

**BREVARD COUNTY  
BOARD OF COUNTY COMMISSIONERS**

# INITIAL CONTRACT REVIEW AND APPROVAL FORM

## SECTION I - GENERAL INFORMATION

<b>1. Contractor:</b> N/A	
<b>2. Fund/Account #:</b> 1700	<b>3. Department Name:</b> Public Works
<b>4. Contract Description:</b> Supplemental Agreement No. 1 St. Johns Heritage Parkway Corridor Study	
<b>5. Contract Monitor:</b> Jeanette Scott on behalf of Public Works	<b>7. Contract Type:</b>  GRANT
<b>6. Dept/Office Director:</b> Corrina Gumm, P.E., Interim Director	

## SECTION II – REVIEW AND APPROVAL TO ADVERTISE

COUNTY OFFICE	APPROVAL		SIGNATURE
	YES	NO	
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____

## SECTION III – REVIEW AND APPROVAL TO EXECUTE

COUNTY OFFICE	APPROVAL		SIGNATURE
	YES	NO	
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Thomas-Wood, Tammy <small>Digitally signed by Thomas-Wood, Tammy DN: cn=Thomas-Wood, Tammy, email=Tammy.Thomas-Wood@brevardfl.gov Date: 2020.01.10 10:33:42 -05'00'</small>
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lairsey, Matt <small>Digitally signed by Lairsey, Matt Date: 2020.01.07 07:31:35 -05'00'</small>
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brewer, Jad <small>Digitally signed by Brewer, Jad Date: 2020.01.07 10:29:25 -05'00'</small>

## SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Data (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>

**LOCAL AGENCY PROGRAM  
SUPPLEMENTAL AGREEMENT**

SUPPLEMENTAL NO.

1

FEDERAL ID NO. (FAIN)

D519 080 B

CONTRACT NO.

G1H21

FEDERAL AWARD DATE

11/20/2019

FPN

441412-1-18-01

RECIPIENT DUNS NO.

78-324-8370

Recipient, Brevard County and the State of Florida Department of Transportation, desires to supplement the original Agreement entered into and executed on December 2, 2019 as identified above. All provisions in the original Agreement and supplements, if any, remain in effect except as expressly modified by this supplement.

The changes to the Agreement and supplements, if any, are described as follows:

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**PROJECT DESCRIPTION**

Name St. John's Heritage Parkway Corridor Planning Study Length ~13.6 Miles

Termini Babcock Street to Malabar Road

**Description of Work:**

The planning study is being conducted by Brevard County. The corridor planning study is to evaluate future possible corridors for an extension to the existing St. John's Heritage Parkway, starting at the intersection of Malabar Road traveling south and east to the Babcock Street intersection. The approximate total length of this project is 13.6 miles.

The study should include a purpose and need consistent with Part 2, Chapter 1 of the Project Development and Environment (PD&E) Manual. This includes a combination of travel demand forecasting, land suitability mapping, environmental analysis, public involvement, corridor and alignment alternatives analysis. The Alternative Corridor Evaluation (ACE) process is outlined in Part 1, Chapter 4 of the PD&E Manual. The results of the corridor planning analysis should be provided in a technical report (Alternative Corridor Evaluation Report-ACER) that identifies a preferred corridor or corridors to be evaluated in the future PD&E study.

To ensure compliance with the federal process, the Department has offered technical assistance and will assist with providing relevant documents, reviewing the study scope of services, and with the Efficient Transportation Decision Making (ETDM) screening tool. It is the County's responsibility to ensure the federal process is followed to be eligible for federal funding for future phases of this project.

**Reason for Supplement and supporting engineering and/or cost analysis:**

1. Federal funding in the amount of \$81,279.00 is being added to equal the Recipient's consultant contract award amount of \$1,081,279.00.

Revisions to the federal funding attributed to the amounts referenced above are reflected in the Adjusted Schedule of Financial Assistance, attached hereto and incorporated herein, as Exhibit "B", and in Exhibit "E," Federal Financial Assistance (Single Audit Act).

**LOCAL AGENCY PROGRAM  
SUPPLEMENTAL AGREEMENT**

2. The Recipient Resolution authorizing entry into this Supplemental Agreement is attached and incorporated into this Supplemental Agreement as Exhibit "D".

## LOCAL AGENCY PROGRAM

## SUPPLEMENTAL AGREEMENT

## ADJUSTED EXHIBIT "B" SCHEDULE OF FINANCIAL ASSISTANCE

RECIPIENT NAME &amp; BILLING ADDRESS:

Brevard County  
2725 Judge Fran Jamieson Way, Suite A201  
Viera, Florida 32940-6605

FINANCIAL PROJECT NUMBER:

441412-1-18-01

PHASE OF WORK By Fiscal Year	FUNDING					
	(1) PREVIOUS TOTAL PROJECT FUNDS	(2) ADDITIONAL PROJECT FUNDS	(3) CURRENT TOTAL PROJECT FUNDS	(4) TOTAL LOCAL FUNDS	(5) TOTAL STATE FUNDS	(6) TOTAL FEDERAL FUNDS
<b>Design</b> FY: ( ) FY: ( ) FY: ( )						
<b>Total Design Cost</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Right-of-Way</b> FY: ( ) FY: ( ) FY: ( )						
<b>Total Right-of-Way Cost</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Construction</b> FY: ( ) FY: ( ) FY: ( )						
<b>Total Construction Cost</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Construction Engineering and Inspection (CEI)</b> FY: ( ) FY: ( ) FY: ( )						
<b>Total CEI Cost</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>(Planning - Phase 18)</b> FY: 2019-2020 (LAP) FY: ( ) FY: ( )	\$1,000,000.00	\$81,279.00	\$1,081,279.00			\$1,081,279.00
<b>Total Planning Costs</b>	\$1,000,000.00	\$81,279.00	\$1,081,279.00	\$ 0.00	\$ 0.00	\$1,081,279.00
<b>TOTAL COST OF THE PROJECT</b>	\$1,000,000.00	\$81,279.00	\$1,081,279.00	\$ 0.00	\$ 0.00	\$1,081,279.00

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Allison M. Godwin

District Grant Manager Name

Signature

Date

**LOCAL AGENCY PROGRAM  
SUPPLEMENTAL AGREEMENT**

IN WITNESS WHEREOF, the parties have executed this Agreement on the date last ascribed herein.

RECIPIENT BREVARD COUNTY

STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION

By: See Attached Signature Page

Name:

Title:

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

Name: Loreen C. Bobo, P.E.

Title: Director of Transportation Development

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

Legal Review:

\_\_\_\_\_

Local Agency Program  
Supplemental Agreement No. 1  
FPN: 441412-1-18-01

Signature Page: Brevard County (Recipient)

By: \_\_\_\_\_  
Bryan Lober, Chair  
As approved by the Board on January 21, 2020

Attest:

\_\_\_\_\_  
Scott Ellis, Clerk

Reviewed for legal form and content

\_\_\_\_\_  
Jad Brewer, Assistant County Attorney

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**LOCAL AGENCY PROGRAM AGREEMENT**

525-010-40D  
PROGRAM MANAGEMENT  
OGC – 10/18  
Page 1 of 1

**EXHIBIT “D”**

**RECIPIENT RESOLUTION**

The Recipient’s Resolution authorizing entry into this Agreement is attached and incorporated into this Agreement.

RESOLUTION NO. 2020 -

**A Resolution authorizing the execution of Local Agency Program Supplemental Agreement No. 1 with the State of Florida Department of Transportation for the St. Johns Heritage Parkway Corridor Planning Study from Malabar Road to Babcock Street.**

**Whereas**, the State of Florida Department of Transportation and Brevard County desire to facilitate the St. Johns Heritage Parkway Corridor Planning Study from Malabar Road to Babcock Street and,

**Whereas**, the State of Florida Department of Transportation has requested Brevard County to execute and deliver to the State of Florida Department of Transportation the Local Agency Program Supplemental Agreement No. 1 for the aforementioned project, FPN 441412-1-18-01 and,

**Now, therefore**, be it resolved by the Board of County Commissioners of Brevard County, Florida, that Bryan Lober, Chair of the Board of County Commissioners, is hereby authorized to make, execute, and deliver to the State of Florida Department of Transportation the Local Agency Program Supplemental Agreement No. 1 for the aforementioned project, FPN 441412-1-18-01.

DONE AND RESOLVED this 21<sup>st</sup> day January of 2020.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF BREVARD COUNTY, FLORIDA

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Scott Ellis, Clerk

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Bryan Lober, Chair

As approved by the Board on 01/21/2020



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**LOCAL AGENCY PROGRAM AGREEMENT**

525-010-40E  
PROGRAM MANAGEMENT  
10/18  
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**EXHIBIT “E”**

**FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)**

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

CFDA No.: 20.205  
CFDA Title: Highway Planning and Construction  
Federal-Aid Highway Program, Federal Lands Highway Program  
CFDA Program Site: <https://www.cfda.gov/>  
Award Amount: \$1,081,279.00  
Awarding Agency: Florida Department of Transportation  
Award is for R&D: No  
Indirect Cost Rate: N/A

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE FOLLOWING:**

2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles & Audit Requirements for Federal Awards  
<http://www.ecfr.gov/>

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT MAY ALSO BE SUBJECT TO THE FOLLOWING:**

Title 23 – Highways, United States Code  
<http://uscode.house.gov/browse/prelim@title23&edition=prelim>

Title 49 – Transportation, United States Code  
<http://uscode.house.gov/browse/prelim@title49&edition=prelim>

Map-21 – Moving Ahead for Progress in the 21<sup>st</sup> Century, Public Law 112-141  
<http://www.gpo.gov/fdsys/pkg/PLAW-112publ141/pdf/PLAW-112publ141.pdf>

Federal Highway Administration – Florida Division  
<http://www.fhwa.dot.gov/fldiv/>

Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)  
<https://www.fsrs.gov/>