONSTRUCTION AGREEMENT

JEFFERSON COUNTY, a political subdivision of the State of Florida, by and through its Board of County Commissioners, situated at 435 West Walnut Street, Monticello, Florida 32344 (the "County"), hereby contracts with **Gulf Breeze Windows & Blinds** (the "Contractor") 181 Fallwood Ln Crawfordville, FL 32327, an FDOT prequalified contractor licensed to perform all work in the State of Florida in connection with the County's Project **Jefferson County Health Department Wind Retrofit** (the "Project"), as said work is set forth in the Scope of Work, and other Contract Documents hereafter specified (the "Work").

The County and the Contractor, for the consideration herein set forth, agree as follows:

Section 1. Contract Documents.

A. The Contract Documents consist of this Agreement, the Exhibits described in Section 30 hereof, the Legal Advertisement, ITB # 2026-02 Intent and General Information, the Instructions to Bidders, the Contractor's Bid proposal and any duly executed and issued addenda, Change Orders, Work Directive Changes, Field Orders, Work Authorizations and amendments relating thereto. All of the foregoing Contract Documents are incorporated by reference and made a part of this Agreement (all of said documents including the Agreement sometimes being referred to herein as the "Contract Documents" and sometimes as the "Agreement"). A copy of the Contract Documents shall be maintained by Contractor at the Project site at all times during the performance of the Work.

B. Any Work that may be reasonably inferred from the plans scope of work described herein as being required to produce the intended result shall be supplied whether or not it is specifically called for. In case of any inconsistency or conflict among the provisions of the Agreement and any other terms and conditions of any documents comprising the Contract Documents, the provisions of the Agreement shall control. Concerning the Contract Documents, the order of precedence shall be as follows: (1) Change Orders; (2) the Agreement, including amendments and Exhibits; (3) Field Orders; (4) the solicitation documents, including any addenda. The Contract Documents listed above represent the entire and integrated Agreement between the parties hereto, and supersede prior negotiations, representations, or agreements, either written or oral.

C. Work, materials or equipment described in words which have a well-known technical or trade meaning, shall be deemed to refer to such recognized standards.

D. The County shall furnish to the Contractor up to three (3) sets of the Contract Documents as are reasonably necessary for execution of the Work. Additional copies of the Contract Documents shall be furnished, upon request, at the cost of reproduction.

E. The Contractor agrees to bind specifically every Subcontractor to the applicable terms and conditions of the Contract Documents for the benefit of the County.

F. Construction services provided by Contractor for the Project shall be under the general direction of Ron Russo, Interim County Manager or their successor, who shall act as the

County's representative during the term of this Agreement (the "County Project Manager"). If the County's representative is not a County employee, then County's representative is not authorized to issue changes to the Contract Amount, Contract Time, or Scope of Work without express approval by the Department Director, County Manager, or Board of County Commissioners.

G. The County Project Manager, within the authority conferred by the Board of County Commissioners, shall initiate written Change Orders, and notification to the Contractor of any and all changes approved by the County in the Contractor's: (1) compensation; (2) time and/or schedule of service delivery; (3) and any amendment (s) or other change(s) relative to the Work pursuant to this Contract or Change Orders pertaining thereto. Following County approval, the County's representative shall coordinate issuance of any such documents. The County's representative shall be responsible for acting on the County's behalf to administer, coordinate, interpret and otherwise manage the contractual provisions and requirements set forth in this Contract or any amendments, or Change Orders issued hereunder.

Section 2. Scope of Work.

A. The Project consists of: The scope of work for this project shall provide wind protection to the building by protecting all openings with hurricane rated impact resistant products. It was confirmed the roof is already in compliance with current wind speeds and is not included in scope. The Jefferson County Department of Health is the primary facility in Jefferson County that can provide primary care and emergency services with the closest hospital being 23.5 miles away. Loss of service to this facility would result in a delay in emergency care and additional expenses incurred for the operation of a temporary facility. The project shall harden the exterior envelope of the Jefferson County Department of Health building, reducing potential future structural and content damages from future wind events.

The replacements shall comply with the guidelines outlined in the Department of Homeland Security, Federal Emergency Management Agency guidance manual FEMA P-804, Wind Retrofit Guide for Residential Buildings, the recommendations from a Hurricane Retrofit Building Assessment conducted by a professional engineer or licensed architect, utilizing the methodology provided in Chapter 3 of FEMA P-804 that is used to determine whether a structure is a good candidate for a wind retrofit and identifies the retrofits to be performed on the structure, and the design criteria found in ASCE 7 standards. All installations shall be in strict compliance with the Florida Building Code and/or Jefferson County specifications, and all materials shall be certified to meet wind and impact standards. The local municipal or county building department shall inspect and certify the installation according to the manufacturer's specifications. This recommendation is conditioned on the requirement that a Hurricane Retrofit Building Assessment will be completed.

The project is outside of a wind-borne debris region but shall provide protection against 127 MPH winds for ASCE 7-16 Risk Category IV buildings and structures, or the wind speed protection and impact requirements indicated by the effective Florida Building Code at the time permits are issued.

B. All materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable manufacturers, fabricator or processors except as otherwise provided in the Contract Documents.

C. When Work on a specific identified road is authorized through a CSA, all provisions of this Agreement apply to the CSA with full force and effect as if appearing in full within each CSA. Each CSA will set forth a specific Scope of Services, maximum limit of compensation, schedule, liquidated damages and completion date, and shall become effective upon the due execution after approval by the Board.

D. The Contractor is not authorized to provide services or materials to the County or undertake any project or work provided for in this Agreement prior to the County having first issued a Notice to Proceed pursuant to an approved CSA.

E. When the Contractor and the County enter into an CSA where the term of the CSA expires on a date that is later than the date that this Agreement expires, the Contractor and the County agree that the terms of this Agreement and any amendments, attachments or provisions thereof are automatically extended until the expiration or full completion of the requirements of the CSA have been performed. Cancellation by the County of any remaining work prior to the full completion of the requirements of the CSA shall cause the terms of this Agreement to terminate at the same time. This provision only applies when the expiration of the CSA extends beyond the expiration of this Agreement. It does not apply when a CSA expires or is cancelled prior to the expiration of this Agreement.

F. It is the intent of the Contract Documents for a functionally complete project (or portion thereof) to be constructed in accordance with the Contract Documents. Any Work, materials or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result shall be supplied whether or not specifically called for. When words which have a well-known technical or trade meaning are used to describe work, materials or equipment, such words shall be interpreted in accordance with that meaning. Reference to standard specifications, manuals or codes of any technical society, organization or association or to the laws or regulations of any governmental authority having jurisdiction over the Project, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time the Work is performed, except as may be otherwise specifically stated herein.

G. If before or during the performance of the Work, Contractor discovers a conflict, error or discrepancy in the Contract Documents, Contractor immediately shall report same to the County Project Manager in writing and before proceeding with the Work affected thereby shall obtain a written interpretation or clarification from the County Project Manager. If required, a Field Order or amendment to the CSA will be issued pursuant to Section 10 of this Agreement. If the Contractor performs any Construction activity knowing it involves a recognized error, inconsistency or omission in the Contract Documents without such notice to the County, the Contractor shall assume responsibility for such performance and shall share in all costs. Contractor shall take field measurements and verify field conditions and shall carefully compare such field measurements and conditions and other information known to Contractor with the Contract

Documents before commencing any portion of the Work.

Section 3. Contract Amount.

A. In consideration of the faithful performance by the Contractor of the covenants in this Agreement to the full satisfaction and acceptance of the County, the County agrees to pay, or cause to be paid, to Contractor the following amount (herein "Contract Amount"), in accordance with the terms of this Agreement: **\$116,828.00**. The cost proposal is on the following page.

The remainder of this page is intentionally left blank

Insert Cost Proposal

B. Based upon the above fee schedule and within the allowable Contract Amount, each CSA will establish an appropriate project fee for the Work to be performed for that CSA.

C. Invoices must reference the applicable CSA and PO number and should further include the Contractor's name, address, contact information, dates of service, quantities of materials and descriptions of work performed, as applicable. Payment will not be made until an acceptable invoice and required documentation are provided by Contractor and accepted by the County.

D. Each individual invoice shall be due and payable in accordance with the Florida Prompt Payment Act set forth in Chapter 218, Florida Statutes. All invoices shall be delivered to the County Project Manager at the following address:

County Managers Office
Jenny Tuten, Executive Assistant
450 W Walnut St
Monticello, FL 32344

E. In order for both parties herein to close their books and records, the Contractor will clearly state "Final Invoice" on the Contractor's final/last billing to the County. This certifies that all services have been properly performed and all charges and costs have been invoiced to the County. Since this account will thereupon be closed, any other further charges if not properly included on this final invoice are waived by the Contractor.

F. Payment of the final invoice shall not constitute evidence of the County's acceptance of the work. For final acceptance of any services provided hereunder, the Contractor will submit an acceptance document to the County for approval.

G. If compensation is based upon time and materials, invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. If compensation is based upon a lump sum price, invoices shall be accompanied by tasks and percentage of work. Additional documents may be requested by the County, and if so requested, shall be furnished by the Contractor to the County Clerk's satisfaction.

H. The County Project Manager or designated payroll officer shall, by affidavit, attest to the correctness and accuracy of time charges and requested reimbursements.

I. If the Contract Amount includes an allowance, the Contractor shall cause the Work covered by the allowance to be done for such sums within the limits of the allowance as the County may approve. The Contractor agrees that the Contract Amount includes such sums as they deem proper for costs and any profit on account of any allowances. No demands for an additional sum for overhead or profit will be allowed.

J. Any agreed upon changes to the Contract Amount must be accomplished by an approved, written Change Order in the form attached to this Agreement. Any agreed upon changes

to the project fee included in a specific CSA must be accomplished by an approved amendment to the CSA.

K. The County may subsequently identify items eligible for direct purchase for sales tax savings. The County shall, at its sole discretion, have the option to purchase directly from the supplier or vendor, any supplies, materials or equipment included in the Contractor's bid for the Contract. The County reserves the right to require Contractor to assign to the County agreements with suppliers for such goods. Contractor shall, from time to time submit, update and keep current, for consideration by the County, a list of all materials, supplies and equipment to be purchased, organized by supplier or vendor. Such list shall include a brief description of the materials, supplies and equipment and the name and address of the supplier or vendor. Suppliers or vendors reasonably anticipated to furnish material, supplies and equipment with an aggregate purchase value of less than \$10,000 need not be listed. Goods not required for the performance of the Contract shall not be purchased under this Agreement. The County reserves the right to delete or add items from this Agreement when it is in the County's best interest. Upon approval by the County, the Contractor will provide a worksheet by electronic means which will include a proposal from the vendor detailing the description of the item to be purchased, total price and sales tax to be deducted. The County will then issue a purchase order directly to the vendor for the cost of the item less the sales tax. Upon completion of all direct purchases the Contractor will prepare a deductive Change Order or an amended CSA, as applicable, reducing the compensation by the total amount of the purchases, inclusive of all sales tax, shipping, handling, insurance, and other similar charges paid by Owner. Administrative costs incurred by the Contractor with this Agreement, including administering the purchases in the name of the County, shall be considered to be included in the base bid proposal for work. No addition shall be added to the Contract Amount because of the service provided by the Contractor in the purchase of property, materials, et cetera, in the name of the County.

Section 4. Bonds.

A. The Contractor shall provide Performance and Payment Bonds, in the form prescribed in the Exhibits to the Agreement, in the amount of 100% of the Contract Amount, the costs of which are to be paid by Contractor. If the Contract is increased by a Change Order, it shall be the Contractor's responsibility to ensure that the Performance and Payment Bonds are amended accordingly, and a copy of the amendment forwarded to the County. The Performance and Payment Bonds shall be underwritten by a surety authorized to do business in the State of Florida and otherwise acceptable to the County; provided, however, the surety shall be rated as "A-" or better as to general policy holders rating and Class V or higher rating as to financial size category and the amount required shall not exceed 5% of the reported policy holders surplus, all as reported in the most current Best Key Rating Guide, published by A.M. Best Company, Inc. of 75 Fulton Street, New York, New York 10038.

B. If the surety for any bond furnished by Contractor is declared bankrupt, becomes insolvent, its right to do business is terminated in the State of Florida, or it ceases to meet the requirements imposed by the Contract Documents, the Contractor shall, within five (5) calendar days thereafter, substitute another bond and surety, both of which shall be subject to the County's approval.

Section 5. Contract Term; Time is of the Essence

A. The term of this Agreement shall commence on the date of its execution by the Chairman of the Board of County Commissioners and continue until June 15, 2023, unless otherwise terminated as provided herein.

B. Time is of the essence in the performance of the Work under this Agreement. The "Commencement Date" is established in the CSA or Notice to Proceed to be issued by the County. Written Notice to Proceed is contingent upon and will be done subsequent to the Contractor fully satisfying the County's stated insurance and Bond submittal requirements. The Contractor shall commence the Work within ten (10) calendar days from the Commencement Date. No Work shall be performed at the Project site prior to the Commencement Date. Any Work performed by the Contractor prior to the Commencement Date shall be at the sole risk of the Contractor.

C. Contractor shall diligently pursue the completion of the Work and coordinate the Work being done on the Project by its subcontractors and materialmen, as well as coordinating its Work with all work of others at the Project Site, so that its Work or the work of others shall not be delayed or impaired by any act or omission by Contractor. Contractor shall be solely responsible for all construction means, methods, techniques, sequences, and procedures, as well as coordination of all portions of the Work under the Contract Documents, and the coordination of the County's suppliers and contractors as set forth in Section 12.B. herein.

D. Should Contractor be obstructed or delayed in the prosecution of or completion of the Work as a result of unforeseeable causes beyond the control of Contractor, and not due to its fault or neglect, including but not restricted to acts of God or of the public enemy, acts of government, fires, floods, epidemics, quarantine regulation, strikes or lockouts, Contractor shall notify the County in writing within forty-eight (48) hours after the commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which Contractor may have had to request a time extension.

E. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of the Work from any cause whatever, including those for which the County may be responsible, in whole or in part, shall relieve Contractor of his duty to perform or give rise to any right to damages or additional compensation from the County. Contractor expressly acknowledges and agrees that it shall receive no damages for delay. Contractor's sole remedy, if any, against the County will be the right to seek an extension to the Contract Time; provided, however, the granting of any such time extension shall not be a condition precedent to the aforementioned "No Damage For Delay" provision. This paragraph shall expressly apply to claims for early completion, as well as to claims based on late completion.

Section 6. Investigation and Utilities

A. Contractor shall have the sole responsibility of satisfying itself concerning the nature and location of the Work and the general and local conditions, and particularly, but without limitation, with respect to the following: those affecting transportation, access, disposal, handling

and storage of materials; availability and quality of labor; water, sewer, and electric power; availability and condition of roads; work area; living facilities; climatic conditions and seasons; physical conditions at the work-site and the project area as a whole; topography and ground surface conditions; nature and quantity of the surface materials to be encountered; subsurface conditions; equipment and facilities needed preliminary to and during performance of the Work; and all other costs associated with such performance. The failure of Contractor to acquaint itself with any applicable conditions shall not relieve Contractor from any of its responsibilities to perform under the Contract Documents, nor shall it be considered the basis for any claim for additional time or compensation.

B. Contractor shall locate all existing roadways, railways, drainage facilities and utility services above, upon, or under the Project site, said roadways, railways, drainage facilities and utilities (surface and subsurface) being referred to in this Sub-Section 7.B. as the "Utilities". Contractor shall contact the owners of all Utilities to determine the necessity for relocating or temporarily interrupting any Utilities during the construction of the Project. Contractor shall schedule and coordinate its Work around any such relocation or temporary service interruption. Contractor shall be responsible for properly shoring, supporting and protecting all Utilities at all times during the course of the Work. Relocation or shutdown of County facilities must be requested by the Contractor in writing a minimum of ten (10) calendar days prior to the proposed Work. The County shall have the final decision with respect to whether the relocation or shutdown is required and when the relocation or shutdown of facilities may take place. The Work may need to be performed at night or on weekends to minimize the interruption of service or to meet the operational needs of the County's facilities.

Section 7. Payment Provisions

A. Prior to submitting its first monthly Application for Payment, Contractor shall submit to the County and the County Project Manager a complete list of all its proposed subcontractors and materialmen, showing the work and materials involved and the dollar amount of each proposed subcontract and purchase order. The first Application for Payment shall be submitted no earlier than thirty (30) days after the Commencement Date.

B. If payment is requested on the basis of materials and equipment not incorporated into the Project, but delivered and suitably stored at the site or at another location agreed to by the County in writing, the Application for Payment shall also be accompanied by a bill of sale, invoice or other documentation warranting that the County has received the materials and equipment free and clear of all liens, charges, security interests and encumbrances, together with evidence that the materials and equipment are covered by appropriate property insurance and other arrangements to protect the County's interest therein, all of which shall be subject to the County's satisfaction.

C. Contractor shall submit two (2) copies of its monthly Application for Payment to the Project Manager on or before the 25th day of each month for work performed during the previous month. Invoices received after the 25th day of each month shall be considered for payment as part of the next month's application. Within ten (10) calendar days after receipt of each Application for Payment, the Project Manager shall either:

- C.1 indicate his approval of the requested payment;
- C.2 indicate his approval of only a portion of the requested payment, stating in writing his reasons therefore; or
- C.3 return the Application for Payment to the Contractor indicating, in writing, the reason for refusing to approve payment and the action necessary to make the payment request proper.

In the event of a total denial and return of the Application for Payment by the Project Manager, the Contractor may make the necessary corrections and resubmit the Application for Payment. The County shall, within thirty (30) calendar days after County approval of an Application for Payment, pay the Contractor the amounts so approved. Provided, however, in no event shall the County be obligated to pay any amount greater than that portion of the Application for Payment approved by the Project Manager.

D. The County shall retain a five percent (5%) of the gross amount of each monthly payment request or five percent (5%) of the portion thereof approved by the Project Manager for payment, whichever is less. Such sums shall be accumulated and released to the Contractor with final payment.

E. Monthly payments to Contractor shall in no way imply or constitute approval or acceptance of Contractor's work.

F. Each Application for Payment shall be accompanied by a Release and Affidavit, in the form attached to this Agreement, showing that all materials, labor, equipment and other bills associated with that portion of the Work for which payment is being requested have been paid in full. The County shall not be required to make payment until and unless these affidavits are furnished by the Contractor.

G. The County Project Manager or the County may decline to approve any Application for Payment, or portions thereof, because of subsequently discovered evidence or subsequent inspections. The County Project Manager or the County may nullify the whole or any part of any approval for payment previously issued and the County may withhold any payments otherwise due Contractor under this Agreement or any other agreement between the County and Contractor, to such extent as may be necessary in the County's opinion to protect it from loss because of:

- G.1 Defective Work not remedied;
- G.2 Third party claims filed or reasonable evidence indicating probable filing of such claims;
- G.3 Failure of Contractor to make payment properly to subcontractors or for labor, materials or equipment;

G.4 Reasonable doubt that the Work can be completed for the unpaid balance of the Contract Amount;

G.5 Unsatisfactory prosecution of the Work by the Contractor;

G.6 Any other material breach of the Contract Documents.

H. If these conditions in Subsection 7.G are not remedied or removed, the County may, after three (3) days written notice, rectify the same at Contractor's expense. The County also may offset against any sums due Contractor the amount of any liquidated or unliquidated obligations of Contractor to the County, whether relating to or arising out of this Agreement or any other agreement between Contractor and the County.

I. The County shall make final payment to Contractor in accordance with the Florida Prompt Payment Act set forth in Chapter 218, Florida Statutes, after the Work is finally inspected and accepted by both the County and the County Project Manager in accordance with Section 21.A. herein, provided that Contractor first, and as an explicit condition precedent to the accrual of Contractor's right to final payment, shall have furnished the County with a properly executed and notarized copy of the Release and Affidavit, as well as, a duly executed copy of the Surety's consent to final payment and such other documentation that may be required by the Contract Documents and the County.

J. Contractor's acceptance of final payment shall constitute a full waiver of any and all claims by Contractor against the County arising out of this Agreement or otherwise relating to the Project, except those previously made in writing and identified by Contractor as unsettled at the time of the final Application for Payment. Neither the acceptance of the Work nor payment by the County shall be deemed to be a waiver of the County's right to enforce any obligations of Contractor hereunder or to the recovery of damages for defective Work not discovered by the County Project Manager or the County at the time of final inspection.

Section 8. Submittals and Substitutions

A. Contractor shall carefully examine the Contract Documents for all requirements for approval of materials to be submitted. Contractor shall submit all such materials at its own expense and in such form as required by the Contract Documents in sufficient time to prevent any delay in the delivery of such materials and the installation thereof.

B. Whenever materials or equipment are specified or described in the Contract Documents by using the name of a proprietary item or the name of a particular supplier, the naming of the item is intended to establish the type, function and quality required. Unless the name is followed by words indicating that no substitution is permitted, materials or equipment of other suppliers may be accepted by the County if sufficient information is submitted by Contractor to allow the County to determine that the material or equipment proposed is equivalent or better than to that named. Requests for review of substitute items of material and equipment will not be accepted by the County from anyone other than Contractor and all such requests must be submitted

by Contractor to County Project Manager within thirty (30) calendar days after Notice of Award is received by Contractor.

C. If Contractor wishes to furnish or use a substitute item of material or equipment, Contractor shall make application to the County Project Manager for acceptance thereof, certifying that the proposed substitute shall perform adequately the functions and achieve the results called for by the general design, be similar and of equal substance to that specified and be suited to the same use as that specified. The application shall state that the evaluation and acceptance of the proposed substitute will not prejudice Contractor's achievement of substantial completion on time, whether or not acceptance of the substitute for use in the Work will require a change in any of the Contract Documents (or in the provisions of any other direct contract with the County for the Project) to adapt the design to the proposed substitute and whether or not incorporation or use of the substitute in connection with the Work is subject to payment of any license fee or royalty. All variations of the proposed substitute from that specified will be identified in the application and available maintenance, repair and replacement service shall be indicated. The application also shall contain an itemized estimate of all costs that will result, directly or indirectly, from acceptance of such substitute, including costs for redesign and claims of other contractors affected by the resulting change, all of which shall be considered by the County Project Manager in evaluating the proposed substitute. The County Project Manager may require Contractor to furnish at Contractor's expense additional data about the proposed substitute.

D. If a specific means, method, technique, sequence or procedure of construction is indicated in or required by the Contract Documents, Contractor may furnish or utilize a substitute means, method, sequence, technique or procedure of construction acceptable to the County Project Manager, if Contractor submits sufficient information to allow the County Project Manager to determine that the substitute proposed is equivalent to that indicated or required by the Contract Documents. The procedures for submission to and review by the County Project Manager shall be the same as those provided herein for substitute materials and equipment.

E. The County Project Manager shall be allowed a reasonable time within which to evaluate each proposed substitute. The County Project Manager shall be the sole judge of acceptability, and no substitute will be ordered, installed or utilized without the County Project Manager's and the County's prior written acceptance which shall be evidenced by a Change Order. The County may require Contractor to furnish at Contractor's expense a special performance guarantee or other surety with respect to any substitute. The County Project Manager will record time required by the County Project Manager in evaluating substitutions proposed by Contractor and making changes in the Contract Documents occasioned thereby. Whether or not the County accepts a proposed substitute, Contractor shall reimburse the County for the charges of the County Project Manager for evaluating each proposed substitute, or such charges may be deducted from an application for payment, at the County's sole discretion.

Section 9. Ownership of Documents

A. The Contractor shall be required to cooperate with the County and other Contractors relative to providing information requested in a timely manner and in the specified form. Any and all documents, records, disks, original drawings, or other information shall become

the property of the County for its use and/or distribution as may be deemed appropriate by the County. The Contractor is not liable for any damages, injury or costs associated with the County use or distribution of these documents for purposes other than those originally intended by the Contractor.

B. The Contractor shall comply with public records laws embodied in chapter 119, Florida Statutes, and specifically shall:

B.1. Keep and maintain public records required by the County in order to perform the Scope of Services described herein.

B.2. Upon request from the County provide the County with any requested public records or allow the requested records to be inspected or copied within a reasonable time by the County.

B.3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term, and thereafter if the Contractor does not transfer all records to the County.

B.4. Transfer, at no cost, to County all public records in possession of the Contractor upon termination of this Agreement, and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County, upon request from the County, in a format that is compatible with the information technology systems of the County. If the Contractor keeps and maintains public records upon the conclusion of this Agreement, the Contractor shall meet all applicable requirements for retaining public records that would apply to the County.

B.5. If the Contractor does not comply with a public records request, the County shall treat that omission as breach of this Agreement and enforce the contract provisions accordingly. Additionally, if the Contractor fails to provide records when requested, the Contractor may be subject to penalties under section 119.10, Florida Statutes and reasonable costs of enforcement, including attorney fees.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS SHANNON METTY, DEPUTY COUNTY MANAGER, 450 W Walnut St, MONTICELLO, FL 32344, (850) 342-0287, SMETTY@JEFFERSONCOUNTYFL.GOV.

Section 10. Changes in the Work

A. The County shall have the right at any time during the progress of the Work to increase or decrease the Work. Promptly after being notified of a change, Contractor shall submit

an itemized estimate of any cost or time increases or savings it foresees as a result of the change. Except in an emergency endangering life or property, or as expressly set forth herein, no addition or changes to the Work shall be made except upon written order of the County, and the County shall not be liable to the Contractor for any increased compensation without such written order. No officer, employee or agent of the County is authorized to direct any extra or changed work orally.

B. A Change Order, in the form attached to this Agreement, Exhibit H, or an amendment to an approved CSA, as applicable, shall be issued and executed promptly after an agreement is reached between Contractor and the County concerning the requested changes. Contractor shall promptly perform changes authorized by duly executed Change Orders. The Contract Amount and Contract Time shall be adjusted in the Change Order in the manner as the County and Contractor shall mutually agree.

C. If the County and Contractor are unable to agree on a Change Order for the requested change, Contractor shall, nevertheless, promptly perform the change as directed by the County in a written Work Directive Change. If Contractor disagrees with the County's adjustment determination, Contractor must make a claim pursuant to Section 11 of this Agreement or else be deemed to have waived any claim on this matter it might otherwise have had.

D. In the event a requested change results in an increase to the Contract Amount, the amount of the increase shall be limited to the Contractor's reasonable direct labor and material costs and reasonable actual equipment costs as a result of the change (including allowance for labor burden costs) plus a maximum ten percent (10%) markup for all overhead and profit. However, where the Work involved is covered by unit prices contained in the Contract Documents or subsequently agreed upon, those unit prices shall be applied to the quantities of the items involved. In the event such change Work is performed by a subcontractor, a maximum ten percent (10%) markup for all overhead and profit for all subcontractors' and sub-subcontractors' direct labor and material costs and actual equipment costs shall be permitted, with a maximum five percent (5%) markup thereon by the Contractor for all of its overhead and profit, for a total maximum markup of fifteen percent (15%). All compensation due Contractor and any subcontractor or sub-subcontractor for field and home office overhead is included in the markups noted above.

E. The County shall have the right to conduct an audit of Contractor's books and records to verify the accuracy of the Contractor's claim with respect to Contractor's costs associated with any Change Order.

F. The County Project Manager shall have authority to order minor changes in the Work not involving an adjustment to the Contract Amount or an extension to the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes may be affected by Field Order or by other written order. Such changes shall be binding on the Contractor.

Section 11. Claims and Disputes

A. A Claim is a demand or assertion by one of the parties seeking an adjustment or interpretation of the terms of the Contract Documents, payment of money, extension of time or other relief with respect to the terms of the Contract Documents. The term "Claim" also includes other disputes and matters in question between the County and Contractor arising out of or relating to the Contract Documents. The responsibility to substantiate a Claim shall rest with the party making the Claim.

B. Claims by the Contractor shall be made in writing to the County and County Project Manager within forty-eight (48) hours after the first day of the event giving rise to such Claim or else the Contractor shall be deemed to have waived the Claim. Written supporting data shall be submitted to the County and County Project Manager within fifteen (15) calendar days after the occurrence of the event, unless the County grants additional time in writing, or else the Contractor shall be deemed to have waived the Claim.

C. Any dispute, action or proceeding arising out of or related to this Agreement shall be exclusively commenced in the state courts of Jefferson County, Florida, or where proper subject matter jurisdiction exists, in the United States District Court for the Northern District of Florida. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on forum non conveniens.

E. This Agreement and the rights and obligations of the parties shall be governed by the laws of the State of Florida without regard to its conflict of laws principles.

F. The Contractor shall proceed diligently with its performance as directed by the County, regardless of any pending Claim, action, suit or administrative proceeding, unless otherwise agreed to by the County in writing. The County shall continue to make payments in accordance with the Contract Documents during the pendency of any Claim.

Section 12. Other Work

A. The County may perform other work related to the Project at the site by the County's own forces, have other work performed by utility owners or let other direct contracts. If the fact that such other work is to be performed is not noted in the Contract Documents, written notice thereof will be given to Contractor prior to starting any such other work. If Contractor believes that such performance will involve additional expense to Contractor or require additional time, Contractor shall send written notice of that fact to the County and County Project Manager within forty-eight (48) hours of being notified of the other work. If the Contractor fails to send the above required forty-eight (48) hour notice, the Contractor will be deemed to have waived any rights it otherwise may have had to seek an extension to the Contract Time or adjustment to the Contract Amount.

B. Contractor shall afford each utility owner and other contractor who is a party to such a direct contract (or the County, if the County is performing the additional work with the County's employees) proper and safe access to the site and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such work and shall properly connect and coordinate its Work with theirs. Contractor shall do all cutting, fitting and

patching of the Work that may be required to make its several parts come together properly and integrate with such other work. Contractor shall not endanger any work of others by cutting, excavating or otherwise altering their work and will only cut or alter their work with the written consent of the County Project Manager and the others whose work will be affected. The duties and responsibilities of Contractor under this paragraph are for the benefit of such utility owners and other Contractors to the extent that there are comparable provisions for the benefit of Contractor in said direct contracts between the County and such utility owners and other contractors.

C. If any part of Contractor's Work depends for proper execution or results upon the work of any other contractor or utility owner (or the COUNTY), Contractor shall inspect and promptly report to County Project Manager in writing any delays, defects or deficiencies in such work that render it unavailable or unsuitable for such proper execution and results. Contractor's failure to report will constitute an acceptance of the other work as fit and proper for integration with Contractor's Work.

Section 13. E-Verify

As a condition precedent to entering into this Agreement and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees.

A. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.

B. The County, Contractor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

C. The County, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.

D. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(5)(d), Fla. Stat. (2023). Contractor acknowledges that upon termination of this Agreement by the County for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year after the date on which the contract was terminated. Contractor further acknowledges that Contractor is liable for any costs incurred by the County as a result of termination of any contract for a violation of this section.

E. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or

lower tier subcontractor with the clauses set forth in this section.

Section 14. Indemnification and Insurance

A. The Contractor agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the County, its agents, representatives, officers, directors, officials and employees from and against claims, damages, losses and expenses (including but not limited to attorney's fees, court costs and costs of appellate proceedings) relating to, arising out of or resulting from the Contractor's negligent acts, errors, mistakes or omissions relating to Contractor's performance pursuant to this Agreement. The Contractor's duty to defend, hold harmless and indemnify the County its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury; sickness; disease; death; or injury to impairment, or destruction of tangible property including loss of use resulting therefrom, caused by any negligent acts, errors, mistakes or omissions related to the performance of this Agreement including any person for whose acts, errors, mistakes or omissions the Contractor may be legally liable.

B. The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of the County to enforce any of the provisions hereof shall not be construed to be a waiver of the right of the County thereafter to enforce such provisions. The foregoing indemnification shall the same be construed to constitute agreement by Contractor to indemnify the County for the negligent acts or omissions of the County, its officers, agents, or employees, or third parties.

C. Contractor agrees to, at the option of the County, pay the cost of defense, the County and its representative from any and all claims, losses, penalties, demands, judgments, and costs of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, property damage, direct or consequential damages, or economic loss, arising directly or indirectly on account of or in connection with the Work done by Contractor under this Agreement or by any person, firm or corporation to whom any portion of the Work is subcontracted by Contractor or resulting from the use by Contractor, or by any one for whom Contractor is legally liable, of any materials, tools, machinery or other property of the County. This provision is intended to apply even if the injury or damage is caused in whole or in part by any act, omission or default of the County or Project Manager or their consultants, agents, officers and employees. The County and Contractor agree the first \$100.00 of the Contract Amount paid by the County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of the County by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's execution of the Agreement.

D. Contractor shall obtain and carry, at all times during its performance under the Contract Documents, insurance of the types and in the amounts set forth in the Insurance Requirements attached to this Agreement, Exhibit F. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and/or responsible risk retention group insurance companies which are registered with the State of Florida. Within fifteen (15) calendar days after Notice of Award is received by Contractor, Contractor shall provide the County with properly executed Certificates of Insurance to evidence Contractor's compliance

with the insurance requirements of the Contract Documents. Said Certificates of Insurance shall be on forms approved by the County. The Certificates of Insurance shall be personally, manually signed by the authorized representatives of the insurance company/companies shown on the Certificates of Insurance, with proof that they are authorized representatives thereof. In addition, certified, true and exact copies of all insurance policies required hereunder shall be provided to the County, on a timely basis, when requested by the County.

E. The Certificates of Insurance and required insurance policies shall contain provisions that thirty (30) days prior written notice by registered or certified mail shall be given the County of any cancellation, intent not to renew, or reduction in the policies or coverages, except in the application of the aggregate limits provisions. In the event of a reduction in the aggregate limit of any policy, Contractor shall immediately take steps to have the aggregate limit reinstated to the full extent permitted under such policy.

F. All insurance coverages of the Contractor shall be primary to any insurance or self insurance program carried by the County applicable to this Project. The acceptance by the County of any Certificate of Insurance does not constitute approval or agreement by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate of Insurance is in compliance with the requirements of the Contract Documents. No work shall commence at the Project site unless and until the required Certificates of Insurance are received by the County.

G. The Contractor will be fully responsible for all acts and omissions of his subcontractors and of persons directly or indirectly employed by them and of persons for whose acts they may be liable to the same extent that they are employed by him. Nothing in the Contract Documents shall create any contractual relationship between any subcontractor and the County. The County may, upon request, furnish to any subcontractor, to the extent practicable, evidence of amounts paid to the Contractor on account of specific Work done.

H. Contractor shall require each of its subcontractors to procure and maintain, until the completion of the subcontractor's work, insurance of the types and to the limits specified in the Insurance Requirements attached to this Agreement, unless such insurance requirements for the subcontractor is expressly waived in writing by the County. All liability insurance policies, other than professional liability, worker's compensation, employer's liability and business auto liability policies, obtained by Contractor to meet the requirements of the Contract Documents shall name the County and Project Manager as additional insureds and shall contain severability of interest provisions. If any insurance provided pursuant to the Contract Documents expires prior to the completion of the Work, renewal Certificates of Insurance and, if requested by the County, certified, true copies of the renewal policies, shall be furnished by Contractor within thirty (30) days prior to the date of expiration.

I. Should at any time the Contractor does not maintain the insurance coverages required herein, the County may terminate the Agreement or at its sole discretion shall be authorized to purchase such coverages and charge the Contractor for such coverages purchased. The County shall be under no obligation to purchase such insurance, nor shall it be responsible for the coverages purchased or the insurance company or companies used. The decision of the County

to purchase such insurance coverages shall in no way be construed to be a waiver of any of its rights under the Contract Documents.

J. Contractor shall submit to Project Manager a copy of all accident reports arising out of any injuries to its employees or those of any firm or individual to whom it may have subcontracted a portion of the Work, or any personal injuries or property damages arising or alleged to have arisen on account of any work by Contractor under the Contract Documents.

Section 15. Compliance with Laws

Contractor agrees to comply, at its own expense, with all federal, state and local laws, codes, statutes, ordinances, rules, regulations and requirements applicable to the Project, including but not limited to those dealing with taxation, worker's compensation, equal employment and safety. If Contractor observes that the Contract Documents are at variance therewith, it shall promptly notify the County and Project Manager in writing.

Section 16. Cleanup and Protections

A. Contractor agrees to keep the Project site clean at all times of debris, rubbish and waste materials arising out of the Work. At the completion of the Work, Contractor shall remove all debris, rubbish and waste materials from and about the Project site, as well as all tools, appliances, construction equipment and machinery and surplus materials, and shall leave the Project site clean and ready for occupancy by the County.

B. Any existing surface or subsurface improvements, including, but not limited to, pavements, curbs, sidewalks, pipes, utilities, footings, structures, trees and shrubbery, not indicated in the Contract Documents to be removed or altered, shall be protected by Contractor from damage during the prosecution of the Work. Any such improvements so damaged shall be restored by Contractor to the condition equal to that existing at the time of Contractor's commencement of the Work, and the Contractor shall bear the cost of any such restorations.

C. If the Contractor fails to clean up as provided in the Contract Documents, the County may do so, and the cost thereof shall be deducted from the final payment due the Contractor.

Section 17. Assignment

Contractor shall not assign this Agreement or any part thereof, without the prior consent in writing of the County. If Contractor does, with approval, assign this Agreement or any part thereof, it shall require that its assignee be bound to it and to assume toward Contractor all of the obligations and responsibilities that Contractor has assumed toward the County.

Section 18. Permits, Licenses and Taxes

A. Pursuant to Section 218.80, F.S., the County will pay for all County permits and fees, including license fees, permit fees, impact fees or inspection fees applicable to the work.

Contractor is not responsible for paying for permits issued by the County wherein the work is to be performed but is responsible for acquiring all permits. The County may require the Contractor to deliver internal budget transfer documents to applicable County agencies when the Contractor is acquiring permits.

B. All permits, fees and licenses necessary for the prosecution of the Work which are not issued by the County shall be acquired and paid for by the Contractor. The Contractor and his sureties, together with his officers, agents, and employees, shall protect and hold the County harmless against any and all demands made for such fees or claims brought or made by holder of any invention or patent.

C. The Contractor shall be fully responsible for the execution and adherence to all directives, instructions, conditions, special conditions, and limiting conditions contained in permits specifically issued for the Work and which pertain to or affect the construction phase of this project, and shall be solely responsible for issuance of any Notices required thereby.

Section 19. Termination for Default

A. Contractor shall be considered in material default of the Agreement and such default shall be considered cause for the County to terminate the Agreement, in whole or in part, as further set forth in this Section, if Contractor: (1) fails to begin the Work under the Contract Documents within the time specified herein; or (2) fails to properly and timely perform the Work as directed by the County or the Project Manager or as provided for in the approved Progress Schedule; or (3) performs the Work unsuitably or neglects or refuses to remove materials or to correct or replace such Work as may be rejected as unacceptable or unsuitable; or (4) discontinues the prosecution of the Work; or (5) fails to resume Work which has been suspended within a reasonable time after being notified to do so; or (6) becomes insolvent or is declared bankrupt, or commits any act of bankruptcy; or (7) allows any final judgment to stand against it unsatisfied for more than ten (10) days; or (8) makes an assignment for the benefit of creditors; or (9) fails to obey any applicable codes, laws, ordinances, rules or regulations with respect to the Work; or (10) materially breaches any other provision of the Contract Documents.

B. The County shall notify Contractor in writing of Contractor's default(s). If the County determines that Contractor has not remedied and cured the default(s) within seven (7) calendar days following receipt by Contractor of said written notice, then the County, at its option, without releasing or waiving its rights and remedies against the Contractor's sureties and without prejudice to any other right or remedy it may be entitled to hereunder or by law, may terminate Contractor's right to proceed under the Agreement, in whole or in part, and take possession of all or any portion of the Work and any materials, tools, equipment, and appliances of Contractor, take assignments of any of Contractor's subcontracts and purchase orders, and complete all or any portion of Contractor's Work by whatever means, method or agency which the County, in its sole discretion, may choose.

C. If the County deems any of the foregoing remedies necessary, Contractor agrees that it shall not be entitled to receive any further payments hereunder until after the Project is completed. All monies expended and all of the costs, losses, damages and extra expenses,

including all management, administrative and other overhead and other direct and indirect expenses (including Project Manager and attorneys' fees) or damages incurred by the County incident to such completion, shall be deducted from the Contract Amount, and if such expenditures exceed the unpaid balance of the Contract Amount, Contractor agrees to pay promptly to the County on demand the full amount of such excess, including costs of collection, attorney's fees (including appeals) and interest thereon at the maximum legal rate of interest until paid. If the unpaid balance of the Contract Amount exceeds all such costs, expenditures and damages incurred by the County to complete the Work, such excess shall be paid to the Contractor. The amount to be paid to the Contractor or the County, as the case may be, shall be approved by the Project Manager, upon application, and this obligation for payment shall survive termination of the Agreement.

D. The liability of Contractor hereunder shall extend to and include the full amount of any and all sums paid, expenses and losses incurred, damages sustained, and obligations assumed by the County in good faith under the belief that such payments or assumptions were necessary or required, in completing the Work and providing labor, materials, equipment, supplies, and other items therefore or re-letting the Work, and in settlement, discharge or compromise of any claims, demands, suits, and judgments pertaining to or arising out of the Work hereunder.

E. If, after notice of termination of Contractor's right to proceed pursuant to this Section, it is determined for any reason that Contractor was not in default, or that its default was excusable, or that the County is not entitled to the remedies against Contractor provided herein, then Contractor's remedies against the County shall be the same as and limited to those afforded Contractor under Section 24 below.

Section 20. Termination for Convenience and Right of Suspension

A. The County shall have the right to terminate this Agreement without cause upon seven (7) calendar days written notice to Contractor. In the event of such termination for convenience, Contractor's recovery against the County shall be limited to that portion of the Contract Amount earned through the date of termination, together with any retainage withheld and reasonable termination expenses incurred, but Contractor shall not be entitled to any other or further recovery against the County, including, but not limited to, damages or any anticipated profit on portions of the Work not performed.

B. The County shall have the right to suspend all or any portions of the Work upon giving Contractor not less than two (2) calendar days' prior written notice of such suspension. If all or any portion of the Work is so suspended, Contractor's sole and exclusive remedy shall be to seek an extension of time to its schedule in accordance with the procedures set forth in the Contract Documents. In no event shall the Contractor be entitled to any additional compensation or damages. Provided, however, if the ordered suspension exceeds six (6) months, the Contractor shall have the right to terminate the Agreement with respect to that portion of the Work which is subject to the ordered suspension.

Section 21. Completion

A. When the Work authorized in an individual CSA (or any portion thereof designated in writing by the County) is ready for its intended use, Contractor shall notify the County and County Project Manager in writing that the Work (or such designated portion) is substantially complete and request that County Project Manager issue a Certificate of Substantial Completion (or Certificate of Partial Substantial Completion). Within a reasonable time thereafter, the County, Contractor and County Project Manager shall make an inspection of the Work (or designated portion thereof) to determine the status of completion. If the County and County Project Manager do not consider the Work (or designated portion) substantially complete, County Project Manager shall notify Contractor in writing giving the reasons therefor. If the County and County Project Manager consider the Work (or designated portion) substantially complete, County Project Manager shall prepare and deliver to Contractor a Certificate of Substantial Completion (or Certificate of Partial Substantial Completion) which shall fix the date of Substantial Completion for the entire Work (or designated portion thereof) and include a tentative punch list of items to be completed or corrected by Contractor before final payment. The County shall have the right to exclude Contractor from the Work and Project site (or designated portion thereof) after the date of Substantial Completion, but the County shall allow Contractor reasonable access to complete or correct items on the tentative punch list. The risk of loss for the Project and the Work performed thereon shall not pass to the County until the Certificate of Substantial Completion (or Partial Substantial Completion) is approved by the County Project Manager.

B. Within fourteen (14) calendar days of receipt of written certification by Contractor that the Work is completed in accordance with the authorizing CSA and the Contract Documents and is ready for final inspection and acceptance and upon receipt of a final Application for Payment, County Project Manager will make such inspection and, if he finds the Work acceptable and fully performed under the authorizing CSA and the Contract Documents, he shall promptly issue a final Certificate for Payment, recommending that, on the basis of his observations and inspections, and the Contractor's certification that the Work has been completed in accordance with the terms and conditions of the authorizing CSA and the Contract Documents, that the entire balance found to be due Contractor under the applicable CSA is due and payable. Neither the final payment nor the retainage shall become due and payable until Contractor submits: (1) the Release and Affidavit in the form attached, (2) consent of surety to final payment, and (3) if required by the County, other data establishing payment or satisfaction of all obligations, such as receipts, releases and waivers of liens, arising out of the Contract Documents, to the extent and in such form as may be designated by the County. The County reserves the right to inspect the Work and make an independent determination as to the Work's acceptability, even though the County Project Manager may have issued his recommendations. Unless and until the County is completely satisfied, neither the final payment nor the retainage shall become due and payable.

C. Prior to final payment, the County Project Manager may request the Contractor to permit the use of a specified part of the Project which the County believes it may use without significant interference with construction of the other parts of the Project. If the Contractor agrees, he will certify to the County Project Manager that said part of the Project is Substantially Complete and request the County Project Manager to issue a Certificate of Substantial Completion for that part of the Project. Within fourteen (14) calendar days thereafter, the County Project Manager and the Contractor will make an inspection of that part of the Project to determine its status of completion. If the County considers that part of the Project to be Substantially Complete, the

County Project Manager will deliver to the Contractor a certificate to that effect, fixing the date of Substantial Completion as to that part of the Project, and listing the punch list of items to be completed or corrected before final payment and fixing the responsibility between the County and the Contractor for maintenance, heat and utilities as to that part of the Project. The County shall have the right to exclude the Contractor from any part of the Project, which is so certified to be Substantially Complete, but the County will allow the Contractor reasonable access to complete or correct items on the punch list.

Section 22. Warranty

A. Contractor shall obtain and assign to the County all express warranties given to Contractor or any subcontractors by any materialmen supplying materials, equipment or fixtures to be incorporated into the Project.

B. Contractor warrants to the County that any materials and equipment furnished under the Contract Documents shall be new unless otherwise specified, and that all Work shall be of good quality, free from all defects and in conformance with the Contract Documents. Contractor further warrants to the County that all materials and equipment furnished under the Contract Documents shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable manufacturers, fabricators, suppliers or processors except as otherwise provided for in the Contract Documents. If, within one (1) year after final completion, any Work is found to be defective or not in conformance with the Contract Documents, Contractor shall correct it promptly after receipt of written notice from the County. Contractor shall also be responsible for and pay for replacement or repair of adjacent materials or Work which may be damaged as a result of such replacement or repair. These warranties are in addition to those implied warranties to which the County is entitled as a matter of law.

C. The Contractor warrants and guarantees that title to all Work, materials and equipment covered by an application for progress payment, whether incorporated in the Project or not, will be passed to the County prior to the next application for progress payment, free and clear of all liens, claims, security interest and encumbrances; and that no Work, materials or equipment covered by an Application for Payment will have been acquired by the Contractor or by any other person performing the Work at the site or furnishing materials and equipment for the Project subject to an agreement under which an interest therein or encumbrance thereon is retained by the seller or otherwise imposed by the Contractor or such other person.

Section 23. Tests and Inspections.

A. The County, County Project Manager, their respective representatives, agents and employees, and governmental agencies with jurisdiction over the Project shall have access at all times to the Work, whether the Work is being performed on or off of the Project site, for their observation, inspection and testing. Contractor shall provide proper, safe conditions for such access. Contractor shall provide County Project Manager with timely notice of readiness of the Work for all required inspections, tests or approvals.

B. If the Contract Documents or any codes, laws, ordinances, rules or regulations of any public authority having jurisdiction over the Project requires any portion of the Work to be specifically inspected, tested or approved, Contractor shall assume full responsibility therefore, pay all costs in connection therewith and furnish County Project Manager the required certificates of inspection, testing or approval. When any portion of the Work subject to inspection is ready for such, the Contractor shall provide the County Project Manager forty-eight (48) hours' notice prior to the inspection. All inspections, tests or approvals shall be performed in a manner and by organizations acceptable to the County Project Manager and the County.

C. If any Work that is to be inspected, tested or approved is covered without written concurrence from the County Project Manager, such work must, if requested by County Project Manager, be uncovered for observation. Such uncovering shall be at Contractor's expense unless Contractor has given County Project Manager timely notice of Contractor's intention to cover the same and County Project Manager has not acted with reasonable promptness to respond to such notice. If any Work is covered contrary to written directions from County Project Manager, such Work must, if requested by County Project Manager, be uncovered for County Project Manager's observation and be replaced at Contractor's sole expense.

D. The County shall charge to Contractor and may deduct from any payments due Contractor all engineering, and inspection expenses incurred by the County in connection with any overtime work. Such overtime work consisting of any work during the construction period beyond the regular eight (8) hour day and for any work performed on Saturday, Sunday or holidays.

E. Neither observations nor other actions by the County Project Manager nor inspections, tests or approvals by others shall relieve Contractor from Contractor's obligations to perform the Work in accordance with the Contract Documents.

Section 24. Defective Work

A. Work not conforming to the requirements of the Contract Documents in the sole judgment of the County Project Manager shall be deemed defective Work. If required by the County or County Project Manager, Contractor shall, as directed, either correct all defective Work, whether or not fabricated, installed or completed, or if the defective Work has been rejected by the County or County Project Manager, remove it from the site and replace it with conforming Work. Contractor shall bear all direct, indirect and consequential costs of such correction or removal (including, but not limited to fees and charges of engineers, architects, attorneys and other professionals) made necessary thereby, and shall hold the County harmless for same.

B. If the County or County Project Manager consider it necessary or advisable that covered Work be observed by County Project Manager or inspected or tested by others, Contractor, at the County's or County Project Manager's request, shall uncover, expose or otherwise make available for observation, inspection or tests as the County or County Project Manager may require, that portion of the Work in question, furnishing all necessary labor, material and equipment. If it is found that such Work is defective, Contractor shall bear all direct, indirect and consequential costs of such uncovering, exposure, observation, inspection and testing and of satisfactory reconstruction (including, but not limited to, fees and charges of engineers, architects, attorneys

and other professionals), and the County shall be entitled to an appropriate decrease in the Contract Amount. If, however, such Work is not found to be defective, Contractor shall be allowed an increase in the Contract Amount and/or an extension to the Contract Time, directly attributable to such uncovering, exposure, observation, inspection, testing and reconstruction.

C. If any portion of the Work is defective, or Contractor fails to supply sufficient skilled workers with suitable materials or equipment, or fails to finish or perform the Work in such a way that the completed Work will conform to the Contract Documents, the County or County Project Manager may order Contractor to stop the Work, or any portion thereof, until the cause for such stop in the work has been eliminated; however, this right of the County and County Project Manager to stop the Work shall not give rise to any duty on the part of the County or County Project Manager to exercise this right for the benefit of Contractor or any other party.

D. Should the County determine, in its sole opinion, that it is in the County's best interest to accept defective Work, the County may do so. Contractor shall bear all direct, indirect and consequential costs attributable to the County's evaluation of and determination to accept defective Work. If such determination is rendered prior to final payment, a Change Order shall be executed evidencing such acceptance of such defective Work, incorporating the necessary revisions in the Contract Documents and reflecting an appropriate decrease in the Contract Amount. If the County accepts such defective Work after final payment, Contractor shall promptly pay the County an appropriate amount to adequately compensate the County for its acceptance of the defective Work.

E. If Contractor fails, within a reasonable time after the written notice from the County or County Project Manager, to correct defective Work or to remove and replace rejected defective Work as required by County Project Manager or the County, or if Contractor fails to perform the Work in accordance with the Contract Documents, or if Contractor fails to comply with any of the provisions of the Contract Documents, the County may, after seven (7) days' written notice to Contractor, correct and remedy any such deficiency. To the extent necessary to complete corrective and remedial action, the County may exclude Contractor from any or all of the Project site, take possession of all or any part of the Work, and suspend Contractor's services related thereto, take possession of Contractor's tools, appliances, construction equipment and machinery at the Project site and incorporate in the Work all materials and equipment stored at the Project site or for which the County has paid Contractor but which are stored elsewhere. Contractor shall allow the County, County Project Manager and their respective representatives, agents, and employees such access to the Project site as may be necessary to enable the County to exercise the rights and remedies under this paragraph. All direct, indirect and consequential costs of the County in exercising such rights and remedies shall be charged against Contractor, and a Change Order shall be issued, incorporating the necessary revisions to the Contract Documents, including an appropriate decrease to the Contract Amount. Such direct, indirect and consequential costs shall include, but not be limited to, fees and charges of engineers, architects, attorneys and other professionals, all court costs and all costs of repair and replacement of work of others destroyed or damaged by correction, removal or replacement of Contractor's defective Work. Contractor shall not be allowed an extension of the Contract Time because of any delay in performance of the Work attributable to the exercise by the County of the County's rights and remedies hereunder.

Section 25. Supervision and Superintendents

A. Contractor shall plan, organize, supervise, schedule, monitor, direct and control the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. Contractor shall be responsible to see that the finished Work complies accurately with the Contract Documents. Contractor shall keep on the Work at all times during its progress a competent resident superintendent, who shall not be replaced without prior written notice to the County and County Project Manager except under extraordinary circumstances. The superintendent shall be Contractor's representative at the Project site and shall have authority to act on behalf of the Contractor. All communications given to the superintendent shall be as binding as if given to the Contractor. The County shall have the right to direct Contractor to remove and replace its Project superintendent, with or without cause.

Section 26. Protection of Work

A. Contractor shall fully protect the Work from loss or damage and shall bear the cost of any such loss or damage until final payment has been made. If Contractor or any one for whom Contractor is legally liable is responsible for any loss or damage to the Work, or other work or materials of the County or the County's separate contractors, Contractor shall be charged with the same, and any monies necessary to replace such loss or damage shall be deducted from any amounts due Contractor.

B. Contractor shall not load nor permit any part of any structure to be loaded in any manner that will endanger the structure, nor shall Contractor subject any part of the Work or adjacent property to stresses or pressures that will endanger said Work or property.

Section 27. Emergencies

A. In the event of an emergency affecting the safety or protection of persons or the Work or property at the Project site or adjacent thereto, Contractor, without special instruction or authorization from the County or County Project Manager is obligated to act to prevent threatened damage, injury or loss. Contractor shall give County Project Manager written notice within forty-eight (48) hours after the occurrence of the emergency, if Contractor believes that any significant changes in the Work or variations from the Contract Documents have been caused thereby.

B. If the County Project Manager determines that a change in the Contract Documents is required because of the action taken in response to an emergency, a Change Order shall be issued to document the consequences of the changes or variations. If Contractor fails to provide the forty-eight (48) hour written notice noted above, the Contractor shall be deemed to have waived any right it otherwise may have had to seek an adjustment to the Contract Amount or an extension to the Contract Time.

Section 28. Use of Premises

A. The County will furnish, as indicated in the Contract Documents and not later than the date when needed by the Contractor, the lands which entail the Project Site upon which the Work is to be done, rights-of-way for access thereto, and such other lands which are designated for the use of the Contractor. The Contractor shall provide for all additional lands and access thereto that may be required for temporary construction facilities or storage of materials and equipment unless designated otherwise.

B. The Contractor shall be responsible for staging, protecting, and storing equipment or materials. Contractor shall confine all construction equipment, the storage of materials and equipment and the operations of workers to the Project site and land and areas identified in and permitted by the Contract Documents and other lands and areas permitted by law, rights of way, permits and easements, and shall not unreasonably encumber the Project site with construction equipment or other material or equipment. Contractor shall assume full responsibility for any damage to any such land or area, or to the owner or occupant thereof, or any land or areas contiguous thereto, resulting from the performance of the Work.

C. All equipment will be staged on Jefferson County right-of-way in areas approved by the County, ensuring access to adjacent residences and travel ways are not blocked. Staging on private property will be allowed after written permission has been received from the property owner by the County. The County will not be responsible for any costs associated with the use or clean-up of any private property used by the Contractor.

Section 29. Safety

A. Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to:

A.1. All employees on the Work and other persons and/or organizations who may be affected thereby;

A.2. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Project site; and

A.3. Other property on Project site or adjacent thereto, including trees, shrubs, walks, pavements, roadways, structures, utilities and any underground structures or improvements not designated for removal, relocation or replacement in the Contract Documents.

B. Contractor shall comply with all applicable codes, laws, ordinances, rules and regulations of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss. Contractor shall erect and maintain all necessary safeguards for such safety and protection. Contractor shall notify owners of adjacent property and of underground structures and improvements and utility owners when prosecution of the Work may affect them, and shall cooperate with them in the protection, removal, relocation or replacement of their property. Contractor's duties and responsibilities for the safety and protection of the Work shall

continue until such time as the Work is completed and final acceptance of same by the County has occurred.

C. Contractor shall designate a responsible representative at the Project site whose duty shall be the prevention of accidents. This person shall be Contractor's superintendent unless otherwise designated in writing by Contractor to the County. County shall have the right to direct Contractor to remove and replace this individual, with or without cause.

Section 30. Exhibits Incorporated.

The following documents are expressly agreed to be incorporated by reference and made a part of this Agreement:

- A. Legal Advertisement
- B. Invitation to Bid
- C. Bid Proposal with required forms
- D. Performance Bond
- E. Public Payment Bond
- F. Insurance Requirements, including certificates of insurance
- G. Form of Release and Affidavit
- H. Change Order Form
- I. Contractor Services Authorization ("CSA")

Section 31. Notices.

A. All notices required or made pursuant to this Agreement by the Contractor to the County shall be in writing and delivered by hand or by United States Postal Service Department, first class mail, postage pre-paid, return receipt requested, addressed to the following:

Jefferson County Manager
450 W Walnut St
Monticello, Florida 32344

B. All notices required or made pursuant to this Agreement by the County to Contractor shall be made in writing and shall be delivered by hand or by United States Postal Service Department, first class mail, postage pre-paid, return receipt requested, or by Federal Express, addressed to the following:

Corporate Name of Contractor: Gulf Breeze Windows & Blinds
Address (including city, state and zip): 181 Fallwood Ln
Crawfordville, FL 32327

Name of person with their title to whose

Attention the notice should be sent:

Telephone:

C. Either party may change its above noted address by giving written notice to the other party in accordance with the requirements of this Section.

Section 32. Modification.

No modification or change to the Agreement shall be valid or binding upon the parties unless in writing and executed by the party or parties intended to be bound by it.

Section 33. Successors and Assigns.

Subject to other provisions hereof, the Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the parties to the Agreement.

Section 34. Governing Law.

The Agreement shall be interpreted under and its performance governed by the laws of the State of Florida.

Section 35. No Waiver.

The failure of the County to enforce at any time or for any period of time any one or more of the provisions of the Agreement shall not be construed to be and shall not be a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision.

Section 36. Vendors on Scrutinized Companies Lists; Foreign Country of Concern; Anti-Human Trafficking.

A. Pursuant to Section 287.135, Florida Statutes, contracting with any entity that is listed on the Scrutinized Companies or Other Entities that Boycott Israel List or other or that is engaged in the boycott of Israel, that is listed on the Scrutinized Companies with Activities in Sudan List, that is listed on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, the Scrutinized Companies with Activities in Iran Terrorism Sectors List, or is engaged in business operations in Cuba or Syria (collectively the "Scrutinized Companies' Lists") is prohibited. Contractor shall certify that the company is not on any of the Scrutinized Companies' Lists. If this Agreement is for One Million Dollars (\$1,000,000) or more, it may be terminated at the County's option if it is discovered that the Contractor submitted false documents of certification or is listed on any of the Scrutinized Companies' Lists. If this Agreement is less than One Million Dollars (\$1,000,000), this Agreement may also be terminated at the County's option if the company is listed on the Scrutinized Companies or Other Entities that Boycott Israel List or engaged in the boycott of Israel. By entering into this Agreement, Contractor is certifying that they are not on any of the Scrutinized Companies' Lists and are not participating in a boycott of Israel. Submitting a false certification shall be deemed a material breach of contract. The County

shall provide notice, in writing, to Contractor of the County's determination concerning the false certification. Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination was in error. If Contractor does not demonstrate that the County's determination of false certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies.

B. Pursuant to Section 287.138, Florida Statutes, the County cannot knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if the entity is owned, controlled, organized, or operating in a foreign country of concern, which include the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern, and any contracting entity that may be given access to an individual's personal identifying information must have a duly authorized officer or representative attest under the penalty of perjury that said entity is not owned by the government of a foreign country of concern, that the government of a foreign country of concern does not have a controlling interest in the entity, and that the entity is not organized under the laws of nor have its principal place of business in a foreign country of concern. The required affidavit is attached hereto as Exhibit J.

C. As a condition precedent to entering into this Agreement and in compliance with Section 787.06(13), Florida Statutes, a duly authorized officer or representative of Contractor must attest under the penalty of perjury that Contractor does not use coercion for labor or services as defined in Section 787.06, Florida Statutes. The required affidavit is attached hereto as Exhibit K and incorporated herein by reference.

Section 37. Entire Agreement.

Each of the parties hereto agrees and represents that the Contract Documents, including all subsequently issued CSAs, comprise the full and entire agreement between the parties affecting the Work contemplated, and no other agreement or understanding of any nature concerning the same has been entered into or will be recognized, and that all negotiations, acts, work performed, or payments made prior to the execution hereof shall be deemed merged in, integrated and superseded by the Agreement.

Section 38. Severability.

Should any provision of the Agreement be determined by a court to be unenforceable, such a determination shall not affect the validity or enforceability of any other section or part thereof.

Section 39. Subcontracting.

A. The Contractor may subcontract up to fifty percent 50% of work under this Contract. The County reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor. If applicable,

regardless of any subcontract, the Contractor is ultimately responsible for all work to be performed under this Contract, including but not limited to design, permitting, construction, surveying, contract management, land acquisition, legal services, right-of-way acquisition, zoning, replating, comprehensive plan amendment code variance, and other services, as necessary. The Contractor agrees to be responsible for the fulfillment of all work elements included in any subcontract and agrees to be responsible for the payment of all monies due under any subcontract. It is understood and agreed by the Contractor that the County shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract and that the Contractor shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract. If a subcontractor fails to perform or make progress, as required by this Contract, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the Contractor shall promptly do so, subject to acceptance of the new subcontractor by the County. Failure of a subcontractor to timely or properly perform its obligations shall not relieve Contractor of its obligations hereunder.

B. Subcontracts, which involve equipment purchases as part of an installation/retrofit or that include infrastructure and/or infrastructure improvements, as defined in Florida Chief Financial Officer (CFO) Memorandum No. 5 (2011-2012), must be capitalized in accordance with Chapter 691-72, Florida Administrative Code (F.A.C.). The Contractor shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Contractor shall ensure its subcontracts issued under this Contractor, if any, impose this requirement, in writing, on its subcontractors.

Section 47. United States-Produced Iron and Steel.

Pursuant to Section 255.0993, Florida Statutes, unless waived by the County, any iron or steel product permanently incorporated into the Project must be produced in the United States. The following are exempt from this requirement: (i) small amounts of foreign steel and iron that are incidental or ancillary to the primary product, are not separately identified in the project specifications, and the cost of which does not exceed 1/10th of the total contract cost or \$2,500, whichever is greater; and (ii) electrical components, equipment, systems, and appurtenances, including supports, covers, shielding, and other appurtenances related to an electrical system, necessary for operation or concealment, except transmission and distribution poles.

THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK

IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) indicated below.

CONTRACTOR:

Ambient Construction LLC dba Gulf Breeze Windows & Blinds
(Company Name)

ATTEST:

By: [Signature] (Signature) Andrew Poole (Printed)

Its: MGEM (Title)

Date: 4/26/26

Witness:

Its: Witness
President/Corporate Secretary/Witness
[Corporate Seal]

Date: 4/26/26

[Signature]
2nd Witness (if not incorporated)

OWNER: Jefferson County, Florida

(SEAL)

By: _____

Chair, Board of County Commissioners

Date: _____

ATTEST:

Cecil "Trey Hightower
Clerk of the Circuit Court

APPROVED AS TO FORM:

Heather J. Encinosa, Esq.
County Attorney

EXHIBIT A
LEGAL ADVERTISEMENT REQUEST FOR PROPOSALS - RFP 2026-02 FOR:

Hurricane Window installation at the Jefferson County Health Department

Advertisement Begin Date: March 20th, 2026.
Bids Due Date/Time: April 20th, 2026, @ 3:00 p.m. EST

The Jefferson County Board of County Commissioners (“County”) is seeking bids from qualified contractors to install hurricane strength windows at the Jefferson County Health Department located at **1255 West Washington, Monticello, Florida 32344.**

The details of the scope of work can be found on the Jefferson County website under procurement opportunities, jeffersoncountyfl.gov.

Sealed proposals for the above-described construction project will be received at the **Jefferson County Manager’s Office, Attn: Shannon Metty, 450 West Walnut Street, Monticello, Florida 32344, until April 20, 2026 @ 3:00 p.m. Eastern Standard Time (EST)**, at which time the bids will be opened and read aloud. Bids received after said time will be returned unopened.

If you are interested in submitting a proposal, you **must** obtain the complete Request for Proposals (RFP) package, which contains additional information regarding this solicitation and instructions related to submitting a bid, from the Jefferson County website at www.jeffersoncountyfl.gov.

All inquiries and requests for clarification concerning the RFP shall be submitted in writing and in accordance with the RFP. Verbal clarifications will not be provided.

12. The County reserves the right to waive informalities in any bid; reject any or all proposals, in whole or in part; re-bid a project, in whole or in part; and to accept a proposal that in its judgment is the lowest and best bid of a responsible bidder. The County does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status and disability/handicapped status in employment or provision of service.

13.

14. **ADA – Special Accommodations:** Any person requiring accommodations by the County due to a disability should call Shannon Metty at (850) 342-0287 at least five (5) days prior to any pre-response conference, response opening, or meeting. If you are hearing or speech impaired, please contact Shannon Metty via the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).

EXHIBIT B
INVITATION TO BID

See attached form

TDC GRANT AGREEMENT MONTICELLO OPERA HOUSE, INC.

This AGREEMENT is made and entered into on the date signed by the last party below (the "Effective Date") below by and between JEFFERSON COUNTY, FLORIDA, a political subdivision of the State of Florida (the "County") and MONTICELLO OPERA HOUSE, INC., a 501(c)(3) non-profit organization (the "Opera House").

WHEREAS, the County finds that educating and entertaining the public is an essential component of promoting Jefferson County as a tourist destination; and

WHEREAS, the Board of County Commissioners (the "Board") has previously determined that promotion expenditures permissible under section 125.0104(5)(a), Florida Statutes, for events and programming at the Opera House, which is a major tourist attraction in Jefferson County, have as their main purpose the attraction of tourists to and promotion of tourism in Jefferson County, and the Opera House meaningfully engages the needs and interests of Jefferson County visitors; and

WHEREAS, the County determines it would be in the best interest of its citizens and visitors to support the Opera House for the purposes set forth herein.

NOW, THEREFORE, in consideration of the above and mutual covenants contained herein, the County and the Opera House agree as follows:

Section 1. Recitals. The above recitals are true and accurate and are incorporated herein as essential terms of the Agreement.

Section 2. Scope. The Opera House may seek to have the County reimburse any expenses for the purpose of advertising to tourists statewide, nationally, and internationally, the events and programming at the Monticello Opera House located at 185 W Washington St, Monticello, FL 32344, including advertising expenses for traditional, print, television, radio, online, social media, billboard, or other media distributed outside of Jefferson County, incurred during the Fiscal Year beginning October 1 and ending September 30 of the following year during the term of this Agreement. Such expenses submitted via invoice in accordance with Section 3 below, once reviewed and approved by the County Manager or his or her designee, shall be considered eligible reimbursable expenses that may be reimbursed to the Opera House in accordance with Section 3 below and the terms of this Agreement.

Prior to disbursement of funds in any given Fiscal Year, the Opera House shall be responsible for providing the County with the following tourism information for the prior Fiscal Year:

- a. Statistical information, including but not limited to, visitor demographics, sales, website traffic and social media engagement shall be provided to the County.
- b. An annual financial report and annual programmatic report describing progress toward program outcomes and detailing expenditures, which is signed by the Opera House Executive Director or a representative of the governing body of the Opera House.

Section 3. Compensation and Invoices. The County agrees to reimburse the Opera House an amount not to exceed the amount the Board of County Commissioners has budgeted for the applicable Fiscal Year as a line item therefore in the Tourist Development Tax fund budget for any eligible reimbursable expenses submitted as described in Section 2 above. Compensation shall be documented as follows with itemized invoices from all advertising vendors describing eligible reimbursable expenditures.

Total amount of compensation may be reduced as necessary in the event of a storm or other occurrence that results in decreased visitation and consequently a significant decrease in tourist development tax revenue. In the event a portion of an invoice submitted to the County for payment to the Opera House, as specified above, is disputed, the remainder of the invoice will be processed for payment without regard to that portion which is in dispute.

Section 4. Non-Appropriation of Funds. Notwithstanding anything contained in this Agreement to the contrary, in the event the funds appropriated by the County through this Agreement are insufficient to pay the costs of this Agreement, the Agreement shall terminate on the last fiscal quarter period for which appropriations were received, without penalty or expense to the County of any kind whatsoever. The County will immediately notify the Opera House of such occurrence. Notwithstanding the foregoing, the restrictive covenants of this paragraph are limited to the Jefferson County Tourist Development Council Trust Fund, and nothing herein shall be applied to the General Fund or any other special fund controlled by the County.

Section 5. Independent Contractor. It is mutually agreed that the Opera House is and shall remain an independent contractor and is not an employee or agent of the County.

Section 6. Effective Date and Term of Agreement. This Agreement shall become effective on the Effective Date and shall remain in effect for an initial term of five (5) years, unless earlier terminated by either party in accordance with the provisions contained in this Agreement. This Agreement is subject to two renewal terms of five (5) years each, which shall begin automatically at the conclusion of the prior term unless this Agreement is earlier terminated by either party in accordance with the provisions contained herein.

Section 7. Termination. Either party may terminate this Agreement by giving thirty (30) days' written notice to the other party of its intent to terminate this Agreement.

Section 8. Audit. The County shall have the right from time to time at its sole expense to audit the compliance by the Opera House with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement and such right shall extend for a period of three (3) years after termination of this Agreement.

Section 9. Public Records. The Opera House shall allow public access to all documents, records and other materials, subject to the provisions of Chapter 119, Florida Statutes, prepared or received by the Opera House in conjunction with this Agreement. Opera House must comply with the public records laws, Florida Statute chapter 119, specifically Opera House must:

- a. Keep and maintain public records required by the County to perform the work and service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a

reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.

- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Opera House does not transfer the records to the County.
- d. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the Opera House or keep and maintain public records required by the County to perform the service. If the Opera House transfers all public records to the public agency upon completion of the contract, the Opera House shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Opera House keeps and maintains public records upon completion of the contract, the Opera House shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE OPERA HOUSE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE OPERA HOUSE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT JEFFERSON COUNTY PUBLIC RECORDS CUSTODIAN 450 W Walnut St, Monticello, FL 32344 pubicrecords@jeffersoncountyfl.gov.

Section 10. Indemnification & Insurance. To the fullest extent permitted by law, the Opera House shall indemnify and hold harmless the County, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the Opera House and other persons employed or utilized by the Opera House in the performance of this Agreement. Nothing in this Agreement is intended to serve as a waiver of sovereign immunity, or of any other immunity, defense, or privilege enjoyed by the County pursuant to Section 768.28, Florida Statutes.

Opera House shall furnish the County with Certificates of Insurance. The certificate holder shall be as follows:

Jefferson County
450 W Walnut St.
Monticello, Florida 32344

County will be added as Additional Insured on all policies, except workers compensation. All policies, including workers compensation, will have a waiver of subrogation. The insurance required shall be written for not less than the following limits unless law requires higher amounts:

- 1. Workers Compensation
 - State Statutory
 - Employers Liability \$500,000 each accident
- 2. Business Automobile \$1 million each occurrence

- (Combined Single Limit)
- 3. Commercial General Insurance \$ 1 million each occurrence
(Combined Single Limit)
- 4. Professional Liability \$ 1 million each occurrence
(Combined Single Limit)
- 5. Personal Injury and Advertising \$ 1 million each occurrence
(Combined Single Limit)

Section 11. Entire Agreement. This Agreement represents the entire understanding between the parties with respect to the undertakings covered hereunder and there are no oral or collateral agreements with respect thereto between the parties.

Section 12. Governing Law and Venue. The validity, construction and performance of this Agreement shall be governed by the laws of the State of Florida. Venue for any action arising out of this Agreement shall be in Jefferson County, Florida.

Section 13. Severability. If any portion of the Agreement, the deletion of which would not adversely affect the receipt of any material benefit by either party, is for any reason held or declared to be invalid or unenforceable, such determination shall not affect the remaining portions of this Agreement. If this Agreement or any portion of this Agreement is held or declared to be inapplicable to any person, property or circumstance, such determination shall not affect its applicability to any other person, property or circumstance.

Section 14. Federal and State Requirements. During the performance of this Agreement, the parties shall comply with the Federal and State Regulations below and as set forth in the attachments hereto, which are expressly incorporated herein as part of this Agreement.

- a. Title VI List of Pertinent Nondiscrimination Acts and Authorities. The Parties agree to comply with the provisions set forth in Attachment "A" hereto.
- b. Prohibition Against Contracting with Scrutinized Companies. Pursuant to Florida Statutes Section 215.4725, contracting with any entity that is listed on the Scrutinized Companies that Boycott Israel List or that is engaged in the boycott of Israel is prohibited. Opera House must certify that the company is not participating in a boycott of Israel. Any contract for goods or services of One Million Dollars (\$1,000,000) or more shall be terminated at the County's option if it is discovered that the entity submitted false documents of certification, is listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria after July 1, 2018. Any contract entered into or renewed after July 1, 2018 shall be terminated at the County's option if the company is listed on the Scrutinized Companies that Boycott Israel List or engaged in the boycott of Israel. Opera House must submit the certification that is attached to this agreement as Attachment "B". Submitting a false certification shall be deemed a material breach of contract. The County shall provide notice, in writing, to the Contractor of the County's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination was in error. If the Contractor does not demonstrate that the County's determination of false

certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute Section 215.4725.

- c. United States-Produced Iron and Steel. Pursuant to Section 255.0993, Florida Statutes, unless waived by the County, any iron or steel product permanently incorporated into the Project must be produced in the United States. The following are exempt from this requirement: (i) small amounts of foreign steel and iron that are incidental or ancillary to the primary product, are not separately identified in the project specifications, and the cost of which does not exceed 1/10th of the total contract cost or \$2,500, whichever is greater; and (ii) electrical components, equipment, systems, and appurtenances, including supports, covers, shielding, and other appurtenances related to an electrical system, necessary for operation or concealment, except transmission and distribution poles.
- d. Human Trafficking. As a condition precedent to entering into this Agreement and in compliance with Section 787.06(13), Florida Statutes, a duly authorized officer or representative of the Contractor must attest under the penalty of perjury that Contractor does not use coercion for labor or services as defined in Section 787.06, Florida Statutes. The required affidavit is set forth in Attachment "C" hereto.
- e. Countries of Foreign Concern. Pursuant to Section 287.138, Florida Statutes, the County cannot knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if the entity is owned, controlled, organized, or operating in a foreign country of concern, which include the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern, and any contracting entity that may be given access to an individual's personal identifying information must have a duly authorized officer or representative attest under the penalty of perjury that said entity is not owned by the government of a foreign country of concern, that the government of a foreign country of concern does not have a controlling interest in the entity, and that the entity is not organized under the laws of nor have its principal place of business in a foreign country of concern. The required affidavit, which must be signed by a duly authorized officer or representative of Contractor, is attached hereto as Attachment "D".

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.
SIGNATURE PAGE FOLLOWS.**

IN WITNESS WHEREOF, the Opera House and the County have been duly authorized to enter into this Agreement which their proper officers have caused to be executed and their seals to be affixed hereunder on the dates indicated below, the latter of which dates shall be the Effective Date.

MONTICELLO OPERA HOUSE, INC.

JEFFERSON COUNTY, FLORIDA

Michael Herrin
By: Michael Herrin
Its: Executive Director

Date: 4/15/26

Ben White
Chairman, Board of County Commissioners

Date: _____

ATTEST:

Trey Hightower, Clerk of the Circuit Court
Ex Officio Clerk to the Board

APPROVED AS TO FORM:

Evan J. Rosenthal, Esq.
County Attorney

Attachment "A"

TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES

During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor"), as applicable, agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131 – 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration's Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 *et seq.*).

Attachment "B"
SCRUTINIZED CONTRACTORS CERTIFICATE

By executing this Certificate, the bidder certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bidder is found to have submitted a false certification as to the above or if the Opera House is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bidder has submitted a false certification, the County will provide written notice to the bidder. Unless the bidder demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bidder. If the County's determination is upheld, a civil penalty shall apply, and the bidder will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bidder.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE: 4/15/26

SIGNATURE: Michael Herrin

COMPANY: Monticello
Opera House

NAME: Michael Herrin
(Typed or Printed)

ADDRESS: 185 West

TITLE: Executive Director

Washington St.

E-MAIL: Director@Monticello

Monticello FL 32344

OperaHouse.org

PHONE NO.: 850/997-4242

Attachment "C"

ANTI-HUMAN TRAFFICKING AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I Michael Herrin (insert name) as Executive Director (insert title) on behalf of Monticello Opera House (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.

2. Monticello Opera House (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.

3. More particularly, Monticello Opera House (insert entity name) does not participate in any of the following actions:

- a. Using or threatening to use physical force against any person;
- b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
- c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
- d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- e. Causing or threatening to cause financial harm to any person;
- f. Enticing or luring any person by fraud or deceit; or
- g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.

FURTHER AFFIANT SAYETH NAUGHT.

Michael Herrin
Printed Name: Michael Herrin
Title: Executive Director
Nongovernmental entity: Monticello Opera House
Date: 4/15/26

STATE OF Florida
COUNTY OF Jefferson

SWORN TO AND SUBSCRIBED before me in person or remote notarization by Michael Herrin as Michael Herrin on behalf of Monticello Opera House, who is personally known to me or who produced as identification this 15th day of April, 2026.

(Notary Seal)
NOTARY PUBLIC
TAMMY BROOKINS
Commission # HH 386479
Expires April 13, 2027

Tammy Brookins
Notary Public

Attachment "D"
FOREIGN COUNTRY OF CONCERN AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 287.138, Florida Statutes, for all entities that may have access to individuals' personal identifying information.

I Michael Herrin (insert name) as Executive Director (insert title) on behalf of Monticello Opera House (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.

2. I certify that Monticello Opera House (insert entity name) ("Vendor"):

- a. Is not owned by the government of a foreign country of concern;
- b. A government of a foreign country of concern does not have a controlling interest in Vendor; and
- c. Is not organized under the laws of nor have its principal place of business in a foreign country of concern.

3. For purposes of this Affidavit, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

FURTHER AFFIANT SAYETH NAUGHT.

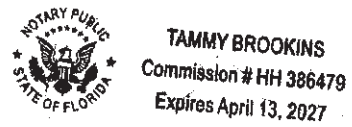
Michael Herrin
Printed Name: Michael Herrin
Title: Executive Director
Nongovernmental entity: Monticello Opera House
Date: 4/15/26

STATE OF Florida
COUNTY OF Jefferson

SWORN TO AND SUBSCRIBED before me in person or remote notarization by
as Michael Herrin on behalf of
Monticello Opera House, who is personally known to me or who
produced _____ as identification this 15th day of
April, 2026.

Tammy Brookins
Notary Public

(Notary Seal)



Jefferson County Board of County Commissioners

Accounts Payable Status with Accounting Distribution by Vendor

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[10480] Advanced Business Systems								
4/27/2026	4/27/2026	481504	5/01/2026	CT#3356-01 monthly copier maintenance Kyocera #73198	22.82	22.82	11-4102-541.441	22.82
5/04/2026	5/04/2026	482187	5/01/2026	Acct# CO27-005 CT-3327-01 monthly maintenance Toshiba 73175	17.86	17.86	11-4102-541.441	17.86
Total for[10480] Advanced Business Systems					40.68	40.68		40.68
[10770] Cintas								
5/04/2026	5/04/2026	4265140189	5/01/2026	acct# 19616374 uniform rental Rd Dept	164.51	164.51	11-4102-541.341	164.51
5/18/2026	5/18/2026	4266600096	5/01/2026	acct# 19616374 uniform rental Rd dept	164.51	164.51	11-4102-541.341	164.51
Total for[10770] Cintas					329.02	329.02		329.02
[10090] Conrad Yelvington Distrib								
5/04/2026	5/04/2026	2481974	5/01/2026	acct# 314478 limestone road base - yard	542.13	542.13	11-4102-541.530	542.13
Total for[10090] Conrad Yelvington Distrib					542.13	542.13		542.13
[13080] Crystal Tractor & Equipment - Madison								
3/16/2026	3/16/2026	P22689	5/01/2026	Acct# JEFFE097 cartridge, oil, oil filter, air filter, outer air filter, #124, #123	2,145.40	2,145.40	11-4102-541.463	2,145.40
3/30/2026	3/30/2026	P22904	5/01/2026	acct# JEFFE097 oil 15w-4, oil super floor, #123, #124	219.36	219.36	11-4102-541.463	219.36
Total for[13080] Crystal Tractor & Equipment - Madison					2,364.76	2,364.76		2,364.76
[10040] ELI ROBERTS & SONS								
5/04/2026	5/04/2026	512236	5/01/2026	acct# 2022114 unleaded fuel - Rd Dept	13,443.42	13,443.42	11-4102-541.521	13,443.42
5/04/2026	5/04/2026	512236A	5/01/2026	acct# 2022114 Diesel fuel - Rd Dept	17,452.66	17,452.66	11-4102-541.521	17,452.66
Total for[10040] ELI ROBERTS & SONS					30,896.08	30,896.08		30,896.08
[10555] GCL MONTICELLO								
5/04/2026	5/04/2026	191355	5/01/2026	acct# 300166 level ibeam 48", rule tape, 12x1 -1/2 zc hx self drill screw, level post, concrete -charged to wrong acct & no po# (credit inv issued and sent to A/P	102.69	102.69	11-4102-541.520	102.69
4/09/2026	4/24/2026	191357	5/01/2026	CREDIT MEMEO INV. # 191357 ORIGINAL INV. #191355	-102.69	-102.69	11-4102-541.520	-102.69
5/04/2026	5/04/2026	191358	5/01/2026	acct# 300166 level ibeam 48", rule tape, 12x1 -1/2 zc hx self drill screw, level post, concrete - charged to wrong acct (credit inv issued and sent to A/P	102.69	102.69	11-4102-541.520	102.69
4/09/2026	4/24/2026	191359	5/01/2026	CREDIT MEMEO INV. # 191359 ORIGINAL INV. #191358	-102.69	-102.69	11-4102-541.520	-102.69
5/04/2026	5/04/2026	191361	5/01/2026	acct# 300166 level ibeam 48", rule tape, 12x1 -1/2 zc hx self drill screw, level post, concrete - charged to wrong acct & no po# (credit inv issued and sent to A/P	102.69	102.69	11-4102-541.520	102.69
4/09/2026	4/24/2026	191363	5/01/2026	CREDIT MEMEO INV. # 191363 ORIGINAL INV. #191361	-102.69	-102.69	11-4102-541.520	-102.69
5/04/2026	5/04/2026	191364	5/01/2026	acct# 300170 level ibeam 48", rule tape, 12x1 -1/2 zc hx self drill screw, level post, concrete	102.69	102.69	11-4102-541.641	102.69

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Accounts Payable Status with Accounting Distribution by Vendor

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5/04/2026	5/04/2026	191505	5/01/2026	acct# 300170 box 100 hex bolt zinc, 5/16 zc flat washers, box 100 hex nut zinc, 1/4x3-1/2 star sds wing, 2x6x16 #2 prime ground contact	192.25	192.25	11-4102-541.520	192.25
Total for[10555] GCL MONTICELLO					294.94	294.94		294.94
[10440] Monticello Carquest Inc.								
5/04/2026	5/04/2026	10338-354236	5/01/2026	acct# 132 adaptor #29 LC trailer	10.33	10.33	11-4102-541.520	10.33
5/04/2026	5/04/2026	10338-354318	5/01/2026	acct# 132 pc 5w30, break cleaner, air filter, oil filter #74, #73, shop	213.75	213.75	11-4102-541.463	213.75
5/04/2026	5/04/2026	10338-354431	5/01/2026	acct# 132 oil - engine, 5 gal gas can, 2 gal gas can #96, LC trailer, #118, #111	220.69	220.69	11-4102-541.520	220.69
5/04/2026	5/04/2026	10338-354700	5/01/2026	acct# 132 valve cover gasket, fp manifold sets #74	96.50	96.50	11-4102-541.463	96.50
5/04/2026	5/04/2026	10338-354935	5/01/2026	acct# 132 chain saw still MS391 20, chainsaw Still MS250Kit 18 - rd dept	1,229.98	1,229.98	11-4102-541.641	1,229.98
5/18/2026	5/18/2026	10338-355322	5/01/2026	acct# 132 RTV ULT Blk Hi Temp, Torque wrench - shop Rd Dept	59.21	59.21	11-4102-541.520	59.21
5/18/2026	5/18/2026	10338-355393	5/01/2026	acct# 132 hose, sydr fitting, 8g-10mffor, hose guards - #78	81.40	81.40	11-4102-541.463	81.40
5/18/2026	5/18/2026	10338-355430	5/01/2026	acct# 132 ABS Sensor #117, Rd Dept	21.97	21.97	11-4102-541.463	21.97
4/21/2026	5/01/2026	10338-355436	5/01/2026	CREDIT MEMO 10338-355436 FOR ORIGINAL INV. #10338-355430	-21.97	-21.97	11-4102-541.463	-21.97
5/18/2026	5/18/2026	10338-355437	5/01/2026	acct# 132 Trans Speed Sensor (2) #117 Rd Dept	148.79	148.79	11-4102-541.463	148.79
5/18/2026	5/18/2026	10338-355464	5/01/2026	Shop acct# 132 7.5 m 12 gauge wire, 4.5 m12 gauge wire grot, 16 14 butt connector, heat shrink tube	66.02	66.02	11-4102-541.520	66.02
Total for[10440] Monticello Carquest Inc.					2,126.67	2,126.67		2,126.67
[10100] Santander Leasing LLC								
5/04/2026	5/04/2026	20579857	5/01/2026	Contract# 002-0030280-000 Mowermax Boom MMB23098-22 payment #114	54,102.50	54,102.50	11-4102-541.442	54,102.50
Total for[10100] Santander Leasing LLC					54,102.50	54,102.50		54,102.50
Report Total					90,696.78	90,696.78		90,696.78

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[10315] Beard Equipment Company								
4/27/2026	4/27/2026	Q1960670	5/07/2026	John Deere 6105E tractor with 22ft Machete Boom - Rd Dept	209,843.04	209,843.04	11-4102-541.640	209,843.04
Total for[10315] Beard Equipment Company					209,843.04	209,843.04		209,843.04
[12215] Clemens Fuel Systems Inc								
5/18/2026	5/18/2026	45279	5/07/2026	fuel pump tests, leak detector test, shear valve dispenser test, overfill prevention device inspection - Rd Dept	335.00	335.00	11-4102-541.341	335.00
Total for[12215] Clemens Fuel Systems Inc					335.00	335.00		335.00
[10590] GOVCONNECTION, INC								
4/27/2026	4/27/2026	77513294	5/07/2026	ACCT. #2400O1434 mada AX3000 WiFi 6 AP Desktop - Rd dept	146.58	146.58	11-4102-541.525	146.58
Total for[10590] GOVCONNECTION, INC					146.58	146.58		146.58
[10775] Office Depot								
5/04/2026	5/04/2026	466429551-001	5/07/2026	acct# 51501858 copy paper, envelopes, ibuprofen - Rd Dept	114.26	114.26	11-4102-541.510	114.26
5/04/2026	5/04/2026	466430492-001	5/07/2026	acct# 51501858 bandages	10.91	10.91	11-4102-541.520	10.91
Total for[10775] Office Depot					125.17	125.17		125.17
Report Total					210,449.79	210,449.79		210,449.79