

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b>	October 8, 2024	<input checked="" type="checkbox"/>	<b>Consent</b>	<input type="checkbox"/>	<b>Regular</b>
		<input type="checkbox"/>	<b>Workshop</b>	<input type="checkbox"/>	<b>Public Hearing</b>

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<b>Department:</b>	Engineering and Public Works Department
<b>Submitted By:</b>	Engineering and Public Works Department
<b>Submitted For:</b>	Roadway Production Division

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to:

- A) **approve** a Title VI / Nondiscrimination Policy Statement for the Engineering and Public Works Department;
- B) **approve** the Title VI / Nondiscrimination Assurance Form with the Florida Department of Transportation (FDOT); and
- C) **adopt** a Resolution delegating to the County Administrator or designee the authority to sign additional forms, certifications, contracts/agreements, amendments, and any other documents related to the Local Agency Program (LAP) certification and Title VI Nondiscrimination Assurance Form with the FDOT, all of which do not substantially change the scope of work, terms, or conditions of either document.

**SUMMARY:** Title VI of the Civil Rights Act prohibits discrimination in programs and activities that receive federal financial assistance. The Engineering and Public Works Department (EPW) routinely receives federal grants for transportation projects. These grants are overseen by FDOT's LAP. Federally funded grants administered by FDOT require that Palm Beach County (County) maintain its LAP certification. LAP certification requires that the County periodically renews the Title VI Nondiscrimination Assurance Form. To become LAP certified, the County must provide documentation to FDOT showing its ability to comply with all federal requirements related to grants. These federal requirements include providing the Title VI Nondiscrimination Assurance Form, staff qualifications, and policies and procedures relating to project management, contract solicitation, and construction administration. Approval of the Title VI Policy Statement and Nondiscrimination Assurance Form will allow the County to finalize its LAP certification with FDOT and continue to receive federal grants through the LAP. Adoption of the Resolution will delegate to the County Administrator or designee the authority to sign additional forms, certifications, contracts/agreements, amendments, and any other documents related to LAP certification with FDOT or the Title VI Nondiscrimination Assurance Form, all of which do not substantially change the scope of work, terms, or conditions of either the certification or the form. In accordance with PPM No. CW-O-051, all documents will be reviewed by the County Attorney's office prior to approval by the delegate, and submitted by the initiating department to the Board of County Commissioners (BCC) as a receive and file consent agenda item no later than 90 days after approval. Countywide (YBH)

**Background and Justification:** Federally funded grants administered by the FDOT require that the County maintain its LAP certification, which requires the County to periodically renew the Title VI Nondiscrimination Assurance Form.

**Attachments:**

1. Title VI Policy Statement with Complaint Form (3)
2. Title VI Nondiscrimination Assurance Form (3)
3. Resolution (3)

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<b>Recommended by:</b>	<i>YBH</i> YBH/TEL	<i>J. K. FOR</i> County Engineer
<b>Approved By:</b>	<i>Paul</i> Deputy County Administrator	<i>09/11/2024</i> Date
		<i>9/30/24</i> Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	-0-	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	-0-	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)	-0-	-0-	-0-	-0-	-0-

Is Item Included in Current Budget?      Yes  No

Is this item using Federal Funds?      Yes  No

Is this item using State Funds?      Yes  No

**Budget Account No:**

Fund                  Dept                  Unit                  Object

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

\*\*This item has no fiscal impact.

C. Departmental Fiscal Review: *Dorey Rambois*

**III. REVIEW COMMENTS**

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

*ASDUC 9/12/24*  
OFMB  
*MD 9/12*      *QA 9/12*

*Brenda Jacob*  
Contract Dev. and Control

**B. Approved as to Form and Legal Sufficiency:**

*[Signature]* 9/17/24  
Assistant County Attorney

**C. Other Department Review:**

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

This summary is not to be used as a basis for payment.

# PALM BEACH COUNTY ENGINEERING AND PUBLIC WORKS DEPARTMENT

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

No person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 (collectively, Acts) will be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity provided by the Palm Beach County Engineering and Public Works Department.

Palm Beach County Engineering and Public Works Department with respect to its programs and activities:

- I. Hereby designates David Ricks, County Engineer, as Title VI Liaison who has a responsible position within the Engineering Department and access to the Mayor of the Board of County Commissioners.
- II. Shall publically post this policy statement signed by the Mayor, which expresses Palm Beach County Engineering and Public Works Department's commitment to the nondiscrimination provisions of Title VI.
- III. Shall insert the following clauses in every contract subject to the Acts and the Regulations
  1. **Compliance with Regulations:** *The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, USDOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.*
  2. **Nondiscrimination:** *The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.*
  3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** *In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.*
  4. **Information and Reports:** *The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this*

**PALM BEACH COUNTY ENGINEERING  
AND PUBLIC WORKS DEPARTMENT**

**TITLE VI/ NONDISCRIMINATION POLICY STATEMENT**

*information the Contractor shall so certify to the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.*

5. **Sanctions for Noncompliance:** *In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:*
  - a. *withholding of payments to the Contractor under the contract until the Contractor complies, and/or*
  - b. *cancellation, termination or suspension of the contract, in whole or in part.*
  
6. **Incorporation of Provisions:** *The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.*
  
7. **Compliance with Nondiscrimination Statutes and Authorities:** *Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 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 U.S.C. § 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, 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 U.S.C. §§ 12131 -- 12189) as*

**PALM BEACH COUNTY ENGINEERING  
AND PUBLIC WORKS DEPARTMENT**

**TITLE VI/ NONDISCRIMINATION POLICY STATEMENT**

*implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 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 non-discrimination 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 U.S.C. 1681 et seq).*

- IV. Shall maintain the following complaint process and attempt to resolve complaints of discrimination against sub-recipients:
  - a. Post the attached complaint form.
  - b. Immediately forward any complaints to the FDOT District Title VI Coordinator.
  - c. Coordinate with FDOT and the Board of County Commissioners to resolve complaints.
  
- V. Shall participate in training offered on Title VI and other nondiscrimination requirements.
  
- VI. Shall take affirmative action to correct any deficiencies found within a reasonable time period if reviewed by FDOT or USDOT
  
- VII. Shall utilize census data as a means of collecting racial and ethnic data on persons impacted by Palm Beach County Engineering and Public Works Department programs.

The Mayor thereupon declared this Policy adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**ATTEST:**

Joseph Abruzzo  
Clerk of the Circuit Court & Comptroller

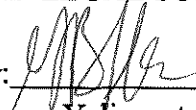
**COUNTY:**

**Palm Beach County**, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Maria Sachs, Mayor

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By:  \_\_\_\_\_  
Yelizaveta B. Herman  
Assistant County Attorney

APPROVED AS TO TERMS  
AND CONDITIONS

By:  \_\_\_\_\_  
Division Director

# Title VI/ Nondiscrimination Complaint Form

Name of Complainant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Complainant's Representative's Name, Address, Phone Number and Relationship (e.g. friend, attorney, parent):

\_\_\_\_\_  
\_\_\_\_\_

Name and address of the Individual(s) whom you allege discriminated against you (if known):

\_\_\_\_\_  
\_\_\_\_\_

Discrimination Because of: (circle one)

Race	Color	National Origin	Age	Disability	Family Status
	Sex	Religious Status	Other _____		

Date of Alleged Discrimination: \_\_\_\_\_

Please list the name(s) and phone number(s) of any person, if known, that the Palm Beach County Engineering Department could contact for additional information to support or clarify your allegation(s):

\_\_\_\_\_  
\_\_\_\_\_

Please explain as clearly as possible how, why, when and where you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination. Additional pages may be attached if needed.

\_\_\_\_\_  
\_\_\_\_\_

Complainant's or  
Complainant's Representative's Signature: \_\_\_\_\_

Date of Signature \_\_\_\_\_

## **Title VI/ Nondiscrimination Complaint Form**

Completed forms should be delivered to the following address:

Title VI Coordinator  
Palm Beach County Engineering  
Roadway Production Division  
2300 N. Jog Road, West Palm Beach, FL 33411

However, should the complainant be unable or unwilling to complain to the County, the written complaint may be submitted directly to Florida Department of Transportation (FDOT). FDOT serves as a statewide clearinghouse for Title VI purposes and will either assume jurisdiction over the complaint or forward it to the appropriate federal or state authority for continued processing:

Florida Department of Transportation  
Equal Opportunity Office  
Attn: Title VI complaint Processing  
605 Suwannee Street MS 65  
Tallahassee, FL 32399

## TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, **Palm Beach County**, "Subrecipient" assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Subrecipient further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Subrecipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Subrecipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of **Appendices A** and **E** of this assurance in every contract subject to the Acts and the Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Subrecipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.



THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Subrecipient.

By: **PALM BEACH COUNTY, FLORIDA**

**ATTEST:**  
Joseph Abruzzo  
Clerk of the Circuit Court & Comptroller

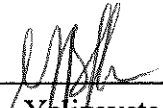
**COUNTY:**  
**Palm Beach County**, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners

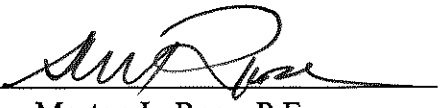
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Maria Sachs, Mayor

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND  
CONDITIONS:

By:  \_\_\_\_\_  
Yelizaveta B. Herman  
Assistant County Attorney

By:  \_\_\_\_\_  
Morton L. Rose, P.E.  
Director of Roadway Production

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

(1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.

(2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

(4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.

(5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:

a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or

b. cancellation, termination or suspension of the contract, in whole or in part.

(6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

(7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 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 U.S.C. § 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, 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 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 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 non-discrimination 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 U.S.C. 1681 et seq).

**RESOLUTION NO. R2024-**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DELEGATING SIGNATORY AUTHORITY TO THE COUNTY ADMINISTRATOR OR DESIGNEE ON ADDITIONAL FORMS, CERTIFICATIONS, CONTRACTS/AGREEMENTS, AMENDMENTS AND ANY OTHER DOCUMENTS RELATED TO THE LOCAL AGENCY PROGRAM (LAP) CERTIFICATION AND TITLE VI / NONDISCRIMINATION ASSURANCE FORM WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), ALL OF WHICH DO NOT SUBSTANTIALLY CHANGE THE SCOPE OF WORK, TERMS OR CONDITIONS OF EITHER.**

**WHEREAS**, federally funded grants administered by FDOT require that Palm Beach County (County) maintain and periodically renew its LAP certification (Certification) with FDOT; and

**WHEREAS**, this Certification requires the County to provide documentation to FDOT showing its ability to comply with all federal requirements related to grants including staff qualifications and policies and procedures relating to project management, contract solicitation, and construction administration.

**WHEREAS**, this Certification also requires the County to provide and periodically update a Title VI / Nondiscrimination Assurance Form (Title VI Assurance); and

**WHEREAS**, this Certification and Title VI Assurance may require additional forms, certifications, contracts/agreements and amendments that do not substantially change the scope of work, terms or conditions of the Certification or Title VI Assurance; and

**WHEREAS**, the Board of County Commissioners has determined that delegation of signatory authority to the County Administrator, or designee, on additional forms, certifications, contracts/agreements, amendments, and any other documents related to the Certification or Title VI Assurance, all of which do not substantially change the scope of work, terms, or conditions is in the best interest of the citizens and residents of the County.

**NOW, THEREFORE** be it resolved by the Board of County Commissioners of Palm Beach County, Florida, that:

1. The recitations set forth herein above are true, accurate and correct and are incorporated herein.
2. The County Administrator or designee is hereby authorized to sign all future forms, certifications, contracts/agreements, amendments, and any other documents for the implementation of the Certification or Title VI Assurance, which documents do not substantially change the scope of work, terms, or conditions of the Certification or the Title VI Assurance.
3. This Resolution will take effect upon its adoption.

The foregoing Resolution was offered by Commissioner \_\_\_\_\_ who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Commissioner Maria Sachs, Mayor	_____
Commissioner Maria G. Marino, Vice Mayor	_____
Commissioner Gregg K. Weiss	_____
Commissioner Michael Barnett	_____
Commissioner Marci Woodward	_____
Commissioner Sara Baxter	_____
Commissioner Mack Bernard	_____

The Mayor thereupon declared the Resolution duly passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

PALM BEACH COUNTY, A POLITICAL  
SUBDIVISION OF THE STATE OF  
FLORIDA, BY AND THROUGH ITS  
BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By:  \_\_\_\_\_  
Assistant County Attorney

JOSEPH ABRUZZO, CLERK OF THE  
CIRCUIT COURT & COMPTROLLER

By: \_\_\_\_\_  
Deputy Clerk

APPROVED AS TO TERMS  
AND CONDITIONS

By:  \_\_\_\_\_  
Division Director