



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	<u>50,000</u>	_____	_____	_____	_____
External Revenues	<u>(50,000)</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>0</u>	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____
Is Item Included in Current Budget?			Yes <u>X</u>	No _____	
Does this item include the use of federal funds?			Yes _____	No <u>X</u>	
Does this item include the use of state funds?			Yes <u>X</u>	No _____	

**Budget Account No.:**

Fund 0001 Department 380 Unit 3249 Object 4399 Program \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

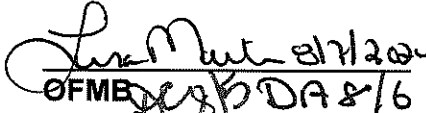
There is no fiscal impact.

**C. Department Fiscal Review:**



**III. REVIEW COMMENTS**

**A. OFMB Fiscal and /or Contract Dev. and Control Comments:**

 8/17/24  
OFMB 2024 DA 8/6

 8/13/24  
Contract Development & Control  
8/13/24

**B. Legal Sufficiency:**

 8/13/24  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

**TASK ASSIGNMENT NOTIFICATION FORM  
CONTRACT NO. FWC21149**

Task Assignment Number: PM4  
 Task Assignment Term: Upon Execution to April 20, 2025  
 Contractor Name: Palm Beach County  
 Contractor's Contract Manager/Telephone: Deborah Drum 561-233-2457  
 FWC Contract Manager/Telephone: Evelyn Ethridge 850-617-9430  
 FWC Site Manager/Telephone: Andrew Black , Brittany Lay , Charles Thompson

Task Description: Provide aquatic vegetation control services in accordance with the executed contract FWC21149 on water bodies within Palm Beach County. Work shall be conducted pursuant to details stated in the current executed Contract, Amendments and Schedule of Operations. All work must be coordinated with FWC Regional Biologist(s). The FWC, Contract Manager for the Invasive Plant Management Section may issue change orders to the Task Assignment work plan altering the plant control authorized (increase in acres, adding plants or herbicides, adding water bodies). The Section Leader of the Invasive Plant Management Section may issue modifications to the Task Assignment increasing or reducing the cost reimbursement amount and any changes to the Term.

Deliverables: Task PM4 - The Contractor is to provide aquatic vegetation control services on water bodies as identified in the Schedule of Operations based on the work plan per the terms and conditions of the executed contract and any amendments to the contract. The Contractor will perform monthly aquatic vegetation control services to include, but not limited to; chemical treatment, snagging, pushing and hand pulling as needed per the Schedule of Operations. FWC will reimburse the Contractor for all services required and conducted on water bodies for each Schedule of Operation created for the work plan.

Cost Reimbursement Task Assignment Amount: \$50,000.00

**Invoicing Frequency:**

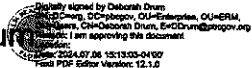
Itemized invoices are submitted monthly by the 20th of each month except for the invoice for the month of June. Invoices are submitted after work has been completed by the Contractor. All detailed invoice supporting documentation (payroll information (Government), chemical invoices and approved and signed Report of Operation forms shall be maintained on file and available upon request. Only costs directly related to the services being provided may be reimbursed. An invoice for June must be submitted within the time-period given by the FWC Contract Manager. The invoice must reflect the FWC contract number as well as the Task Assignment number.

If the Contractor materially fails to comply with the terms and conditions, including any Federal or State statutes, rules or regulations, the FWC shall temporarily withhold cash payment pending correction of the deficiency. Financial consequences for default by the Contractor include but are not limited to the requirement that the Contractor reimburse FWC for re-procurement costs.

**Funding Information:**


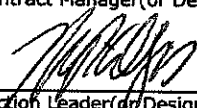
Org Code	EO	Fund	Category	Fiscal Year	Object Code	PID	Amount
77358090300	3K	423002	102334	2024-2025	139900	97839391000	\$50,000.00

**Approvals:  
Palm Beach County**

  
 Deborah Drum  
 Contract Manager(or Designee) \_\_\_\_\_ Date 7-8-2024  
 Deborah Drum \_\_\_\_\_ Date 7-8-2024  
 Print Name \_\_\_\_\_ Date

Approved as to form and legal sufficiency:  
 /s/ Scott A. Stone  
 Assistant County Attorney

**Fish and Wildlife Conservation Commission  
Division of Habitat and Species Conservation**

  
 Evelyn Ethridge  
 Contract Manager(or Designee) \_\_\_\_\_ Date 7/8/2024  
  
 Section Leader(or Designee) \_\_\_\_\_ Date 7/9/2024  
 Invasive Plant Management Section



**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

**DATE:** May 3, 2022

**TO:** Verdenia C. Baker  
 County Administrator

**THROUGH:** Patrick Rutter *PWR*  
 Assistant County Administrator

**FROM:** Deborah Drum, Director *DD*  
 Environmental Resources Management *5-3-22*

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY: **Governmental Contract No. FWC21149 with the State of Florida, Florida Fish and Wildlife Conservation Commission (FWC) (Contract), providing funding, to be specified in a task assignment on a reimburseable basis based on actual activities completed, for a three-year period of aquatic exotic plant control services performed by Palm Beach County's Department of Environmental Resources Management, Mosquito Control Division, beginning upon execution of the Contract and ending three years after the date of execution.**

On April 12, 2022, agenda item 3L-3 (R2022-0361), the Board of County Commissioners approved the County Administrator, or designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the Contract, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract.

This memorandum is my request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management (ERM), to sign all future time extensions, task assignments, certifications, and other forms associated with this Contract, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Contract. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

Verdenia C. Baker, County Administrator

DD:kf  
 Attachment