

THROUGH THESE DOORS WALK ONLY THE FINEST PEOPLE – THE CITIZENS OF ESCAMBIA COUNTY. DECISIONS ARE MADE IN THIS ROOM AFFECTING THE DAILY LIVES OF OUR PEOPLE. DIGNIFIED CONDUCT IS APPRECIATED.

CHAMBER RULES

1. IF YOU WISH TO SPEAK, YOU WILL BE HEARD.
2. YOU MUST SIGN UP TO SPEAK. SIGN-UP SHEETS ARE AVAILABLE AT THE BACK OF THE ROOM.
3. YOU ARE REQUESTED TO KEEP YOUR REMARKS BRIEF AND FACTUAL.
4. BOTH SIDES ON AN ISSUE WILL BE GRANTED UNIFORM/MAXIMUM TIME TO SPEAK.
5. DURING QUASI-JUDICIAL HEARINGS (I.E., REZONINGS), CONDUCT IS VERY FORMAL AND REGULATED BY SUPREME COURT DECISIONS.

PLEASE NOTE THAT ALL BCC MEETINGS ARE RECORDED AND TELEVISED

AGENDA

Board of County Commissioners

Regular Meeting – June 2, 2015 – 5:30 p.m.

Ernie Lee Magaha Government Building – First Floor

1. Call to Order.

Please turn your cell phone to the vibrate, silence, or off setting.

The Board of County Commissioners allows any person to speak regarding an item on the Agenda. The speaker is limited to three (3) minutes, unless otherwise determined by the Chairman, to allow sufficient time for all speakers. Speakers shall refrain from abusive or profane remarks, disruptive outbursts, protests, or other conduct which interferes with the orderly conduct of the meeting. Upon completion of the Public comment period, discussion is limited to Board members and questions raised by the Board.

2. Invocation – Father Matthew Carter, Annunciation Greek Orthodox Church.
3. Pledge of Allegiance to the Flag.
4. Are there any items to be added to the agenda?

Recommendation: That the Board adopt the agenda as prepared **(or duly amended)**.

5. Commissioners' Forum.

6. Proclamations.

Recommendation: That the Board take the following action.

A. Adopt the Proclamation commending and congratulating Don Christian, an Engineering Technician in the Traffic and Transportation Division of the Public Works Department, on his selection as "Employee of the Month" for June 2015;

B. Adopt the Proclamation commending Assistant Chief Richard Fulton, Jr., on his countless hours of volunteer dedication and service to Escambia County and joining with Escambia County Fire Rescue (ECFR) in congratulating him on his retirement after 29 years of service. With his retirement, ECFR has lost a valuable member that has helped out in so many ways. His years of experience and knowledge cannot be replaced;

C. Adopt the Proclamation commending Captain John Morits on his countless hours of volunteer dedication and service to Escambia County and joining with Escambia County Fire Rescue (ECFR) in congratulating him on his retirement after nine years of service. With his retirement, ECFR has lost a valuable member;

D. Adopt the Proclamation proclaiming the month of June 2015 as "Americans with Disabilities Month" in Escambia County committing to resurvey all County facilities for accessibility to all citizens and provide for corrective actions as funding allows;

E. Adopt the Proclamation proclaiming June 15, 2015, as "Ride to Work Day" in Escambia County and encouraging scooter and motorcycle riders to ride to work on that day to demonstrate that motorcyclists are from all occupations and walks of life, that motorcyclists can reduce traffic and parking congestion in large cities, and that motorcycles are for transportation as well as recreation;

F. Adopt the Proclamation proclaiming June 18, 2015, as "National Dump the Pump Day" in Escambia County joining with ECAT and public transportation agencies across the country to participate in the 10th Annual National Dump the Pump Day to encourage people to ride public transportation on June 18, 2015;

G. Adopt the Proclamation joining the citizens of Escambia County in congratulating Mr. Marti White on his retirement and in commending him for his years of service to the community; and

H. Ratify the Proclamation commending Home Depot #6932, under the direction of Don Gray, Store Manager, for hosting and Carey Hobbs and Sonja Pelot for organizing the Hurricane Preparedness Workshop to bring communities together, to increase hurricane preparedness, and to inspire our

citizens to take action.

7. Did the Clerk's Office receive the proofs of publication for the Public Hearing(s) on the agenda and the Board's Weekly Meeting Schedule?

Recommendation: That the Board waive the reading of the legal advertisement(s) and accept, for filing with the Board's Minutes, the certified affidavit(s) establishing proof of publication for the Public Hearing(s) on the agenda, and the Board of County Commissioners – Escambia County, Florida, Meeting Schedule.

8. Reports:

CLERK & COMPTROLLER'S REPORT

Backup Not Included With The Clerk's Report Is Available For Review In
The Office Of The Clerk To The Board
Ernie Lee Magaha Government Building, Suite 130

I. Consent Agenda

1. Recommendation Concerning Minutes and Reports Prepared by the Clerk to the Board's Office

That the Board take the following action concerning Minutes and Reports prepared by the Clerk to the Board's Office:

- A. Accept, for filing with the Board's Minutes, the Report of the Agenda Work Session held May 21, 2015;
- B. Approve the Minutes of the Regular Board Meeting held May 21, 2015;
- C. Accept, for filing with the Board's Minutes, the Report of the Committee of the Whole Workshop held May 14, 2015.

(BACKUP TO BE DISTRIBUTED UNDER SEPARATE COVER)

GROWTH MANAGEMENT REPORT

I. Public Hearing

1. 5:47 p.m. - A Public Hearing Concerning the Review of an Ordinance Amending Comprehensive Plan Chapter 9 OBJ 1.6

That the Board of County Commissioners review and adopt an Ordinance amending Part II of the Escambia County Comprehensive Plan, Chapter 9, Housing Element, Objective 1.6, Housing Programs, removing references to the neighborhood Enterprise Foundation and providing for affordable housing assistance.

2. 5:48 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Perdido Landfill North Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Perdido Landfill North Borrow Pit.

3. 5:49 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Perdido Landfill East Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Perdido Landfill East Borrow Pit.

4. 5:50 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for North End Camp Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for North End Camp Borrow Pit.

5. 5:51 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Green's Borrow Pit, Blossom Trail Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Green's Borrow Pit, Blossom Trail Borrow Pit.

II. Action Item

1. Recommendation Concerning the Review of the Escambia County Comprehensive Plan Implementation Annual Report 2013/2014

That the Board of County Commissioners (BCC) review and approve the 2013/2014 Escambia County Comprehensive Plan Implementation Annual Report.

III. Consent Agenda

1. Recommendation Concerning the Scheduling of Public Hearings

That the Board authorize the scheduling of the following Public Hearings:

A. June 25, 2015

1. 5:45 p.m. - A Public Hearing - CPA-2015-05 - Minimum Density Removal
2. 5:46p.m. - A Public Hearing - Condition Use Criteria/Administrative Appeal Ordinance
3. 5:47 pm. - A Public Hearing - Adding Public Offices to HC/LI Ordinance
4. 5:48 p.m. - A Public Hearing - Family Conveyance Ordinance

B. July 7, 2015

5:45 p.m. - A Public Hearing to amend the official zoning map to include the following Rezoning Cases heard by the Planning Board on June 2, 2015:

Case No.: **Z-2015-11**

Address: 2755 Fenwick Road

Property 42-1S-30-3001-002-003

Reference No.:

Property Size: 0.77 (+/-) acres

From: HDMU, High Density Mixed-use district (25 du/acre)

To: HC/LI-NA, Heavy Commercial and Light Industrial district, Prohibiting Bars, Nightclubs, and Adult Entertainment uses

FLU Category: MU-U, Mixed-Use Urban

Commissioner 1

District

Requested by: Wiley C. "Buddy" Page, Agent for Robertson Brazwell, LLC

Case No.: **Z-2015-12**
Address: 9600 Block Tower Ridge Road
Property 01-1S-32-1000-070-003; 01-1S-32-1000-050-003;
Reference No.: 01-1S-32-1000-050-004; 01-1S-32-1000-110-003;
01-1S-32-1000-080-003; 01-1S-32-1000-120-004
Property Size: 78.72 (+/-) acres
From: RMU, Rural Mixed-use district (two du/acre)
To: LDMU, Low Density Mixed-use district (seven du/acre)
FLU Category: RC, Rural Community
Commissioner 1
District
Requested by: Kerry Anne Schultz, Agent for The Busbee Limited
Partnership and The Murphy J. Jacob Trust, Owners

COUNTY ADMINISTRATOR'S REPORT

I. Technical/Public Service Consent Agenda

1. Recommendation Concerning a Reappointment to the Escambia County Value Adjustment Board - Jack R. Brown, County Administrator

That the Board reappoint Rodger "RP" Doyle to the Escambia County Value Adjustment Board to serve another one-year term, effective June 10, 2015, through June 9, 2016.

2. Recommendation Concerning the Scheduling and Advertising of a Public Hearing to Adopt an Ordinance Amending the Barrancas Overlay District - Keith T. Wilkins, Community & Environment Department Director

That the Board authorize the scheduling and advertising of a Public Hearing at 5:31 p.m., on Tuesday, July 7, 2015, to consider adoption of an Ordinance of Escambia County, Florida, amending Part III of the Escambia County Code of Ordinances, the Land Development Code of Escambia County, Florida, as amended; amending Chapter 3, Article 3, "Overlay Districts," Section 3-3.3, to amend certain Site and Building Requirements in Medium Density Residential (MDR) or High Density Residential (HDR) zoning within the Barrancas Overlay District; providing for severability; providing for inclusion in the Code; and providing for an effective date.

3. Recommendation Concerning the Scheduling and Advertising of a Public Hearing to Adopt an Ordinance Amending the Warrington Overlay District - Keith T. Wilkins, Community & Environment Department Director

That the Board authorize the scheduling and advertising of a Public Hearing at 5:32 p.m., on Tuesday, July 7, 2015, to consider adoption of an Ordinance of Escambia County, Florida, amending Part III of the Escambia County Code of Ordinances, the Land Development Code of Escambia County, Florida, as amended; amending Chapter 3, Article 3, "Overlay Districts," Section 3-3.8, to amend Prohibited Uses within the Warrington Overlay District; providing for severability; providing for inclusion in the Code; and providing for an effective date.

4. Recommendation Concerning the Updated Escambia County Comprehensive Emergency Management Plan - Michael D. Weaver, Public Safety Department Director

That the Board take the following action concerning the update to the Escambia County Comprehensive Emergency Management Plan (CEMP):

A. Approve and adopt by Resolution the CEMP, as required by Florida Administrative Code R. 27P-6.006(11), and authorized by the Escambia County Code of Ordinances, Sec. 37-39

B. Authorize the Chairman or Vice Chairman to sign the Resolution;

C. Approve Promulgation Memorandum; and

D. Authorize the Chairman or Vice Chairman to initial the Promulgation Memorandum.

5. Recommendation Concerning the District 2 Appointment to the Mass Transit Advisory Committee - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the District 2 appointment to the Escambia County Mass Transit Advisory Committee (MTAC):

A. Confirm the appointment of Nancy Bass, as the District 2 representative to the Escambia County Mass Transit Advisory Committee, with an appointment term effective June 2, 2015, and running concurrently with the term of Commissioner Douglas Underhill; and

B. Request that the County Administrator's Office provide a letter of appointment to Nancy Bass and a letter of appreciation to Claude Gillette, who has resigned, for his service.

6. Recommendation Concerning the Limited Waiver of the Escambia County Noise Abatement Ordinance for the 2015 Gulf Coast June Fest - Donald R. Mayo, Building Official/Department Director

That the Board approve the Application for a Special Event Permit for a limited waiver of the noise restrictions imposed by the Escambia County Noise Abatement Ordinance, in conjunction with the outdoor event, Gulf Coast June Fest, sponsored by the Gulf Coast Cultural Community Network, to be held at the Pensacola Fairgrounds on Mobile Highway, from 12:00 p.m. through midnight, each day beginning Friday, June 19, 2015, through Sunday, June 21, 2015.

7. Recommendation Concerning the American with Disabilities Act Update Report - Keith T. Wilkins, Community & Environment Department Director

That the Board accept, for filing with the Board's Minutes, the Information Report concerning the County Americans with Disabilities Act (ADA) Compliance and Upgrades Report (Americans with Disabilities Act and Rehabilitation Act of 1973 Section 504 Update) in recognition and celebration of the 25th Anniversary of the ADA.

8. Recommendation Concerning the RESTORE Multi-Year Implementation Plan Development - Keith T. Wilkins, Community & Environment Department Director

That the Board approve the Selection Criteria and Scoring (version 1.7) as recommended by the RESTORE (Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act) Act Advisory Committee, relating to the RESTORE Multi-Year Implementation Plan development.

II. Budget/Finance Consent Agenda

1. Recommendation Concerning a Change Order to Southern Haulers, LLC - "Palafox Transfer Station Debris Hauling" - Patrick T. Johnson, Solid Waste Management Department, Department Director

That the Board approve and authorize the County Administrator to execute the following Change Order #2, to Southern Haulers, LLC, in the amount of \$80,000, on Contract PD 13-14.041, "Palafox Transfer Station Debris Hauling" (PTS):

Department:	Solid Waste
Division:	Waste Services
Type:	Addition
Amount:	\$80,000
Vendor:	Southern Haulers, LLC
Project Name:	PTS Debris Hauling
Contract:	PD 13-14.041
Purchase Order Number:	150642
Change Order (CO) Number:	2
Original Award Amount:	\$60,000
Cumulative Amount of Change Orders through CO #2:	\$120,000
New Contract Total:	\$180,000

[Funding Source: Fund 401, Solid Waste Fund, Cost Center 230307, Object Code 53401]

2. Recommendation Concerning a Change Order to Sigma Consulting Group, Inc.
- April 2014 Flood Event, Beulah Landfill - Patrick T. Johnson, Solid Waste
Management Department Director

That the Board take the following action concerning Change Order #1, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations:

A. Rescind the Board's action of April 9, 2015, approving, and authorizing the County Administrator to execute Change Order #1, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations; Bridge Re-design and Construction, due to the April 2014 Flood Event; and

B. Approve and authorize the County Administrator to execute the following Change Order #2, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations; Bridge Re-design and Construction, due to the April 2014 Flood Event:

Department:	Solid Waste Management
Division:	Engineering/Environmental Quality
Type:	Addition
Amount:	\$24,330
Vendor:	Sigma Consulting Group, Inc.
Project Name:	Beulah Landfill Review and Recommendation; Bridge Re-Design and Construction, due to April 2014 Flood Event
Contract:	PD 05 06.041.13.SWM.14001
Purchase Order Number:	141652
Change Order (CO) Number:	2
Original Award Amount:	\$37,640
Cumulative Amount of Change Orders through CO #2:	\$24,330
New Purchase Order Total:	\$61,970

[Funding Source: Fund 401, Solid Waste Fund, Cost Center 330495, Object Code 54612]

3. Recommendation Concerning the Economic Development Transportation Project Fund Agreement - Transportation Improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29) - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning an Economic Development Transportation Project Fund Agreement (EDTPFA) with the State of Florida Department of Transportation (FDOT) for funding not to exceed \$1,950,000, for the transportation improvements on County Road (CR) 184 (Muscogee Road) and State Road (SR) 95 (US 29) in Escambia County:

A. Approve the State of Florida, Department of Transportation Economic Development Transportation Project Fund Agreement (EDTPFA) (On-System) for transportation improvements on CR 184 (Muscogee Road) and SR 95 (US 29) in Escambia County;

B. Adopt a Resolution authorizing the execution of the EDTPFA; and

C. Authorize the Chairman to sign the EDTPFA, the Resolution, and any other document related to this EDTPFA Project.

[Funding: A Supplemental Budget Amendment will be prepared by the Office of Management and Budget to recognize the funding for the EDTFA]

4. Recommendation Concerning a Joint Participation Agreement between Florida Department of Transportation and Escambia County for Pothole Repairs on State Road 30 (US 98) Navy Boulevard - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the Joint Participation Agreement between Florida Department of Transportation and Escambia County for the Repair of Potholes in approximately 48 different locations by milling and resurfacing on State Road 30 (US 98) Navy Boulevard, from State Road 295 (New Warrington Road) to the Bayou Chico Bridge:

A. Approve the Joint Participation Agreement which specifies the State of Florida Department of Transportation will reimburse Escambia County an amount not to exceed \$200,000; and

B. Adopt a Resolution authorizing the Chairman to sign the Joint Participation Agreement.

[Funding Source: Fund 352, LOST III, Cost Center 220102 - NESD Capital Projects, Project #12NE1992, Navy Blvd Project]

5. Recommendation Concerning Speed Reductions - Multiple Roadways - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the filing of traffic restrictions - speed reductions, per the requirements of Ordinance Number 2003-26, which authorizes the County Engineer to place restrictions on the movement of traffic on County roadways and streets:

A. Adopt the Resolution establishing the speed limit for the reduction in speed, from 30 miles per hour to 25 miles per hour, for the following roadway segments:

1. Dandelion Lane, from Sauflay Field Road to end of road (D1)
2. JoJo Road, from Jernigan Road to Westside Drive (D5)
3. Harrow Way, from E. Kingsfield Road to Donegal Drive (D5)
4. Donegal Drive, from Colwyn Drive to end of road (D5)
5. Linton Way, from Donegal Drive to Kings Road (D5)
6. Colwyn Drive, from Donegal Drive to end of road (D5)
7. Turnberry Road, from Kings Road to Colwyn Drive (D5)
8. Fallkirk Way, from Turnberry Road to end of road (D5)
9. Kilkenny Way, from Colwyn Drive to end of road (D5)
10. Buxton Way, from Colwyn Drive to end of road (D5)
11. Portree Way, from Colwyn Drive to end of road (D5)
12. Kings Road, from E. Kingsfield Road to end of roadway (D5)
13. Galway Street, from Kings Road to Templemore Drive (D5)
14. Templemore Drive, from end of road to end of road (D5)
15. Callan Way, from Kings Road to Glenmore Drive (D5)
16. Glenmore Drive, from end of road to end of road (D5)
17. Ashford Road, from Kings Road to end of road (D5)
18. Kinsale Drive, from Ashford Road to Ashford Road (D5)
19. Brampton Way, from Ashford Road to end of road (D5)
20. St. Andrews Drive, from Ashford Road to end of road (D5)
21. Derry Drive, from Ashford Road to end of road (D5)
22. Foxford Street, from St. Andrews Drive to end of road (D5)
23. Muirfield Road, from St. Andrews Drive to Foxford Street (D5)
24. Cabot Street, from Muirfield Road to E. Kingsfield Road (D5)
25. Sedgfield Drive, from Waycross Avenue to Waycross Avenue (D2)
26. Conrad Street, from Sedgfield Drive to end of road (D2)
27. Conrad Court, from Conrad Street to end of road (D2)
28. Dunlap Street, from Sedgfield Drive to Sedgfield Drive (D2)
29. Charlotte Avenue, from Waycross Avenue to Sedgfield Drive (D2)
30. Weatherstone Circle, from Waycross Avenue to Weatherstone Circle (D2)

B. Authorize the Chairman to sign the Resolution.

[Funding: Fund 175, Transportation Trust Fund, Cost Center 211201,

Object Code 53401, for Sign Installations]

6. Recommendation Concerning the Property Exchange with the Emerald Coast Utilities Authority - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the property exchange with the Emerald Coast Utilities Authority (ECUA):

A. Adopt a Resolution, subject to Legal review and sign-off, authorizing the conveyance, by Deed, of a vacant parcel of real property (2,500 square feet or approximately 0.06 acres), located south of Highway 98, to the ECUA, in exchange for a Special Warranty Deed from ECUA conveying a vacant parcel of real property (approximately 0.07 acres), located south off Highway 98; and

B. Authorize the Chairman to execute all documents, subject to Legal review and sign-off, necessary to complete the property exchange with ECUA.

[Funding: Funds for incidental expenses associated with the recording of County documents are available in an Engineering Escrow Account accessed by the Escambia County Clerk's Office. ECUA will be responsible for the recording of all ECUA documents]

7. Recommendation Concerning the Miscellaneous Appropriations Agreement with the Pensacola Downtown Improvement Board - Stephan Hall, Management and Budget Services Interim Department Director

That the Board approve and authorize the Chairman to sign the Fiscal Year 2014/2015 Miscellaneous Appropriations Agreement between Escambia County and the Pensacola Downtown Improvement Board (DIB), in the amount of \$287,500, to be paid from the Tourist Promotion Fund (108), Cost Center 360105, Account 58201, for the purchase of holiday lights and the performances of the Pensacola Pelican Drop, as approved by the Board on March 19, 2015.

[AGREEMENT WILL BE DISTRIBUTED UNDER SEPARATE COVER]

8. Recommendation Concerning Supplemental Budget Amendment #146 -
Stephan Hall, Management and Budget Services Interim Department Director

That the Board adopt the Resolution approving Supplemental Budget Amendment #146, Local Option Sales Tax III Fund (352), in the amount of \$1,950,000, to recognize proceeds from a State of Florida, Department of Transportation (FDOT) Economic Development Transportation Project Fund Agreement (EDTPFA), and to appropriate these funds for transportation improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29) in Escambia County.

9. Recommendation Concerning Toll Collection Personnel Services at Bob Sikes Bridge - Stephan Hall, Management and Budget Services Interim Department Director

That the Board award Contract PD 14-15.048, for Toll Collection Personnel Services at Bob Sikes Bridge, and approve the Agreement relating to Toll Collection Personnel Service for the Bob Sikes Toll Bridge (PD 14-15.048), between Escambia County and JJW Services, Inc., d/b/a Accustaff, for the estimated annual amount of \$410,000, effective July 1, 2015, for a term of 1 year, with options for renewal for up to 4 additional 12-month periods, subject to the terms of the Agreement. The estimated annual amount is based on "all in rates" per hour, for 1 Manager, 4 Supervisors, and 25 Toll Collectors.

[Funding: Fund 167, Bob Sikes Toll Bridge, Cost Center 140301, Object Code 53401]

10. Recommendation Concerning an Agreement for Community Recreation and Sports Tourism Needs and Facility Feasibility Study - Stephan Hall, Management and Budget Services Interim Department Director

That the Board approve and authorize the Chairman to sign the Agreement for Consulting Services between Escambia County and Crossroads Consulting Services, LLC, per the terms and conditions of PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study, for a lump sum of \$97,500, and travel expense allowance of \$4,800, for a total of \$102,300.

[Funding: Fund 108, Tourist Promotion Fund, Cost Center 360105 - \$51,150; Fund 102, Economic Development Fund, Cost Center 360704 - \$51,150]

11. Recommendation Concerning Slope Mower for the Roads and Bridges Division of the Public Works Department - Stephan Hall, Management and Budget Services Interim Department Director

That the Board award a Purchase Order for PD 14-15.055, Slope Mower for the Roads and Bridges Division of the Public Works Department, to Menzi USA, Inc., for two Aebi slope mowers, model TT 211, in the amount of \$207,138, as follows:

Total for Two	\$234,138
Less trade-In for 2007 TT 75 Aebi Slope Mower, Serial Number 17032, Approximately 1659 hours	-13,500
Less trade-In for 2007 TT 75 Aebi Slope Mower, Serial Number 17034, Approximately 2219 hours	-13,500
	\$207,138

[Funding: Fund 175, Transportation Trust Fund, Cost Center 210405, Object Code 56401]

12. Recommendation Concerning the United Way of Escambia County Human Services Appropriations Committee Funding Recommendations for 2014-2015 - Marilyn D. Wesley, Community Affairs Department Director II

That the Board accept the United Way of Escambia County Human Services Appropriations Committee 2014-2015 Funding Recommendations, in the amount of \$90,750, which entails \$90,616 of allocations to be distributed to the approved non-profit entities, plus \$134 of the committee-related expenses for a required Legal Notice to be reimbursed to the United Way of Escambia County. The funds are included in the adopted Budget for the current Fiscal Year.

[Funding: Fund 001, General Fund, Cost Center 320202, Public Social Services - \$90,725; Fund 001, General Fund, Cost Center 320201, Community Affairs Administration - \$25]

COUNTY ATTORNEY'S REPORT

I. For Action

1. Recommendation Concerning the Resolution of Workers' Compensation Lien in the matter of Ray Boutwell.

That the Board of County Commissioners agree to resolve the outstanding workers' compensation lien in exchange for the lump sum payment by the claimant of \$45,000.00 from his third-party lawsuit settlement proceeds. The proposed resolution is also contingent upon approval by Meadowbrook Insurance Group, the excess insurance carrier for this date of loss.

II. For Discussion

1. Recommendation Concerning Legal Services for Community Economic Development Agency.

That the Board discuss whether to authorize the County Attorney's Office to provide assistance to Community Economic Development Agency (CEDA) in processing a trademark registration with the U.S. Patent and Trademark Office and provide guidance on the issue of associated costs.

2. Recommendation Concerning Rescheduling the Public Hearing for the Operational Permit for Resource Extraction for Shortleaf Borrow Pit

That the Board reschedule the public hearing for the operational permit for resource extraction for Shortleaf Borrow Pit from Thursday, June 25, 2015 at 5:31 p.m. to Thursday, July 7, 2015 at 5:33 p.m.

3. Recommendation Concerning Exxon Valdez Environmental Fine Parity for the 2010 Deepwater Horizon Oil Spill Resolution

Per the request of Commissioner Grover C. Robinson, IV, that the Board approve the Resolution concerning Exxon Valdez environmental fine parity for the Deepwater Horizon oil spill.

4. Recommendation Concerning the Acquisition of the "Ocean Wind" Vessel from Ocean Transport Corporation-

A. That the Board approve and accept the Bill of Sale and Certificate of Documentation transferring title of the "Ocean Wind" vessel from Ocean Transport Corporation to Escambia County.

B. That the Board approve and authorize the Chairman to execute the Indemnity Agreement from Ocean Transport Corporation relating to an unresolved claim of lien held by Southwestern Barge Fleet Services, Inc.

9. Items added to the agenda.

10. Announcements.

11. Adjournment.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8281

Proclamations 6.

BCC Regular Meeting

Meeting Date: 06/02/2015

Issue: Adoption/Ratification of Proclamations

From: Jack Brown, County Administrator

Organization: County Administrator's Office

CAO Approval:

RECOMMENDATION:

Proclamations.

Recommendation: That the Board take the following action.

A. Adopt the Proclamation commending and congratulating Don Christian, an Engineering Technician in the Traffic and Transportation Division of the Public Works Department, on his selection as "Employee of the Month" for June 2015;

B. Adopt the Proclamation commending Assistant Chief Richard Fulton, Jr., on his countless hours of volunteer dedication and service to Escambia County and joining with Escambia County Fire Rescue (ECFR) in congratulating him on his retirement after 29 years of service. With his retirement, ECFR has lost a valuable member that has helped out in so many ways. His years of experience and knowledge cannot be replaced;

C. Adopt the Proclamation commending Captain John Morits on his countless hours of volunteer dedication and service to Escambia County and joining with Escambia County Fire Rescue (ECFR) in congratulating him on his retirement after nine years of service. With his retirement, ECFR has lost a valuable member;

D. Adopt the Proclamation proclaiming the month of June 2015 as "Americans with Disabilities Month" in Escambia County committing to resurvey all County facilities for accessibility to all citizens and provide for corrective actions as funding allows;

E. Adopt the Proclamation proclaiming June 15, 2015, as "Ride to Work Day" in Escambia County and encouraging scooter and motorcycle riders to ride to work on that day to demonstrate that motorcyclists are from all occupations and walks of life, that motorcyclists can reduce traffic and parking congestion in large cities, and that motorcycles are for transportation as well as recreation;

F. Adopt the Proclamation proclaiming June 18, 2015, as "National Dump the Pump

Day" in Escambia County joining with ECAT and public transportation agencies across the country to participate in the 10th Annual National Dump the Pump Day to encourage people to ride public transportation on June 18, 2015;

G. Adopt the Proclamation joining the citizens of Escambia County in congratulating Mr. Marti White on his retirement and in commending him for his years of service to the community; and

H. Ratify the Proclamation commending Home Depot #6932, under the direction of Don Gray, Store Manager, for hosting and Carey Hobbs and Sonja Pelot for organizing the Hurricane Preparedness Workshop to bring communities together, to increase hurricane preparedness, and to inspire our citizens to take action.

BACKGROUND:

On March 21, 2013, the Board approved the "Employee of the Month and Employee of the Year Awards Program." Each Department will submit one employee to be nominated as the "Employee of the Month." The County Administrator will then select one employee from the nominations. The employee who is selected will receive a check in the amount of \$250, a Proclamation, and a plaque that will hang in the lobby of the Ernie Lee Magaha Government Building for that month.

Various departments, outside agencies, special interest groups, civic and religious organizations in recognition of specific events, occasions, people, etc., request Proclamations.

Information provided on the Proclamation is furnished by the requesting party and placed in the proper acceptable format for BCC approval by the County Administration staff. Board approval is required by Board Policy Section I, A (6).

BUDGETARY IMPACT:

The Employee of the Month Award Program will cost \$250 per month; the Employee of the Year Award Program will cost \$500 per year. Funding is available through Fund 001, General Fund, Cost Center 150101, Object code 55201.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

The Human Resources Department and the County Administrator's Office will work together to coordinate this program.

Attachments

Proclamations

PROCLAMATION

WHEREAS, Escambia County has established an "Employee of the Month Program" to recognize one employee to represent the various departments; and

WHEREAS, Don Christian, an Engineering Technician in the Traffic and Transportation Division of the Public Works Department, began his employment with the County in April 2007 and is selected for "Employee of the Month" for June 2015, for the standards of excellence that he has displayed in the performance of his duties; and

WHEREAS, as an Engineering Technician, Mr. Christian currently manages the Sidewalk, the Neighborhood Enhancement, and the Congestion Management Programs; together, these three programs amount to approximately \$3 million, annually. Mr. Christian has installed 35 miles of sidewalk, all in the Safe Route to School Areas, and has worked closely with multiple communities to enhance their areas with sidewalks, traffic calming, and street lighting, all to make the community safer and more enjoyable; and

WHEREAS, many projects have moved forward as a result of the Congestion Management Programs that are used for small scale roadway improvements, such as turn lanes. Over the past few years, Mr. Christian has acquired approximately \$2 million of Grant funds for sidewalk installation and radar speed sign installation; and

WHEREAS, with his experience in health care, Mr. Christian has taken on the tremendous task of managing the new Paratransit service that Escambia County is responsible for providing. Escambia County, with Mr. Christian's help, became the Community Transportation Coordinator to provide better service to the disabled in Escambia County. He initially functioned as the complaint liaison between the concerned citizens and the Commissioners' Offices, regarding complaints against the previous provider, reducing the many hours that the Commissioner's were spending addressing the concerns. Now, Mr. Christian has taken the role of the Americans with Disabilities Act (ADA) point of contract for infrastructure, is the "go-to-guy" when it comes to ADA issues, and has spent many hours reviewing guidelines, requirements, and Federal documents and meeting with the Florida Department of Transportation ADA Coordinator, to move Escambia County toward full compliance; and

WHEREAS, willingly on top of his other duties, Mr. Christian has taken on the project management of 3 of the 14 projects, which are due to the April 2014 Flood Event that was transitioned to the Traffic and Transportation Division. Being the ADA point of contact, he recently managed to completion, the ADA Bus Stop Assessment, which evaluated every one of the 1000 plus bus stops in Escambia County and detailed and ranked the deficiencies. Mr. Christian is now implementing the necessary remedies to make each of the shelter and bench stops accessible, as well as adding new ADA compliant shelters to enhance the transit experience; and

WHEREAS, Mr. Christian oversees the Escambia County Disability Awareness Committee. For the past two years Mr. Christian was the Chairman of the Community Traffic Safety Team, the Technical Coordinating Committee reporting to the TPO, and the Vice Chair of the Bicycle and Pedestrian Committee.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, commends and congratulates Don Christian on his selection as the "Employee of the Month" for June 2015.

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

Steven Barry, Chairman, District Five

Grover C. Robinson, IV, Vice Chairman
District Four

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, Assistant Chief Richard Fulton, Jr., retired from the Bellview Volunteer Fire Department on January 23, 2015, after 29 years of service to Escambia County as a true public servant; and

WHEREAS, Assistant Chief Fulton began hanging out and helping around the Brent Volunteer Fire Department at the age of 5, due to his father being a member of the Fire Department. Even at young age, he knew he wanted to be a fireman; and

WHEREAS, on January 7, 1986, Assistant Chief Fulton became a volunteer fireman with the Cantonment Volunteer Fire Department, where his father was a Chief Officer, and on August 3, 1992, Assistant Chief Fulton transferred to the Bellview Volunteer Fire Department as a firefighter and worked his way up to become the Assistant Chief; and

WHEREAS, Assistant Chief Fulton holds many certifications, including: State of Florida FF1, State of Florida Instructor 1, Extrication Technician, EVOC Instructor, First Responder Instructor, to name a few; and

WHEREAS, Assistant Chief Fulton has helped train hundreds of firefighters in Escambia County and will continue to be a valuable asset in training new and current firefighters. He has given up a lot of family and personal time to be as dedicated as he has been with training and responding to emergencies when others were in need.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, commends Assistant Chief Richard Fulton, Jr., on his countless hours of volunteer dedication and service to Escambia County.

BE IT FURTHER PROCLAIMED, that the Board of County Commissioners joins with Escambia County Fire Rescue (ECFR) in congratulating Assistant Chief Richard Fulton, Jr., on his retirement. With his retirement, ECFR has lost a valuable member that has helped out in so many ways. His years of experience and knowledge cannot be replaced.

BOARD OF COUNTY COMMISSIONERS ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman, District Five

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Wilson B. Robertson, District One

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Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, Captain John Morits retired from the Bellview Volunteer Fire Department on January 23, 2015, after nine years of service to Escambia County as a true public servant; and

WHEREAS, Captain Morits began his volunteer career on May 9, 2006, with the Myrtle Grove Volunteer Fire Department. At some point he transferred to the Warrington Volunteer Fire Department and later transferred back to the Myrtle Grove Volunteer Fire Department; and

WHEREAS, on November 13, 2012, Captain Morits transferred to the Bellview Volunteer Fire Department, was promoted to Captain shortly afterwards, and was assigned as the House Captain; and

WHEREAS, as the House Captain, Captain Morits was responsible for making sure the apparatus and equipment were in proper working order and was also responsible for the firefighters assigned under him; and

WHEREAS, Captain Morits was certified as State of Florida Firefighter 1 and State of Florida Instructor 1 and held many other certificates that proved to be valuable in teaching and leading firefighters in the proper direction.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, commends Captain John Morits on his countless hours of volunteer dedication and service to Escambia County.

BE IT FURTHER PROCLAIMED, that the Board of County Commissioners joins with Escambia County Fire Rescue (ECFR) in congratulating Captain John Morits on his retirement. With his retirement, ECFR has lost a valuable member.

BOARD OF COUNTY COMMISSIONERS ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman, District Five

*Grover C. Robinson, IV, Vice Chairman
District Four*

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, our nation committed itself to eliminating discrimination against people with disabilities 25 years ago when President George H.W. Bush signed the Americans with Disabilities Act (ADA) on July 26, 1990; and

WHEREAS, Section 504, of the Rehabilitation Act of 1973, is an "Equal Opportunity" law for people with disabilities; and

WHEREAS, the ADA is one of America's most comprehensive pieces of Civil Rights Legislation that prohibits discrimination and guarantees that people with disabilities have the same opportunities as everyone else to participate in the mainstream of American life – to enjoy employment opportunities, to purchase goods and services, and to participate in State and local government programs and services; and

WHEREAS, the U.S. Department of Justice's Civil Rights Division is proud to play a critical role in enforcing the ADA, working towards a future in which all the doors are open to equality of opportunity, and ensuring full participation, independent living, integration, and economic self-sufficiency, for persons with disabilities; and

WHEREAS, Congress finds that physical or mental disabilities in no way diminish a person's right to fully participate in all aspects of society. Historically, society has tended to isolate and segregate individuals with disabilities. Discrimination against individuals with disabilities persists in such critical areas as employment, housing, public accommodations, education, transportation, communication, recreation, institutionalization, health services, voting, and access to public services; individuals who have experienced discrimination on the basis of disability have often had no legal recourse to redress such discrimination; and

WHEREAS, the purpose of the ADA is to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities; to provide clear, strong, consistent, enforceable standards addressing discrimination against individuals with disabilities; to invoke the sweep of congressional authority, including the power to enforce the 14th Amendment and to regulate commerce, in order to address the major areas of discrimination faced day-to-day by people with disabilities.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, joins the national celebration of the ADA 25th Anniversary in proclaiming the month of June 2015 as

"AMERICANS WITH DISABILITIES MONTH"

in Escambia County and commits to resurvey all County facilities for accessibility to all citizens and provide for corrective actions as funding allows.

BOARD OF COUNTY COMMISSIONERS ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman, District Five

*Grover C. Robinson, IV, Vice Chairman
District Four*

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

**ATTEST: Pam Childers
Clerk of the Circuit Court**

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, scooters and motorcycles use comparatively less fuel, cause less pollution, and have less harmful impact on our infrastructure; and

WHEREAS, scooters and motorcycles require only a fraction of space taken by other vehicles to park, thereby addressing an ongoing shortage in our City; and

WHEREAS, the price of fossil fuel is growing, and supply is diminishing; and

WHEREAS, the use of fossil fuels continues to damage our health by adding to pollution and risking our future through global warming; and

WHEREAS, our infrastructure repairs fail to keep pace with its degradation; and

WHEREAS, for these reasons, scooters and motorcycles offer a form of daily transportation to be encouraged; and

WHEREAS, June 15, 2015, has been designated as "Ride to Work Day" to highlight the positive daily use of scooters and motorcycles.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, does hereby proclaim June 15, 2015, as

"RIDE TO WORK DAY"

in Escambia County and encourages scooter and motorcycle riders to ride to work on that day to demonstrate that motorcyclists are from all occupations and walks of life, that motorcyclists can reduce traffic and parking congestion in large cities, and that motorcycles are for transportation as well as recreation.

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

Steven Barry, Chairman, District Five

*Grover C. Robinson, IV, Vice Chairman
District Four*

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

**ATTEST: Pam Childers
Clerk of the Circuit Court**

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, June 18, 2015, marks the 10th Annual National Dump the Pump Day as a day that encourages people to ride public transportation, as public transit powers community growth by driving economic development and revitalizing neighborhoods; and

WHEREAS, every \$1 invested in public transportation generates approximately \$4 in economic returns; and

WHEREAS, public transportation is a \$61 billion industry that puts people to work, directly employing nearly 400,000 people and creating hundreds of thousands of private-sector jobs; and

WHEREAS, nearly 60 percent of public transit trips are work commutes; people who ride public transportation can save, on average, more than \$9,394 per year, based on today's gas prices, the cost of owning a car, and the average unreserved parking rate; and

WHEREAS, U.S. public transportation use saves 4.2 billion gallons of gas, annually; and

WHEREAS, Escambia County Area Transit (ECAT) has 20 routes with 1,076 stops, covering 285 miles of routes with over 1.5 million annual passenger trips.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, proclaims June 18, 2015, as

"NATIONAL DUMP THE PUMP DAY"

in Escambia County, Florida, and joins with ECAT and public transportation agencies across the country to participate in the 10th Annual National Dump the Pump Day to encourage people to ride public transportation on June 18, 2015.

BE IT FURTHER PROCLAIMED, that Escambia County declares that by using public transportation, people save money, help the environment, and improve America's quality of life, and that where public transportation goes, communities grow and prosper.

BOARD OF COUNTY COMMISSIONERS ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman, District Five

Grover C. Robinson, IV, Vice Chairman
District Four

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, Mr. Marti White, a popular radio host, is retiring after 42 years on the air, with 37 of those years on Pensacola radio. For over 20 years, Pensacola listeners woke up to his voice on the "Hometown Morning Show" broadcast on 102.7 WXBM; and

WHEREAS, Marti was born and raised in Pensacola, Florida, and graduated from Tate High School; and

WHEREAS, Marti served our country honorably in the United States Air Force; and

WHEREAS, an avid outdoorsman, Marti loves to play golf, hunt deer, and fish; and

WHEREAS, to further promote WXBM, Marti has flown with the Blue Angels, driven race cars at 5 Flags Speedway, and danced on top of the radio station van as "Billy Bob" Ace Traffic Reporter; and

WHEREAS, Marti has been recognized by many charitable organizations for his help in promoting various events including the annual Kaps for Kids Event for the Ronald McDonald House for the past 15 years; and

WHEREAS, Marti was recognized by Northeast Pensacola Sertoma Club with the Service to Mankind Humanitarian Award in 2004-2005; and

WHEREAS, keeping listeners informed with his calm and confident style, Marti has spent numerous hours serving his community during threatening storms and after the storms to ensure the safety of lives and property.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, joins the citizens of Escambia County in congratulating Mr. Marti White on his retirement and in commending him for his years of service to the community.

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

Steven Barry, Chairman, District Five

Grover C. Robinson, IV, Vice Chairman
District Four

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

Adopted: June 2, 2015

PROCLAMATION

WHEREAS, in 2013, the Home Depot, the world's largest home improvement retailer, announced its first annual Hurricane Preparedness Workshops, a single-day effort to prepare residents in storm-prone regions for the upcoming hurricane season; and

WHEREAS, the Workshops are an important preemptive measure the Home Depot is promoting in select stores throughout the United States to help residents prepare for the hurricane season. Workshop leaders will cover critical hurricane topics such as storm-prep projects, how to safely store valuables, generator safety, sizing generators for specific home or business needs, and what to include in an emergency/ disaster prepared kit; and

WHEREAS, the Home Depot #6932, located at 4525 Mobile Highway, is hosting a local Hurricane Preparedness Workshop on Saturday, May 30, 2015, to bring awareness to the citizens of Escambia County of things they need to do before, during, and after a storm; and

WHEREAS, this year partners from a number of agencies will be participating in the Workshop, including: various Escambia County Departments, the Escambia County Sheriff's Office, Escambia Search and Rescue, the Federal Emergency Management Agency, the Florida Department of Professional Regulation, One Blood, two K-9 search teams, the Red Cross, and insurance adjusters, to name a few.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of County Commissioners of Escambia County, Florida, commends Home Depot #6932, under the direction of Don Gray, Store Manager, for hosting and Carey Hobbs and Sonja Pelot for organizing the Hurricane Preparedness Workshop to bring communities together, to increase hurricane preparedness, and to inspire our citizens to take action.

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**


Steven Barry, Chairman, District Five

Grover C. Robinson, IV, Vice Chairman
District Four

Wilson B. Robertson, District One

Douglas Underhill, District Two

Lumon J. May, District Three

ATTEST: Pam Childers
Clerk of the Circuit Court


Deputy Clerk

Dated: May 18, 2015





Pam Childers

Clerk of the Circuit Court and Comptroller, Escambia County

Clerk of Courts • County Comptroller • Clerk of the Board of County Commissioners • Recorder • Auditor

AI-8287

Clerk & Comptroller's Report 8. 1.

BCC Regular Meeting

Consent

Meeting Date: 06/02/2015

Issue: Minutes and Reports

From: Pam Childers, Clerk of the Circuit Court & Comptroller

Organization: Clerk & Comptroller's Office

Recommendation:

Recommendation Concerning Minutes and Reports Prepared by the Clerk to the Board's Office

That the Board take the following action concerning Minutes and Reports prepared by the Clerk to the Board's Office:

A. Accept, for filing with the Board's Minutes, the Report of the Agenda Work Session held May 21, 2015;

B. Approve the Minutes of the Regular Board Meeting held May 21, 2015;

C. Accept, for filing with the Board's Minutes, the Report of the Committee of the Whole Workshop held May 14, 2015.

(BACKUP TO BE DISTRIBUTED UNDER SEPARATE COVER)

Attachments

20150521 Agenda Work Session

REPORT OF THE BOARD OF COUNTY COMMISSIONERS AGENDA WORK SESSION
HELD MAY 21, 2015
BOARD CHAMBERS, FIRST FLOOR, ERNIE LEE MAGAHA GOVERNMENT BUILDING
221 PALAFOX PLACE, PENSACOLA, FLORIDA
(9:00 a.m. – 12:18 p.m.)

Present: Commissioner Steven L. Barry, Chairman, District 5
Commissioner Grover C. Robinson IV, Vice Chairman, District 4
Commissioner Lumon J. May, District 3
Commissioner Wilson B. Robertson, District 1
Commissioner Douglas B. Underhill, District 2
Honorable Pam Childers, Clerk of the Circuit Court and Comptroller
Jack R. Brown, County Administrator
Alison Rogers, County Attorney
Susan Woolf, General Counsel to the Clerk
Lizabeth Carew, Administrative Specialist, Clerk and Comptroller's Office
Judy H. Witterstaeter, Program Coordinator, County Administrator's Office

1. FOR INFORMATION: The agenda for the May 21, 2015, Regular Board Meeting, was reviewed as follows:
 - A. Judy H. Witterstaeter, Program Coordinator, County Administrator's Office, reviewed the Regular BCC agenda, and County Attorney Rogers reviewed the Written Communication items;
 - B. Honorable Pam Childers, Clerk of the Circuit Court and Comptroller, reviewed the Clerk's Report;
 - C. Horace Jones, Director, Development Services Department, reviewed the Growth Management Report;
 - D. Judy H. Witterstaeter, Program Coordinator, County Administrator's Office, reviewed the County Administrator's Report (CAR), with comments from
 - (1) David Musslewhite, regarding CAR I-2, a recommendation concerning disposition of property for the Information Technology Department;
 - (2) Keith Wilkins and Alan McMillan, regarding CAR I-7, a recommendation concerning the RESTORE Multi-Year Implementation Plan Development;

(Continued on Page 2)

REPORT OF THE AGENDA WORK SESSION – Continued

1. Continued...

D. Continued...

- (3) Alan McMillan, regarding CAR I-10, a recommendation concerning Memorandum of Understanding by and between Escambia County Fire Rescue and Patti Marine Enterprises, Inc.;
- (4) Tim Day, regarding CAR II-14, a recommendation concerning the acquisition of a parcel of real property located at 14000 Perdido Key Drive;
- (5) Joy Blackmon, regarding CAR II-15, a recommendation concerning acceptance of the donation of five easements located in the Crescent Lake area;
- (6) Amy Lovoy and Cyndee Pennington, regarding CAR II-17, a recommendation concerning the Amendment to the Management Services Agreement between Escambia County, Florida, and SMG for the Pensacola Bay Center;
- (7) Keith Wilkins, Stephan Hall, and Meredith Nunnari, regarding CAR III-1, a recommendation concerning Community Redevelopment Plans for newly designated Community Redevelopment Areas; and
- (8) Horace Jones and Jesse Rigby, regarding CAR III-2, a recommendation concerning operational permits for the Shortleaf Borrow Pit and the Brickton Borrow Pit;

E. County Attorney Rogers reviewed the County Attorney's Report; and

F. Commissioner Robinson reviewed his add-on item.

- ### 2. FOR INFORMATION: The Board agreed to allow County Administrator Brown to continue to pursue the "McDonald" property as a possible location for the jail.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8209

Growth Management Report 8. 1.

BCC Regular Meeting

Public Hearing

Meeting Date: 06/02/2015

Issue: 5:47 p.m. - A Public Hearing Concerning the Review of an Ordinance Amending Comprehensive Plan Chapter 9 OBJ 1.6

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

5:47 p.m. - A Public Hearing Concerning the Review of an Ordinance Amending Comprehensive Plan Chapter 9 OBJ 1.6

That the Board of County Commissioners review and adopt an Ordinance amending Part II of the Escambia County Comprehensive Plan, Chapter 9, Housing Element, Objective 1.6, Housing Programs, removing references to the neighborhood Enterprise Foundation and providing for affordable housing assistance.

BACKGROUND:

These proposed changes are being made to reflect housing program text changes.

BUDGETARY IMPACT:

No budgetary impact is anticipated by the adoption of this Ordinance.

LEGAL CONSIDERATIONS/SIGN-OFF:

The attached Ordinance has been reviewed and approved for legal sufficiency by Kerra Smith, Assistant County Attorney. Any recommended legal comments are attached herein.

PERSONNEL:

No additional personnel are required for implementation of this Ordinance.

POLICY/REQUIREMENT FOR BOARD ACTION:

The proposed Ordinance is consistent with the Board's goal "to increase citizen involvement in, access to, and approval of, County government activities."

IMPLEMENTATION/COORDINATION:

Implementation of this Ordinance will consist of an amendment to the Escambia County Land Development Code and distribution of a copy of the adopted Ordinance to interested citizens and staff.

The proposed Ordinance was prepared in cooperation with the Development Services Department, the County Attorney's Office and all interested citizens. The Development Services Department will ensure proper advertisement.

Attachments

Draft Ordinance w/Legal Review

Clean Ordinance

LEGAL REVIEW

(COUNTY DEPARTMENT USE ONLY)

Document: CPA-2015-04 (Housing Element)

Date: 03/17/2015


Date requested back by: 04/09/2015

Requested by: Andrew Holmer

Phone Number: 595-3466

.....

(LEGAL USE ONLY)

Legal Review by Kenna A. Smith 

Date Received: 3/17/15; approval 3/25/15

☒ Approved as to form and legal sufficiency.

☐ Not approved.

☐ Make subject to legal signoff.

Additional comments:

Approved with changes to the title and body as indicated.

IAS

ORDINANCE NUMBER 2015-_____

AN ORDINANCE OF ESCAMBIA COUNTY, FLORIDA, AMENDING PART II OF THE ESCAMBIA COUNTY CODE OF ORDINANCES, THE ESCAMBIA COUNTY COMPREHENSIVE PLAN: 2030, AS AMENDED; AMENDING CHAPTER 9, "HOUSING ELEMENT", OBJECTIVE 1.6 "HOUSING PROGRAMS"; REMOVING REFERENCES TO THE NEIGHBORHOOD ENTERPRISE FOUNDATION AND PROVIDING FOR AFFORDABLE HOUSING ASSISTANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 163, Part II, Florida Statutes, the Escambia County Board of County Commissioners adopted the Escambia County Comprehensive Plan: 2030 (Comprehensive Plan) on April 29, 2014; and

WHEREAS, Chapter 125, Florida Statutes, empowers the Board of County Commissioners of Escambia County, Florida to prepare, amend and enforce comprehensive plans for the development of the County.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Part II of the Escambia County Code of Ordinances, the Comprehensive Plan 2030, Chapter 9, "Housing Element", Objective 1.6 "Housing Programs" is hereby amended as follows (words underlined are additions and words ~~stricken~~ are deletions):

HOU 1.6.1 Program Information. Escambia County will continue its housing outreach program to assure dissemination of housing information.

HOU 1.6.2 Non-discrimination. Escambia County will enforce its nondiscrimination policies and provisions so as to ensure access to housing opportunities by all segments of the County's population.

HOU 1.6.3 Low-interest Mortgage Loans. Escambia County will cooperate with appropriate local, state, and federal agencies to facilitate bond-backed low-interest mortgage loans for homes purchases by qualified individuals of families.

HOU 1.6.4 Housing Finance Authority. Escambia County will participate with the Escambia County Housing Finance Authority (HFA) in the issuance of bonds to provide low interest mortgage loans for home purchases by qualified families.

~~**HOU 1.6.5 Neighborhood Enterprise Foundation Reports.** Escambia County shall receive, review and respond to the annual reports produced by NEFI as such reports relate to this comprehensive plan and/or the provision of safe, sanitary and affordable~~

BCC: 06-02-15

Re: CPA 2015-04 Housing Element

Draft 1

1 ~~housing for all citizens of Escambia County.~~

2
3 HOU 1.6.65 **State and Federal Assistance.** Escambia County will participate in
4 affordable housing programs as made available by the state, federal, or other
5 appropriate agencies.

6
7 HOU 1.6.76 **Neighborhood Enterprise Division Foundation.** Escambia County shall
8 provide ~~assistance, through NEFI to provide~~ affordable homeownership and home
9 repair assistance opportunities for moderate, low and very-low income homebuyers-
10 and homeowners.

11
12 HOU 1.6.87 **SHIP Fund Initiatives.** Escambia County will use State Housing Initiatives
13 Partnership (SHIP) Program funds to expand and/or enhance ongoing activities
14 designed to develop new affordable housing initiatives conforming to the statutory
15 requirements of Florida Statutes.

16
17
18 **Section 2. Severability.**

19
20 If any section, sentence, clause or phrase of this ordinance is held to be invalid
21 or unconstitutional by a court of competent jurisdiction, the holding shall in no way affect
22 the validity of the remaining portions of this ordinance.

23
24 **Section 3. Inclusion in the code.**

25
26 The Board of County Commissioners intends that the provisions of this ordinance
27 will be codified as required by Section 125.68, Florida Statutes, and that the sections of
28 this ordinance may be renumbered or relettered and the word "ordinance" may be
29 changed to "section," "article," or such other appropriate word or phrase in order to
30 accomplish its intentions.

31
32 **Section 4. Effective date.**

33
34 Pursuant to Section 163.3184(3)(c)(4), Florida Statutes, this ordinance shall not
35 become effective until 31 days after the Department of Economic Opportunity notifies
36 Escambia County that the plan amendment package is complete. If timely challenged,
37 this ordinance shall not become effective until the Department of Economic Opportunity
38 or the Administration Commission enters a final order determining the ordinance to be in
39 compliance.

40
41 DONE AND ENACTED this ____ day of _____, 2015.

42
43 BOARD OF COUNTY COMMISSIONERS
44 ESCAMBIA COUNTY, FLORIDA
45

By: _____
Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____ Date Executed: _____
Deputy Clerk

(SEAL)

ENACTED:

FILED WITH THE DEPARTMENT OF STATE:

EFFECTIVE DATE:

ORDINANCE NUMBER 2015-_____

AN ORDINANCE OF ESCAMBIA COUNTY, FLORIDA, AMENDING PART II OF THE ESCAMBIA COUNTY CODE OF ORDINANCES, THE ESCAMBIA COUNTY COMPREHENSIVE PLAN: 2030, AS AMENDED; AMENDING CHAPTER 9, "HOUSING ELEMENT", OBJECTIVE 1.6 "HOUSING PROGRAMS"; REMOVING REFERENCES TO THE NEIGHBORHOOD ENTERPRISE FOUNDATION AND PROVIDING FOR AFFORDABLE HOUSING ASSISTANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, Chapter 125, Florida Statutes, empowers the Board of County Commissioners of Escambia County, Florida to prepare, amend and enforce comprehensive plans for the development of the County.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Part II of the Escambia County Code of Ordinances, the Comprehensive Plan 2030, Chapter 9, "Housing Element", Objective 1.6 "Housing Programs" is hereby amended as follows (words underlined are additions and words ~~stricken~~ are deletions):

HOU 1.6.1 **Program Information.** Escambia County will continue its housing outreach program to assure dissemination of housing information.

HOU 1.6.2 **Non-discrimination.** Escambia County will enforce its nondiscrimination policies and provisions so as to ensure access to housing opportunities by all segments of the County's population.

HOU 1.6.3 **Low-interest Mortgage Loans.** Escambia County will cooperate with appropriate local, state, and federal agencies to facilitate bond-backed low-interest mortgage loans for homes purchases by qualified individuals of families.

HOU 1.6.4 **Housing Finance Authority.** Escambia County will participate with the Escambia County Housing Finance Authority (HFA) in the issuance of bonds to provide low interest mortgage loans for home purchases by qualified families.

~~HOU 1.6.5 **Neighborhood Enterprise Foundation Reports.** Escambia County shall receive, review and respond to the annual reports produced by NEFI as such reports relate to this comprehensive plan and/or the provision of safe, sanitary and affordable housing for all citizens of Escambia County.~~

HOU 1.6.65 **State and Federal Assistance.** Escambia County will participate in affordable housing programs as made available by the state, federal, or other appropriate agencies.

HOU 1.6.76 **Neighborhood Enterprise Division Foundation.** Escambia County shall provide ~~assistance, through NEFI to provide~~ affordable homeownership and home repair assistance opportunities for moderate, low and very-low income homebuyers- and homeowners.

HOU 1.6.87 **SHIP Fund Initiatives.** Escambia County will use State Housing Initiatives Partnership (SHIP) Program funds to expand and/or enhance ongoing activities designed to develop new affordable housing initiatives conforming to the statutory requirements of Florida Statutes.

Section 2. Severability.

If any section, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, the holding shall in no way affect the validity of the remaining portions of this ordinance.

Section 3. Inclusion in the code.

The Board of County Commissioners intends that the provisions of this ordinance will be codified as required by Section 125.68, Florida Statutes, and that the sections of this ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish its intentions.

Section 4. Effective date.

Pursuant to Section 163.3184(3)(c)(4), Florida Statutes, this ordinance shall not become effective until 31 days after the Department of Economic Opportunity notifies Escambia County that the plan amendment package is complete. If timely challenged, this ordinance shall not become effective until the Department of Economic Opportunity or the Administration Commission enters a final order determining the ordinance to be in compliance.

DONE AND ENACTED this ____ day of _____, 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____ Date Executed: _____
Deputy Clerk

(SEAL)

ENACTED:

FILED WITH THE DEPARTMENT OF STATE:

EFFECTIVE DATE:



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8230

Growth Management Report 8. 2.

BCC Regular Meeting

Public Hearing

Meeting Date: 06/02/2015

Issue: 5:48 p.m. - A Public Hearing - Issuance of Operational Permit for Resource Extraction for Perdido Landfill North

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

5:48 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Perdido Landfill North Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Perdido Landfill North Borrow Pit.

BACKGROUND:

The Escambia County Perdido Landfill North Borrow Pit has been actively mined since 2007, and has been operated subject to the rules and guidelines of The Florida Department of Environmental Protection. The pit provides various soil materials needed to support landfill operations and to ensure environmental compliance. Various sands and clays are used throughout the disposal areas for FDEP-required daily cover, intermediate cover soil, cell construction, stormwater system maintenance and general fill operations.

At the February 19, 2015, Board of County Commissioners' (BCC) Regular Meeting, the BCC unanimously approved adopting (*by Ordinance Number 2015-5*) the amendments to the Borrow Pit Ordinance, as amended to grandfather existing, permitted borrow pits, "based on the three additional items: (*submitting an annual affidavit of activity, agreeing to inspections by the County and a termination provision of five years*); (*incorporate the grandfathering provisions provided in the Errata Sheet and*) strike all reference to reclamation activities in Items 5, 5.a., 5.b., and 5.c., on the Errata Sheet. Furthermore, the BCC stated that approval of the borrow pit "does not guarantee a reclamation permit for the future."

Article VIII. - Borrow Pits and Reclamation, Section 42-323, Requirements and permits., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires a Public Hearing to obtain the permit.

Article VIII. - Borrow Pits and Reclamation, Section 42-324, Scope and compliance., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires "...All property subject to this article must be brought into compliance by meeting the standards required by this article, to include applicable grandfathering, and by obtaining a permit from the County at a public hearing to be set before the Board of County Commissioners no later than one hundred twenty (120) days after the enactment of this ordinance."

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney's Office has reviewed and approved the recommendation for legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

The recommendation is in compliance with **Chapter 42, Article VIII, Borrow Pits and Reclamation**, of the Code of Ordinances of Escambia County, Florida.

IMPLEMENTATION/COORDINATION:

Upon approval by the BCC, the Development Services Department will issue an operational permit for resource extraction only for Perdido Landfill North Borrow Pit.

Attachments

02-18-2015 - E-Mail from Alison Rogers to Commissioners

Development Order w/Exhibits

From: Alison A. Perdue
Sent: Wednesday, February 18, 2015 4:26 PM
To: District1; Wilson B. Robertson; District2; Doug Underhill; District3; Lumon J. May; District4; Grover C. Robinson; District5; Steven L. Barry
Cc: Jack R. Brown; Horace L Jones; Pat T. Johnson; KEITH T. WILKINS; Dianne C. Simpson
Subject: grandfathering
Attachments: grandfatheringpits.docx

Commissioners,

As a follow-up to the conversation from the last Board meeting relative to grandfathering of existing pit operations, attached find proposed language that I will distribute as an errata sheet for both the LDC and for the ch. 42 borrow pit ordinance public hearings. I invite you to distribute to whomever you feel may be interested in the issue. Mr. Rigby, who raised this issue at our last meeting, is aware of this language. I am not sure if he will have additional comments tomorrow or not.

Any questions, please get with me directly and do not respond to this email.

Alison

L. *Existing permitted and unpermitted activities.* Borrow pits, resource extraction and reclamation activities existing and in operation prior to August 22, 2014, or permitted prior to that date, shall be grandfathered (or vested) in accordance with the following regulations.

1. *Lawful nonconforming activities existing prior to June 2, 2005.* Ordinance 2005-18 was adopted on June 2, 2005. Borrow pits, resource extraction and reclamation activities existing and in operation prior to June 2, 2005 became lawful nonconforming land uses on June 2, 2005. Such land use activities were and are subject to the provisions of Article 9 of the Land Development Code. Local permits are required and to the extent these facilities and land use activities are not grandfathered and do not already comply with applicable regulations, they shall have 180 days from the date this ordinance is approved to comply. Extensions for extenuating circumstances may be approved by the County Administrator or the County Administrator's designee on a case-by-case basis.

2. *Unpermitted existing activities.* Borrow pit, resource extraction and reclamation activities created on or after June 2, 2005 that were otherwise in a zoning district that authorized the land use activity as either a permitted or conditional use, and which made application for either permitting or a development order prior to August 22, 2014, shall obtain and will be considered for a local permit to operate consistent with their current and historical use of the property. The technical conditions of the permit shall be addressed on a case-by-case basis, which will include consideration of the nature and history of the activity to be permitted and the length of time the activity has been ongoing; however, the permit conditions will include compliance with this article to the extent feasible. Facilities qualifying to request treatment pursuant to either section L.1 or L.2 may choose either.

3. *Permitted existing activities.* The grandfathered status and vested rights of operators and owners of borrow pits, resource extraction and reclamation activities that held a current and active development order or other permit issued by the County prior to August 22, 2014, are to obtain local permits upon approval of this section and are to be addressed on a case-by-case basis that will include consideration of the specific wording of the previously approved development order, permit and any other land use approval issued by the County relating to the operation of the borrow pit, resource extraction or reclamation activity. Previously permitted or approved performance standards remain in effect, except where the County determines the public health, safety and welfare dictates the current standard apply.

4. In no event shall the application of any revision to the Land Development Code relating to an activity that falls within the coverage of subsection L be so severe as to make the permitted activity either economically infeasible or to impose an inordinate burden on the land use activity, as such inordinate burden is defined in Section 70.001, Fla. Stat.



SITE PLAN

RESOURCE EXTRACTION DEVELOPMENT ORDER with Concurrency Certification

“Borrow Pits and Reclamation Activities”

Project: Perdido Landfill North Pit
Location: 13401 Beulah Rd
Development Review #: PRP150200008
Property Reference #: 24-1N-32-4101-000-000
Exhibit A: Reclamation Plan
Exhibit B: Resource Extraction Permit
Exhibit C: Annual Compliance Affidavit

Future Land Use: AG
Zoning District: VAG-2
Flood Zone: X/A

PROJECT DESCRIPTION

This Development Order is to satisfy the site plan and review requirements of Ordinance Number 2015-5 (bringing existing borrow pits into compliance with Escambia County Land Development Code). This Approved Resource Extraction Development Order also includes the County resource extraction permit for Perdido Landfill North Pit with a stormwater management system proposed as their future reclamation. The project description is the development of a 15.24-acre site as a compliance borrow pit with subsequent reclamation as proposed by attached Exhibit A.

STANDARD PROJECT CONDITIONS

1. This Development Order and Resource Extraction Permit with concurrency certification shall be effective for a period of 18 months from the date of approval. Sit Plan approval, the associated permit and concurrency shall all expire and become null and void if site mining has not commenced within the effective period and no extension has been applied for. After commencement of mining, site plan approval and concurrency shall terminate upon completion of reclamation, or expiration/revocation of any applicable reclamation permit, whichever comes first. The Board of Adjustment may grant one extension for a maximum of 12 months to the original effective period of the Development Order, but application for such extension must be submitted before termination of the initial 18-month period. If the Development Order expires or is revoked, allocated capacity will be withdrawn and made available to other applicants. If the applicant chooses to proceed with development of the project site, a new site plan application must be submitted for review, approval, and capacity allocations subject to Code provisions and Level of Service conditions at the time of the new application.

2. The county resource extraction permit, associated with this Development Order, shall be valid for five years following approval any may be renewed upon application by the permittee and approval by the Board of Commissioners. As a condition of obtaining and maintaining a county resource extraction permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. This approved and amended Development Order and Reclamation Plan by BCC does not confirm, guarantee or imply any authorization of any C&DD or LCD activities or permits. A new Land Use Approval and/or permit application shall be required with Reclamation activities and operations at a duly advertize public hearing.
4. This Development Order and Resource Extraction Permit authorizes site development to commence as described on the approved site plan and under the conditions listed herein.
5. All specifications and requirements, expressed or implied by note or drawing, in the site development plans approved with this Development Order must be fulfilled.
6. After issuance of this Development Order, it shall be unlawful to modify, amend, or otherwise deviate from the terms and conditions without first obtaining written authorization through the Development Review Committee (DRC) departments. Approval of such modifications shall be requested in writing and obtained prior to initiating construction of any requested change. The applicable review process for the proposed modification shall be determined based on the applicant's written description of such modifications. Escambia County may require submittal of a new or revised plan and impose additional requirements and/or conditions depending upon the extent of any proposed modifications. The applicant has a continuing obligation to abide by the approved plan. Initiating construction of plan modifications without written County approval shall automatically terminate and render null and void this Development Order, and shall be subject to penalties and/or increased fees specified by the BCC.
7. All provisions of the Escambia County Code of Ordinances as amended, including but not limited to Chapter 42 Article VIII, *Borrow Pits and Reclamation*, and the Land Development Code, Section 7.07.00, *Standards Regulating Adverse Off-Site Impacts*, shall apply and are condition of site plan approval.
8. **Prior to issuance of any permit for C&DD or LCD activities, the Board of County of Commissioners must approve reclamation of the site at a duly advertised public hearing per Chapter 82. No Land Disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval. If BCC approval of the Reclamation Plan is not obtained then this Development Order shall automatically terminate and be rendered null and void.**

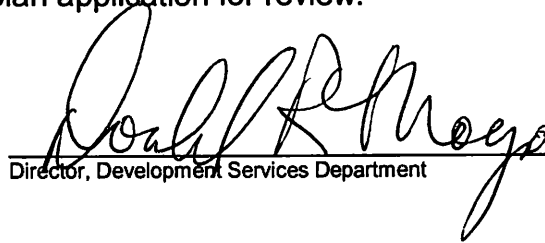
9. "No Trespassing" signs are required at each pit access point, every 250 linear feet on the boundary fence, and at each corner, in letters not less than two inches in height. The signs shall be maintained in legible condition (LDC 7.07.07.J).
10. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that require trucks and heavy equipment to traverse **through residential areas as their only access path to pit operations** are limited to the hours between 6:00 a.m. and 6:00 p.m. Monday thru Friday and between 8:00 a.m. and 2:00 p.m. on Saturday (See section 7.11.09). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
11. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that access their operations **without traversing through residential areas** (i.e., via principal and minor arterial roadways) are limited to the hours between 6:00 a.m. and 6:00 p.m. **Monday through Saturday** (See section 7.11.019). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
12. This approval does not authorize or imply authorization of any impact to environmentally sensitive lands, including jurisdictional wetlands. All development associated with this approval shall occur within uplands.
13. The reclamation plan for mined-out lands shall be consistent with federal and state reclamation standards (particularly those referenced in subsection 42-323(2)a, shall comply with any performance standards required by the Escambia County Land Development Code, and shall be consistent with the intended post-mining land use. The plan shall provide for reclamation activities to be completed in a timely manner and sequence per the terms of the required development order. A permittee shall submit reclamation plan updates to Escambia County whenever it makes a material change to its reclamation plan, but no less than annually when it submits the affidavit required by subsection 42-323(2)a. Reclamation of mined-out lands shall commence within one year of cessation of mining operations, shall include revegetation as early as practical, and shall be completed by the county-approved date established for the specific site. The reclamation plan, and any updates thereto, are subject to audit by Escambia County, and the permit shall consent to provide any documentation or records, or to otherwise authorize any inspection required, for the purpose of such audit. The reclamation plan does not equate to a permit for the use set forth in the plan, nor does it grandfather or provide a vested right for that use.

Development Review Committee (DRC) Recommendation

Having completed development review of the Perdido Landfill North Pit, site plan application referenced herein, in accordance with requirements of applicable Escambia County regulations and ordinances, the DRC makes the following recommendation to the Board of County Commissioners:

☒ **Approve** The site plan has met the requirements of the DRC and is eligible for BCC approval. The applicant may proceed with the development subject to the project description and project conditions noted herein, after BCC acceptance. Use other than that described, or conditions not satisfied, constitute a violation of this Development Order and render it void. Further, this approval does not constitute approval by any other agency.

☐ **Deny** The development plan is denied for the reasons noted below. The applicant may appeal the decision within 15 days from the date below to the Board of Adjustment (BOA) under the provisions of Section 2.04.00 of the Escambia County Land Development Code, and/or submit a new or revised site plan application for review.



Director, Development Services Department

4-29-15

Date

REC'D APR 23 2015

**PERDIDO LANDFILL
ESCAMBIA COUNTY, FLORIDA**

**RANGE ROAD BORROW PIT
RECLAMATION PLAN**

Presented to:

**ESCAMBIA COUNTY
DEVELOPMENT SERVICES DEPARTMENT**
3363 West Park Place
Pensacola, Florida 32505

Prepared by:

**ESCAMBIA COUNTY
DEPARTMENT OF SOLID WASTE MANAGEMENT**
13009 Beulah Road
Cantonment, Florida 32533

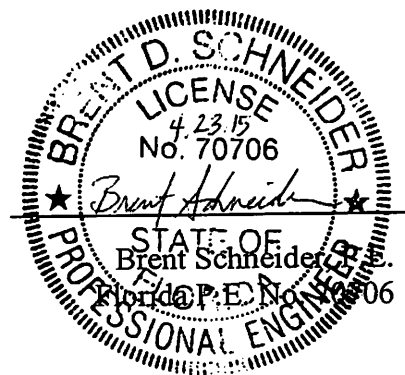


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Inspections

Maintenance & Repairs

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ATTACHMENT 2	STORMWATER POLLUTION PREVENTION PLAN
ATTACHMENT 3	GEOTECHNICAL REPORT

Overview

The Reclamation Plan for the Range Road Borrow Pit consists of developing and maintaining a stormwater management system during commencement of excavation activities and throughout completion of the excavation plan. The specific activities generally consist of slope and fill work, placement of topsoil and vegetative layers, and construction of the stormwater management system. Drawings showing the proposed Reclamation Plan are included as Attachment 1.

A Stormwater Pollution Prevention Plan (SWPPP) details the maintenance activities associated with the Reclamation Plan. Typical best management practices (BMPs) as described below will be employed during and after construction to minimize erosion and sedimentation and to properly manage runoff for both stormwater quantity and quality. The SWPP is included as Attachment 2.

Excavation Activities

The Range Road Borrow Pit has been in operation since approximately 2007. The pit provides various soil materials needed to support landfilling operations on an as-needed basis. Various sands and clays are used throughout the disposal areas for daily cover, intermediate cover soil and general fill operations.

The equipment used in the borrow pit operations include an excavator, loader, dozer and off-road articulated dump trucks. The excavator typically works off of descending benches as the excavation depths get deeper. The dump trucks enter the pit via a ramp to be loaded by the excavator. The dump trucks haul the material to the appropriate areas of the landfill. As excavation progresses the dozer grades the slopes to achieve a sideslope of no steeper than 3 ft horizontal to 1 ft vertical (3:1). The depth of excavation will continue to within several feet above the groundwater table. A geotechnical investigation was recently performed to identify the approximate depth of ground water and estimate the quantities and types of soil materials remaining in the borrow pit (See Attachment 3).

Reclamation Activities

As excavation grades are achieved these areas are immediately stabilized in the following fashion:

Slope and Fill:

Excavation of soil materials used onsite is ongoing. The slopes are graded at a sideslope of 3:1. Prior to placing top soil and vegetative layers any erosion is repaired with clean fill and side slopes are re-graded. Generally extra fill material is available in the borrow pit area to restore eroded slopes.

Top Soil Cover:

Immediately following the final preparation of side slopes, 3-inches of topsoil or soils that will sustain vegetative growth will be placed on the slopes.

Vegetative Layer:

Immediately following the installation of the top soil cover the slopes will receive a combination of seed, fertilizer and mulch. The vegetative layer will be monitored and continually watered as-needed.

Stormwater Management System

The existing property currently discharges to one (1) point located on the west side of the property. The existing drainage patterns will be maintained during the excavation of the borrow pit. A sedimentation basin is proposed to be located at the low point of the facility just upstream of the existing discharge point. A perimeter road with check dams will be located on the west side of the facility and it will be utilized to convey onsite stormwater to the proposed sedimentation basin. The sedimentation basin and perimeter road will be constructed in the early phases of the project to insure that sedimentation issues are contained to the facility. The excavation of the facility will begin in the Southeast corner of the facility and proceed in a Northwesterly direction towards the sedimentation basin and the west perimeter road. A more detailed description of each onsite control measure is described below.

Best Management Practices

A soil tracking prevention device will be in place at the only entrance for the facility on Range Road. The soil tracking prevention device will be constructed in accordance with the guidelines in State of Florida: Erosion & Sediment Control Manual.

The structural controls to be implemented to divert stormwater flow from the exposed soils and structural practices to store flows, retain sediment on-site, and limit stormwater runoff include the following:

- Perimeter silt fencing
- Perimeter Swale
- Sediment Traps
- Check Dams
- Sedimentation Basin
- Stilling Basin

Inspections

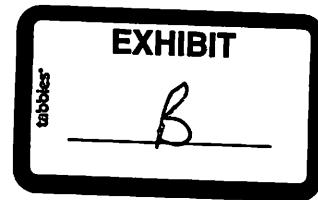
Personnel familiar with the SWPPP will inspect all points of discharges, all disturbed areas of construction that have not been stabilized, constructed areas and locations where vehicles enter

and exit the site, and all BMPs at least once every 7 calendar days or within 24 hours of the end of a rainfall event that is 0.5 inches or greater. Where sites have been finally stabilized, said inspections shall be conducted at least once every month

Maintenance and Repairs

Routine maintenance of permanent and temporary sediment and erosion control features shall be provided in accordance with the SWPPP as follows:

- Silt fence shall be inspected at least weekly. Any required repairs shall be made immediately. Sediment deposits shall be removed when they reach approximately one half the height of the barrier.
- Maintenance shall be performed on the rock entrance when any void spaces are full of sediment.
- Inlet(s)/outfalls shall be inspected immediately after each rain event and any required repairs to the check dams, silt fence, or filter fabric shall be performed immediately.
- Bare areas of the site that were previously seeded shall be reseeded per manufactures' instructions.
- Mulch and sod that has been washed out shall be replaced immediately.
- Maintain all other areas of the site with proper controls as necessary.



**Operational Permit: Existing Resource Extraction Facility
Borrow Pit**

Project:
Location:
Flood Zone:
Property Reference #:

Future Land Use:
Zoning District:

STANDARD PROJECT CONDITIONS

1. This Resource Extraction Permit incorporates all the operational requirements, standard project conditions, and any other special project conditions stated in Site Plan Development Order and Resource Extraction Permit #*****, as amended by Site Plan Resource Extraction Development Order #*****.
2. The County Resource Extraction Permit, for approved borrow pits only, shall be valid for five years from the date of approval by the Board of County Commissioners, following approval, and may be renewed upon application by the permittee and approval by the Board of County Commissioners (BCC). As a condition of obtaining and maintaining a county Resource Extraction Permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. The issuance of this permit by Escambia County does not confirm, guarantee nor imply any authorization of any C&DD (Construction & Demolition Debris) or LCD (Land Clearing Debris) activities or permits.
4. **Prior to issuance of any permit for C&DD or LCD activities, the BCC must approve reclamation of the site at a duly advertised public hearing, per Chapter 82 of the Escambia County Code of Ordinances. No land disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval for C&DD operations and/or LCD operations.**
5. In the event Escambia County determines a borrow pit operation is in violation of the terms of its permit, is allowing unlawful disposal, refuses to obtain a permit or otherwise poses a risk to the public's health, safety, and welfare, the County Administrator may request that the County Attorney's Office immediately file a request for an emergency injunction, or other appropriate relief, in a court of competent jurisdiction, with such filing to be subsequently ratified by the BCC.
6. The date of issuance of this permit is the _____ day of April, 2015, and the effective date is February 19, 2015. The expiration date of this permit is February 18, 2020.

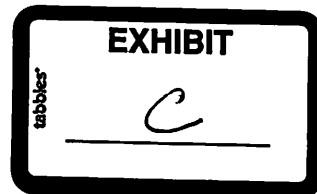
County Staff Designee (*Please Print*)

Signature

I acknowledge receipt of this permit on the _____ day of _____, 2015.

Property Owner (*Please Print*)

Signature



STATE OF FLORIDA
COUNTY OF ESCAMBIA

ANNUAL AFFIDAVIT OF COMPLIANCE

This Annual Affidavit of Compliance is made to the Escambia County Board of County Commissioners pursuant to Section _____, Escambia County Code of Ordinances, under oath and subject to the penalties prescribed for perjury.

I, _____ (name), as _____ (title)
of _____ (name of corporation), do hereby
attest and affirm:

1. The property located at _____ (address) is owned and operated by the above-referenced corporation as a borrow pit/resource extraction facility.
2. A summary of the operations and activities occurring on the site during the previous year is attached as Exhibit "A".
3. The percentage of the usable site that has been excavated is _____ percent.
4. The estimated remaining life span for permitted activities on the site is _____ years.
5. During the previous year, the site has been operated in compliance with the owner's permits and the Escambia County Code of Ordinances, except for the following:

FURTHER AFFIANT SAYETH NAUGHT.

Dated this _____ day of _____, 2015

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

Signature

Printed Name

Title

Name of Corporation

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was sworn to and subscribed before me this ____ day of _____, 2015, by _____ (name)
as _____ (title) of _____
(name of corporation), on behalf of the corporation. He/she () is personally known to me, or ()
has produced current _____ as identification.

Signature of Notary Public

Printed Name of Notary Public

(Notary Seal)



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8231

Growth Management Report 8. 3.

BCC Regular Meeting

Public Hearing

Meeting Date: 06/02/2015

Issue: 5:49 p.m. - A Public Hearing - Issuance of Operational Permit for Resource Extraction for Perdido Landfill East

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

5:49 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Perdido Landfill East Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Perdido Landfill East Borrow Pit.

BACKGROUND:

The Escambia County Perdido Landfill East Borrow Pit has been in operation since the Perdido Landfill was first permitted in 1981. The pit provides various soil materials needed to support landfill operations and to ensure environmental compliance. Various sands and clays are used throughout the disposal areas for FDEP-required daily cover, intermediate cover soil, cell construction, stormwater system maintenance and general fill operations.

At the February 19, 2015, Board of County Commissioners' (BCC) Regular Meeting, the BCC unanimously approved adopting *(by Ordinance Number 2015-5)* the amendments to the Borrow Pit Ordinance, as amended to grandfather existing, permitted borrow pits, "based on the three additional items: *(submitting an annual affidavit of activity, agreeing to inspections by the County and a termination provision of five years)*; *(incorporate the grandfathering provisions provided in the Errata Sheet and)* strike all reference to reclamation activities in Items 5, 5.a., 5.b., and 5.c., on the Errata Sheet. Furthermore, the BCC stated that approval of the borrow pit "does not guarantee a reclamation permit for the future."

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BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney's Office has reviewed and approved the recommendation for legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

The recommendation is in compliance with **Chapter 42, Article VIII, Borrow Pits and Reclamation**, of the Code of Ordinances of Escambia County, Florida.

IMPLEMENTATION/COORDINATION:

Upon approval by the BCC, the Development Services Department will issue an operational permit for resource extraction only for Perdido Landfill East Borrow Pit.

Attachments

02-18-2015 - E-Mail from Alison Rogers to Commissioners

Development Order w/Exhibits

From: Alison A. Perdue
Sent: Wednesday, February 18, 2015 4:26 PM
To: District1; Wilson B. Robertson; District2; Doug Underhill; District3; Lumon J. May; District4; Grover C. Robinson; District5; Steven L. Barry
Cc: Jack R. Brown; Horace L Jones; Pat T. Johnson; KEITH T. WILKINS; Dianne C. Simpson
Subject: grandfathering
Attachments: grandfatheringpits.docx

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As a follow-up to the conversation from the last Board meeting relative to grandfathering of existing pit operations, attached find proposed language that I will distribute as an errata sheet for both the LDC and for the ch. 42 borrow pit ordinance public hearings. I invite you to distribute to whomever you feel may be interested in the issue. Mr. Rigby, who raised this issue at our last meeting, is aware of this language. I am not sure if he will have additional comments tomorrow or not.

Any questions, please get with me directly and do not respond to this email.

Alison

L. *Existing permitted and unpermitted activities.* Borrow pits, resource extraction and reclamation activities existing and in operation prior to August 22, 2014, or permitted prior to that date, shall be grandfathered (or vested) in accordance with the following regulations.

1. *Lawful nonconforming activities existing prior to June 2, 2005.* Ordinance 2005-18 was adopted on June 2, 2005. Borrow pits, resource extraction and reclamation activities existing and in operation prior to June 2, 2005 became lawful nonconforming land uses on June 2, 2005. Such land use activities were and are subject to the provisions of Article 9 of the Land Development Code. Local permits are required and to the extent these facilities and land use activities are not grandfathered and do not already comply with applicable regulations, they shall have 180 days from the date this ordinance is approved to comply. Extensions for extenuating circumstances may be approved by the County Administrator or the County Administrator's designee on a case-by-case basis.

2. *Unpermitted existing activities.* Borrow pit, resource extraction and reclamation activities created on or after June 2, 2005 that were otherwise in a zoning district that authorized the land use activity as either a permitted or conditional use, and which made application for either permitting or a development order prior to August 22, 2014, shall obtain and will be considered for a local permit to operate consistent with their current and historical use of the property. The technical conditions of the permit shall be addressed on a case-by-case basis, which will include consideration of the nature and history of the activity to be permitted and the length of time the activity has been ongoing; however, the permit conditions will include compliance with this article to the extent feasible. Facilities qualifying to request treatment pursuant to either section L.1 or L.2 may choose either.

3. *Permitted existing activities.* The grandfathered status and vested rights of operators and owners of borrow pits, resource extraction and reclamation activities that held a current and active development order or other permit issued by the County prior to August 22, 2014, are to obtain local permits upon approval of this section and are to be addressed on a case-by-case basis that will include consideration of the specific wording of the previously approved development order, permit and any other land use approval issued by the County relating to the operation of the borrow pit, resource extraction or reclamation activity. Previously permitted or approved performance standards remain in effect, except where the County determines the public health, safety and welfare dictates the current standard apply.

4. In no event shall the application of any revision to the Land Development Code relating to an activity that falls within the coverage of subsection L be so severe as to make the permitted activity either economically infeasible or to impose an inordinate burden on the land use activity, as such inordinate burden is defined in Section 70.001, Fla. Stat.



SITE PLAN

RESOURCE EXTRACTION DEVELOPMENT ORDER with Concurrency Certification

"Borrow Pits and Reclamation Activities"

Project: Perdido Landfill East Pit
Location: 13009 Beulah Road
Development Review #: PRP150200006
Property Reference #: 32-1N-31-2100-000-000
Exhibit A: Reclamation Plan
Exhibit B: Resource Extraction Permit
Exhibit C: Annual Compliance Affidavit

Future Land Use: AG/P
Zoning District: Pub
Flood Zone: X

PROJECT DESCRIPTION

This Development Order is to satisfy the site plan and review requirements of Ordinance Number 2015-5 (bringing existing borrow pits into compliance with Escambia County Land Development Code). This Approved Resource Extraction Development Order also includes the County resource extraction permit for Perdido Landfill East Pit with a stormwater management plan proposed as their future reclamation. The project description is the development of a 114-acre site as a compliance borrow pit with subsequent reclamation as proposed by attached Exhibit A.



cf 610
Screen
only

STANDARD PROJECT CONDITIONS

1. This Development Order and Resource Extraction Permit with concurrency certification shall be effective for a period of 18 months from the date of approval. Upon Sit Plan approval, the associated permit and concurrency shall all expire and become null and void if site mining has not commenced within the effective period and no extension has been applied for. After commencement of mining, site plan approval and concurrency shall terminate upon completion of reclamation, or expiration/revocation of any applicable reclamation permit, whichever comes first. The Board of Adjustment may grant one extension for a maximum of 12 months to the original effective period of the Development Order, but application for such extension must be submitted before termination of the initial 18-month period. If the Development Order expires or is revoked, allocated capacity will be withdrawn and made available to other applicants. If the applicant chooses to proceed with development of the project site, a new site plan application must be submitted for review, approval, and capacity allocations subject to Code provisions and Level of Service conditions at the time of the new application.

2. The county resource extraction permit, associated with this Development Order, shall be valid for five years following approval any may be renewed upon application by the permittee and approval by the Board of Commissioners. As a condition of obtaining and maintaining a county resource extraction permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. This approved and amended Development Order and Reclamation Plan by BCC does not confirm, guarantee or imply any authorization of any C&DD or LCD activities or permits. A new Land Use Approval and/or permit application shall be required with Reclamation activities and operations at a duly advertize public hearing.
4. This Development Order and Resource Extraction Permit authorizes site development to commence as described on the approved site plan and under the conditions listed herein.
5. All specifications and requirements, expressed or implied by note or drawing, in the site development plans approved with this Development Order must be fulfilled.
6. After issuance of this Development Order, it shall be unlawful to modify, amend, or otherwise deviate from the terms and conditions without first obtaining written authorization through the Development Review Committee (DRC) departments. Approval of such modifications shall be requested in writing and obtained prior to initiating construction of any requested change. The applicable review process for the proposed modification shall be determined based on the applicant's written description of such modifications. Escambia County may require submittal of a new or revised plan and impose additional requirements and/or conditions depending upon the extent of any proposed modifications. The applicant has a continuing obligation to abide by the approved plan. Initiating construction of plan modifications without written County approval shall automatically terminate and render null and void this Development Order, and shall be subject to penalties and/or increased fees specified by the BCC.
7. All provisions of the Escambia County Code of Ordinances as amended, including but not limited to Chapter 42 Article VIII, *Borrow Pits and Reclamation*, and the Land Development Code, Section 7.07.00, *Standards Regulating Adverse Off-Site Impacts*, shall apply and are condition of site plan approval.
8. **Prior to issuance of any permit for C&DD or LCD activities, the Board of County of Commissioners must approve reclamation of the site at a duly advertised public hearing per Chapter 82. No Land Disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval. If BCC approval of the Reclamation Plan is not obtained then this Development Order shall automatically terminate and be rendered null and void.**

9. "No Trespassing" signs are required at each pit access point, every 250 linear feet on the boundary fence, and at each corner, in letters not less than two inches in height. The signs shall be maintained in legible condition (LDC 7.07.07.J).
10. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that require trucks and heavy equipment to traverse **through residential areas as their only access path to pit operations** are limited to the hours between 6:00 a.m. and 6:00 p.m. Monday thru Friday and between 8:00 a.m. and 2:00 p.m. on Saturday (See section 7.11.09). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
11. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that access their operations **without traversing through residential areas** (i.e., via principal and minor arterial roadways) are limited to the hours between 6:00 a.m. and 6:00 p.m. **Monday through Saturday** (See section 7.11.019). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
12. This approval does not authorize or imply authorization of any impact to environmentally sensitive lands, including jurisdictional wetlands. All development associated with this approval shall occur within uplands.
13. Any new activity, such as borrowing, mining, etc., shall require side slopes to be no greater than 2:1, unless a professional engineer or professional geologist certifies that the angle of repose exceeding this reaction will prohibit any potential erosion or slumping, factoring into account the type of soil (i.e., clay, sand, etc.) and pertinent environmental conditions of the area.
14. This approval does not authorize or imply authorization of any negative impact to adjacent properties. Any increase of the stormwater runoff and/or sediment shall be kept within boundaries of the developed property(s).


15. The reclamation plan for mined-out lands shall be consistent with federal and state reclamation standards (particularly those referenced in subsection 42-323(2)a, shall comply with any performance standards required by the Escambia County Land Development Code, and shall be consistent with the intended post-mining land use. The plan shall provide for reclamation activities to be completed in a timely manner and sequence per the terms of the required development order. A permittee shall submit reclamation plan updates to Escambia County whenever it makes a material change to its reclamation plan, but no less than annually when it submits the affidavit required by subsection 42-323(2)a. Reclamation of mined-out lands shall commence within one year of cessation of mining operations, shall include revegetation as early as practical, and shall be completed by the county-approved date established for the specific site. The reclamation plan, and any updates thereto, are subject to audit by Escambia County, and the permit shall consent to provide any documentation or records, or to otherwise authorize any inspection required, for the purpose of such audit. The reclamation plan does not equate to a permit for the use set forth in the plan, nor does it grandfather or provide a vested right for that use.

Development Review Committee (DRC) Recommendation

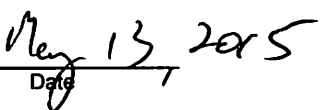
Having completed development review of the **Perdido Landfill East Pit**, site plan application referenced herein, in accordance with requirements of applicable Escambia County regulations and ordinances, the DRC makes the following recommendation to the Board of County Commissioners:

☒ **Approve** The site plan has met the requirements of the DRC and is eligible for BCC approval. The applicant may proceed with the development subject to the project description and project conditions noted herein, after BCC acceptance. Use other than that described, or conditions not satisfied, constitute a violation of this Development Order and render it void. Further, this approval does not constitute approval by any other agency.

☐ **Deny** The development plan is denied for the reasons noted below. The applicant may appeal the decision within 15 days from the date below to the Board of Adjustment (BOA) under the provisions of Section 2.04.00 of the Escambia County Land Development Code, and/or submit a new or revised site plan application for review.



Director, Development Services Department



Date

Introduction

On behalf of the Escambia County Board of County Commissioners, this resource extraction permit application is being submitted for the Perdido Landfill East Borrow Pit. This application has been prepared in accordance with Chapter 42, Article VIII of the Escambia County, Florida Code of Ordinances. This permit application package is organized according to the Development Review Committee (DRC) resource extraction permit submittal requirements. The application form is provided as Appendix A.

Description of Current Facility Operations

The East Borrow Pit is located at the County owned Perdido Landfill in Cantonment, Florida (Township 1 North, Range 31 West, Section 32). The borrow pit consists of 15 acres located on the east side of the site of adjacent to Beulah Road. A site location map is provided as Figure 1. Included in Appendix B is a Site Survey.

The 424 acre Perdido Landfill is regulated under the Florida Department of Environmental Protection (FDEP) Solid Waste Permit No. 0000667-027-SO and includes a Class I Landfill, Closed Class III Landfill, Waste Tire Collection Center and Landfill Gas Management System. The Permit encompasses the borrow pit activities conducted at the 15 acre East Pit located on the east side of the site (See Site Plan). A copy of this permit has been included as Appendix C. In addition the site has a Stormwater Management System (SWMS) regulated under Environmental Resource Permit (ERP) No. 17-0000667-018-EI (See Appendix D).

The East Pit Borrow Pit has been in operation since the Perdido Landfill was first permitted in 1981. The pit provides various soil materials needed to support landfill operations and to ensure environmental compliance. Various sands and clays are used throughout the disposal areas for FDEP-required daily cover, intermediate cover soil and general fill operations.

Description of Proposed Permit Activities

Generally the proposed permit activities consist of continuing to excavate the 15 acre site while developing the stormwater management system (SWMS). The excavation plan consists of maintaining sideslopes at no steeper than 3 foot horizontal to 1 foot vertical (3:1) and continuing to a depth several feet above the groundwater table. The excavation of the borrow pit generally proceeds in a south to north direction. The proposed reclamation plan is the construction and maintenance of the SWMS. In accordance with Chapter 42 of the Code of Ordinances a reclamation plan and a financial surety policy have been provided as part of this application package.

Reclamation Plan

The Reclamation Plan for the East Borrow Pit consists of developing and maintaining a stormwater management system. The detailed Reclamation Plan is provided as Appendix E.

During excavation the side slopes will be reclaimed and stabilized with vegetation. The SMWS will be developed as excavation activities commence and will be maintained throughout the completion of the excavation plan.

Stormwater Design Basis

The Stormwater Management System is currently regulated under the FDEP Environmental Resources Program (ERP) Permit Number: 170000667-018-EI. In addition, the SWMS has been designed in accordance with the Escambia County stormwater design criteria defined in the Land Development Code (LDC).

Stormwater Design Calculations

Please refer to Appendix F for the detailed design calculations.

Financial Surety

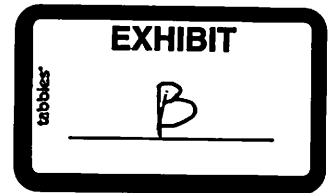
According to Section 42-323(2)b of the Code of Ordinances:

b. Surety. The applicant shall submit general surety payable to Escambia County in an amount itemized according to the respective development order requirement, repair, or reclamation measure in the event of noncompliance with the terms of the development order. An engineer registered in the State of Florida shall certify the total surety amount. Proceeding against the surety in case of violation shall be in accordance with subsection (3)b., below.

The Reclamation Plan including in Appendix E details the activities required to develop and maintain the stormwater management system. The proposed financial surety covers the costs to implement and maintain those reclamation activities. Included in Appendix G is a Surety Form estimate that has been prepared by an engineer registered in the State of Florida. The items proposed under the financial surety policy include erosion repairs, top soil cover, vegetative layer cover, and the construction and maintenance of the stormwater control system. The costs were estimated using third party quotes.

It should be noted that surety costs for borrow pit reclamation will vary on a case-by-case basis and will of course depend on the actual reclamation plan. It is anticipated that as reclamation activities are completed at the East Borrow Pit the costs can subsequently be reduced from the surety liability (following inspection and verification from the County). Once reclamation activities are completed entirely it is anticipated that upon final inspection by the County (and the site found to be acceptable) the surety will no longer be required.

The particular type of financial assurance being proposed for the East Borrow Pit is a "Financial Test". In essence a financial test requires an owner/operator to demonstrate a ratio of less than 1.5 in total liabilities/net worth which the applicant, Escambia County meets. Please see Appendix G.



**Operational Permit: Existing Resource Extraction Facility
Borrow Pit**

Project: Perdido Landfill East Pit
Location: 13009 Beulah Road
Development Review #: PRP150200006
Property Reference #: 41-1S-30-2000-001-006

Future Land Use: AG/P
Zoning District: Pub
Flood Zone: X

STANDARD PROJECT CONDITIONS

1. This Resource Extraction Permit incorporates all the operational requirements, standard project conditions, and any other special project conditions stated in Site Plan Development Order and Resource Extraction Permit # _____, as amended by Site Plan Resource Extraction Development Order #PRP150200006.
2. The County Resource Extraction Permit, for approved borrow pits only, shall be valid for five years from the date of approval by the Board of County Commissioners, following approval, and may be renewed upon application by the permittee and approval by the Board of County Commissioners (BCC). As a condition of obtaining and maintaining a county Resource Extraction Permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. The issuance of this permit by Escambia County does not confirm, guarantee nor imply any authorization of any C&DD (Construction & Demolition Debris) or LCD (Land Clearing Debris) activities or permits.
4. Prior to issuance of any permit for C&DD or LCD activities, the BCC must approve reclamation of the site at a duly advertised public hearing, per Chapter 82 of the Escambia County Code of Ordinances. No land disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval for C& DD operations and/or LCD operations.
5. In the event Escambia County determines a borrow pit operation is in violation of the terms of its permit, is allowing unlawful disposal, refuses to obtain a permit or otherwise poses a risk to the public's health, safety, and welfare, the County Administrator may request that the County Attorney's Office immediately file a request for an emergency injunction, or other appropriate relief, in a court of competent jurisdiction, with such filing to be subsequently ratified by the BCC.
6. The date of issuance of this permit is the ____ day of May, 2015, and the effective date is February 19, 2015. The expiration date of this permit is February 18, 2020.

County Staff Designee *{Please Print}*

Signature(s)

I acknowledge receipt of this permit on the _____ day of _____, 2015.

Property Owner(s) *{Please Print}*

Signature



STATE OF FLORIDA
COUNTY OF ESCAMBIA

ANNUAL AFFIDAVIT OF COMPLIANCE

This Annual Affidavit of Compliance is made to the Escambia County Board of County Commissioners pursuant to Section _____, Escambia County Code of Ordinances, under oath and subject to the penalties prescribed for perjury.

I, _____ (name), as _____ (title)
of _____ (name of corporation), do hereby
attest and affirm:

1. The property located at _____ (address) is owned and operated by the above-referenced corporation as a borrow pit/resource extraction facility.
2. A summary of the operations and activities occurring on the site during the previous year is attached as Exhibit "A".
3. The percentage of the usable site that has been excavated is _____ percent.
4. The estimated remaining life span for permitted activities on the site is _____ years.
5. During the previous year, the site has been operated in compliance with the owner's permits and the Escambia County Code of Ordinances, except for the following:

FURTHER AFFIANT SAYETH NAUGHT.

Dated this _____ day of _____, 2015

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

Signature

Printed Name

Title

Name of Corporation

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was sworn to and subscribed before me this ____ day of _____, 2015, by _____ (name)
as _____ (title) of _____
(name of corporation), on behalf of the corporation. He/she ☐ is personally known to me, or ☐
has produced current _____ as identification.

Signature of Notary Public

Printed Name of Notary Public

(Notary Seal)



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8232

Growth Management Report 8. 4.

BCC Regular Meeting

Public Hearing

Meeting Date: 06/02/2015

Issue: 5:50 p.m. - A Public Hearing - Issuance of Operational Permit for Resource Extraction for North End Camp

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

5:50 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for North End Camp Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for North End Camp Borrow Pit.

BACKGROUND:

North End Camp is an existing County owned borrow pit that has been in operation for many years. The pit is used for mining sand and stockpile and storage of materials such as milled asphalt, road dirt, sand, crushed concrete, etc.

At the February 19, 2015, Board of County Commissioners' (BCC) Regular Meeting, the BCC unanimously approved adopting (*by Ordinance Number 2015-5*) the amendments to the Borrow Pit Ordinance, as amended to grandfather existing, permitted borrow pits, "based on the three additional items: (*submitting an annual affidavit of activity, agreeing to inspections by the County and a termination provision of five years*); (*incorporate the grandfathering provisions provided in the Errata Sheet and*) strike all reference to reclamation activities in Items 5, 5.a., 5.b., and 5.c., on the Errata Sheet. Furthermore, the BCC stated that approval of the borrow pit "does not guarantee a reclamation permit for the future."

Article VIII. - Borrow Pits and Reclamation, Section 42-323, Requirements and permits., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires a Public Hearing to obtain the permit.

Article VIII. - Borrow Pits and Reclamation, Section 42-324, Scope and compliance., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires "...All property subject to this article

must be brought into compliance by meeting the standards required by this article, to include applicable grandfathering, and by obtaining a permit from the County at a public hearing to be set before the Board of County Commissioners no later than one hundred twenty (120) days after the enactment of this ordinance."

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney's Office has reviewed and approved the recommendation for legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

The recommendation is in compliance with **Chapter 42, Article VIII, Borrow Pits and Reclamation**, of the Code of Ordinances of Escambia County, Florida.

IMPLEMENTATION/COORDINATION:

Upon approval by the BCC, the Development Services Department will issue an operational permit for resource extraction only for North End Camp Borrow Pit.

Attachments

02-18-2015 - E-Mail from Alison Rogers to Commissioners

Development Order w/Exhibits

From: Alison A. Perdue
Sent: Wednesday, February 18, 2015 4:26 PM
To: District1; Wilson B. Robertson; District2; Doug Underhill; District3; Lumon J. May; District4; Grover C. Robinson; District5; Steven L. Barry
Cc: Jack R. Brown; Horace L Jones; Pat T. Johnson; KEITH T. WILKINS; Dianne C. Simpson
Subject: grandfathering
Attachments: grandfatheringpits.docx

Commissioners,

As a follow-up to the conversation from the last Board meeting relative to grandfathering of existing pit operations, attached find proposed language that I will distribute as an errata sheet for both the LDC and for the ch. 42 borrow pit ordinance public hearings. I invite you to distribute to whomever you feel may be interested in the issue. Mr. Rigby, who raised this issue at our last meeting, is aware of this language. I am not sure if he will have additional comments tomorrow or not.

Any questions, please get with me directly and do not respond to this email.

Alison

L. *Existing permitted and unpermitted activities.* Borrow pits, resource extraction and reclamation activities existing and in operation prior to August 22, 2014, or permitted prior to that date, shall be grandfathered (or vested) in accordance with the following regulations.

1. *Lawful nonconforming activities existing prior to June 2, 2005.* Ordinance 2005-18 was adopted on June 2, 2005. Borrow pits, resource extraction and reclamation activities existing and in operation prior to June 2, 2005 became lawful nonconforming land uses on June 2, 2005. Such land use activities were and are subject to the provisions of Article 9 of the Land Development Code. Local permits are required and to the extent these facilities and land use activities are not grandfathered and do not already comply with applicable regulations, they shall have 180 days from the date this ordinance is approved to comply. Extensions for extenuating circumstances may be approved by the County Administrator or the County Administrator's designee on a case-by-case basis.

2. *Unpermitted existing activities.* Borrow pit, resource extraction and reclamation activities created on or after June 2, 2005 that were otherwise in a zoning district that authorized the land use activity as either a permitted or conditional use, and which made application for either permitting or a development order prior to August 22, 2014, shall obtain and will be considered for a local permit to operate consistent with their current and historical use of the property. The technical conditions of the permit shall be addressed on a case-by-case basis, which will include consideration of the nature and history of the activity to be permitted and the length of time the activity has been ongoing; however, the permit conditions will include compliance with this article to the extent feasible. Facilities qualifying to request treatment pursuant to either section L.1 or L.2 may choose either.

3. *Permitted existing activities.* The grandfathered status and vested rights of operators and owners of borrow pits, resource extraction and reclamation activities that held a current and active development order or other permit issued by the County prior to August 22, 2014, are to obtain local permits upon approval of this section and are to be addressed on a case-by-case basis that will include consideration of the specific wording of the previously approved development order, permit and any other land use approval issued by the County relating to the operation of the borrow pit, resource extraction or reclamation activity. Previously permitted or approved performance standards remain in effect, except where the County determines the public health, safety and welfare dictates the current standard apply.

4. In no event shall the application of any revision to the Land Development Code relating to an activity that falls within the coverage of subsection L be so severe as to make the permitted activity either economically infeasible or to impose an inordinate burden on the land use activity, as such inordinate burden is defined in Section 70.001, Fla. Stat.



SITE PLAN

RESOURCE EXTRACTION DEVELOPMENT ORDER with Concurrency Certification

"Borrow Pits and Reclamation Activities"

Project: North End Camp Pit
Location: 4901 Camp Road
Development Review #: PRP150200007
Property Reference #: 18-5N-31-4401-000-000
Exhibit A: Reclamation Plan
Exhibit B: Resource Extraction Permit
Exhibit C: Annual Compliance Affidavit

Future Land Use: AG
Zoning District: AGR
Flood Zone: X/A

PROJECT DESCRIPTION

This Development Order is to satisfy the site plan and review requirements of Ordinance Number 2015-5 (bringing existing borrow pits into compliance with Escambia County Land Development Code). This Approved Resource Extraction Development Order also includes the County resource extraction permit for North End Camp Pit with a laydown yard proposed as their future reclamation. The project description is the development of a 39.88-acre site as a compliance borrow pit with subsequent reclamation as proposed by attached Exhibit A.

STANDARD PROJECT CONDITIONS

1. This Development Order and Resource Extraction Permit with concurrency certification shall be effective for a period of 18 months from the date of approval. Sit Plan approval, the associated permit and concurrency shall all expire and become null and void if site mining has not commenced within the effective period and no extension has been applied for. After commencement of mining, site plan approval and concurrency shall terminate upon completion of reclamation, or expiration/revocation of any applicable reclamation permit, whichever comes first. The Board of Adjustment may grant one extension for a maximum of 12 months to the original effective period of the Development Order, but application for such extension must be submitted before termination of the initial 18-month period. If the Development Order expires or is revoked, allocated capacity will be withdrawn and made available to other applicants. If the applicant chooses to proceed with development of the project site, a new site plan application must be submitted for review, approval, and capacity allocations subject to Code provisions and Level of Service conditions at the time of the new application.

2. The county resource extraction permit, associated with this Development Order, shall be valid for five years following approval any may be renewed upon application by the permittee and approval by the Board of Commissioners. As a condition of obtaining and maintaining a county resource extraction permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. This approved and amended Development Order and Reclamation Plan by BCC does not confirm, guarantee or imply any authorization of any C&DD or LCD activities or permits. A new Land Use Approval and/or permit application shall be required with Reclamation activities and operations at a duly advertize public hearing.
4. This Development Order and Resource Extraction Permit authorizes site development to commence as described on the approved site plan and under the conditions listed herein.
5. All specifications and requirements, expressed or implied by note or drawing, in the site development plans approved with this Development Order must be fulfilled.
6. After issuance of this Development Order, it shall be unlawful to modify, amend, or otherwise deviate from the terms and conditions without first obtaining written authorization through the Development Review Committee (DRC) departments. Approval of such modifications shall be requested in writing and obtained prior to initiating construction of any requested change. The applicable review process for the proposed modification shall be determined based on the applicant's written description of such modifications. Escambia County may require submittal of a new or revised plan and impose additional requirements and/or conditions depending upon the extent of any proposed modifications. The applicant has a continuing obligation to abide by the approved plan. Initiating construction of plan modifications without written County approval shall automatically terminate and render null and void this Development Order, and shall be subject to penalties and/or increased fees specified by the BCC.
7. All provisions of the Escambia County Code of Ordinances as amended, including but not limited to Chapter 42 Article VIII, *Borrow Pits and Reclamation*, and the Land Development Code, Section 7.07.00, *Standards Regulating Adverse Off-Site Impacts*, shall apply and are condition of site plan approval.
8. **Prior to issuance of any permit for C&DD or LCD activities, the Board of County of Commissioners must approve reclamation of the site at a duly advertised public hearing per Chapter 82. No Land Disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval. If BCC approval of the Reclamation Plan is not obtained then this Development Order shall automatically terminate and be rendered null and void.**

9. "No Trespassing" signs are required at each pit access point, every 250 linear feet on the boundary fence, and at each corner, in letters not less than two inches in height. The signs shall be maintained in legible condition (LDC 7.07.07.J).
10. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that require trucks and heavy equipment to traverse **through residential areas as their only access path to pit operations** are limited to the hours between 6:00 a.m. and 6:00 p.m. Monday thru Friday and between 8:00 a.m. and 2:00 p.m. on Saturday (See section 7.11.09). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
11. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that access their operations **without traversing through residential areas** (i.e., via principal and minor arterial roadways) are limited to the hours between 6:00 a.m. and 6:00 p.m. **Monday through Saturday** (See section 7.11.019). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
12. This approval does not authorize or imply authorization of any impact to environmentally sensitive lands, including jurisdictional wetlands. All development associated with this approval shall occur within uplands.
13. Any new activity, such as borrowing, mining, etc., shall require side slopes to be no greater than 2:1, unless a professional engineer or professional geologist certifies that the angle of repose exceeding this reaction will prohibit any potential erosion or slumping, factoring into account the type of soil (i.e., clay, sand, etc.) and pertinent environmental conditions of the area.
14. This approval does not authorize or imply authorization of any negative impact to adjacent properties. Any increase of the stormwater runoff and/or sediment shall be kept within boundaries of the developed property(s).

15. The reclamation plan for mined-out lands shall be consistent with federal and state reclamation standards (particularly those referenced in subsection 42-323(2)a, shall comply with any performance standards required by the Escambia County Land Development Code, and shall be consistent with the intended post-mining land use. The plan shall provide for reclamation activities to be completed in a timely manner and sequence per the terms of the required development order. A permittee shall submit reclamation plan updates to Escambia County whenever it makes a material change to its reclamation plan, but no less than annually when it submits the affidavit required by subsection 42-323(2)a. Reclamation of mined-out lands shall commence within one year of cessation of mining operations, shall include revegetation as early as practical, and shall be completed by the county-approved date established for the specific site. The reclamation plan, and any updates thereto, are subject to audit by Escambia County, and the permit shall consent to provide any documentation or records, or to otherwise authorize any inspection required, for the purpose of such audit. The reclamation plan does not equate to a permit for the use set forth in the plan, nor does it grandfather or provide a vested right for that use.

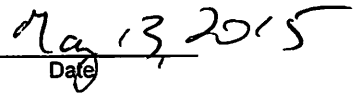
Development Review Committee (DRC) Recommendation

Having completed development review of the North End Camp Pit, site plan application referenced herein, in accordance with requirements of applicable Escambia County regulations and ordinances, the DRC makes the following recommendation to the Board of County Commissioners:

☒ **Approve** The site plan has met the requirements of the DRC and is eligible for BCC approval. The applicant may proceed with the development subject to the project description and project conditions noted herein, after BCC acceptance. Use other than that described, or conditions not satisfied, constitute a violation of this Development Order and render it void. Further, this approval does not constitute approval by any other agency.

☐ **Deny** The development plan is denied for the reasons noted below. The applicant may appeal the decision within 15 days from the date below to the Board of Adjustment (BOA) under the provisions of Section 2.04.00 of the Escambia County Land Development Code, and/or submit a new or revised site plan application for review.


Director, Development Services Department


Date



Board of County Commissioners • Escambia County, Florida

EXHIBIT

tabbles

A

Wesley Moreno, Branch Director
Public Works, Infrastructure

April 21, 2015

RE: Camp 5 Borrow Pit AKA "NORTH END CAMP"
Reference Number: 185N314401000000
Account Number: 121729000

Dear Mr. Jones:

The property owned by Escambia County and referenced above is an active borrow pit, known as Camp 5 Pit. Best estimates are that this pit has been in operation for 30 plus years. The Road Department utilizes this pit to mine sandy gravel for use in maintenance operations. This pit is comprised of roughly 16 acres of a 40-acre parcel owned by Escambia County. The remaining 24 acres is utilized by the Escambia County Road Department as a hub for maintenance operations in the north end of the County. In future years, as mining activities cease, this pit will be converted into a lay down yard for continued use to support the maintenance activities in the north end of the County.

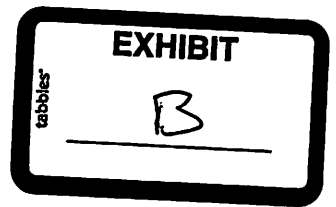
Attached, please find the legal description as listed on the property appraiser's site, aerial photos depicting the boundary of the pit property, and street view photos of the property.

Please feel free to contact myself or any Road Department manager should additional information be needed.

Sincerely,

A handwritten signature in cursive script that reads "Wesley Moreno".

Wesley Moreno,
Deputy Director, Public Works



**Operational Permit: Existing Resource Extraction Facility
Borrow Pit**

Project: North End Camp Pit
Location: 4901 Camp Road
Development Review #: PRP150200007
Property Reference #: 18-5N-31-4401-000-000

Future Land Use: AG
Zoning District: AGR
Flood Zone: X

STANDARD PROJECT CONDITIONS

1. This Resource Extraction Permit incorporates all the operational requirements, standard project conditions, and any other special project conditions stated in Site Plan Development Order and Resource Extraction Permit # _____, as amended by Site Plan Resource Extraction Development Order #PRP150200007.
2. The County Resource Extraction Permit, for approved borrow pits only, shall be valid for five years from the date of approval by the Board of County Commissioners, following approval, and may be renewed upon application by the permittee and approval by the Board of County Commissioners (BCC). As a condition of obtaining and maintaining a county Resource Extraction Permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. The issuance of this permit by Escambia County does not confirm, guarantee nor imply any authorization of any C&DD (Construction & Demolition Debris) or LCD (Land Clearing Debris) activities or permits.
4. Prior to issuance of any permit for C&DD or LCD activities, the BCC must approve reclamation of the site at a duly advertised public hearing, per Chapter 82 of the Escambia County Code of Ordinances. No land disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval for C& DD operations and/or LCD operations.
5. In the event Escambia County determines a borrow pit operation is in violation of the terms of its permit, is allowing unlawful disposal, refuses to obtain a permit or otherwise poses a risk to the public's health, safety, and welfare, the County Administrator may request that the County Attorney's Office immediately file a request for an emergency injunction, or other appropriate relief, in a court of competent jurisdiction, with such filing to be subsequently ratified by the BCC.
6. The date of issuance of this permit is the ____ day of May, 2015, and the effective date is February 19, 2015. The expiration date of this permit is February 18, 2020.

County Staff Designee (Please Print)

Signature(s)

I acknowledge receipt of this permit on the ____ day of ____, 2015.

Property Owner(s) (Please Print)

Signature



STATE OF FLORIDA
COUNTY OF ESCAMBIA

ANNUAL AFFIDAVIT OF COMPLIANCE

This Annual Affidavit of Compliance is made to the Escambia County Board of County Commissioners pursuant to Section _____, Escambia County Code of Ordinances, under oath and subject to the penalties prescribed for perjury.

I, _____ (name), as _____ (title)
of _____ (name of corporation), do hereby
attest and affirm:

1. The property located at _____ (address) is owned and operated by the above-referenced corporation as a borrow pit/resource extraction facility.
2. A summary of the operations and activities occurring on the site during the previous year is attached as Exhibit "A".
3. The percentage of the usable site that has been excavated is _____ percent.
4. The estimated remaining life span for permitted activities on the site is _____ years.
5. During the previous year, the site has been operated in compliance with the owner's permits and the Escambia County Code of Ordinances, except for the following:

FURTHER AFFIANT SAYETH NAUGHT.

Dated this _____ day of _____, 2015

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

Signature

Printed Name

Title

Name of Corporation

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was sworn to and subscribed before me this ____ day of _____, 2015, by _____ (name)
as _____ (title) of _____
(name of corporation), on behalf of the corporation. He/she ☐ is personally known to me, or ☐
has produced current _____ as identification.

Signature of Notary Public

Printed Name of Notary Public

(Notary Seal)



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8233

Growth Management Report 8. 5.

BCC Regular Meeting

Public Hearing

Meeting Date: 06/02/2015

Issue: 5:51 p.m. - A Public Hearing - Issuance of Operational Permit for Resource Extraction for Green's Borrow Pit, Blossom Trail

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

5:51 p.m. - A Public Hearing Concerning the Issuance of Operational Permit for Resource Extraction for Green's Borrow Pit, Blossom Trail Borrow Pit

That the Board approve and authorize or deny the request for the Development Services Department of Escambia County to issue an Operational Permit for Resource Extraction for Green's Borrow Pit, Blossom Trail Borrow Pit.

BACKGROUND:

At the February 19, 2015, Board of County Commissioners' (BCC) Regular Meeting, the BCC unanimously approved adopting (*by Ordinance Number 2015-5*) the amendments to the Borrow Pit Ordinance, as amended to grandfather existing, permitted borrow pits, "based on the three additional items: (*submitting an annual affidavit of activity, agreeing to inspections by the County and a termination provision of five years*); (*incorporate the grandfathering provisions provided in the Errata Sheet and*) strike all reference to reclamation activities in Items 5, 5.a., 5.b., and 5.c., on the Errata Sheet. Furthermore, the BCC stated that approval of the borrow pit "does not guarantee a reclamation permit for the future."

Article VIII. - Borrow Pits and Reclamation, Section 42-323, Requirements and permits., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires a Public Hearing to obtain the permit.

Article VIII. - Borrow Pits and Reclamation, Section 42-324, Scope and compliance., of the Escambia County Code of Ordinances (*Ordinance Number 2015-5*), approved by the BCC at its February 19, 2015, Regular Meeting, requires "...All property subject to this article must be brought into compliance by meeting the standards required by this article, to include applicable grandfathering, and by obtaining a permit from the County at a public hearing to be set before the Board of County Commissioners no later than one hundred twenty (120) days after the enactment of this ordinance."

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney's Office has reviewed and approved the recommendation for legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

The recommendation is in compliance with **Chapter 42, Article VIII, Borrow Pits and Reclamation**, of the Code of Ordinances of Escambia County, Florida.

IMPLEMENTATION/COORDINATION:

Upon approval by the BCC, the Development Services Department will issue an operational permit for resource extraction only for Green's Borrow Pit, Blossom Trail Borrow Pit.

Attachments

02-18-2015 - E-Mail from Alison Rogers to Commissioners
Development Order w/Exhibits

From: Alison A. Perdue
Sent: Wednesday, February 18, 2015 4:26 PM
To: District1; Wilson B. Robertson; District2; Doug Underhill; District3; Lumon J. May; District4; Grover C. Robinson; District5; Steven L. Barry
Cc: Jack R. Brown; Horace L Jones; Pat T. Johnson; KEITH T. WILKINS; Dianne C. Simpson
Subject: grandfathering
Attachments: grandfatheringpits.docx

Commissioners,

As a follow-up to the conversation from the last Board meeting relative to grandfathering of existing pit operations, attached find proposed language that I will distribute as an errata sheet for both the LDC and for the ch. 42 borrow pit ordinance public hearings. I invite you to distribute to whomever you feel may be interested in the issue. Mr. Rigby, who raised this issue at our last meeting, is aware of this language. I am not sure if he will have additional comments tomorrow or not.

Any questions, please get with me directly and do not respond to this email.

Alison

L. *Existing permitted and unpermitted activities.* Borrow pits, resource extraction and reclamation activities existing and in operation prior to August 22, 2014, or permitted prior to that date, shall be grandfathered (or vested) in accordance with the following regulations.

1. *Lawful nonconforming activities existing prior to June 2, 2005.* Ordinance 2005-18 was adopted on June 2, 2005. Borrow pits, resource extraction and reclamation activities existing and in operation prior to June 2, 2005 became lawful nonconforming land uses on June 2, 2005. Such land use activities were and are subject to the provisions of Article 9 of the Land Development Code. Local permits are required and to the extent these facilities and land use activities are not grandfathered and do not already comply with applicable regulations, they shall have 180 days from the date this ordinance is approved to comply. Extensions for extenuating circumstances may be approved by the County Administrator or the County Administrator's designee on a case-by-case basis.

2. *Unpermitted existing activities.* Borrow pit, resource extraction and reclamation activities created on or after June 2, 2005 that were otherwise in a zoning district that authorized the land use activity as either a permitted or conditional use, and which made application for either permitting or a development order prior to August 22, 2014, shall obtain and will be considered for a local permit to operate consistent with their current and historical use of the property. The technical conditions of the permit shall be addressed on a case-by-case basis, which will include consideration of the nature and history of the activity to be permitted and the length of time the activity has been ongoing; however, the permit conditions will include compliance with this article to the extent feasible. Facilities qualifying to request treatment pursuant to either section L.1 or L.2 may choose either.

3. *Permitted existing activities.* The grandfathered status and vested rights of operators and owners of borrow pits, resource extraction and reclamation activities that held a current and active development order or other permit issued by the County prior to August 22, 2014, are to obtain local permits upon approval of this section and are to be addressed on a case-by-case basis that will include consideration of the specific wording of the previously approved development order, permit and any other land use approval issued by the County relating to the operation of the borrow pit, resource extraction or reclamation activity. Previously permitted or approved performance standards remain in effect, except where the County determines the public health, safety and welfare dictates the current standard apply.

4. In no event shall the application of any revision to the Land Development Code relating to an activity that falls within the coverage of subsection L be so severe as to make the permitted activity either economically infeasible or to impose an inordinate burden on the land use activity, as such inordinate burden is defined in Section 70.001, Fla. Stat.



SITE PLAN

RESOURCE EXTRACTION DEVELOPMENT ORDER with Concurrency Certification

"Borrow Pits and Reclamation Activities"

Project: Greens Borrow Pit
Location: 1850 Blossom Trail
Development Review #: PRP140800017
Property Reference #: 41-1S-30-2000-001-006
Exhibit A: Reclamation Plan
Exhibit B: Resource Extraction Permit
Exhibit C: Annual Compliance Affidavit

Future Land Use: I/MU-S
Zoning District: HC/LI
Flood Zone: X/AE

PROJECT DESCRIPTION

This Development Order is to satisfy the site plan and review requirements of Ordinance Number 2015-5 (bringing existing borrow pits into compliance with Escambia County Land Development Code). This Approved Resource Extraction Development Order also includes the County resource extraction permit for Greens Borrow Pit with a laydown yard proposed as their future reclamation. The project description is the development of a 56.09-acre site as a compliance borrow pit with subsequent reclamation as proposed by attached Exhibit A.

STANDARD PROJECT CONDITIONS

1. This Development Order and Resource Extraction Permit with concurrency certification shall be effective for a period of 18 months from the date of approval. Sit Plan approval, the associated permit and concurrency shall all expire and become null and void if site mining has not commenced within the effective period and no extension has been applied for. After commencement of mining, site plan approval and concurrency shall terminate upon completion of reclamation, or expiration/revocation of any applicable reclamation permit, whichever comes first. The Board of Adjustment may grant one extension for a maximum of 12 months to the original effective period of the Development Order, but application for such extension must be submitted before termination of the initial 18-month period. If the Development Order expires or is revoked, allocated capacity will be withdrawn and made available to other applicants. If the applicant chooses to proceed with development of the project site, a new site plan application must be submitted for review, approval, and capacity allocations subject to Code provisions and Level of Service conditions at the time of the new application.

2. The county resource extraction permit, associated with this Development Order, shall be valid for five years following approval any may be renewed upon application by the permittee and approval by the Board of Commissioners. As a condition of obtaining and maintaining a county resource extraction permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. This approved and amended Development Order and Reclamation Plan by BCC does not confirm, guarantee or imply any authorization of any C&DD or LCD activities or permits. A new Land Use Approval and/or permit application shall be required with Reclamation activities and operations at a duly advertize public hearing.
4. This Development Order and Resource Extraction Permit authorizes site development to commence as described on the approved site plan and under the conditions listed herein.
5. All specifications and requirements, expressed or implied by note or drawing, in the site development plans approved with this Development Order must be fulfilled.
6. After issuance of this Development Order, it shall be unlawful to modify, amend, or otherwise deviate from the terms and conditions without first obtaining written authorization through the Development Review Committee (DRC) departments. Approval of such modifications shall be requested in writing and obtained prior to initiating construction of any requested change. The applicable review process for the proposed modification shall be determined based on the applicant's written description of such modifications. Escambia County may require submittal of a new or revised plan and impose additional requirements and/or conditions depending upon the extent of any proposed modifications. The applicant has a continuing obligation to abide by the approved plan. Initiating construction of plan modifications without written County approval shall automatically terminate and render null and void this Development Order, and shall be subject to penalties and/or increased fees specified by the BCC.
7. All provisions of the Escambia County Code of Ordinances as amended, including but not limited to Chapter 42 Article VIII, *Borrow Pits and Reclamation*, and the Land Development Code, Section 7.07.00, *Standards Regulating Adverse Off-Site Impacts*, shall apply and are condition of site plan approval.
8. **Prior to issuance of any permit for C&DD or LCD activities, the Board of County of Commissioners must approve reclamation of the site at a duly advertised public hearing per Chapter 82. No Land Disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval. If BCC approval of the Reclamation Plan is not obtained then this Development Order shall automatically terminate and be rendered null and void.**


9. "No Trespassing" signs are required at each pit access point, every 250 linear feet on the boundary fence, and at each corner, in letters not less than two inches in height. The signs shall be maintained in legible condition (LDC 7.07.07.J).
10. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that require trucks and heavy equipment to traverse **through residential areas as their only access path to pit operations** are limited to the hours between 6:00 a.m. and 6:00 p.m. Monday thru Friday and between 8:00 a.m. and 2:00 p.m. on Saturday (See section 7.11.09). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
11. Mining, borrow pit, resource extraction, and reclamation activities, (including land clearing debris) and (construction and demolition debris disposal), that access their operations **without traversing through residential areas** (i.e., via principal and minor arterial roadways) are limited to the hours between 6:00 a.m. and 6:00 p.m. **Monday through Saturday** (See section 7.11.019). Operations that occur entirely on-site and do not require traffic or access to roadways are permitted on Sunday during daylight hours.
12. This approval does not authorize or imply authorization of any impact to environmentally sensitive lands, including jurisdictional wetlands. All development associated with this approval shall occur within uplands.
13. Any new activity, such as borrowing, mining, etc., shall require side slopes to be no greater than 2:1, unless a professional engineer or professional geologist certifies that the angle of repose exceeding this reaction will prohibit any potential erosion or slumping, factoring into account the type of soil (i.e., clay, sand, etc.) and pertinent environmental conditions of the area.
14. This approval does not authorize or imply authorization of any negative impact to adjacent properties. Any increase of the stormwater runoff and/or sediment shall be kept within boundaries of the developed property(s).

15. The reclamation plan for mined-out lands shall be consistent with federal and state reclamation standards (particularly those referenced in subsection 42-323(2)a, shall comply with any performance standards required by the Escambia County Land Development Code, and shall be consistent with the intended post-mining land use. The plan shall provide for reclamation activities to be completed in a timely manner and sequence per the terms of the required development order. A permittee shall submit reclamation plan updates to Escambia County whenever it makes a material change to its reclamation plan, but no less than annually when it submits the affidavit required by subsection 42-323(2)a. Reclamation of mined-out lands shall commence within one year of cessation of mining operations, shall include revegetation as early as practical, and shall be completed by the county-approved date established for the specific site. The reclamation plan, and any updates thereto, are subject to audit by Escambia County, and the permit shall consent to provide any documentation or records, or to otherwise authorize any inspection required, for the purpose of such audit. The reclamation plan does not equate to a permit for the use set forth in the plan, nor does it grandfather or provide a vested right for that use.

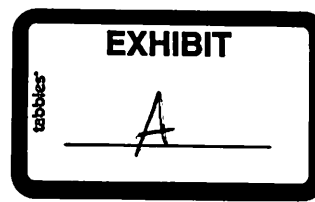
Development Review Committee (DRC) Recommendation

Having completed development review of the **Greens Borrow Pit**, site plan application referenced herein, in accordance with requirements of applicable Escambia County regulations and ordinances, the DRC makes the following recommendation to the Board of County Commissioners:

- ☒ **Approve** The site plan has met the requirements of the DRC and is eligible for BCC approval. The applicant may proceed with the development subject to the project description and project conditions noted herein, after BCC acceptance. Use other than that described, or conditions not satisfied, constitute a violation of this Development Order and render it void. Further, this approval does not constitute approval by any other agency.
- ☐ **Deny** The development plan is denied for the reasons noted below. The applicant may appeal the decision within 15 days from the date below to the Board of Adjustment (BOA) under the provisions of Section 2.04.00 of the Escambia County Land Development Code, and/or submit a new or revised site plan application for review.


Director, Development Services Department

May 13, 2015
Date

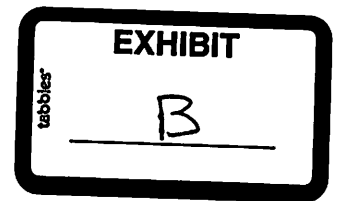


ENTERED ON: 5/8/11
BY: [Signature]

Green's Borrow Pit (RFP140800017) Reclamation Plan
Anthony Green, ~~Owner~~ and Operator

Reclamation shall commence within one year of cessation of mining operations approximately 40 years from this date and taking up to five years to complete the following:

1. Reclamation of the Green's Borrow Pit will begin within one year of cessation of the mining operation and shall include re-vegetation as early as practical and will become an 40-acre debris free lake surrounded by natural and local vegetation. In addition, the vegetation will provide a new setting for waterfowl and other wildlife.
2. Reclamation materials: type, volume, and source of materials needed to meet re-vegetation goals will be identified as the closing and will be initiated as early as practical, and shall be completed by the county-approved date established for this site.
3. Re-Vegetation - ☒ Concerns related to re-vegetation included the composition of proposed seed mixes, compliance with current standards for the use of native seed sources, and the use of irrigation and re-vegetation for dust control.
4. Infrastructure - structural materials and/or other equipment will be removed or reclaimed.
5. Financial assurance for the closure and reclamation will be provided as requires with the FDEP permitting requirements for a borrow/mining pit.
6. Facility - the perimeter of the facility will be secure thus not to pose any significant threat to human health or to the environment.
7. This proposed reclamation activity is required as necessary to comply with the FDEP permitting requirements, site constraints and safety considerations.



**Operational Permit: Existing Resource Extraction Facility
Borrow Pit**

Project: Greens Borrow Pit
Location: 1850 Blossom Trail
Development Review #: PRP140800017
Property Reference #: 41-1S-30-2000-001-006

Future Land Use: I/MU-S
Zoning District: HC/LI
Flood Zone: X/AE

STANDARD PROJECT CONDITIONS

1. This Resource Extraction Permit incorporates all the operational requirements, standard project conditions, and any other special project conditions stated in Site Plan Development Order and Resource Extraction Permit # _____, as amended by Site Plan Resource Extraction Development Order #PRP140800017.
2. The County Resource Extraction Permit, for approved borrow pits only, shall be valid for five years from the date of approval by the Board of County Commissioners, following approval, and may be renewed upon application by the permittee and approval by the Board of County Commissioners (BCC). As a condition of obtaining and maintaining a county Resource Extraction Permit, a permittee shall submit an annual affidavit on a form prepared by Escambia County that describes the scope of activities occurring on-site. The permittee shall also consent to random and periodic inspections of the site by Escambia County representatives, with such inspections to occur at a minimum of two (2) times per year.
3. The issuance of this permit by Escambia County does not confirm, guarantee nor imply any authorization of any C&DD (Construction & Demolition Debris) or LCD (Land Clearing Debris) activities or permits.
4. Prior to issuance of any permit for C&DD or LCD activities, the BCC must approve reclamation of the site at a duly advertised public hearing, per Chapter 82 of the Escambia County Code of Ordinances. No land disturbing permits, building construction or land clearing pre-site activities shall be permitted prior to BCC approval for C& DD operations and/or LCD operations.
5. In the event Escambia County determines a borrow pit operation is in violation of the terms of its permit, is allowing unlawful disposal, refuses to obtain a permit or otherwise poses a risk to the public's health, safety, and welfare, the County Administrator may request that the County Attorney's Office immediately file a request for an emergency injunction, or other appropriate relief, in a court of competent jurisdiction, with such filing to be subsequently ratified by the BCC.
6. The date of issuance of this permit is the ____ day of May, 2015, and the effective date is February 19, 2015. The expiration date of this permit is February 18, 2020.

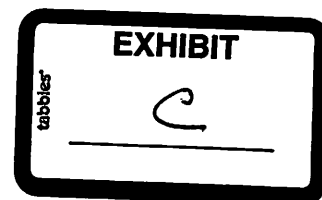
County Staff Designee (Please Print)

Signature(s)

I acknowledge receipt of this permit on the _____ day of _____, 2015.

Property Owner(s) (Please Print)

Signature



STATE OF FLORIDA
COUNTY OF ESCAMBIA

ANNUAL AFFIDAVIT OF COMPLIANCE

This Annual Affidavit of Compliance is made to the Escambia County Board of County Commissioners pursuant to Section _____, Escambia County Code of Ordinances, under oath and subject to the penalties prescribed for perjury.

I, _____ (name), as _____ (title)
of _____ (name of corporation), do hereby
attest and affirm:

1. The property located at _____ (address) is owned and operated by the above-referenced corporation as a borrow pit/resource extraction facility.
2. A summary of the operations and activities occurring on the site during the previous year is attached as Exhibit "A".
3. The percentage of the usable site that has been excavated is _____ percent.
4. The estimated remaining life span for permitted activities on the site is _____ years.
5. During the previous year, the site has been operated in compliance with the owner's permits and the Escambia County Code of Ordinances, except for the following:

FURTHER AFFIANT SAYETH NAUGHT.

Dated this _____ day of _____, 2015

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

Signature

Printed Name

Title

Name of Corporation

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was sworn to and subscribed before me this ____ day of _____, 2015, by _____ (name)
as _____ (title) of _____
(name of corporation), on behalf of the corporation. He/she () is personally known to me, or ()
has produced current _____ as identification.

Signature of Notary Public

Printed Name of Notary Public

(Notary Seal)



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8210

Growth Management Report 8. 1.

BCC Regular Meeting

Action

Meeting Date: 06/02/2015

Issue: Escambia County Comprehensive Plan Implementation Annual Report 2013/2014

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

Recommendation Concerning the Review of the Escambia County Comprehensive Plan Implementation Annual Report 2013/2014

That the Board of County Commissioners (BCC) review and approve the 2013/2014 Escambia County Comprehensive Plan Implementation Annual Report.

BACKGROUND:

As required by the Comprehensive Plan Capital Improvement Element, the Comprehensive Plan Implementation Committee (CPIC) provides an annual report of the status of growth management activities and the Capital Improvement Program (CIP) to the Planning Board. The Planning Board reviews the report and makes recommendations to the BCC for use during its deliberations on the annual budget and CIP.

BUDGETARY IMPACT:

No budgetary impact is anticipated by the approval of this report.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A.

PERSONNEL:

No additional personnel are required for implementation of this report.

POLICY/REQUIREMENT FOR BOARD ACTION:

This Annual Report is prepared in accordance with the requirements contained in various sections of the Escambia County Comprehensive Plan.

IMPLEMENTATION/COORDINATION:

The Development Services Department will distribute copies to all County Departments and make them available to interested citizens, after BCC approval.

Development Services Department staff has coordinated development of the Annual Report with all CPIC members.

Attachments

Comprehensive Plan Implementation Annual Report 2013_2014

**Escambia County
Comprehensive Plan
Implementation
Annual Report 2013/2014**



A Report of the
Comprehensive Plan Implementation Committee and the Planning Board to the
Escambia County Board of County Commissioners
April 22, 2015



EXECUTIVE SUMMARY

This Annual Report has been prepared in accordance with the requirements contained in various sections of the Escambia County Comprehensive Plan, which requires reporting of certain data and information related to growth on an annual basis.

The purpose and intent of the Annual Report is to provide a yearly planning tool for monitoring and evaluating future implementation of the Escambia County Comprehensive Plan. The Comprehensive Plan contains policies and objectives adopted by the Board of County Commissioners to provide for “orderly growth management” and to “maintain and improve the quality of life for all citizens of the county”.

The Board of County Commissioners (BCC) adopted the 2030 Comprehensive Plan on February 2015 and the Florida Legislature adopted changes to Chapter 163 Florida Administrative Code in July, 2011.

As a result of the new adopted 2030 Comprehensive Plan the following elements were to be included within the Comprehensive Plan Annual Report for 2013/2014:

General Requirements- Mobility Element, Housing Element, Coastal Management Element and Intergovernmental Coordination.

This report was prepared by the Development Services Department.



COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE MEMBERS

JACK R. BROWN, *County Administrator*

AMY L. LOVOY, *Assistant County Administrator*

HORACE L. JONES, *Development Services Director*

JOY D. BLACKMON, P.E., *Public Works Director*

KEITH T. WILKINS, *Community & Environment Director*

STEPHAN D. HALL, *Interim Management & Budget Director*

MIKE D. WEAVER, *Public Safety Director*

PATRICK T. GRACE, *Fire Chief*

MICHAEL A. TIDWELL, *Corrections Director*

BUCK LEE, *Santa Rosa Island Authority General Manager*

Annual Report Prepared By:

Development Services Department

JUAN LEMOS, *Senior Planner*

ALLYSON CAIN, *Urban Planner II*

JOHN FISHER, *Urban Planner II*

BRENDA WILSON, *Urban Planner I*



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1.0 MOBILITY ELEMENT

MOB 4.2.3 Interlocal Agreement. *An interlocal agreement to determine the details of the coordination between the Navy and Escambia County shall include, but not be limited to, the individual responsibilities of the County and the Navy; the method by which the navy will appoint a Planning Board representative; the length of the term of appointment; the details of the coordination required to produce, receive and transmit any Navy comments to the State; establish who will be responsible for forwarding the comments; the method by which the Navy will apprise the County of any available grants and the details to be reported on the Annual Report on Comprehensive Plan Implementation. The Military Interlocal Agreement became effective September 2003.*

The Interlocal agreement is currently being reviewed by the County Administrator and current Board of County Commissioners this year for compliance. New joint projects that will be addressed by the County and the Navy during this year's reporting period will require review and update of the Interlocal agreement by next year's report. The Navy's representative continues to participate in the decision making process of the Planning Board.

MOB 4.2.7 Infrastructure Impact Report. *A formal information exchange between the County, FDOT, Emerald Coast Utilities Authority (ECUA), and other utility service providers in the area will be established to explore the growth-inducing impacts of utility expansion and infrastructure improvements within the AIPD overlay areas in relation to the JLUS recommendations. Annual reporting of the status of the planned utility expansion and infrastructure improvements will be included in the Comprehensive Plan Implementation Annual Report.*

The calculations used during this reporting period with the AIPD Overlay Areas will be used as the baseline figures to track utility and infrastructure improvements in future reports.

MOB 4.2.8 Annual Assessment. *Pursuant to Florida Statutes and beginning in Fiscal Year 2004/2005, the County will conduct an annual assessment of the effectiveness of the criteria adopted pursuant to Florida Statutes, in achieving compatibility with military installations in areas designated as AIPDs. This assessment will be based on a compilation of data for the calendar year and will compare the current year's development with the previous years' development relevant to the following in each AIPD:*

- a. Single-family residential building permits in each AIPD area based on the number of permits issued and broken down by APZ and AIPD area.*
- b. Number of residential units (high density) approved and permitted.*



- c. Extension of sewer and water lines in the AIPD Overlay areas as reported by ECUA (or relevant potable water distributors).*
- d. Number of units approved in preliminary and final subdivision plats.*
- e. Number of site plans for commercial projects approved.*
- f. Number of communication towers approved.*
- g. Number of variances and/or conditional use requests and approvals.*
- h. Number of rezoning requests/approvals.*
- i. Number of future land use amendments.*

The intent is to measure the increase or decrease in residential development activity within the AIPDs to determine the effectiveness of the measures adopted to control residential density and encourage commercial development, as recommended by the JLUS. The County will review the collected data to ensure compliance with the intent of the JLUS recommendations. In addition, an analysis of the collected data over a period of time will assist in determining what future changes may be required to enhance or improve the County's efforts to control encroachment on the military installations. The reports will be included in the Annual Comprehensive Plan Implementation Report and will be further analyzed for inclusion in the Evaluation and Appraisal of the Comprehensive Plan required every seven years.



FY 2013/2014

Planning District	Zone	Sewer & Water Lines Extension	Total Dwelling Units Approved In Prelim Plats	Total Dwelling Units Approved In Final Plats	Commercial Site Plans Approved	Residential Bldg Plans Approved	Residential Site Plans Approved	Commercial Towers Approved	Variances	Conditional Use	Rezoning Approval	Future Land Use Amendment
NAS PENSACOLA												
AIPD-1	AREA A	*	0	0	0	0	0	0	0	0	0	0
	AREA B	*	0	0	0	0	0	0	0	0	0	0
	APZ-1		0	0	0	0	0	0	0	0	1	0
	APZ-1 NASP	*	0	0	0	0	0	0	0	0	0	0
	APZ-2	*	0	0	0	0	0	0	0	0	0	0
	APZ-2 NASP	*	0	0	1	0	0	0	0	0	0	0
	CZ	*	0	0	0	0	0	0	0	0	0	0
		*	0	0	0	0	0	0	0	0	0	0
AIPD-2		*	78	78	2	1	0	0	2	0	1	0
NOLF SAUFLEY												
AIPD-1	AREA B	*	0	0	0	0	0	0	0	0	0	0
	APZ-1	*	0	0	0	0	0	0	0	0	0	0
	APZ-2	*	0	0	0	0	0	0	0	0	0	0
	CZ	*	0	0	0	0	0	0	0	0	0	0
AIPD-2	APZ-2	*	0	0	0	0	0	0	0	0	0	0
AIPD-2			0	0	0	0	0	0	1	0	0	0
NOLF SITE 8												
AIPD-1	AREA B	*	0	0	1	0	0	0	0	0	0	0
AIPD-2		*	0	0	2	0	0	0	0	0	1	0



2.0 HOUSING ELEMENT

HOU 1.6.5 Neighborhood Enterprise Foundation Reports. *Escambia County will receive, review, and respond to the annual reports produced by the Neighborhood Enterprise Foundation, Inc. (NEFI) or other designated authority as such reports relate to this comprehensive plan and/or the provision of safe, sanitary, and affordable housing for all citizens of Escambia County.*

Escambia County is no longer generating reports to HOU 1.6.5. The County is now generating reports in tandem with implementation of to the programs in HOU 1.6.1. HOU 1.6.6.

HOU 1.6.1 Program Information. *Escambia County will continue its housing outreach program to assure dissemination of housing information.*

HOU 1.6.6 State and Federal Assistance. *Escambia County will participate in affordable housing programs as made available by the state, federal, or other appropriate agencies.*



3.0 COASTAL MANAGEMENT ELEMENT

OBJ COA 1.3 Population Evacuation

COA 1.3.8 Development Impact Analysis. *The Comprehensive Plan Implementation Annual Report will include an analysis of proposed and new developments' impact on hurricane evacuation times. The BCC, upon receipt of the report from the LPA, will address any deficiencies identified in the report and take corrective measures as necessary. The report and recommendations will consider the actual development that has occurred during the evaluation period (preceding 12 months) as well as the projected development anticipated to be approved during the succeeding evaluation period. The needed corrective actions by the BCC will maintain or reduce the County's adopted roadway clearance time.*

The Florida Division of Emergency Management, Division of Community Planning and Department of Transportation, in coordination with the WFRPC, have developed the Florida Statewide Regional Evacuation Study Program for the West Florida Region. This report updates the region's evacuation population estimates, evacuation clearance times and public shelter demands. Originally released on October 5, 2010, the study covers Bay, Escambia, Holmes, Okaloosa, Santa Rosa, Walton and Washington counties and their respective municipalities, and is updated as needed. There is multiple County and State transportation projects that take into account the State mandated evacuation times, as part of their development, based on the established regional evacuation modeling process. In coordination between Emergency Management, Traffic and Development Services departments, the County strives to maintain pre-established roadway clearing times for evacuation. A copy of the Evacuation Study can be viewed in its entirety at this location: <http://www.wfrpc.org/programs/evacuation-study>

COA 1.4.6 Intergovernmental Task Force. *An Intergovernmental Task Force, as outlined in the Post Disaster Redevelopment Plan, will foster cooperation between local governments during pre-disaster planning, post-disaster mitigation analysis, and redevelopment. Additionally, the task force will be activated and mobilized for a minimum of 60 days following a disaster declaration. The task force will make recommendations concerning pre-disaster planning, post-disaster mitigation analysis, and redevelopment for inclusion in the Comprehensive Plan Implementation Annual Report of every fiscal year during which it was mobilized.*

Related to the April 29, 2014 Flood Event Escambia County has worked on:



84 - FEMA Projects (# Project Worksheets – Federal Emergency Management Agency)

5 - HMGP Projects (Hazard Mitigation Grant Program)

22 - FHWA/FDOT Projects (Florida Highway Administration / Florida Department of Transportation)

7 - NRCS Projects (Natural Resource Conservation Service)

COA 2.3.3 Beach and Shoreline Regulations. *Escambia County will protect beach and shoreline systems. These regulating provisions will be reviewed annually for the Comprehensive Plan Implementation Annual Report and updated as necessary to address concerns and issues including, but not limited to, the following:*

- a. "White Sand" regulations;*
- b. Shoreline protection zone;*
- c. CCCL-related regulations;*
- d. Dune replenishment, enhancement, and re-vegetation programs;*
- e. Wetland and environmentally sensitive area regulations.*

The regulating provisions have been reviewed by the environmental staff and no updates were necessary. The most recent update, in 2005, established the 1975 Costal Construction Control Line (CCCL) as Shoreline Protection Zone 1 for construction on the south side of the Barrier Islands, fronting the Gulf of Mexico. There are numerous beach and shoreline projects aimed at the protection and enhancement of our natural resources.

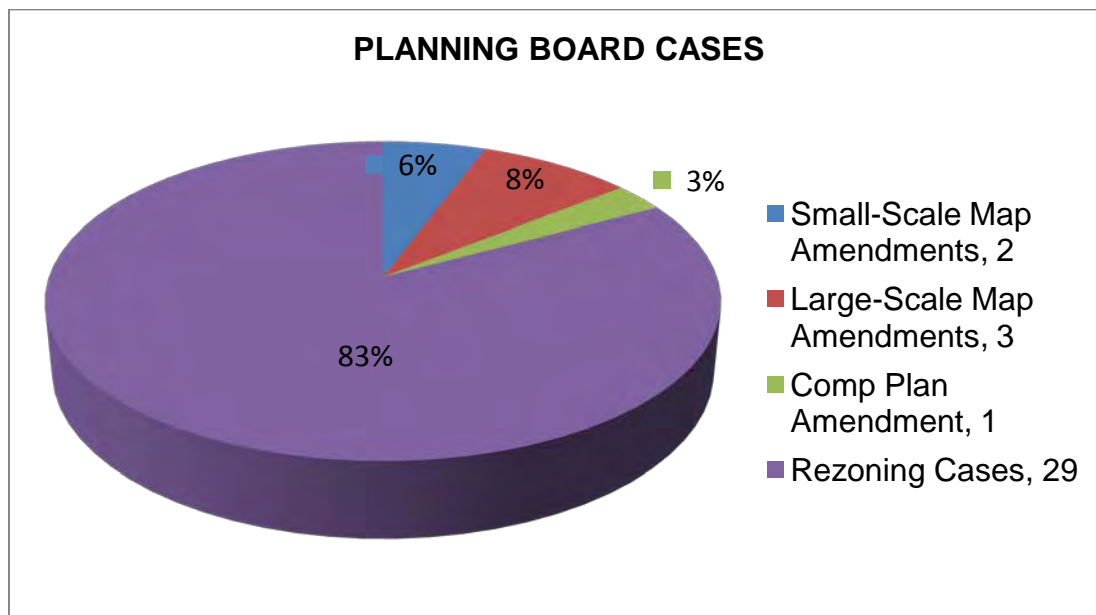
For more information: <http://www.myescambia.com/government/departments/ce>



4.0 INTERGOVERNMENTAL COORDINATION

ICE 1.3.4 Growth and Development Trends. As per the Interlocal Agreement, the local governments will provide the School Board with their Comprehensive Plan Implementation Committee Annual Report on growth and development trends within their jurisdiction. To the extent feasible, the reports should be provided in a geographic information system-compatible format for the purpose of geo-referencing the information. This report will be in tabular, graphic, and textual formats and will include data and summaries as requested by the LPA.

Growth & Development Trends FY 2013/2014



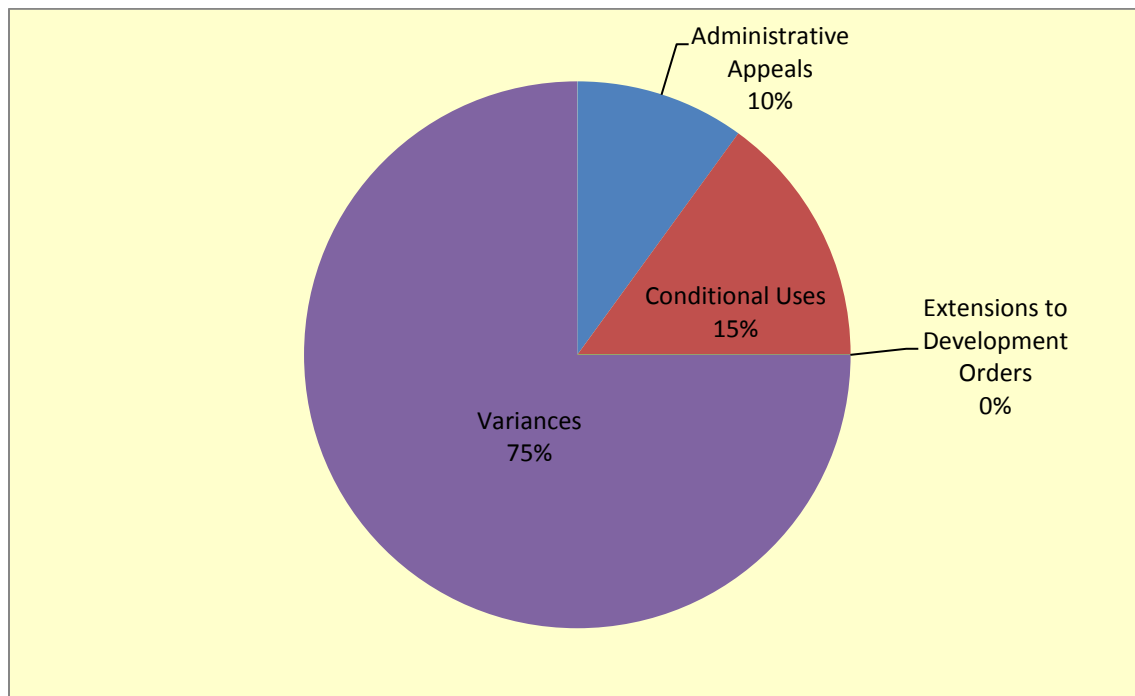
DRC PROJECTS FISCAL YEAR 2013-2014			
Final Plat	6	Preliminary Plat/Construction Plan	3
Unplatted	7	Major Site Plans	74
Masterplan	1	Minor Site Plans	20
Preliminary Plat	3	Borrow Pits	13
TOTAL			127



Escambia County Board of Adjustment Cases

(October 1, 2013 - September 30, 2014)

CASE TYPE	Total # of Cases	Approved	Denied
Administrative Appeals	1	0	1
Conditional Uses	3	2	1
Extensions to Development Orders	0	0	0
Variances	15	10	5
Total Cases	20		





BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8208

Growth Management Report 8. 1.

BCC Regular Meeting

Consent

Meeting Date: 06/02/2015

Issue: Schedule of Public Hearings

From: Horace Jones, Department Director

Organization: Development Services

RECOMMENDATION:

Recommendation Concerning the Scheduling of Public Hearings

That the Board authorize the scheduling of the following Public Hearings:

A. June 25, 2015

1. 5:45 p.m. - A Public Hearing - CPA-2015-05 - Minimum Density Removal
2. 5:46p.m. - A Public Hearing - Condition Use Criteria/Administrative Appeal Ordinance
3. 5:47 pm. - A Public Hearing - Adding Public Offices to HC/LI Ordinance
4. 5:48 p.m. - A Public Hearing - Family Conveyance Ordinance

B. July 7, 2015

5:45 p.m. - A Public Hearing to amend the official zoning map to include the following Rezoning Cases heard by the Planning Board on June 2, 2015:

Case No.: Z-2015-11

Address: 2755 Fenwick Road

Property 42-1S-30-3001-002-003

Reference No.:

Property Size: 0.77 (+/-) acres

From: HDMU, High Density Mixed-use district (25 du/acre)

To: HC/LI-NA, Heavy Commercial and Light Industrial district, Prohibiting Bars, Nightclubs, and Adult Entertainment uses

FLU Category: MU-U, Mixed-Use Urban

Commissioner 1
District

Requested by: Wiley C. "Buddy" Page, Agent for Robertson Brazwell, LLC

Case No.: **Z-2015-12**
Address: 9600 Block Tower Ridge Road
Property 01-1S-32-1000-070-003; 01-1S-32-1000-050-003; 01-1S-32-1000-050-004;
Reference No.: 01-1S-32-1000-110-003; 01-1S-32-1000-080-003; 01-1S-32-1000-120-004
Property Size: 78.72 (+/-) acres
From: RMU, Rural Mixed-use district (two du/acre)
To: LDMU, Low Density Mixed-use district (seven du/acre)
FLU Category: RC, Rural Community
Commissioner 1
District
Requested by: Kerry Anne Schultz, Agent for The Busbee Limited Partnership and The
Murphy J. Jacob Trust, Owners

Attachments

No file(s) attached.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8260

County Administrator's Report 8. 1.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: Reappointment to the Escambia County Value Adjustment Board

From: Jack Brown, County Administrator

Organization: County Administrator's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning a Reappointment to the Escambia County Value Adjustment Board - Jack R. Brown, County Administrator

That the Board reappoint Rodger "RP" Doyle to the Escambia County Value Adjustment Board to serve another one-year term, effective June 10, 2015, through June 9, 2016.

BACKGROUND:

Mr. Rodger Doyle has expressed the desire to be reappointed to serve on the Escambia County Value Adjustment Board. His Resume is provided for review.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

In accordance with Section I B, of the Board of County Commissioners Policy Manual, Board approval is required for all appointments/reappointments to Boards and Committees established by the Board of County Commissioners.

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Roger Doyle's Resume

Rodger "RP" Doyle
1421 Lemhurst Rd
Pensacola, FL 32507
(850) 572-6166
rdoyle06@gmail.com

I am a results-focused management professional offering more than 20 years of experience . Dynamic and seasoned, I am experienced in sales, marketing, and public relations with high-caliber clients. My outstanding ability to cultivate and maintain relationships with key industry people is always highly regarded

Professional strengths include:

Key Account Management • Client relationships & Sales Growth • Sales & Revenue Increases

Experience

ESM Enterprises/Check Assist

Pensacola, FL

Sales Consultant for Accounts Receivable

- Responsibilities Include:
 - Increased client base to include multiple high profile clients
 - Acquired, developed and managed key customer relationships to meet industry need and expectations.

Northwest Florida Blood Services, Division of Florida Blood Services

Pensacola, FL

Regional Director/Vice President of Northwest Florida Blood Services Foundation, Inc.

- Responsibilities Include:
 - Fund Development for Northwest Florida and Southern Alabama
 - Increased fund raising activities from \$50,000 to \$1,000,000 over a five year period
 - Developed the membership of a Foundation Board of Directors comprised of 18 leading citizens of the community
 - Broadened the outreach of the Foundation to include counties served by the blood center in Ft. Walton, Destin and Panama City, Florida.

Community Involvement and Leadership Roles in Community:

- Board of Deacons, First Baptist Church Pensacola
- Board of Directors, Catholic Charities
- Board of Directors, Pensacola Symphony Orchestra
- Board of Directors, Council on Aging
- Board of Directors, Big Brothers and Big Sisters
- Association of Fundraising Professionals Board of Directors and Secretary/Treasurer
- Rotary Club of Pensacola, Paul Harris Fellow
- Pensacola Bay Area Chamber of Commerce

Prior Civic Affiliations

- Board of Directors, Citizens and Peoples National Bank
- President, YMCA of Pensacola
- Board of Directors, United Way of Pensacola
- Board of Directors, Pensacola Country Club
- Executive Director, Lakeview Foundation
- Board of Vestry, Christ Episcopal Church Pensacola
- Board of Directors, Lakeland, Florida Salvation Army

Work Experience:

- Chairman/President/CEO of several banks over a 20 year period
- Appointed by Governor of State of Florida to Chairman of Board of Business Regulation and Vice Chairman of Florida State Turnpike Authority
- University of West Florida- Adjunct Professor- Money and Banking, Government Finance, Marketing.
- Florida Southern College- Adjunct Professor- Department of Business- Money and Banking, Finance, Government Finance.

Banking history:

**Citizens and Peoples National Bank
Pensacola, Florida**

Vice President and Board of Directors

**Commercial loans , Installment Loans, Business Development
10 years**

First National Bank

Lakeland Florida

President, CEO Board of Directors

Executive in charge of all functions.

10 years

Texas Commerce Bank-Airport

Houston Texas

Chairman , CEO Board of Directors

Commercial and Installment Lending

4 years

Allied Humble Bank

Houston, Texas

President - Commercial Loans

6 years

Whitney National Bank

Pensacola , Florida

Vice President - commercial loans , Installment loans

2 years

References available upon request



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8261

County Administrator's Report 8. 2.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: Schedule and Advertise a Public Hearing amending the Barrancas Overlay District

From: Keith Wilkins, Department Director

Organization: Community & Environment

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Scheduling and Advertising of a Public Hearing to Adopt an Ordinance Amending the Barrancas Overlay District - Keith T. Wilkins, Community & Environment Department Director

That the Board authorize the scheduling and advertising of a Public Hearing at 5:31 p.m., on Tuesday, July 7, 2015, to consider adoption of an Ordinance of Escambia County, Florida, amending Part III of the Escambia County Code of Ordinances, the Land Development Code of Escambia County, Florida, as amended; amending Chapter 3, Article 3, "Overlay Districts," Section 3-3.3, to amend certain Site and Building Requirements in Medium Density Residential (MDR) or High Density Residential (HDR) zoning within the Barrancas Overlay District; providing for severability; providing for inclusion in the Code; and providing for an effective date.

BACKGROUND:

On June 2, 2015, a Planning Board Meeting was held for a Public Hearing at 8:30 A.M. to review and recommend an Ordinance amending Chapter 3, Article 3, "Overlay Districts" within the Barrancas Overlay District. A draft copy of the Ordinance is attached.

BUDGETARY IMPACT:

There is no budgetary impact.

LEGAL CONSIDERATIONS/SIGN-OFF:

County Attorney's office will review and sign-off on the original Ordinance as to form and legal sufficiency.

PERSONNEL:

There is no additional personnel needed to carry out this process.

POLICY/REQUIREMENT FOR BOARD ACTION:

Scheduling and Advertising a Public Hearing to amend an Ordinance within the Land Development Code is in compliance with the Board guidelines and procedures.

IMPLEMENTATION/COORDINATION:

The draft Ordinance was prepared in cooperation with the Development Services Department, the County Attorney's Office, all Taxing Authority Officials and all interested citizens. The CRA staff will coordinate the process for the implementation and coordination. CRA staff will ensure proper advertisement.

Attachments

BarrOL Draft ORD-June2015

ORDINANCE NUMBER 2015-____

AN ORDINANCE OF ESCAMBIA COUNTY, FLORIDA, AMENDING PART III OF THE ESCAMBIA COUNTY CODE OF ORDINANCES, THE LAND DEVELOPMENT CODE OF ESCAMBIA COUNTY, FLORIDA, AS AMENDED; AMENDING CHAPTER 3, ARTICLE 3, "OVERLAY DISTRICTS," SECTION 3-3.3, TO AMEND CERTAIN SITE AND BUILDING REQUIREMENTS IN MEDIUM DENSITY RESIDENTIAL (MDR) OR HIGH DENSITY RESIDENTIAL (HDR) ZONING WITHIN THE BARRANCAS OVERLAY DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the intent of this Ordinance is to amend certain building design standards within the Barrancas Overlay District;

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA THAT:

Section 1. Part III of the Escambia County Code of Ordinances, The Land Development Code of Escambia County, Chapter 3, Article 3, "Overlay Districts," Section 3-3.3(f) is hereby amended as follows (additions are underlined and deletions are ~~strikethrough~~):

3-3.3 Barrancas Overlay (Barr-OL)

(f) Site and building requirements. Site and building requirements vary by location within the Barr-OL district.

(1) District-wide. The following requirements apply throughout the overlay district:

a. Structure height. Except within the WMU area, a maximum structure height of 45 feet above highest adjacent grade. Any lower height required by use or underlying zoning district shall govern.

b. Materials and colors. Building materials and colors shall avoid adverse visual impacts on surrounding properties. Accessory structures shall use the same or similar materials, color, and style of the primary structure's facade if visible from a public way.

c. Street orientation. Buildings shall create desirable pedestrian environments between the buildings and adjacent streets through clear and visible orientation to the streets.

(2) Within MDR or HDR Zoning. The following requirements apply if the underlying zoning is Medium Density Residential (MDR) or High Density Residential (HDR):

a. Entry. ~~Each building~~ The front façade of a residential building shall include the primary entry door, be street facing, and include a porch or stoop that complies with the following:-

1 **1. Front Porches.** Front porches shall be a minimum six (6) feet deep and ten
2 (10) feet wide and should otherwise match the scale of the primary facade.

3
4 **2. Stoops.** Where buildings are elevated above grade, stoops providing
5 connections to building entrances or porches shall be a minimum of five (5)
6 feet wide.

7
8 **b. Parking.** All off-street parking shall be located in the rear yard or within a garage.
9 For single-family detached dwellings, off-street parking can be located in a
10 driveway, carport, or garage. For residential uses, any front-facing attached
11 garage shall be set back an additional ten (10) feet from the primary front façade
12 and shall not exceed 25 percent of the width of that façade if the lot width is
13 greater than 40 feet. All other garages must face the side or rear of the parcel.

14
15 **(3) Within HDMU or Commercial zoning.** The following requirements apply if the
16 underlying zoning is High Density Mixed-use(HDMU)} or Commercial (Com):

17 **a. Structure setbacks.** Front and side structure setbacks shall be consistent
18 with adjacent structures. Rear setbacks shall be as required by the underlying
19 zoning district. Where setback patterns are not clearly established, buildings
20 shall be built to within 10 feet of property lines.

21 **b. Building orientation.** Buildings shall be oriented so that the principal facades
22 are parallel or nearly parallel to the streets they face. On corner sites,
23 buildings shall occupy the corner.

24 **c. Entry.** Entrances shall be well lit, visible from the street, and easily accessible.
25 Walkways separate from driveways shall lead to front doors where practical.

26 **d. Parking.** Off-street parking areas shall be connected by walkways to the
27 buildings they serve and comply with the following:

28 **1. Residential.** Parking for residential uses shall be located in the rear yard
29 or within a garage. Any front facing attached garage shall be set back at
30 least eight feet from the primary front facade and not exceed 25 percent
31 of that facade if the lot width is greater than 40 feet.

32 **2. Non-residential.** Parking for non-residential uses shall be located in the
33 rear or side yards unless provided as shared central parking through an
34 easement or common ownership among contiguous properties. Curb cuts
35 for such shared parking shall be limited to one 20-foot wide access. Liner
36 buildings or landscaping shall be used to screen parking from view from
37 the street.

38 **e. Screening.** All service and loading areas shall be entirely screened from
39 offsite view.

40 **f. Scale.** Buildings shall be designed in proportions to reflect human pedestrian
41 scale and movement, and to encourage interest at the street level, which is
42 best achieved when the ratio of street (not right-of-way) width to building height
43 is between 1:2 and 1:3.

1 **g. Outdoor dining.** Outdoor dining areas shall be appropriately separated from
2 public walkways and streets using railings, wrought iron fences, landscaping,
3 or other suitable materials such that a minimum unobstructed pedestrian path
4 at least six feet wide is allowed along public rights-of-way.

5 **(4) Within WMU area.** The following requirements apply within the waterfront mixed-
6 use (WMU) area:

7 **a. Structure height.** A maximum structure height of 100 feet above highest
8 adjacent grade.

9 **b. Structure setbacks.** For all principal structures, minimum setbacks of ten feet
10 on each side, including any group of attached townhouses. For structures
11 exceeding 35 feet above highest adjacent grade, an additional two feet for
12 each additional 10 feet in height.

13
14 Front porches, stoops, and balconies that extend beyond the primary building
15 plane may encroach to within five feet of the property line. Steps leading to a
16 front porch or stoop may encroach further, but not beyond the property line or
17 onto public sidewalks.

18 Front and side setback lines should be consistent with adjacent structures.
19 Where setback lines are not clearly established, buildings shall be built to
20 within 10 feet of property lines.

21 **c. Building orientation.** Buildings shall be oriented so that the principal facade
22 is parallel or nearly parallel to the streets they face. On corner sites, buildings
23 shall occupy the corner.

24 **d. Entry.** Walkways separate from driveways shall lead to front doors where
25 practical.

26 **e. Parking.** Parking and other non-habitable areas may comprise the 'first two
27 floors of a mixed-use structure. Off-street parking areas shall be connected by
28 walkways to the buildings they serve and comply with the following:

29 **1. Residential.** Parking for residential uses shall be located in the rear yard or
30 within a garage. Any front facing attached garage shall be set back at least 10
31 feet from the primary front facade and not exceed 25 percent of that facade if
32 the lot width is greater than 40 feet.

33 **2. Parking structures.** Access to parking structures shall be limited to the
34 side or rear of the structures and their street facades shall be concealed by
35 liner buildings or be screened so as to provide the appearance of being an
36 occupied use; i.e., with articulated building fronts, windows, etc.

37 **f. Screening.** All service and loading areas and outdoor storage shall be entirely
38 screened from off-site view by opaque fencing consisting of chain link fence
39 with slats or privacy fence of wood, PVC, or vinyl, or by concrete or stucco
40 walls.

41 **g. Signs.** Site signage is limited to one freestanding monument sign per
42 development parcel, scaled primarily for pedestrians, and not to exceed 100
43 square feet in area and 12 feet in height, except for multi-tenant development

1 where the sign may be up to 300 square feet. Sign colors, materials, and
2 lighting shall avoid adverse visual impacts on surrounding properties. Wall
3 signs shall not obstruct design details, windows, or cornices of the buildings to
4 which they are attached. For individual tenants in a multi-tenant development,
5 wall signs shall not exceed 20 square feet per sign.

6 **h. Resource protection.**

7 **1. Natural features.** Natural features shall be protected and integrated into
8 site design and development where possible.

9 **2. Shorelines.** Natural vegetated shoreline erosion control solutions shall be
10 implemented where there is a high likelihood of success and effectiveness.
11 County evaluation of shoreline protection shall consider bathymetry, wave
12 climate, sediment quality, and adjacent and surrounding shorelines.

13 **3. Septic tanks.** If septic tanks are permitted they shall be located at least
14 100 feet from the mean high water line (MHWL) of the bayou.

15 **i. Dock materials.** All docks, bulkheads, and seawalls constructed of treated
16 wood products should use products registered for marine use by the U.S.
17 Environmental Protection Agency or the Florida Department of Agriculture and
18 Consumer Services. Other recommended materials include concrete, coated
19 steel, recycled plastic, PVC, vinyl, and fiberglass.

20
21 **Section 2. Severability.**

22 If any section, sentence, clause or phrase of this Ordinance is held to be invalid or
23 unconstitutional by any Court of competent jurisdiction, then said holding shall in no way
24 affect the validity of the remaining portions of this Ordinance.
25

26 **Section 3. Inclusion in the Code.**

27 It is the intention of the Board of County Commissioners that the provisions of this
28 Ordinance shall be codified as required by 125.68, Fla. Stat. (2014); and that the sections,
29 subsections and other provisions of this Ordinance may be renumbered or relettered and
30 the word "ordinance" may be changed to "section", "article", or such other appropriate word
31 or phrase in order to accomplish such intentions.
32

33 **Section 4. Effective Date.**

34 This Ordinance shall become effective upon filing with the Department of State.
35
36
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38

39 LEFT BLANK INTENTIONALLY
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1
2
3
4 DONE AND ENACTED this _____ day of _____, 2015.
5

6 **BOARD OF COUNTY COMMISSIONERS**
7 **ESCAMBIA COUNTY, FLORIDA**
8
9

10
11 BY: _____
12 Steven Barry, Chairman
13

14 Attest:

15
16 PAM CHILDERS
17 Clerk of the Circuit Court
18

19 By: _____
20 Deputy Clerk
21

22 (SEAL)

LEGAL REVIEW

(COUNTY DEPARTMENT USE ONLY)

Document: Ordinance - Barrancas Overlay District

Date: 05/13/15

Date due for placement on agenda: 07/07/15

Requested by Clara Long, Division Manager

Phone Number: 595-3596

.....

(LEGAL DEPARTMENT USE ONLY)

Legal Review by Kenna Smith

Date Received: 5/13/15

☒ Approved as to form and legal sufficiency.

☐ Not approved.

☐ Make subject to legal signoff.

Additional comments:



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8262

County Administrator's Report 8. 3.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: Schedule and Advertise a Public Hearing amending the Warrington Overlay District

From: Keith Wilkins, Department Director

Organization: Community & Environment

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Scheduling and Advertising of a Public Hearing to Adopt an Ordinance Amending the Warrington Overlay District - Keith T. Wilkins, Community & Environment Department Director

That the Board authorize the scheduling and advertising of a Public Hearing at 5:32 p.m., on Tuesday, July 7, 2015, to consider adoption of an Ordinance of Escambia County, Florida, amending Part III of the Escambia County Code of Ordinances, the Land Development Code of Escambia County, Florida, as amended; amending Chapter 3, Article 3, "Overlay Districts," Section 3-3.8, to amend Prohibited Uses within the Warrington Overlay District; providing for severability; providing for inclusion in the Code; and providing for an effective date.

BACKGROUND:

On June 2, 2015, a Planning Board Meeting was held to discuss a Public Hearing at 8:30 A.M. to review and recommend an Ordinance amending Chapter 3, Article 3, "Overlay Districts", within the Warrington Overlay District. A draft copy of the Ordinance is attached.

BUDGETARY IMPACT:

There is no budgetary impact.

LEGAL CONSIDERATIONS/SIGN-OFF:

County Attorney's office will review and sign-off on the original Ordinance as to form and legal sufficiency.

PERSONNEL:

There is no additional personnel needed to carry out this process.

POLICY/REQUIREMENT FOR BOARD ACTION:

Scheduling and Advertising a Public Hearing to amend an Ordinance within the Land Development Code is in compliance with the Board guidelines and procedures.

IMPLEMENTATION/COORDINATION:

The draft Ordinance was prepared in cooperation with the Development Services Department, the County Attorney's Office, all Taxing Authority Officials and all interested citizens. The CRA staff will coordinate the process for the implementation and coordination. CRA staff will ensure proper advertisement.

Attachments

WarrOL-Draft ORD-June2015

ORDINANCE NUMBER 2015-____

AN ORDINANCE OF ESCAMBIA COUNTY, FLORIDA, AMENDING PART III OF THE ESCAMBIA COUNTY CODE OF ORDINANCES, THE LAND DEVELOPMENT CODE OF ESCAMBIA COUNTY, FLORIDA, AS AMENDED; AMENDING CHAPTER 3, ARTICLE 3, "OVERLAY DISTRICTS," SECTION 3-3.8, TO AMEND PROHIBITED USES WITHIN THE WARRINGTON OVERLAY DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the intent of this Ordinance is to amend certain prohibited uses within the Warrington Overlay District;

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA THAT:

Section 1. Part III of the Escambia County Code of Ordinances, The Land Development Code of Escambia County, Chapter 3, Article 3, "Overlay Districts," Section 3-3.8(d) is hereby amended as follows (additions are underlined and deletions are ~~stricken through~~):

3-3.8 Warrington Overlay (Warr-OL)

(d) Prohibited uses. The following uses are prohibited in the Warr-OL district regardless of their status in any underlying zoning district:

~~(1) Portable food vendors.~~

~~(2)~~ **(1)** Manufactured (mobile) homes. The construction of modular homes is not prohibited.

~~(3)~~ **(2)** Manufactured (mobile) home subdivision or parks.

Section 2. Severability.

If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any Court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 3. Inclusion in Code.

It is the intention of the Board of County Commissioners that the provisions of this Ordinance shall be codified as required by 125.68, Fla. Stat. (2014); and that the sections, subsections and other provisions of this Ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions.

1 **Section 4. Effective Date.**

2 This Ordinance shall become effective upon filing with the Department of State.

3
4
5 DONE AND ENACTED this _____ day of _____, 2015.

6
7 **BOARD OF COUNTY COMMISSIONERS**
8 **ESCAMBIA COUNTY, FLORIDA**
9

10
11
12 BY: _____
13 Steven Barry, Chairman

14 Attest:

15
16 PAM CHILDERS
17 Clerk of the Circuit Court
18

19 By: _____
20 Deputy Clerk
21

22 (SEAL)

LEGAL REVIEW

(COUNTY DEPARTMENT USE ONLY)

Document: Warr-OL Ordinance

Date: 05/06/15

Date due for placement on agenda: 06/02/15

Requested by Clara Long, Division Manager

Phone Number: 595-3596

.....

(LEGAL DEPARTMENT USE ONLY)

Legal Review by Kenna Smith

Date Received: 5/6/15

☒ Approved as to form and legal sufficiency.

☐ Not approved.

☐ Make subject to legal signoff.

Additional comments:



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8239

County Administrator's Report 8. 4.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: Updated Comprehensive Emergency Management Plan

From: Mike Weaver, Department Director

Organization: Public Safety

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Updated Escambia County Comprehensive Emergency Management Plan - Michael D. Weaver, Public Safety Department Director

That the Board take the following action concerning the update to the Escambia County Comprehensive Emergency Management Plan (CEMP):

A. Approve and adopt by Resolution the CEMP, as required by Florida Administrative Code R. 27P-6.006(11), and authorized by the Escambia County Code of Ordinances, Sec. 37-39

B. Authorize the Chairman or Vice Chairman to sign the Resolution;

C. Approve Promulgation Memorandum; and

D. Authorize the Chairman or Vice Chairman to initial the Promulgation Memorandum.

BACKGROUND:

The CEMP is required by Florida Administrative Code R. 27P-6.006(11) and authorized by Escambia County Code of Ordinances, Sec. 37-39. Every four years the county is required to renew, update, and obtain approval from the State of Florida Division of Emergency Management (FDEM) that the CEMP meets minimum state requirements.

Once FDEM has approved the CEMP, the Board is required to adopt the CEMP by resolution within 90 days of receipt of the FDEM approval. Escambia County Division of Emergency Management received notification of CEMP approval from FDEM by letter dated April 28, 2015.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

Kristin Hual, Assistant County Attorney, has approved the resolution and the promulgation memorandum as to form and legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Fla. Admin. Code R. 27P-6.006(11) requires the CEMP to be approved every four years by FDEM and adopted through resolution by the Board.

IMPLEMENTATION/COORDINATION:

The Public Safety Director and Emergency Management Manager are responsible for the coordination and implementation of the CEMP. The CEMP update process includes the opportunity for input from the various partner agencies and organizations that are identified within the CEMP and participate in the disaster preparedness, response, recovery, and mitigation activities coordinated under the CEMP.

Attachments

2015 Comprehensive Emergency Management Plan

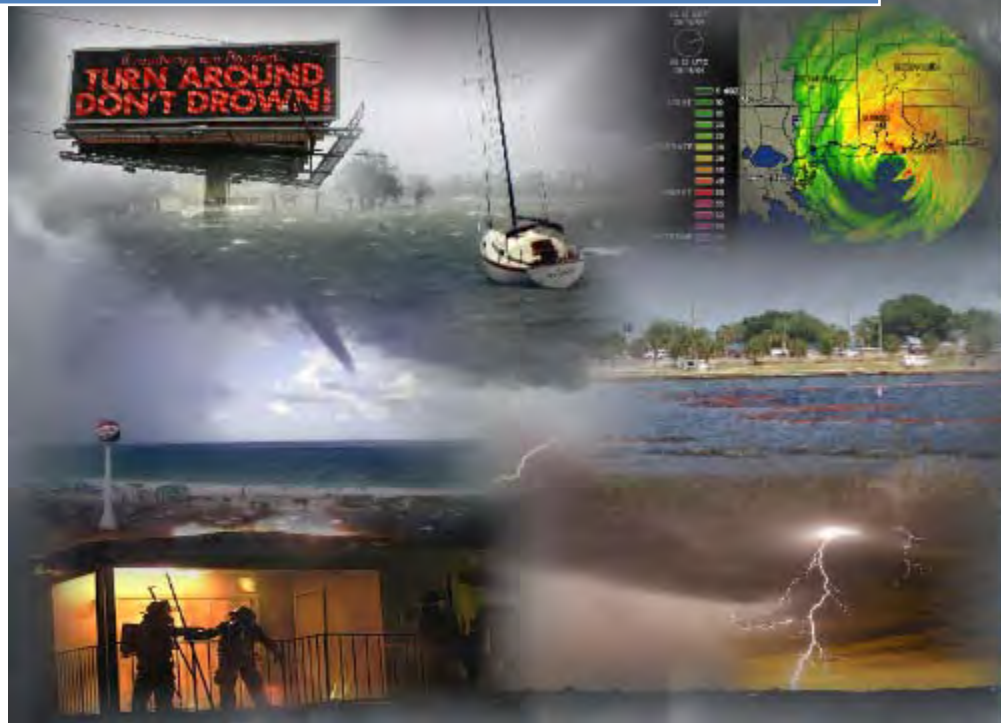
Florida Division of Emergency Management CEMP Approval Letter

Resolution

Promulgation memorandum

2015

Comprehensive Emergency Management Plan Escambia County, Florida



**ESCAMBIA COUNTY
PUBLIC SAFETY**



Escambia County Board of County Commissioners
Department of Public Safety
www.myescambia.com
www.bereadyescambia.com

Escambia County Comprehensive Emergency Management Plan (CEMP)

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ESF 6-Mass Care Unit
ESF 7-Resource Support (Logistics and Finance Sections)
ESF 8-Health & Medical Unit
ESF 9- Search & Rescue Unit

Escambia County Comprehensive Emergency Management Plan (CEMP)

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Escambia County Comprehensive Emergency Management Plan (CEMP)

I. Introduction

A. Purpose

The purpose of the Comprehensive Emergency Management Plan (CEMP) is:

- To address minimum legal requirements. Within Chapter 252, Florida Statute, emergency management authorities and responsibilities for political subdivisions in the State of Florida are identified. One of the primary responsibilities is provided by section 252.38(1)(a) "...each county must establish and maintain such an emergency management agency and shall develop a county emergency management plan and program that is coordinated and consistent with the state comprehensive emergency management plan and program." Furthermore, Homeland Security Presidential Policy Directives (PPD) 5 (2004) and 8 (March 30, 2011), requires that states and local governments adopt the fundamental principles, language, and operational concepts embedded within the National Incident Management System (NIMS) as a condition for receiving certain categories of federal support. PPD-8 identifies five preparedness mission areas; Prevention, Protection, Response, Recovery, and Mitigation.
- To identify and establish uniform policies and procedures consistent with the National Planning Frameworks that are comprised of the National Prevention Framework (NPF), National Protection framework (NPF), National Response Framework (NRF), National Mitigation Framework (NMF), and National Disaster Recovery Framework (NRF).
- To identify and establish uniform policies and procedures that are consistent with the National Incident Management System (NIMS), Incident Command System (ICS), and the Emergency Support Function (ESF) System of operations, creating a local operational system that is consistent with the national operational system.
- To identify and establish uniform policies and procedures to guide local Emergency Operations Center (EOC) operations in support of the five preparedness mission areas,- Prevention, Protection, Mitigation, Response, and Recovery that will pursue activities;
 - To safeguard against acts of terrorism, natural disasters, and other threats or hazards.
 - To identify hazards and vulnerable populations so that sound preparedness measures can be implemented to minimize the effects of the emergency.
 - To reduce the vulnerability of people and their communities.
 - To establish a multi-organizational, multi-jurisdictional, all-inclusive, and coordinated disaster management structure.
 - To identify coordinated roles, responsibilities, and relationships for EOC positions, operations, and organizations functioning and operating within the parameters of the CEMP.
 - To provide a coordinated response to emergencies and disasters that will protect lives and property and expedite recovery activities.
 - To provide immediate relief from quality of life hardships imposed by a disaster, with a priority on relief from physical suffering or injury.
 - To mitigate against the loss of life or injury to people and against the potential damage and loss of property.
 - To identify contingencies for limited resources during times of significant disaster impacts.
 - To evaluate existing hazard mitigation plans for shortfalls in existing measures; update and refine mitigation plans based upon lessons learned.

Escambia County

Comprehensive Emergency Management Plan (CEMP)

B. Scope

The CEMP, as authorized by and identified by section 252.38(1)(a), whereby “...each local emergency management agency (County) shall have jurisdiction over and serve an entire county.”

As such the CEMP is an all-hazards plan that sets to identify a multi-organizational and multi-jurisdictional plan with the intent to:

- Be inclusive and in consideration of all levels of government allowing for the efficient coordination of local, state, and federal agencies and resources.
- Be inclusive and in consideration of all local government jurisdictions to include cities, towns, districts, authorities, and others.
- Be inclusive and in consideration of for profit- and non-profit organizations.
- Be inclusive and in consideration of citizens and visitors, with an emphasis on vulnerable populations.
- Be inclusive and in consideration for access needs for people classified under the Americans with Disabilities Act (ADA).

C. Methodology

In Accordance with the provisions of Chapter 252, Fla. Stat., Volume I, Article II, *Emergency Management*, Section 37 of the Escambia County Code of Ordinances establishes that the Department of Public Safety, Division of Emergency Management will be responsible for the development and maintenance of the county CEMP.

The Escambia County CEMP is the product of an on-going, detailed, and focused planning process that:

- Is consistent with state and federal disaster response plans;
- Fully incorporates the NIMS, Incident Command System (ICS), and Emergency Support Function (ESF) principles, practices, and language into the disaster management structure the county EOC utilizes to manage emergency and disaster activities;
- Includes all five phases of disasters, prevention, protection, response, recovery, and mitigation;
- Capitalizes on the lessons learned from real-time incidents and events and exercises;
- Incorporates plans, programs and policies that have emerged since the last revision of the CEMP and from all participating agencies and organizations.
- Includes all of the EOC disaster committee members where possible, practical, necessary, and appropriate.
- Is an all-hazards approach.
- Is designed to be flexible, adaptable, and scalable.

In 1989 the Public Safety Department established a multi-jurisdictional, multi-organizational “disaster committee” that meets throughout each year, for training, planning, and exercise activities. This committee consists of representatives from local agencies, departments, boards,

Escambia County Comprehensive Emergency Management Plan (CEMP)

associations, and organizations, (i.e., military, public, private for-profit and non-profit) which have direct involvement in the county EOC and disaster incidents affecting Escambia County and all of its jurisdictions. A list of the disaster committee members can be found in Appendix D.

The Division utilizes several methods and tools for maintaining a strong level of participation and involvement in planning for disasters and the maintenance of the CEMP throughout the year. Those may include;

- Participation in the statewide annual exercise and the lessons learned from the after action report and improvement plan process.
- Participation in biannual planning meetings that engage ESFs, Branch Directors, and EOC command staff in operational groupings to enhance cross-training and the understanding of other partner ESF functions, responsibilities, and issues for improved resource leveraging.
- Participation in other community or regional exercises and application of any appropriate lessons learned from after action report and improvement plan processes. These may include:
 - Annual airport exercises
 - Annual hospital exercises
 - Regional communication exercises
 - Regional Incident Management Team exercises
 - University exercises
 - And many others
- Participation in real events or disaster incidents and the subsequent identification of lessons learned from after action report and improvement review process.
- Regular sharing of “best practices,” study data and reports, and other relevant information and data between EOC partner organizations for the development, enhancement, and implementation of operational plans that support the CEMP.
- Numerous planning and operational meetings throughout the year with federal, state, regional, or local partners that identify and appropriately apply “best practices” and “lessons learned” to existing local programs, plans, and operations, or to initiate, develop, and plan new programs and operations in support of the EOC.
- Application of the “catastrophic” approach to event and incident planning.

Applying this strategy throughout the year will likely require periodic updates to the CEMP. At a minimum, the county CEMP is required to go through a state review and approval process every four years, but is considered a “living document” and can be updated at any point there is a need.

With each formal state CEMP review, the CEMP is thoroughly reviewed and updated with an opportunity for all disaster committee organizations to review and contribute to the plan in an effort to enhance and refine the plan, but also is an effort to allow the committee to take ownership of the document.

Every four years, when the state approves the CEMP, the Board of County Commissioners (BCC) will also be required to formally review, approve, and adopt the plan in a public forum. Once the CEMP has gone through the complete review and approval process, the Division of Emergency Management will provide notification to the disaster committee of such approval and post the CEMP on the county website for disaster committee and public access. For any changes

Escambia County

Comprehensive Emergency Management Plan (CEMP)

to the CEMP during the time between formal state reviews, updates will be reviewed, approved, and adopted by the BCC in a public forum and noticed to all of the disaster committee representatives, and posted on the county website.

In an effort to ensure that the CEMP is strictly aligned with the state and national preparedness guidance, the Florida Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

Federal

- United States. Department of Homeland Security. (2008), National Incident Management System (NIMS). Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (May 2013), National Prevention Framework. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (July 2014), National Protection Framework. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (May 2013), National Mitigation Framework. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (January 2008), National Response Framework. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (September 2011), National Disaster Recovery Framework. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (November 2011), National Preparedness System. Washington D.C. Government Printing Office.

State

- State of Florida. Division of Emergency Management. (updated 2012), Local Comprehensive Emergency Management Plan Compliance Crosswalk.
- State of Florida. Division of Emergency Management. (2012), State Comprehensive Emergency Management Plan.

II. Situation

A. Hazard Identification

Escambia County is vulnerable to a wide range of natural and man-made hazards that threaten its communities, businesses, citizens, and environment. In coordination with the county Local Mitigation Strategy (LMS) Committee, numerous hazards that pose the greatest risks to the county were identified and assessed based upon the risks and potential impacts from those hazards. The following pages identify the various hazards that threaten the community with a broad vulnerability and risk assessment. A more detailed risk and vulnerability assessment can be found in the county LMS plan which is located on the county website at www.myescambia.com.

Hurricanes

Hurricane is believed to be derived from the Native American storm god, HURIKAN or UrCane, and with Florida coastline vulnerable to both to the Atlantic Ocean and the Gulf of Mexico, both areas are potential origination points for tropical activity. With this geographic location, it is understandable as to why Florida experiences more hurricanes than any other part of the Country.

Escambia County Comprehensive Emergency Management Plan (CEMP)

Tropical Storms and Hurricanes are categorized by its maximum sustained winds utilizing the Saffir-Simpson Scale as identified in table 1:

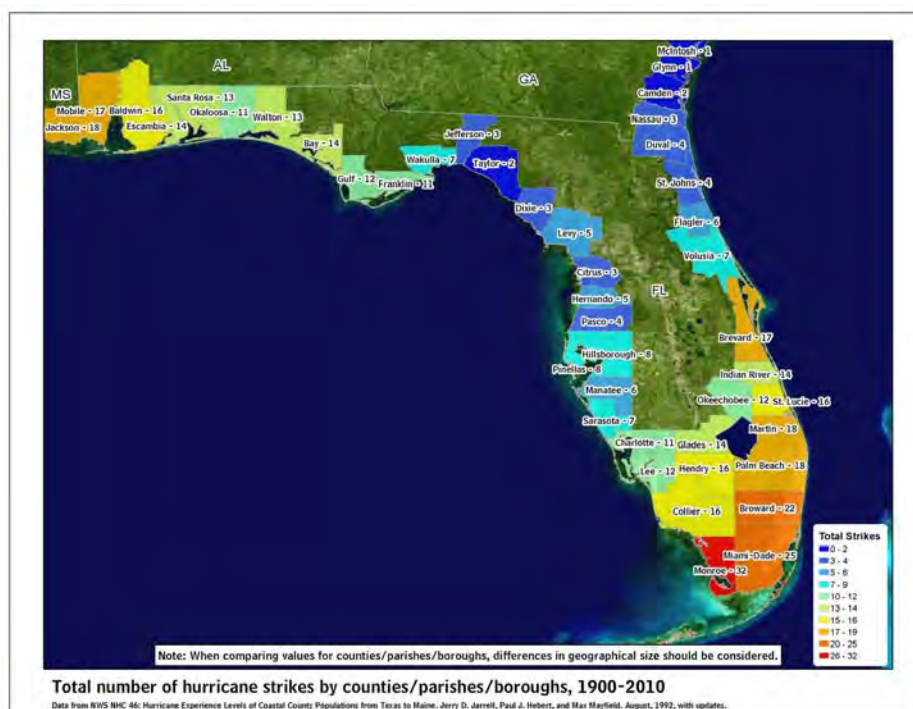
Saffir-Simpson Scale

<i>Category</i>	<i>Wind Speeds</i>
Tropical Storm	39-73 mph
Category 1	74-95 mph
Category 2	96-110 mph
Category 3	111-130 mph
Category 4	131-155 mph
Category 5	156+ mph

Table 1

Though hurricanes are categorized by their maximum sustained winds, they bring additional hazard threats to include flying debris, storm surge, tornadoes, and heavy rainfall that can cause inland and riverine flooding in low lying areas.

Escambia County has a long history of tropical storm and hurricane impacts that are recorded as far back as 1559 when the Spanish tried to make its first settlement here in Pensacola. And as a result of our geographical location, the probability of being impacted by the next hurricane to threaten our area is 1 in 8, see figure 3. Between 1900 and 2010, Escambia County has been struck directly by 14 hurricanes, 8 of them being major, see figure 1 and 2. And that statistically, the county is brushed or hit every 2.29 years by a hurricane or tropical storm¹.

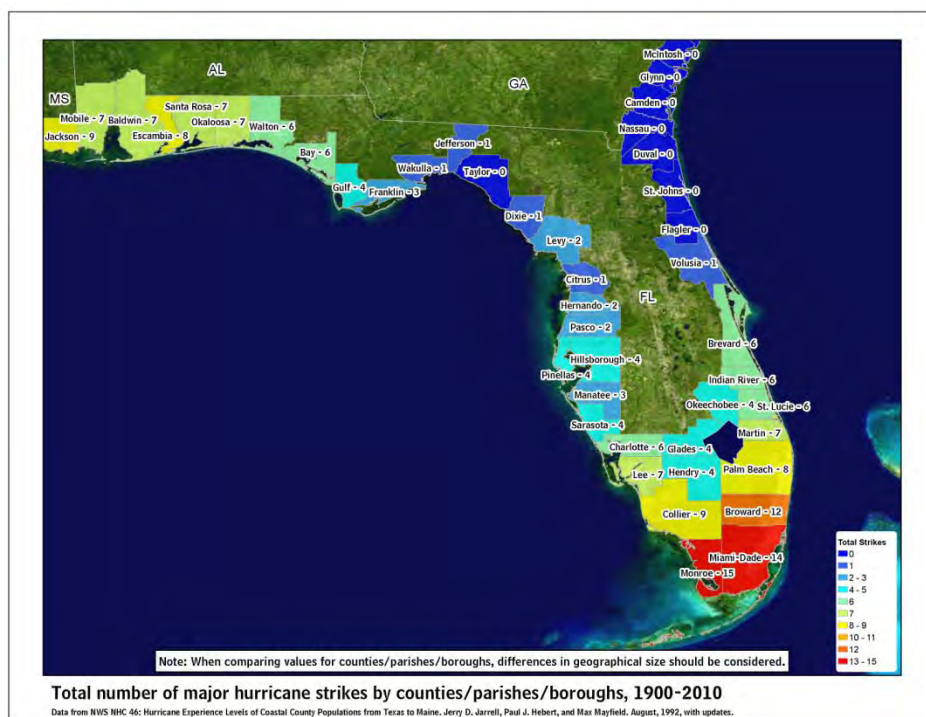


(SOURCE: National Hurricane Center. www.nhc.noaa.gov/climo/ August 19, 2014)

Figure 1

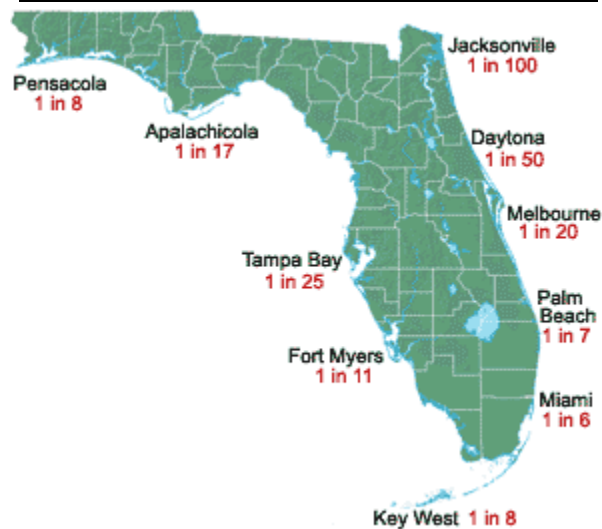
¹ (SOURCE: HurricaneCity.com. <http://www.hurricaneCity.com/city/pensacola.htm>. August 19, 2014)

Escambia County Comprehensive Emergency Management Plan (CEMP)



(SOURCE: National Hurricane Center. www.nhc.noaa.gov/climo/ August 19, 2014)
Figure 2

Florida Hurricane Strike Probability Statistics



(SOURCE: Florida Hurricane Strike Probability Statistics. Adapted from www.floridahurricane.net. December 2013)
Figure 3

It is difficult to create a risk map that differentiates risk levels at the local level for hurricanes, but for regional and national risks, which is the level from which hurricanes typically impact communities, figure 4 identifies the county in a high risk zone for hurricane.

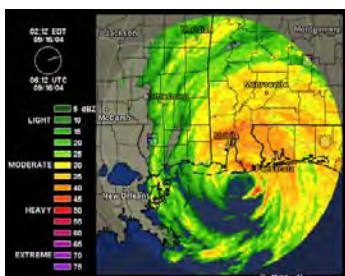
Escambia County Comprehensive Emergency Management Plan (CEMP)



(SOURCE: <http://www.crisishq.com/why-prepare/us-natural-disaster-map/>. August 25, 2014)

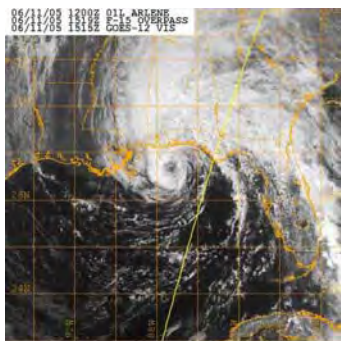
Figure 4

Recent History of Hurricanes



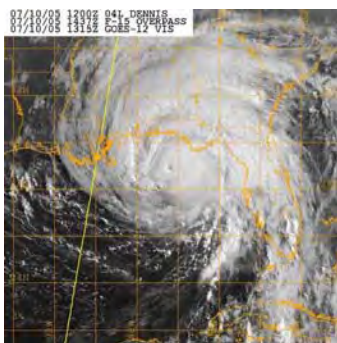
September 16, 2004, Hurricane Ivan made landfall just west of Gulf Shores, Alabama as a Category 3 hurricane, putting Escambia County in the worst part of the storm. In general, rainfall amounts were 3-7", with one report of 15.75" at the

WEAR TV station. Storm surge was estimated to be 10-15' with wave action on top of the surge in many areas. This storm caused significant damage to the community, most severely in the Category 3 storm surge area of the county with homes being completely stripped from their foundations. The I-10 Bridge over Escambia Bay between Santa Rosa and Escambia County had numerous sections of the bridge damaged or destroyed as a result of the storm surge. There were approximately 1,020 homes and businesses destroyed, another 1,346 with major damage, and 292 with minor damage.



June 11, 2005, Tropical Storm Alrene made landfall just west of Pensacola dropping approximately 3-4" inches of rain with approximately 60 mph winds, causing little damage.

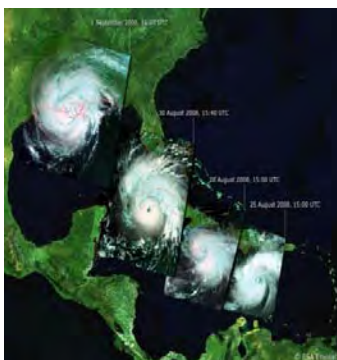
Escambia County Comprehensive Emergency Management Plan (CEMP)



July 10, 2005, Hurricane Dennis made landfall on Santa Rosa Island, between Navarre Beach and Gulf Breeze as a Category 3 storm. Dennis brought 6-7' storm surge and produced approximately 3-5" of rainfall. The storm caused moderate damage to the community.



August 23, 2008, Tropical Storm Fay weakened into a tropical depression as it came across Escambia County. Though several other locations in the State received in excess of 20" of rain, Escambia was spared with no impacts from this event.



August 31, 2008, Hurricane Gustav brushed by Escambia County on its way to Louisiana. Though no significant rainfall was produced, storm surge from 3-5' did impact the coastal areas and caused a few condominiums to flood on Pensacola Beach. Winds were slightly gusty, but no significant wind damage was reported. However, the beaches were significantly damaged by heavy wave action on top of already high storm surge causing approximately \$11.75 million in beach erosion damage. Otherwise, impacts elsewhere in the county were minimal.

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September 11, 2008, Hurricane Ike a Category 2 storm at landfall, passed by Escambia County with less impact than Gustav, producing little to no rainfall, less gusty winds, but still managed a 3-5' of storm surge, causing the same homes to be flooded as were flooded in Gustav, and an additional \$9.375 million in beach erosion damages. Otherwise, impacts elsewhere in the county were minimal.



October 9, 2009, Hurricane Ida became extra-tropical as it made landfall in east Baldwin County, Alabama and moved northeast through Escambia County. Impacts and damages were contained to significant beach erosion with little other impacts to the county.



2010-2014, there have been no tropical events to report.

Flooding



Floods are one of the most commonly occurring hazards in the United States². Storm surge, riverine, and closed basin inland flooding are the three types of flood hazards that are a threat and can have significant impacts in the county.

² (SOURCE: Floods. www.ready.gov/floods August 19, 2014)

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Storm surge will impact the coastal and riverine areas of the county as a result of the storm surge being pushed into the bays, bayous, and riverine areas from conditions of a significant tropical event. Both the county and the city are at risk from storm surge, with the potential impacts varying depending upon the conditions of the storm. Storm surge maps that identify those risk areas are available and can be found on the websites:

County website: www.myescambia.com or www.bereadyescambia.com

State website: www.floridadisaster.org

Riverine flooding and inland flooding risks are identified by the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs), which identify the risk of flooding on these maps and for those areas within the county and its jurisdictions. Each jurisdiction has flood zones as identified on the FEMA FIRMs, but the unincorporated areas of the county have the larger areas and the larger potential threat and impact potential.

The various flood zones from the FIRMs are listed in table 2 along with the associated flood risks. It is important that the message be clear about flooding to our community; EVERYBODY lives in a flood zone, and that it is merely a difference in the amount of risk between those zones and where people live. Just because a property is not in an identified flood zone on the FIRM does not mean the property escapes flood risk. The risk is merely lower than those identified and describe on the FIRM.

E	DESCRIPTION
A	Areas subject to inundation by the 1-percent-annual-chance flood event. Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown.
AE, A1-A30	Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. BFEs are shown within these zones. (Zone AE is used on new and revised maps in place of Zones A1–A30.)
AH	Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are 1–3 feet. BFEs derived from detailed hydraulic analyses are shown in this zone.
AO	Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are 1–3 feet. Average flood depths derived from detailed hydraulic analyses are shown within this zone.
AR	Areas that result from the decertification of a previously accredited flood protection system that is determined to be in the process of being restored to provide base flood protection.
A99	Areas subject to inundation by the 1-percent-annual-chance flood event, but which will ultimately be protected upon completion of an under-construction Federal flood protection system. These are areas of special flood hazard where enough progress has been made on the construction of a protection system, such as dikes, dams, and levees, to consider it complete for insurance rating purposes. Zone A99 may be used only when the flood protection system has reached specified statutory progress toward completion. No BFEs or flood depths are shown.
V	Areas along coasts subject to inundation by the 1-percent-annual-chance flood event with additional hazards associated with storm-induced

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	waves. Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.
VE and V1-30	Areas subject to inundation by the 1-percent-annual-chance flood event with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.

(SOURCE: Special Flood Hazard Areas-High Risk. Adapted from Fema Map Service Center, <http://www.fema.gov/floodplain-management/zone-ve-and-v1-30> December 2013)
Table 2

Flood maps that identify the flood zones in all of the county jurisdictions are maintained by internal Geographic Information Systems (GIS) departments and can also be found at the following websites:

www.myescambia.com
www.bereadyescambia.com
www.cityofpensacola.com
www.fema.gov

Recent History of Flooding

September 1998-Hurricane George dropped up to 24" of rain in the inland portions of the county causing severe damages and impacts from the resulting flooding, leaving hundreds of people isolated and stranded in and from their homes.

2002-T.S. Isadore, though it was only a tropical storm, the impacts and affects of the surge were greater than that of a typical tropical storm. Storm surge and wave action from this incident rose high enough to impact all the bayous and many homes along those waterways. Several homes became isolated. Ft. Pickens Road was closed and damages, while the dunes on Pensacola Beach significantly eroded.

June/July 2003-Tropical Storm Bill began what eventually became a wet month of rain with many "close calls" at it related to damaging flood impacts. T.S. Bill began with 8" of rain that was consistent throughout the county. However, with drainage systems full and standing water everywhere from Bill, severe weather continued throughout the month bringing heavy rain and in several instances, rain falling at the rate of 3+" an hour. With the drainage system, culverts, and holding pods at capacity, each day of heavy rain brought rising water into people's yards, with water threatening to flood homes. Little damage was incurred, but response operations dealing with rising water was a constant activity for the county road department. Fortunately, impacts were minimal in the city and the town, merely because of where the most significant rainfall occurred.

September 11, 2004 Hurricane Ivan brought significant storm surge and wave action with some areas seeing upwards of 15' of storm surge with wave action adding to that height. Ivan impacted many areas of the county, but a few neighborhoods took a major impact and received significant damage. Grand Lagoon and Navy Point neighborhoods were a couple of the highlights where home slabs were the only identifiable marks left on private and commercial property. Within the City of Pensacola, many business and industrial districts were destroyed to include City Hall being shut down for almost two years. Inland areas of the county, to include the Town of Century escaped flooding issues, but did have to manage wind damage from the storm.

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August 31, 2008-Hurricane Gustav also brushed by Escambia County on its way to Louisiana with little impact from rain and wind, but once again, storm surge in the range of 3'-5' impacted the coastal beaches, causing a few condominiums to be flooded on Pensacola Beach with additional beach erosion impacts estimated at \$11.75 million.

September 11, 2008-Hurricane Ike, a Category 2 storm at landfall, brushed by Escambia County with less impact than Gustav, producing little to no rainfall and minimal gusty winds, but still produced approximately 3-5' of storm surge, causing similar flood impacts as Gustav and an additional \$9.375 million in beach erosion damages.

June 9, 2012-A low pressure system stalled over the area and produced 15"-27" of rain over a three day period, with a significant portion coming over a 24-hour period. One report identified West Pensacola receiving 21.7" of rain in a 24 hour period. As it relates to residential property, there were 78 with major damage, 150 with minor damage, and an additional 55 that were impacted. Total public infrastructure damage was estimated at just over \$23 million.

April 28-30, 2014-This flash flood/rain event was a record for the Pensacola/Escambia County area. On the 29th, Pensacola International Airport received 15.55" of rain on that calendar day, which is the greatest calendar day of rain since 1871. In one particular hour, 5.68" of rain fell. The two day total was 20.47" of rain. Applying the 1 hour total, this event could be considered a 200-500 yr event. This caused significant flooding, mostly outside of the designated 100 yr designated areas of the county causing significant road damage and washouts, significant structure damage and washout, and other significant infrastructure damage and washout, all within a significantly short period of time.³

Hazardous Materials:



Escambia County is at risk from a variety of hazardous materials incidents. These incidents can occur at either fixed facilities in the County or from the transportation of hazardous material through the County and can be as simple as a vehicle accident leaking fuel and oils, to large tanker trucks running over the edge of an overpass, to a train derailment and release. Certainly as a result of the risk of moving hazardous materials, there are more transportation accidents involving hazardous materials in Escambia County than those that occur at fixed facilities. These transportation accidents can occur on roadways, railways, waterways, air and pipelines.

Recent History of Hazmat Incidents:

1979-A railway tanker derailed and leaked Anhydrous Ammonia which caused a few fatalities.

³ (SOURCE: National Weather Service. www.srh.noaa.gov/mob/?n=flashflood_04292014. August 21, 2014.)

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2014-During a rare ice storm, a train derailment occurred in Molino, that derailed 24 cars from which one tanker released upwards of 30,000 gallons of phosphoric acid into Fletcher Creek that feeds into Escambia River.

The Code of Federal Regulations (CFR), 40 CFR 302, establishes the list of extremely hazardous substances, threshold planning quantities, and facility notification responsibilities necessary for the development and implementation of State and local emergency response plans.

Facilities storing, using, or transporting hazardous materials with certain characteristics, and specific quantities as listed in 40 CFR 302, that may be of critical risk to safety, health and life of a community, must report that information to the local, state, and Federal government so as to assist in identifying those materials and where they are located, so the risk can be assessed and planned for by the community. This CFR section is where the term “302 facility” originated and was coined.

Currently there are approximately 106 “302” facilities in Escambia County. SRIA has one (1), the Town of Century has four (4), the City of Pensacola has approximately forty (40), and the unincorporated county has the approximate remaining sixty-one (61) “302” facilities. Ascend Performance Materials the world’s largest manufacturer of Nylon, and Cerex Advance Fabrics, are two companies both located in the central east portion of the County and are the largest 302 facilities.

The County uses *CAMEO FM*, a system of software applications used widely to plan for and respond to chemical emergencies. The CAMEO program identifies each facility and creates a worst-case scenario vulnerable zone (VZ) around that facility to help in the planning process to understand all the areas that could potentially be impacted by a chemical release or accident. In an effort to define the hazard areas for our “302” hazards, we use the output of “worst-case scenarios” from the *CAMEO FM* Program. When you show all the worst-case VZ’s for all the “302” facilities in the County, all of the heavily populated areas are at risk from at least one of the “302” facilities. Only the very rural areas in the northern portions of the County, along with Perdido beaches stand to be minimally impacted.

The threat of future incidents involving hazardous materials is ever increasing not only from our own county’s growth and increasing demand for hazardous products, but also from homeland security threats. The county also is a major transportation route where by hazardous materials are constantly traveling through the community in the immediate proximity of citizens, homes, and local businesses. Transportation of hazardous materials via highways, airport, railways, waterways, or pipelines requires citizens to live within vulnerable areas of hazardous materials. Although, the probability and risk of a hazardous material event happening in the future certainly exists, the overall risk remains low due to stringent industry regulation and scrutiny of such facilities and transports. “302” facility data is maintained by the county Division of Emergency.

Each transportation risk associated with hazardous materials will be discussed individually below:

Roadways

There are four major roadways in Escambia County that transport significant quantities of hazardous materials:

U.S. 98

U.S. 98 is located near the coastline and travels through extensive urban areas in Escambia County, and is used heavily by tourists in the summer. U.S. 98 crosses extensive wetland areas, as well as bays and bayous.

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Interstate 10

I-10 is a divided four/six lane highway that travels East to West through Escambia County and the Panhandle of Florida. The highway passes through significant urban areas in Escambia County, as well as numerous wetland, river and bay crossings.

U.S. 90

U.S. 90 and U.S. ALT 90 carry high volumes of traffic in Escambia County, and also serve as the main access routes for chemical plants in northern Escambia County. There are also large numbers of businesses and residences located along these roadways.

U.S. 29

U.S. 29 travels the entire north-south length of Escambia County. Hwy 29 travels from the south in highly populated areas, through to the rural central and northern parts of the county.

Railways

Two major railways are located in Escambia County serving industries and ports: Alabama & Gulf Coast Railway (AGCR) and CSX Transportation. The AGCR runs from Atmore, Alabama to the Port of Pensacola. The railway runs parallel to roadways in Escambia County and through highly populated areas in Pensacola, Ensley and Cantonment.

CSX Transportation railway runs from Century due South to Escambia Bay and then turns East all the way to Tallahassee. The rail parallels Highway 90 and passes through communities in and around Highway 90. Gasoline and molten Sulfur are the main hazardous materials transported on these railways.

Waterways

Escambia County contains eleven port facilities that handle hazardous materials, as well as the Intercoastal Waterway, which leads to various other port facilities along the Gulf Coast. Both the City of Pensacola and the County have a geographical risk to waterway accidents as they are located along the coast of the Gulf of Mexico.

Even though Escambia County and the City of Pensacola have had no waterway hazardous material accidents occur in their jurisdictions, barge accidents have occurred in collisions with bridges and other boat traffic in neighboring jurisdictions. Packing, loading/unloading also presents a hazardous materials risk at the Port in Pensacola.

Pipelines

Escambia County contains numerous high-pressure natural gas lines owned by Koch Gateway Pipeline Co., Florida Gas Transmission, Five Flags Pipeline Co. and Okaloosa Gas. Substantial fire and explosions could occur due to accidental damage to lines by unauthorized excavation. Exxon Pipeline Co. has a 16" crude oil pipeline in the northern portion of the County; the line is used for pumping crude and processed oil from Escambia and Santa Rosa Counties oil fields.

In 2001, a high volume natural gas line ruptured and exploded near a local car dealership with flames engulfing a large truck, damaging several cars at the dealership, and closing a major road in Escambia temporarily.

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The City of Pensacola has no major pipeline running through the City or along the beaches of Perdido Key and Pensacola Beach. The pipelines run mainly along highway 29 in the central and northern parts of the County, and in and around Century.

Airports/Aircraft

Escambia County is home to the Pensacola International Airport, Pensacola Naval Air Station (NAS), and 6 other public/private minor airports. With strict guidelines and regulations, airport and aircraft accidents have been kept to minimum. However, with all of these airfields, flight paths do take aircraft over populated areas daily and includes flight paths that impact each of the jurisdictions. Pensacola International Airport and Pensacola NAS are the primary airfields that have larger aircraft and larger passenger aircraft. Most of the other airfields have smaller private planes.

In 1979, "Donna" a National Airline 727 crashed in the Pensacola Bay right off the shore from Pensacola and Escambia County causing several deaths.

July 11, 1996, a USAF F-16 evacuating from its northern home base to NAS, crashed at the intersection of Schwab and Caswell Court, hit a home, and killed a little boy and injured five others.

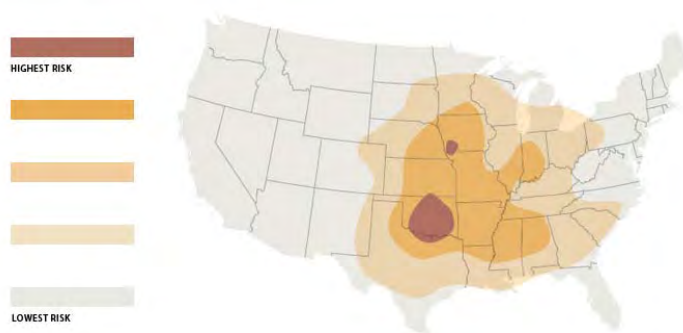
In 1997, one person died when an engine blew apart on the runway at Pensacola regional Airport.

In 2003, a home-built light aircraft lost power and crashed into some high voltage power lines and killed the pilot.

In 2004, a small Bonanza plane ran out of gas and crashed in the Cantonment area killing the only person on board.

Tornados/Waterspouts

Florida ranks third in the U.S. for the average number of tornadoes each year from 1991-2010 as identified in Figure 6. Most tornados in this area are of short duration, usually one to three minutes, and have narrower paths than tornados found elsewhere. The damage caused by a tornado increases if the tornado touches down in a highly populated and developed area. Actual damage in the County in recent years has been minimal. Figure 5 identifies the national risk to tornadoes and figure 6 identifies the average number of tornadoes by state.



(source: <http://www.crisishq.com/why-prepare/us-natural-disaster-map/>. August 25, 2014)

Figure 5

Escambia County Comprehensive Emergency Management Plan (CEMP)

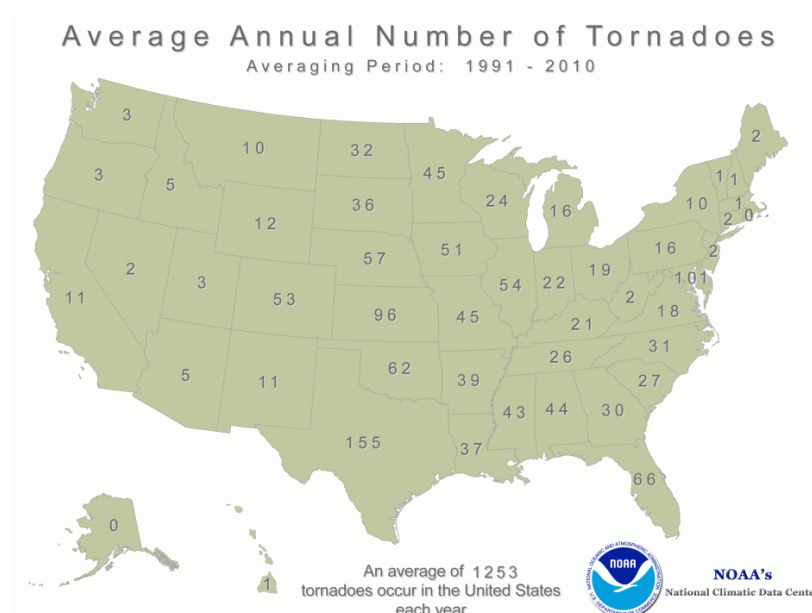


Figure 6

Though the intensity phrase is fairly layman in terms, the meaning is quite matter of fact. Historically, Escambia County has only had a few F3's, with most tornados experienced typically being F0 and F1. Most of the time, tornados come and go s o quickly; they are not even categorized, as there is not enough evidence or eyewitnesses to support a determination. From 1953-2012, there have been ninety-one (91) reported tornados. Tornados are very destructive in nature, appear with little or no warning, and can be spawned from severe thunderstorms or hurricanes.

Like hurricanes, tornados are classified by their wind speed and destructiveness. Table 3 identifies the Fujita Scale (FS) was updated in February of 2007 to the Enhanced F Scale.

EF SCALE	
EF Rating	3 Second Gust (mph)
0	65-85
1	86-110
2	111-135
3	136-165
4	166-200
5	Over 200

(source: <http://www.srh.noaa.gov/oun/?n=efscale> August 25, 2014)

Table 3

Recent History of Tornados

October 2001, the Central and Southern portions of the county had several tornados touchdown in a severe thunderstorm. One of the tornados nearly pulled the roof off of one home, a shed was pushed into a homeowners' swimming pool, and debris was flown everywhere, even breaking a brick wall.

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In 2002, a spring thunderstorm created a tornado in the central portion of the county, which destroyed a barn and moved a mobile home off its block foundation.



2003-This picture is of a waterspout right off Pensacola Beach. No damage was reported, and the funnel disappeared as quickly as it appeared.

October 18, 2007 there was an EF1 tornado that went through the downtown Pensacola area causing minor damage to a few structures.

February 17, 2008, there was an EF1 tornado in the Molino area causing damage to numerous homes and businesses.

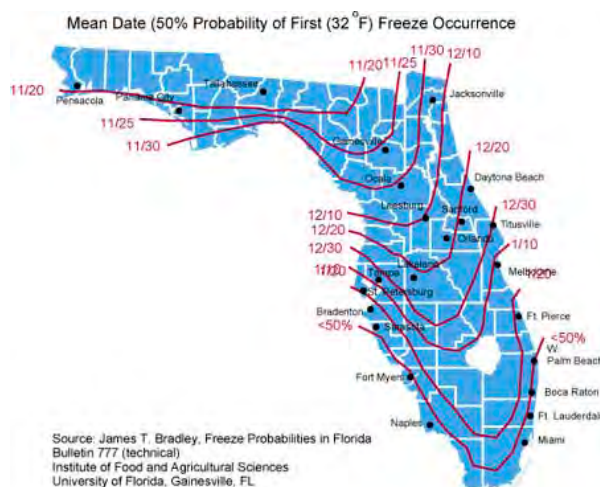
March 9, 2011 McDavid experienced an EF1 tornado.

There are no local geographical differentiations that create a lower or high risk within the county, and as a result of the randomness and unpredictability of tornados, the entire population of Escambia County and all of its jurisdictions are vulnerable to the impacts and damages from tornados.

Freezes

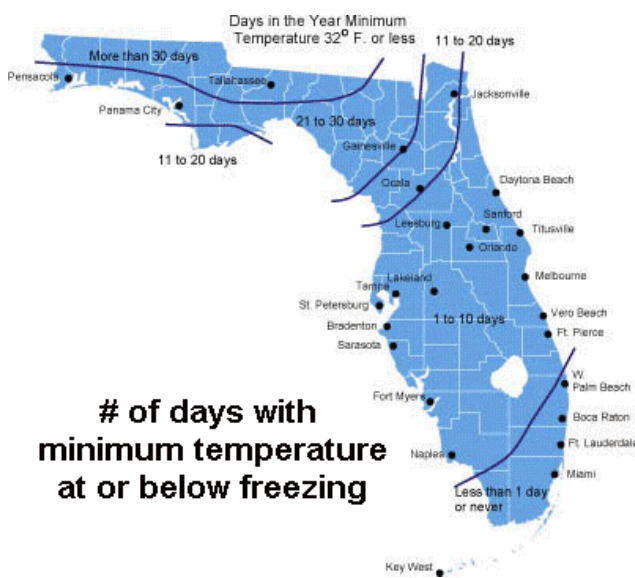
Escambia County typically has severe freezing temperatures in short duration every year with long term hard freezing weather occurring every few years. As a result of freezing temperatures, Escambia County can expect to experience crop damage, icing on roadways, ruptured pipes, as well as, the increased threat to the lives of the homeless and elderly. The threat and risk from freezing temperatures increases the further north you travel in the County and the farther away you move from the coastal areas. As the Town of Century resides at the northern-most area of our County, The Town is most vulnerable to freezing temperatures than any other jurisdiction of the County. Along the coast, the Gulf of Mexico winds tend to keep temperatures a little milder. Figure 7 & 8 identify some of the geographical references and potential for freezing temperatures in the county:

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(source: http://www.srh.noaa.gov/mfl/?n=about_cold)

Figure 7



(source: http://www.srh.noaa.gov/mfl/?n=about_cold)

Figure 8

Recent History of Freezing

In 1993, “Storm of the Century,” the Town of Century received two inches of snow on the ground with some roads icing over causing minor inconveniences for its residents.

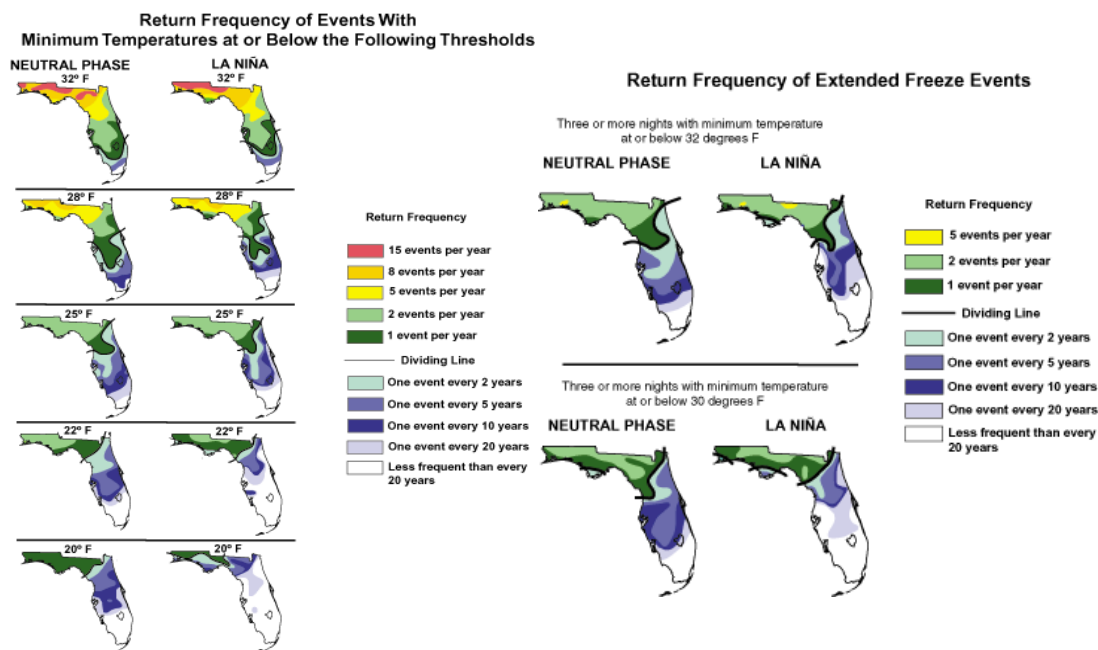
2010 proved to be a cold winter with a stretch of approximately 10 days with temperatures staying at or below freezing every night, with the day time temperatures barely reaching above freezing. February 12 provided a report of some snowfall in the Walnut Hill and Ensley areas, along with a bigger day on February 14th providing snow flurries through most of the County, with accumulations of up to a ½ an inch in the northern part of the County⁴.

⁴ (Source: http://www.srh.noaa.gov/news/display_cmsstory.php?wfo=mob&storyid=48262&source=0 and http://en.wikipedia.org/wiki/List_of_snow_incidents_in_Florida)

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January 2014 winter storm basically shut down the entire county for three days with an ice storm that produced a blanket of sleet over the entire county. Every bridge in the county was closed and frozen over.

Figure 9 also depicts the probabilities of lower temperatures in the state.



(Source: Florida Climate Center, Office of State Climatologist, Florida State University)

Figure 9

Structural Fires

Just like any community, structure fires are part of the daily response activities for first responders. The county and all jurisdictions within, have a diverse structure population that includes high rise condominiums and hotels on the barrier islands, dense residential and commercial areas within the city and unincorporated county, with rural populations in the central and northern part of the county.

In 2013, Escambia County responded to 43 commercial structure fires, 183 residential structure fires, and 73 brush fires, while serving a community of approximately 250,000 residents in Escambia County, Pensacola Beach, and the Town of Century.

In 2013, the City of Pensacola responded to 10 commercial structure fires and 32 residential structure fires, while serving a community of approximately 52,000 residents.

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Severe Thunderstorms



Florida is ranked number one for lightning deaths in the United States from 2003-2012 with 52 deaths recorded⁵. Northwest Florida averages between 70 and 80 thunderstorms each year. Lightning, straight-line winds, large hail, heavy rains, flooding and tornados are the primary characteristics of a severe storm and to classify a storm as "severe" one the following characteristics are required:

- hail 3/4" or greater
- wind gusting in excess of 50 knots (57.5 mph)
- a tornado

Recent History of Severe Thunder Storms

2002- A couple was walking out by Fort Pickens, when lightning struck and killed them.

2003-At the Blue Angels Show on Pensacola Beach, a couple was struck by lightning from a fast approaching storm that killed one person and injured another.

July 2003-Heavy rainfall, in some cases 2-3" per hour, and severe lightning produced dangerous situations from flooding to lightning strikes everyday in July.

Mass Immigration

Escambia County and its jurisdictions are not favorably suited geographically, for mass immigration from other countries. But every year, the county does experience an influx of spring breakers and summer vacationers as a result of the beautiful beaches found on Perdido Key and Pensacola Beach, which have become popular vacation destinations, along with several other special events occurring in downtown Pensacola and on Pensacola Beach throughout the year. However, consideration must also be given for an influx of people that may be evacuating from other communities threatened or experiencing disaster, some of which may relocate permanently.

Civil Disturbance

Civil disturbances could occur at any time at any location for a variety of reasons. High density population centers, military bases, and correctional institutions are generally the most likely targets.

⁵ (source: http://www.lightningsafety.noaa.gov/stats/03-12_deaths_by_state.pdf. August 25, 2014)

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Whether civil disturbances are caused by large groups of people during spring break or as a result of special interest groups capitalizing on a polarizing issues, incidents, or activity, there will always be an opportunity for something to impact any one of the county jurisdictions and communities. No one jurisdiction is exempt nor highlights a difference in risk.

Coastal Oil Spills/Releases

Escambia County has witnessed several oil spills along the Gulf of Mexico over the years, but with no specific impact to our community until 2010. However, with over 27,000 abandoned wells in the Gulf of Mexico⁶, there remains a constant risk of small leakage and potential landfall impacts and damages.

Recent History of Coastal Oil Spills/Releases

June 3, 1979- An exploratory well Ixtoc 1 blew out and released approximately 140 million gallons of crude oil.

August 10, 1993-Three ships collided releasing approximately 336,000 gallons of No. 6 fuel oil into Tampa Bay.

November 28, 2000-An oil tanker released 567,000 gallons of crude oil into the lower Mississippi River.

September 2004- Hurricane Ivan caused numerous releases into the Gulf of Mexico from damaged pipelines and platforms in the Gulf.

September 2005- As a result of Hurricane Katrina, there were 44 oil spills found in southeast Louisiana with millions of gallons reportedly spilled.

April 20, 2010-A fire and explosion occurred at approximately 11:00 PM CDT, April 20, 2010 on the DEEPWATER HORIZON, a semisubmersible drilling platform, with more than 120 crew aboard. The DEEPWATER HORIZON is located some 50 miles SE of the Mississippi Delta. It was estimated that 4.9 million barrels of oil had been released by the well⁷. Approximately 2.9 million pounds of oil was recovered in Escambia County.

Drought

Drought is a protracted period of deficient precipitation resulting in extensive damage to crops, resulting in loss of yield. Some researchers even define drought by discipline⁸:

Meteorological Drought
Agricultural Drought
Hydrological Drought
Hydrological and Land Use
Socioeconomic Drought

⁶ (Source: AP investigation: <http://www.google.com/hostednews/ap/article/ALeqM5gz8SP1X8Y6bOR5kwCcuxUdV1XwLgD9GPVQ0G1>)

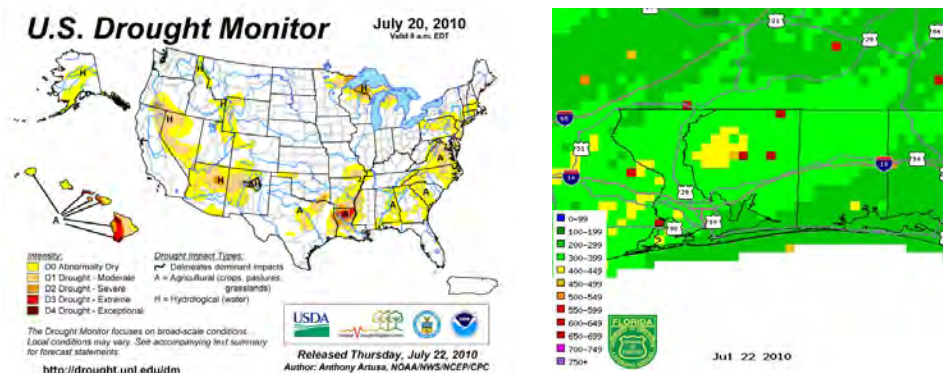
⁷ (SOURCE: <http://www.restorethegulf.gov/release/2010/08/02/us-scientific-teams-refine-estimates-oil-flow-bps-well-prior-capping>)

⁸ (Source: National Drought Mitigation Center www.drought.unl.edu/whatis/concepts.htm)

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Though forecasting drought is done more regionally at the national level, there are tools that help monitor the drought situation on a real-time basis. The Keetch-Byram Drought Index (KBDI) or U.S. drought monitor provide more real-time situational evaluations of drought that may be occurring or is occurring. Data is typically updated daily by the Florida Forest Service it relates to the KBDI index and the U.S. Drought monitor is maintained typically on a weekly basis by NOAA and the USDA, examples of each is found in figure 10.



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Radiation Hazard

There are no nuclear plants within 50 miles of the County and its jurisdiction, and there are no facilities that regularly handle radiation in amounts that are considered dangerous to the community. Hospitals typically are the few facilities that manage radioactive material for medical procedures on a regular basis.

However, with major transportation routes through the community, there are radiation hazards that travel through our community on a regular basis. As an example, there is radioactive waste material from some of the Florida nuclear power plants that travel through our community on its way to proper disposal sites. As a result, there are radiation hazards to the community, but the risks are minimized through heavy government regulation over the transportation of such materials.

Recent History of Radiological Incidents

1993 - the only known radiation accident involved an automobile running into a typical neighborhood storage facility, that exposed a small amount of radioactive material being stored in the facility. There was no risk to people or property as this was a small amount of material and ultimately, none was released.

Wildfire



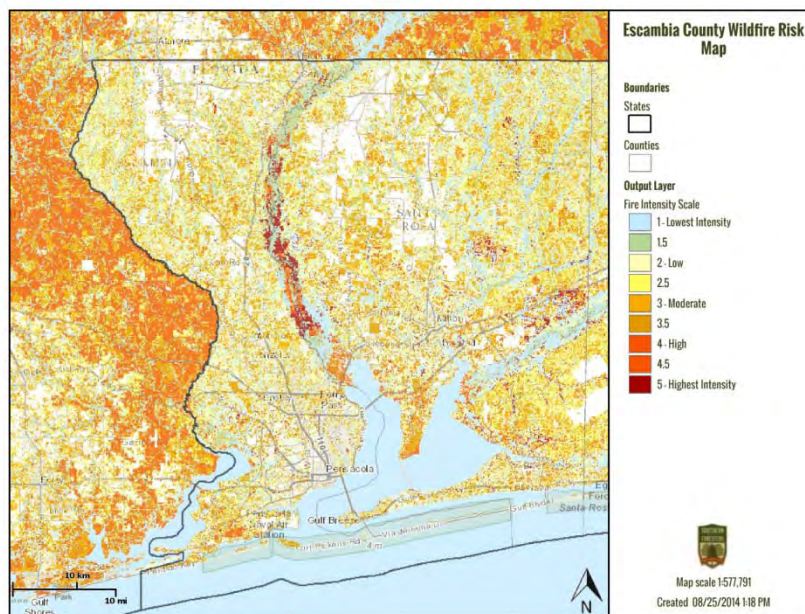
Florida has a 12-month wildfire season, with the peak of the season found during the spring months. Wildfires are typically ignited by either lightning, or in most cases, as a result of human beings, whether intentional or as a result of an accident. In 2013, the county responded to 73 brush fires.

The Florida Wildland Fire Risk Assessment System (FRAS) and the Southern Wildfire Risk Assessment Portal (SouthWRAP) are two tools available that will depict wildfire risk to the community. The website for information and the tool can be found at the website:

<http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildfire/Resources/Fire-Tools-and-Downloads/Florida-s-Wildland-Fire-Risk-Assessment-System-FRAS>.

The general wildfire risk areas of the county fall typically on the southwest side of the county and the central and northern parts of the county where forested areas still exist. An example of the SouthWRAP is identified in Figure 11.

Escambia County Comprehensive Emergency Management Plan (CEMP)



(SOURCE: <http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildfire/Resources/Fire-Tools-and-Downloads/Florida-s-Wildland-Fire-Risk-Assessment-System-FRAS>. August 25, 2014)

Figure 11

Recent Wildfire History

2000-1,400 acre wildfire near Dog Track road in the southwest part of the county.

2001-1,100 acre wildfire on the Hurst Hammock community.

2013-Twenty-one small wildfires were reported for the county with a total of 373 acres burned.

Domestic Security

The potential for terrorism exists within the US; however, the risk of international or homegrown violent extremists acting specifically within Escambia County is relatively low. This is due in part to its citizens the community's attributes, as well as, to the pro-activity of law enforcement and the response community, and the interagency cooperation and communication present within the county.

However, low risk does not translate into zero risk. Escambia County is comprised of the typical community and governmental infrastructure, facilities, military facilities, and special events venues that one may find in any established, medium-sized community around the country. And when you combine that with an attractive climate and beautiful beaches that draw large numbers of tourists and visitors to the community, there are those types of individuals whose discontent with government, or other views, if taken to the extreme, may take advantage of those community attributes for potential nefarious activities.

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Escambia County has no history of international terrorism and only a limited number of incidents that would be classified as domestic security incidents. These incidents have been of low severity, but depending upon the circumstances, there always remains a potential for a high severity/high cost incident to occur. Continued community diligence will keep that threat low and the risk minimal.

Recent History of Domestic Security Incidents

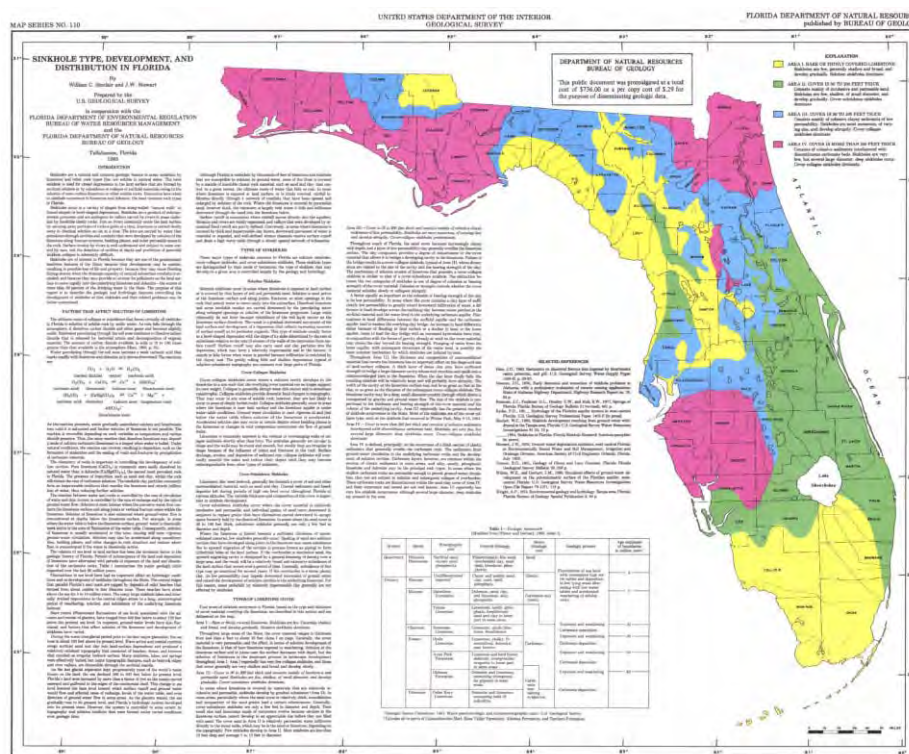
1984-Abortion clinic bombing in Escambia County. The incident gained national attention.

1994-An abortion doctor and his bodyguard were shot and killed, and the Doctor's wife injured. The perpetrator was executed in 2003 for that crime.

Sinkholes

Sinkholes are a natural and common geologic feature in north-central Florida. Sinkholes are formed when rain dissolves underground limestone or when surface materials collapse into underlying cavities in the rock. Abrupt collapse-type sinkholes have become more common over the past twenty-five years, primarily due to activities of humans such as withdrawal of groundwater, diversion of surface water, or construction of ponds. The map in figure 12 shows the potential for sinkholes in the State of Florida.

Area IV (pink) where cover is more than 200 feet thick-consists of cohesive sediments interlayered with discontinuous carbonate beds. Sinkholes are very few, but several large diameter, deep sinkholes occur. Cover collapse sinkholes dominate.



(SOURCE: U.S. Department of the Interior, Geologic Survey. <http://www.dep.state.fl.us/geology/publications/sinkholetype2.pdf> August 25, 2014.)

Figure 12

Escambia County

Comprehensive Emergency Management Plan (CEMP)

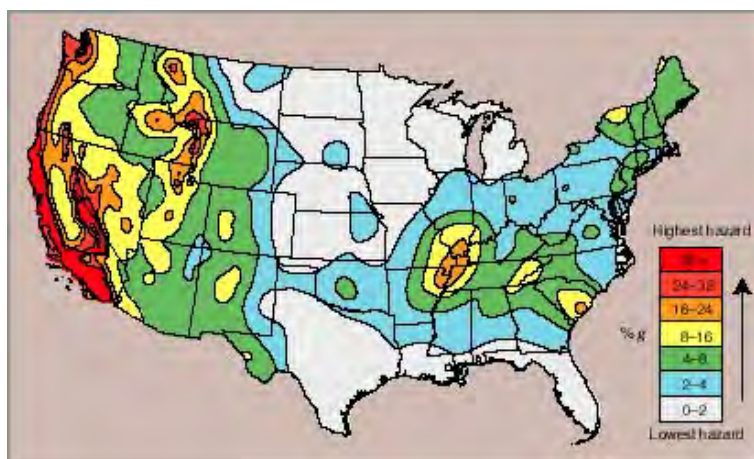
Recent History of Sinkholes

2002 -a sinkhole did actually open up on the interstate (I-10), closing a lane of traffic until it could be filled. The cause of the sinkhole was undetermined.

As the map shows, the **risk** of sinkholes occurring here in Escambia County **is low**. Because figure 4 does not have any specific delineation through Escambia County, the risks for sinkholes remain the same for each jurisdiction. And because there is no apparent difference in that risk, no hazard map was generated for this particular hazard.

Earthquake

"There is a former plate boundary in Florida, because most of Florida was once part of Africa. The suture is buried quite deep, and is not a zone of active plate movement now, but there are many ancient faults associated with it. Other (newer) faults in Florida are associated with the thick sedimentary successions deposited on the western Florida continental shelf. These faults form when thick masses of sediment start to slide slowly downward because of their great and unevenly distributed weight. Earthquakes are commonly associated with movement on growth faults, as these are called. Other earthquakes may be caused by ground settling from water or hydrocarbon extraction. Major earthquakes are unknown in Florida, and minor earthquakes are not common, but they do occur. The two largest earthquakes recorded in Florida, according to the US Geological Survey database, occurred in 1780 and 1879." (David Kopaska-Merkel, Staff Hydrogeology Division, Geological Survey of Alabama, 1998). The map in Figure 13 shows the potential risk from around the country.



(Source: National Seismic Hazard Mapping Project, Golden, Colorado)

Figure 13

Recent History of Earthquakes

There have been several tremors over the past several years mostly located in Alabama, with tremors felt in northern Florida.

October of 1997, a 4.9 magnitude earthquake was recorded near Littleville, Alabama that was felt through McDavid, Pensacola, Walnut Hill, down to Perdido and as far east as Milton and Elgin AFB, with Century feeling the most of the tremors actually causing some homes built off grade to slide off their foundations. Little did people realize, earthquake insurance is an addendum to homeowners insurance with people now realizing earthquakes are possible in Florida.

Escambia County Comprehensive Emergency Management Plan (CEMP)

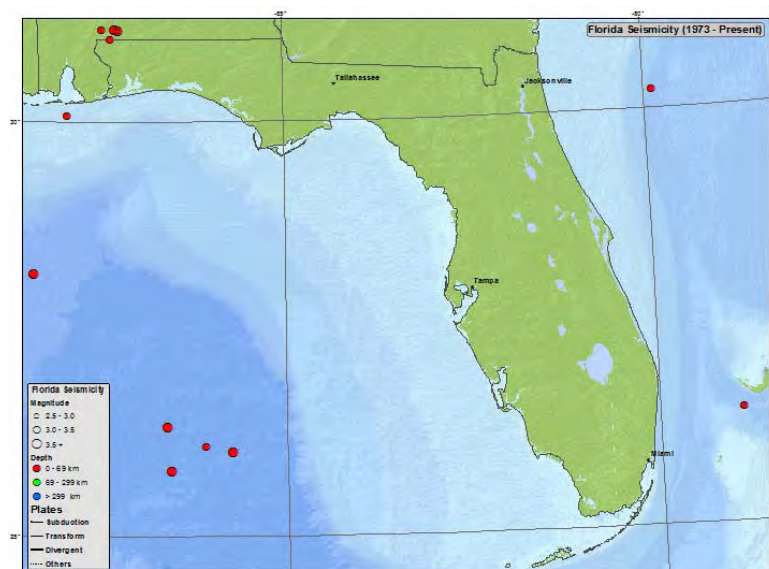
September of 2003, a 3.3 magnitude earthquake was recorded 35 miles southeast of Jackson, Alabama that was felt in northern Escambia County, with no reports of any damage.

February 10, 2006, a 5.2 hit 250 miles south-southwest of Apalachicola, Florida. No damages reported.

September 10, 2006, a 6.0 earthquake impacted the Gulf of Mexico approximately 250 miles south-southwest of Apalachicola, Florida. No damages reported.

February 18, 2011, a 3.5 magnitude earthquake was recorded approximately 10 miles off the coast of Baldwin County, Alabama. No damages were reported.

Figure 14 identifies the seismic activity in Florida from 1973-March 2012.



(Source: <http://earthquake.usgs.gov/earthquakes/states/florida/seismicity.php>)

Figure 14

Tsunamis

A **tsunami** is a series of waves generated by an impulsive disturbance in the ocean or in a small, connected body of water. As described previously under earthquakes, the risk for earthquakes of any magnitude is almost nonexistent. The Gulf of Mexico has a shallow shelf, and the potential for any impulse disturbance in the Gulf of Mexico is remote, barring a meteor falling in the Gulf. In speaking with the regional NOAA Mobile Weather Service Office, the worst case scenario for tsunamis hitting the Escambia County area will likely only produce a wave between 3-5'.

Dam/Levee Failure

Escambia County has approximately 86 permitted and 9 unpermitted dams, mostly earthen. According to the Florida Water Management District (NWFWM), the dams are earthen berm type, with a primary spillway constructed of a durable material such as metal, concrete or PVC and an auxiliary or emergency spillway which was most frequently constructed as an earthen spillway. All permitted facilities required the installation of a low level dewatering device. Almost all of the dams are low risk dams, with just two rated as high risk due to the potential impacts if the dam was to breach and have complete failure.

Escambia County Comprehensive Emergency Management Plan (CEMP)

The NFWFMD maintains a listing of the dams and the risk assessment for each dam.

Landslide/Erosion

The term landslide includes a wide range of ground movement, such as rock falls, deep failure of slopes, and shallow debris flows. Although gravity acting on an over steepened slope is the primary reason for a landslide, slope material may also become saturated with water and turn into a debris or mud flow. The resulting slurry of rock and mud may pick up trees, houses, and cars, thus blocking bridges and tributaries causing flooding along its path.

Typically, the scale of landslides here in the county can be related to a wave at the beach slowly taking a small area of sand where it eventually slides off into the gulf. Other slopes around the County are also relatively gradual, and any landslide that occurs will be a result of erosion from the rain or normal river and stream activity.

In the central and northern parts of the county, there is gradually farmland slope erosion that may cause sections of soil to slide down gradual slopes that become saturated with water or erode with heavy rainfall as the water works its way into the natural grade winding to local streams and rivers.

On the barrier islands, gradual beach erosion occurs every day, with significant impacts typically a result of tropical events.

Recent History of Erosion

1995-two hurricanes Erin and Opal. Opal particularly, took a major toll on Pensacola Beach, particularly with the beaches ability to rejuvenate itself through natural means moving into the future.

1998-Hurricane George totally wiped out what was left of Pensacola Beach.

2001- T.S. Isadore broke through the beach dune/berm and removed what was left of the dune/berm system protecting property along the beach on Pensacola Beach.

2004 and 2005, Hurricanes Ivan and Dennis significantly impacted Pensacola Beach with the removal of almost the entire beach and the dune/berm system along the beach protecting homes and businesses.

2008- Hurricane Ike and Gustav again significantly eroded Pensacola Beach.

2014-With the record rainfall for Pensacola, significant erosion occurred in several areas of the county and city, eroding away roads, earthen dams, and even along the Scenic Highway Bluffs.

Disease and Pandemic Outbreaks

Most efforts in analyzing the impacts and effects of disease and pandemic have been done at the national level. Because of the dynamics involved with the spread of disease and pandemic, a local level assessment has not been conducted specifically, but the local understanding that if a pandemic does impact our community, it will quickly overwhelm our local healthcare system. The following planning parameters are found from the Department of Health and Human Services website:

Planning Assumptions

Escambia County

Comprehensive Emergency Management Plan (CEMP)

1. Susceptibility to the pandemic influenza virus will be universal.
2. Efficient and sustained person-to-person transmission signals an imminent pandemic.
3. The clinical disease attack rate will likely be 30% or higher in the overall population during the pandemic. Illness rates will be highest among school-aged children (about 40%) and decline with age. Among working adults, an average of 20% will become ill during a community outbreak.
4. Some people will become infected but not develop clinically significant symptoms. Asymptomatic or minimally symptomatic individuals can transmit infection and develop immunity to subsequent infection.
5. Of those who become ill with influenza, 50% will seek outpatient medical care.
 - a. With the availability of effective antiviral drugs for treatment, this proportion may be higher in the next pandemic.
6. The number of hospitalizations and deaths will depend on the virulence of the pandemic virus. Estimates differ about 10-fold between more and less severe scenarios. Two scenarios are presented based on extrapolation of past pandemic experience (Table 4). Planning should include the more severe scenario.
 - a. Risk groups for severe and fatal infection cannot be predicted with certainty but are likely to include infants, the elderly, pregnant women, and persons with chronic medical conditions.
7. Rates of absenteeism will depend on the severity of the pandemic.
 - a. In a severe pandemic, absenteeism attributable to illness, the need to care for ill family members, and fear of infection may reach 40% during the peak weeks of a community outbreak, with lower rates of absenteeism during the weeks before and after the peak.
 - b. Certain public health measures (closing schools, quarantining household contacts of infected individuals, "snow days") are likely to increase rates of absenteeism.
8. The typical incubation period (interval between infection and onset of symptoms) for influenza is approximately 2 days.
9. Persons who become ill may shed virus and can transmit infection for up to one day before the onset of illness. Viral shedding and the risk of transmission will be greatest during the first 2 days of illness. Children usually shed the greatest amount of virus and therefore are likely to post the greatest risk for transmission.
10. On average, infected persons will transmit infection to approximately two other people.
11. In an affected community, a pandemic outbreak will last about 6 to 8 weeks.
12. Multiple waves (periods during which community outbreaks occur across the country) of illness could occur with each wave lasting 2-3 months. Historically, the largest waves have occurred in the fall and winter, but the seasonality of a pandemic cannot be predicted with certainty.

Characteristic	Moderate (1958/68-like)	Severe (1918-like)
Illness	90 million (30%)	90 million (30%)
Outpatient medical care	45 million (50%)	45 million (50%)
Hospitalization	865,000	9,900,000
ICU care	128,750	1,485,000
Mechanical ventilation	64,875	745,500
Deaths	209,000	1,903,000

Number of Episodes of Illness, Healthcare Utilization, and Death Associated with Moderate and Severe Pandemic Influenza Scenarios*
 *Estimates based on extrapolation from past pandemics in the United States. Note that these estimates do not include the potential impact of interventions not available during the 20th century pandemics.

Table 4

Recent History of Pandemic

The "Spanish Flu", 1918-1919

Escambia County Comprehensive Emergency Management Plan (CEMP)

Began in August 1918 in three disparate locations: Brest, Boston and Freetown. An unusually severe and deadly strain of influenza spread worldwide. The disease spread across the world, killing 25 million in the course of six months; some estimates put the total of those killed worldwide at well over twice that number. An estimated 17 million died in India, 500,000 in the USA and 200,000 in the UK. It vanished within 18 months and the actual strain was never determined, though some recent attempts at reconstructing genes from the virus have been successful.

Antibiotic-resistant superbugs may also revive diseases previously regarded as 'conquered'.

In 2003, there were concerns that **SARS**, a new highly contagious form of pneumonia, might have become pandemic.

In February 2004, **avian influenza virus** was detected in pigs in Vietnam, increasing fears of the emergence of new variant strains. It is feared that if the avian influenza virus undergoes antigenic shift with a human influenza virus, the new subtype created could be both highly contagious and highly lethal in humans. Such a subtype could cause a global influenza pandemic, similar to the Spanish Flu, or the lower mortality pandemics the Asian Flu and the Hong Kong Flu.

In November 2004 the director for the western region of the World Health Organization said that an influenza pandemic was inevitable and called for urgent plans to combat the virus.

In 2009, the H1N1 "Swine Flu" emerged in the U.S. Though it was not as significant as first thought. The World Health Organization is reporting worldwide as of July 23, 2010, more than 214 countries and territories have reported laboratory confirmed cases of H1N1 2009, including over 18,366 deaths. This number is certainly underreported.

In 2014, the Ebola virus ravaged western Africa and for the first time, and at the time of this writing, 2 cases have been contracted in the U.S. The Ebola outbreak in Africa is unprecedented and is currently still evolving around the world.

Exotic Pests and Disease

With little local specific data, per our local Extension Services Office, financial impact calculations cannot yet be estimated. The northern portion of Escambia County does have several types of rotated crops along with livestock farms and the impacts from exotic pests and disease could be felt if there was an impact in the County. Historically, rabies and tree destroying organisms are the primary concern for the central and northern portions of the County.

Special Events

Escambia County and its surrounding jurisdictions have numerous audience/crowd generating events, from the Pensacola Beach annual Air Show featuring the Blue Angels, local bar/restaurant concerts, concerts on Pensacola Beach or Perdido Key, Downtown Pensacola Gallery Night, Beulah Fest concert, 4th of July fireworks displays, to many other local crowd generating activities. The events will typically attract a few hundred to a few thousand attendees, upwards of 30,000-40,000 people, with the annual air show attracting 100,000-150,000 per day over the weekend event. Most of the events occur in the southern portion of the county on the beaches or in downtown Pensacola venues. Whenever you gather a large number of people together in one location, exposure to the weather conditions or personal altercations will likely occur making most planned events law enforcement or medically driven primary functions of the events.

Escambia County Comprehensive Emergency Management Plan (CEMP)

B. Hazard Risk and Impact Assessment:

A broad risk and impact assessment is being provided in table 5. However, the LMS plan has a more detailed assessment for reference. The LMS plan can be found on the county website at <http://www.myscambia.com/business/ds/local-mitigation-strategy>.

HAZARD IDENTIFICATION AND VULNERABILITY ASSESSMENT								
HAZARD	POTENTIAL HAZARD RISK TO LOCALITY*				POTENTIAL IMPACT TO LOCALITY***			
	ESCAMBIA COUNTY	CITY OF PENSACOLA	SANTA ROSA ISLAND AUTHORITY	TOWN OF CENTURY	ESCAMBIA COUNTY	CITY OF PENSACOLA	SANTA ROSA ISLAND AUTHORITY	TOWN OF CENTURY
HURRICANE/TROPICAL STORMS	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH
STORM SURGE	HIGH	HIGH	HIGH	LOW	HIGH	HIGH	HIGH	LOW
FLOODING	MODERATE	MODERATE	MODERATE	MODERATE	HIGH	HIGH	HIGH	HIGH
HAZARDOUS MATERIALS INCIDENT	LOW	LOW	LOW	LOW	LOW	LOW	HIGH	LOW
TORNADO	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
FREEZE	LOW	LOW	LOW	MODERATE	LOW	LOW	LOW	MODERATE
STRUCTURAL FIRES	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
THUNDERSTORMS	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	LOW	HIGH
MASS IMMIGRATIONS/CIVIL DISTURBANCE	LOW	LOW	LOW	LOW	LOW	LOW	HIGH	LOW
DROUGHT	MODERATE	LOW	LOW	LOW	MODERATE	LOW	LOW	LOW
NUCLEAR ATTACK	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
RADIATION HAZARD	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
WILDFIRES	MODERATE	N/A	N/A	LOW	MODERATE	LOW	LOW	LOW
DOMESTIC SECURITY/ TERRORISM	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
SINK HOLES	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
EARTHQUAKE	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
TSUNAMI	LOW	LOW	LOW	N/A	LOW	LOW	LOW	LOW
DAM/LOCK BREACH	LOW	LOW	N/A	LOW	LOW	LOW	LOW	LOW
LANDSLIDE/EROSION	LOW	LOW	HIGH	LOW	LOW	LOW	MODERATE	LOW
LIGHTNING	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH
PANDEMIC INCIDENT	LOW	LOW	LOW	LOW	MODERATE	MODERATE	MODERATE	MODERATE
COASTAL OIL SPILL	LOW	LOW	LOW	N/A	LOW	LOW	LOW	LOW
*Potential Hazard Risk to Locality-the likelihood of an incident to occur in any given year. (Subjective analysis)								
LOW-unlikely to occur in any given year								
MODERATE-possible to occur in any given year								
HIGH-likely to occur in any given year								
***Potential Impact to Locality-Criteria as Identified in the Escambia County Local Mitigation Strategy Plan (2010)								
LOW-special portions of the population affected; day to day operations not affected, minor cosmetic damage to structure possible.								
MODERATE-approximately 50% of population affected, mobile homes, and poorly built or maintained structures impacted.								
HIGH-significant portions of the population impacted, major damage to old, poorly maintained mobile home structures, some damage to newer structure built to recent code.								

Table 5

The risk and impact assessment includes an analysis of the numbers and types of structures, potential economic impacts, and an analysis on critical facilities. Critical facilities are those structures and systems that provide essential government services to the public. This may include fire, law enforcement, medical, EOC, shelters, water treatment facilities, communications towers, healthcare facilities, government offices, and business service and product suppliers. And with technology a key factor in every aspect of the lives of people today, critical facilities will include systems such as computer networks and servers.

County EM maintains a critical facilities list that is also a data layer within the GIS and is readily available for access and view.

Escambia County

Comprehensive Emergency Management Plan (CEMP)

C. Mapping the Hazards

The county and city have Geographical Information Systems (GIS) staff that manages jurisdictional mapping data to include various hazard vulnerabilities where vulnerabilities can be differentiated at the local level. These hazard maps are maintained within the GIS and are available as needed, with some of the data available to the public through the county and city websites. Those maps that are available include the following:

- FEMA Digital FIRMs
- Beach Erosion
- Wetlands
- Storm Surge
- Wildland fire
- Building code windzones
- Dams & Levees
- “302” hazardous facilities

The LMS plan has taken the hazard vulnerability assessment further to include an analysis of the potential impacts of the hazards on the local community. The assessment identifies those impacts on types of structures and infrastructure, to include critical facilities, and with a basic economic analysis. For access to this more detailed information, the LMS plan can be accessed through the county website at: <http://www.myescambia.com/business/ds/local-mitigation-strategy>.

D. Geographic Information

Escambia County is the western most county in the panhandle of Florida and is bordered on the west and north by the state of Alabama, on the east by Santa Rosa County, and on the south by the Gulf of Mexico. The county contains 661 square miles of land area, with some 213 square miles of surface water jurisdiction making up the jurisdictions of Pensacola, the Town of Century, as well as the county proper. The physical topography of the land can be divided into two groups: coastal lowlands and western highlands. The coastal lowlands consist of a series of broad, nearly level, marine terraces extending several miles inland from the coast to a near elevation of 100 feet. The western highlands, with elevations above 100 feet, include a gently sloping to strongly sloping series of hills and valleys beginning approximately 10 miles north of Pensacola. The county's elevation ranges from sea level to 200 feet above sea level in the northern part of the county, with an average elevation of 69 feet above sea level.

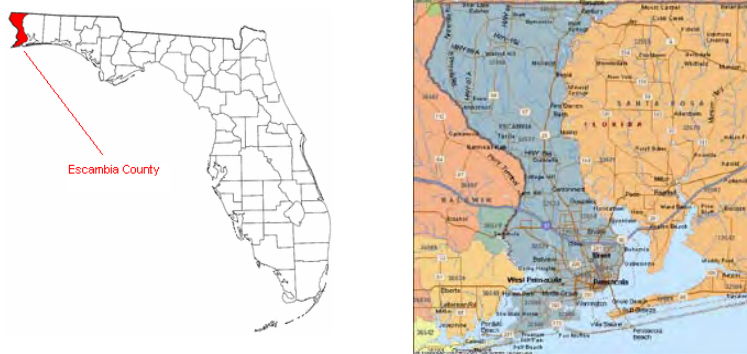


Figure 15

Drainage patterns tend to be toward the Escambia River Basin along the east side of the county, which flows into Escambia Bay. Along the west side of the county, streams flow toward the

Escambia County Comprehensive Emergency Management Plan (CEMP)

Perdido River Basin, which then flow into Perdido Bay. The flood-prone areas of the county are synonymous with the environmentally sensitive wetland areas located along these drainage basins. These wetlands provide satisfactory natural drainage control to eliminate flooding from normal weather conditions. Flood-prone areas of Escambia County are identified in the Flood Insurance Rate Maps (FIRMs) maintained by the each of the jurisdictions in the county. FIRMs can be found on-line at the following websites:

- www.myescambia.com
- www.bereadyescambia.com
- www.cityofpensacola.com
- www.fema.gov

Industrial and commercial land use is primarily located in the southern portion of Escambia County. Residential areas surround the commercial and industrial areas in the county. Agricultural land uses occur primarily in northern sections of the county. The tourist-related development is occurring in the south and southwest areas of the county primarily on the barrier islands. Development in areas subject to tides (i.e., storm flooding) is systematic and regulated. Most critical care and response facilities are located well above any flood-prone or storm surge high-risk locations. The county and city maintain land-use and drainage basin study area maps in the GIS that depict the type of development restrictions throughout each jurisdiction and can also be viewed on-line at:

- www.myescambia.com
- www.cityofpensacola.com

E. Demographic Information

With beautiful beaches on Perdido Key and Pensacola Beach, and the population center focusing around the City of Pensacola, Pensacola Naval Air Station, and many community activities, most people in Escambia County live, work, and play in close proximity to the coastline. With an estimated county population of over 300,000 people, add to that approximately 35,000 tourists and travelers coming to Escambia County and Pensacola each day blending into those coastline and lifestyle activities that residents enjoy each day, the threat of natural and man-made disasters is something the community needs to be aware of the potential impacts that could threaten not only lives and property, but also economic interests of each person, family, and business. Table 6 identifies some of the basic population and demographic data representing the three jurisdictions in the county.

	Data source	Unincorporated Escambia County	City of Pensacola	Town of Century	Total
Geography					
Land area (sq. miles)	3	662.35	22.70	3.28	688.33
water area (sq. miles)	3	213.21	16.96	0.06	17.02
Total		875.56	39.66	3.34	705.35
Population and Demographic Information					
Population 2013 est.	1	244,360	52,703	1,801	298,864
Population Density	calc.	369	2,322	549	434
Persons under 19	2	64,199	11,507	599	76,305
Persons 20-64 yrs	2	145,588	31,864	933	178,385

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Persons 65 years and over	2	33,785	8,875	269	42,929
Inmates	2	2,648	34	0	2,682
Homeless Population (Escambia and Santa Rosa est. 2013, under reported)	4	n/a	n/a	n/a	1,113
Population Below Poverty	2	17,288	8,598	806	26,692
Migrant Population	9	n/a	n/a	n/a	minimal
Tourist Surge (per day est.)		n/a	n/a	n/a	35,000
Special Needs Registered	6	n/a	n/a	n/a	353
Disability Status (non-institutionalized)					
With a disability under 18 yrs	2	2,276	423	62	2,761
With a disability 18-64 yrs	2	18,347	3,801	223	22,371
With a disability 65 yrs and over	2	14,322	3,205	120	17,647
Total		34,945	7,429	405	42,779
Languages other than English spoken at home					
Spanish (Speaks English less than "very well")	2	2,450	654	0	3,104
Other Indo-European languages (speaks English less than "very well")	2	1,648	419	10	2,077
Asian and Pacific Islander languages (speaks English less than "very well")	2	2,213	269	2	2,484
Other languages (speaks English less than "very well")	2	120	0	0	120
Total					
Housing					
Total Housing Units	2	109,801	26,539	777	137,117
Housing Density	calc.	166	1,169	237	199
Fixed structure	2	100,844	26,279	601	127,724
Mobile Home	2	8,796	238	176	9,210
RV/Boat/Van/etc.	2	161	22	0	183
Year structure built					
2010 or later	2	260	14	0	274
200-2009	2	18,362	2,129	45	20,536
1990-1999	2	20,441	1,718	221	22,380
1980-189	2	21,686	4,757	146	26,589
1970-1979	2	20,883	5,072	141	26,096
1960-1969	2	12,050	3,674	55	15,779
1950-1959	2	10,273	4,299	76	14,648
1940-1949	2	3,822	1,797	38	5,657
1939 or earlier	2	2,024	3,079	55	5,158
Median Property Value	2	n/a	\$157,100	n/a	\$137,300
Employment by Industry					
Agriculture, forestry, fishing, hunting, and mining	2	958	94	0	1,052
Construction	2	6,479	1,662	51	8,192

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Manufacturing	2	4,638	793	41	5,472
Wholesale trade	2	2,660	694	3	3,357
Retail trade	2	14,270	3,120	42	17,432
Transportation, warehousing, and utilities	2	5,606	1,077	12	6,695
Information	2	1,425	764	2	2,191
Finance and insurance, and real estate and leasing	2	6,233	1,884	36	8,153
Professional, scientific, and management, and administrative and waste management services	2	9,968	3,178	35	13,181
Educational services, and healthcare and social services	2	24,406	6,300	114	30,820
Arts, entertainment, recreation, accommodation, and food services	2	10,545	3,188	81	13,814
Other services, except public administration	2	5,739	1,159	18	6,916
Public administration	2	6,276	1,075	46	7,397
Income					
Mean Household Income	2	n/a	\$64,495.00	n/a	\$58,570.00
Median Household Income	2	n/a	\$43,878.00	\$17,188.00	\$43,806.00
Mean individual Income	2	n/a	\$54,009.00	\$33,504.00	\$45,190.00
Median Individual Income	2	n/a	\$26,501.00	\$25,050.00	\$24,580.00
Healthcare Facilities					
		# of facilities	# of beds		
Nursing Homes	7	14	1,723		
Intermediate Care Facility for the Developmentally Disabled	7	5	129		
Assisted Living Facilities	7	22	1,247		
Hospitals	7	4	1,648		
Ambulatory Surgery Centers	7	9	n/a		
Adult Day Care Facilities	7	2	77		
Total		56	4,824		
Miscellaneous Data					
		Number	spaces	spaces	spaces
Marinas*	8	30	1422 wet	1992 dry	55 transient
Mobile Home Parks*	5	212	3623 (mobile home)	842 (RV)	
1. SOURCE: U.S. Census 2013 Estimates 2. SOURCE: American Community Survey (U.S. Census) 2012 survey 3. SOURCE: 2010 U.S. Census data 4. SOURCE: EscaRosa Coalition on the Homeless 2013 data 5. SOURCE: Florida Health Department in Escambia County, August 2014 6. SOURCE: Emergency Management SPNS Registry September 2014 7. SOURCE: Agency for Health Care Administration September 2014 8. SOURCE: Escambia County Marine Resources Division September 2014 9. Escambia County Extension Office *Data maintained specifically by county GIS					

Table 6

Escambia County Comprehensive Emergency Management Plan (CEMP)

III. Concept of Operations

A. General Overview

Section 252.35(a), Florida Statutes, requires the Comprehensive Emergency Management Plan to address minor, major and catastrophic disasters. These levels of disaster are defined as:

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for state or federal assistance.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of state and federal assistance. The Federal Emergency Management Agency (FEMA) will be notified with potential federal assistance being pre-dominantly recovery oriented.

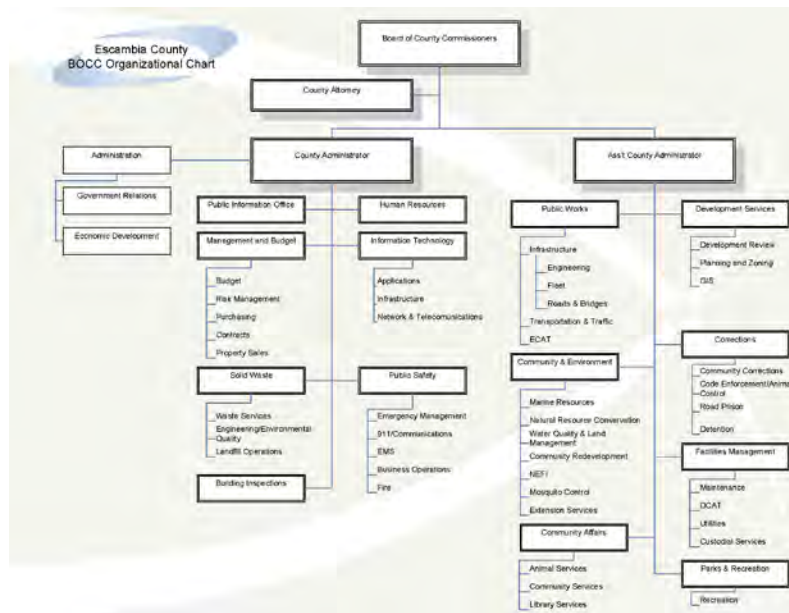
Catastrophic Disaster: A disaster that will require massive state and federal assistance, including immediate military involvement. Federal assistance will involve response and recovery assets and assistance.

Section 943.312, Florida Statutes, established seven Regional Domestic Security Task Forces' (RDSTF) for the purpose of providing a regional approach to planning, training and policy development to protect communities against the threat of terrorism. Escambia County is a member of RDSTF Region I. The RDSTF will provide law enforcement support and assistance to local jurisdictions in the event of a catastrophic incident of any type.

B. Organization

Normal Operations

Though county staff report directly to the county administrator on a daily basis or under a local state of emergency, county staff work at the pleasure of the Board of County Commissioners (BCC). The daily BCC organizational structure can be found in figure 16.



Escambia County Comprehensive Emergency Management Plan (CEMP)

Figure 16

Disaster Operations

Escambia County Ordinance Chapter 37 authorizes the creation of the Comprehensive Emergency Management Plan (CEMP), and assigns the responsibility to write and maintain the CEMP to the Department of Public Safety, Division of Emergency Management. Chapter 37 is referenced in Appendix A.

The CEMP is a multi-jurisdictional, multi-organizational plan that defines the structure, the administration, the activities, and the programs that will support disaster prevention, preparedness, response, recovery, and mitigation within all jurisdictions of the county in support of the State of Florida CEMP and the activities of the Florida Division of Emergency Management. The CEMP and all EOC plans and operations are National Incident Management System (NIMS) compliant. The City of Pensacola, BCC, and Escambia County Sheriff's Office have formally adopted NIMS as their disaster operational management system, and the remaining EOC organizations have all agreed to support NIMS and the ICS structure under the CEMP. The BCC NIMS adoption is referenced in Appendix I.

Utilizing the NIMS and ICS structure for managing disasters allows for simple expansion and contraction of the command structure based upon the needs and size of the disaster itself, in addition, the command structure also allows for simple adjustments in who or which organization may be the incident commander or may provide the incident commander with expert advice on how to manage any type of hazard threat or hazard impact. Those agencies and organizations involved with the disaster and EOC operations are those that comprise the Disaster Committee as listed in Appendix D and discussed in a subsequent section of this plan.

Within the parameters specified in County Ordinance Chapter 37, section 37-35, the following people have the ability to declare a State of Local Emergency:

- Chairperson, Board of County Commissioners
- Vice Chairman, Board of County Commissioners
- Members of the Board of County Commissioners
- County Administrator

The Declaration of a Local State of Emergency will automatically activate the CEMP, however, activation of the EOC will be dependent upon the situation and the level of response activities needing to be coordinated and possibly support with additional resources. Under a Local State of Emergency, the County also acquires additional legal powers to protect the life safety and welfare of the public as identified in F.S. 252.38(3)(a)(5)(g).

A "State of Special Emergency" is one that can be declared by the Public Safety Department Director and is designed for disaster impacts that may need streamlined processes and support for a more localized disaster incident, rather than a county-wide incident.

EOC Facility

The EOC was designed to protect against impacts and damages from multiple disaster threats and has the capability to be self-sufficient for approximately 30 days with a full staff. Here are the facility highlights:

Facility Address:
Escambia County Public Safety Building
6575 North "W" Street

Escambia County Comprehensive Emergency Management Plan (CEMP)

Pensacola, Florida 32505
LAT 30° 29.029 LONG -87° 15.687
16RDU7490372426 USNG

Facility built to withstand 200 mph wind gusts, impact glass windows, hurricane roll-down shutters, bomb resistant and lead lined exterior doors.

Roof sprinkler wash-down system

Water System:

- ECUA water-primary
- On-site well water-back-up

Sewer System:

- ECUA sewer connection-primary
- On-site 20,000 gal. sewer holding tank-backup

Electricity:

- Gulf Power connection-primary
- 1,000 kw generator on automatic transfer switch-backup, directly tied to the 20,000 gal. on-site fuel tank.
- 365 kw generator on manual transfer switch-this is a backup generator to the backup generator.

Fuel:

- 20,000 gal. diesel tank for emergency response vehicle refueling
- Directly connected to backup generator

Security:

- Proximity ID badge system.
- Vehicle resistant impact security fence around visible frontage of the EOC, with chain link fence around the remainder of the facility.

Decontamination:

- Small decontamination room that includes two-stage shower rooms and eye wash station. There is a separate room for clothing disposal only accessible from the outside. This is only available to first responders and EOC representatives as access to the facility may be required.

The Public Safety Department Director and the Emergency Management Division Manager are responsible for the readiness of both the EOC and the CEMP to respond and provide support to any incident at a moment's notice. The EOC and the numerous representatives that make the EOC functional, can be operational within 15 minutes of being notified to activate. When activated, the EOC become the central point for operational and logistical coordination between responding organizations representing all jurisdictions within Escambia County.

Continuity of Operations (COOP)

The Division of Emergency Management has developed a COOP for the EOC operations. In the event the EOC becomes impacted by disaster and is no longer functional, the EOC will need to quickly relocate and resume response operations. Four alternate locations have been identified, evaluated, and are maintained for potential alternate EOC operations. Those locations, in order of priority:

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County Central Office Complex (COC)
Basement of Sheriff's Office (old EOC)
Extension Services, Wind Mitigation Building
Mobile One-Mobile Command Center

With these alternate locations comes limited space. The primary EOC is capable of accepting over 100 ESF representatives providing enough space for those that wish to participate in EOC operations. The alternate locations are less than ideal and are limited in space. As a result, it will be critical that each ESF and the subsequent ESF representatives develop their own communications and operations plans in support of these locations, as there will likely not be enough space for everyone to relocate to the alternate locations. The communications and operations plans will identify other locations for organizations to operate while still maintaining direct communications to the alternate EOC.

A copy of the COOP SOP is maintained by the Division of Emergency Management.

Disaster Committee

Emergency Management has developed relationships with over 100 agencies and organizations that make up the representation of the EOC when activated. These agencies and organizations make up the *Disaster Committee* and participate in planning, training, and exercise activities that prepare everyone for actual incidents impacting the community. A list of the disaster committee members can be found in Appendix D.

ESF Concept

Within the ICS disaster management structure, all of the EOC representatives are grouped by similar disciplines and/or skill sets, that cross jurisdictional lines. It allows those similar disciplines to work together, in a coordinated effort, to leverage limited resources in an effort to meet the needs of the community. Working within an ESF under the ICS structure does not strip away any identities of the organizations, their responsibilities to their own jurisdictions or organizations, or control of their resources, or release them from any legal responsibilities or requirements of those organizations. Working together within an ESF in the EOC merely allows people and resources to efficiently work together to share information and resources to meet a common goal in protecting life safety, health and welfare, and property protection.

Escambia County has identified eighteen ESFs, similar in number and function to the State of Florida. Each of the ESFs has an appendix to this plan that identifies roles and responsibilities, from which all of the ESF lead and support agencies will work together to accomplish during an EOC activation. Each ESF is responsible to plan and coordinate operational details in preparation for disaster that will include developing ESF plans, procedures, and policies as to how each ESF will staff and function within the EOC and how they will coordinate response and recovery activities and resources out in the community. These plans, procedures, and policies will be referenced within each ESF Appendix as they are developed and utilized.

Integrating the ESF concept into the NIMS/ICS structure is how the county EOC will manage disasters. The EOC ICS structure is identified in Figure 17 and in a larger format in Appendix F.

Escambia County Comprehensive Emergency Management Plan (CEMP)

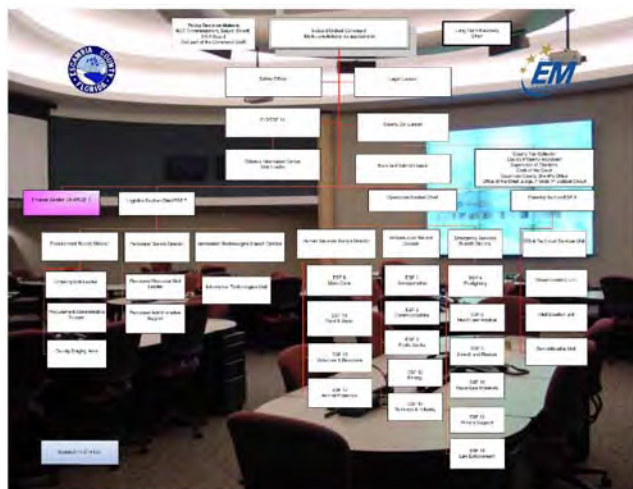


Figure 17

EOC Activation

The activation of the EOC is not specifically referenced in local ordinance, however, for the purpose of providing guidance to potential authority, the CEMP is identifying those individuals with the authority to activate the EOC. They are:

County Administrator
Public Safety Department Director
Emergency Management Division Manager
Designee for any of the above

Anyone or organization may request the EOC to be activated from any of the authorized positions above, for an event or incident that may be too large to manage from the field, if there are multiple jurisdictions involved, or resource assistance may be needed. It will be up to the requestor to justify the need to those with the authority to activate the EOC.

The level of activation will be determined by the authorizing position and the level of activation will be based upon the need and the scope of the situation. Again, much like NIMS, the EOC is scalable based upon the situation.

The Escambia County EOC utilizes three levels of activation:

Level 3: Monitoring Activation

Level 3 is typically a “monitoring” phase. Notification will be made to those ESF and/or departments and organizations who would need to take action as part of their everyday responsibilities. The EOC will be typically staffed with Public Safety Department personnel only.

Level 2: Partial Activation

At this level, the EOC is activated with only the necessary primary and support ESF representatives needed to handle a small, localized, or short-term incident.

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Level 1: Full Scale Activation

At this level, all primary and support ESF organizations are asked to staff the EOC. The EOC is activated with all personnel in response to a major incident/disaster and may remain activated at this level for several weeks.

Deactivation of the EOC will be determined by the Incident Commander (IC) in consultation with the EOC command staff and/or the Public Safety Department Director and any other EOC representatives as appropriate. Following any EOC activation, an after-action briefing and/or report will be developed that will identify activities and responsibilities for lessons learned improvements wherever needed.

American with Disabilities Act (ADA)

The ADA act of 1990, as amended, prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.

Each EOC coordinating partner and/or community organization and/or agency will be responsible for meeting ADA requirements as the law may specifically apply to those entities providing disaster response and recovery services to the community.

All planning and operational activities in support of this CEMP will include consideration for ADA reasonable accommodations for persons' with disabilities and access needs, with additional consideration for persons with functional needs, which may not necessarily be considered disabled.

Through ESF 6, a Functional Needs Support Services (FNSS) committee has been established that meets periodically to plan and address the potential ADA and functional needs of the community to appropriate response and recovery activities coordinated through the EOC. This committee's planning effort works to identify the potential ADA and FNSS needs of the community, identify potential resources to meet those needs, and then develops a process to match the need with the resources during EOC activations.

During EOC activations, it will fall upon each entity to meet the ADA access and accommodation needs for the services they provide and as the law applies. Should an EOC entity not be able to meet the ADA access and accommodation needs, those entities will coordinate with ESF 6 for potential resource support, through the networks and resources identified through the FNSS committee. Financial and logistical responsibilities will fall upon the appropriate entity legally responsible for the ADA accommodation and will need to be specifically identified when coordinating with ESF 6. Any needs exceeding the capabilities of ESF 6 and the EOC can be coordinated through the logistics section for additional resource options.

General Disaster Responsibilities

The following sections of the CEMP are designed to provide general parameters and responsibilities for the various EOC positions identified in the ICS structure. This is not an all-inclusive list of responsibilities, nor does it preclude changes in policy, plans, and procedures as the situation may dictate, or as the CEMP evolves. Each ESF section will also include additional details to the roles and responsibilities of each ESF and the organizations listed as lead and support to those ESFs, designed to capture macro-level roles and responsibilities and flexible enough to evolve real-time between CEMP updates.

Escambia County Comprehensive Emergency Management Plan (CEMP)

ICS Command and General Staff

Incident Command is responsible for the overall control, coordination, and management of the incident or event. Incident Command includes the Incident Commander (IC) and General Command Staff. Figure 18 identifies the basic structure and chain of command for accountability.

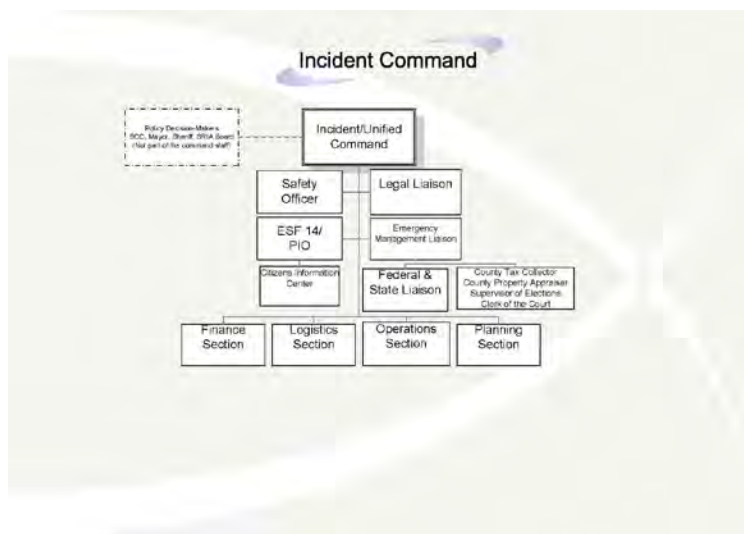


Figure 18

Table 7 identifies the roles and responsibilities for each position within the command group, taking into account; this is not an all-inclusive list of responsibilities from which additional responsibilities may evolve through the planning process or may be assigned at the time of need.

Command Group	Role and Responsibility (not all inclusive)
Board of County Commissioners	<ul style="list-style-type: none"> Declares a Local State of Emergency. Approves mutual aid agreements with other agencies. Approves memorandums of understanding with resource providers. Delegates command and control of the EOC to the county administrator or designee. Supports the overall EOC operation and the incident commander.
County Administrator	<ul style="list-style-type: none"> Is the incident commander for Local States of Emergencies. May delegate as appropriate. Keeps the BCC informed of all actions. Coordinates EOC operations with all jurisdictions and elected officials in the county. Directs the activation and coordinates the operations of the EOC as it relates to prevention, preparedness, response, recovery, and mitigation activities in the best interests of all the jurisdictions and organizations involved in the EOC operations. Manages and directs all section chiefs for the EOC operation. Directs evacuations. Coordinates re-entry procedures. Sets the EOC schedule. Identifies those organizations and ESFs that will be

Escambia County Comprehensive Emergency Management Plan (CEMP)

	<ul style="list-style-type: none"> required to staff the EOC. Identifies the operational periods. Sets the goals and objectives for each operational period. Approves the Incident Action Plan. Should meet periodically throughout the year with section chiefs and command staff to develop plans, procedures, and processes to manage and coordinate response and recovery activities and responsibilities in support of EOC operations. Coordinates long-term recovery committee and long-term recovery activities even as the EOC may be demobilized as appropriate. The assistant county administrator has been delegated this responsibility.
Public Safety Department Director	<ul style="list-style-type: none"> In a localized disaster, declares a State of Special Emergency. May act as EM liaison to the IC in a Local State of Emergency providing programmatic guidance and expertise. May be the IC in a Special Emergency or become the EM liaison to the IC. Responsible to coordinate EOC prevention, preparedness, response, recovery, and mitigation activities of the EOC in a Local State of Emergency at the direction of the IC. Coordinates with state and federal liaisons in support of EOC operations. Coordinates with the local elected officials as it relates to sharing of information or meeting resource needs Provide situation reports up through the chain of command. Coordinates and directs county first responder activities as it relates to the Public Safety Department.
Emergency Management Manager	<ul style="list-style-type: none"> Acts as EM liaison to the IC in a Local State of Emergency providing programmatic and operational guidance and expertise. May be the IC in a Special Emergency or become the EM liaison to the IC. Responsible to coordinate EOC prevention, preparedness, response, recovery, and mitigation activities of the EOC in a Local State of Emergency at the direction of the IC. Coordinates with state and federal liaisons in support of EOC operations. Coordinates with the locally elected offices as it relates to sharing of information or meeting resource needs. Provide situation reports up through the chain of command. Coordination point with state and federal officials for the request and establishment of a DFO as appropriate.
Public Information Officer	<ul style="list-style-type: none"> Is the lead for ESF 14. Oversees the CIC operations. Provides media release support to all EOC organizations during EOC activations and for any operations that may occur outside of EOC operations or after the EOC demobilizes as appropriate.

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	<ul style="list-style-type: none"> • Develops accurate and complete information on the incident for dissemination to the media and the public. • Develops news releases for IC approval. • Coordinates and maintains close contact with media resources and other organization PIOs to maintain consistent messaging to the public. • Coordinates all media activities and inquiries in the EOC and in the field. • Maintains the media room in the Public Safety facility for media representatives • Responsible to provide, coordinate, and manage a platform for a Joint Information Center (JIC) as the situation dictates. • Provide situation reports up through the chain of command.
Safety Officer-Risk Management Division	<ul style="list-style-type: none"> • Monitors and coordinates the incident operations on behalf of all jurisdictions and organizations involved in the EOC response and advises the IC on all matters relating to operational safety. • Provides daily safety message in EOC briefings and for the Incident Action Plan. • Provide situation reports up through the chain of command.
Organization Liaison's	<ul style="list-style-type: none"> • State and federal government representatives' work through the EM Liaison for all matters related to the disaster response and recovery. • Other organizational liaisons as identified will coordinate through the EM liaison in representing their organization in the EOC. • Provide situation reports up through the chain of command.
Legal Liaison-County Attorney	<ul style="list-style-type: none"> • Drafts emergency resolutions and ordinances for Board approval. • Prepares legal documents as appropriate. • Provides legal review of all pertinent documents. • Coordinates and provides legal guidance to command structure and ESF organizations as needed and appropriate. While managing liability responsibilities. • Coordinates legal issues in the best interests of all organizations involved in the EOC response efforts. • Provide situation reports up through the chain of command.

Table 7 – Escambia County Command and General Staff

The command staff function will be conducted in one of two ways: 1) as a single command (used when an incident occurs within a single jurisdiction, and there is no jurisdictional or agency overlap, and where a single IC can be designated); or 2) Unified Command (UC) (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

It is important to note that even though there is an IC or unified command structure in place, whereby creating a management structure for a given incident, the IC will typically not have legal or operational control over jurisdiction or organization resources, other than those resources the IC may be associated. As such, the IC or UC in charge of an EOC or field operation are merely *coordinating* managers coordinating response and recovery efforts with those other jurisdictions and organizations, leveraging limited resources to meet the needs of the community.

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Section Chiefs/Branch Directors

Section chiefs and branch directors have management/supervisory roles and responsibilities in the ICS of the EOC. These positions are responsible to oversee and coordinate the activities of their sections, branches, ESFs, and ultimately all of the organizations represented in the EOC. These positions should be aware of all operational activities in both the EOC and the field with respect to their assigned EOC position. All EOC positions must be inclusive of and consider impacts and outcomes of any decision and operation as it may impact any political and geographical jurisdictions within the county boundaries. Consultation and coordination with these jurisdictions and organizations is paramount to the success of the response and recovery operations. Table 8 broadly identifies the roles and responsibilities of the section chiefs and branch directors.

Section Chiefs/Branch Directors	Role and Responsibility (not all inclusive)
Section Chiefs	<ul style="list-style-type: none">• Should meet periodically throughout the year with all ESF lead and support agencies and Branch Directors to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations.• Should meet with the IC periodically throughout the year to identify direction, develop plans and procedures in support of EOC disaster operations.• Review summary situation report as generated by the branch directors and provide summary situation report to the IC as appropriate.• Responsible for the coordination of operational activities of the branches, ESFs, and units under the section chief position as identified in the EOC ICS structure in an effort to accomplish the IC operational period objectives.• Participate, coordinate, and/or lead any EOC meetings as identified.
Branch Directors	<ul style="list-style-type: none">• Should meet periodically throughout the year with all ESF lead and support agencies to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations.• Should meet with the section chief periodically throughout the year to identify direction, develop plans, procedures, and processes in support of EOC operations.• Participate, coordinate, and/or lead any EOC meetings as identified.

Table 8

Operations Section

The operations section chief is responsible for the coordination of all activities of the section and subsequent EOC positions under the operations section to include the branch directors and ESF organizations. The Community & Environment and Public Works Department Directors are designated as the operations section chief. The organizational structure depicted in Figure 19, identifies the chain of command and responsibility for the people filling these positions.

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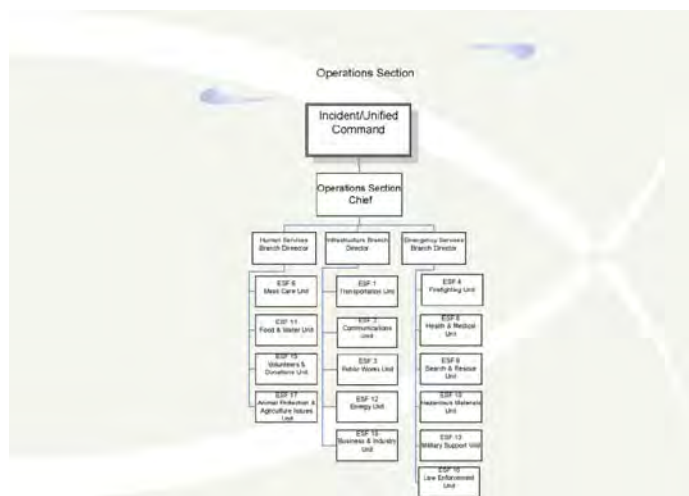


Figure 19

It will be important that the operations section chief is coordinating with all jurisdictions and EOC organizations as appropriate when coordinating operations and reporting activities to the IC. Table 9 broadly outlines the roles and responsibilities of the operations section chief.

Operations Section Chief	Role and Responsibility (not all inclusive)
<p>Operations Section Chief-</p> <p>Community & Environment Department Director</p> <p>Public Works Department Director</p>	<ul style="list-style-type: none"> Responsible to coordinate all operational activities as identified by the IC. Responsible for staffing section chief position as required. Responsible to oversee and coordinate all activities of each branch director identified under the section chief and all ESF activities within each of the branches under the positions area of responsibility. Responsible to oversee and coordinate all activities of each ESF and the branch in the absence of a branch director. Responsible to report all organizational, ESF, and branch activities up to the IC as appropriate and relevant to the situation. Attend all EOC meetings as identified. Schedule and facilitate any operational meetings as appropriate and needed. Provide situation reports to the IC and other Section Chiefs for all Operations Section operations and activities Should meet periodically throughout the year with branch directors and ESF representative to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Provide situation reports through the chain of command as required. Provide information and data for the IAP as identified.

Table 9

The emergency services branch has the responsibility for responding to the immediate needs of the community in the pre- and post-periods of disasters providing life safety and life saving services, property protection support, establishing situation control, and assisting restoring the

Escambia County Comprehensive Emergency Management Plan (CEMP)

community back to normal conditions. Incident operations can be organized and executed in multiple ways, and will depend on the type of incident, agencies involved, and specific objectives and strategies as identified by the IC. The county EMS Manager and Fire Chief are designated as the emergency services branch directors.

Table 10 broadly outlines the roles and responsibilities of the emergency services branch and each supporting ESF unit.

Emergency Services Branch	Role and Responsibility (not all inclusive)
Firefighting Unit (ESF 4)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Pre-position resources as necessary. • Manage fire protection/suppression through ICS. • Direct search and rescue operations. • Provide initial damage and human impact assessments. • Assist in evacuations. • Assist in re-entry. • Provide EOC support. • Provide situation reports through the chain of command as required. • Refer to ESF 4 appendix for additional details.
Health and Medical Unit (ESF 8)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations • Request mutual aid from adjoining counties, as needed. • Assess medical and public health needs. • Coordinate health and medical services for the community as appropriate. • Coordinate mortuary services. • Provide environmental health services. • Provide and coordinate pandemic response activities. • Direct immunizations for disease control. • Analyze medical impacts and resource requirements. • Direct and coordinate triage and transportation of injured victims. • Coordinate with ECAT for transportation of persons with special needs. • Coordinate and manage sheltering of people with special needs. • Provide EOC support. • Notify hospitals and other relevant medical facilities related to any patient flow impacts as a result of disaster impacts. • Advise hospitals of hazardous materials involved in incidents and decontamination requirements in coordination with ESF 10. • Coordinate planning and operational needs with local healthcare facilities as appropriate. • Oversee and manage the operation of the special needs shelter. • Coordinate the transport of individuals requiring transport to the special needs shelter with ESF 1. • Coordinate with building owners for the use of facilities for special needs shelter operations. • Provide situation reports through the chain of command as required.

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	<ul style="list-style-type: none"> Refer to ESF 8 appendix for additional details.
Search and Rescue Unit (ESF 9)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Manage and coordinate countywide search and rescue activities as appropriate and needed. Secure local resources for locating, extracting and giving medical assistance to victims trapped in collapsed structures. Conduct preliminary needs assessment during disaster response activities. Provide situation reports through the chain of command as required. Refer to ESF 9 appendix for additional details.
Hazardous Materials Unit (ESF 10)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Coordinate the notification and response of all agencies required to respond to an incident. Notify the county and state warning point of any hazardous materials incidents and request any state assistance as necessary and appropriate. Coordinate with the Department of Environmental Protection to ensure that hazardous materials are recovered and disposed of according to local, state, and federal laws. Identify resource needed to meet potential missions; maintain inventory of resources and capabilities to access resources. Provide situation reports through the chain of command as required. Refer to ESF 10 appendix for additional details.
Military Support Unit (ESF 13)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and the branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Coordinate assistance provided by the Florida National Guard and federal military support. Provide liaison coordination services to military installations and resources in support of EOC operations. Provide situation reports through the chain of command as required. Refer to ESF 13 appendix for additional details.
Law Enforcement Unit (ESF 16)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Support impact assessments. Provide traffic control services as appropriate. Provide community security services as appropriate. Supports evacuation and re-entry activities as appropriate. Provide door-to-door notifications of evacuation orders and directions as appropriate. Provide shelter security support services as appropriate. Provide escort services to appropriate activities in support of EOC operations. Provide situation reports through the chain of command as required.

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	<ul style="list-style-type: none"> Refer to ESF 16 appendix for additional details.
ESF 18 Business & Industry Unit	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations and the planning section. Develop communications network with local business community for the purpose of sharing information to and from the EOC in an effort to reestablish local commerce activities. Develop plans and procedures for staffing and EOC operations. Provide data with respect to business community activities to the EOC as required. Provide situation reports through the chain of command as required. Refer to ESF 18 appendix for additional details.

Table 10

The infrastructure branch and supporting ESF organizations are responsible for the repair and maintenance of public and private infrastructure that supports the basic community services for daily life functioning. The Public Works Department is designated to fulfill the infrastructure branch director responsibilities and typically has division managers fill this role. The Table 11 broadly identifies roles and responsibilities for each ESF unit supporting the infrastructure branch.

Infrastructure Branch	Roles and Responsibilities (not all inclusive)
Transportation Unit (ESF 1)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Coordinates all mass transportation resources to support EOC operations. Coordinates transportation resources to support shelter evacuation transportation services for people need of transportation to evacuate to a shelter. Provides transportation for shelter operation resources. Provide situation reports through the chain of command as required. Refer to ESF 1 appendix for additional details.
Communications Unit (ESF 2)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Coordinate the assessment of impacts on emergency communication systems within the county. Coordinate to provide and maintain emergency communication services with essential governmental agencies and operations within the county as necessary. Coordinates the management of the various emergency communications centers of first responder organizations. Coordinate resources to meet the communications needs of the EOC as appropriate. Provide situation reports through the chain of command as required. Refer to ESF 2 appendix for additional details.
Public Works Unit (ESF 3)	<ul style="list-style-type: none"> Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and

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	<ul style="list-style-type: none"> responsibilities in support of EOC operations. • Coordinate readiness actions for appropriate public buildings. • Coordinate debris clearance and implement debris management plan as appropriate. • Coordinate damage assessments for public and private infrastructure and structures as it relates to the FEMA public and individual assistance programs. • Identify resource to meet operational requirements. • Coordinate road and bridge inspections and repairs. • Provide monitoring, repair, and maintenance services for traffic control assets. • Develop, maintain and annually update resource inventories needed for services in support of EOC operations. • Maintain a list of engineering and contracting firms that can be mobilized to support repair and maintenance efforts in support of the EOC operation. • Coordinate and implement a recovery construction permitting process. • Repair and restore public infrastructure as necessary. • Monitor evacuation and re-entry traffic in coordination with ESF 16 for any potential traffic control support. • Maintain and implement alternate evacuation route plans as appropriate. • Maintain and coordinate for the supply of fuel supplies for government services. • Implement hurricane fuel plan to include the distribution of fuel supplies to support critical infrastructure as identified. • Monitor health and life-safety threats from infrastructure damage and provide public warnings and information as appropriate. • Coordinate/manage base camp operations through the county and city housing staff as appropriate. • Coordinate/manage housing strategy/program as the need may dictate and direction from the IC may identify. • Provide situation reports through the chain of command as required. • Refer to ESF 3 appendix for additional details.
Energy Unit (ESF 12)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate and maintain a power restoration priority list prioritizing critical services for power restoration. This priority list shall be coordinated with the Division of Emergency Management. • Coordinate with local power companies to prepare and release public information regarding the power emergency through the JIC. • Coordinate the gathering of information and data with respect to the bulk wholesale/retail fuel supplies accessible to the community. • Repair and restore energy service infrastructure. • Coordinate the gathering of information and data with respect to the wholesale/retail supply of Natural and Propane Gas accessible to the community. • Provide situation reports through the chain of command as required. • Refer to ESF 12 appendix for additional details.
	<ul style="list-style-type: none"> •

Table 11

The human services branch is responsible for coordinating services that provide basic human needs services pre- and post disaster impact that revolve around the concept of food, water, and shelter, plus a host of additional services. Most of the services are coordinated and provided by

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non-profit organizations and the levels of service may vary from disaster to disaster as the non-profit resources vary from day-to-day. The Community Affairs Department is responsible to fulfill the responsibilities of the branch director. Table 12 broadly identifies roles and responsibilities for the ESFs that support the human services branch.

Human Services Branch	Role and Responsibility (not all inclusive)
Branch Director	<ul style="list-style-type: none"> • Coordinate with state and federal officials in the identification of a location(s) for ESC/DRC operations as appropriate. • Maintain, in cooperation with emergency management, a list of potential ESC/DRC locations. • Coordinate with state and federal officials to establish an ESC/DRC as appropriate and directed by the operations section chief.
Mass Care Unit (ESF 6)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Open, staff, manage, and demobilize public shelters as coordinated through the EOC. • Provide training for shelter managers. • Register evacuees at shelters. • In coordination with Emergency Management, identify facility resources that will be utilized for hurricane risk shelters. • Identify and coordinate with other community facilities that will be utilized for non-wind risk disasters. • Plan for emergency transportation needs that support ESF 6 operations. • Coordinate refuges of last resort plan. • Coordinate case work and case management as appropriate and as resources are available to support efficient mass care service delivery. • Establish mobile and fixed feeding sites as appropriate. • Establish, coordinate, and manage comfort stations as appropriate. • Coordinate feeding services for the special needs shelter. • Coordinate to meet the needs for any mass care issue in the community. • Provide situation reports through the chain of command. • Refer to ESF 6 appendix for additional details. <p>Responsible to coordinate any ADA requests and accommodations, in coordination with ESF 8 and other ESF organizations as the need is identified.</p>

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Food and Water Unit (ESF 11)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Assess needs and requirements for bulk food, water and ice distribution to the community. • Coordinate and supply relief agencies food and water resources to deliver welfare services to the community as appropriate and as resources may be available. • Maintain list/locations of points of distribution (POD) with locations geographically appropriate. • Develop operational procedures for PODs and coordinate resources with logistics section and the state. • Open, staff, manage, and demobilize PODs as appropriate . • Annually survey County to identify suitable buildings and locations to serve as distribution sites, staging areas, warehouses as appropriate. • Maintain list of support personnel. • Compile and maintain a list of vendors capable of supplying bulk food, water and ice. • Coordinate with local and out of town relief agencies in providing emergency relief services. This may be coordinated with ESF 15. • Provide situation reports through the chain of command as required. • Refer to ESF 11 appendix for additional details.
Volunteers and Donations Unit (ESF 15)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations • Plan and coordinate all donated goods and services that come into the community. • Plan, identify, and coordinate donated goods warehousing and distribution of donated goods. • Plan and coordinate volunteers matching them with the community needs. • Coordinate with ESF 15 for bulk food and water resources to support relief agency needs as available and appropriate. • Plan and coordinate VRC operation. • Provide situation reports through the chain of command as required. • Refer to ESF 15 appendix for additional details.
Animal Protection and Agriculture Issues Unit (ESF 17)	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate and plan to meet the pet needs for special needs shelter clients. • Identify, mobilize and deploy assessment representatives to determine the specific health and safety needs and priorities of animals. • Coordinate response activities to aid in the relief of nuisance and health-related problems involving animals and their impact on human relief efforts. • Coordinate the acquisition of additional pet food and supplies from vendors to support the relief efforts. • Coordinate animal/pet carcass disposal as appropriate. • Provide assistance in the capture of injured and displaced animals. • Develop reunification and care plan and program for lost pets and

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	<p>animals.</p> <ul style="list-style-type: none">• Coordinate the use of the equestrian center for potential use as an evacuation location for horses.• Coordinate and acquire agriculture damage assessment data.• Provide situation reports through the chain of command as required.• Refer to ESF 17 appendix for additional details.
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Table 12

Planning Section

The Planning Section is responsible to collect, analyze, and disseminate tactical and planning information on the nature, scope, and potential impacts of an incident and to identify and anticipate future needs and resource requirements and to incorporate the analysis into incident action plans, situation reports, and other planning documents. The Development Services Department and Division of Emergency Management are responsible for the planning section chief responsibilities. Figure 20 identifies the basic ICS structure for the planning section.

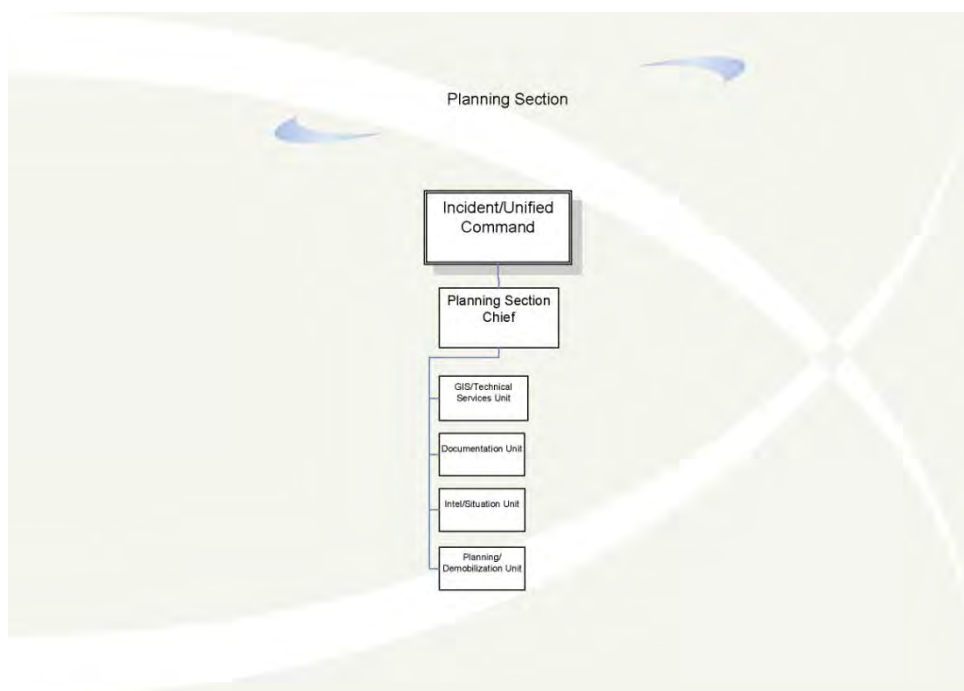


Figure 20

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Table 13 broadly identifies the roles and responsibilities of the planning section.

Planning Section	Role and Responsibility (not all inclusive)
Planning Section Chief- Development Services Department Emergency Management Division	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate staffing needs for the planning section. • Develop and produce incident action plan and situation reports as appropriate. • Coordinate activities for any unit necessary to accomplish section responsibilities. • Coordinate planning meetings at the direction of the IC. • Develop plans for the incident as appropriate. • Provide situation reports through the chain of command. • Refer to ESF 5 appendix for additional details.
GIS Technical Services Unit	<ul style="list-style-type: none"> • Should meet periodically throughout the year with all staff and section chief to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations and the planning section. • Provide support to EOC organization as it relates to GIS data and mapping services. • Provide situation reports through the chain of command. • Refer to ESF 5 appendix for additional details.

Table 13

Logistics Section

The Logistics Section will be responsible for supporting the EOC organizations logistical needs when those organizations are unable to locate local resources on their own either through leveraging resources from other EOC and local organizations or in the event a vendor or contractor cannot be located to meet the logistical need. The logistics section will then assist in locating other local or regional resources or may coordinate with the State of Florida requesting assistance in locating appropriate resources from around the state or the nation to meet the local needs. The Human Resources Department and Purchasing Division are responsible to staff and manage the logistics section.

Figure 21 identifies the ICS structure of the logistics section.



Figure 21

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Table 14 broadly identifies the roles and responsibilities of the logistics section chief.

Logistics Section	Roles and Responsibilities (not all inclusive)
Logistics Section Chief- Purchasing Division Manager and Human Resources Division Manager	<ul style="list-style-type: none"> • Responsible to plan and identify vendors and contractors to meet EOC logistical needs. • Develop and put in place contracts and agreements with vendors and contractors that can provide logistical support to the EOC for identified or anticipated needs. • Coordinates and manages the CSA operation to include tracking of mutual aid resources. • Prepares requisitions or contracts for needed resources. • Leases, rents or purchases needed PPE and other equipment requirements for various EOC operations. • Provides assistance in renting or leasing appropriate building space to support EOC operations. • Maintain all resource tracking and expenditure documentation for EOC support activities and provide as appropriate to the finance section. • Identifies and coordinates human resources to meet EOC operational needs. • Assigns purchasing agent to the EOC as appropriate. • Refer to ESF 7/logistics appendix for additional details.
IT Branch	<ul style="list-style-type: none"> • Provides IT support to the EOC and supporting organizations. • Provides IT support to the alternate EOC locations. • Maintains BCC network access and all BCC servers. • Maintains backup servers. • Refer to ESF 7/logistics appendix for additional details.

Table 21

Finance Section

The finance section is responsible to track and manage all financial aspects of the incident and should be prepared to report to the command staff financial expenditure status as requested. The finance section, along with the logistics section, will validate all logistic section resource support as to financial and operational responsibility prior to accessing resources for organizations outside of the BCC. The Management and Budget Department has been tasked as the finance section chief. Figure 22 identifies the ICS structure of the finance section.



Figure 22

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Table 15 broadly identifies the roles and responsibilities of the finance section.

Finance Section	Role and Responsibility (not all inclusive)
Finance Section Chief- Management & Budget Department Director	<ul style="list-style-type: none"> • Manages and oversees the finance section. • In cooperation with EM Liaison, will be the focal point for damage assessment data collection and presentation to the state in the pursuit of a federal declaration. • Identifies funding for emergency expenditures. • Maintains records of expenditures.
	<ul style="list-style-type: none"> • Coordinates recovery actions with FEMA to include the DSR process. • Provides training to EOC agencies for proper financial management during disasters. • Keeps the BCC and county administrator informed of expenditure and reimbursement information. • Establish deadlines for submission of appropriate forms and documentation for reimbursement procedures. Briefings and conference calls will be conducted as necessary to assist departments and organizations with reporting procedures. • Refer to ESF 7/finance appendix for additional details.
Clerk of the Circuit Court	<ul style="list-style-type: none"> • Preservation of official county documents. • Provides financial information to the County, as requested. • Provides payroll services for the county.

Table 15

IV. PREPAREDNESS

The key to a successful response and recovery from disaster incidents is to maximize the effort in preparedness planning and training and to leverage the limited resources in the community to the maximum extent possible.

Each individual, every family, and each business, along with local and state governments, is an important part of the prevention, preparedness, response, recovery, and mitigation effort in getting the community back to normal after a disaster. The more prepared each individual, each family, and each business can be prepared, the more they can be a part of the community process of getting the community back to normal quickly as quickly as possible. The goal is to minimize the impacts of a disaster, and to reduce those impacts to where they simply become a mere inconvenience.

This CEMP is designed around a holistic approach to the community's disaster response and recovery efforts with flexibility that has access for each individual, each family, and each business to become a part of the community effort to be as prepared as humanly possible.

A. Public Awareness and Education

Public awareness and education are critical elements in getting the community prepared for disaster. The community citizens look to public safety and emergency management officials for guidance and direction on how to prepare and respond during disaster. And as such, the county has a public awareness and outreach program that tries to reach as many citizens as possible with the preparedness message. At the same time, many non-profit and for-profit organizations are also out in the public eye trying to prepare people and businesses for inevitable disasters. Preparedness resources are easily found on the internet and on organization websites as well as through many media resources. Emergency management has developed and participates in many opportunities in

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the community each year to reach out to the public in a proactive manner to assist citizens and businesses in how to prepare for disaster. Several activities include:

- Media promotions of special events, disaster anniversaries, exercises, etc.
- Public speaking and presentations to community groups
- Representation and participation in numerous expos and workshops
- Direct mailing
- Maintaining website and other disaster preparedness website links
- Printed material/cds available to the public
- EOC tours
- Etc.

The Division of Emergency Management's website at www.bereadyescambia.com contains preparedness information, critical decision-making information, GIS/address data, evacuation routes, evacuation zones, and many other valuable resources.

B. Exercises

Participating in various types of exercises are important activities that are utilized to test and improve plans and procedures and to measure the capacity and capabilities of organizations and the community. Many of the EOC partners participate in several exercises each year that test all or part of the county CEMP and how well the organizations coordinate under the ICS. Each exercise typically utilizes the Homeland Security Exercise and Evaluation Program (HSEEP) to assist in developing a thoroughly planned and organized exercise event that allows each participating agency to truly test the operational details of plans and procedures while interacting with as many organizations as possible and to learn what other organizations are capable of bringing to the response effort. The HSEEP also allows for a thorough review of the exercise to generate an improvement plan with measurable activities for improving identified operational weaknesses or points of failure identified from the exercise itself.

Numerous organizations from the community and all levels of government conduct or participate in exercises throughout the year that test parts of or the entire ICS/EOC operation or specific operational functions. Some exercises are required annually; others are periodically scheduled as a one-time exercise as the needs may be identified. Some of the exercises include:

- Statewide hurricane exercise-annually
- Pensacola International Airport exercise-annually
- Interoperable communications exercises-periodically
- Pensacola NAS exercises-periodically
- Hospital exercises-periodically
- University exercises-periodically

With the conclusion of each exercise, it is imperative that organization participants evaluate the exercise, identify weaknesses and failures, and recognize the strengths of activities. After action improvement plans are typically generated within 30 days of an exercise and the lessons learned and improvement plans are initiated immediately so that with each exercise and real-time incident, the community can comprehensively state that plans and procedures are improving, and the coordinated efforts of the disaster response community are improving and providing the best response possible.

C. Training

Training is an ongoing effort by every disaster committee members' organization, not only in support of their daily responsibilities, but also in support of the EOC disaster response. Through the

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emergency management industry found at the federal, state, and local levels around the country, additional training requirements are being developed and implemented on a regular basis. Best practices are being sought out so that processes can be built upon with each generational evolution rather than having to start from scratch and learn lessons that other communities already have from historical experience.

The county training program builds upon the state multi-year training and exercise program that is reviewed and updated each year between the state and all counties in Florida, which in turn builds upon the federal NIMS training requirements.

At the local level, the county EOC, has established a minimum training requirement for EOC and BCC staff that provides for a general understanding of NIMS and ICS response and recovery operations and incident management depending upon the level of the position people fill in the EOC and in the field. All of the training offered is consistent with the NIMS and the ICS programs. Elements of the programs include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises;
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems;
- Courses focused on discipline and agency-specific subject matter expertise;

Many of the required courses are found on-line, but many other training opportunities are classroom type training. Emergency management will provide, coordinate, or host additional classroom training needs as the needs are identified. The basic NIMS/ICS courses required for the EOC, depending upon the position people fill in support of the EOC, include:

- ICS 100 – Incident Command Systems, An Introduction
- ICS 200 – Incident Command System for Single Resources and Initial Action Incidents
- ICS 300- Intermediate ICS
- ICS 400-Advanced ICS
- IS 700 – National Incident Management System (NIMS), An Introduction
- IS-701-NIMS Multiagency Coordination Systems (MACS)
- IS 702-NIMS National Incident Management Systems (NIMS) Public Information
- IS 703 NIMS Resource Management
- IS 706 NIMS Intrastate Mutual Aid, An Introduction
- IS 800 – National Response Framework (NRF), An Introduction

Some of the other disaster development courses that can be coordinated through the division include the following subject matter, though not all inclusive:

- Emergency Management Disaster Planning for Business, Industry, and Government
- Community Emergency Response Team (CERT)
- Damage Assessment
- Emergency Operations Center Support Staff Training
- Mitigation
- Debris Removal
- Human Needs/Services/Unmet Needs
- Skywarn-severe weather spotting training
- And many other job/function specific classes offered by local, state, and federal partners.

The State of Florida also offers numerous training opportunities as identified at this link:

<http://trac.floridadisaster.org/trac/loginform.aspx>

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FEMA offers numerous on-line courses as well and are identified here:

<http://www.training.fema.gov/IS/crslist.asp>

Many other local organizations, agencies, and non-profits also offer many training opportunities that include first aid, CPR, Community Emergency Response Teams (CERT), and many others.

D. Memorandums of Understanding and Mutual Aid Agreements

Developing Memorandums of Understanding (MOUs) and Mutual Aid Agreements (MAAs) have become the normal practice for many communities, not just for disaster resources, but also for daily normal operations. During disaster incidents, resources are typically short on supply, and heavy on demand. MAAs or MOUs help establish parameters and service expectations well in advance of disaster incidents, so that gaps in products and services can be identified and filled well before there is a need. Every EOC support organization has numerous MOUs or MAAs supporting their disaster response efforts. Escambia County has several in place for daily emergency response and for disaster services. The county purchasing department, as logistics section chief, has numerous contracts, purchase orders, and MOU documents in place ready to be put in service when needed.

Escambia County is also a signatory to the Statewide Mutual Aid Agreement (SMAA) from which all sixty-seven Florida counties participate. This agreement allows counties to coordinate mutual aid support from one county to another through the state as a resource and service focal point that minimizes duplication of effort and gaps in services.

In the same effort, at the federal level, there is an Emergency Management Assistance Compact, (EMAC) that the State of Florida is a participant, that allows states to request and offer up resource assistance to other states, utilizing FEMA as the coordination point for activities. These agreements streamline the assistance process by already identifying financially responsible parties and the process from which reimbursements and coordination will occur.

Coordination with state or other county resources will occur through the state's selected disaster management software, from which only a few county level staff will have access. When a disaster exceeds the capabilities of the local government and community, requests for support from the state will be coordinated by the logistics sections. The logistics section will track and monitor all resources coming into and leaving the community through the County Staging Area (CSA).

Any mutual aid requests from other communities looking for assistance will also come through the state EOC and their disaster management software. State officials will typically coordinate by phone with local emergency directors around the state to solicit resource support for the communities in need. Should Escambia County have the capacity and desire to support another community's needs, a verbal and official written response will be provided from the local EM director to the state EOC, and as a mission number is assigned, the resources will be deployed.

The following is a list of some of the emergency response mutual aid agreements that are in effect for Escambia County related as they relate to the public safety department and emergency management. These agreements are available for review in the emergency management office:

- Escambia County, Alabama
- Baldwin county, Alabama

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- Santa Rosa County, Florida
- State of Florida
- Pensacola State College
- Civil Air Patrol
- Orange Beach, Alabama
- Escambia County Sheriff's Office (COOP)
- B.R.A.C.E.
- and others

E. Notification and Warning

The Escambia Communications Center (ECC)/911 is the County's 24-hour warning point that is located in the same facility as the EOC. The county warning point is connected to the same backup infrastructure as the EOC and has robust continuity of operations plans that include sharing facilities and resources with the county sheriff's office and city police department dispatch centers if necessary.

Most incidents start with a 911 phone call. The ECC maintains standard operating procedures for notifications of first responders, EOC staff, and key BCC critical personnel for any particular type of incident or event. These procedures are incident specific and identify specific notification priorities and actions to be taken based on the type of incident. Notification lists for any agencies and individuals are maintained by the ECC for this process, which also includes protocols for notifications to the Florida state watch office, which is the state's 24-hour warning point.

Beyond the initial emergency notifications implemented by the county warning point, emergency management will proceed to initiate additional notifications with first responders, EOC disaster committee members, BCC critical staff, and follow up to make sure other communications have been conducted or updated to include the state watch office. Several tools are employed to contact people as appropriate, to include pagers, emails, cell phones, home phones, radios, and any other communication tool available to specific individuals. Information of any potential or impending threat is provided to any and all relevant people in the response community, to include our EOC disaster committee as appropriate.

Should the EOC need to be activated to support a specific incident, mobilization of the EOC could occur in 15 minutes or less.

Additional notification tools employed by the county include weather radios and automated notifications from several weather software tools about severe weather threats and impacts.

Notifications and warnings to the public are also accomplished utilizing various tools, depending on the persons that need to be warned and the time available to send out notifications or warnings to the public. The Public Safety Department Director, Emergency Management Division Manager or the Incident Commander (IC) can initiate warning and notification procedures for information to be sent out to the public. The following list identifies warning and notification tools available locally that could be used during disaster incidents:

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Emergency/Disaster phone notification and messaging system that includes the following capabilities:
 - Text messaging
 - Email

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- Twitter
- TTD/TTY
- Landline
- Cell Phone
- Foreign languages as may be recorded
- Facsimile
- Activation of the cable override system
- Social networks
- Website
- Email groups

The utilization of the various notification and warning tools will depend upon the situation, the type of emergency, the amount of time available to deliver the message, and the geographic area needing to be warned or notified. Additional leveraging of community partners such as hotels, motels, and the tourist information centers will assist in getting out emergency notifications and messages to those visitors and tourists in our community that may not be as in tune with local news and information as local residents may be.

Though the primary emergency notification tools will continue to build upon the daily communication tools, the capacity to reach out to those people with ADA communication challenges will remain consistent as long as those tools remain functional. The primary notification tools keep in place the typical daily communication system, whereby people with ADA communication challenges will be able to continue to utilize their personal equipment with the primary media outlets and communication tools, to include radio, newspaper, television, and telephone systems, systems already in place.

Any ADA assistance requests can be received through various avenues and will be coordinated through ESF 6 for resource coordination.

F. Continuity of Operations (COOP)

Each county department and other jurisdictions are responsible for the development and maintenance of a Continuity of Operations Plan (COOP) to ensure that a viable capability exists to continue essential daily functions when their primary facilities and daily operations have been impacted by disaster.

Emergency management, in coordination with key county departments, is responsible for the development and maintenance of a basic EOC COOP that provides an alternate EOC location and a basic “operational platform” from which EOC positions and supporting organizations may continue to operate within and in support of the EOC operations. It will be the responsibility of each EOC position to review, be familiar, and understand the expectations and operational limitation within the EOC COOP, and the need for EOC/ESF position to further develop procedures and processes within their own EOC/ESF position to maintain position responsibilities, communications, contact, and coordination of activities as the CEMP may identify with the understanding of the potential limitation of physical space in the alternate EOC location that may reduce the physical capacity for all ESF support organizations to be physically present in the EOC as it may impact larger ESFs and EOC positions/sections.

It will also be the responsibility of each supporting EOC organizations to develop their own individual organizational COOP capacity within their organization in the event of disaster impacts to individual organization office space and operations, so that their representation, presence, participation, and capacity can be maintained in support of the EOC operations.

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Planning for continuity of operations for the EOC is closely coordinated with the CEMP. Both plans and planning efforts:

- *Fully integrate the planning and operational principles embedded in the National Incident Management Systems (NIMS);*
- *Are routinely exercised in an ongoing effort to identify and correct existing or potential flaws and weaknesses; and*
- *Address incidents that occur with no warning.*

Emergency management is also active in promoting the concept of COOPing well beyond county government. Emergency management works closely with all EOC supporting organizations, both for-profit and non-profit partners, to promote the benefits and planning effort every organization should undertake in COOP development. Escambia county and Santa Rosa county have also both partnered in the development of a Business Continuity Initiative (BCI) that is comprised of local business chambers, associations, and individual businesses that leverage resources and efforts to promote business continuity planning outside of disasters, throughout the year.

G. Evacuation Planning

Decision-making process

Planning for evacuations has been undertaken to reduce loss of life and injury caused by disaster threat situations. Whether evacuations are needed for wildland fires, hazardous material releases, or for hurricanes, decisions for and situations that dictate a need for evacuations and the identification of the areas to be evacuated will be measured on their own merits depending upon the situation and potential impacts.

Many factors must be considered when making a decision to evacuate people from hazard areas. Sometimes an incident may appear to require an evacuation, however, when considering all of the potential outcomes created and additional threats created by an evacuation, sometimes a least-risk decision must be made in the best interests of the community and individuals based upon their needs. Things to consider with evacuation decisions and potential increased risks as a result may include:

- Evacuating large numbers of people may put people at greater risk than if they stayed at home.
- Evacuating the elderly or people with medical conditions may put them at higher risk of injury as a result of moving them rather than if they stayed at home.
- Evacuations can be expensive for everyone involved and it is important that evacuation orders are issued responsibly.
- Evacuations issued frequently without impacts can cause people to wear out on the orders and may stop evacuating when there is a real need to heed evacuation orders. The “crying wolf” syndrome can occur within the community, and again, evacuation orders need to be issued responsibly.
- Life-safety and property protection are the primary reasons to issue evacuation orders.
- How much time will it take to implement the evacuation?
- Status of evacuation routes.
- Will public shelters need to be opened and how quickly can they be opened?
- The type of threat.
- ADA and special needs considerations.

The decision to evacuate an area of the community or the whole community rests with the incident commander with the input from command staff. The decision to evacuate will be supported by BCC action in the form of an official order under a local state of emergency, or can be issued more

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specifically under a state of special emergency which can be issued by the Public Safety Director or by the on-scene incident commander as the threat may require more immediate action in relation to smaller areas such as a neighborhood or a street block.

With most hazards, evacuation decisions are based upon the immediate need of the situation and revolve around wildland fires or hazardous materials incidents where only a neighborhood or small area may need to be evacuated. Typically, these types of evacuations do not significantly impact local roadway traffic volumes. However, with tropical weather incidents such as hurricanes, large numbers of people and large areas of the county may need to be evacuated. Because of the potential time it takes to evacuate so many people and the significant impacts to roadway traffic volumes, additional data is available for emergency managers and incident commanders to assist in making responsible decisions about evacuating people for hurricane threats.

In 2010, the state contracted and produced an updated *Statewide Regional Evacuation Study Program (Program)*⁹ that provides a wealth of data and information about evacuations, evacuation areas, evacuation timing, evacuation routes, etc. The *Program* provides scientific behavioral and modeling data, along with an analysis of the data that provides emergency managers with a document that provides input to the evacuation decision-making process for emergency managers and provides a document, based upon science, that can provide justification for evacuation decisions, providing more support to the emergency managers in assisting them in making the appropriate and responsible evacuation decisions.

Evacuation Routes

Evacuation routes will be determined at the time of an incident for incidents other than hurricanes by the incident commander if necessary, and will include the roads with the most capacity, with the safest and quickest route away from the hazard threat.

In the case of hurricanes, the *Program*, provides pre-identified evacuation routes to assist people in identifying the roadways that will allow them to evacuate out of the community as quickly and safely as possible as a result of increased traffic volume. Evacuation route maps can be located on the county website at www.bereadyescambia.com.

Evacuation Zones

Evacuation Zones/areas will be identified at the time of an incident for incidents other than hurricanes and hazardous materials releases/spill, by the incident commander if necessary, based upon the hazard threat, along identified evacuation routes.

In the case of hurricanes, evacuation zones have also been identified by the *Program* based upon storm surge modeling that identifies where storm surge inundation may impact the coastal and riverine areas of the county. These storm surge zones have become the county evacuation zones for hurricanes. There are five hurricane evacuation zones, A-E for varying hurricane conditions for the county. An evacuation zone map can be found in Appendix M. As the National Hurricane Center forecast data and projections are provided to the public, that data is applied to the evacuation zone map to determine which evacuation zones are going to be evacuated for a particular hurricane threat.

In the case of hazardous materials releases/spills, a hazardous materials plume modeling program will assist first responders and emergency managers in providing the community areas where hazardous materials may impact based upon the form of a chemical and the environmental/weather conditions that will influence the chemicals distribution into the community. Based upon that modeling output, the plume created by the software will assist in the development of potential evacuation zones.

⁹ West Florida regional Planning Council website. <http://www.wfrpc.org/programs/evacuation-study>. September 16, 2014

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Evacuation Transportation

When people are required to evacuate an area, typically people will evacuate utilizing their personal vehicles or pre-arranged company vehicles as the situation may be planned. In some cases, either pre-identified transportation plans have failed or a portion of the community has no personal vehicle and relies on public transportation for daily transportation needs. In those instances where people may not have the means to evacuate when an evacuation order has been issued, the EOC coordinates through ESF 1 to support individual evacuation transportation needs.

Escambia County Area Transit is the primary organization under ESF1 that will coordinate with individuals and families to assist them in evacuating to public shelters during community evacuations, and to assist in transporting them home when shelters close. Under ESF 1, additional resources have been identified to augment transportation services and resources where necessary. Transportation resources are available and are coordinated to meet the needs of those with mobility challenges. Those that may need transportation assistance to evacuate to a shelter may register with emergency management to assist in the planning of resources for those potential needs. The registry also provides a database for those with potential transportation needs for potential proactive measures during times of evacuation.

Special Medical Needs Population

As identified by Chapter 252.355 Fla. Stat., local emergency management agencies are required to "...maintain a registry of persons with special needs located within the jurisdiction of the local agency." Working in coordination with the State of Florida Health Department in Escambia County, emergency management has developed a process to register people with special needs for those people that may have no other option than to go to a public special needs shelter. This would also include potential transportation assistance if needed, to and from the shelter. An explanation of a special needs shelter is identified below. Emergency management maintains a plan for this procedure¹⁰ and also maintains the program and processes at www.myescambia.com.

Any ADA requests for assistance, as appropriate and reasonable, will be coordinated through ESF 6 for resource coordination and allocation.

Public Shelter Operations

Four types of public shelter operations have been identified for the county. They include; "risk," "host," "pet," and "special needs".

"Risk" shelters generally are:

- Pre-identified for public sheltering of people during hurricane threats.
- Identified as a last resort option for people evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels.
- Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
- Provides for minimal ARC operational needs.
- Are managed and operated by the ARC.
- Located in school district facilities.
- Not in a special flood hazard area.
- Not in a storm surge/evacuation zone area.
- ADA accessible.

¹⁰ Escambia County Division of Emergency Management. Special Population Information Registry Implementation Plan (2011)

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“Special needs” shelters generally are:

- Pre-identified for public sheltering of people with special medical needs during hurricane threats.
- Identified as a last resort option for people with special medical needs evacuating the area, with the preference being that people go further inland to friends, family, hotels, motels, or medical facility as appropriate.
- Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
- Provides for minimal health department operational needs.
- Are managed and operated by the health department.
- Located in school district facilities.
- Not in a special flood hazard area.
- Not in a storm surge/evacuation zone area.
- Depending upon the size and threat of the incident, this operation may be co-located in a “risk” or “host” shelter.
- ADA accessible.

“Pet” shelters generally are:

- It is the responsibility of pet owners to plan for their pets.
- Pre-identified for public sheltering of people with pets that have no pre-identified options for evacuation with pets during hurricane threats.
- Identified as a last resort option for people with pets evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels.
- Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
- Provides for minimal animal services division operational needs.
- Are managed and operated by the county animal service division.
- Located in school district facilities.
- Not in a special flood hazard area.
- Not in a storm surge/evacuation zone area.
- Depending upon the size and threat of the incident, this operation may function in the county animal shelter when there is a small pet shelter demand, in county community centers for a medium pet shelter demand before expanding to a larger facility such as the school district facility.
- Pet care will be the responsibility of pet owners throughout the incident.
- ADA accessible.

“Host” shelters generally are:

- Identified for public sheltering of people during disaster incidents other than hurricane/wind incidents.
- Identified as a last resort option for people evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels.
- Will be located in a local community facility pre-identified by the ARC.
- Provides for minimal ARC operational needs.
- Are managed and operated by the ARC.
- In an area not at risk for the incident hazard.
- May co-locate special needs shelter operations.
- ADA accessible.

Shelter information and pre-identified hurricane shelter locations can be found on the county website at www.bereadyescambia.com. All locations and operational procedures are reviewed and validated each year. See ESF 6 and 17 appendixes for further details.

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The county will also utilize a hurricane shelter “phased” opening plan, coordinated with the school district, ARC, and the EOC when it is decided to open “risk” shelters. This will include a plan to open a few geographically and strategically beneficial locations until they are almost full or evacuees before opening additional facilities. This will allow for the leveraging of limited resources and time for mobilizing additional resources to support additional shelter location needs as people evacuate from the evacuation zones.

H. Re-entry Planning

Regardless of the type of emergency from which people have been evacuated, people will not be allowed to return to the area unless it has been deemed safe by the appropriate first responders. The on-scene or EOC incident commander will have the authority to authorize reentry into evacuated areas.

Once it is deemed safe, there may be a need to limit access back into the previously evacuated area(s), and access control points may be set up restricting access to only persons who live, work, and/or are authorized by a property owner. This will potentially eliminate unnecessary traffic congestion and reduce additional risks to the area. The county has a re-entry policy as approved by the BCC and can be found in Appendix K.

I. Critical Facilities/Operational Infrastructure

Emergency management maintains a list of critical facilities and infrastructure for the county and annually updates it each year as appropriate. The list includes government and private not-for-profits and for-profits that fall within the broad definition of critical facilities and infrastructure:

“Critical facilities” are defined as those structures from which essential services and functions for victim survival, continuation of public safety actions, and disaster recovery are performed or provided. Shelters, emergency operations centers, public health, public drinking water, sewer, and wastewater facilities are examples of critical facilities. Though not explicitly included in the definition, supporting life-line infrastructure essential to the mission of critical facilities must also be included in the inventory when appropriate.

“Critical Infrastructure” is defined as those systems and assets, whether physical or virtual, so vital that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economy, public health or safety, or any combination of these elements.¹¹

The list provides a reference to those facilities that EOC operations needs to focus preparedness , response, and recovery efforts and to prioritize those efforts so those facilities remain functional or are prioritized in a manner from which to get them functional as quickly as possible as they are key facilities in the community response and recovery efforts for the whole community.

Critical facilities and infrastructure lists are maintained by emergency management and within the county GIS database and are provided to FDEM each year for their data management.

¹¹ (source: Florida Division of Emergency Management website, January 2014, <http://www.floridadisaster.org/GIS/criticalfacilities/index.htm>)

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V. RECOVERY

Recovery planning and operations can be some of the most significant operations for a community that has been impacted by a significant disaster. The needs of the general public can be overwhelming for any community that has infrastructure, businesses, homes, and government services impacted, damaged, or destroyed. But even the smallest of disasters can prove challenging for communities with limited resources and capabilities. Coordination with state, federal, and non-profit organizations and programs will be crucial in how quickly a community can rebuild and people's lives can get back to normal. However, it must be understood that not all of the community's unmet need will likely be met through mutual aid support and the various programs that may be triggered or offered in the aftermath of disaster. Most of the assistance coordinated and provided is typically not designed to make people, businesses, or communities whole. These programs are to provide some supplemental support while individuals and communities take responsibility in rebuilding and to support personal responsibility.

There have been two phases of recovery recognized in this CEMP for planning purposes. They are short-term and long-term recovery described as follows:

Short-Term Recovery

- Initiated in the immediate aftermath of a disaster while the EOC is still activated and lead by the IC. Implementation timeline is flexible and can range from a few days to a month or two depending upon the extent of disaster impacts.
- Re-establish or maintain emergency services operations to provide for life safety and property protection services.
- Initiate damage/impact assessments for the community
 - Infrastructure assessments
 - Private property assessments
 - Human needs assessments
- From the assessment data, prioritize and re-establish or maintain critical infrastructure services and access. This will include water, sewer, and power.
- From the assessment data, prioritize human needs and initiate assistance programs where possible and as available. This may include meeting the need of people for housing, food, water, clothing, and other basic human needs.
- Initiate the triggering of state and federal assistance programs that will assist with casework and/or case management to justify the triggering of additional state and federal resources and the delivery of those resources to people in need.
- Initiate basic human needs assistance programs and operations.
- Stabilize the community.

Long-Term Recovery

- Transitions from short-term recovery operations once the community response and situation has stabilized. The EOC may be deactivated or may deactivate in the very near future.
- Long-term recovery activities could last days, weeks, months, or even years depending upon the impacts to the community.
- Long-term recovery will need to transition from the EOC command structure back to daily organizational and operational management structures that may include the initiation of a long-term recovery committee to enhance communication and operation coordination between all of the participating organizations, while trying to address the basic needs of the public within the limits of organizational missions and resources. This committee would be inclusive of all government and political jurisdictions and private for-profit and non-profit organizations as the need may dictate and would be lead by the assistant county administrator or anyone of the long-term recovery subcommittees

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depending upon the need for subcommittee mobilization, which would in turn be the point of contact for such committee/subcommittee activities.

- Long-term recovery activities will continue with the effort to initiate and implement any state or federal programs that will assist with case work and case management and the delivery of resources to people in need, until there are no more resources to access or the needs have all been met.

The county has organized and structured a long-term recovery (LTR) committee that will have an identified basic organizational structure, is multi-jurisdictional and multi-organizational in concept, and is composed of the following subcommittees:

LTR Chair: Assistant County Administrator

LTR Committee: Comprised of the LTR subcommittee Chairs

Subcommittees:	Economic Redevelopment	(Escambia County Office of Business Opportunity/Economic Development))
	Environmental	(Escambia County Community and Environment)
	Health and Human Services	(Escambia County Community Affairs)
	Housing	(Escambia County Neighborhood Enterprise Division)
	Infrastructure and Public Facilities	(Escambia County Public Works)
	Land-Use	(Escambia County Development Services)

Each of these subcommittees is comprised of government agencies and private sector non-profit and for profit organizations. The goal is also to engage each governmental jurisdiction whether they are pre-identified partners in the planning activities or provide the opportunity for them to engage if these subcommittees are mobilized. Some of the subcommittees have active representatives for a large array of partners, some are not so active representatives, but the basic principle and structure allows them access as the situation may dictate. These subcommittee partners will be some of the same disaster committee organizations that support the EOC and each ESF within the EOC, and are listed in Appendix D. Each subcommittee will leverage existing organizational resources and networks and will include local and national VOADs, ESF 6, 15, 17, & 18 partners. The constantly evolving list of subcommittee partners will be maintained by each subcommittee chair and can be accessed through the emergency management office.

Where there is a need for a subcommittee to mobilize to assist the community in recovery efforts, the subcommittee will establish methods by which they will coordinate, communicate, and function. This may be accomplished through regular meetings, emails, phone and conference calls as the community needs and activities may dictate. As the magnitude of need may also dictate, so too will the level of participation in those subcommittees and various forums that may include any and all of the local, state, regional, and federal jurisdictions, agencies, and organizations with the goal of trying to reduce duplication of benefits and to reduce the gaps in services in an effort to leverage limited resources.

With each type of incident, will come varying unmet needs from the community. And with each incident, the mobilization of the LTR committee and one or more of the subcommittees will be at the discretion of the IC, county administrator or assistant administrator, or any one of the subcommittee chairs as the unmet needs may justify. A decision may also be made not to mobilize any of the subcommittees or LTR committee if the need can reasonably be absorbed by typical daily support systems, justification of need has not been identified, or another group desiring to take the lead for any portion of the LTR efforts has been identified. Any non-mobilization of the county LTR committee

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will not preclude any other organization from taking the lead in specific LTR activities as they may feel is justified.

And whether there is a presidential disaster declaration or not, or there is a large or small unmet need within the community, the structure of the LTR is designed with the same flexibility as the ICS/EOC management structure, whereby it can expand and contract as the situation may dictate with any level of participation desired if this structure is mobilized.

Roles and responsibilities of the LTR committee and subcommittees are only being broadly identified by the simplicity of each subcommittee title and the primary contact and coordination within those subcommittee subject areas will be through the LTR committee chair or appropriate subcommittee chairs as they may be mobilized, or the appropriate EOC human services branch director as there may be transitioning from EOC operations to LTR activities.

Where unmet needs may be identified in the community, those unmet needs will attempt to be met by the appropriate subject matter subcommittee as resources, capabilities, and capacities may allow. Throughout any given year, whether an organization is government, private for profit, or non-profit, available resources to assist in recovery activities will be limited based upon those resources, capacities, and capabilities of those organizations at the time of need. It is understood that those resources and operational capacities and capabilities may be impacted by many factors, to include the size and magnitude of the disaster impacts, economic and financial conditions, emotional feelings of the community or surrounding communities, political and administrative influences to recognize a few.

The county, nor any other organization or jurisdiction, will act on-behalf of any other agency or organization in the recovery process, unless identified through legal process. Much like the EOC management structure, comprehensive recovery efforts will require proactive engagement by any organization, agency, and/or jurisdiction that have community unmet needs, common goals, and/or has a desire and a mission to provide support to the cooperative effort in meeting as much of the community's unmet needs as possible. Within those subcommittees, more specific roles and responsibilities will evolve and the pursuit of any assistance programs will be identified and responsibilities recognized based upon the specific unmet needs.

ESF 14/JIC concept will continue to provide support to recovery efforts even as the EOC may demobilize and as appropriate.

A. Damage Assessment

ESF 3 is responsible for initial damage and impact assessments to private property and public infrastructure. Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for state and federal disaster assistance in the recovery phase and in an effort to document the need to support a presidential declaration and the triggering of state and federal financial assistance and direct service programs. Federal program guidance will be utilized to set the basis for the assessments.

Each jurisdiction will be responsible for their I.A. and P.A. damage assessments within their jurisdictions and the data will be coordinated up through the County Building Inspection's Director and the ESF 3 Lead.

County Building Inspections will be responsible to initiate, deploy, and manage the Initial Damage Assessment (IDA) for the unincorporated areas of the county, to include the Town of Century, with the City of Pensacola building official counterparts responsible for the IDA in the city. Assessments will be completed utilizing the FEMA I.A. program guidance and completed in an acceptable FEMA

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format. In some cases, as assessments are completed, uninhabitable structures will be *tagged* by the teams identifying those structures where people should not return because of safety concerns.

The county engineering department is responsible to coordinate, deploy, and manage damage assessment teams in identifying public infrastructure and building damages for the county and in coordination with the Town of Century public works department. The City of Pensacola will be responsible to coordinate, deploy, and manage similar public infrastructure and building assessment teams to identify damages within the city limits. County engineering will coordinate with the city counterparts in acquiring, consolidating, and reporting up damage assessment data in the form and format as required by state and federal officials.

The county community and environment department will be responsible to assess damage impacts to the beaches and other environmentally sensitive areas and will be available for consultation to the city as may be needed and directed. All P.A. program assessments will utilize all federal P.A. program guidance to derive damage assessment data.

Based upon the level of staff turnover, frequency of deployments for the assessment teams, and the potential programmatic changes, periodic training for the assessment teams may be necessary. All training will be coordinated by each of the respective department directors within each of the respective jurisdictions as required or as appropriate.

Should there be any staffing shortages due to the volume of the damage assessment needing to be accomplished; the respective departments or divisions may make a mutual aid request through the state for additional damage assessment teams as may be needed.

The ARC also deploys impact assessment teams that not only captures structural damage data, but also provides a human needs assessment for ESF 6 & 15 agencies can coordinate the necessary resources for the potential community human services needs.

The collected damage assessment data from both the government jurisdictions and the ARC will be coordinated with and be reported to the EM liaison, IC, GIS unit, and finance section chief for additional programmatic and operational actions.

- EM liaison, IC, and finance section chief, in consultation with FDEM liaisons, will evaluate the data and determine whether or not to submit a request to the Governor's office asking the Governor to request state and federal preliminary damage assessment (PDA) teams and a federal declaration from the President of the United States as it may relate to the S.B.A., I.A., and P.A. programs based upon those program declaration threshold guidance.
- Should the damage assessment data look to represent a significant enough local impact, state and federal PDA teams will be deployed to verify the local assessment data. This may require local assessment team members to accompany the state and federal teams back out into the field to validate the local IDA assessment data. ESF 3 lead county and city building inspections and public works department directors will coordinate any needed accompanying staff for the state and federal PDA teams as appropriate.
- If there is a federal declaration, this damage assessment and human needs data may also assist in triggering various federal programs that may provide direct or indirect support to individuals with needs.
- GIS will map the data in ARCGIS for ease of reference and access for any additional state and federal PDA teams that may come in to verify the local IDA data and for further local organizational use.
- Damage assessment data will provide initial guidance for human services organizations to drive their planning and delivering of direct services.
- Damage assessment data will also support any initial case work and/or case management activities as resources may be available.

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Each political jurisdiction and community organizations will be responsible for the application, implementation, and financial management of any state and federal program individually.

B. Public Assistance Program

The Public Assistance (PA) program provides financial assistance to eligible local governments and limited private not-for-profit organizations. If the county receives a presidential disaster declaration for public assistance, then potential financial assistance can be solicited to supplement expenses incurred for response and recovery operations, recovery and restoration of buildings, infrastructure and the removal and disposal of debris. P.A. program eligibility and guidance can be found on the FEMA website at <http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit/>.

The P.A. program will initiate program assistance with the scheduling of an applicant briefing where FEMA and state staff come to the community and explain the program procedures and processes to potentially eligible applicants. The Management and Budget Department/finance section chief maintains an annually updated list of potential eligible applicants and provides notification and invitation to those organizations to attend the applicant briefing as scheduled and at their organizations discretion.

Any P.A. program engagement will be at the discretion of the individual organizations and at the responsibility of those organizations to engage the program opportunities, meet all of the program rules, requirements, and guidance for receiving financial assistance through this program.

Public Works

Each BCC department will manage their own project submissions coordinating closely with the Management and Budget Department as it relates to meeting financial and documentation requirements needed for project reimbursement. Some additional operations that are eligible under the P.A. program include:

- Debris removal and disposal activities will be coordinated through ESF 3, for all jurisdictions and municipalities as appropriate. The BCC has a FEMA pre-approved debris management plan that will allow the county to quickly implement the plan knowing that all activities in the plan should be eligible for reimbursement. The BCC debris management plan will include debris plan activity coordination for the Town of Century and potentially could support the City of Pensacola debris management efforts as initiated and negotiated. The debris management plan is updated on a regular basis and will include:
 - Legal authorities and processes.
 - Coordination with other government jurisdictions as appropriate.
 - Identification, selection, and contracting with contractors and vendors as appropriate.
 - Pick-up/clearing priorities as appropriate.
 - Processes to satisfy FEMA PA program requirements and needs for documentation for the proper implementation of a debris management plan to maximize eligibility and reimbursements as appropriate.
 - Hazardous waste/material disposal.
 - Environmental considerations as appropriate.

The county solid waste division manages the maintenance, updates, and implementation of the debris management plan for the county.

- The county risk management division coordinates all insurance actions pertaining to county property and provides guidance on the legality of safety issues, workers' compensation programs,

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and liability issues as it may relate to operational activities and provides insurable values to the P.A. program to justify eligible financial reimbursements.

- ESF 3, through the county community and environment department will coordinate any beach impact assessments, beach re-nourishment, and/or other environmental recovery efforts and activities.

C. Individual Assistance (I.A.) Program

Should the county justify and receive an I.A. program presidential declaration, this will trigger several individual assistance programs for individuals. Those programs may include:

- Community Service Programs
 - Crisis counseling assistance and training program-funds mental health assistance and training activities
 - Disaster Unemployment Assistance-unemployment benefits and re-employment services to individuals who have become unemployed as a result of the disaster.
 - Disaster Legal Services-provides free legal assistance to disaster survivors.
 - Assistance with insurance claims
 - Counseling on landlord/tenant problems
 - Assisting in consumer protection matters, remedies, and procedures.
 - Replacement of wills and other important legal documents destroyed in a major disaster.
- Housing Resources
 - Financial assistance for alternative housing
 - Financial assistance for temporary housing

For more details on the FEMA I.A. program, please refer to their website at <http://www.fema.gov/individual-assistance-program-tools>.

D. Small Business Administration (SBA)¹²

If a state does not receive a presidential emergency or major disaster declaration, the SBA can make federally subsidized loans to repair or replace homes, personal property or businesses that sustained damages not covered by insurance. The SBA can provide three types of disaster loans to qualified homeowners and businesses:

- Home Disaster Loans to homeowners and renters to repair or replace disaster-related damages to their home or personal property;
- Business Physical Disaster Loans to business owners to repair or replace disaster-damaged property, including inventory and supplies; and
- Economic Injury Disaster Loans (EIDL), which provide capital to small businesses and to small agricultural cooperatives to assist them through the disaster recovery period.

SBA disaster loans are a critical source of economic stimulation for communities hit by a disaster, spurring job retention and creation, revitalizing business health and stabilizing tax bases. There are four types of disaster declarations:

- Presidential Declarations

¹² State of Florida. Comprehensive Emergency Management Plan. February 2012.

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- Agency Declarations
- Gubernatorial Declarations
- Secretary of Agriculture or Commerce Declarations

When a President declares a major disaster declaration for Individual Assistance, SBA's disaster assistance programs are automatically activated. For smaller disasters, the SBA Administrator may issue a "SBA-only" declaration. Such declarations are based on the occurrence of at least the minimum amount of uninsured physical damage to buildings, machinery, inventory, homes and other property. Typically this would mean at least 25 homes, 25 businesses, or some combination, have sustained uninsured losses of 40% or more. With an agency declaration, SBA disaster assistance programs are available to homeowners, renters and businesses within designated areas. Further information about SBA disaster loans can be found at www.sba.gov.

E. Human Services and Community Response

Human and mass care needs are coordinated through the human services branch, branch director, and ESF 6, 11, 15, and 17 supporting organizations while the EOC is mobilized. Utilizing the initial damage assessment data collected from ESF 3 and ESF 6, an initial human needs assessment will be derived by the human services branch from which any immediate and local direct services can be coordinated to leverage limited resources and reduce duplication of effort to meet the anticipated needs. Those initial human needs will be met by the variety of local non-profit organizations, even beyond those organizations listed in this CEMP.

The priorities for the human services branch and branch director are as follows:

- Acquire impact assessment data from available resources. (I.A. damage assessment data, ARC impact assessment data, etc.)
- Identify and prioritize the initial human needs of the community.
- Identify available local resources to meet the identified needs of the community.
- Coordinate and apply local resources and volunteers to meet the community needs.
- Identify any unmet needs.
- Identify any state or federal resource to meet the level of unmet needs as appropriate.
- Coordinate and apply any donated resources and volunteers that arrive in the community from outside the local area.
- Continue these efforts until all the needs are met or there are no more appropriate resources to apply.

Coordination of the effort from local and out-of-area non-profits and donated goods is the level of community response that is needed to potentially meet the needs of individuals and families. Government programs may provide some supplemental assistance, but is never designed to make survivors whole. It is the community volunteers and donations and every organization that must play a role with the hope of filling in people's gaps in need.

The efforts from the human services branch will potentially transition to the health and human services LTR subcommittee as it may be mobilized. Working with and through the various ESF 6, 15, 17, & 18 support organizations as listed in Appendix D that include additional VOAD, for-profit, not-for-profit, and government organizations, initial human services unmet needs will be coordinated under the human services branch director, leveraging the organizational networks, communication links, and limited resources of those ESFs, along with governmental program support from state and federal level programs as may be applicable. Each of the ESF support organizations will continue to develop and maintain additional local organizational contacts, resources, and capacity to support the primary ESF organizations in this effort.

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Mass Feeding

ESF 6 will coordinate mass feeding operations in the community with the support of the other ESF 6 organizations and additional local community groups and organizations as the need is identified. This may be in the form of stationary feeding stations or through mobile feeding vehicles from organizations such as the ARC or the Salvation Army, or may include impromptu local churches, community organizations, and private business operations that made a decision to provide assistance for a specific incident.

ESF 11 may be able to provide additional bulk food and water support to the ESF feeding operations should county food and water distribution program be implemented. This program would include the mobilization of the county staging areas (CSA) and/or points of distribution (POD) operation that would allow for the facilitation of providing logistical support and distribution of bulk food and water resources to the community directly or through ESF 6 mass care outreach services. ESF 11 operations are not guaranteed and direct support to ESF 11 will be based upon case-by-case decisions in the EOC.

Temporary Housing

The neighborhood enterprise division manager, in cooperation with the city housing department director, acting as the housing task force, will be responsible to coordinate housing assistance programs as they may be available. The county has a *Housing Strategy* that is maintained by both the county neighborhood enterprise division manager and the city housing department director that identifies assistance programs and conceptual operations to assist in meeting the housing needs of displaced residents.

The *Housing Strategy* locally identifies basic roles and responsibilities for the housing task force, but in essence, the *Strategy* is a referral service for those with housing needs. When there is no federal declaration, the county and city task force will typically assist people in need by referring them to local resources such as the MLS and property management companies for locally available housing stock, may be able to facilitate the application of Community Development Block Grant (CDBG) and State Housing Initiative Partnership (SHIP) program funding toward disaster repairs as authorized, and may be able to assist in facilitating and motivating federal housing programs such as Housing and Urban Development (HUD) in supporting those people displaced from subsidized housing. However, local housing efforts are limited to those types of referral activities.

The *Housing Strategy* goes a little further in that when there is a federal declaration, the housing task force will assist and support the state and federal housing programs and the assistance they provide individuals. Though development rules and regulations will typically not be waived in the recovery stages of a disaster, efforts to assist in expediting permitting by the jurisdictional building inspections department of each jurisdiction will be considered and implemented as the situation may dictate. The *Housing Strategy* also identifies potential mobile home and travel trailer site locations in the event these housing options may be implemented by FEMA/Corp. of Engineers. The task force also works with the local health department in maintaining access to mobile home park data annually, that includes mobile home pad count data, so that surveys can be conducted locally and at the time of need for available locations to place mobile homes as part of the FEMA/Corp. of Engineers' housing program. Mobile home parks and pad count data are maintained by the health department as part of the registration and health inspection process the health department conducts on a regular basis.

Additional *Housing Strategy* activities will be identified within the strategy as programs may evolve.

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Essential Service Center/Disaster Recovery Centers

An Essential Service Center (ESC) and a Disaster Recovery Center (DRC) are facilities established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented government and non-profit agencies to:

- Discuss their disaster-related needs;
- Obtain information about disaster assistance programs;
- Tele-register for assistance;
- Learn about measures for rebuilding that can eliminate or reduce the risk; and
- Request the status of their application for Assistance to Individuals and Households.

ESCs and DRCs are conceptually the same type of operation, except one is driven by the state and the other is a federal operation.

ESC-temporary, mass care emergency locations where impacted survivors of disasters can go for limited essential services and information within 24-96 hours following a disaster. This is a state run operation with the support of local governments and community groups.

DRC-is a readily accessible facility or mobile office where applicants may go for information about FEMA or other disaster assistance programs, or for questions related to registrant information. This is a federally run operation with the support of state and local governments and community groups.

As there may be a need for this type of operation in or near the community, the IC will ultimately make the decision to request this operation from the state, in support of coordinating and providing state and federal support resources and programs directly to the community. The EM liaison will work to make the official request for an ESC/DRC be established in the county through the appropriate state request process, such as through the state's on-line disaster management program. The operations section chief, through the human services branch director, will be the established primary contact for the ESC/DRC operation as this operation may be mobilized.

Though an ESC/DRC are state and federal operations, the human services branch will be the operational point of contact moving forward coordinating local resource support. The EM planning coordinator, in coordination with the human services branch director, will maintain a potential list of ESC/DRC locations as may be found in either county or city community centers, or a list of potential mobile and/or soft sided locations as may be found in the ESC/DRC/DFO plan maintained by the EM planning coordinator.

Resource support for the basic infrastructure of the facility again will be coordinated through the human services branch director and as they may be located within a county or city facility, support will include the appropriate jurisdiction facility and/or information technologies departments for the basics of phones, computers, tables, and chairs as appropriate. For a leased private facility, the branch director will assist in a limited capacity, but much of the facility and operational infrastructure will likely need to be coordinated by the state and federal representative through commercial resources. Security for the facility may be coordinated with local law enforcement or may defer to a private security firm. No specific listing for commercially available space is maintained, but resources such as the Multiple Listing Service (MLS) and local real estate agents will be consulted to identify currently available commercial space to meet the needs of any operation looking to mobilize in our community whether ESCs/DRCs or other operation.

The human services branch director, along with the state and federal representatives, will work to identify supporting organizations that typically provide direct services to people in need, that may be able to staff the ESC/DRC to offer people as much of a "one-stop" shopping experience as possible.

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Many of these organizations are the same that support ESF 6, 15, 17, and 18 operations in the EOC and may include the American Red Cross, Salvation Army, local, state and federal program representatives, and other local state, and federal level non-profit organizations as appropriate. Appendix D is not only the list of EOC supporting agencies, but is a reference list for potential short- and long-term recovery organizations that may also staff representatives in the ESC/DRC as resources may allow.

As the ESC/DRC is mobilized, both the state and federal PIO staff will coordinate with local media and the local government PIO/JIC to get the appropriate notifications out to the public about the service centers.

F. Economic Redevelopment

Economic Redevelopment is critical in getting the community back to normal. Getting public infrastructure and services repaired and operational, schools reopened, businesses open for commerce, and employees back to work is the ultimate goal for a disaster impacted community.

The local economic redevelopment process will be coordinated through ESF 18 and the Pensacola Bay Area Chamber of Commerce as the lead. However, economic redevelopment will require support from the business networks supporting many organizations that will also include;

- Pensacola Bay Area Chamber of Commerce
- Perdido Key Chamber of Commerce
- Pensacola Beach Chamber of Commerce
- Santa Rosa Island Authority
- City of Pensacola
- Town of Century Chamber of Commerce
- Town of Century
- African American Chamber of Commerce
- Escambia County
- And many others...

In pursuing economic redevelopment, consideration must be given to a more regional approach to this mission with the inclusion of Santa Rosa County as both of the community's economies are so closely tied together with businesses, customers, and employees being intimately shared between the two counties.

VI. MITIGATION

Local Mitigation Strategy (LMS)

Escambia County has developed a Local Mitigation Strategy (LMS) plan and committee with the task of creating and implementing a disaster mitigation strategy for the community.

The LMS plan is a FEMA/state approved plan that expires in September 2015 and must be updated and approved by FEMA and the state every five years.

The LMS committee itself is comprised of various governmental, non-profit, and for-profit organizations that is open to the public, that pursues various activities to mitigate the community. Activities can include public outreach and education, "hard" construction type projects, and building regulation enhancements and restrictions in assisting the community in "hardening" buildings and infrastructure against future hazard threats.

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The LMS is comprised of a group elected board, coordinated by the county development services department, and maintains information and the LMS plan on the county website at <http://www.myescambia.com/business/ds/local-mitigation-strategy>.

County emergency management is a participant and key member of the LMS and is represented by the emergency management planning coordinator at meetings as they are scheduled. Typically, the LMS meets once per quarter, but may increase meeting frequency depending upon the priority issues at hand such as an LMS plan update, reviewing and prioritizing LMS projects in support of various grant program deadlines, etc. The EM planning coordinator is always available to any organization or individual to assist in providing an understanding and promoting the concept of mitigation in the community through outreach efforts such as public speaking, expos, and other similar venues. The planning coordinator will also support and provide guidance with respect to many activities of the LMS to include:

- Contribution in the development and implementation of LMS goals, objectives, and implementation activities in support of mitigation in the community.
- Coordination with respect to various mitigation grant programs such as the Flood Mitigation Assistance (FMA) Grant program, the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation Grant program, and several others.
- Consultation with respect to the concept of mitigation, mitigation project development, and grant program project eligibility with members of the LMS and any outside organizations or individuals with interest in mitigation.

National Flood Insurance Program (NFIP) and Substantial Damage Determinations

Even though some structures in the community may get *tagged* as being uninhabitable as the damage assessment process is implemented and completed, substantial damage determinations for structures are typically made further into the recovery process. However, as the effort of substantial damage determinations supports the concept of mitigation and the NFIP requirements for local ordinances, the substantial damage determination process is referenced in this mitigation section of the CEMP.

Typically, the implementation and enforcement of substantial damage building requirements is triggered when someone requests approval of development plans or requests a building permit to start rebuilding after disaster, or merely just to add-on to their home or remodel. Once someone makes a request for a building permit or development approval, the building inspections department and/or the development services department, as appropriate for each jurisdiction, will review the plans, project estimates, and identify whether the project is located in the regulated Special Flood Hazard Area to see if a substantial damage determination is necessary. Should a permit request need that substantial determination evaluation, those departments will review the value of the structure utilizing the property appraiser's data, or other official and appropriate appraisal data to determine whether the substantial damage requirements must be enforced based upon the project estimates. Should a person believe the data being utilized by the county is not necessarily accurate, the property owner may acquire and/or provide additional and acceptable data and information that may relieve or continue to support the substantial damage determination for the property and the project at hand. Once the determination is final, then additional requirements under the substantial damage requirements may force the property owner to take on additional building code requirements before the permit can be issued and the rebuilding and construction can begin.

VII. FINANCIAL MANAGEMENT AND VITAL RECORD PROTECTION

The Department of Management and Budget Services is the primary contact for financial reporting and fiscal procedures for the Board of County Commissioners and coordinates with the Clerk of the

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Circuit Court to update financial reporting, reimbursement, document management, and document preservation procedures that will be required during disaster operations.

The Management and Budget Department Director is also the co-lead for ESF 7 (Finance Section) and acts as the finance section chief during EOC activations. Each EOC organization is ultimately responsible for their own financial and documentation management practices, but also should be responsive to the finance section chief for any financial reporting as may be required by the IC, as may be required for federal disaster programs, and as may be required by state disaster program staff, as appropriate. Each EOC organization will need to track any operational and financial arrangements with respect to any mutual aid resource support requested or provided and identify financially responsible parties as such. Any statewide mutual aid resource tracking will be coordinated through the logistics section, with pre-identified financially responsible parties. ESF 7 appendix will provide more details. Any contracts and funding agreements will also be coordinated and managed through each individual jurisdictional organization and agency policies and procedures.

The finance section chief will establish deadlines for submission of appropriate forms and documentation for reimbursement procedures will coordinate any required briefings and conference calls and assist with navigating any financial programs on behalf of the EOC and the EOC partners.

The finance section chief will also provide notifications for any federal or state program meetings or workshops and will provide notification to potential eligible applicants with respect to the applicant briefing for the federal P.A. program.

Preservation of Official Records

The BCC Clerk of the Circuit Court has the responsibility for preservation official BCC records to include BCC actions related to disaster response activities. These Official Records include deeds, mortgages, judgments, liens, satisfactions, military discharge records, court documents and other miscellaneous records. Each political jurisdiction and EOC organization is responsible to maintain their own official records and documents with the recommendation that backup files be maintained outside of the local area.

All financial and operational documentation and data generated as a result of the disaster operation will be maintained by the individual EOC organizations following their own organizational requirements and as required by law.

The finance section chief will coordinate with emergency management staff to schedule any necessary training and to acquire any guidance to navigate the federal and state financial assistance programs as appropriate and as the need is identified.

Preservation of Data Processing Records

The Division Manager of Information Technologies is responsible for the preservation of data processing records for the BCC and the county EOC. System backups to tape are performed on a daily basis. These backups are a mix of data and complete system backups with the ability to be wholly or partially restored.

The Division of Information Technologies maintains two data centers. One, the Courthouse Annex Data Processing Center (DPC) is located on the 2nd floor at 221 Palafox Place, Pensacola, FL. The other, the Public Safety Building Data Processing Center (DPC) is located at 6575 N. "W" Street, Pensacola, FL. Each DPC has its own backup system which can be configured to back up both locations if necessary in order to account for the Courthouse Annex DPC being in a Category 3 or

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above storm surge area. This provides immediate off site backup and storage. The tapes at both locations are safe from water damage, but minimum damage could occur from fire and heat.

The main systems located within the DPCs are used for such applications as Building Permits (including Code Enforcement), E-mail, Calendar, GIS database and Document Management. Each DPC has the capability to run these applications at one location in case of an outage at the other.

A system identical to the system in use at the Board of County Commissioners Data Processing Center is installed at the Escambia County Public Safety Bureau Facility located at 6575 North W Street, Street, Pensacola, Florida and is used for such applications as Building & Permits (including Code Enforcement) and E-mail. This system serves as the offsite backup system to the BCC's system. Each system has the capacity to support the critical applications of both facilities simultaneously. In addition, a business recovery contract is in place for a distant remote location in the event the local facilities are not available.

Emergency Management Financial Programs

Several state and federal preparedness and response and recovery financial assistance programs may become available to eligible applicants within the community during disasters or may be available well before disasters impact the community. County emergency management staff and the finance section chief can provide guidance to eligible jurisdictions and organizations as appropriate and as the need may arise. Some of the programs include:

- Emergency Management Preparedness and Assistance Grant Program

This is a federal and state annually funded grant program that provides funding to enhance county emergency management programs. Funding is utilized for planning, training, exercise, equipment, and other expenses in support of preparedness, response, and recovery activities. This funding is coordinated through the county emergency management office.

- Hazardous Materials Planning and Prevention Program

This is an annual state funded grant, whereby counties are contracted to assist the state in meeting hazardous materials facility storage/manufacturing reporting requirements. The county emergency management office is contracted to visit and validate hazardous materials being stored/manufactured within businesses that meet reporting requirements.

- Office of Grants and training, Department of Homeland Security (DHS) Grant Program

Consisting of several federal funding programs, DHS provides funding for planning, training, exercise, and equipment in the effort to better plan for potential domestic security threats. The state is tasked in managing and distributing these funds in a competitive process that validates eligibility and meets the state and federal domestic security goals and objectives. Individual eligible applicants will be required to apply and manage awarded grants as appropriate.

- State Shelter Retrofit Program

This is a state funded grant program that provides funds to mitigate potential public hurricane shelter facilities to bring them up to minimum wind load and operational standards in an effort to expand public shelter capacity around the state.

- Community Emergency Response Teams (CERT) and Citizen Corps

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These are federally funded grant programs designed to enhance the preparedness of citizens within the community. These grants are designed to bring awareness of disaster preparedness to the community and to provide training opportunities for people and organizations in the basics of disaster response and to provide an opportunity for neighbors to help neighbors in times of disaster.

NOTE: Recovery financial assistance programs will be reference in the Recovery Section of this document

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VIII. REFERENCES AND AUTHORITIES

County Ordinance:

- Chapter 2-Administration (Chain of Succession)
- Chapter 37-Emergency Management
- Chapter 38-Emergency Services
- Chapter 50-Fire Prevention

Florida Statutes (Fla. Stat.)

- Chapter 14: Governor
- Chapter 22: Emergency Continuity of Government
- Chapter 23: Florida Mutual Aid Act
- Chapter 30: Sheriffs
- Chapter 125: County Governments
- Chapter 154: Public Health Facilities
- Chapter 155: Hospitals
- Chapter 161: Beach and Shore Preservation
- Chapter 162: County or Municipal Code Enforcement
- Chapter 166: Municipalities
- Chapter 252: Emergency Management Act
- Chapter 381: Public Health
- Chapter 388: Mosquito Control
- Chapter 393: Developmental Disabilities
- Chapter 394: Mental health
- Chapter 395: Hospital Licensing and Regulation
- Chapter 400: Nursing Homes and Related Health Care
- Chapter 403-Environmental Controls
- Chapter 406-Medical Examiners
- Chapter 408-Social Welfare
- Chapter 768-Good Samaritan Act
- Chapter 870-Riots, Affrays, Routs, and Unlawful Assemblies
- Chapter 943-Domestic Security
- Chapter 1013-Educational Facilities

Florida Administrative Code (F.A.C.):

- 9G-2: State Comprehensive Emergency Management Plan
- 9G-5: Local Disaster Preparedness Agency Approval of Local Director
- 9G-6: Review of Local Emergency Management Plans
- 9G-14: Hazardous materials
- 9G-20: Facility Emergency Management Plans
- 9G-22: Local Mitigation Strategy Plan

State Executive Orders

- Executive Order 80-29, April 14, 1980: Local political subdivisions development of Continuity of Government plans

Federal:

- Homeland Security Presidential Directive 5, National Incident Management System
- Homeland Presidential Directive 8, Domestic Preparedness
- Americans with Disabilities Act (ADA) of 1990
- Public Law 84-99, 33 U.S.C. 701n, Flood Emergencies
- Public Law 91-671, Food Stamp Act of 1964
- Public Law 93-234, Flood Disaster Protection Act of 1973 as amended.

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Public Law 93-288, as amended, Robert T. Stafford Disaster Relief and Emergency Assistance Act
Public Law 100-408, as amended, Price-Anderson Amendments Act of 1988
Public Law 104-321, as amended, Emergency Management Assistance Compact
Public Law 106-390, Disaster Mitigation Act of 2000
42 U.S.C. 11331-11352, federal Emergency Management Food and Shelter Program
42 U.S.C. 4101, et seq, as amended by the Flood Insurance Reform Act of 1994
The National Strategy for Homeland Security
National Incident Management System (NIMS), 2008.
National Prevention Framework, May 2013
National Protection Framework, July 2014
National Mitigation Framework, May 2013
National Response Framework January 2008
National Disaster Recovery Framework, September 2011
National Preparedness System, November 2011
Sector Mobile Area Contingency Plan

Code of Federal Regulations (CFR)

28 CFR Part 35: Non-discrimination on the Basis of Disability in State and Local Government Services
44 C.F.R. Part 201: Mitigation Planning
44 C.F.R. Part 204: Fire Management Assistance grant Program
44 C.F.R. Part 206: Federal Disaster Assistance for Disasters Declared after Nov. 23, 1988.
44 C.F.R.: national Urban Search and Rescue Response System

Mutual Aid Agreements:

County/state-Statewide Mutual Aid Agreement
County/Weatherbug
County/Orange Beach, Alabama (first responder)
County/FEMA-Integrated Public Alert and Warning System (IPAWS)
County/Civil Air Patrol (air support)
County/Pensacola State College (facility usage)
County/Escambia County, Alabama (first responder)
County/Santa Rosa County, Florida (first responder)
County/Baldwin County, Alabama (first responder)
County/School District (pet shelter)
County/Hillcrest Baptist Church (VRC)
County/State (SLERS)
County/Sheriff's Office (COOP)
County/USNG (Search & Rescue)

Other:

County Base Camp Plan
County (BCC) Pandemic Plan
County EOC Continuity of Operations Plan
County DRC/JFO Plan
County Evacuation Plan
County Flood Response Plan
County Fuel Spill Response Plan
County Debris Management Plan
County Emergency Fuel Plan
County Damage Assessment Plan
Florida Health Department Behavioral Health Plan
Florida Health Department Essential Service Center Plan

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Florida Health Department Special Needs Shelter SOP

Additional and operationally specific references can be found under each ESF appendix.

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GLOSSARY OF KEY TERMS

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within given operational periods that are based on operational objectives defined in the IAP.

Assistant: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Available Resources: Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Catastrophic Event: A extraordinary level of required capabilities beyond the local, regional, state, or national capacities; A large number of casualties; Extensive damage to or disruption of critical infrastructure; Significant dislocation of the county's and/or state's population from their communities of origin; Substantial degradation of the county's or Florida's environment; The destabilization of local, regional, or state economies; Instability of one or more local governments.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Chief: The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

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Citizens Information Center (CIC): In an incident management organization, Citizen Information Center can be any designated call center where citizens can call for the latest information and status of disaster response and recovery activities. This typically is for non-emergency informational exchange.

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Common Operating Picture: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence. **Communications Unit:** An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

County Staging Area: An operation within the county that becomes the focal point for checking in and checking out all mutual aid goods and services coordinated with the county and its subsequent jurisdictions.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster Recovery Center: Disaster Recovery Centers (DRCs) are a post-presidential declaration, temporary facility located in or near the impacted area where survivors can go to obtain disaster related information. The centers are staffed with specialists from FEMA, the State Emergency Response Team (SERT), the [U.S. Small Business Administration](#) (SBA) and a variety of disaster-recovery representatives from local and voluntary agencies.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Emergency: Absent a Presidential declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

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Emergency Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan: The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Public Information: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider: Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002), also known as Emergency Responder.

Essential Service Center: Essential Services Centers (ESC) are pre-presidential declaration, temporary, mass care emergency locations where impacted survivors of disasters can go for limited essential services and information within 24 to 96 hours following a disaster. ESCs are considered a joint operation between county, non-governmental organizations and the state. The primary responsibility for an ESC lies with the state, but each level of government has a role. This Plan identifies those limited circumstances where ESCs will be used to expedite the response and recovery process.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event: A planned, none emergency activity. ICS can be used as the management system for a wide range of incidents, e.g., parades, concerts, or sporting incidents.

Federal: Of or pertaining to the Federal Government of the United States of America.

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

Fusion Center: A fusion center is a collaborative effort of state and federal agencies working in partnership with local partners to share resources, expertise, and/or information to better identify, detect, prevent, apprehend and respond to criminal and terrorist activity utilizing an all crimes/all hazards approach.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division)

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

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Incident: An occurrence or event, natural or human-caused that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT)/Incident Management Assistance Teams (IMATs): The IC and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives: Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Initial Action: The actions taken by those responders first to arrive at an incident site.

Initial Response: Resources initially committed to an incident.

Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

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Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics: Providing resources and other services to support incident management. Logistics Section: The section responsible for providing facilities, services, and material support for the incident.

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective: A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

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Mobilization: The process and procedures used by all organizations Federal, State, local, and tribal for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, clarify agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination Systems: Multi-agency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System: A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources. National Response

Plan: A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

Nongovernmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

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Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

Personnel Accountability: The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: The section responsible for the collection, evaluation, and dissemination of operational information related to the incident and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO). **Processes:** Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Information Officer: A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Publications Management: The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it

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ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

Qualification and Certification: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

Reception Area: This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Recovery: The development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

Resources Unit: Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the 23 Incident Command.

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Span of Control: The number of individuals a supervisor is responsible for usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area: Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strike Team: A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Supporting Technologies: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

Task Force: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Threat: An indication of possible violence, harm, or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Tribal: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

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Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Volunteer: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

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ACRONYMS

AAR	After Action Report
ACAMS	Automated Critical Assessment Management System
ADA	Americans with Disabilities Act
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response Compensation and Liability Act
C.F.R.	Code of Federal Regulations
CIC	Citizen Information Center
CIKR	Critical Infrastructure / Key Resources
CMS	Consumable Medical Supplies
COG	Continuity of Government
COOP	Continuity of Operations
COP	Common Operating Picture
CRT	Community Response Team
CSA	County Staging Area
DHS	Department of Homeland Security
DME	Durable Medical Equipment
DRC	Disaster Recovery Center
DSCO	Deputy State Coordinating Officer
EAS	Emergency Alert System
ECO	Emergency Coordination Officer
EDICS	Emergency Deployable Interoperable Communications System
EDWARDS	Emergency Deployable Wide Area Remote Data System
EIDL	Economic Injury Disaster Loan
EMAC	Emergency Management Assistance Compact
EMI	Emergency Management Institute
EMPA	Emergency Management Preparedness and Assistance Trust Fund
EMS	Emergency Medical Services
EOC	Emergency Operations Center
ESC	Essential Services Center
ESF	Emergency Support Function
FCIC	Federal Crime Information Center
FCO	Federal Coordinating Officer
FEIL	Florida Emergency Information Line
FEMA	Federal Emergency Management Agency
FEPA	Florida Emergency Preparedness Association
FIN	Florida Interoperability Network
FLCP	Florida Catastrophic Planning
FLNG	Florida National Guard
FOB	Forward Operating Base
FNSS	Functional Needs Support Services
FMA	Flood Mitigation Assistance
GAR	Governor's Authorized Representative
GIS	Geographic Information System
GSM	Global System for Mobile Communications
HAZMAT	Hazardous Materials
HF	High Frequency
HMGP	Hazard Mitigation Grants Program
HMTUSA	Hazardous Materials Transportation Uniform Safety Act
HSEEP	Homeland Security Exercise and Evaluation Program
IA	Individual Assistance

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IAP	Incident Action Plan
ICS	Incident Command System
IMAT	Incident Management Assistance Team
IOF	Interim Operating Facility
IP	Improvement Plan
IPS	Integrated Planning System
IRIS	Immediate Response Information System
JRSOI	Joint Reception, Staging, Onward Movement and Integration
JFO	Joint Field Office
LMS	Local Mitigation Strategy
LSA	Logistical Staging Area
LSE	Local State of Emergency
MARC	Mutual Aid Radio Communications
MSAT	Mobile Satellite Phone System
NAWAS	National Warning System
NERR	National Emergency Resource Registry
NFIP	National Flood Insurance Program
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NWWS	NOAA Weather Wire Service
ONA	Other Needs Assistance
PA	Public Assistance
PAS	Personal Assistance Services
PDA	Preliminary Damage Assessment
PIO	Public Information Office
PL	Public Law
POD	Point of Distribution
PPD-8	Presidential Preparedness Directive 8
PSA	Protective Service Advisor
PW	Project Worksheet
RACES	Radio Amateur Civil Emergency Service
RCMP	Residential Construction Mitigation Program
RDSTF	Regional Domestic Security Task Force
SAT	State Assistance Team
SBA	Small Business Administration
SCO	State Coordinating Officer
SEOC	State Emergency Operations Center
SERT	State Emergency Response Team
Shares	Shared Resources
SLERS	State Law Enforcement Radio System
SLRC	State Logistics Response Center
SMAA	Statewide Mutual Aid Agreement
SpNS	Special Needs Shelter
SRMN	State Resource Management Network
SWO	State Watch Office
TAC-SAT	Tactical Satellite Communications
TAG	The Adjutant General (National Guard)
U.S.C.G.	United States Coast Guard
U.S.C.	United States Code
U.S.C.A.	United States Code Annotated
USNG	U.S. National Grid

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ARTICLE II. EMERGENCY MANAGEMENT

Sec. 37-31. Enactment and authority.

In accordance with and pursuant to the authority of F.S. ch. 252 the board of county commissioners of the county hereby establishes emergency management regulations to provide effective and orderly governmental control and coordination of emergency operations, and further to establish and maintain an emergency management agency in support of the state comprehensive emergency plan and program.
(Code 1985, § 1-24-76)

Sec. 37-32. Jurisdiction.

The area subject to this article shall be all of the county.
(Code 1985, § 1-24-77)

Sec. 37-33. Purpose and intent.

The purpose and intent of this article is to ensure that preparations of the county will be adequate to deal with, reduce vulnerability to, and to recover from emergencies, or threats thereof, in order to safeguard the life and property of its citizens.
(Code 1985, § 1-24-78)

Sec. 37-34. Definitions.

The following words, terms and phrases when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. The words "shall" and "will" are mandatory and the word "may" is permissive.

(a) *Comprehensive emergency management plan* means the county peacetime emergency plan or its successor, as adopted by resolution by the board of county commissioners and approved by the division of emergency management of the department of community affairs.

(b) *County administrator* means the person appointed by the board of county commissioners as its chief administrative officer. In this article only, "county administrator" also means that senior administrative official other than the county administrator who is authorized by this article to declare a state of local emergency.

(c) *Disaster* means any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a declaration of a state of emergency by a county, the Governor, or the President of the United States.

Disasters shall be identified by the severity of resulting damage, as follows:

1. *Catastrophic disaster* means a disaster that will require massive state and federal assistance, including immediate military involvement.
2. *Major disaster* means a disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.
3. *Minor disaster* means a disaster that is likely to be within the response capabilities of local government and to result in only a minimal need for state or federal assistance.

(d) *Emergency* means any occurrence, or threat thereof, whether natural, technological, or manmade, in war or in peace, which results or may result in

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substantial injury or harm to the population or substantial damage to or loss of property.

(e) *Manmade emergency* means an emergency caused by an action against persons or society, including, but not limited to, enemy attack, sabotage, terrorism, civil unrest, or other action impairing the orderly administration of government.

(f) *Natural emergency* means an emergency caused by a natural event, including, but not limited to, a hurricane, a storm, a flood, severe wave action, a drought, or an earthquake.

(g) *Technological emergency* means an emergency caused by a technological failure or accident, including, but not limited to, an explosion, transportation accident, radiological accident, or chemical or other hazardous material incident.

(h) *Emergency management* means the preparation for, the mitigation of, the response to, and the recovery from emergencies and disasters. Specific emergency management responsibilities include, but are not limited to:

1. Reduction of vulnerability of people and communities of this state to damage, injury, and loss of life and property resulting from natural, technological, or manmade emergencies or hostile military or paramilitary action.
2. Preparation for prompt and efficient response and recovery to protect lives and property affected by emergencies.
3. Response to emergencies using all systems, plans, and resources necessary to preserve adequately the health, safety, and welfare of persons or property affected by the emergency.
4. Recovery from emergencies by providing for the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.
5. Provision of an emergency management system embodying all aspects of preemergency preparedness and postemergency response, recovery, and mitigation.
6. Assistance in anticipation, recognition, appraisal, prevention, and mitigation of emergencies which may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.

(i) *Local emergency* means a natural, technological, or manmade emergency which affects all or a significant area of the county which results or may result in substantial injury or harm to the population or substantial damage to or loss of property.

(j) *Local emergency management agency* means the department of public safety emergency management division, which was created in accordance with the provisions of F.S. ch. 252 to discharge the emergency management responsibilities and functions in the county.

(k) *Political subdivision* means the county.

(l) *Public safety director* means the individual appointed by the board of county commissioners or the county administrator having direct responsibility for the organization, administration, and operation of the emergency management agency. The public safety director shall coordinate emergency management activities, services and programs within the county and shall serve as the liaison to the division of emergency management of the department of community affairs and other local emergency management agencies and organizations.

(m) *Special emergency* means a natural, technological, or manmade, emergency, which affects only a small part of the county.

(Code 1985, § 1-24-79; Ord. No. 2002-28, § 1, 7-2-2002; Ord. No. 2007-16, § 1, 3-15-2007)

Cross references: Definitions generally, § 1-2.

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Sec. 37-35. Declarations of emergency; local; special.

(a) *Declaration of local emergency.*

(1) A state of local emergency may only be declared by a special emergency meeting of the board of county commissioners. If, after reasonable effort, a special emergency meeting cannot be convened then a state of local emergency may be proclaimed by the chairman of the board of county commissioners, or in the event the chairman cannot be located in the county, by proclamation of the vice-chairman; or in the event the vice-chairman cannot be located, by proclamation of any available county commissioner in order of seniority on the board or by (district) in numerical order. In the event no county commissioner can be located in the county, the county administrator may proclaim the state of local emergency. In the event the county administrator cannot be located in the county, any available assistant county administrator, in order of seniority may proclaim the state of local emergency. In the event no assistant county administrator can be located in the county, the director of public safety may proclaim the state of local emergency. The proclamation declaring the state of local emergency shall activate the comprehensive emergency management plan (CEMP).

(2) If a state of local emergency is declared in the county, the county administrator or designee may request state assistance or invoke emergency-related mutual-aid assistance where the circumstances warrant such an action. The duration of each state of local emergency is limited to seven days, it may be extended as necessary, in seven-day increments.

(b) *Declaration of special emergency.* The board of county commissioners hereby delegates to the public safety director or in the event the public safety director is out of town, the person appointed as acting public safety director, the authority to declare a state of special emergency, and authorizes the public safety director or designee to carry out all emergency management functions required by the special emergency.

(Code 1985, § 1-24-80; Ord. No. 2002-28, § 2, 7-2-2002; Ord. No. 2007-16, § 2, 3-15-2007)

Sec. 37-36. County administrator; general powers and duties.

In the event a state of local emergency is declared in the county pursuant to this article, where appropriate, procedures and formalities otherwise required by law are waived and the county administrator may:

- (a) Perform public work in taking whatever prudent action is necessary to insure the health, safety, and welfare of the community; including, but not limited to, entering onto private roads and other private areas to remove debris and address other conditions that present an imminent threat to the health, safety, and welfare of the public-at-large;
- (b) Enter into contracts;
- (c) Incur obligations;
- (d) Employ permanent and temporary workers;
- (e) Utilize voluntary workers;
- (f) Rent equipment;
- (g) Acquire and distribute, with or without compensation, supplies, materials, and facilities; and
- (h) Authorize expenditure of public funds.

(Code 1985, § 1-24-81; Ord. No. 2002-28, § 3, 7-2-2002; Ord. No. 2008-50, § 1, 9-18-2008)

Sec. 37-37. Registry of persons with special needs.

In carrying out the provisions of this article, the local emergency management and emergency management agency shall establish a registry of persons with special needs as provided in this section:

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- (a) The department of public safety, division of emergency management shall provide for and maintain a registry of persons who would need assistance during evacuations and sheltering because of physical, mental or sensory disabilities located within the county. The registry shall be updated annually and be used to plan for resource allocation to meet those identified needs. The registry program shall give persons with special needs the option of preauthorizing emergency response personnel to enter their homes during search and rescue operations if necessary to assure their safety and welfare.
- (b) Any advertising required by this section shall, whenever possible, be done through the use of public service announcements of local radio stations and shall not require the expenditure of local government funds.
- (c) The public safety director shall coordinate registration efforts with the local electric utility.

(Code 1985, § 1-24-82; Ord. No. 2002-28, § 5, 7-2-2002)

Sec. 37-38. Local emergency management agency; general responsibilities.

The general emergency management responsibilities of the local emergency management agency include, but are not limited to:

- (1) Reduction of vulnerability of people of the county to damage, injury, and loss of life and property resulting from natural or manmade catastrophes or hostile military or paramilitary action.
- (2) Preparation for prompt and efficient rescue, care, and treatment of persons victimized or threatened by disasters.
- (3) Provision of a setting conducive to the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.
- (4) Provision of an emergency management system embodying all aspects of pre-emergency preparedness and post-emergency response.
- (5) Assistance in anticipation, recognition, appraisal, prevention, mitigation of emergencies which may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.

(Code 1985, § 1-24-83)

Sec. 37-39. Comprehensive emergency management plan.

In order to ensure the health, safety and welfare of the community for the duration of each state of emergency declared in the county, the board of county commissioners has adopted, by Resolution 2002-76 the Escambia County Comprehensive Emergency Management Plan, in accordance with F.S. ch. 252. A copy of the plan is on file with the clerk of the board of county commissioners and the department of public safety division of emergency management.

(Code 1985, § 1-24-84; Ord. No. 2002-28, § 5, 7-2-2002)

Sec. 37-40. Curfew.

In order to ensure the public safety during a state of emergency declared pursuant to this article, a curfew to restrict travel and movement within the county may be instituted by the county administrator when there is some real and immediate threat to the public safety which cannot be met through less drastic alternatives. The duration and application of the curfew shall be tailored to meet the specific crisis.

(Code 1985, § 1-24-85)

Sec. 37-41. Price regulation.

In order to prevent fraud, promote fair dealing between sellers and buyers and ensure the health, safety and welfare of the community for the duration of each state of emergency declared in the county pursuant to this article, it is a violation of this article to charge more than the average retail price for merchandise offered for sale during the state of emergency. The average retail prices as used in this section shall be that price at which similar merchandise has been sold during the 90 days immediately preceding the state of emergency, or that price which is the same

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percentage mark up over wholesale cost that was added to wholesale cost prior to the state of emergency.

(Code 1985, § 1-24-86)

Sec. 37-42. Penalties.

Any person violating any provision of this article or any rule, order, or regulation made pursuant to this article shall be prosecuted in the same manner as misdemeanors are prosecuted, and upon conviction shall be punished by a fine not to exceed \$500.00 or by imprisonment in the county jail not to exceed 60 days or by both such fine and imprisonment.

(Code 1985, § 1-24-87)

Appendix B

Emergency Operations Center Activation Levels

Level 1: Full Scale Activation

At this level, all primary and support Emergency Support Functions under the CEMP are activated. The EOC is activated with all personnel in response to a major incident/disaster and may remain activated at this level for several weeks.

Level 2: Partial Activation

At this level, the EOC is activated only with the necessary primary and support Emergency Support Function personnel needed to handle a small or short-term incident.

Level 3: Monitoring Activation

Level 3 is typically a “monitoring” phase. Notification will be made to those Emergency Support Functions and/or Departments who would need to take action as part of their everyday responsibilities. The County Emergency Operations Center will be staffed with Department of Public Safety Personnel.

APPENDIX C

STATE/FEDERAL LANDING ZONES

Escambia County, Florida Emergency Operations Center

PRIMARY:	Escambia County EOC 6575 North "W" Street Pensacola, Florida 32505 N30 29 000 W87 15 675
OPTION #1	Rave Movie Theatre Parking Lot 6595 North "W" Street Pensacola, Florida 32505 N 30 29 199 W 87 15 685
OPTION #2:	Public Safety Open Lot 6565 North "W" Street Pensacola, Florida 32505 N 30 28 958 W 87 15 621
OPTION #3:	First Pentecostal Church Parking Lot 6500 North "W" Street Pensacola, Florida 32505 850-477-1100 N 30 28 920 W 87 15 494
OPTION #4:	Old Soccer Complex/Gulf Power Property (W St. & Hwy 29) 6640 Pensacola Boulevard Pensacola, Florida 32505 N 30 29 189 W 87 15 430

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EOC DISASTER COMMITTEE MATRIX

Agency Name	1	2	3	4	5/ Planning	6	7/ Logistics /Finance	8	9	10	11	12	13	14	15	16	17	18	Safety Liaison	Legal Liaison	EOC Liaison
Anaheim Radio Emergency Service (ARES)		S																			
American Red Cross of Northwest Florida						L		S							S						
AT&T		S																			
Baptist Hospital								S													
Bleeding Alliance Coordinating for Emergencies (B.R.A.C.E.)						S									L						
Better Business Bureau of Northwest Florida																		S			
Century Chamber of Commerce																		S			
City of Pensacola			S																		S
City of Pensacola Fire Department				S					S	S											
City of Pensacola Police Department		S														S					
City of Pensacola Public Information Office														S							
Civil Air Patrol													S								
Cottage Hill Water Service			S																		
Cox Communications		S																			
District 11 Medical Examiner Office								S													
Downtown Improvement Board																		S			
Emerald Coast Utilities Authority			S																		
Emerald Coast Utilities Authority Public Information Office															S						
Escambia County County Attorney's Office																			L		
Escambia County Building Inspection Department			S																		
Escambia County Citizen's Information Center															S						
Escambia County Clerk of the Circuit Court								S													S
Escambia County Community Affairs Department, Adult Services Division																	L				
Escambia County Community Affairs Department, Community Services Division						S				L											
Escambia County Community Affairs Department, Library Services Division		S			S																
Escambia County Community and Environment Department, Community Redevelopment Division					S																
Escambia County Community and Environment Department, Extension Services										S							S				
Escambia County Community and Environment Department, Marine Resources Division			S																		
Escambia County Community and Environment Department, Mosquito Control Division																	S				
Escambia County Community and Environment Department, Natural Resources Conservation Division			S																		
Escambia County Community and Environment Department, Neighborhood Enterprise Division				S																	
Escambia County Community and Environment Department, Water Quality & Land Management Division			S																		
Escambia County Corrections Department, Environmental/Code Enforcement																S	S				
Escambia County Corrections Department, Community Corrections Division																					
Escambia County Corrections Department, Detention Division																					
Escambia County Corrections Department, Road Prison Division			S																		
Escambia County Drug Stop Services Department, GIS Division					S																
Escambia County Development Services Department, Development Review Division			S		L																
Escambia County Development Services, Training and Licensing Division			S																		
Escambia County Facilities Department, Custodial Services Division			S																		
Escambia County Facilities Department, Design and Construction Administration Team			S																		
Escambia County Facilities Department, Utilities Division			S																		
Escambia County Facilities Management Department, Facilities Maintenance Division			S																		
Escambia County Human Resources Department							L														
Escambia County Information Technology Department		S					S														
Escambia County Management and Budget Department, Budget Division							L														
Escambia County Management and Budget Department, Contracts Division							S														
Escambia County Management and Budget Department, Property Sales Division							S														
Escambia County Management and Budget Department, Purchasing Division							L														
Escambia County Management and Budget Department, Risk Management Division																		L			
Escambia County Parks and Recreation Department			S														S				
Escambia County Property Appraiser																					S
Escambia County Public Information Office														L							
Escambia County Public Safety Department, Business Office							S														
Escambia County Public Safety Department, Communications Division		L																			

L=LEAD COORDINATING ORGANIZATION
S=SUPPORT ORGANIZATION

APPENDIX D EOC DISASTER COMMITTEE MATRIX

Agency Name	1	2	3	4	5/ Planning	6	7/ Logistics /Finance	8	9	10	11	12	13	14	15	16	17	18	Safety Liaison	Legal Liaison	EOC Liaison
Escambia County Public Safety Department, Emergency Management Division					S						S										L
Escambia County Public Safety Department, Emergency Medical Services Division	S							S		S											
Escambia County Public Safety Department, Fire Rescue Division				L					L	L											
Escambia County Infrastructure Division				L																	
Escambia County Public Works Department, Engineering Division				S								L									
Escambia County Public Works Department, Escambia County Area Transit (ECAT)	L							S													
Escambia County Public Works Department, Fleet Maintenance Division				S								S									
Escambia County Public Works Department, Roads and Bridges Division				S																	
Escambia County Public Works Department, Transportation and Traffic Division				S																	
Escambia County School District	S					S		S		S				S							
Escambia County Sheriff's Office		S								S						L	S				S
Escambia County Solid Waste Department, Engineering/Environmental Quality Division				S																	
Escambia County Solid Waste Department, Landfill Operations Division				S																	
Escambia County Solid Waste Department, Waste Services Division				S						S											
Escambia County Supervisor of Elections																					S
Escambia County Tax Collector																					S
Escambia River Electric Cooperative				S								S									
Escambia Search and Rescue, Inc.								S													
Farm Hill Utilities, Inc.				S																	
Florida Department of Children and Families											S										
Florida Department of Environmental Protection										S											
Florida Department of Environmental Protection, Div. of Law Enforcement																	S				
Florida Department of Health in Escambia County						S								S							
Florida Department of Juvenile Justice																	S				
Florida Department of Law Enforcement																	S				
Florida Department of Transportation				S																	
Florida Department of Transportation, Division of Motor Carrier Compliance																	S				
Florida Fire Service				S																	
Florida Fire Chiefs Association				S																	
Florida First Judicial Circuit (Court Administration)																					S
Florida Division of State Fire Marshall																	S				
Florida Fish & Wildlife Conservation Commission, Division of Law Enforcement																	S				
Florida Highway Patrol																	S				
Florida National Guard												S									
Frontier Communications Corporation		S																			
Gonzalez Water Service				S																	
Gulf Coast African American Chamber of Commerce																		S			
Gulf Power												S									
Hilcrest Baptist Church																S					
Humane Society of Pensacola																	S				
KLASS-Kids Foundation										S											
Lakeview Center, Baptist Healthcare						S															
MediaCum Communications Corporation		S																			
Molmo Utilities				S																	
Okaloosa Gas District												S									
Pensacola Bay Center						S															
Pensacola Bay Area Chamber of Commerce																		L			
Pensacola Bay Area Transportation	S																				
Pensacola Beach Chamber of Commerce																		S			
Pensacola Christian College							S														
Pensacola Energy												S									
Pensacola International Airport	S																				
Pensacola Naval Air Station (U.S. Navy)													S								
Pensacola Naval Hospital								S													
Pensacola State College														S		S					
Peoples Water Service Company				S																	
Perdido Key Chamber of Commerce																		S			
Port of Pensacola	S																				
Sacred Heart Hospital								S													
Salvation Army						L										S					
Santa Rosa Island Authority				S																	S
Select Specialty Hospital								S													
Small Business Development Center/JWC																		S			

L=LEAD COORDINATING ORGANIZATION
S=SUPPORT ORGANIZATION

APPENDIX D

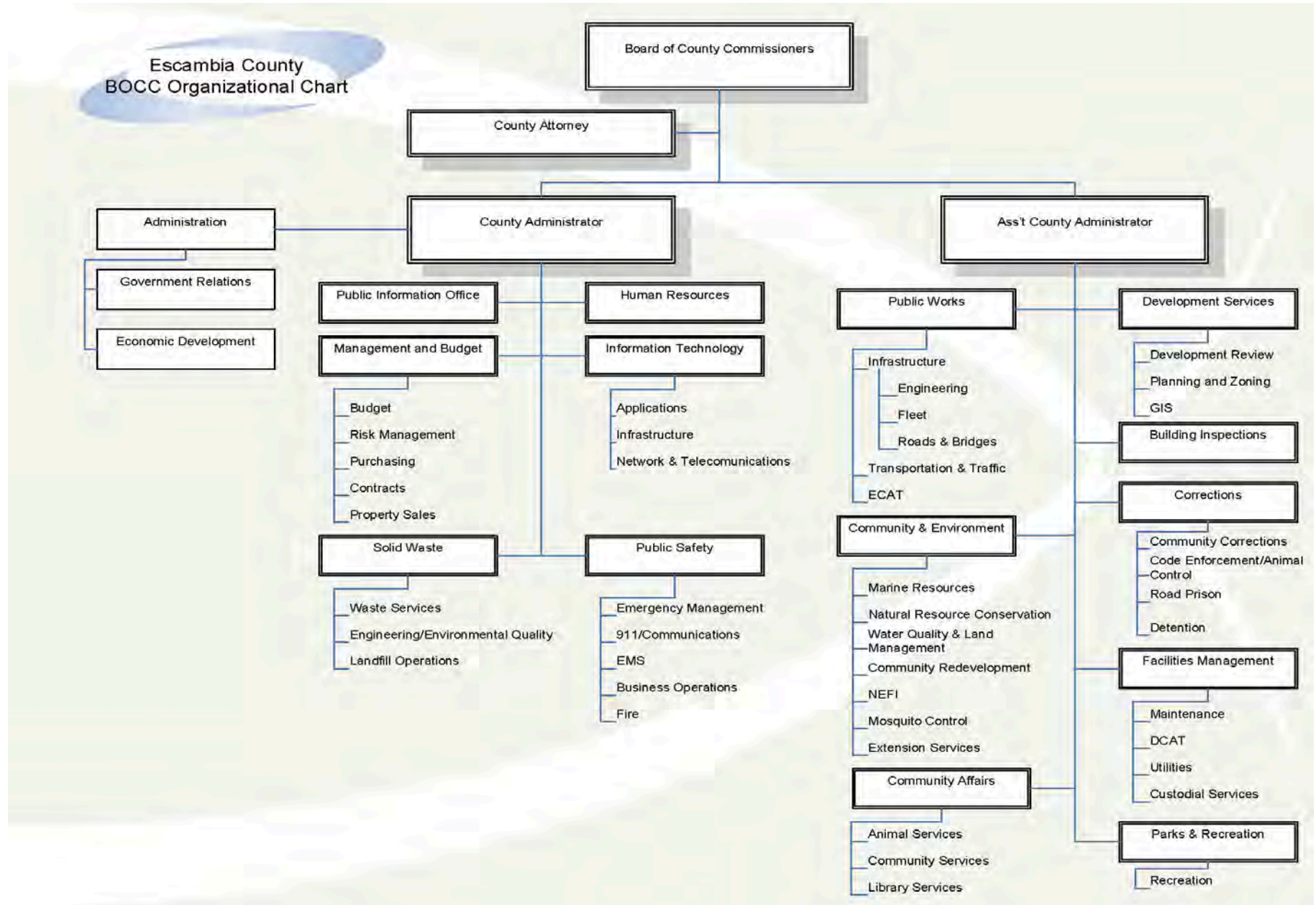
EOC DISASTER COMMITTEE MATRIX

Agency Name	1	2	3	4	5/ Planning	6 Logistics /Finance	8	9	10	11	12	13	14	15	16	17	18	Safety Liaison	Legal Liaison	EOC Liaison
Southern Baptist Disaster Relief						S														
Southwest Peninsula Search & Rescue								S												
Sprint		S																		
Team Rubicon														S						
Town of Century			S								S									S
United States Coast Guard Mobile												S								
United States Department of Agriculture, Natural Resources Conservation Service																S				
United Way of Escambia County														S						
University of West Florida						S							S		S		S			
Verizon Communications, Inc.		S																		
West Florida Hospital								S												
West Florida Regional Planning Council																	S			
Wildlife Sanctuary of Northwest Florida																S				

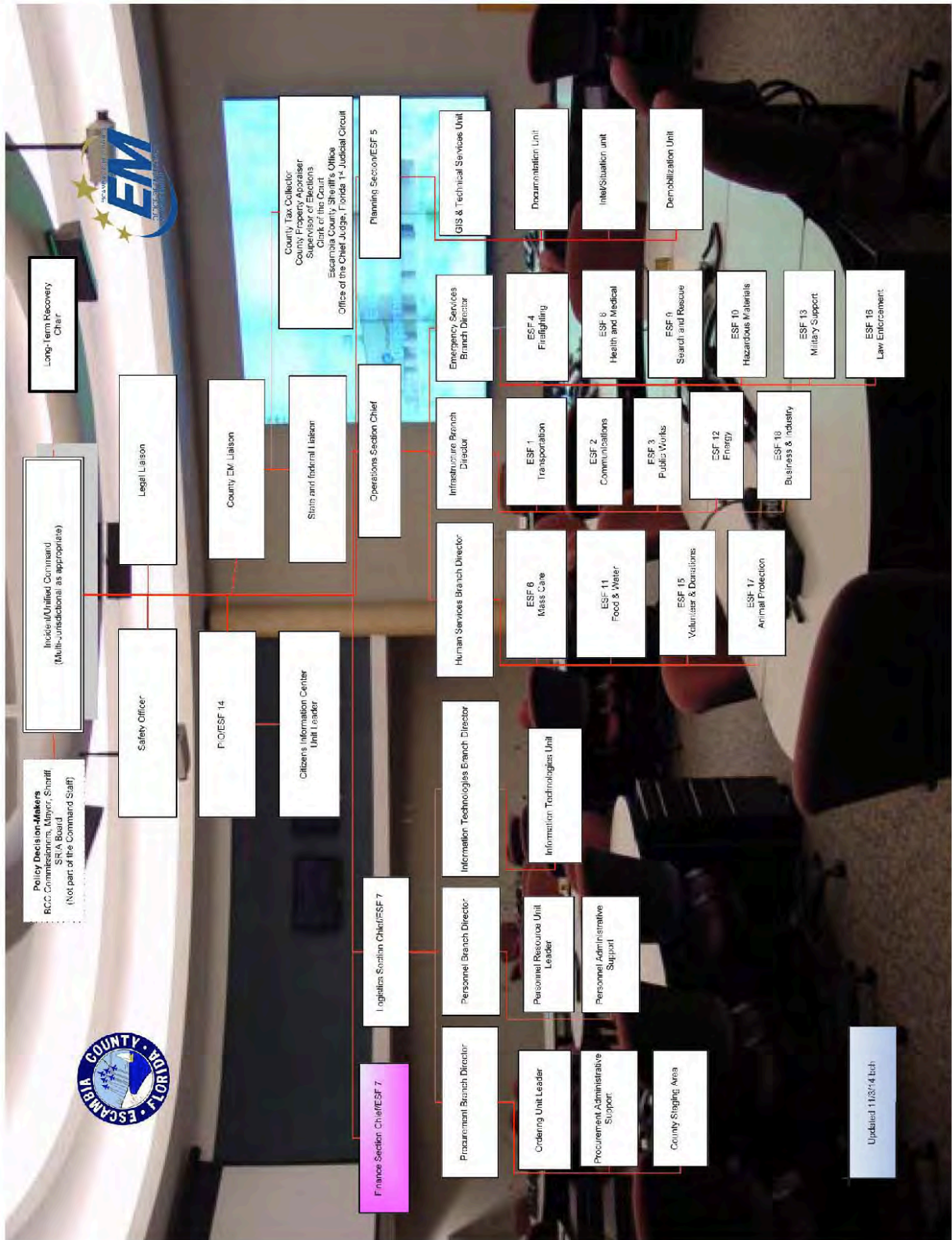
L=LEAD COORDINATING ORGANIZATION
S=SUPPORT ORGANIZATION

APPENDIX E

Escambia County BOCC Organization Chart



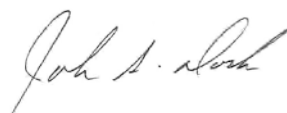
APPENDIX F EOC/ICS STRUCTURE



APPENDIX G

FLOOD WARNING RESPONSE PLAN

**ESCAMBIA COUNTY, FLORIDA
DEPARTMENT OF PUBLIC SAFETY
POLICY/PROCEDURE-Division of Emergency
Management**

Approved by: 
Effective Date: August 27, 2007
Revised/Reviewed Date:
January 5, 2010-BCH

RE: Flood Warning Response Plan

Purpose:

The purpose of this plan is to provide information for the safety of residents and visitors in the event conditions create a flooding hazard.

Scope:

The EOC is ready to act on a 24-hour basis. During business hours, information is monitored as part of the daily practice. After hours, the communications center, which is the 24-hour, 911, operations center, monitors the local situations and can notify the EOC representative on-call at any time that is deemed necessary through the notification protocol. The WX Message system is also set up to page appropriate staff of any warnings or watches that have been issued by the National Weather Service in Mobile, Alabama, with the actual warning message transmitted on the page for immediate response if necessary. The warnings from Mobile Weather would include specific river information for those rivers impacted. Then the rivers can be specifically monitored on-line from the EOC or any other internet access location. The CEMP can be put in place if needed, utilizing the communication process for notifying additional staff if activation is necessary.

Any actions taken to notify, warn, evacuate, respond, and recover from flooding events will be provided through the Comprehensive Emergency Management Plan (CEMP). The Director of Public Safety, the Emergency Management Chief, and any other authorized designee, as defined by the CEMP, will determine the authority for any actions taken.

This plan has been written to also support the County efforts in the Community Rating System (CRS). Any alterations should take the CRS program into consideration.

Plan:

Hazard Analysis:

To follow up the hazard identification and vulnerability section of the LMS planning document, Escambia County is the far western most county in the panhandle of the State of Florida. We are surrounded by the State of Alabama to the west and north, and Santa Rosa County to the east, with a beautiful view of the Gulf of Mexico to south. The bad part of a beautiful view of the Gulf, are the naturally occurring hazards associated with that view.

More specific detail can be found in the hazard identification section of the LMS plan relating to

APPENDIX G

FLOOD WARNING RESPONSE PLAN

the flooding impacts in the county, but as this specific Flood Warning Plan is specifically focused, we will discuss the hazard a little more briefly. Flooding in Escambia County comes from many forces. Heavy rainfall from tropical storms, hurricanes, or just our typical Florida winter and summer thunder and rainstorms can be a serious and potential threat for flooding. Heavy rainfall and runoff into the rivers, streams, creeks, and closed basin areas have the potential for closed basin and riverine flooding, potentially flooding property and homes, threatening property damage and loss of life.

Rainfall to the north of Escambia County in Alabama is also of concern to us locally. Even though we may have bright sunshine, heavy rainfall to the north will impact the Escambia and Perdido Rivers quite rapidly, threatening riverine flooding along those rivers and some feeder creeks throughout the county.

Storm surge is also a serious problem living on the Gulf of Mexico from a small tropical storm to a powerful hurricane. Storm surge can be anywhere from a couple of feet to over 15' which we saw in Hurricane Ivan in 2004. With our large bayous at the ends of the Escambia and Perdido Rivers, storm surge can pile up into many of bayous and even push further north into the county up our two main county bordering rivers. Storm surge has the potential to impact many people very quickly in this county.

Flash floods and dam breaks are not of a serious threat here in Escambia County. Most of our dams in the county are of earthen materials and do not hold back significant water, and with the gradual sloping terrain of Florida, flash floods are not a threat.

Flood depths and stages for the two rivers are in the following pages. Velocities are monitored and maintained by the US Geological Survey and a sample of the historical information is attached.

Flood Threat Recognition

The County has several ways to gather information on the status of the river heights that pass through Escambia to the Gulf of Mexico. The United States Geological Survey has four local automated river gauges in Escambia County. During severe rain events, Emergency Management officials frequently monitor the gauges via the internet at the NOAA website (NWS Mobile), which provides river height information and forecasts in real time. In addition to monitoring by EM personnel, the National Weather Service Mobile Office will contact the Emergency Communications Center via telephone, ESATCOM or NEXTEL radio when rivers are starting to swell and are closing in on flood stage levels. The locations of the river gauges are as follows:

Gauge Location

Florida site location map
Escambia River near Molino
Escambia River near Century

Website address

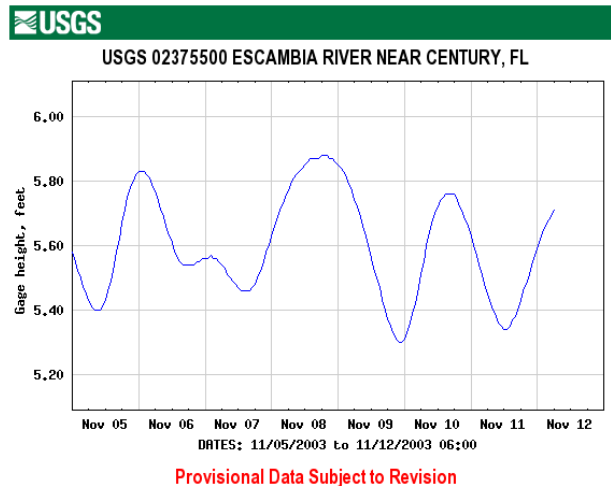
<http://waterdata.usgs.gov/fl/nwis/rt>
<http://waterdata.usgs.gov/fl/nwis/uv?02376033>
<http://waterdata.usgs.gov/fl/nwis/uv?02375500>

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Peridido River at Barrineau Park <http://waterdata.usgs.gov/nwis/uv?02376500>
Eleven Mile Creek Near Pensacola <http://waterdata.usgs.gov/fl/nwis/uv?02376115>

Below is a sample look of some of the information that can be found on the various river gauge websites:



There are also rain gauges throughout the County that are accessed electronically through the Weatherbug program in the E.O.C. Rain gauges can be found at 22 locations throughout the County.

Using rain information and weather/rain forecasts will also provide valuable information as to the likelihood of flooding in certain areas based on history. The Hurrevac and Hurrtrak hurricane prediction modeling programs also have a rain and river level forecasting module that will allow forecasting information to be available and readily available in the decision making process during tropical events. The National Weather Service also has river forecast modeling that can be at <http://www.srh.noaa.gov/serfc/>. This website is an excellent tool providing river rising, peaking, and falling, forecasts for the rain gauge locations identified above.

For storm surge, the 1999 Northwest Florida Hurricane Evacuation Study produced by the Army Corp. of Engineers, Mobile District, and the National Hurricane Center provided a SLOSH model that identifies vulnerable coastal and river side properties susceptible to storm surge. The information from this study is available on our website and on our compact disk that is handed out regularly to the public.

Flood Insurance Rate Maps (FIRM's) are also available from our building inspections office that allows us to identify the 100 year flood areas.

The Emergency Operations Center also has computers tied into real time weather radar with Barons Software that also provides rainfall amounts and accumulation.

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FLOOD WARNING RESPONSE PLAN

The Emergency Management Office maintains a Geographic Information Systems (GIS) mapping and database for all known flooding areas. The database includes the following (wherever possible):

1. Types of flooding at each location
2. Causes of flooding, if known
3. Sources of flooding, if known
4. Depths of flooding (storm surge and river flooding only)
5. Velocities (river only)
6. Critical levels for warnings of residents

Emergency Management personnel are also tied into the National Weather Service warnings through the WX Message software program where pertinent watches and warnings are received instantaneously from Mobile Weather and automatically sent real time to EM staff through their paging system. So any flooding issues are monitored 24 hours a day using this process as well.

Historical flooding and rain gauge depths have been described using geographical locations and landmarks that have been impacted by riverine flooding in the past. The following data was gathered during riverine flooding events by simple human observation. River flood stage history and information is as follows:

ESCAMBIA RIVER DATA **FOR ESCAMBIA COUNTY**

<u>GAUGE NAME</u>	<u>GAUGE HEIGHT</u>	<u>IMPACT/ RESPONSE ACTIONS</u>
Century	17.0	Flood Stage - Considerable overflow begins
Century	19.0	Low pasture land floods - Cattle need to be moved
Century	23.0	Water begins to reach Mystic Springs Road, Worley Road, Bamer Holley Ln and River Bend Road. Approximately 5 homes become isolated in the McDavid and Molino areas. Public boat ramps at Mystic Springs and Fairground Rd are submerged.
Century	23.7	Second highest flood of record - Approximately 8 more homes become isolated and sections of Mystic Springs Road, River Bend Road and Fairground

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		Road are impassable. Water from the river flows into ponds at B&L Catfish Farm on Mystic Springs Road.
Century	24.2	Flood of record (3/18/90) - Up to 1 foot of water enters several homes on Worley Road, Daffin Road and Fairground Road.
Century	37.8	Pre-Record Flood (3/15/29) - No recent history available for levels of flooding above 24.2.

Note:

It takes approximately 12 hours for the water at the gauge in Century to reach the McDavid area and approximately 24 hours to reach the next gauge at Quintet Road. With the exception of the barge loading docks at Solutia and Gulf Power's Crist Generating Plant, there are no flooding problems south of Quintet Road.

There are a number of local creeks that flow into the Escambia River south of the gauge. Recent history has shown that the reading in Century may not reflect the potential for flooding problems in the McDavid and Molino areas due to heavy local rainfall.

PERDIDO RIVER DATA FOR ESCAMBIA COUNTY

There are no official records maintained on this river by the NWS. The USGS does maintain records and it is my understanding that the flooding associated with Hurricane Georges in September 1998 was a record flood. During that event there were 5 homes on River Annex Road that were flooded, at least on business (Ruby's Fish Camp and residence) that were flooded and approximately 25 homes on Hurst Hammock Rd that were flooded. Prior to that event, only the homes on River Annex Rd had reported any flooding. Effective September 2000, the River Forecast Center will begin issuing forecasts for the Perdido River with the established flood stage of 18.5 feet as measured by the gauge at Barrineau Park.

<u>GAUGE NAME</u>	<u>GAUGE HEIGHT</u>	<u>IMPACT/ RESPONSE ACTIONS</u>
Barrineau Park	13.0	The river leaves its banks at Adventures Unlimited on River Annex Road and approaches the building.
Barrineau Park	17.5	Water reaches the edge of Adventures Unlimited Building on River Annex Road.
Barrineau Park	20.5	Water reaches the western edge of River Annex Road at Adventures Unlimited.

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Barrineau Park	21.0	Water covers River Annex Road and it becomes unsafe to pass.
Barrineau Park	26.30	Flood of Record. September 29, 1998 (Hurricane Georges) Approximately one foot of water entered the elevated residence to the north of Adventures Unlimited. This was the first time in recent history that residents at Hurst Hammock at the mouth of the Perdido River and Perdido Bay reported any flooding.

Note:

It takes approximately 6-8 hours for the water at Barrineau Park to reach the River Annex Road area.

Perdido River at Adventures Unlimited on River Annex Road as they correspond to the river gauge at Barrineau Park:

River Gauge Reading	Corresponding Level at River Annex Road
13.0'	Flood Stage- Water at the base of the tree with the "no parking" sign
17.55'	Base Flood Elevation for Adventures Unlimited
24.06'	Base Flood Elevation for Mr. Greer's house (The house on stilts just to the north of Adventures Unlimited)
25.21'	** High water mark from October 1998 flood in Mr. Greer's house (1.65' above the BFE)

****NOTE:** The official reading at Barrineau Park for the flood of record (October 1998) is 26.30'. A berm was constructed (apparently to protect a gas pipeline) after the flood of record below Adventures Unlimited that somewhat restricts the flow of the river. We believe that this may account for the -1.09 foot difference in the official reading and the high water mark in Mr. Greer's house since the 1998 flood. It is possible that when the river level overflows the top of the berm, the level on River Annex Road may come close to agreeing with the levels seen in the previous floods.

In August 2003, Escambia County requested if Mobile Weather would create and updated valid rainfall conversion table for our area, and the following data is what was provided.

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The table below represents a conversion table that will take the amount of rainfall in a period of time and translates it into a year event for Escambia County and surrounding jurisdictions. So if Pensacola receives 1.90" of rain in a 30 minute period of time, that will identify the rainfall event as a 2 year rainfall event or if Pensacola received 3.5" of rain in 30 minutes, Pensacola would have experienced a 100-year flood event. This type of information is important not only for informational purposes, but also in relation to building code minimums, NFIP requirements, doing benefit cost analysis for mitigation projects begin considered for various federal grant programs, and how it relates to the FIRM's and the 100 year flood zones that are mapped.

Maximum 1 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	1.70	2.20	2.60	2.90	3.50	4.10	4.90
Pensacola	1.70	2.10	2.70	3.00	3.60	4.20	5.10
Evergreen	1.50	1.90	2.30	2.50	2.90	3.40	3.90
Waynesboro	1.50	1.85	2.25	2.45	2.90	3.30	3.80

Maximum 2 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	1.90	2.40	3.00	3.40	4.30	5.20	6.00
Pensacola	1.90	2.40	3.10	3.50	4.30	5.40	6.20
Evergreen	1.70	2.10	2.60	2.90	3.50	4.30	5.00
Waynesboro	1.70	2.10	2.55	2.80	3.40	4.20	4.70

Maximum 5 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.30	2.90	3.70	4.20	5.30	6.70	7.70
Pensacola	2.30	2.90	3.80	4.30	5.50	6.90	8.00
Evergreen	2.10	2.60	3.30	3.40	4.50	5.50	6.50
Waynesboro	2.10	2.55	3.30	3.40	4.30	5.40	6.30

Maximum 10 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.60	3.20	4.30	4.80	6.20	7.70	9.10
Pensacola	2.60	3.20	4.30	5.00	6.40	8.00	9.50
Evergreen	2.30	2.90	3.60	4.10	5.20	6.30	7.50
Waynesboro	2.30	2.90	3.70	4.10	5.00	6.10	7.10

Maximum 25 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.90	3.60	4.80	5.50	7.00	8.90	10.50

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Pensacola	2.90	3.60	4.90	5.60	7.20	9.00	11.00
Evergreen	2.60	3.15	4.10	4.70	6.00	7.20	8.80
Waynesboro	2.55	3.10	4.20	4.60	5.80	7.00	8.20

Maximum 50 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	3.10	4.00	5.30	6.00	7.90	9.90	12.00
Pensacola	3.10	3.90	5.50	6.30	8.00	10.00	12.20
Evergreen	2.90	3.60	4.60	5.30	6.60	8.10	10.00
Waynesboro	2.80	3.50	4.50	5.10	6.50	8.00	9.10

Maximum 100 Year Rainfall Total (inches) For A Given Time

City	Duration						
	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	3.50	4.25	5.90	6.80	8.90	10.90	13.10
Pensacola	3.50	4.30	6.00	7.00	9.00	11.10	14.00
Evergreen	3.25	3.80	5.20	6.00	7.50	9.10	11.00
Waynesboro	3.20	3.80	5.00	5.60	7.00	8.80	10.30

Source: Mobile Weather Service, Gary Beeler assigned student assistant to generate data. Provided to Esc. EM
8/25/03

Warnings Provided to the Public

Warnings to the public can be provided several ways:

1. Activating the dialogic (reverse 911) system that will directly call any phone number in an area that can be defined in numerous ways through data sorting or by defining the area geographically on a map.
2. Active the Emergency Alert System. Currently the EAS notification would warn all county residents, not just the affected area.
3. Activate the Cox Cable interrupt system. This allows the Emergency Management to break into the cable system and transmit an emergency message as deemed necessary. The EAS system also is carried through Cox Cable.
4. If necessary, fire and law enforcement would drive the effected areas with Public Address systems and door-to-door notifications with any warnings that are necessary.
5. Various media outlets to include television, radio, and print medias.

Warning to the Critical Facilities

Warnings to specific critical facilities are made through the Emergency Operations Center. All of the critical facilities found in a flood or storm surge zone have actual representation in our Emergency Operations Center during any activation and at a minimum through our

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communication phone, page and e-mail contact listings. Again, any watches and warnings from the National Weather Service Center in Mobile will be automatically sent as a page to all in our disaster communication list. They get the personal advance notification needed for any type of impending emergency, when possible, to be able to prepare and respond to any emergency situation. Critical facility maps are provided in Appendix F of the LMS plan.

Contact phone numbers for all notifications for any disaster type is maintained on a daily basis throughout the year, with a formal update process at the beginning of hurricane season each year. Those phone numbers are maintained at the County Division of Emergency Management.

E.O.C. Actions and Authority

The EOC is ready to act on a 24-hour basis. During business hours, information is monitored as part of the daily practice. After hours, the communications center, which is the 24-hour, 911, operations center, monitors the local situations and can notify the EOC representative on-call at any time that is deemed necessary through the notification protocol. The WX Message system is also set up to page appropriate staff of any warnings or watches that have been issued by the National Weather Service in Mobile, Alabama, with the actual warning message transmitted on the page for immediate response if necessary. The warnings from Mobile Weather would include specific river information for those rivers impacted. Then the rivers can be specifically monitored on-line from the EOC or any other internet access location. The CEMP can be put in place if needed, utilizing the communication process for notifying additional staff if activation is necessary.

Any actions taken to notify, warn, evacuate, respond, and recover from flooding events will be provided through the Comprehensive Emergency Management Plan (CEMP). The Director of Public Safety, the Emergency Management Chief, and any other authorized designee, as defined by the CEMP, will determine the authority for any actions taken. See the EOC Activation SOG for guidelines for activating the EOC.

Exercise the Plan

The Flood Warning Plan is exercised at a minimum of once per year in a table-top exercise. Because the actions taken in response to flooding situations would typically fall under the actions found in the CEMP, and since the players and participants are all the same for any type of event that impacts Escambia County, any response to a natural or man-made disaster will cause by default, an exercise in the potential actions that may be needed in response to a flooding event.

Estimated Costs in Flood Response:

In 2003, the Division of Emergency Management made an attempt to estimate the cost of each 911 call regarding flooding calls. Typically each call is received in the 911 communications center, and per typical protocol, Emergency Management becomes involved in the process, either through a fully activated EOC or during a heavy storm that may roll through where the

APPENDIX G

FLOOD WARNING RESPONSE PLAN

EOC is not activated. The EOC/911 communications center would either personally visit each flooding call location, or dispatch a fire services vehicle and staff to the scene for verification of an emergency or not. As a matter of protocol, the County Road Department will also respond to the scene carrying several staff and inmate labor, with equipment. Sometimes that equipment could be heavy equipment providing labor intensive and expensive remedies to a real problem.

Emergency Management looked at small sample of calls that impacted 911 communications, Emergency Management, Fire Services, and the Road Department, taking the average of both extremes in services form no action taken, to full blown, everyone responding, and water being vacuumed away and deposited elsewhere. The average cost per call is calculated below:

Estimated Costs Per Flood Call			
2010-SWAG			
2 hour call			
Response to a property complaining about flooding			
These are estimated minimum costs per one homeowner response			
			estimated costs per call
Fire Services			
approx. equipment engine company-2 hour call	\$ 642.00		
manpower-	\$ 120.00		
	\$ 762.00		
per john sims			
Road Department			
			\$ 306.95
Time involved with the call is to have a supervisor go out to the home with county vehicle and gas. evaluate any action if any, then if sand bags are needed, a full crew to deploy sand bags with a truck will be needed.			
Average cost per call generated from sample of calls from full scale response to just a quick site visit.			
Requested updated information August 2, 2007-response never received, used old data			
Requested updated information December 2009 twice-response never received, used old data			
Emergency Management			
Director/Chief involvement	41.59	\$32.43/hr. X2 hours	\$67
Staff involvement	25.29		
(includes wages and benefits)		misc. costs	\$20
			\$ 87.00
Time is the involvement with the call at the office and then to do a site visit to determine what action to take if any, as the EM is the division responsible for the course of action regarding sandbags.			
Estimate two hours of staff time per call, plus incidentals, fuel, phone usage, etc.			
Call to 911			
cost per call			\$ 8.01
			total estimated cost per call
			\$ 1,161.96

Fire Services			
Per John Sims January 2010			
Road Department			
Duane Chase provided original information:			
Emergency Management			
Per JD/Shea			
911-communications (2010 est.)			
Bob Boschen reviewed figures December 2010			
These are just direct costs, not including indirect management costs			
480 calls/day			
344 calls/minute			
estimate 10 minutes per call	10 minutes a call**		
\$22.198 month for phone bill			
\$22.198/50 days/495 call	1.60/call	1.60/call	
\$650,000 for 911 equipment			
est. 15 year depreciation	650,000/15,065,495	24/call	24/call
5 people in communications center (ave)	\$14.65/hr ave. salary		
	\$82.14/ hr for six employees		
	\$2,115.36 per day for labor	4.27/call	911communications \$ 8.01
	\$2,115.36/495 calls		
** Off the cuff estimate to include taking the call and managing the dispatch of that call.			
Statistics are not kept on this information.			

1:11:00 PM 1/15/2010 10:10:10 AM

APPENDIX H

ESCAMBIA COUNTY CHAPTER 50 FIRE PREVENTION AND PROTECTION ORDINANCE

Escambia County
Fire Prevention and Protection
Chapter 50, Article I

ARTICLE I. IN GENERAL

Sec. 50-1. Fireworks and open burning prohibitions.

(a) *Delegation of duties.* The board of county commissioners hereby delegates to the fire chief, as designated pursuant to section 50-2 of the Escambia County Code of Ordinances, the authority to implement this section by issuing such orders as are necessary and proper, coordinating enforcement activities, and otherwise carrying out the section's provisions, subject only to the direction and control of the board of county commissioners.

(b) *Fire safety prohibition.* The carrying out of open burning (to include but not be limited to, campfires, wildfires, bonfires, trash burning, and other similar forms of incineration), are hereby prohibited in both the unincorporated and incorporated areas of Escambia County, whenever either (a) the Florida Division of Forestry Drought Index meets or exceeds 700 in any area of the county, or the fire chief shall issue an order of prohibition on behalf of the county imposing the ban described herein, or (b) the fire chief otherwise determines that there exists an immediate fire-borne threat to the public health, safety and welfare of the residents of Escambia County. Once enacted pursuant to this section, an order of prohibition shall remain in effect until later terminated by the fire chief as provided in subsection (f), herein.

(c) *Fireworks.* The use or explosion of fireworks, as defined in F.S. (2006) § 791.01, is hereby prohibited within Escambia County. In addition, during a declared burn ban, use of incendiary devices otherwise exempted by F.S. § 791.01, including but not limited to sparklers, snakes or glow worms, smoke devices, trick noisemakers, party poppers, booby traps, snappers, trick match, cigarette loads and auto burglar alarms, is also prohibited.

(d) *Exemptions.*

(1) Pursuant to F.S. (2006) ch. 791, this section shall not apply to state-permitted burns, authorized public fireworks displays and fireworks sales which are authorized by state law, including where the wholesale seller directly ships such fireworks outside of Escambia County, without the purchaser participating in any such shipment except the purchaser may pay for the costs of shipping. Agricultural use of fireworks, as permitted by F.S. (2006) § 791.07, shall not be impaired by this section; however, the use of fireworks or incendiary devices as in subsection (c) during a declared burn ban shall be prohibited for the duration on the ban.

(2) This section also shall not apply to outdoor cooking in barbeque grills, smokers, or other outdoor stoves located at private residences.

(e) *Enforcement.* The Escambia County Sheriff's Department, county code enforcement officers, City of Pensacola Police Officers, and other state law enforcement officers, shall in conjunction with their official duties imposed by state law or local ordinance, enforce the provisions of this section. Any law enforcement officer issuing a notice to appear or making an arrest pursuant to this section also shall seize any subject fireworks for the purpose of preserving such fireworks as evidence of this violation.

(f) *Penalties.* Any person, firm, corporation, or other entity in violation of the terms of this section, upon conviction in county court, shall be punished as provided for in article III of chapter 30 of the Escambia County Code of Ordinances, or in F.S. (2006) § 125.69(1).

APPENDIX H

ESCAMBIA COUNTY CHAPTER 50 FIRE PREVENTION AND PROTECTION ORDINANCE

(g) *Termination of fire safety prohibition.* The prohibition set forth in subsection (b) shall be terminated by public notice issued by the fire chief when the Florida Division of Forestry Draught Index, as applied to Escambia County, falls below 450 in all areas of the county and the fire-borne threat otherwise has ended. However, should any threatening condition, which initially triggered such a prohibition, thereafter once again reassert itself, then such a prohibition would again become effective, upon the order of the fire chief.

(Ord. No. 2000-21, Art. II, §§ 1--6, 6-15-2000; Ord. No. 2006-89, § 1, 12-7-2006; Ord. No. 2008-57, § 1, 11-20-2008)

Sec. 50-2. Fire chief as fire official; powers and duties.

The Escambia County Board of County Commissioners designates the Escambia County Fire Chief as the fire official for all unincorporated areas within the boundaries of Escambia County. The duties of the fire chief shall include, but not be limited to: the development and management of all standard operating procedures and guidelines governing the procurement, maintenance, management, training, and operation of any and all paid and volunteer personnel, apparatus, equipment, facilities, and any agreements that Escambia County utilizes to provide emergency services, fire suppression services, rescue services; and fire prevention services. Such policies and guidelines shall be documented and subject to annual review.

(Ord. No. 2008-57, § 2, 11-20-2008)

Sec. 50-3. Fire marshal as fire code official; powers and duties.

The Escambia County Fire Chief, as Escambia County's designated fire official, may designate an Escambia County Fire Marshal as the fire code official with authority to enforce F.S. ch. 633, the Florida Fire Prevention Code, and any other state regulations implementing the Florida Fire Prevention Code. In carrying out his or her duties, the fire marshal, or the fire marshal's designee, is authorized:

(a) To develop, conduct, and coordinate fire prevention programs and activities to reduce the loss of life and property caused by fire; and

(b) To conduct initial investigations of the origin and cause of fires to determine whether the fire was the result of carelessness or design pursuant to F.S. § 633.03, and the Florida Fire Prevention Code.

(c) To conduct inspections of any and all buildings pursuant to F.S. § 633.081, and the Florida Fire Prevention Code; and furthermore, pursuant to the Florida Fire Prevention Code, to require the submission of applications for the review of plans, to issue permits, and to collect inspection fees as may be adopted by resolution of the board of county commissioners.

(Ord. No. 2008-57, § 2, 11-20-2008)

Sec. 50-4. Enforcement.

The fire chief or fire marshal may enforce the provisions of this chapter and the Florida Fire Prevention Code by utilizing the procedures established by F.S. § 633.052. These enforcement procedures may include the special master hearing procedure established under chapter 30, article II, of the Escambia County Code of Ordinances and the civil citation procedure established by chapter 30, article III, of the Escambia County Code of Ordinances.

(Ord. No. 2008-57, § 2, 11-20-2008)

APPENDIX I

ESCAMBIA COUNTY NIMS ADOPTION

Escambia County
Clerk's Original
9-1-05 CARI-10

RESOLUTION NUMBER R-2005 - 148

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA DIRECTING THAT THE NATIONAL INCIDENT MANAGEMENT SYSTEM BE UTILIZED FOR ALL DOMESTIC INCIDENT MANAGEMENT IN ESCAMBIA COUNTY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in Homeland Security Directive (HSPD-5), the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which will provide a consistent nationwide approach for local, state, federal, and tribal governments to work reciprocally, efficiently, and proficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity; and

WHEREAS, the collective input and guidance from all local, state, federal, and tribal homeland security partners has been, and will continue to be, vital to the development and successful implementation of a comprehensive all hazards management system; and

WHEREAS, it is necessary that all federal, state, and local emergency management agencies and personnel, including Escambia County, coordinate their efforts to provide the highest levels of proficient incident management; and

WHEREAS, to facilitate incident management, it is critical that local, state, and federal organizations utilize standardized terminology, standardized organizational structures, and uniform personnel qualification standards. In addition, it is imperative to facilitate uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS offers such standardized procedures for managing personnel, communications, facilities, and resources; and

WHEREAS, the NIMS assists in the overall improvement of Escambia County's ability to receive and utilize federal funding, enhance local and State agency readiness, and streamline incident management processes; and

Verified By: P. Patton

Date: 9-6-05

APPENDIX I

ESCAMBIA COUNTY NIMS ADOPTION

WHEREAS, the Incident Command System components of NIMS are already an essential part of various incident management activities throughout the County, including all public safety and emergency response organizations training programs; and

WHEREAS, the Escambia County Comprehensive Emergency Management Plan (CEMP) is being updated to reflect this NIMS compliance; and

WHEREAS, the Board of County Commissioners now finds that it is in the best interest of the health, safety, and welfare of the citizens of Escambia County that the County hereby adopts the National Incident Management System.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

Section 1. That Escambia County hereby formally adopts the National Incident Management System (NIMS) as its system for efficiently preventing, preparing for, responding to, and recovering from domestic incidents in this County.

Section 2. That this Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

ADOPTED this 1st day of September, 2005.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: [Signature]
J. W. Dickson, Chairman

ATTEST: Ernie Lee Magaha,
Clerk of the Circuit Court

By: [Signature]
Deputy Clerk

Date Executed

9-2-2005

Date BCC Approved

9-1-2005

Certified to be a true copy of
the original on file in this office.
Witness my hand and official seal.
ERNIE LEE MAGAHA
Clerk of the Circuit Court
Escambia County, Florida
By: [Signature] D.C.
Date: 9-7-05

This document approved as to form
and legal sufficiency

By: [Signature]
Title ACA
Date 12 Aug 05

APPENDIX J

TERRORISM ANNEX

I. Introduction

With characteristics that include densely populated areas, military installations, banking and financial centers, transportation facilities, schools, healthcare facilities, tourist attractions, valuable natural resources, business and industry, and a federal, state, and local government presence, Escambia County is vulnerable to a terrorist incident. The consequences could be a release of chemical, biological, or radiological materials, impacts from an explosive device, and technological/economic interruptions that affect thousands and millions of people in a manner that could result in a large number of deaths, injuries, infrastructure and property damage, and economic losses.

Terrorism, as defined by U.S. Code Title 22, Ch. 38, Para. 2656f(d)(2), “...means premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents;” Several acronyms for the tools from which to carry out a terrorism act has evolved over the years to include biological, nuclear, incendiary, chemical or explosive materials (B-NICE), or chemical, biological, radiological, nuclear, and explosives (CBRNE). Neither contains all of both, but the fact remains, whether it is CBRNE or B-NICE, they are tools in the act of terrorism.

With the exception of cyber-terrorism, it is imperative to remember, specifically from a first responder’s perspective; incidents that are believed to be terrorist acts will be treated and responded to as a hazardous materials incident with the additional complicating factor that it is also considered a crime scene. First responder safety is paramount. But as first responders respond, being aware of the surroundings and disturbing the crime scene as little as possible, is significant in the manner in which all first responders respond.

This appendix is designed to provide programs, policies and general procedures as to how the county will respond to terrorist incidents. Each responder agencies will have more specific response protocols and procedures for hands-on scene response activities.

II. Assumptions

The following are planning assumptions for this appendix:

- a. A terrorist incident may be made readily apparent to the responding organizations by the characteristics of the impacts or a declaration on the part of the perpetrators, or may be very difficult to initially detect and identify because of uncertainty as to the cause or extent of the situation.
- b. The resources and/or expertise of local agencies could quickly be depleted by a response to a major terrorist incident and its consequences. Extensive use of local, state, and federal resources and intrastate and interstate mutual aid agreements must therefore be anticipated.
- c. Specialized resources, as well as those normally utilized in disaster situations, will be needed to support the response to a terrorist incident. Such resources may not be located in the area or in the state.
- d. Resources from local, state, and federal agencies, as well as from private organizations, will be made available on a timely basis upon request and as appropriate.
- e. All state and local response agencies and organizations will establish and participate in a unified command structure at or near the scene, with the potential of the EOC being activated as the size of the incident response may dictate the need for it.

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- f. Federal agencies with statutory authority for response to a terrorist incident, or for the geographic location in which it occurs or has impacted, will participate in and cooperate with the unified command structure established by the responding local jurisdiction.
- g. A terrorist event may result in the timely activation of the county CEMP. With similar support and actions coming from the state and DHS as needed in support of local activities.
- h. This annex assumes that local resources and procedures for such related operations as hazardous material response, mass casualty incident management, law enforcement, search and rescue, and others will be in place for those appropriate responding agencies and will be utilized when needed during a terrorist incident.
- i. Should the EOC and the CEMP be activated, the response will be coordinated utilizing the ICS and ESF concept within the EOC, with significant efforts being coordinated through ESF 3, 4, 6, 9, 10, and 16 utilizing the responsibilities identified within the CEMP that this annex supports.
- j. For terrorist incidents involving weapons of mass destruction, there may be a large number of casualties. Injured or ill victims will require specialized medical treatment, potentially including decontamination and medical facilities and may require establishing temporary medical operations in the field. Fatally injured victims may be numerous and their bodies contaminated or infectious. Special mortuary arrangements are likely to be necessary.
- k. For cyber-terrorism incidents, potential disturbances to vital community networks for utilities, transportation, or communication could endanger the health and safety of the population, interrupt emergency response operations, and result in substantial economic losses.
- l. There will be extensive media interest in a terrorist event and media management operations will require resources beyond those needed for other types of emergency management operations.

III. Purpose

This annex establishes the policies and programs that will be utilized by local agencies in response to a threat or actual terrorist incident. This annex supports the CEMP in how it responds utilizing ICS and ESF systems with the roles and responsibilities outlined within the CEMP itself.

IV. Scope

First responders are responsible to be aware and to be able to identify potential elements of an incident that may suggest the incident may be the threat or the results of an act of terrorism. In doing so, it become imperative that first responding agencies work together to maintain the integrity of the scene while maintaining maximum life safety and property protections services. The parameters of this appendix will apply to first responder agencies and how they will respond under the ICS.

The following principles, consistent with the State of Florida Terrorism Incident Response Annex, will guide responders in how they will respond to terrorist incidents:

- Preserving life or minimizing risk to health.
- Preventing a threatened act from being carried out or an existing terrorist act from being expanded or aggravated.

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- Locating, accessing, rendering safe, controlling, containing, recovering, and disposing of a WMD.
- Rescuing, decontaminating, transporting, and treating survivors.
- Releasing emergency public information that ensures adequate and accurate communications with the public.
- Restoring essential services and mitigating suffering.
- Collecting and preserving evidence.
- Apprehending and successfully prosecuting perpetrators.
- Conducting site restoration.
- Protecting economic infrastructure and protecting critical infrastructure.

V. Preparedness

Several committees, boards, centers, and tools have been developed in an effort to collectively and cooperatively prepare for, prevent, respond to, mitigate against, and recover from terrorist incidents. Those resources are:

Regional Domestic Security Task Forces

Pursuant to Section 943.0312, Fla. Stat., Florida created seven Regional Domestic Security Task Forces (RDSTF) representing seven regions of the state. The Region 1 represents 10 counties in Northwest Florida RDSTF, which includes Escambia County.

These task forces serve as the foundation of the state's domestic security management and coordination structure. Each RDSTF is comprised of local, multi-disciplinary representatives who cooperatively support for preparing for, preventing, protecting against, responding to, and recovering from terrorist incidents.

State Working Groups (SWG)

The SWG is comprised of multi-disciplinary representatives that are lead by an Executive Board that works to address domestic security issues identified by the RDSTFs, DSOC, and other agencies through the facilitation of statewide planning, delivery of training and exercises, and equipment recommendations.

Domestic Security Oversight Council (DSOC)

The DSOC is also comprised of multi-disciplinary representatives as an Executive Committee that provides direction and guidance on the potential expenditures of domestic security funding. The DSOC also serves as an advisory council to the RDSTFs and the SWG in pursuit of terrorism preparedness, prevention, protection, mitigation, response, and recovery activities.

The county participates in the activities of these three board/committee activities either directly or through local representatives in support of enhancing domestic security efforts. More information on the structures and activities can be found in several documents:

- (current year) Florida Domestic Security Annual Report

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- (current period) Florida Security Strategic Plan

Healthcare Coalitions (HCC)

The HCC is a cooperative network of healthcare organizations and respective public and private sector partners. This coalition coordinates with emergency management and ESF 8 representatives in developing and enhancing preparedness, response, and recovery activities related to health and medical services and capacities in the community.

Inventory Resource Management System (IRMS)

The IRMS is an inventory system in operation for the Florida Department of Health's Bureau of Public Health Pharmacy and Bureau of Preparedness and Response that provides real-time updates on equipment and pharmaceutical availability, location and tracking for improved response to address the needs of residents. The system also supports the inventory of the State Medical Response Teams.

Fusion Centers

FDLE coordinates and manages the Florida Fusion Center (FCC) in Tallahassee, with regional fusion centers developed to provide more regional specific support and coordination. The FCC, and subsequent regional fusion centers, is a collaborative effort of state and federal agencies working in partnership with local partners to share resources, expertise, and/or information to better identify, detect, prevent, apprehend, and respond to criminal and terrorist activity utilizing an all crimes/all hazards approach.

Local Vulnerability/Risk Assessments

The Florida Department of Law Enforcement (FDLE) continues efforts to enhance the Threat Hazard Risk Identification Assessments (THIRAs) around the State of Florida, to include Escambia County. The THIRA is an all-hazard, capability-based assessment tool applicable to any jurisdiction. As FDLE continues leading this effort, several other activities at the local level are being pursued in support of the all-hazards vulnerability assessments in the community:

1. Local Mitigation Strategy (LMS) groups have done limited public infrastructure vulnerability assessments against natural hazards such as flooding and hurricanes. Data is collected and maintained by the LMS
2. Local emergency management, working through the State of Florida maintains a vulnerability assessment on "302" type facilities that maintain a minimum supply of certain types of hazardous materials on-site. This data is maintained through a program called Computer-Aided Management of Emergency Operations (CAMEO)
3. The Local Emergency Planning Council (LEPC) utilizes a Hazardous Materials Information Resource System database to maintain information on specific types of hazardous materials facilities. This data is available to local fire departments, law enforcement agencies, and HAZMAT teams to enhance response information and capabilities.
4. The Florida Department of Environmental Protection Agency maintains a Small Quantities Generator database for generators that have small fuel storage tanks on site.
5. Florida Division of Emergency Management, through local emergency management programs maintains assessments and critical facilities lists through spreadsheets and a GIS

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database that is assessed based upon natural disaster impacts and the need for power restoration to support critical service operations.

6. The Florida Department of Law Enforcement implements a federal system through the *IP Gateway* focused on domestic security and the potential risks associated with critical infrastructure.

“The IP Gateway provides various data collection, analysis, and response tools in one integrated system, streamlining access to IP’s tools and datasets by leveraging a single user registration, management, and authentication process. Highlights of the IP Gateway include the ability to access:

- A selection of physical and cyber vulnerability assessment and security survey capabilities
- A digital library of critical infrastructure information, including assessments, analytical products, and reports
- Integrated data visualization and mapping capabilities to support complex data analysis
- Situational awareness capabilities to support special event and incident planning and response activities”¹

7. The Environmental Protection Agency has a Risk Management Plan that has a process to capture assessment data.

8. The Department of Homeland Security, Office of Infrastructure Protection

And there may be many other databases of information that are being collected by other agencies. Depending upon the specific incident type, those agencies with the specialty for response will have access to information resources to enhance their response capabilities.

VI. Notification, Alert, and Warning System

In 2011, the color-coded Homeland Security Advisory System (HSAS) was replaced by the National Terrorism Advisory System (NTAS) to provide a comprehensive and effective means to disseminate information and communicate information about the risk of terrorist acts to federal, state, and local authorities and to the American people.

The alert system provides warning to the public and government agencies with the following references:

Elevated Threat Alert: Warns of a credible terrorist threat against the United States.

Imminent Threat Alert: Warns of a credible, specific, and impending terrorist threat against the United States.

Sunset Provision: An individual threat alert is issued for a specific time period and then automatically expires. It may be extended if new information becomes available or the threat evolves.

After reviewing the available information, the Secretary of Homeland Security will decide, in coordination with other Federal entities, whether an NTAS Alert should be issued. NTAS Alerts will only be issued when credible information is available.

¹ Homeland Security. *Infrastructure Protection Gateway*. July 2014

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These alerts will include a clear statement that there is an **imminent threat** or **elevated threat**. Using available information, the alerts will provide a concise summary of the potential threat, information about actions being taken to ensure public safety, and recommended steps that individuals, communities, businesses and governments can take to help prevent, mitigate or respond to the threat.

The NTAS Alerts will be based on the nature of the threat: in some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels.

NTAS Alerts contain a **sunset provision** indicating a specific date when the alert expires - there will not be a constant NTAS Alert or blanket warning that there is an overarching threat. If threat information changes for an alert, the Secretary of Homeland Security may announce an updated NTAS Alert. All changes, including the announcement that cancels an NTAS Alert, will be distributed the same way as the original alert.

Local Notifications

Whether a terrorist incident is identified from an initial 911 call, identified from response agencies on-scene, or if a national alert is being issued, notifications will be made in much the same way as with any type of incident, except that specific state and federal law enforcement agencies will be added to the list of notifications that may not normally be notified and engaged in other types of all-hazard incidents. Figure 1 identifies the basic notification process starting from the local responder agencies up through the state to the federal level law enforcement agencies. Should a threat level from the federal government be identified, notification from the federal level would work in the same process, just in reverse.

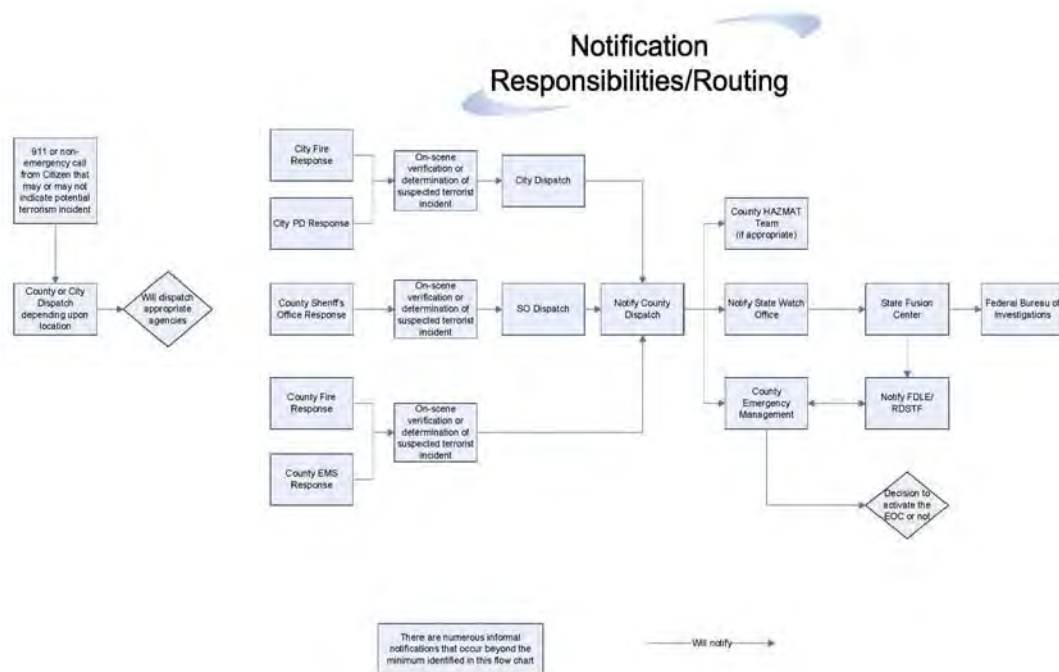


Figure 1

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NTAS is also set up to provide notifications and alerts to the general public, since every citizen is part of the solution to address terrorism in the United States. For the public to access NTAS alerts, the general public may reference the following:

- Official NTAS webpage-<http://www.dhs.gov>
- Email signup at-<http://www.dhs.gov/alerts>
- Social media:
 - Facebook-<http://facebook.com/NTASAlerts>
 - Twitter-<http://www.twitter.com/NTASAlerts>

VII. Local/Regional Response

Specific response and notification protocols are maintained with local, regional, and state first responder agencies. Each responder agency is trained to be aware of potential indicators identified through 911 calls or through on-scene response activities that may indicate the potential for or the impacts from a terrorist or WMD incident. Some of those indicators include:

- Identified Targets
- Symbolic or historical
- Public buildings or assembly areas
- Controversial businesses
- Infrastructure systems
- Special Events
- Presence of a BNICE/WMD/CBRNE Agent
 - Biological
 - Nuclear
 - Incendiary
 - Chemical
 - Explosive
 - Radiological
- A secondary incident, on-scene of initial terrorist event
- Items that seem out of place, containers, spray devices, etc.
- Certain types of Mass Casualty Incidents
- Unexplained illnesses or deaths.
- Terrorist Threat or Threatened Use of WMD
- Unusual circumstances or an obvious man-made act.
- Timing of the event
- Events that occur on the same date of other significant events.
- On-scene warnings
- Responders are Victims

It must be realized that categorization of an incident as a terrorist act may be known early in the response or may not be identified until well into the response. For this reason, anytime an indicator of terrorism and/or the use of a WMD are present, it is vital that notifications occur and advisory discussions between jurisdictional law enforcement, county emergency management, fire-rescue, EMS, and county health department take place. This immediate need of information sharing reinforces the need that every incident shall utilize the ICS incident management structure.

However, first responding agencies need to always be diligent when receiving information and taking 911 calls, responding and arriving on scene to be aware of the surround environment and the potential terrorist incident indicators. Each responding agency will follow their normal protocols and if terrorism is suspected, then those agency protocols related to terrorist incidents

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will be followed.

While on scene, incident command, following ICS, will be initiated and utilized throughout the response. Should an incident rise to the level that may need additional support to the incident, the EOC may be activated to support the responding agencies and the incident command on-scene.

The moment any indication arises that the incident might be a possible terrorist or WMD incident; local law enforcement must be notified, if not already on-scene, so that further notifications may be made to mobilize additional local resources such as emergency management and health departments. This will allow the local agencies to discuss and establish the threat level to communicate the situation to the FCC which will in turn notify appropriate state and federal agencies of the situation for response support. Many state and federal government actions are based upon these national threat levels, and it is for that reason that the law enforcement, emergency management and health department agencies agree on the threat level to communicate. It must also be recognized that these same threat levels may be communicated down to Escambia County from state or federal agencies as a result of a credible threat from an intelligence source.

Due to the sensitive nature of this information, the law enforcement community may not be able to give specific details about a possible event without the possibility of compromising intelligence operations and risking operative's lives. Much reflection and judgment must be used in weighing the risk of compromise versus the possible threat to citizens when warning other agencies.

Local, state, and federal agency response plans will dictate how each agency will respond to a terrorist or WMD incident, when known. Those plans, procedures, and protocols will not be specifically referenced in this annex.

Specific Resources

Each region also has local agency resources (personnel and equipment) that make up a highly trained cadre of personnel that are equipped for response to a known or suspected terrorist attack involving a weapon of mass destruction. The availability of these designated resources within each of the areas will minimize the time needed for their deployment to support the unified command at the scene of a known or suspected terrorist incident. The available state resources are coordinated through the RDSTFs. Regional assets will include resources capable for response to incidents involving biological, nuclear, incendiary, chemical, and explosive (B-NICE) agents, as follows:

- Evidence/investigative response teams
 - Escambia County Sheriff's Office
 - Florida Department of Enforcement
 - Florida Highway Patrol-homicide
 - Pensacola Police Department
 - Florida Department of Health Department
- Special weapons and tactics team
 - Escambia County Sheriff's Office
 - Pensacola Police Department
 - Santa Rosa Sheriff's Office
- Bomb squad
 - Florida State Fire Marshall's Office
 - Bay County Sheriff's Office Bomb Team
 - Big Bend Regional Bomb Squad (FDLE-Tallahassee)

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- Eglin Air Force Bomb Disposal Team
- Hazardous materials response team
 - Escambia County Fire Rescue, HAZMAT Response Team
 - Okaloosa County Regional HAZMAT Team
 - Bay County Regional HAZMAT Team
 - Pensacola NAS Hazmat Response Team
 - SWS Environmental Services (local contractor)-hazmat cleanup services
 - Escambia County Sheriff's Office HAZMAT Team
- Emergency Medical Services
 - Escambia County EMS
 - Lifeguard Ambulance Service
 - Medstar Emergency Medical Services
 - American Medical Response
 - North Baldwin County Emergency Medical Service
 - State Medical Response Team-Okaloosa County
- Hospitals
 - Baptist Hospital (Pensacola)
 - West Florida Hospital (Pensacola)
 - Navy Hospital (Pensacola)
 - Sacred Heart Hospital (Pensacola)
 - Select Specialty (Pensacola)
 - Gulf Breeze Hospital (Gulf Breeze)
 - Santa Rosa Medical Center (Milton)
 - Jay Hospital (Jay)
 - Springhill Medical Center (Mobile, AL)
 - Thomas Hospital (Fairhope, AL)
 - Providence Hospital (Mobile, AL)
- Laboratories
 - Florida Department of Health Laboratory
 - Pensacola, Jacksonville, Tampa, Miami
 - Regional FDLE Crime Laboratories
 - Pensacola, Tallahassee, Jacksonville, Orlando, Tampa Bay, Ft. Myers

SERVICES AVAILABLE BY LAB						
DISCIPLINE	Ft. Myers	Jacksonville	Orlando	Pensacola	Tallahassee	Tampa Bay
Biology/DNA	X	X	X	X	X	X
Chemistry	X	X	X	X	X	X
Crime Scene	X	X		X	X	
Digital Evidence					X	X
DNA Database					X	
Firearms		X	X		X	X
Impression Evidence		X				X
Latent Prints	X	X	X	X	X	X
Questioned Documents				X		
Toxicology				X	X	
Trace Evidence			X			X

- Radiation Detection Units
 - Florida highway Patrol Radiation Detection Team
 - Escambia County Fire Rescue HAZMAT-limited capabilities
- Public works
 - Escambia County
 - City of Pensacola

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- Town of Century
- Pensacola NAS
- Fire fighting
 - Escambia County Fire Rescue
 - Pensacola Fire Department
 - Pensacola NAS Fire Department

Regional Domestic Security Task Force (RDSTF)

- Assist in assessing, defining, and monitoring the State's vulnerability to the impacts of a terrorist or cyber-terrorist event;
- Assist in determining State and local government ongoing needs (specialized personnel, equipment, material, planning, and training) to effectively respond to a terrorist or cyber-terrorist incident;
- Development of regional standards and guidelines applicable to the safe and efficient emergency response to a terrorist or cyber-terrorist incident;
- Identify operational concepts to incorporate federal response actions and personnel into the management of a terrorist event and its consequences in the community;
- Work in concert with local emergency management to deploy specialized resources, sponsored by the State, for rapid response to a terrorist event involving weapons of mass destruction;
- Develop Regional Response Plans to deploy regional resources identified in support of these plans;
- Conduct Regional Response Exercises to test and refine the capability of the RDSTF to deploy regional response assets.

Florida National Guard (FLNG) WMD Civil Support Team (WMD-CST)

The FLNG WMD - CST (x2) comprised of specialized FLNG personnel available for activation to any location in the State when authorized by an Executive Order of the Governor. The team will provide support to the Incident Commander at the scene with highly specialized technical services that may be needed for the response to a known or suspected terrorist incident involving a WMD. The team is available in the state on a seven day, 24-hour basis and is equipped with specialized technical skills and equipment.

Florida National Guard Computer Emergency Response Team

The FLNG Emergency Response Team is a team of specialized National Guard personnel available for activation to any location in the state when authorized by an Executive Order of the Governor. The team provides support to the Incident Commander at the scene with highly specialized technical services that may be needed for the response to a known or suspected terrorist incident involving a cyber terrorism event.

Department of Environmental Protection (DEP) Environmental Terrorism Response Team (ERT)

The DEP ERT is a special team consisting of DEP environmental investigators, emergency

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responders and uniformed officers along with representation from the Florida Departments of Health (DOH), Transportation (DOT), Agriculture and Consumer Services (FDACS), and the United States Environmental Protection Agency's (EPA) Investigative Division. The team is available to support incident commanders with hazardous material issues but is not limited to hazardous material and industrial chemicals. The ERT personnel can be on scene within three hours and the full team deployed within twelve hours of notification.

Federal Response

The Federal Bureau of Investigation (FBI) is the lead federal agency for Crisis Management. All federal Consequence Management Resources will operate as defined under the NRF. The Federal Emergency Management Agency (FEMA) is the lead federal agency for Consequence Management.

Other Participants in the Response Organization

It is possible that the nature of a terrorist event could necessitate other non-government participants in the emergency response organization. Examples that may need to be considered include the following:

1. Owners or operators of the facility in which the event is occurring;
2. Owners or operators of a transportation center, or modes of transportation (for example, airplane, boat, railroad), in which the event is occurring;
3. Non-government expert advisors or consultants, such as university scientists, physicians, or private contractors;
4. Non-government laboratories for threat agent identification;
5. The manufacturer of the threat agent;
6. Rental agents or contractors providing vehicles, equipment, or supplies involved in the event;
7. Health and medical care facilities and mortuaries managing the victims of the incident, and;
8. The owners, operators, clients, or support organizations for computer networks, telecommunication systems, and Internet services threatened by a cyber terrorist attack.

These organizations or officials may become participants in the unified command structure and/or have liaison personnel deployed to the appropriate state or local emergency operations center.

VIII. Transition to Recovery

It must also be recognized that recovery from a terrorist incident may be delayed due to the nature and the impacts of the incident.

- The specific incident location will likely be a federal crime scene; consequently an extensive and often lengthy investigation may ensue, certainly depending on the type of WMD used.
- There may also be highly technical and lengthy cleanup or decontamination operations that

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must occur

- The structural integrity of facilities and infrastructure may also need to be assessed and repaired after an incident.

As a result of the potential delays, other recovery process may need to be placed on hold until access to areas can be authorized. Damage assessment, federal declarations, federal individual and public assistance programs, and even federal mitigation programs and processes will be impacted until the investigations, cleanup, and evaluations deem the area to be safe. To this end, a relatively lengthy recovery process should be anticipated by all agencies involved.

IX. Document Maintenance and Training

Maintenance of this annex will be in accordance with those procedures set forth in the Escambia County CEMP for reviewing the entire CEMP document. In instances when procedures in this annex are used in exercises or during actual events, lessons learned from these activities should be applied as soon as practical. Training on the contents of this annex will occur annually as part of the overall Escambia County CEMP review for agencies or when review is warranted by other events.

X. Authorities/References

1. LOCAL

- Escambia County Comprehensive Emergency Management Plan
- Escambia County Emergency Operations Center Standard Operating Procedures
- Escambia County Fire Department Local Protocols
- Escambia County HAZMAT Team Response Protocols
- Escambia County Emergency Medical Services HAZMAT Protocols
- CFR 1910.120 Hazardous Materials Operations
- Emerald Coast Utilities Authority Facilities Operations Plans
- Emerald Coast Utilities Authority Engineering Manual
- Emerald Coast Utilities Authority Emergency (Disaster) Plan

2. STATE

- Chapter 252, Florida Statutes (Florida Department of Community Affairs)
- Chapter 943, Florida Statutes (Florida Department of Law Enforcement)
- Chapters 154 & 381, Florida Statutes (Florida Department of Health)
- State of Florida Terrorism Incident Response Plan (Annex B to the State of Florida Comprehensive Emergency Management Plan)
- RDSTF Standard Operations Guide, Regional Multi Agency Coordination Groups
- Florida Comprehensive Emergency Management Plan- Response to Suspicious Powder Incident Guidelines
- Northwest Florida Regional Domestic Security Task Force, Regional Protocol
- Florida Regional Domestic Security Task Force Standard Operations Template
- RDSFT State Working Group on Domestic Preparedness, Public Information and Joint Information System (JIS) and Joint Information Center (JIC) Protocol

3. FEDERAL

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- National Protection Framework (NPF)
- National Response Framework (NRF)
- National Recovery Framework (NRF)
- National Incident Management System (NIMS)
- Homeland Security Presidential Directive (HSPD) 5, 7, & 8
- Presidential Decision Directive (PDD)- 39 unclassified
- PDD- 62 unclassified
- PDD- 63 unclassified
- Established State/Federal Health Guidelines
- FEMA's Guide for All-Hazard Emergency Operations Plan, Attachment G
- The U.S. Government Interagency Concept of Operations Planning

XI. Definitions

Biological Weapon - Microorganisms or toxins from living organisms that have infectious or noninfectious properties that produce lethal or serious effects in plants and animals.

Chemical Weapon - Solids, liquids, or gases that have chemical properties that produce lethal or serious effects in plants and animals.

Community Emergency Response Teams (CERT) - Groups of individuals from the general public organized on the neighborhood level and provided training to conduct initial search, rescue and emergency medical operations during a disaster until relieved by local emergency response organizations.

Consequence Management - The Division of Emergency Management (DEM) is responsible for coordinating statewide assets in support to the impacted RDSTF(s) and recovery operations. Consequence management supports crisis management efforts from the time of attack until such time as State Incident Command passes to the State Coordinating Officer (SCO).

Crisis Management - The Florida Department of Law Enforcement (FDLE), as the State Incident Command, under Florida State Statute 943, FDLE shall be responsible to direct and coordinate the initial state and regional response under the Comprehensive Emergency Management Plan (CEMP) and in coordination with the SCO. The State Incident Commander exercises this authority through the RDSTF(s) to provide immediate regional response to support the local incident commander. Crisis management begins once an attack has occurred.

Cyber Terrorist Attack - An intentional effort to electronically or physically destroy or disrupt computer network, telecommunication, or Internet services that could threaten critically needed community services or result in widespread economic consequences.

Department of Environmental Protection (DEP) Environmental Response Team (ERT) – A special team consisting of DEP environmental investigators, emergency responders and uniformed officers along with representation from the departments of Health, Transportation, and Agriculture and Consumer Services, and the United States Environmental Protection Agency's Investigative Division. The ERT is available to support incident commanders with hazardous material issues but is not limited to hazardous material and industrial chemicals. The Environmental Response Team personnel can be on scene within three hours and the full team deployed within twelve hours of notification.

Emergency Operations Center (EOC) - A centralized facility housing representatives of emergency support functions for purposes of the identification, mobilization, coordination, and allocation of personnel, equipment, and materials to support the unified command at the incident

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scene. **Local Emergency Operations Center** refers to either a county and/or a municipal EOC. **State Emergency Operations Center** refers to the State EOC in Tallahassee.

Emergency Support Function (ESF) - That portion of a comprehensive emergency management plan that describes a grouping of similar or interrelated support activities necessary for managing the impacts of a disaster.

Florida Infrastructure Protection Center (FIPC) - 24-hour/7 days-a-week alert center for tracking acts of cyber terrorism, including cyber crime and computer hacking, aimed at Florida's government, financial services, utility, and other critical infrastructures. It functions in coordination with the National Infrastructure Protection Center (NIPC).

Fusion Center –is the designated State of Florida fusion center, housed within the FDLE Office of Statewide Intelligence. The mission of the FFC is to protect the citizens, visitors, resources and critical infrastructure of Florida by enhancing information sharing, intelligence capabilities and preparedness operations for all local, state and federal agencies in accordance with Florida's Domestic Security Strategy. The Florida Fusion Center receives and coordinates information and situational awareness with state partners and the 7 RDSTFs.

Incident Management Assistance Team (IMAT) – A group of representative of the Federal organizations mobilized to an incident scene to advise the local and/or state unified command.

Incident Command System (ICS) - A standardized management system designed for control and coordination of field emergency response operations under the direction of an Incident Commander through the allocation and utilization of resources within pre-defined functional and/or geographic areas.

Joint Information Center (JIC) - A location and/or operational unit staffed by the public information officers of all key responding agencies, impacted jurisdictions, or other groups closely involved in the incident in order to provide for coordination and consistency in media management operations.

Joint Operations Center (JOC) - The location at or near the scene of a terrorist incident from where Federal response operations in crisis management are coordinated.

Strategic National Stockpile (SNS) - A national repository of antibiotics, chemical antidotes, life-support medications, IV administration and airway maintenance supplies, and medical/surgical items that is designed to re-supply state and local public health agencies in the event of a biological and/or chemical terrorism incident anywhere, at anytime within the United States.

Public Information Officer (PIO) - An individual from an organization or jurisdiction participating in the event who is designated to prepare and release public information regarding the situation and the response.

Regional Domestic Security Response Resources - Pre-designated emergency responders from local agencies and organizations that are specifically trained and equipped to support the local incident commander at the scene of a terrorist incident involving a weapon of mass destruction at any location in the state.

Regional Domestic Security Task Force (RDSTF) - Pursuant to FS 943.0312, the Florida Department of Law Enforcement (FDLE) has established a Regional Domestic Security Task Force (RDSTF) in each of its seven operations regions. The RDSTFs are the means through which the Commissioner of FDLE executes the crisis management responsibility.

Regional Response Coordination Center (RRCC) - Located in each Federal Emergency Management Agency (FEMA) region, these multiagency agency coordination centers are staffed

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by Emergency Support Functions in anticipation of a serious incident in the region or immediately following an incident. Operating under the direction of the FEMA Regional Administrator, the RRCCs coordinate Federal regional response efforts and maintain connectivity with State emergency operations centers, State fusion centers, Federal Executive Boards, and other Federal and State operations and coordination centers that have potential to contribute to development of situational awareness.

Terrorism – Terrorism, as defined in Chapter 775.30, Florida Statutes, is an activity that involves a violent act or an act dangerous to human life which is a violation the criminal laws of this state or of the United States or involves a violations of s.815.06, Offenses against Computer Users and is intended to intimidate, injure, or coerce a civilian population, influence the policy of a government by intimidation or coercion or affect the conduct of government through destruction of property, assassination, murder, kidnapping, or aircraft piracy.

Unified Command - The adaptation of the Incident Management System in which all key local, state, and/or Federal agencies cooperatively participate in planning, decision-making and resource coordination in support of the designated Incident Commander.

Weapon of Mass Destruction (WMD) - (1) Any explosive, incendiary, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to the above; (2) poison gas; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Weapons of Mass Destruction Civil Support Team (WMD-CST) - A designated team of National Guard personnel available on a seven day, 24-hour basis with specialized training, equipment, and materials, that can be mobilized by Executive Order of the Governor to the scene of a terrorist attack to support the local Incident Commander.

APPENDIX K

ESCAMBIA COUNTY RE-ENTRY PLAN

PURPOSE:

This re-entry plan is being identified to provide not only first responders, but also property owners, business owners, homeowners, renters, contractors, private- and non-profit response and recovery personnel and organizations, infrastructure owners, and the general population at-large an understanding of the re-entry plan for any area in Escambia County that may have been evacuated by authorized public and private emergency response personnel as a result of a public safety threat or hazard.

It is of the utmost of importance and in the best interests to local authorities to allow public access back into an evacuated area as quickly and safely as possible, allowing property and business owners the opportunity to protect their property from further damages and to start the rebuilding and recovery process as quickly as possible after a threat or hazard has past. Local officials understand the potential emotional, economic, and financial impacts that evacuations cause. Some of those impacts can be very complex and can have significant dynamic affects on people, businesses, and the economy:

- Loss of use and increased travel and temporary housing costs.
- Issues surrounding children as it may impact school, child care, and the parent's ability to report to work.
- Impacts on insurance claims when property cannot be quickly protected after initial disaster impacts.
- Impacts on business and personal income, and financial responsibilities.
- Tax revenues to local government organizations.
- The potential loss of customer base from an inaccessible business.
- The potential loss of visitor and tourist base and industry financial benefits.
- Emotional stress of individuals, families, business owners, and visitors.
- Increased operational costs of initiating and maintaining evacuations.
- Potential negative impact on business growth and relocation in the community.
- And many other dynamic effects.

Evacuations are not issued lightly and are issued typically as natural or man-made hazards may threaten and place at risk the health, safety, and welfare of the public.

AUTHORITY:

This plan will be implemented at the discretion of the Incident Commander or other authority as authorized by law. Consultation and input from public safety personnel and other subject matter experts will be incorporated into the decision making process as they may apply.

This plan is applicable to all areas within the geographical boundaries of Escambia County, to include all jurisdictions as may be authorized by law.

County Ordinance:

Chapter 2-Administration (Chain of Succession)

Chapter 37-Emergency Management

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Florida Statutes:

Chapter 14-Governor
Chapter 30-Sheriffs
Chapter 125-County Governments
Chapter 166-Municipalities
Chapter 252-Emergency Management Act
Chapter 381-Public Health

PLAN:

Overview:

When making the decision to allow access back into an evacuated area, public safety issues and concerns will unquestionably be the deciding factor. Each evacuation will be evaluated based upon the specific hazards that dictated the need for the initial evacuation and the impacts to those evacuated areas caused by the hazard and any subsequent threats and hazards as a result of those primary impacts.

In concept, once an evacuated area has been determined to be safe for public access, then people will be allowed back into the community. The decision to allow people back into previously evacuated areas will typically be accomplished utilizing a compressed or expanded timeline of activities that may be managed and moderated based upon the progressive efforts to reduce or eliminate public safety risks and hazards to the public.

Generally, the decision-making re-entry process must consider:

- Bridges, roads, and other infrastructure may be required to be evaluated by appropriate engineers and contractors before first responders can access specific areas.
- Initially, authorized first responders and search and rescue teams, as appropriate, will assess any impacts and consequences of the hazards and any continued threats as quickly as possible, and typically as daylight allows.
- Basic infrastructure repair and rebuild crews may be allowed access before the general public, to allow the basic securing, repair, or rebuilding of basic infrastructure to minimize risk and create a basic safe environment for the general public. This may include:
 - Evaluation and certification that bridges are safe for travel and may require engineering inspections and repair.
 - Electrical power lines and infrastructure damage must be secured.
 - Water, gas, and sewer lines may need to be secured to minimize threats and hazards.
- Temporary bathrooms and water supplies or other specific human needs services may need to be coordinated and set-up before access can be allowed to provide for basic sanitary and health needs before any people may be allowed limited access to an evacuated area.

As basic infrastructure is secured, repaired, or rebuilt, limited public access may be allowed at progressively increasing rates as areas are deemed safe for public access. Re-entry access may occur in the following progressive manner:

- Level One
 - Initial emergency and life-safety response agencies (fire, EMS, law enforcement) and personnel from any level of government and mutual aid support agencies.
 - Search and Rescue teams and organizations

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ESCAMBIA COUNTY RE-ENTRY PLAN

- Others as appropriately identified by authorized personnel.
- Level Two
 - Teams to identify, assess, and mitigate public safety hazards and threats.
 - Government damage assessment teams
 - Government and/or local utility assessment and repair teams
 - Government or government contractor infrastructure repair teams (roads, bridges, etc.)
- Level Three (Once public safety hazards and threats are mitigated)
 - Business owners and employees located in the restricted area
 - Residents located in the restricted area
- Level Four
 - Additional government recovery contractors
 - Suppliers and vendors supporting business in restricted area with proper documentation
 - Private contractors with appropriate documentation or escorted by property/business owners and blue contractor tag issued by county building inspections
- Level Five
 - Open to the all public and other business, no restrictions

Timeline expectations for the implementation of re-entry for the five levels described above are not specifically outlined in these re-entry levels. The extent and magnitude of impacts from a hazard in a specific evacuate area; the time it will take to repairs and address the basic public safety issues will all dictate the implementation timeline for re-entry.

ACCESS MANAGEMENT:

IN COUNTY:

When an evacuation is in place for a community, there may be law enforcement or other official personnel positioned at check points managing access as determined to be appropriate to maintain public safety and as directed by the Incident Commander or other appropriate authority.

When access is limited, at any given level as identified in the previous section, documentation will be required on the part of anyone or any organization seeking access to the evacuated area. Without the proper documentation, access may be denied. It is stressed that for any check point personnel, common sense should be applied in assessing the documentation being presented by people and organizations to justify their need to access a restricted area. This includes any first responders, non-profit and for-profit response and recovery personnel at any given stage of restricted access.

Just because a person does not have the suggested documentation, does not mean they should not gain access if they are providing other documentation or have evidence of their need for access, nor should someone be allowed access if their documentation and their justification for access does not make sense and there is some concern, on the part of the checkpoint personnel, for the truthfulness and accuracy of their need for access and their documentation. Any issues can be coordinated with immediate checkpoint supervisors and/or through the incident commander or emergency operations center personnel as appropriate.

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ESCAMBIA COUNTY RE-ENTRY PLAN

There is a variety of documentation that could be utilized to document an individuals or a businesses need to be in an evacuated and restricted area. **The key concept is to merely provide documentation that identifies who the person is and documentation that links a person to an address within the evacuated area.**

Typical documentation that will be required for people to gain access at any given level of re-entry from no access to limited access to full access may include the following:

- A government issued picture ID that can verify who the person is that is seeking access.
- A government issued picture ID that can verify the persons address within the restricted area.
- A utility bill or other official document identifying the address of the property in the restricted area that also identifies the person seeking access, tied back to their ID.
- A rental or lease agreement with appropriate address.
- Any other official documentation that can tie the property being accessed to the person seeking access. (Property tax bill, deed, business license, etc.)
- Employees with a company ID or current letterhead document identifying their relation with a business address in the restricted area.
- Delivery companies with typical decaled company vehicle with an order/delivery bill, bill of lading, work order, etc. that identifies the delivery address in the restricted area.
- Additional items of documentation for specific areas of the county or specific function of recovery will be addressed in the next section(s).

PENSACOLA BEACH AND PERDIDO KEY

All the processes described above still apply to Pensacola Beach and Perdido Key, but because of the significant potential impacts from hurricanes and storm surge, impacting a majority of the people working and living on the islands, each island has identified an additional tool to manage re-entry on those islands. Initiated by the Santa Rosa Island Authority and the Perdido Key Chamber of Commerce, a window sticker program has been established for people who can justify their need to access beach areas should access be restricted as a result of a public safety evacuation.

These stickers DO NOT provide any exceptions to the authorized access identified by public safety officials at any given level as described above, and DOES NOT provide any special or “fast lane” access. The sticker merely demonstrates that each year, the person has provided justification for their access, when evacuation and re-entry activities are initiated. The only benefit the sticker provides is the potential elimination of a person having to produce documentation at a given checkpoint when appropriate access is authorized.

Each year, a resident, business owner, property manager, property owner, or authorized contractor may apply to the Santa Rosa Island Authority and/or the Perdido Key Chamber for a new sticker with the appropriate justification documentation. The stickers must be renewed each year, and colors of the stickers may rotate for each of the categories of stickers as may be applicable. A nominal fee may be charged to cover basic expenses of the program and materials.

Stickers for Santa Rosa Island Authority (Pensacola Beach) consist of:

- Government Officials
- Residential & Commercial Leaseholders
- Licensed Contractors (Issued by Escambia County Contractor Competency Board)

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Stickers for Perdido Key consist of:

- Government Officials
- Homeowners, Property Owners, Property Managers, and Business Owners
- Contractors

INSURANCE ADJUSTERS AND CONTRACTORS

Following a disaster declaration all insurance adjusters and contractors performing repair work must have a contractor's hurricane identification pass, which will be issued by Escambia County Building Inspections Department. Contractors and their employees being hired to perform work in any of the evacuation areas should maintain company picture identification along with copies of company work orders documenting where within the evacuated area they will be working.

ALABAMA/SANTA ROSA COUNTY FLORIDA ACCESS

In any evacuation, people may evacuate from Alabama through Escambia County, Florida, or people may evacuate from Florida, and/or Escambia County, Florida, through Alabama and its several jurisdictions, or through other Florida counties. Evacuations to and from or through any jurisdiction will be coordinated, as appropriate, with neighboring jurisdictions as they may be impacted by decisions made locally. That coordination and communication will typically be managed through first responder agencies, incident commanders, emergency operations center personnel, or other appropriate government official.

Each neighboring community will support evacuations of other neighboring communities as is in the best interests of public safety. In turn, re-entry will also be coordinated in the same manner allowing people access back through their community to the community from which they originally came as those communities may deem travel safe through their respective communities. Keeping in mind, justification and documentation may be required to enter or pass through other jurisdictions and people and businesses will need to be aware of any additional requirements in neighboring communities outside of Escambia County, Florida.

Each neighboring community will coordinate, communicate, and be made aware of documentation requirements of the other jurisdictions as appropriate, and each neighboring community will do their best to allow travel through or into their community as they may decide based upon their public safety concerns in their respective communities.

Most access back into a local community will be through the interstate highway system and travel through or into a jurisdiction along state access highways will not be restricted by the local jurisdiction. If state highway systems are restricted by state officials, it will typically be as a result of direct highway emergency impacts and not necessarily local community impacts unless an off ramp from the highway system places a traveler into a locally evacuated and restricted area or the highway passes through an evacuated area based upon specific circumstances. So travel through communities on state highway systems may not likely be restricted by local actions or authorities.

However, as a result of historical operational and political boundaries between two different states, Escambia County, Florida and the City of Orange Beach have entered into an interlocal agreement recognizing some of the basic re-entry situational and operational conditions that outline some broad understandings and parameters for re-entry access through and to each other's jurisdictions as it relates to

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ESCAMBIA COUNTY RE-ENTRY PLAN

the barrier islands of Perdido Key and the City of Orange Beach. The understandings and parameters can be summed up as follows:

- The barrier islands may receive significantly more infrastructure impacts as a result of wind and storm surge caused by hurricanes and other tropical events than further inland communities thus raising more significant public safety issues than other areas of each county and state may typically identify.
- Re-entry through and to each community will be allowed only as public safety conditions may warrant.
- Each jurisdiction will communicate and coordinate evacuation and re-entry decisions and procedures, and recognize the documentation and/or sticker programs as may apply.
- Escambia County, Florida re-entry program is identified in the previous sections of this plan.
- The City of Orange Beach Re-entry program identifies five re-entry levels as follows:
 - Level One
 - City of Orange Beach Employees
 - Baldwin County Employees
 - Baldwin EMC Employees
 - State of Alabama Employees
 - Federal Government Employees
 - Mutual Aid and Other Responding Agencies
 - Level Two
 - Damage Assessment Teams
 - Utilities
 - City of Orange Beach Contractors
 - Level three
 - Businesses (by zone)
 - Residents (by zone)
 - Level Four
 - Contractors (optional)
 - Level Five
 - All zones open, no restrictions

It is identified that each jurisdiction will communicate and coordinate the various re-entry authorizations and that each jurisdiction will support each other's re-entry plan as public safety concerns allow.

APPENDIX L

BOCC CHAIN OF SUCCESSION ORDINANCE

County Ordinance Part I, Chapter 2, Article III, Division 1

Sec. 2-65. Designation of emergency interim successors in the event of an attack.

(1) *Applicability.* The provisions of this section shall apply and authorization to designate emergency interim successors in the event of an attack upon the United States which causes or may cause substantial damage or injury to property and persons in the United States in any manner, by use of bombs, missiles, shellfire, or atomic, radiological, chemical, bacteriological or biological means or other weapons or processes which attack results in the unavailability of the lawful incumbent or incumbents is granted only to the following offices:

- (a) Each member of the board of county commissioners.
- (b) The county administrator, county attorney, all county department heads, deputy department heads and division chiefs.

(2) *Designation.*

(a) Within 30 days after first entering upon the duties of the office, the incumbent of each office shall designate in writing not less than three nor more than seven emergency interim successors to the office and specify their rank in order of succession after any duly authorized deputy so that there will not be less than five duly authorized deputies or emergency interim successors or combination thereof for the office. The name, address and rank in order of succession of each duly authorized deputy and each emergency interim successor shall be filed with the clerk of the board of county commissioners, and all changes in the duly authorized deputies or in the designation or order of succession of emergency interim successor shall be filed with the clerk of the board of county commissioners. Designations of emergency interim successors and changes therein and in the order of succession thereof shall become effective when filed with the clerk.

(b) At least annually, the incumbent in each office shall review and, if necessary, promptly revise the designations of emergency interim successors to ensure that at all times there are at least five qualified emergency interim successors or duly authorized deputies or combinations thereof for the office. This review may also be made at other times whenever the incumbent in an office deems it necessary because of changes in duly authorized deputies, because a designated emergency interim successor has become disqualified to be an emergency interim successor for the office, because the incumbent desires to change the order of succession among the designated emergency interim successors or because for any other reason a change is necessary or desirable. The annual review shall be completed on or before August 1.

(3) *Qualifications.* No person shall be designated or serve as an emergency interim successor unless he is qualified under the Constitution and laws of the State of Florida, and ordinances of the county to hold the office to which he or she is designated an emergency interim successor, but no provision of any ordinance prohibiting an officer or employee of the county from holding another office shall be applicable to an emergency interim successor. At the time of his or her designation, an emergency interim successor shall take such oath and do such other things, if any, as are required to qualify him or her to exercise the powers and discharge the duties of the office as to which he or she has been designated an emergency interim successor; provided, that the designation of an emergency interim successor for an office subject to confirmation by the board of county commissioners shall not require the approval of the board to be effective.

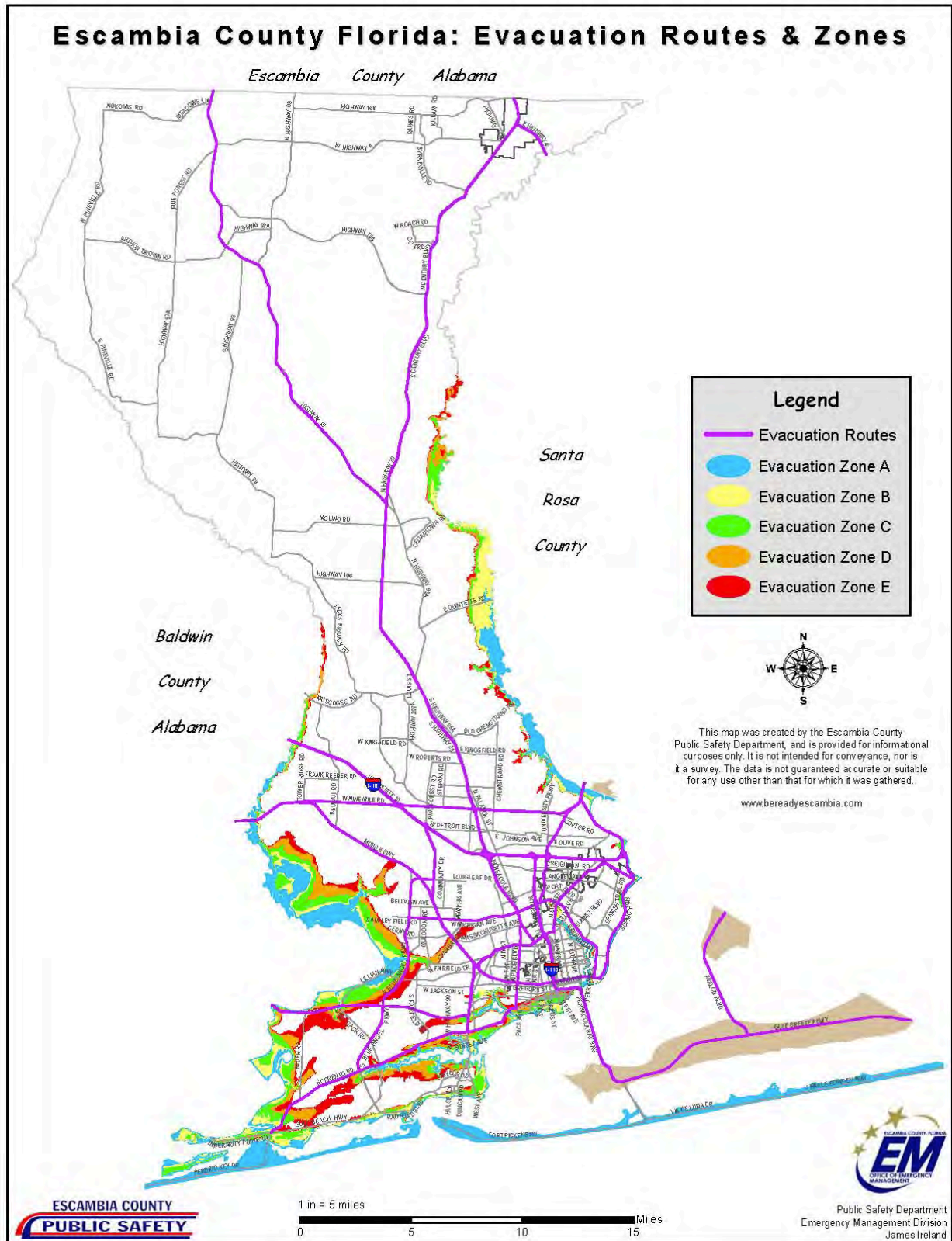
(4) *Removal of designees; change in succession.* Until such time as an emergency interim successor is authorized pursuant to this chapter to exercise the powers and discharge the duties of an office, he or she shall serve as an emergency interim successor at the pleasure of the designating incumbent and may be removed, and his or her order of succession may be changed, by the designating incumbent at any time without cause. In the case of removal of an emergency interim successor, the designating incumbent shall promptly designate another emergency interim successor, if necessary, to maintain the required number of duly authorized deputies and emergency interim successors.

APPENDIX L

BOCC CHAIN OF SUCCESSION ORDINANCE

(5) *Assumption of powers and duties of office.* If, in the event of an attack, the incumbent of an office and any duly authorized deputy is unavailable, the emergency interim successor to that office who is highest in rank in order of succession and who is not unavailable.
(Ord. No. 2007-11, §§ 1--5, 3-5-2007; Ord. No. 2008-9, § 1, 1-24-2008)

APPENDIX M EVACUATION ZONES AND ROUTES



Emergency Support Function (ESF) 1

Transportation Unit

Lead Coordinating Organization:	Escambia County Area Transit (ECAT)
Support Organization:	Public Safety Department, Emergency Medical Services (EMS) Pensacola Bay Area Transportation Pensacola International Airport Escambia County School District Port of Pensacola West Florida Public Library System
Private Sector Resources:	Amtrak Railways (National Railroad Passenger Corporation) Alabama & Gulf Coast Railway Good Time Tours, Inc. Greyhound Lines, Inc. CSX Corporation, Inc. Private shipping and cruise companies

I. Mission

The mission of Emergency Support Function 1 (ESF 1) is to create a platform from which transportation resources within Escambia County and any mutual aid resource support may collaborate and coordinate to meet the transportation needs of the community and its citizens during disaster/emergency incidents as appropriate. As authorized and appropriate, local resources may also be enhanced through vendor and contractor resources.

The priorities for allocation of these assets will be, though not all inclusive:

- Evacuation of persons from threatened or immediately impacted areas of our community.
- Transporting materials, personnel, and supplies for the support of emergency activities being conducted and as requested by the Escambia County Emergency Operations Center (EOC) and its participating agencies.
- Transporting relief supplies necessary for recovery to the emergency and impacted areas of the community.
- Coordinating activities, with assistance from support agencies, and prioritizing the allocation of available resources to meet any transportation need as identified in the EOC.

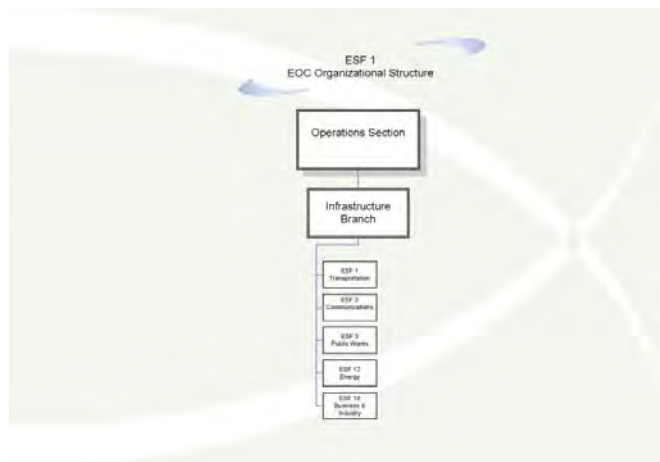
II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 1 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

Emergency Support Function (ESF) 1 Transportation Unit

- ESF 1 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 1 lead will be the team leader, primary contact, coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 1 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 1 lead will coordinate any requests of ESF 1 and their resources as appropriate.
- ESF 1 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 1.
- ESF 1 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 1.
- ESF 1 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 1 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 1 will be coordinated by and report to the infrastructure branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 1 – Transportation

Emergency Support Function (ESF) 1

Transportation Unit

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 1 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 1 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

Emergency Support Function (ESF) 1

Transportation Unit

- All resource and task requests to and from ESF 1 will be managed and coordinated by ESF 1 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 1 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.
- ESF 1 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop evacuation and re-entry transportation plans to support traditional public requests for transportation to public and/or pet shelters as appropriate.
- Develop transportation plans for potential evacuations and re-entry utilizing non-traditional methods with support organizations and private sector resources. This may include passenger trains, planes, and boats, which should consider pets where appropriate and resources allow.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local transportation resources that will be available to support the ESF 1 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Escarosa Coalition on the Homeless (ECOH) has developed an enhanced program for the evacuation and return of the homeless people in the community to and from a public shelter. This plan includes the potential sheltering of their pets in the community pet shelter as may be mobilized. ECOH has coordinated with ESF 1 and identified specific bus stops for the homeless that allows them more efficient access to ESF 1 transportation services for evacuations if and when evacuation and shelters plans are mobilized for the entire community. ESF 1's limited involvement in this plan is merely providing transportation services for these bus stop locations when an evacuation order has been issued and shelters will be opened. ECOH will coordinate the delivery of pet cages to ECAT to be place on those buses so homeless people with vaccinated pets may cage their pets appropriately. ECOH will be responsible to initiate contact with ESF 1/ECAT to start service to these bus stop locations. ECOH is the responsible organization for the continued maintenance and update of the homeless evacuation plan.

Emergency Support Function (ESF) 1

Transportation Unit

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 1 will:

- Provide appropriate staffing to manage the ESF 1 EOC desk and any functions and responsibilities of ESF 1 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 1 to include transit buses, trolleys, passenger vans, wheelchair equipped resources, school district buses, other bus resources, railway operations, airport operations, port operations, and private vendors as appropriate.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate transportation resources to meet resource requests within the EOC operation.
- Coordinate communications with all transportation resources as appropriate.
- Coordinate with ESF 8 for any non-ambulatory or medical needs transportation that may require ambulance service or other specialty care transport.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Implement transportation evacuation and re-entry plans in support of locally targeted or community-wide evacuations as requested from the EOC command structure.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.

Emergency Support Function (ESF) 1

Transportation Unit

- Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinating with ESF 8 for people with higher level of medical care needs to identify the appropriate transportation method and destination for specific individuals or families.
- Responding to the request of the EscaRosa Coalition on the Homeless to begin servicing pre-identified homeless population evacuation bus stops.
- Coordinate all requests for assistance for transportation support from EOC organizations as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 1.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 1 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 1.
- Coordinate with the EOC and/or county emergency management and/or first responders to provide impromptu transportation resources that may provide mobile resources that can meet needs beyond transportation from one location to another, such as, though not all inclusive of the following:
 - A weather protection facility on a disaster or emergency response scene that can provide first responders, citizens, or facility residents protection from the weather elements such as cold, heat, rain, or other severe environmental condition.
 - A command and control center for disaster and emergency operations.
 - Mass care transportation resource for low level medical care patients.
 - Or any other potential “out of the box” solution for impromptu situations.
- Make sure all ESF 1 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 1 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.

Emergency Support Function (ESF) 1

Transportation Unit

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

- **LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY AREA TRANSIT**

- Provide leadership in coordinating and integrating overall county efforts to provide transportation evacuation assistance to affected areas and populations.
- Staff and operate a National Incident Management System compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate the activation and deployment of support agencies and their resources under ESF 1 in carrying out specified missions to evacuate personnel from vulnerable areas.
- In coordination with ESF support agencies, evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
- Coordinate supplemental assistance in identifying and meeting the Transportation needs of disaster victims. This will include the coordination and/or management of mutual aid resources as appropriate.
- Assume the lead in the organization, assignment and staffing at the facilities at which ESF 1 is required to be located.
- Maintain a current inventory of transportation assets and disaster contact information from participating agencies, including their location and condition.
- Pre-position transportation resources as needed.
- Maintain a list of available resources at the ECAT "L" Street office. This list will be updated at least once each year, and contains the following:
- Contact information for essential employees who have a role and responsibility in ESF 1
- Inventory resources that can be deployed for ESF 1 from all ESF support agencies, including vehicles (trolleys, passenger vans, busses, etc.)

- **SUPPORT ORGANIZATIONS**

**ESCAMBIA COUNTY EMS
PENSACOLA BAY AREA TRANSPORTATION
PENSACOLA INTERNATIONAL AIRPORT**

Emergency Support Function (ESF) 1

Transportation Unit

ESCAMBIA COUNTY SCHOOL DISTRICT PORT OF PENSACOLA WEST FLORIDA PUBLIC LIBRARY SYSTEM

- Maintain lists of current resources to support transportation needs within the county.
- Maintain appropriate rosters to support EOC and field operations.
- Coordinate with ESF-1 lead on supporting organization activity in meeting the needs of the community, before, during, and after a disaster event as it relates to transportation needs and the overall responsibility of ESF 1.
- The Escambia County School District is not a primary or an active support organization under ESF 1, though in some situations, their bus/transportation resources may be engage to support ESF 1 activities.
- Pensacola Bay Area Transportation has an agreement in place with and a direct link to ECAT in providing transportation services.
- Pensacola International Airport will provide coordination assistance with respect to air transportation services as the situation may dictate.
- Port of Pensacola will provide coordination assistance with respect to waterway access and shipping as the situation may dictate.
- West Florida Public Library System has a book mobile bus that could be utilized on a limited basis, as a result of what is stored on the bus, not for mass public use, but possibly as a support vehicle in some manner.

• PRIVATE SECTOR RESOURCES

AMTRAK RAILWAYS (NATIONAL RAILROAD PASSENGER CORPORATION) ALABAMA & GULF COAST RAILWAY GOOD TIME TOURS, INC. GREYHOUND LINES, INC. CSX CORPORATION, INC PRIVATE SHIPPING AND CRUISE COMPANIES

- Private sector businesses will be requested to support EOC operations as the need may exist for resource transportation and the potential movement or housing of the local populations.
- Assistance to mobilize these resources may be needed from the state EOC with stronger influence and financial support to mobilize and acquire commitment from national or international transportation companies.
- ESF 1 maintains a contact list of these companies for any potential coordination needs.
- Financial responsibility will need to be clarified prior to any mobilization of private sector resources.

Emergency Support Function (ESF) 1

Transportation Unit

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES, AUTHORITIES, AND SUPPORTING DOCUMENTS

- State of Florida CEMP, ESF 1 Appendix
- Statement of Understanding Between Escambia County Area Transit and Pensacola Bay Transportation (April 2005)
- ESF 1 Transportation Registration and Response Protocols, August 17, 2010 (Special Needs Request protocol)
- List of homeless population bus stop pick up points
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 2

Communications Unit

Lead Coordinating Organization:

Communications Division,
Public Safety Department

Support Organizations:

Escambia County Sheriff's Office Dispatch
City of Pensacola Police Department Dispatch
Amateur Radio Emergency Service (ARES)
Network & Telecommunications Division, Information
Technologies Department

Private Sector Resources:

Verizon Communications, Inc.
Cox Communications, Inc.
Sprint Corporation
Frontier Communications Corporation
AT&T
MediaCom Communications Corporation

I. Mission

Emergency Support Function 2 (ESF 2) provides communications resource support during disaster situations in an effort to maintain communication links to all response operations in support of the EOC effort.

The priorities for allocation of these assets will be, though not all inclusive:

- Establish and maintain communications for facilities that are integral to efficient disaster operations.
- Ensure the Emergency Communications Center (ECC)/911 and other local emergency communications centers and systems are prepared for emergencies.
- Establish and maintain communications for response and recovery operations.
- Support and facilitate where appropriate, any private sector efforts to restore community communication tools (cell, television, landline, etc.)

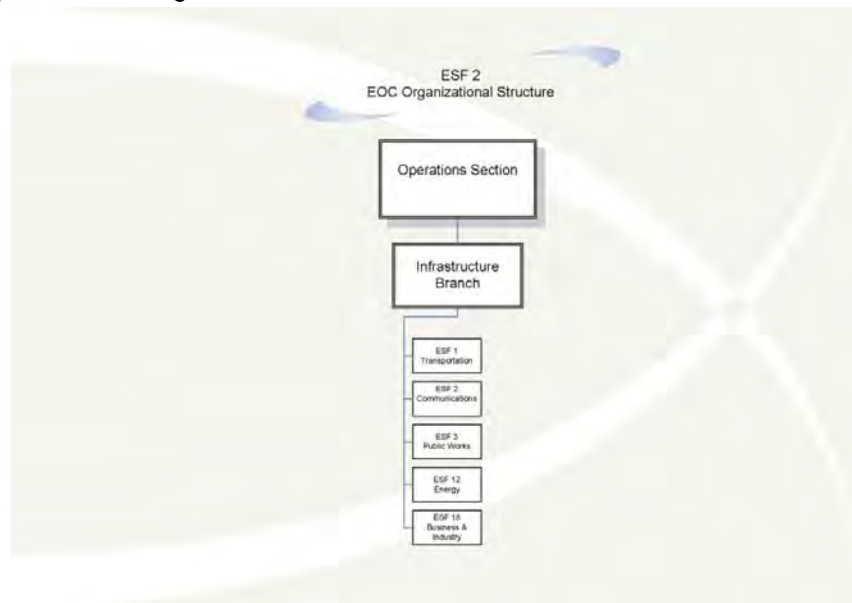
II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 2 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 2 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 2 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

Emergency Support Function (ESF) 2 Communications Unit

- ESF 2 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 2 lead will coordinate any requests of ESF 2 and their resources as appropriate.
- ESF 2 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 2.
- ESF 2 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 2.
- ESF 2 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 2 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 2 will be coordinated by and report to the infrastructure branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 2-Communications

Emergency Support Function (ESF) 2

Communications Unit

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 2 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 2 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

Emergency Support Function (ESF) 2

Communications Unit

- All resource and task requests to and from ESF 2 will be managed and coordinated by ESF 2 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 2 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.
- ESF 2 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local communication resources that will be available to support the ESF 2 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Assess vulnerability of communication systems and develop and implement upgrade and mitigation plans for those systems.
- Coordinate backup equipment and supplies for each communications center and system that may include:
 - Adequate spare parts, resources, plans, and personnel to ensure operations during a disaster or emergency.
 - Adequate staffing level for disaster situations. Employees are recalled as needed and scheduled appropriately.
- Planning for communications will need to consider the following operations, though not all inclusive:

Emergency Support Function (ESF) 2 Communications Unit

- Jurisdictional 911/dispatch centers/first responders
 - County and city EOCs
 - State EOC
 - Public shelters
 - Volunteer reception center(s)
 - Points of distribution
 - County staging area
 - Donated goods warehouse(s)
 - Disaster recovery center(s)
 - Disaster field office(s)
 - Others as identified
- Develop plans to test equipment on a regular basis.
 - Communications tools
 - Back-up generators on 911 communication centers
- Coordinate with ESF 12 with respect to prioritizing critical infrastructure and the reestablishment of power to the support organizations as appropriate.
- Each ESF organization will be required to be familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 6 to enhance operations at these alternate EOC locations.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 2 will:

- Provide appropriate staffing to manage the ESF 2 functions in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 2.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on communication infrastructure and resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

Emergency Support Function (ESF) 2 Communications Unit

- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.
- Coordinate with ESF 12 on the prioritization of power to critical communications infrastructure, with the understanding that support organizations are dependent upon restoration of communications tools to critical facilities and infrastructure that includes 911/phone services, internet, data, television, all part of the communications network and options for businesses, families, and individuals.
- Coordinate with ESF 14 and CIC for any information needed for public dissemination.
- Coordinate and establish communications with any operation as may be needed and or requested from the EOC as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 2.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support communications needs that exceed ESF 2 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the communication needs of ESF 2.
- Make sure all ESF 2 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 2 to enhance operations at these alternate EOC locations.
- Coordinate the damage assessment process for ESF 2 resources and assets and coordinate data and documentation through ESF 3 and the finance section as appropriate.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support communications initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

Emergency Support Function (ESF) 2

Communications Unit

F. RESPONSIBILITIES

1. PRIMARY AGENCY – COMMUNICATIONS DIVISION

- Provide and maintain 911/first responder, EOC and supporting field operations communications during an emergency.
- Maintain an inventory of personnel, equipment, and vendors, which will be used in the restoration of services.
- Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities within the affected areas as necessary and appropriate.
- Coordinate with private sector resources to provide and maintain communications and equipment to meet the needs of EOC and field operations as appropriate and required.
- Coordinate resources necessary to maintain access and accommodate ADA needs where appropriate and required by law.

2. SUPPORT AGENCIES

Pensacola Police Department:

- Responsible to maintain their 911/dispatch center in support of city first responders.
- Responsible to support the other jurisdictional dispatch centers as a back-up 911/dispatch center if any of the primary facilities are disabled.
- Responsible to provide support to ESF2 in providing and maintaining the tools necessary to maintain communications to and from various operations and facilities throughout the county.

Escambia County Sheriff's Office

- Responsible to maintain their 911/dispatch center in support of sheriff's office first responders.
- Responsible to support the other jurisdictional dispatch centers as a back-up 911/dispatch center if any of the primary facilities are disabled.
- Responsible to provide support to ESF2 in providing and maintaining the tools necessary to maintain communications to and from various operations and facilities throughout the county.

Amateur Radio Emergency Service (ARES)

- Responsible to provide primary and back-up communication services for various operations where communications is lacking or is inconsistent as appropriate and as requested.
- Responsible to support operations in communicating situations and issues for operations or areas in the community that may need primary or secondary reconnaissance where communications and information may be lacking as appropriate and requested.
- Provide back-up communications between the county EOC and the state EOC as needed and appropriate.

Network & Telecommunications Division, Information Technologies Department

- From the Information Technologies Branch, responsible to support ESF 2 in coordinating and providing telephone equipment and general communications support to ESF 2 to establish and maintain communications services to all Board of County Commissioners

Emergency Support Function (ESF) 2

Communications Unit

departments and other elected officials and jurisdictions as may be requested and authorized.

3. PRIVATE SECTOR RESOURCES

- ESF 2 will coordinate with companies to capture operational status information as it may relate to service interruptions and service reestablishment timelines for operational decision making.
- ESF 2 will coordinate with companies in providing various communications tools, such as cell and/or satellite phones, to support operations communications needs as necessary and available.
- ESF 2 will coordinate with companies to coordinate any temporary communications/information infrastructure to support or supplement permanent infrastructure increased demands and/or failures to maintain service connectivity for prioritized operations.
- Will prioritize the reestablishment of critical services to critical facilities as appropriate with respect to county critical facilities list as appropriate.
- Will coordinate with ESF 12 for power restoration priorities for critical infrastructure.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES, AUTHORITIES, AND SUPPORTING DOCUMENTS

- Emergency Communications Hurricane Plan
- Equipment Problems document
- Florida Emergency and Mutual Aid Frequencies document
- Escambia County ARES Emergency Communications Plan

Emergency Support Function (ESF) 2 Communications Unit

- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 3

Public Works and Engineering Unit

**Lead Coordinating
Organization:**

Escambia County Infrastructure Division

Support Organizations:

City of Pensacola
Cottage Hill Water Service
Emerald Coast Utilities Authority (ECUA)
Escambia County Building Inspections Department
Escambia County Corrections Department
Road Prison Division
Escambia County Development Services Department
Development Review Division
Planning and Zoning Division
Escambia County Infrastructure Division
Engineering Division
Fleet Maintenance Division
Roads & Bridges Division
Transportation and Traffic Division
Escambia County Facilities Management Department
Maintenance Division
Design and Construction Administration Team
Utilities Division
Custodial Services Division
Escambia County Community and Environment Department
Marine Resources Division
Natural Resources Conservation Division
Water Quality and Land Management Division
Neighborhood Enterprise Division
Escambia County Parks & Recreation Department
Escambia County Solid Waste Department
Waste Services Division
Engineering/Environmental Quality Division
Landfill Operations Division
Escambia River Electric COOP
Farm Hill Utilities, Inc.
Florida Department of Transportation
Gonzalez Water Service
Molino Utilities
Peoples Water Service Company
Santa Rosa Island Authority (SRIA)
Town of Century

I. Mission

The mission of ESF 3 is to provide public works and engineering coordination in support of emergency events within Escambia County for all jurisdictions and infrastructure owners. ESF 3 will provide personnel and resources to support efforts in keeping infrastructure open, operational, and functional through preventive and mitigation actions and through effort to make repairs and rebuilding activities quickly in support of the primary emergency management objectives. All infrastructure jurisdictions and owners will coordinate under ESF 3 to leverage resources in an effort to efficiently and effectively respond to and recover from disaster impacts.

Emergency Support Function (ESF) 3

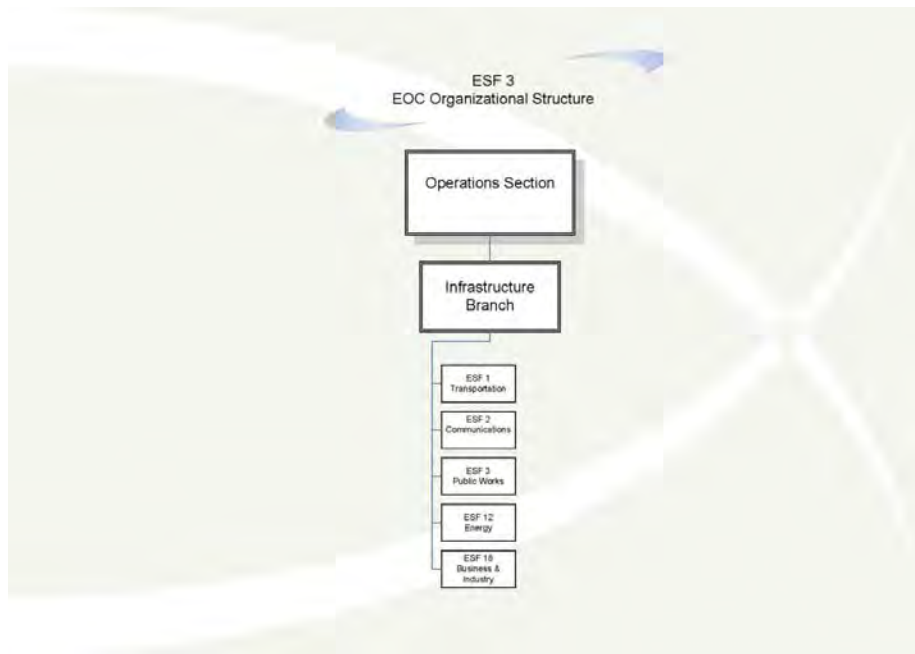
Public Works and Engineering Unit

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 3 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 3 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 3 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 3 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 3 lead will coordinate any requests of ESF 3 and their resources as appropriate.
- ESF 3 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 3.
- ESF 3 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 3.
- ESF 3 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 3 lead does not have the authority to direct, commit, assume responsibility, not liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 3 will be coordinated by and report to the infrastructure branch director, who reports to the operations section chief, who then reports to the incident commander.

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Incident Command System Structure: ESF 3 – Public Works and Engineering

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 3 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources

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and that resources offered to support EOC operations are merely coordinated through ESF 3 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.

- Determine when to cease any transportation operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 3 will be managed and coordinated by ESF 3 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 3 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. In addition to the regular organizational responsibilities for infrastructure, additional responsibilities will include, but not be limited to the following:
 - Roadway debris clearing and the “cut and toss” program
 - Sand bag options for the public if applicable
 - Debris management plan (FEMA approved)
 - Any streamlined process for issuance of building permits and develop review
 - Beach/environmental impact assessments and re-nourishment programs
 - Traffic management, traffic control systems, and coordination with ESF 16
 - Road closure and opening process coordinated with ESF 16, CIC, 911, and other applicable agencies.
 - Road and bridge damage inspections
 - Fuel (gas & diesel) management plan
 - Additional responsibilities as identified and assigned in the EOC by the appropriate authority
 - I.A. and P.A. damage assessment process and program
 - Waterway debris cleaning planning and authorities
 - Base Camp Operations
 - Others as appropriate
- ESF 3 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources

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may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local ESF resources that will be available to support the ESF 3 mission.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security or structural integrity of the facility.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Each ESF lead and support organization is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
- Throughout the ESF 3 planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

- Provide appropriate staffing to manage the ESF 3 EOC desk and any functions and responsibilities of ESF 3 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 3 to include private vendors as appropriate.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate resources to meet resource requests within the EOC operation.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

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- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate and requested from the EOC.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 3.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 3 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of ESF 3.
- Prioritize and implement the restoration of critical public facilities and services, including but not limited to: electricity, potable water, sanitary sewer, storm water systems, and natural gas systems.
- Prepare a prioritized list and perform the demolition or stabilization of damaged public structures and facilities, which pose an immediate hazard or safety risk to the public health.
- Initiate any activities above and beyond normal organizational responsibilities for any of the activities identified as appropriate and as requested, though this list is not all-inclusive of all potential activities:
 - Roadway debris clearing and the “cut and toss” program
 - Sand bag options for the public if applicable
 - Debris management plan
 - Any streamlined process for issuance of building permits and develop review
 - Beach/environmental impact assessments and re-nourishment programs
 - Traffic management, traffic control systems, and coordination with ESF 16
 - Road closure and opening process coordinated with ESF 16
 - Road and bridge damage inspections
 - Fuel (gas & diesel) management plan
 - Additional responsibilities as identified and assigned in the EOC by the appropriate authority
 - I.A. and P.A. damage assessment process and program
 - Waterway debris cleaning planning and authorities
 - Base Camp Operations
 - Others as appropriate

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- Coordinate all appropriate data with the GIS Unit for mapping and historical record keeping.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.
- Throughout the incident and EOC activation, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY INFRASTRUCTURE DIVISION

- Serve as the lead organization for ESF 3, supporting the response and recovery operations.
- Will coordinate the development and maintenance of any plans, procedures, and other operational documents needed in support of the preparedness, response, recovery, and mitigation activities outlined in the previous section.
- Will coordinate with all other jurisdictions and support agencies to monitor and support those jurisdiction's infrastructure repair and rebuilding efforts as ESF 3 lead.
- Responsible to coordinate ESF 3 agencies and the use of the EOC software and any training requirements needed.
- Responsible to coordinate all of the resource requests and operational coordination for ESF 3 in support of the other EOC partner organizations.
- Responsible to coordinate and complete all reporting requirements for the EOC in representation of all ESF 3 supporting organizations.
- Will coordinate damage assessment activities in support of the federal Public Assistance (PA) and Individual Assistance (IA) programs coordinating with all supporting agencies and jurisdictions, and any other program eligible entities, to document and report damage assessment information and data to the finance section. This data will be utilized to pursue a federal declaration where appropriate.
- Coordinate damage assessment data with appropriate EOC representatives and the

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finance section.

- Coordinate any operational data and information with the branch directors and section chiefs in support of meetings, EOC briefings, and EOC reporting requirements in an effort to inform and communicate with all of the EOC partners operating in the EOC and in field as may be appropriate.
- Coordinate with first responders, ESF 4, 8, 9, 10, 16, & 18, in setting priorities for road clearing activities to assist in accessing and maintaining life safety response activities in the community.
- Coordinate with any other ESF in support of the overall EOC operation.
- Coordinate the recovery efforts of support agencies under ESF 3 and the efforts of other ESFs under this plan.
- Negotiate and administer design contracts with consulting engineering firms for the repair of storm water management systems, the transportation infrastructure, and any/all other public infrastructure as required.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Coordinate with the logistics section for any needed response and resource needs beyond the local capabilities.
- Provide and coordinate appropriate financial documentation for ESF 3 as it may relate to staffing, equipment, etc. to the finance section as required.
- Maintain daily operational responsibilities as required.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

2. SUPPORT ORGANIZATIONS

Support agencies will provide assistance to the ESF 3 with services, staff, equipment, and supplies that compliment the entire emergency response effort as the EOC addresses the consequences generated by the hazards that may impact the county (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). As a result of constantly changing services and resources, ESF agencies are responsible for maintaining and coordinating their resource capabilities with the ESF 3.

- **Roads & Bridges (R&B) Division**
 - Identify and train the staff of the R&Bs division in emergency and disaster response procedures. There will be a minimum of one R&B representative at the EOC during full level activation.
 - The R&B representative will attend and document all EOC briefings to better disseminate any important information or actions to their staff. This representative or their alternate should be prepared to provide status reports on

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all actions taken by R&B personnel under ESF 3 at each EOC briefing.

- Evaluate the initial damage assessment received from the damage assessment teams to participate in setting priorities for road clearing to better assist ESF 9 (Search & Rescue) and their emergency response personnel.
- Coordinate repair and restoration of infrastructure as required.
- Coordinate damage assessment data with ESF 3 lead as appropriate.
- Coordinate with other jurisdictional counterparts to assist in the collection of equivalent damage impact data.
- As a part of ESF 3, assist and coordinate with other local jurisdictions with respect to information, data, and response and recovery assistance and support as appropriate.
- Develop, maintain, and update annually an inventory showing the location of personnel, equipment, and supplies on hand to accomplish recovery of the transportation infrastructure of Escambia County.
- Assist the ESF 3 process to facilitate and compile relevant damage assessment information from all support agencies and provide to the Finance Section.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
- Coordinate, contract, and implement repair and mitigation efforts for public infrastructure.
- Maintain daily operational responsibilities as required.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- **Fleet Maintenance Division**

- Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.
- Develop, maintain, and implement the county emergency fuel plan to maintain fuel supplies for BCC response and recovery vehicles as appropriate and required.
- Develop, maintain, and implement a generator refueling program so that operations maintained on alternative power generators will not be interrupted as a result of fuel supply shortages. This will include additional operations either driven or supported by EOC disaster operations in/for facilities that are not owned by the BCC.
- Maintain all reporting requirements and data updates as the EOC may require through the ESF 3 lead.

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- Support all of ESF 3s response and recovery efforts and the ESF 3 lead in an effort to leverage resources and fill gaps in service and resources as they are identified.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
- Maintain daily operational responsibilities as required.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- **Solid Waste Department**
 - Identify, train, or coordinate training for staff or jurisdictional counterparts as appropriate or directed. There will be a minimum of one department representative at the EOC during full level activation.
 - Develop, maintain, and implement the Debris Management Plan as approved by FEMA and the BCC. Coordinate any debris management planning or implementation in coordination or support of other jurisdictions as appropriate.
 - Coordinate damage assessment, repair and restoration activities with other jurisdictional counterparts as required.
 - Repair, re-establish, and maintain solid waste services.
 - Maintain all reporting requirements and data updates as the EOC may require.
 - Support all of ESF 3s response and recovery efforts and the ESF 3 lead in an effort to leverage resources and fill gaps in service and resources as they are identified.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
 - Maintain daily operational responsibilities as required.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- **Transportation and Traffic Division**
 - Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.
 - Complete damage assessment of traffic control devices and report all assessment figures to the ESF 3 lead and any other EOC representatives as required.
 - Coordinate replacement and repair of all traffic control devices as it relates to traffic signal equipment and operations.

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- Provide support to the R&B in damage assessment to road sign repair and replacement.
- Provide support to the Building Inspections Department and Engineering in support of damage assessments for public infrastructure and private property as it relates to the P.A. and I.A. programs.
- Coordinate with FDOT on traffic signal operations for repairs and replacement as it relates the State roadway system and other federal aid roadways in Escambia County.
- Coordinate with jurisdictional counterparts for any resource or service support in the damage assessment and response and recovery efforts as appropriate.
- Coordinate with jurisdictional counterparts in acquiring damage assessment data and situation status reports as required.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Provide and maintain situational data to EOC representatives as required.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- Maintain any daily responsibilities as required.
- **Road Prison Division**
 - Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.
 - Provide and coordinate inmate labor to support response and recovery activities as requested, needed, and as appropriate.
 - Restore and maintain road camp facilities and operations as appropriate.
 - Assess impacts and damages on facilities and operations and report appropriate damage data and response and recovery costs associated with the incident through the ESF 3 lead and finance section (county management and budget department.)
- **Building Inspections Department**
 - Identify, train or coordinate training for staff or jurisdictional counterpart as required to support the EOC activities and responsibilities.
 - Develop, maintain, and implement the I.A. damage assessment plan for the county and coordinate with other jurisdictional counterparts to develop, maintain, and implement the I.A. damage assessment plans for those jurisdictions as required by the state and FEMA.

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- Coordinate with I.A. jurisdictional counterparts to acquire data and monitor the I.A. damage assessment process until the process is complete and reported appropriately.
 - Coordinate with ESF 3 lead and the finance section with all damage assessment data.
 - Coordinate collected data with GIS for proper mapping as required.
 - Coordinate damage assessment data with ESF 6 and ESF 15 for human service coordination.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Direct the Damage Assessment Team in all preliminary damage assessment activities as it may relate to private property.
 - Assist and provide unassigned personnel as needed to the disaster recovery centers or shelters.
 - Inspect and enforce regulations regarding any un-permitted activity and/or un-licensed contractors.
 - Coordinate and summarize private property damage assessment data with/from other jurisdictions to support the federal declaration effort.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
 - Maintain any daily departmental responsibilities.
 - Coordinate and implement the Community Rating System (CRS) programs for the county.
- **Development Services Department**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support the EOC activities and responsibilities.
 - Coordinate with ESF 3 lead with respect to any response and recovery activities surrounding development review processes as required.
 - Coordinate with ESF 3 support agencies and EOC ESFs to support response and recovery efforts as required.
 - Identify any streamlined or alternate development review and planning and zoning processes as a result of the disaster/emergency response and recovery efforts and the potential for increased development review volumes as a large segment of the population may be rebuilding in the aftermath of a disaster.
 - Coordinate and implement the National Flood Insurance Program for the county.

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- Coordinate with any jurisdictional counterparts as required to coordinate and development review process and to leverage resources as may be required.
- Coordinate any activities in support of the post-disaster redevelopment plan as required and appropriate.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- Maintain daily operational responsibilities.
- **Facilities Management Department**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.
 - Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.
 - Develop, maintain, and implement a BCC facilities damage assessment process and coordinate information and data through the ESF 3 lead and the finance section as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.
 - Assist with repair and rebuilding efforts as it relates to county facilities during the response and recovery EOC operations.
 - Identify alternative solutions for county departments for office space as the need may dictate.
 - Support BCC facility COOP operations as may be needed and required
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Maintain daily operational responsibilities.
- **Marine Resources Division**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.
 - Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

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- Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.
- Assist with repair and rebuilding efforts as it relates to county marine infrastructure during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the county.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- Maintain daily operational responsibilities.
- **Natural Resources Conservation Division**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.
 - Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.
 - Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.
 - Assist with repair and rebuilding efforts as it relates to county marine infrastructure during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the county.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Maintain daily operational responsibilities.
- **Water Quality and Land Management Division**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

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- Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.
- Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.
- Assist with repair and rebuilding efforts as it relates to county water quality and land management issues during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the county.
- Coordinate any operational and financial programs to enhance water quality and land management issues as appropriate.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
- Maintain daily operational responsibilities.
- **Neighborhood Enterprise Division**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.
 - Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.
 - Develop and maintain a housing strategy as appropriate and to the limitations of services as identified by the IC.
 - Develop, maintain, and implement a base camp plan for large scale temporary housing needs of the community.
 - Coordinate any operational and financial programs to support and address potential community housing issues in the community as directed by the IC.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Maintain daily operational responsibilities.

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- Transition programs and operations to any long-term recovery effort, team, or activities as the EOC may demobilize.
- **Parks & Recreation Department**
 - Identify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.
 - Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.
 - Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.
 - Develop, maintain, and implement a plan that will identify the potential uses for the county equestrian center. This may include the housing of horses, farm animals, and farm supplies as may be required to support ESF 17 activities.
 - Coordinate park facilities that may potentially be utilized in support of the debris management program, base camp operations, or any other potential disaster response and recovery operation as may be required by the EOC command as appropriate.
 - Assist with repair and rebuilding efforts as it relates to county marine infrastructure during the response and recovery EOC operations.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Maintain daily operational responsibilities.
- **Florida DOT**
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.
 - Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional transportation responsibilities.
 - Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
 - Provide equipment and personnel for clearing of the prioritized transportation routes, which will allow emergency personnel and equipment to rescue and respond to an affected area.

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- As the primary State of Florida organization for ESF 3, FDOT will coordinate the State's ESF 3 operations with the County's ESF 3.
- Coordinate road information, data, and decisions with ESF 3 and EOC ESF organizations as it may relate to any state road closures, repairs, restrictions, or other road issues as it may relate to the incident.
- Identify any road detours as it may relate to state roads and any local road impacts.
- Coordinate with the county and city for any activities as it may relate to debris clearing from state or federal roadways as required and appropriate, and any coordination with local debris management plans.
- Coordinate any state road construction projects and identify any limitations as it may relate to evacuation decision-making processes in the EOC.
- **City of Pensacola**
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.
 - Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.
 - Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
 - Coordinate any debris management plans with other appropriate jurisdictions.
 - Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.
 - Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.
- **Town of Century**
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and

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data as required in coordinating any EOC response and recovery effort.

- Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.
 - Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
 - Coordinate any debris management plans with other appropriate jurisdictions.
 - Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
 - Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.
- **Santa Rosa Island Authority (SRIA)**
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.
 - Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.
 - Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
 - Coordinate any debris management plans with other appropriate jurisdictions.
 - Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
 - Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.
 - Provide documentation on utilized manpower, equipment, and costs directly

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related to emergency operations to the finance section as may be requested or required.

- Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.
- Coordinate with ESF 14 for any public information dissemination.
- **Emerald Coast Utilities Authority (ECUA)**
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.
 - Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.
 - Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
 - Coordinate any debris management plans with other appropriate jurisdictions.
 - Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.
 - Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk
 - Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.
 - Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.
 - Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.
 - Coordinate with ESF 14 for any public information dissemination.
- **Other Water Utility Companies**
 - College Hill Water Service
 - Escambia River Electric COOP
 - Farm Hill Utilities, Inc.
 - Gonzalez Water Service
 - Molino Utilities
 - Peoples Water Service Company
 - Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

Emergency Support Function (ESF) 3

Public Works and Engineering Unit

- Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.
- Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.
- Advise the ESF 3 representative of the status of restoration of utility services within service areas.
- Coordinate any needs for assistance or support through ESF 3.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 3 appendix
- Florida Statutes, Chapter 376, Pollutant Discharge and Prevention and Removal
- Florida Statutes, Chapter 380, Land and Water Management
- Escambia County Debris Management Plan, Solid Waste Management Division
- Escambia County Damage Assessment Plan (Emergency Management version)
- Escambia County Damage Assessment process (Emergency Management version)
- Escambia County Utility Shut-Off Expectations Document
- Escambia County Fuel Plan
- Escambia County Fuel Procedures
- Emergency Watershed Protection Program, USDA

Emergency Support Function (ESF) 3

Public Works and Engineering Unit

- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Response and Recovery Program Resources:

- Emergency Watershed Program

Through the Emergency Watershed Protection (EWP) program, the U.S. Department of Agriculture's (USDA) Natural Resource Conservation Service (NRCS) can assist communities address watershed impairments that pose imminent threats to lives and property. This includes both public and private property. Up to 75% of construction costs of emergency measures. Projects must reduce threats to lives and property; be economically, environmentally, and socially defensible; be designed and implemented according to sound technical standards; and conserve natural resources. Presidential declaration NOT required. Projects include, but are not limited to:

- Debris-clogged stream channels;
- Undermined and unstable stream banks;
- Jeopardized water control structures and public infrastructures;
- Wind-borne debris removal; and
- Damaged upland sites stripped of protective vegetation by fire or drought.

BCC community and environment department has historical expertise with this program for reference.

Website:

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/landscape/ewpp/>

- Public Assistance (P.A.) Program

Through FEMA P.A. program, federal financial assistance is provided to state, tribal, and local governments, and certain types of private non-profit organizations for response and recovery activities. This will include up to 75% of expenses for emergency measures and permanent restoration for up to 75% of eligible costs. Eligible work is categorized as follows:

Category A-Debris Removal

Category B-Emergency Protective Measures

Category C-Roads and Bridges

Category D-Water Control Facilities

Category E-Buildings and Equipment

Category F-Utilities

Category G-Parks, Recreational Facilities, and Other Facilities

Emergency Support Function (ESF) 4

Fire Fighting Unit

Lead Coordinating Organization: Escambia County Fire Rescue Division

Support Organizations: City of Pensacola Fire Department
Florida Forest Service
The Florida Fire Chief's Association

I. Mission:

The mission of Emergency Support Function 4 (ESF 4) is to provide fire service coordination and support services in coordination with the county EOC.

II. Concept of Operations

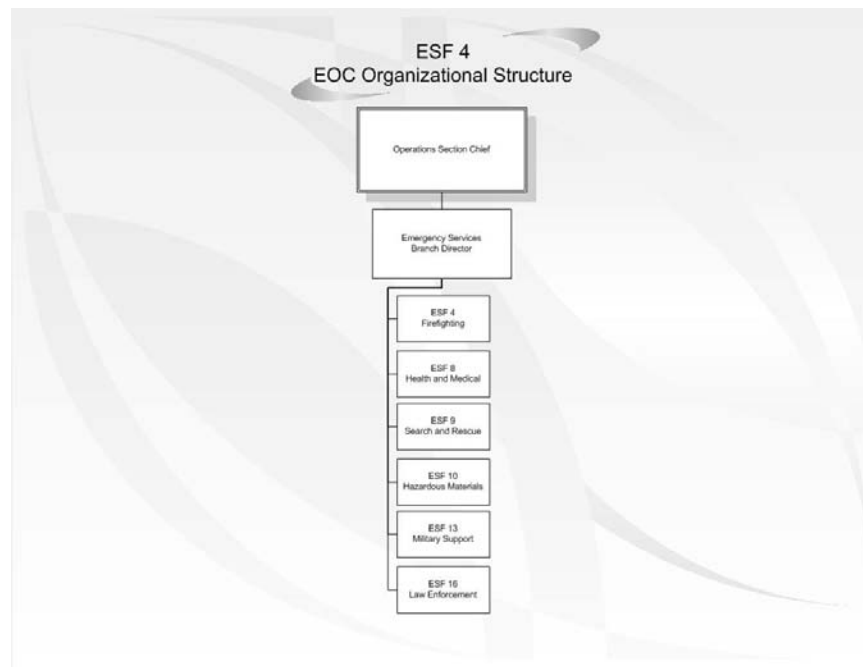
A. ESF ORGANIZATION/STRUCTURE

- ESF 4 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 4 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 4 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 4 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 4 lead will coordinate any requests of ESF 4 and their resources as appropriate.
- ESF 4 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 4.
- ESF 4 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 4.
- ESF 4 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 4 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is

Emergency Support Function (ESF) 4 Fire Fighting Unit

responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 4 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 4 – Fire Fighting

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

Emergency Support Function (ESF) 4

Fire Fighting Unit

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 4 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 4 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 4 will be managed and coordinated by ESF 4 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 4 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:
 - Evacuation and re-entry support
 - Hazardous material response support
 - Pre-identifying staging areas, team development, medical support, etc.
- ESF 4 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

Emergency Support Function (ESF) 4

Fire Fighting Unit

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 4 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.
- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 4 will:

- Provide appropriate staffing to manage the ESF 4 EOC desk and any functions and responsibilities of ESF 4 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 4.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate resources to meet resource requests within the EOC operation.

Emergency Support Function (ESF) 4

Fire Fighting Unit

- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 4.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 4 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 4.
- Make sure all ESF 4 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 4 to enhance operations at these alternate EOC locations.
- The Florida Department of Financial Services, State Fire Marshal's Office serves as the lead agency for fire rescue coordination for state resources in support of local operations and will designate a liaison to the EOC from the regional office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out ESF 4 responsibilities and will function as State coordinators, assessors, and operational personnel in support of local EOC or field activities.
- If more than one county emergency management operation center is activated, fire service may support the coordination of an event response with regional resources or request additional resources from the state EOC. The state fire service agencies will participate in a multi-agency coordinating entities to coordinate requests for fire service resources among multiple EOCs.
- Demobilize resources as requested by EOC command structure.

Emergency Support Function (ESF) 4

Fire Fighting Unit

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – ESCAMBIA COUNTY FIRE RESCUE DIVISION

- Provide leadership in directing, coordinating and integrating overall county efforts to provide fire rescue assistance to affected areas and populations through ESF 4 and the supporting agencies.
- Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate and direct, as appropriate, the activation and deployment of ESF 4 fire rescue personnel, supplies, and equipment and provide certain direct resources.
- ESF 4 representatives or designees will jointly evaluate the emergency situation, make strategic decisions, identify resource needs, and secure resources required for field operations.
- Monitor fire fighting emergency response and recovery operations. ESF 4 fire chiefs or designees will coordinate with all state and federal fire fighting resources as they are locally deployed into the affected areas through staging areas as needed and required.
- Manage fire fighting and other emergency incidents in accordance with each department's standard operating procedures and in coordination with ESF 4 representatives or designees.
- Make specific requests for firefighting assistance to the state ESF 4/State Fire Marshal's Office, through the ESF 4 representative, as needed.
- Re-assess priorities and strategies, throughout the emergency, according to the most critical fire service needs.
- Assist with emergency evacuations and re-entry of threatened areas of the county.
- Demobilize resources and deactivate the ESF 4 activities upon direction from the EOC IC.
- Coordinate field impact assessment information back through the EOC as appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to and coordinate with other ESF 4 and EOC agencies in the effort to leverage resources efficiently and effectively.
- **The Florida Fire Chiefs' Association** will work with the Department of Financial Services by forwarding requests for firefighting assistance to the seven regional

Emergency Support Function (ESF) 4

Fire Fighting Unit

response zones designated in the State of Florida Fire Rescue Disaster Response Plan (prepared by the Florida Fire Chiefs Association).

- **The Department of Agriculture and Consumer Services, Florida Forest Service** serves as a primary agency during activation of the state EOC for wildfire incidents. They will also request and coordinate the use of all state controlled and/or Forest Service Compact assets that are ordered for control of wildfires.
- **City of Pensacola Fire Department** will maintain services within the City limits and either provide support or request assistance in meeting that mission throughout the county in coordination with efforts at the ESF 4 desk.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 4 Appendix
- F.S. Chapter 590-Forest Protection.
- F.S. Chapter 5-12-Open Burning and Chapter 62-256-Open Burning.
- The State of Florida Emergency Response Team Annex for Wildfire Operations; Annex to the State of Florida Comprehensive Emergency Management Plan-2010.
- The Florida Fire Chiefs' Association, Fire Rescue Disaster Response Plan.
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 5 Information and Planning (Planning Section)

Lead Coordinating Organization:

Escambia County Development Services

Support Organizations:

Escambia County Emergency Management Division
Escambia County Geographical Information System Division
Escambia County Division of Library Services (West Florida
Public Library)
Escambia County Community and Environment Department,
Community Redevelopment Division

I. Mission

The Mission of Emergency Support Function 5 (ESF 5) is to:

- 1) Collect, analyze, and disseminate tactical and planning information on the nature, scope and potential impacts of an incident or major disaster;
- 2) Use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions; and
- 3) Identify and anticipate future needs and resource requirements, and incorporate this analysis into incident action plans, situation reports, and other planning documents.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

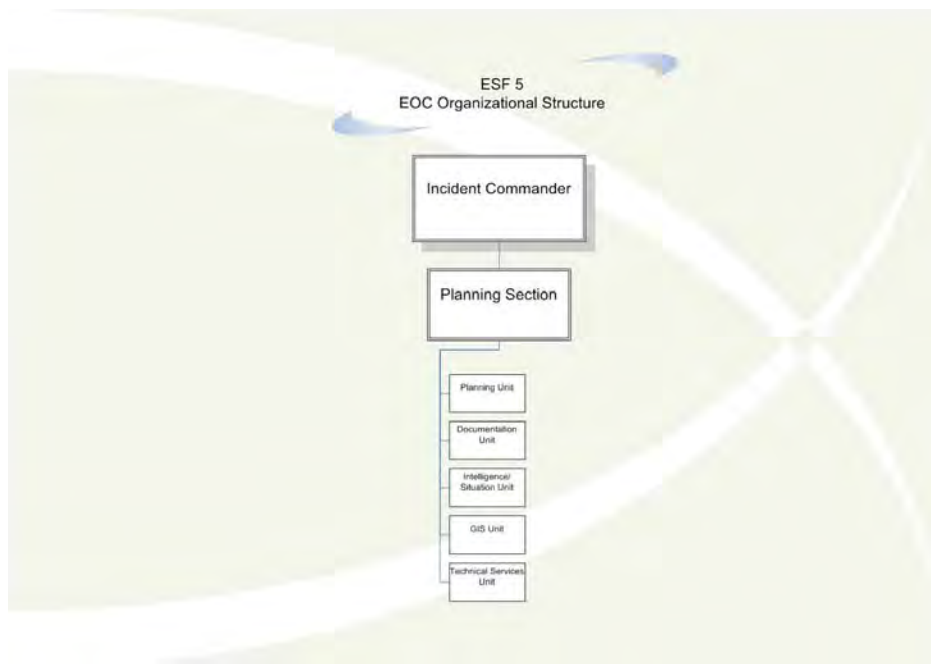
- ESF 5 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 5 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 5 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 5 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 5 lead will coordinate any requests of ESF 5 and their resources as appropriate.
- ESF 5 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 5.
- ESF 5 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 5.

Emergency Support Function (ESF) 5

Information and Planning

(Planning Section)

- ESF 5 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 5 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 5 will be coordinated by and report to the Incident Commander, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: Planning Section-ESF 5 – Information and Planning

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC

Emergency Support Function (ESF) 5

Information and Planning

(Planning Section)

activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- Section chiefs, branch directors, and ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 5 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 5 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 5 will be managed and coordinated by ESF 5 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 5 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

Emergency Support Function (ESF) 5

Information and Planning

(Planning Section)

- ESF 5 Lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carry out activities in meeting the mission requirements.
- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 5 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.
- Develop plans, checklist, tools, and coordinate equipment and technology in support of the ESF 5 responsibilities that revolves around the general concepts of the ICS planning section responsibilities and the potential operational/administrative planning units that may be required or requested for a specific incident or event. At the direction of the IC, activities may include the following:
 - Development of an IAP.
 - Development of situation reports.
 - Development of operational plans for any activity as requested or required of incident command.
 - Development of COOP for any disaster response or planned event operation.
 - Development of incident or event schedule of activities and meetings as appropriate.
 - Facilitation and coordination of planning, strategic, and operational meetings either directly in support of the ICS Planning "P" or in a customized fashion as directed by the IC and command staff.
 - Facilitation of EOC briefings.
 - Development of presentations and presentation material as requested and/or required by incident command staff.
 - Documentation and record keeping of the incident or event.
 - Situation and intelligence information gathering and analysis.
 - Develop technical support plans and information for incident command as appropriate.
 - Provide GIS map services
 - Develop reconnaissance teams and gather field information as appropriate.
 - Track resources and resource assignments as appropriate.
 - Track and manage volunteers where ESF 15 may not meet the need.

Emergency Support Function (ESF) 5 Information and Planning (Planning Section)

- Coordinate computer/technology needs where the IT Branch may not meet the needs.
 - Coordinate environmental issues and situations where ESF 3 may not meet the needs.
 - Coordinate and manage staging areas where ESF 7-Logistics Section may not meet the needs.
 - Additional responsibilities as assigned.
- Coordinate and/or conduct training as required or needed to maintain staff familiarity of planning section responsibilities.
- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 5 will:

- Provide appropriate staffing to manage the ESF 5 EOC desk and any functions and responsibilities of ESF 5 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 5.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Identify and staff appropriate units to meet the needs of the incident. Those units could include:
 - Planning/Demobilization Unit
 - GIS Unit
 - Documentation Unit
 - Situation/Intelligence Unit
 - Field Observer/Reconnaissance Unit

Emergency Support Function (ESF) 5 Information and Planning (Planning Section)

- Resource Unit Leader
 - Check-in/Status Recorder
 - Volunteer Coordinator
 - Display/Report Processor
 - Aerial/Ortho Analyst
 - IT Equipment operators
 - Environmental
 - Facilities
 - Staging Area Manager
 - Others as needed
- Coordinate resources to meet resource requests within the EOC operation.
- Prepare for and facilitate EOC briefings, planning meetings, strategic/operations meetings, and any other meeting as requested. This may include presentation materials.
- Prepare, coordinate, oversee, manage, and/or facilitate various planning section responsibilities as may be identified by the NIMS/ICS system or as directed by IC and command staff as appropriate:
 - ☐ Development of an IAP for the operational period(s) identified by the IC.
 - ☐ Development of situation reports.
 - ☐ Plan development.
 - ☐ Facilitation of planning, strategic, and operational meetings.
 - ☐ Facilitation of EOC briefings.
 - ☐ Development of presentations and use of technology for intelligence and decision-making processes.
 - ☐ Documentation and record keeping.
 - ☐ Situation and intelligence analysis.
 - ☐ Copy services.
 - ☐ COOP guidance and implementation oversight.
 - ☐ Identification, coordination, and management oversight of any technical consultants as the situation may dictate.
 - ☐ Coordinate technical specialists whose skills are critical to the use of proven information management systems and technologies to support the ESF 5 mission. Among the tools and technologies that will be used in the ESF 5 for Escambia County:
 - Geographic Information Systems (GIS)
 - HAZUS-MH (FEMA's multi-hazard loss estimation methodology)
 - HURREVAC
 - Remote sensing
 - SLOSH (surge model)
 - Any other technical services provided by outside contractors
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

Emergency Support Function (ESF) 5 Information and Planning (Planning Section)

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 5.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 5 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of ESF 5.
- Make sure all ESF 5 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 5 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING AGENCY – Development Services Department

- a. Serve as the planning section chief when requested and mobilized.
- b. Identify, coordinate and manage the staffing and operational needs of the planning section in accomplishing its responsibilities.

Emergency Support Function (ESF) 5

Information and Planning

(Planning Section)

- c. Implement, manage, and coordinate all the responsibilities of the planning section.
- d. Identify and train county staff to support the planning section responsibilities.
- e. Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
- f. Coordinate and provide appropriate documents and information to the state Division of Emergency Management throughout the incident or event.
- g. Coordinate the management of GIS information and the ability to create visual assessments of the event in any operation as necessary.
- h. Participate in exercises as appropriate.

2. SUPPORT AGENCIES

- a. Initiate and support activities in support of the planning section responsibilities.
- b. Coordinate and provide resources to meet the staffing needs of the planning section.
- c. Attend and participate in planning section training and exercises as is necessary to become familiar with the responsibilities and operations of the planning section.
- d. The county GIS division will provide technical GIS mapping services in support of the planning section and the EOC.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 5 appendix
- Escambia County CEMP

Emergency Support Function (ESF) 5 Information and Planning (Planning Section)

- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF 5 position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- State of Florida Field Operations Guide
- County AFO/DFO/ESC/DRC Policy/Plan
- BCC Pandemic Plan
- EOC Training requirements
- FEMA ICS Forms
- County Flood Warning Response Plan
- Local Declaration Plan
- FEMA ICS Forms Reference Guide

Emergency Support Function (ESF) 6

Mass Care Unit

Lead Coordinating Organization:

The American Red Cross of Northwest Florida
The Salvation Army

Support Organizations:

Florida Department of Health in Escambia County
Escambia County Community Affairs Department
Escambia County School District
Lakeview Center, Baptist Healthcare
University of West Florida
Be Ready Alliance Coordinating for Emergencies (BRACE)
Southern Baptist Disaster Relief
Pensacola Bay Center

I. Mission

The mission of ESF 6 is to coordinate mass care, emergency assistance, and select human services to meet the needs of disaster survivors.

- Mass Care: Includes sheltering, feeding operations, emergency first aid, distribution of relief supplies, and collecting and providing information on survivors to family members.
- Emergency Assistance: Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional “mass care” services provided at the local level are addressed. These services include support to evacuations (including registration and tracking of evacuees); reunification of families; functional needs support services; and non-conventional shelter management.
- Human Services: Includes coordination of select programs to assist disaster survivors. These programs include disaster supplemental Nutrition Assistance Program (DSNAP), disaster unemployment, and temporary disaster employment.

II. Concept of Operations

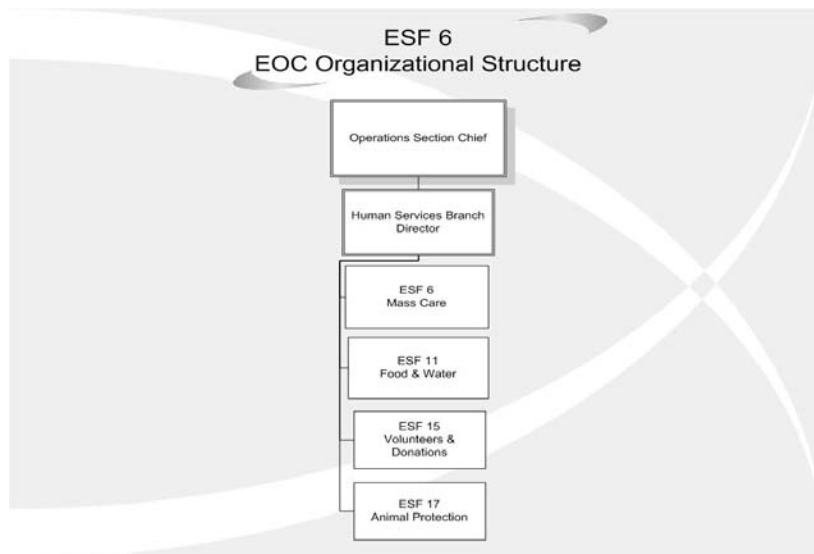
A. ESF ORGANIZATION/STRUCTURE

- ESF 6 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 6 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 6 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

Emergency Support Function (ESF) 6

Mass Care Unit

- ESF 6 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 6 lead will coordinate any requests of ESF 6 and their resources as appropriate.
- ESF 6 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 6.
- ESF 6 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 6.
- ESF 6 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 6 lead does not have the authority to direct, commit, assume responsibility, or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 6 will be coordinated by and report to the human services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 6 – Mass Care

Emergency Support Function (ESF) 6

Mass Care Unit

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 6 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 6 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- ESF 6, as experts in providing mass care services, will fully engage the EOC operations and regularly provide guidance and recommendations throughout the incident to the EOC command staff as to operations and direction that may provide for the most efficient utilization of ESF 6 mass care resources and services.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.

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- Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 6 will be managed and coordinated by ESF 6 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 6 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop mass care plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning efforts will support ESF 6 missions and include:
 - Mass Care
 - Develop and maintain plans and procedures for the mobilization of public disaster shelters. (ESF 8 will develop and maintain a plan for the special needs shelter(s)).
 - Develop and maintain plans and procedures for the mobilization of mass care feeding operations that may include fixed, mobile sites, or other conceptual mass care feeding operations as appropriate.
 - Develop and maintain plans and procedures for the mobilization of comfort stations in fixed outside or inside locations as the situation may dictate.
 - Develop and maintain plans and procedures for the collection and provision of information on survivors to family members.
 - Develop and maintain plans and procedures for the receipt and distribution of relief supplies.
 - Develop and maintain any additional plans and procedures to enhance mass care services to the community.
 - Emergency Services
 - Develop and maintain plans and procedures to support evacuation operations in non-conventional environments. This may be in supporting base camps, tent cities, or other potential mass evacuation or sheltering initiatives. Services may include feeding operations, tracking evacuees, or other potential support services.
 - Develop and maintain plans and procedures to identify and apply support resources needs to maintain ADA access and functional needs support services for disaster response activities.

Emergency Support Function (ESF) 6

Mass Care Unit

- Develop and maintain plans and procedures to support mental health, basic first aid, safe and well listing, and other appropriate emergency services in support of disaster response and recovery operations.
- Develop and maintain plans and procedures to support long-term recovery needs and operations as appropriate.
- Human Services
 - Develop plans and procedures to pursue and implement any Disaster Supplemental Nutrition Assistance Program (DSNAP-food stamps) assistance as appropriate.
 - Develop plans and procedures to pursue temporary disaster employment and unemployment service assistance as appropriate.
- Engage and participate in, and support, the annual emergency operations center exercise. Engage and participate in, and support, any any other exercise that may occur in or around the community as ESF 6 organizations desire or as requested.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support ESF 6 operations to accomplish the mission.
- Identify and maintain communication resources needed to implement ESF 6 activities and responsibilities.
- Lead and/or support other mass care planning initiatives as appropriate.
- Research, identify, and maintain an understanding of all local mass care services, resources, financial opportunities, and any mutual aid resources and programs that can be requested and brought into our community to augment mass care services to the community.
- Develop and maintain plans and procedures to identify and coordinate spontaneous organizations that are providing mass care services and resources to the community on their own that have not coordinate with ESF 6, 15 or the EOC. This will include coordination with ESF 15. Data will be maintained and coordinated with CIC, 211, and the PIO for dissemination to the public as appropriate.
- Develop and maintain plans and procedures for the support of homebound individuals.
- Develop and maintain plans and procedures for use of Computer Assisted Network (CAN) or other alternative software for the coordination of agencies trying to provide support services for unmet needs.
- Develop and maintain plans and procedures to provide support to the EOC operations for ADA and FNSS support services as they may be available and as

Emergency Support Function (ESF) 6

Mass Care Unit

appropriate. Coordinate and manage any mutual aid requests for ADA and FNSS support services as appropriate.

- Conduct cross-training of Community Emergency Response Team (CERT) personnel for ESF 6 support services as appropriate.
- Develop and maintain any plans and procedures as it relates to support services provided from other EOC and community partners to accomplish the ESF 6 mission.
- Incorporate ADA access and FNSS planning in any plans and procedures develop from ESF 6.
- Be familiar with EOC COOP and develop and maintain plans for ESF 6 operations in support of any EOC COOP implementation.
- INFORMATION ONLY-EscaRosa Coalition on the Homeless (ECOH) has developed an enhanced program for the evacuation and return of the homeless people in the community to and from a public shelter. This plan includes the potential sheltering of their pets in the community pet shelter as may be mobilized. ECOH has coordinated with ESF 1 and identified specific bus stops for the homeless that allows them more efficient access to ESF 1 transportation services for evacuations if and when evacuation and shelters plans are mobilized for the entire community. ESF 1's limited involvement in this plan is merely providing transportation services for these bus stop locations when an evacuation order has been issued and shelters will be opened. ECOH will coordinate the delivery of pet cages to ECAT to be placed on those buses so homeless people with vaccinated pets may cage their pets appropriately. ECOH will be responsible to initiate contact with ESF 1/ECAT to start service to these bus stop locations. ECOH is the responsible organization for the continued maintenance and update of the homeless evacuation plan.
- INFORMATION ONLY-ESF 8 will develop and maintain plans and procedures as it relates to the special needs shelter operations. ESF 6 may provide support services as identified and appropriate.
- INFORMATION ONLY-ESF 17 will develop and maintain plans and procedures as it relates to pet shelter operations in coordination with public shelter operations.
- INFORMATION ONLY-ESF 15 will provide a central point for the coordination of information and activities of voluntary agencies, in coordination with ESF 6, and the effective utilization of donated goods.

E. OPERATIONS

ESF 6 will:

- Provide expert guidance and recommendations to EOC command staff on mass care services, resources, and operations as the incident evolves.
- Identify and provide appropriate staffing levels to manage the ESF 6 EOC desk and responsibilities for the operational period identified by the IC.

Emergency Support Function (ESF) 6

Mass Care Unit

- Participate and engage in any meetings, briefings, discussions, and other activities as needed and requested in support of coordinated EOC operations.
- Monitor operational status of, and coordinate and manage resources and assets under the purview of ESF 6.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs as the situation may evolve.
- Identify and report on any anticipated gaps in service and resources, and develop contingency plans to address those gaps or any unanticipated demands on mass care resources.
- Acquire appropriate intelligence information from ESF 6 lead and support organizations and report on ESF 6 status as requested by EOC command staff as appropriate.
- Acquire appropriate intelligence information about other spontaneous mass care organizations, in coordination with ESF 15, that are providing mass care services in the community, and provide information to CIC, 211, and ESF 14 for public dissemination as the organizations/operations may desire.
- Manage resource support requests from other EOC organizations as appropriate.
- Request, coordinate, and/or manage additional mass care resources as needed to meet any community unmet mass care needs.
- Implement shelter operations plan in coordination with EOC command staff.
 - Maintain status information and report on shelter operations as requested.
 - Provide recommendations and guidance on the implementation of the phased shelter opening plan and coordinate the decision on progressive shelter opening based upon demand with EOC command staff as appropriate.
 - Coordinate logistical and service support with appropriate ESF organizations as identified in the shelter operations plan.
 - At some point post disaster operations, provide zip code census data to emergency of shelter locations and populations during the incident.
- Initiate and manage mass care feeding operations in coordination with EOC command staff.
- Initiate and manage comfort station operations in coordination with EOC command staff.
- Initiate and manage receipt and distribution of mass of disaster relief supplies in coordination with EOC command staff.

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Mass Care Unit

- Support evacuation operations in non-conventional environments.
- Initiate and manage any additional support services as appropriate and in coordination with EOC command staff. This could include mental health services, basic first aid, safe and well listings, tracking of evacuees, etc.
- Coordinate and support feeding services at the special needs shelter with ESF 8.
- Coordinate and support feeding services as the volunteer reception center as resource capacity may allow. Coordinate with ESF 15.
- Determine when to cease any field operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Coordinate with ESF 15 to leverage volunteer and donated goods with mass care services and organizations.
- Coordinate and manage registration and needs of homebound individuals as they are known. (i.e. incapable of leaving their home due to disability)
- Initiate and promote CAN or alternative software for the coordination and delivery of services and resources to meet individual unmet needs.
- Coordinate with ESF 8 for sanitary/health inspections at risk and host shelter locations, comfort stations, and other mass care service locations and work to resolve any issues.
- Coordinate with ESF 11 to leverage resources between POD operations and mass care operations and minimize any overlap and gaps in mass care distribution.
- Will provide representation, as requested and as capacity allows, in the state or FEMA ESC/DRC operations as appropriate.
- Will initiate any family reunification programs as the situation may dictate.
- Maintain ADA access and provide FNSS services to ESF 6 operations as required by law.
- Provide and coordinate ADA and FNSS resource support to EOC operations when those needs exceed the capability of EOC organizations. Initiate and coordinate any mutual aid request for ADA and FNSS support services in coordination with EOC command staff.

Emergency Support Function (ESF) 6

Mass Care Unit

- Implement human needs damage/impact assessments and share data with appropriate EOC organizations for coordination of disaster services.
- Coordinate with ESF 3 for city and county damage assessment data as needed to direct mass care resources to the needs in the community.
- Pursue DSNAP resources as the situation may dictate.
- Pursue and initiate any disaster unemployment or temporary employment programs as the situation may dictate.
- Coordinate with contractors, vendors, other local community organizations, and/or appropriate ESFs for additional operational support resources where needs exceed the capabilities and capacity of the ESF.
- Coordinate with the logistics section when resource needs exceed the capabilities and capacities of the contractors, vendors, other local organizations, and/or appropriate ESFs.
- Verify financial responsibilities for any operations and resource requests and mutual aid where ESF 6 does not have the capacity or capability to manage.
- Coordinate and manage requested mutual aid resources.
- Clarify any and all financial responsibilities with any and all operations of ESF 6 and those coordinated within the EOC as appropriate.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Implement ESF 6 COOP plan as appropriate.
- Demobilize resources as appropriate.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with and support various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.
- In the recovery phase, BRACE will coordinate social and support services, with the cooperation and collaboration of its partners through its Recovery – Individual Assistance Committee (formerly Long Term Recovery Committee) by utilizing local, donated, and purchased resource from its partners and the community to meet individual unmet needs and coordinate social service casework where appropriate. BRACE will facilitate access to the Coordinated Assistance Network

Emergency Support Function (ESF) 6

Mass Care Unit

(CAN) to minimize duplication of effort and assistance while streamlining assistance to survivors.

F. RESPONSIBILITIES

- **Lead Coordinating Organization(s)**

The American Red Cross of Northwest Florida (co-lead)

- Will coordinate, facilitate, and manage all aspects of ESF 6 in cooperation with the Salvation Army.
- Will develop and maintain a roster of personnel to staff an ESF desk. Ensure the presence of resource materials in sufficient quantities in the ESF EOC location.
- Lead in the preplanning of hurricane shelter operations.
- Manage shelter operations in coordination with EOC command staff during disaster incidents and emergency needs.
- Manage human needs damage/impact assessments and share data with appropriate EOC organizations.
- Initiate any host shelter operations as needed.
- Coordinate the distribution of relief supplies, provide crisis counseling, and light casework, within ARC parameters, for people in need.
- Coordinate light casework for people within shelters to expedite shelter closures as appropriate.
- Will manage and coordinate ARC comfort stations, mass feeding, receipt and distribution of relief supplies.
- Will coordinate and manage evacuee data and family reunification as the situation may dictate.
- Will coordinate FNSS/ADA planning efforts to identify potential people in need and resource identification for potential access needs of the general public as appropriate. Will be the point for any requests for assistance, beyond EOC organization capabilities and capacity to meet access needs for disaster related services.
- Will coordinate and manage basic first aid stations, mental health assistance, and safe and well listings as appropriate. Will coordinate with ESF 8 for any needs beyond basic services for medical services.
- Implement impact/damage assessments post disaster. Share data as appropriate with other responding agencies as the situation may dictate.

Emergency Support Function (ESF) 6

Mass Care Unit

- Coordinate with other ESF 6 agencies for the provision of additional mass care services to include housing assistance, etc. as resource may allow.
- Coordinate with ESF 15 and ESF 3 for acquisition of additional damage impact data for coordinated mass care response services.

The Salvation Army (co-lead)

- Will coordinate, facilitate and manage all aspects of ESF 6 in cooperation with the American Red Cross.
- Will establish fixed and/or mobile feeding sites and comfort stations as appropriate.
- Will support ESF 15, with a potential small warehousing service for donated goods and dissemination to the public as appropriate and as the capacity and capability may be determined on a case-by-case basis.
- Coordinate the distribution of relief supplies.
- Acquire and share damage impact data with appropriate agencies as available.
- Coordinate with other ESF 6 agencies for the provision of additional mass care services to include short term sheltering, housing assistance, etc. as resources may allow.

• Support Agencies

• Division of Emergency Management

- Determine risk shelter locations in coordination with ESF 6.
- Determine the need for comfort stations and coordinate with ESF 6 to implement operations as resources may allow.
- Coordinate the opening and closing of host and risk shelter operations as appropriate with ESF 6.
- Coordinate with ESF 6 on any mass care needs in the community.
- Facilitate the sharing of damage impact data with mass care organizations.

• School District of Escambia County

- Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities.
- Support ESF 6 by providing personnel and equipment to assist with accomplishing its mass care mission responsibilities.

Emergency Support Function (ESF) 6

Mass Care Unit

- Support ESF 6 mass feeding at shelters through the access of USDA resources.
- **Pensacola Naval Air Station (U.S. Navy)**
 - Provision of warehouse space for ARC supplies.
- **Escambia County Department of Health**
 - ESF 8 will coordinate with ESF 6 and supply personnel to monitor and control public health factors at mass care sites (see ESF 8 for details).
 - Support ESF 6 mass care services with the potential for higher level of mental health and medical care in shelters, at comfort stations, or other venue as the situation may dictate.
- **Lakeview Center**
 - Provide on call or onsite personnel to assist in the provision of disaster mental health services to the public and first responders in or at the venue needed and as appropriate.
- **BRACE**
 - Refer and coordinate affiliated volunteers and partner organizations wishing to assist in providing mass care.
 - Coordinate with ESF 6 any self deployed volunteer resources and services that may be identified, in providing mass care services for data management and referral to the public.
 - Coordinate and manage the registration and mass care service delivery to homebound individuals during disaster response and recovery phases.
 - Coordinate social and support services
- **Southern Baptists**
 - Mutual aid resource to supplement mass care feeding services and other potential mass care services as identified and as resources may support.
 - Will coordinate with ESF 6 in providing notice and coordination of mass care services being provided to the public for public referral and coordination of other mass care services to leverage resources for the maximum benefit.
- **University of West Florida**
 - Support ESF 6 sheltering activities with personnel and access to

Emergency Support Function (ESF) 6

Mass Care Unit

identified risk shelter facilities.

- **United Way 211**
 - Coordinate with ESF 6 with respect to the sharing of data related to people in need as appropriate to support mass care relief services.
- **Pensacola Bay Center**
 - Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities.
- **Escambia County Community Affairs**
 - Coordinate any information and data as it may relate to government service programs to include DSNAP and disaster unemployment and employment service programs.
 - Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES, DOCUMENTS, AND AUTHORITIES

- State of Florida CEMP, ESF 6 appendix
- Mass Care-Preparedness and Operations (ARC 3041)
- Standards for Hurricane Evacuation Shelter Selections, American Red Cross ARC 4496
- MEGA-Shelter Planning Guide (American Red Cross and International Association of Venue Managers, Inc.)

Emergency Support Function (ESF) 6

Mass Care Unit

- Escambia County Shelter Operations Responsibility Spreadsheet (Escambia County EOC)
- Florida Statewide Emergency Shelter Plan
- State of Florida Shelter Retrofit Report
- American Red Cross Disaster Response Handbook
- Florida Statewide Regional Evacuation Study Program (2010)
- Statewide Emergency Shelter Plans (Florida Division of Emergency Management)
- Americans with Disabilities Act/Florida Accessibility Code, Checklist for Emergency Shelters, March 3, 2008 (DOJ)
- Disaster Case Management, National Voluntary Organizations Active in Disaster Points of Consensus, May 2011
- Tools for State VOADs to Prepare for Disaster Case Management, National Voluntary Organizations Active in Disaster, DRAFT approved 2011
- Disaster Case Management Guidelines, National Voluntary Organizations Active in Disaster, ratified 2011
- State Disaster Case Management Plan, Florida Voluntary Organizations Active in Disaster, DRAFT February 2, 2012
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- Orientation Manual for First responders on the Evacuation of People with Disabilities, FA-235/August 2002, FEMA
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters, November 2010, FEMA

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

Lead Coordinating Organization:

Logistics Section Chief- Purchasing Division and Human Resources Department
Finance Section Chief- Management and Budget Services Department, Budget Division

Support Organizations:

Logistics Section
Escambia County Information Technologies Department
Escambia County Human Resources Department
Escambia County Public Safety Department, Business Operations Division

Finance Section
Escambia County Clerk of the Court
Escambia County Human Resources Dept.
Escambia County Management & Budget Dept.
Contracts Division
Property Sales Division

Pensacola Christian College

I. Mission

The mission of Emergency Support Function 7 (ESF 7) is to identify and/or acquire the necessary resources to support disaster operations. Provide fiscal and logistical managerial support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment in support of the multi-jurisdictional, multi-organizational operations of the EOC.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 7 is comprised of two sections from the ICS structure. They include the Logistics and Finance Sections.
- ESF 7 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

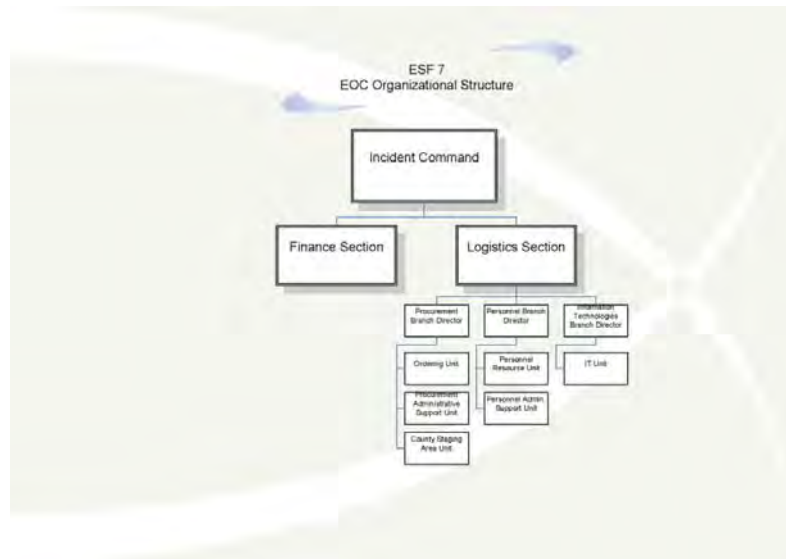
Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- ESF 7 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community and the EOC responding organizations.
- Section chiefs and branch directors will be the team leaders, primary contact, and coordination and facilitation point for all planning and operational activities for the sections.
- Section chiefs and branch directors will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- Section chiefs and branch directors will coordinate any requests of ESF 7 and their resources as appropriate.
- Section chiefs and branch directors will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 7.
- ESF 7 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 7.
- ESF 7 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- Section chiefs and branch directors do not have the authority to direct, commit, assume responsibility or liability for the resources of any support organization outside of their normal authority. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- Section chiefs and branch directors will be coordinated by and report to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Emergency Support Function (ESF) 7 Resource Support (Logistics and Finance Section)



Incident Command System Structure: ESF 7 – Resource Support

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- Section chiefs and branch directors will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 7 falls under a coordination and management structure within the EOC. Each section, branch, and unit organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 7 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- All resource and task requests to and from ESF 7 will be managed and coordinated by ESF 7 with those other ESF organizations providing cooperative support.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- ESF 7 will conduct operations in accordance with all local, state and federal laws and regulations.

D. PLANNING

- ESF 7 will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local, regional, statewide, or national, resources that will be available to support the ESF 7 mission.
- Support additional planning initiative where resources may allow and coordinate with support or other community organizations as appropriate.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- ESF 7 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission and EOC operation. Some of the activities to be planned are processes and procedures for the coordination and/or management of the following activities, though not all inclusive:

Finance Section:

- Determine the method of tracking and funding source for disaster preparedness, response, and recovery costs for the county. This may include normal department budgets, disaster reserve funds, and/or other funding source account as appropriate and authorized.
- Maintain communications list of potential P.A. program eligible applicants for communication of various program opportunities and any potential need for damage assessment data.
- Coordinate with and notify all county government jurisdictions and appropriate non-profits, to make sure they are tracking expenses appropriately for their jurisdictions and the need to coordinate with and report the data to the FSC as appropriate.
- Process for providing estimated or actual disaster costs at any given point in time as directed by the IC for the incident and potentially inclusive of all government jurisdictions and appropriate non-profits.
- At the direction of the IC, the FSC will coordinate the P.A. damage assessment process as it relates to acquiring the summary financial damage assessment data from the various data sources (departments, field assessment teams, other jurisdictions, etc.)
- FSC will coordinate with county emergency management and appropriate state and federal staff the P.A. damage assessment data in the effort to pursue and secure a presidential declaration as appropriate.
- Will complete proper paperwork and notification that the county will be seeking federal assistance in the P.A. program and coordinate with emergency management and IC as appropriate.
- Coordination of P.A. program “kick-off” meetings, applicant briefings, and any other appropriate program workshops, to include notifications of such meetings to all potentially program eligible applicants as appropriate.
- Coordinate with appropriate organizations and identify plans to maintain payroll processing for staff.
- Coordinate any training needs for staff.

Logistics Section:

- Maintain employee manpower pool assignments and policies.
- Make recommendations for actions for any violations of county policies as it may relate to disaster operations.
- Identify resources and plans for supporting EOC activities with manpower resources that may include skilled or unskilled, volunteers, partnerships, MOUs, or contracts as required for a variety of EOC and disaster field operations.
- Coordinate with appropriate organizations and identify plans to maintain payroll processing for staff where local services may be interrupted.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- Develop operational plans and procedures and identify locations for a county staging area operation that will include the development of training and exercises as appropriate.
 - Develop list of vendors, establish contracts, MOUs, and other appropriate arrangements and agreements with vendors and contractors that will support EOC operations. These activities may include, but not all inclusive of the following:
 - Large and small scale feeding
 - Large and small scale base camp operations
 - Large and small supply and resource needs for any all types of EOC operations as may be found in the CEMP and in support of all ESF activities as appropriate.
 - Food & Water resources in support of ESF 11.
 - Leasing of warehouse, storage, or office space in support of donated goods warehousing, Disaster Field/Essential Services Operations, Disaster Recovery Centers, etc.
 - And any others identified in the planning process.
 - Provide direct IT support in the EOC and for any field operations as appropriate.
 - Plan, develop, and implement disaster continuity plans for the county computer network and any potential IT hardware, software, security, and internet needs in support of the EOC, any field operations, and any COOP implementation activities as appropriate.
 - Identify and develop resource request, review, authorization, and verification of financially responsible party for any resource requests presented to logistics sections during activations.
 - Process any resource requests to the state as appropriate, through EMConstellation and track and manage those state requested resources as appropriate for proper return and billing.
 - Coordinate any training needs for staff.
- Routinely update and validate all plans, MOUs, contracts, agreements, contact information, checklists, etc.

E. OPERATIONS

ESF 7 will:

- Provide appropriate staffing to manage the ESF 7 EOC desks and any functions and responsibilities of ESF 7 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 7 as appropriate.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Provide other support as requested by the Incident Commander. Prepare budget transfers, amendments or loan documents for approval by the BCC.
- Coordinate with county administration to determine value for a local state of emergency declaration, if not already in place, to assist in streamlining purchasing and financial procedures for sake of immediate life safety and property protection actions.
- Contact key vendors as appropriate with as much advanced notice as possible for any operational or logistical support.
- Coordinate resources to meet resource requests within the EOC operation.
- Implement any actions to support COOP implementation.

Finance Section:

- Provide fiscal guidance, technical support and funding options to the BCC and EOC organizations as appropriate.
- Will identify any special budgeting or expenditure procedures as it may relate to the disaster response.
- Will manage and document all funding and expenditures for the disaster response.
- Coordinate with all potentially P.A. eligible applicants to acquire and accumulate P.A. damage assessment data for the pursuit of a federal declaration.
- Will initiate and provide notification of the eligibility process for the P.A. program and coordinate any P.A. program “kick-off” meetings, applicant briefings, and any other workshops and meetings with potentially eligible P.A. applicants as appropriate. Will notify all other eligible applicants of those meetings and workshops for their participation as appropriate.
- Coordinate with the Clerk of the Court for proper financial management and coordination. Maintain required financial processes to include payment of bills, issuance of purchase orders, increasing credit card limits for appropriate staff, and payroll.

Logistics Section:

- Initiate and implement the manpower pool plan and policy for the county to the extent necessary and appropriate.
- Coordinate and respond to manpower requests from the EOC and identify and coordinate manpower resources to meet those needs as appropriate.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- Coordinate and provide direct IT staffing support to the EOC and field operations.
- Provide logistical support to the EOC and ESF organizations as appropriate.
- Lease or rent appropriate commercial space as needed to support an appropriate operation.
- Provide as much advanced notification to appropriate vendors for the potential mobilization of their services as required by agreement of our of simple courtesy for those vendor services that may be in need and in high demand regionally or statewide to establish a level of priority for the county as appropriate.
- Coordinate and respond to resource requests from the EOC and identify resources to meet those needs. The general EOC practice in identifying resources will start locally with the organization in need and progress to a request to the state for support. The general process for EOC organizations to follow prior to and including the engagement of the logistics sections is broadly as follows:
 - When there is an organization that has a resource need, they will go through the following steps, which will potentially include support from the logistics sections. The organization in need will:
 - (1) Seek out local resources on their own, by first working through their own pre-identified vendor agreements or through local businesses and organizations that may have resources that meet their needs.
 - (2) Seek out mutual aid support by working with and through their ESF partners.
 - (3) Seek out mutual aid support by working with and through other EOC ESF organizations that may have resources that are needed.
 - (4) Should no resource be identified at this point, a request to the logistics section can be made.
 - (5) Logistics section will manage the request for resource support by:
 - (a) Researching additional local resources through pre-identified vendor agreements or other business networks that may have a needed resource. Then that resource will be coordinated directly with the organization in need and avoid being a middle man in the process as appropriate and allow commerce to proceed.
 - (b) Should no other local resource be identified, then the logistics section will create a resource request to the state for mutual aid support.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- (c) Logistics section will track and manage resources requests to the state.
- (d) Logistics section will track and coordinate any state or federally fulfilled resource request by receiving the resource through the County Staging Area (CSA), documenting receipt and condition of the resource.
- (e) Logistics section/CSA will have the resource coordinated with the organization in need.
- (f) Logistics will track all state coordinate mutual aid resources while they remain in the county.
- (g) Logistics will repurpose and reassign resources once the initial need has been satisfied as needed, again tracking condition of the resource as appropriate, and notifying the state of such reassignment and need as appropriate.
- (h) Logistics will return and check out the resources through the CSA again documenting the return and condition of the resource.
- (i) **It will be imperative that any mutual aid requesting and providing organizations, as well as any requests made through the logistics section, clearly identify any financial responsibilities for such resource support. The county, nor any other organization, will be responsible for any financial obligation for a resource requested by another organization by default or assumption that all activities in the county EOC are county financial responsibilities. At every stage of requesting and fulfilling mutual aid needs and support, every organization will need to clarify those financial responsibilities or bear the risk of assuming financial responsibility where organizations may not accept that responsibility after the fact.**

Resource Request Process:

Every disaster is a local disaster, and response and recovery efforts all start locally. The county EOC provides the community a platform from which all organizations can coordinate to leverage limited resources to meet the needs of the local community. When the disaster exceeds the capacity and capabilities of the local community, then the local community requests assistance from the state EOC, which in turn reaches out to all 67 counties for mutual resources to assist impacted communities. When the disaster response exceeds the capacity and capabilities of the state, then the state requests assistance from the federal government, specifically FEMA, which in turn reaches out to all of the 50 states for resource support to assist the State of Florida.

Throughout the incident, all local control, direction, management, coordination and oversight remains with the local government, with all of the resources from state and federal levels being provided to support the local effort.

Taking this concept and looking more specifically within the local EOC environment, before state and federal resources are requested, it is incumbent upon the local organizations and local EOC to leverage limited resources to the fullest extent. This requires every organization and individual in the county to

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

have a disaster plan that is supported with appropriately identified resources to support that organization or individual. Each organization must either have the resources, or have plans to acquire resources to meet their anticipated needs. This can be accomplished through lease, rental, and purchase agreements with vendors and service providers in the event an organization does not maintain all the resources needed for disaster survival and recovery.

However, it is also understood that even the best plans are reliant upon local vendors and service providers not overextending themselves when developing service and resource agreements. During disasters, local resources are quickly taxed and tapped, thus leaving some well thought out plans in a state of failure. This is where the EOC comes into the mix. Having organization and resource representation from numerous organizations and their networks present within the EOC, and grouped by similar skill sets under ESF units, allows everyone's resources to come to the table and to be leveraged wherever possible to meet the needs of the community.

This disaster management structure allows organizations to beg, borrow, rent, lease, donate, and share resources by whatever means negotiated, to assist each organization's recovery in a collective effort. Once this system is overcome, and the response and recovery activities exceed the local EOC capacity and capability, that is where the logistics section requests, coordinates, and manages resource requests to the state.

Financial responsibility for any resource request support will be a critical component of a resource request. The EOC provides a platform to coordinate the response and recovery responsibilities of each organization in a coordinate effort. This does not translate into a BCC financial responsibility for all response and recovery operations. Each organization will take financial responsibility for any resource support needs, support, and operations that the organization will request support. Some resource and service support may be offered at no charge, some may be offered in a rental, lease, or purchase arrangement, but however the request for support is being fulfilled, if there is a financial expectation, then that expectation needs to be clarified prior to delivery. Typically, the requesting organization will be responsible for any financial expenses incurred.

County Staging Area:

- Logistics section will mobilize the county staging area as needed and/or requested by IC.
- Staff the CSA to maintain functionality for the time of day that resources will be accepted by the county, keeping in mind, nighttime deliveries will likely be more efficient for access and distribution due to lower traffic congestion and improved efficiency of delivery.
- Deploy the office platform from which the CSA will operate.
- CSA will coordinate with the logistics section and ESF 11 for large bulk mass care needs that will be distributed through PODs, and direct all other

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

resources to the appropriate destination while providing safe route identification.

- CSA will document and check in all mutual aid resources coming into the county and document those resources as directed, and will also check out resources leaving the county with proper documentation. The CSA will track all resources based upon established plans and maintain all appropriate documentation.
- All donated goods and volunteers will be coordinated through ESF 15, not the CSA.
- PODS are identified, managed, and coordinated through ESF 11.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – Logistics Section Chief/Finance Section Chief

The primary responsibility for coordinating resource support for disaster operations rests with the Logistics and Finance Section. Other agencies directly supporting this function include: Purchasing Division, Human Resources Division, Budget Division, and Information Resources Division.

- Responsible for allocating and coordinating resources and support activities through ESF 7. Designated support agencies will furnish resources as required. Such support will be terminated at the earliest practical time.
- Provide support staff for the procurement of commodities and services, the leasing of buildings, and other facilities and facilities management.
- Coordinate and allocate food, equipment, and supplies made available through current county stocks or if necessary, from commercial sources.
- Serve as the primary agency for ESF 7 and be present at the EOC and/or be on call at the discretion of the IC.
- Identify funding for emergency expenditures.
- Maintain records of expenditures.
- Maintain records of all resources that are ordered/ leased/or borrowed etc.
- Coordinate with Clerks office and other BCC agencies on employee time and payroll for employees working in disaster related operations.
- Keep the finance section chief informed of expenditure and reimbursement information.
- Coordinate recovery actions with FEMA to include the DSR process.

Emergency Support Function (ESF) 7

Resource Support

(Logistics and Finance Section)

- Provide training to EOC agencies for proper financial management during disasters.
- Serve as County's point of contact for financial management activities

2. SUPPORT AGENCIES

Support agencies will provide manpower and any materials (additional computer hardware/software, vendor contacts, etc.) dependent on the characteristic needs of the impending disaster.

a. Purchasing Division

- Develop memorandums of understanding with vendors for essential items needed before and after a disaster.
- Provide staff in EOC to coordinate resource requests.
- Identify comprehensive list of vendors and sources for supplies.
- Provide purchasing power for resources during disaster response activities.

b. Information Resources Division

- Activate disaster plan for computer equipment in County buildings located in evacuation areas.
- Protect vital County computer records.
- Provide staff assistance to EOC as requested.
- Maintain functionality of county servers.
- Coordinate computer and telecommunication needs for the EOC and COOP locations as appropriate.

a. Human Resources Department

- Identifies and coordinates in pre-and post event, with all the human resource supplies in the community and activates any sources needed to fulfill human resource missions.
- Maintains and implements the employee manpower pool policy/program.
- Maintains all legal and policy requirements as it relates to human resources.

b. Budget Division

- Identifies disaster cost center for all disaster expense documentation.

Emergency Support Function (ESF) 7 Resource Support (Logistics and Finance Section)

- Coordinates reimbursement efforts with FEMA Public Assistance Program.
- Coordinates all damage assessment and cost figures for a “total” of all expenses in the disaster.
- Coordinates FEMA program information with all potential eligible applicants.

G. FINANCIAL MANAGEMENT

During a state of general emergency in Escambia County (officially declared by the Board of County Commissioners) certain procedures and formalities otherwise required of Escambia County are waived including entering into contracts & incurring obligations.

- The power to temporarily suspend such procedures and formalities is granted under Chapter 252.38 of Florida Statutes.
- Once the emergency declaration is in effect, ESF 7, in conjunction with the support agencies, assumes the full responsibility for resource support for all BCC departments and other elected officials within the guidelines of the emergency declaration.
- All inter-departmental and a portion of intra-departmental procurement from existing inventories is handled on the departmental level with no assistance from ESF 7. If this course is pursued, departments are instructed to document all transactions pursuant to FEMA audit requirements.
- Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through ESF 7 as necessary.
- Expenditures for cost recovery are documented during the incident and after the incident period. Provide county Management and Budget documentation of expenditures based on standard accounting procedures.
- Each county entity is responsible for tracking its own costs associated with any mutual aid expenses incurred through logistics section support, using the standard procedures established by the support agency's standard accounting and tracking procedures.
- Each county agency will file for reimbursement of the costs it incurs through its own agency's accounting and reimbursement filing system and coordinated through the Finance Section/Management and Budget. Each county agency is responsible for monitoring staff hours using its own tracking system, and requesting financial reimbursement for staff hours incurred in coordination with ESF 7 operations.
- The State Emergency Operations Center through the Escambia County Emergency Operations Center will provide appropriate forms, and provide guidance to complete forms for efficient tracking and reimbursement.

Emergency Support Function (ESF) 7 Resource Support (Logistics and Finance Section)

- Outside organizations will be responsible to document their own expenses and engage state and federal process for any P.A., I.A., or other program reimbursements.
- The Finance Section/Management & Budget will be available to EOC organizations for guidance.

H. REFERENCES, DOCUMENTS, AND AUTHORITIES

- State of Florida CEMP, ESF 7 Appendix
- State of Florida Logistics Planning Guide
- Escambia County Emergency Manpower Pool Policy
- Escambia County Staging Area Plan
- Escambia County Base Camp Plan
- Escambia County AFO, DFO, DRC, CSA, PODs Guidance
- State SERT DRC Pocket guide
- Escambia County Resource Request Flowchart
- Escambia County P.A. Program SOG
- Escambia County POD/CSA plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- Escambia County EOC ESF position checklist
- American's with Disabilities Act, as amended.
- Escambia County EOC Continuity of Operations Plan

Emergency Support Function (ESF) 8

Public Health and Medical Unit

Lead Coordinating Organization:

Florida Department of Health in Escambia
County (FDOH-Escambia)

Support Organizations:

American Red Cross of Northwest Florida
Escambia County Area Transit
Escambia County Emergency Medical Services
Division
Emergency Support Function 3
District 1 Medical Examiner Office
Local Hospitals (Baptist, Naval Hospital
Pensacola, West Florida, Select
Specialty, and Sacred Heart)
Escambia County School District

I. Mission:

The mission of Emergency Support Function (ESF) 8 is to provide Public Health and Medical coordination in support of emergency incidents and events in Escambia County. When individual agencies and organizations are overwhelmed, ESF 8 will coordinate additional public health and medical assistance from local, regional, state and federal resources to meet the needs of the community.

II. Concept of Operations

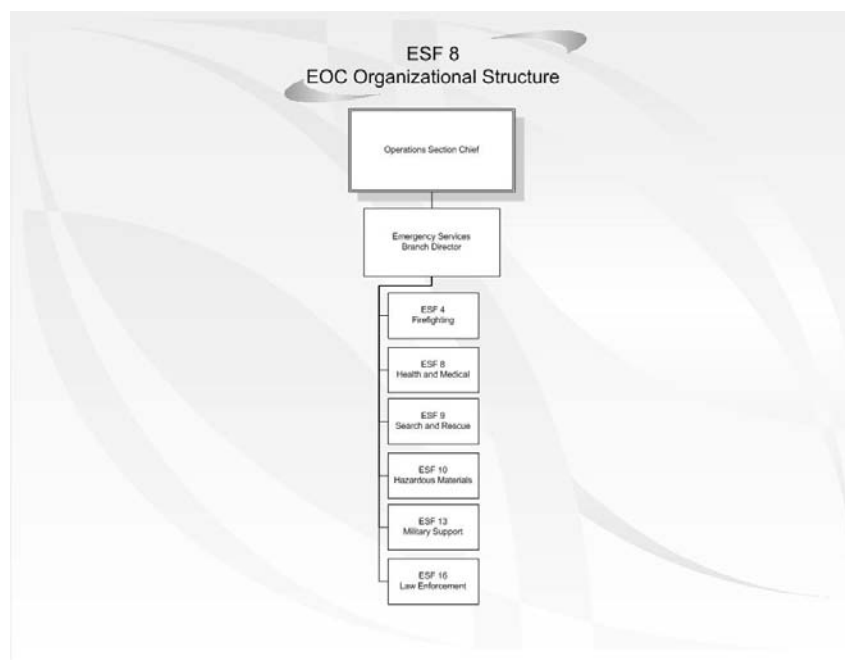
A. ESF ORGANIZATION/STRUCTURE

- ESF 8 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 8 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 8 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 8 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 8 lead will coordinate any requests of ESF 8 and their resources as appropriate.
- ESF 8 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 8.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- ESF 8 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 8.
- ESF 8 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 8 lead does not have the authority to direct, commit, assume responsibility, or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 8 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during EOC activations.



Incident Command System Structure: ESF 8 – Health and Medical

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat,

Emergency Support Function (ESF) 8

Public Health and Medical Unit

the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 8 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 8 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 8 will be managed and coordinated by ESF 8 with those other ESF organizations providing cooperative support.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

D. PLANNING

- ESF 8 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. This may include, though not exclusive of the following:
 - Special Needs Shelter operation
 - Emergency Management will coordinate with the Health Department in identifying a special needs facility.
 - School District will provide access to the facility and facility staff to support the operation.
 - Escambia County will be responsible for the generator and refueling of the generator during the event.
 - American Red Cross will provide feeding for the facility.
 - Sheriff's Office will support security mission for the operation as appropriate and able.
 - ECAT will coordinate transportation for people going to the special needs shelter as appropriate.
 - EMS will offset any non-ambulatory transportation as appropriate.
 - ARC to provide operational and ADA surveys as appropriate.
 - School District to provide ADA surveys for each shelter facility as appropriate.
 - More detail is identified in the spreadsheet of operations maintained in Emergency Management office.
 - Evacuation transportation for non-ambulatory or medical air transport clients as appropriate.
 - Alternate Care Sites.
 - Mental health and crisis counseling.
 - Mortuary services for mass disaster events.
 - Environmental disaster events or situations.
 - Disease control, mass prophylaxis.
 - General shelter higher level of medical care needs as appropriate. (Transport to Special Needs Shelter)
 - Emergency responder health and safety.
 - Medical POD operations.
 - National Strategic Stockpile.
 - Other public health and medical needs as appropriate.
- ESF 8 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 8 mission.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Coordinate any planning, outreach, and incorporation into the response plans additional types of facilities and providers to include, but not exclusive of: licensed health care facilities, durable medical equipment suppliers, medical service providers such as dialysis facilities and other critical care services, hospitals, primary care physicians, in an effort to include the entire medical community in the planning and response effort as appropriate.
- Coordinate with the Regional Domestic Security Task Force on planning initiatives.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 8 to enhance operations at these alternate EOC locations.

E. OPERATIONS

ESF 8 will:

- Provide appropriate staffing to manage the ESF 8 EOC desk and any functions and responsibilities of ESF 8 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 8 as appropriate.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate communications with all EFS 8 operations as appropriate. Implement plans for various operations as may be appropriate, which may include, but not exclusive of the following:
 - Special Needs Shelter operation
 - Evacuation transportation for non-ambulatory or medical air transport clients as appropriate.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Alternate Care Sites.
 - Radiological/Biological/Chemical response planning.
 - Mortuary services for mass disaster events.
 - Environmental disaster events or situations.
 - Disease control, mass prophylaxis.
 - General shelter higher level of medical care needs as appropriate. (Transport to Special Needs Shelter)
 - Medical POD operations.
 - Mental Health and crisis counseling.
 - Emergency responder health and safety.
 - National Strategic Stockpile.
 - Other health and medical and/or mass medical care needs as appropriate.
- Coordinate for any non-ambulatory or medical needs transportation that may require ambulance service or other specialty care transport during evacuations or for other support as appropriate.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Determine when to cease any field operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to ESF 8 infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Support and/or coordinate any ADA or FNSS support services and needs as appropriate. Coordinate with ESF 6 for potential support in this effort.
- Coordinate any EOC operational needs for higher level of medical care needs as appropriate.
- Coordinate Florida Emergency Mortuary Operations System (FEMORS), Disaster Medical Assistance Teams (DMAT), Hazardous Materials medical support, Disaster Mortuary Operational Response Team (DMORT), and State Medical Response Team (SMRT) resource support as appropriate. Ascertain the medical and health status, conditions, and situations of the local hospitals, ambulatory surgical centers, and the special needs shelter, Red Cross Shelters, medical suppliers, healthcare facilities, etc. regularly throughout the disaster response and recovery process to anticipate unmet needs and coordinate resources to meet those needs through the EOC.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Pre-position response resources when it is apparent that special needs groups will be potentially impacted by an emergency or disaster. Relocate ESF 8 resources when it is apparent that they are endangered by the anticipated impacts of the emergency situation.
- Deploy rapid needs assessment teams to determine post-event impact to emergency services functional group resources and ability to perform continuity of operations of essential functions.
- Support the RDSTF, public health and medical co-chair in the investigation of a terrorist attack.
- Coordinate all ESF 8 mutual aid support for local response needs as appropriate.
- Identify and provide/coordinate technical experts to support the decision-making process for EOC command as it relates to health and medical as appropriate.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Make sure all ESF 8 operations provide appropriate access to various operations as required by the ADA. Coordinate with other EOC partners to address any needs.
- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – Florida Department of Health in Escambia County

- Provide leadership in coordinating and integrating overall county efforts to provide health and medical assistance to affected areas and populations.
- Staff and operate a NIMS compliant command and control structure (i.e., ICS) to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of county agencies health and medical service personnel, supplies, and equipment and provide certain direct resources.
- Evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims. Any shortfalls in resources will be coordinated through the emergency services branch director to the logistics section as appropriate.
- Coordinate all ESF 8 functional, operational, and informational resources and needs collectively with all ESF 8 support agencies represented as one unit.
- Maintain responsibility for the operation of the special needs shelter and all aspects associated with its mobilization, operation and demobilization. This will include but not be limited to the medical direction and staffing of the shelter during activation, keeping track of all documentation related to personnel, equipment, operating supplies, and contractual services, etc.
- Coordinate with the Division of Emergency Management in the pre-screening for special needs shelter eligibility in the effort to support a valid special needs registry.
- Coordinate dialysis operations to meet local needs.

2. SUPPORT AGENCIES

- **Escambia County Emergency Management Division**
 - Will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources and maintain information flow.
 - Will identify appropriate special needs shelter facilities.
 - Is responsible for the maintenance of the special needs registry. It is the policy of Emergency Management to provide registration to any resident requesting assistance in notification, transportation, or sheltering of special needs residents. Registrants will be prescreened to determine the level of assistance required.
- **Escambia County Emergency Medical Services Division**
 - Coordinates the evacuation of patients from disaster areas when deemed appropriate, transport of victims to medical facilities outside the at-risk area in accordance with approved trauma transport protocols, transport needs with ESF 8, and coordinates the following resources;
 - ALS/BLS vehicles,
 - Emergency Medical Technicians,
 - Paramedics,
 - EMS procurement,
 - Aircraft medical transport,
 - Support special needs shelter as appropriate and agreed upon,
 - Activities to ensure the health and safety of emergency responders in accordance with ESF 8 SOP.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- **District 1 Medical Examiner Office**

- Will assure the provision for decedent identification and mortuary services including temporary morgue services in accordance with established victim identification protocol, preparing for release of disposition of remains to funeral homes, coordination with the American Red Cross on victim identification, and mortuary protocol for family notification in accordance with established American Red Cross procedures.

- **ESF 3**

- Assist to the extent practical the provision of technical and logistical support for the collection and disposal of solid waste, contaminated foodstuffs, household/commercial hazardous waste services, as well as the disposal of dead animals that have the potential to create problems relating to public health and environmental issues.
- Identify and correct all problems associated with its public water and sewer systems to include potable water and environmental testing of sewage releases.
- Assist with preliminary damage assessment of potable water and sewage treatment facilities.
- Prioritize and coordinate the recovery of damaged water and sewer lines with the Florida Health Department, Environmental Health Manager and other ESFs within the EOC.
- Keep the ESF 8 representative informed on the status of restoration, resource needs, and potential public health problems.
- Assist to the extent practical, identification and coordination of the collection and disposal of waste from critical service areas such as special need shelter locations, medical facilities, nursing homes, etc.

- **Hospitals (Baptist, Naval Hospital, Sacred Heart, West Florida, and Select Specialty)**

- Provide contact information regarding Hospital Incident Command structure upon EOC activation.
- Provide, as required, staff representation to ESF 8 to participate in ongoing planning and decision-making.
- Provide support to operations as available and appropriate.
- Provide operational status as required and/or requested.
- Coordinate for higher level hospital services as may be requested and/or required.

- **Northwest Florida Chapter of the American Red Cross**

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Coordinate/provide mass care support (food, ice and water) during public health emergencies at designated points of dispensing (POD) for health and medical staff providing support and other field operations.
- Coordinate/provide support (food, water, ice) for special needs shelterees and staff at the special needs shelter for the first 24 hours of operation, coordinating with USDA resources for the period after the first 24 hours...
- **Escambia County School District**
 - Provide for the access and use of District resources and assets to be utilized at the special needs shelter. Resources and assets may include, but are not limited to: staff support to assist in the set up and take down of the shelter; provision of 24/7 custodial and maintenance support to shelter operations; access to all facilities to ensure the health, welfare and safety of county citizens as required.
 - Coordinate with the ARC for feeding to special needs shelterees and staff after the first 24 hours of operation.
- **Escambia County Area Transit (ECAT) (ESF 8)**
 - Coordinate/provide transportation for people evacuating to the special needs shelter.
 - Transportation will be coordinated through ESF 8, where those people in need of transportation to evacuate, when an evacuation order is given to the community, transportation will only be provided to and from the closest general population shelter or special needs shelter as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

Emergency Support Function (ESF) 8

Public Health and Medical Unit

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 8 Appendix
- Florida Statutes 1993, Emergency Management, chap. 252 (252.31- 52.61)
- Florida SS 911 (1993)
- Regional Domestic Security Task Forces, Section 943.0312, F.S.
- Florida Field Operations Guide (FFOG)
- DHS Homeland Security Act (2002)
- HSPD-5, Management of Domestic Incidents
- HSPD-8, National Preparedness Goal
- HSPD-21, Public Health and Medical Preparedness
- DHS National Incident Management System (2004)
- DHS National Response Framework (2008)
- Public Law-288
- District 1 Medical Examiner Plan
- MOU between Lakeview Center, Inc. and Escambia County Health Department- December 2010
- Escambia and Santa Rosa County Area Hospital Council Hospital Emergency Mutual Aid Memorandum of Understanding (2010)
- Escambia County Behavioral Health Response Plan (2-24-09 ECHD)
- All Hazards Emergency Operations Plan, Florida Department of Health (May 22, 2013)
- Mass Prophylaxis and Immunization Plan, Florida Department of Health
- Escambia County Strategic National Stockpile Plan
- Pandemic Influenza Response Plan
- Alternate Care Site Plan, Florida Department of Health
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 9

Search and Rescue Unit

Lead Coordinating Organization:	Escambia County Fire Rescue Division
Support Organization:	City of Pensacola Fire Department Escambia Search and Rescue, Inc Southwest Panhandle Search and Rescue KLAAS Kids Foundation

I. Mission:

The mission of Emergency Support Function 9 (ESF 9) is to provide search and rescue coordination and support services in support of emergency events in Escambia County. ESF 9 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. ESF 9 resources are used when individual agencies are overwhelmed and county emergency response team requests additional fire service/search and rescue assistance.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

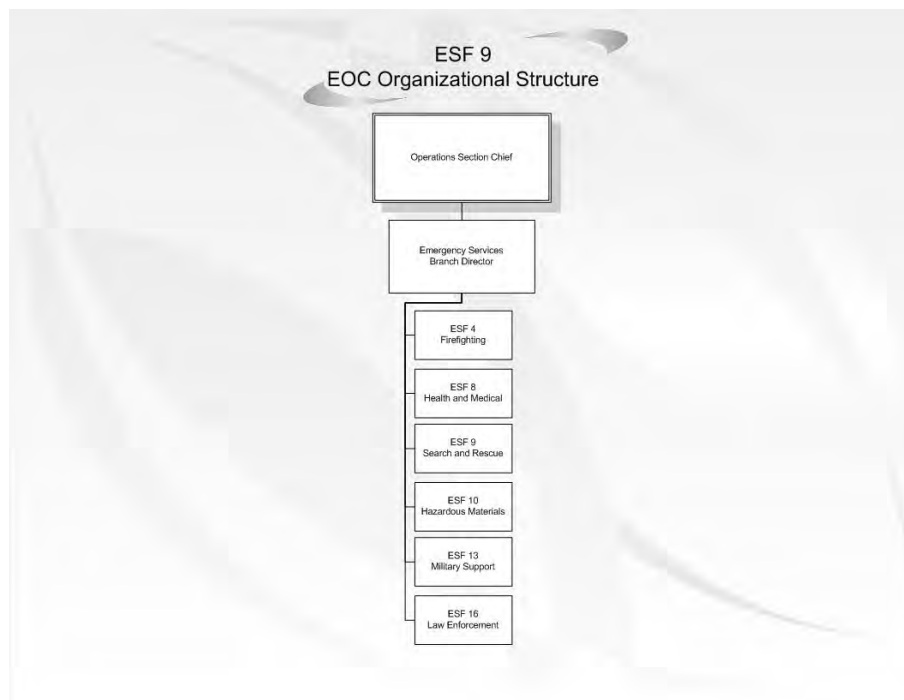
- ESF 9 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 9 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 9 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 9 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 9 lead will coordinate any requests of ESF 9 and their resources as appropriate.
- ESF 9 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 9.
- ESF 9 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 9.
- ESF 9 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an

Emergency Support Function (ESF) 9

Search and Rescue Unit

incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 9 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 9 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 9 – Search and Rescue

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate

Emergency Support Function (ESF) 9

Search and Rescue Unit

people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 9 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 9 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 9 will be managed and coordinated by ESF 9 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 9 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Planning will include, but not be exclusive of the following:

Emergency Support Function (ESF) 9

Search and Rescue Unit

- In water search and rescue services
 - On land search and rescue services
 - In debris/building collapse search and rescue services
 - Missing persons/children/Alzheimer search and rescue
 - K9 search and rescue services
 - Disaster support services
 - Coordination with Regional Domestic Security Task Force
 - Urban search and rescue operations
 - Communications
- ESF 9 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local transportation resources that will be available to support the ESF 9 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 9 will:

- Provide appropriate staffing to manage the ESF 9 EOC desk and any functions and responsibilities of ESF 9 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 9.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate resources to meet resource requests within the EOC operation.

Emergency Support Function (ESF) 9

Search and Rescue Unit

- Coordinate communications with all operations and resources as appropriate.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Initiate and mobilize search and rescue operations as appropriate and requested from EOC or field IC.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 8, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 9.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support resource needs that exceed ESF 9 local capabilities.
- Support impact/damage assessment process as requested and appropriate.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the operational needs of ESF 9.
- Make sure all ESF 9 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 1 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

Emergency Support Function (ESF) 9

Search and Rescue Unit

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY FIRE RESCUE DIVISION

- Provide leadership in directing, coordinating and integrating overall county efforts to provide search and rescue assistance to affected areas and populations.
- Staff and operate a NIMS compliant ICS command and control structure to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of county agencies search and rescue personnel, supplies, and equipment and provide certain direct resources.
- Evaluate the emergency situation, make strategic decisions, identify resource needs and secure resources required for field operations.
- Monitor search and rescue emergency response and recovery operations. ESF 9 representatives or designees will coordinate all state and federal search and rescue resources into the affected areas from staging areas.
- Manage search and rescue and other emergency incidents in accordance with each department's standard operating procedures and under the direction of ESF 9 representatives or designee.
- Provide assistance in initial needs assessment, and augment search and rescue operations through specialized response capabilities.
- Make specific requests for search and rescue assistance to the state ESF 9/State Fire Marshal's Office, through the Escambia County liaison, as needed. The state will activate resources through the state emergency response plan.
- Continue to re-assess priorities and strategies, throughout the emergency, according to the most critical search and rescue needs.
- Demobilize resources and deactivate the ESF 9 operation upon direction from the IC as appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to and coordinate with all ESF 9 organizations to leverage services, staff, equipment, and supplies that compliment the entire emergency response and search and rescue efforts as the county emergency response team addresses the consequences generated by the hazards that may impact the county (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the ESF 9.

G. FINANCIAL MANAGEMENT

Emergency Support Function (ESF) 9

Search and Rescue Unit

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 9 appendix
- Florida Field operations Guide (FFOG)
- The Florida fire Chiefs' Association, Fire-Rescue Disaster Response Plan.
- F.S. 843.19 Offenses against police dogs, fire dogs, SAR dogs, or police horses
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 10

Hazardous Materials Unit

Lead Coordinating Organization:	Escambia County Fire-Rescue Division, HAZMAT Response Team
Support Organization:	City of Pensacola Fire Department Escambia County Sheriff's Office, Rapid Response Team Escambia County Emergency Management Division Escambia County Emergency Medical Services Division Escambia County Solid Waste Management Division Florida Department of Environmental Protection

I. Mission

The mission of Emergency Support Function 10 (ESF 10) is to provide hazardous materials coordination, response, and support services in support of hazardous material incidents either as primary or secondary response to any potential corporate responsibilities in Escambia County. ESF 10 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives.

II. Concept of Operations

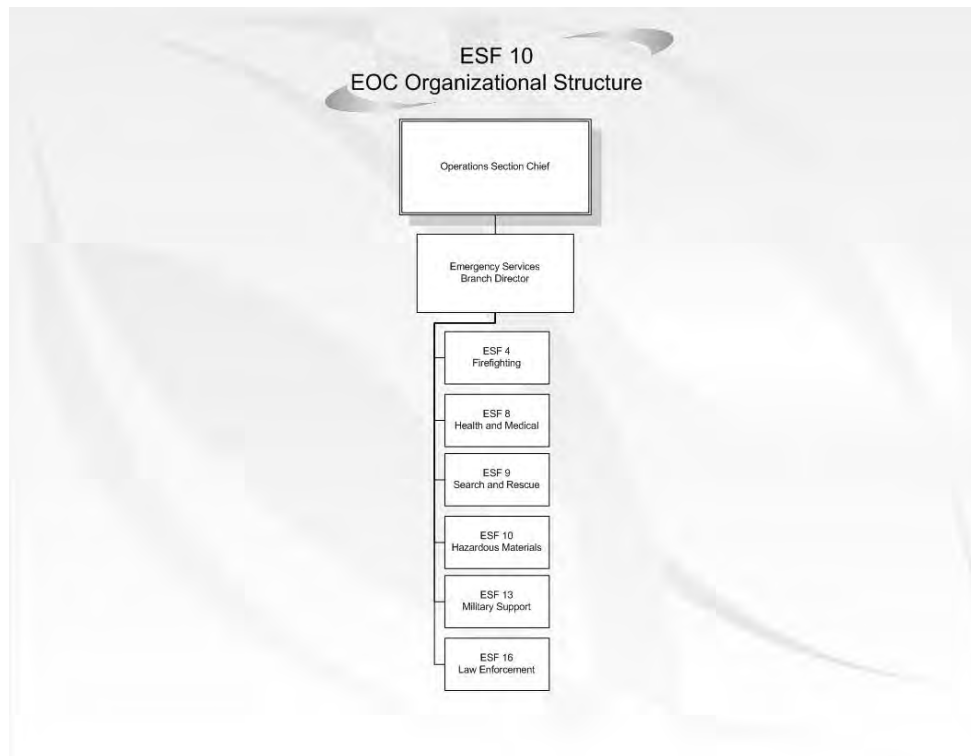
A. ESF ORGANIZATION/STRUCTURE

- ESF 10 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
-
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 10 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 10 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 10 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 10 lead will coordinate any requests of ESF 10 and their resources as appropriate.
- ESF 10 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 10.

Emergency Support Function (ESF) 10

Hazardous Materials Unit

- ESF 10 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 10.
- ESF 10 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 10 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 10 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 10 – Hazardous Materials

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should

Emergency Support Function (ESF) 10

Hazardous Materials Unit

there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 10 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 10 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 10 will be managed and coordinated by ESF 10 with those other ESF organizations providing cooperative support.

Emergency Support Function (ESF) 10

Hazardous Materials Unit

- Each ESF 10 organization will be required to follow any and all specific legal requirements as it may relate to hazardous material response, and all activities to defer to that authority and to any hierarchical responsibilities.

D. PLANNING

- ESF 10 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Planning efforts will support various operations to include, but not all-inclusive of the following:
 - Assessment of Hazardous materials needs and potential impacts.
 - Hazardous materials personnel.
 - Hazardous materials equipment and supplies.
 - Evacuation support.
 - Emergency responder health and safety.
 - Radiological/chemical/biological hazards.
 - Mental health and crisis counseling for responders may be provided.
 - Hazardous materials Public Information and risk communication.
 - Hazardous materials Management, Command and control of assets.
 - Hazardous materials activities related to terrorist threats and/or events.
 - Logistical Staging areas and Points of Distribution/Dispersing.
 - Catastrophic incident and alternate Hazardous materials facility support.
 - Oil and hazardous substance incident response.
 - Information on drinking water, wastewater and solid waste facilities.
 - Information on SARA Title III fixed facilities, storage of extremely hazardous substances within the county.
 - Coordination between the various hazardous material response teams as it may relate to legal requirements and authority.
 - ESF 8 coordination and planning as it relates to medical response and medical treatment procedures and protocols within hospitals and other healthcare facilities.
- ESF 10 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 10 mission.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Local and State hazardous materials teams will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.

Emergency Support Function (ESF) 10

Hazardous Materials Unit

- Coordinate planning with ESF 10 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine hazardous materials operations.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 10 will:

- Provide appropriate staffing to manage the ESF 10 EOC desk and any functions and responsibilities of ESF 10 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 10.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Respond as the lead or in support of any hazardous material incident as may be related to RDSTF, Sheriff's Office, and other law enforcement initiatives and response, and any other operation as appropriate.
- Coordinate with Florida Department of Environmental Protection Agency as appropriate and for any clean-up requirements or coordination.
- Coordinate impact assessment efforts and teams to assist in gathering impact assessment data from the community as appropriate.
- Coordinate resources to meet resource requests within the EOC operation.
- Coordinate communications with all resources as appropriate.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Support evacuation and re-entry operations as appropriate.

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- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinating with ESF 8 for people with higher level of medical care needs to identify the appropriate transportation method and destination for specific individuals or families.
- Coordinate all requests for assistance for operational support from EOC organizations as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 10.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 10 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the operational needs of ESF 10.
- Make sure all ESF 10 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 10 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the

Emergency Support Function (ESF) 10

Hazardous Materials Unit

local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION –ESCAMBIA COUNTY FIRE RESCUE DIVISION

- a. Provide leadership in directing, coordinating and integrating overall County efforts to provide hazardous materials response and assistance to affected areas and populations.
 - Maintain a list of mutual aid agencies and private contractors that are trained and qualified to respond to an incident.
 - Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission.
 - ESF 10 will coordinate the response and recovery efforts to hazardous materials incidents upon notification of a release by ensuring that coordination and cooperation is maintained in identifying the material. Then securing, removing and properly disposing of the hazardous material.
 - The presence of any radioactive material will be determined by properly trained personnel using basic detection equipment who will then determine if any evacuations are necessary. If evacuations are necessary, ESF 10 will coordinate with other ESFs to ensure operational missions are supported to the fullest extent possible.
 - Coordinate the response of all agencies required to handle the hazardous materials incident and the necessary cleanup involved in recovery. This will include any mutual aid and state supporting initiatives and response.
 - Minor incidents are usually handled by jurisdictional fire departments with minimal use of resources. Larger incidents will involve a cooperative effort between all support agencies, private contractors and the Florida Department of Environmental Protection.
 - In a large event requiring local and State or mutual aid assistance, ESF 10 will work with its support organization counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
 - During a state declared disaster requests for resources or assistance from State agencies will be made through established and proven procedures as set forth in the State of Florida Comprehensive Emergency Management Plan (CEMP).
 - Notify State Watch Office of all hazardous materials incidents and request State assistance when needed.

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Hazardous Materials Unit

- Coordinate with the Florida Department of Environmental Protection (DEP) for notification and response to hazardous materials incidents when the ability to identify the material or mitigate the incident is beyond the capabilities of the county.
- Maintain an accurate and current listing of all fixed facilities that produce or store 302 type hazardous materials. Prepare site-specific plans for each facility that produces or stores extremely hazardous substances (EHS) and update these plans annually or as necessary through the year.
- The responsible party for the material spill/release will be financially responsible for the material and will incur all cost and responsibility of the clean up and disposal activities.

2. SUPPORT AGENCIES

- Support agencies will lead or provide support assistance to the ESF depending upon the legal situation and responsibilities of the type of incident and any responsible parties. Lead or support organizations will coordinate and support efforts with services, staff, equipment, and supplies that compliment the entire emergency response effort as the county emergency response team addresses the consequences generated by the hazards that may impact the county (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the ESF 10.
- The Division of Emergency Management will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the state EOC to request resources.
- The Public Safety Department and support agencies will:
 - Coordinate training to all public safety organizations and first responders in awareness and recognition (level 1) of hazardous materials.
 - Coordinate the notification and response of all agencies required to handle the incident.
 - Notify the State Warning Point and make request for state assistance when necessary.
- The Solid Waste Management Division or ESF 3 will:
 - Maintain a list of available department resources that may be used to respond to and recover from the incident.
 - Coordinate with the appropriate fire department, Department of Environmental Protection, Sheriff's Office, or health department to ensure that the material is recovered and disposed of in accordance with local, state and federal regulations.
 - Will coordinate with appropriate organization to accept any material that has been approved for disposal in the county landfill. The agencies will also assist the Department of Public Safety with identification of fixed facilities that produce or store hazardous materials.
- The Road Department and/or ESF 3 will assist or coordinate the removal and disposal of any hazardous material deemed safe for disposal in the county

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Hazardous Materials Unit

landfill. This will be done in accordance with local guidelines and agreements. These guidelines will be updated and changed as deemed necessary.

- Emergency Medical Services (EMS) will be responsible for transporting injured personnel to medical facilities. Patients will be decontaminated by the fire department personnel before delivery to EMS when possible. EMS will be responsible for notification of the local hospitals regarding the number of patients, severity of injuries and the material involved in the incident. Baptist Hospital Life Flight is responsible for patient coordination with all other hospitals during multiple casualty incidents. Contaminated patients will be handled by each hospital in accordance with their standard operating procedures.
- Baptist, Scared Heart, and/or West Florida Hospitals will accept contaminated patients in accordance with the standard operating procedures. EMS will notify the receiving hospital while on scene so appropriate hospital staff are available to receive the patients.
- The appropriate fire departments or Sheriff's Office Rapid Response Team will be dispatched to any release of a hazardous material upon notification. It will be their responsibility to attempt to positively identify the material, determine the hazard and take immediate actions necessary within their capabilities to protect life and property. Each HAZMAT team organization is responsible to ensure their personnel receive the required training to perform any actions taken during a hazardous materials incident and to call for assistance when the necessary actions are beyond their capabilities.
- A contractor may be hired through mutual aid agreement or contract to respond to an incident upon request either by the responsible party for the incident or DEP should there be a need. The contractor personnel will possess certification in all levels of training and respond with the equipment necessary to handle most hazardous materials incidents and with a full support staff of chemists at their facility. Upon arrival, the HAZMAT team and/or the contractor personnel will coordinate with the fire department or law enforcement IC to assist in the identification and establishment of hot and cold zones, decontamination site, determining the proper methods and equipment to be used.
- Operations-level personnel under the supervision of a HAZMAT technician will mostly likely perform decontamination of all personnel leaving the hot zone. If required, a contractor will be obtained to properly dispose of all decontamination material.
- Law enforcement agencies (ESF16) may be tasked to provide crowd control, security measures, roadway assessments, and ingress/egress actions to protect the public and property in, near and around areas involved in fire fighting operations; keep emergency forces informed of hazardous areas.
- City, county, and private utilities (ESF12) will coordinate with ESF 10 to address fire prevention and suppression problems due to leaking natural gas, power line risks, and water flow contamination issues.
- City and county public works (ESF3) and other departments will provide road clearing equipment and other major resources needed to clear roadways in support of emergency response actions.
- City and county communications centers (ESF2) will provide radio communications support, to the extent possible, to support communications among various fire and law enforcement organizations responding to the impacted areas.
- Escambia County EMS (ESF8) will provide emergency medical care and transportation of victims beyond initial collection sites.

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- American Red Cross and other community agencies (ESF6) will provide field support to emergency response personnel and evacuees as needed and required (food, water, basic assistance, etc.).

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 10 appendix
- Florida Statutes, 376.021, 376.30, 376.303, 376.305, and 403.061, 403.1655, 403.726
- The Clean Water Act of 1977, amended 1990
- Department of Environmental Protection Environmental Response Plan, Florida Statutes, Section 376.97 (2)(e), 376.303(1)(6) and CFR Part 311
- Regional Domestic Security Task Forces, Section 943.0312, F.S.
- Florida Field Operations Guide (FFOG)
- The Florida fire Chiefs' Association, Fire-Rescue Disaster Response Plan.
- Code of Federal Regulations, 40CFR302.
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 11

Food and Water Unit

Lead Coordinating Organization:

Escambia County Community Affairs
Department

Support Organizations:

Escambia County Emergency Management Division
Escambia County Extension
Florida Department of Children and Families
Escambia County School District

I. Mission

The mission of Emergency Support Function 11 (ESF 11) is to identify resources, plan for, and provide for the distribution of food, water and ice, through various sources and means, to meet the needs of disaster survivors following a disaster. Distribution will be coordinated with ESF 6 & 15 services, and include bulk distribution and/or direct feeding services to support survivors, volunteers, and disaster response operations and staff as appropriate.

II. Concept of Operations

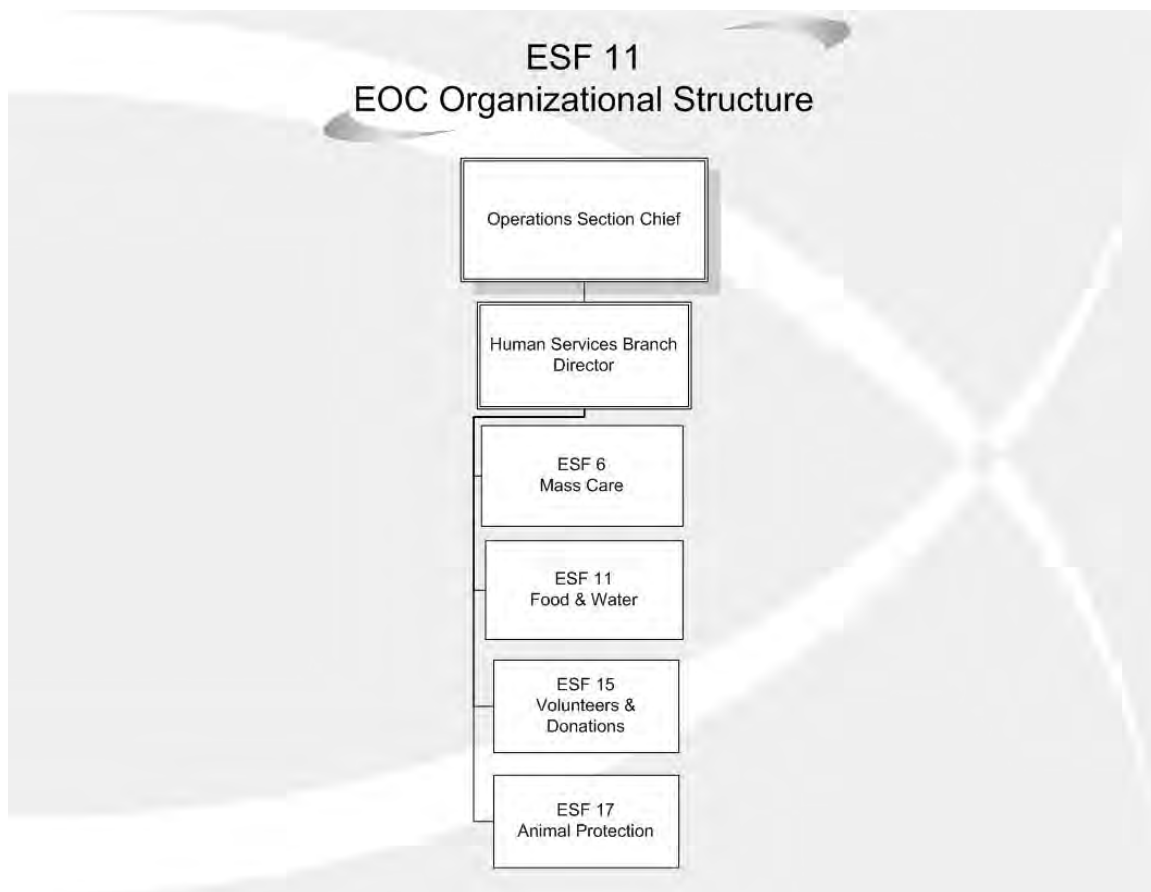
A. ESF ORGANIZATION/STRUCTURE

- ESF 11 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 11 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 11 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 11 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 11 lead will coordinate any requests of ESF 11 and their resources as appropriate.
- ESF 11 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 11.
- ESF 11 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 11.

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- ESF 11 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 11 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 11 will be coordinated by and report to the human services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 11 – Food and Water

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B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 11 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 11 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

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- All resource and task requests to and from ESF 11 will be managed and coordinated by ESF 11 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 11 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning activities may include, as appropriate, but be limited to:
 - Point of distribution (POD) operations:
 - Pre-identifying locations for POD operations that are geographically diversified.
 - Maintain ADA access as appropriate and provide reasonable accommodation.
 - Developing mobilization and demobilization plans.
 - Identify resources needed to operate PODs and potential list of priority type items that may need to be distributed to meet public needs.
 - Coordination with the logistics section and county staging area (CSA) for resources being funneled through PODs to the public.
 - Identify appropriate processing of requests, flow of resources from suppliers/state, through CSA to PODs and the people in need.
 - Coordinate with logistics to pre-identify vendors for basic food, water, and ice supplies to augment operations and needs where state and federal resources may not be available or are in short supply.
 - Coordinate any supply needs for variables such as:
 - Infant formula and diapers
 - Any special dietary needs
 - Identify and coordinate supplies that may need to be included in bulk distribution, which may include:
 - Food
 - Water
 - Ice-FEMA has determined this will only be provided for medical needs only. The political environment may change the priority.
 - Tarps
 - USDA bulk resources
 - Other basic needs determined to be in need for the community at the time of the disaster.
 - Coordination of the "Government" POD with the City of Pensacola and providing process for access to supplies for ESF 6 mass care organizations and needs. This will include access by local non-profits and faith-based organizations.
 - Identification of options and solutions to meet additional food and water needs as it may relate to supporting any field operations or citizen needs,

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which may include volunteers, shelters, mutual aid support personnel, where food service support may go beyond the basic meal, ready to eat (MRE) or “Heater Meal” to include hot meal services where appropriate, as directed, and authorized.

- Coordination with ESF 6 & 15 and the network of organizations providing mass care individually to identify service locations so that resources and services can be leverage to minimize gaps and overlapping of “close proximity” services.
- Coordination of ESF 11 resources with ESF 6 and ESF 15 organization services so that bulk resources from ESF 11 can be provided to the public through leveraging the local services already mobilized, which may include providing access to the “government” for backfill resources or distribution of the bulk resources to those service provider locations as appropriate.
- ESF 11 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop transportation plans for the shipment of support resource needs during disaster incidents as may be appropriate.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 11 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 11 will:

- Provide appropriate staffing to manage the ESF 11 EOC desk and any functions and responsibilities of ESF 11 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 11 to include mutual aid resources, resources in transit, etc. as appropriate.

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- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership. ESF 6 & 15 will provide key human needs assessment data for decisions as to what product to order, request, and distribute as appropriate.
- Mobilize POD operations as appropriate and coordinate all logistical support and supplies through the logistics section and the CSA as appropriate.
- Coordinate USDA food products as required and appropriate.
- Mobilize other food & water operations and provide support as appropriate, to ESF 6 & 15 food and water efforts as pre-planned or as agreed upon during actual response⁴ activities.
- Coordinate communications with all resources as appropriate.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Determine when to cease any supporting transportation operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.
- Coordinate with ESF 3 as it may relate to resource transportation and road access.
- Coordinate with ESF 8 for any medical services/supply distribution that may be coordinated through food and water PODs.
- Coordinate with ESF 8 for any water distribution supply testing as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 11.
- Coordinate with ESF 15 and any large food & water donations for appropriate distribution avenues.

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- Coordinate with ESF 16 for any escort service needs to support the efficient delivery of logistical food & water and any operational support items if resources are available and the need is practical.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 11 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the resource needs of ESF 11.
- Make sure all ESF 11 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 11 to enhance operations at these alternate EOC locations.
- Demobilize POD operations and any other food and water operations resources as requested by EOC command structure or as appropriate.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

- **LEAD COORDINATING ORGANIZATION – Escambia County Community Affairs Department**
 - Identify local resources with the ability to supply large amounts of non-perishable food, potable water, ice and equipment necessary to transport and handle the commodities following a major disaster.
 - Coordinate with Logistics Section to obtain contracts or agreements with local businesses to supply necessary commodities to meet all operational planning needs.
 - Prior to hurricane season each year, work the Division of Emergency Management to identify possible locations to be used for the distribution of food, water and ice.
 - Coordinate with the local ESF 6 and ESF 15 volunteer organizations, government officials and staff from all of the jurisdictions to access any

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available staff to support POD and other food and water operations as appropriate.

- Notify the County Health Department of the locations of distribution sites and arrange for testing and treatment of all bulk potable water if appropriate and necessary.
- Attempt to coordinate with local businesses and relief organizations to ensure that all locations of feeding stations, distributions sites and other assistance sites are placed where there is the most need, and coordinate press releases through ESF 14 as required and appropriate.
- Will coordinate with appropriate state agencies in augmenting or streamlining food and water programs, such as SNAP, as the situation may require and qualify.
- Coordinate unmet operational needs with other ESF's and the logistics section.

- **SUPPORT AGENCIES**

- **Division of Emergency Management**

- Each year, prior to hurricane season the division will coordinate with ESF 11 on the selection of sites for PODs as appropriate and necessary.
- Assist ESF 11 with coordinating resources to meet mission needs.

- **County Health Department**

- Responsible for testing, monitoring and treating all food and water that is being distributed to the public.
- Identify any infant population demographic data to support decision-making for food items ordering/request needs.

- **Florida Department of Children and Families**

- Coordinate the distribution of emergency food stamps in the disaster area based on established procedures of the Department.
 - Reissuance of food stamps for partial months if lost.
 - Additional food stamps for lost food product. (I.A. eligible-beware of DOB)
 - Provide casework for foster children

- **Escambia County Extension**

- Coordinate with the Florida Department of Agriculture and Consumer Services for USDA distribution of bulk food products available to ESF 6 or ESF 11 as needed and appropriate.
- Educational Components of food safety and food preparation during an emergency.
- Assist with food distribution sites as needed.

- a. **Escambia County School District**

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Food and Water Unit

- Coordinate with disaster feeding services and operations in the county for any USDA food distribution for district warehouses to service organizations.
- Report to Department of Agriculture or appropriate authority on the consumption of any USDA product in response to disasters as may have been pre-authorized.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 11 appendix
- Escambia County Points of Distribution Plan
- Escambia County Staging Area Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 12

Energy Unit

Lead Coordinating Organization:	Escambia County Public Works, Engineering Division
Support Organizations:	Gulf Power Pensacola Energy Escambia River Electric Cooperative, Inc. Escambia County Fuel Distribution Division Okaloosa Gas District Town of Century Department of Gas and Water

I. Mission

Emergency Support Function 12 (ESF12) coordinates and facilitates the development and implementation of plans and procedures for the response and recovery to shortages and disruptions in the supply and delivery of transportation fuels, electricity, natural gas, propane, fuel oil, and other forms of energy and fuels that, impact or threatens, some or all of the jurisdictions in the county.

Coordination and collaboration with both public and private sector suppliers and providers at the production/manufacturer and wholesale levels, to include coordination with state ESF 12 will be important as some of the energy resources can only be influences at the state or national level of companies and network delivery systems. Prioritizing and restoring energy resources to the community are critical and the basic building blocks to reestablishing normalcy to local commerce and household activities.

II. Concept of Operations

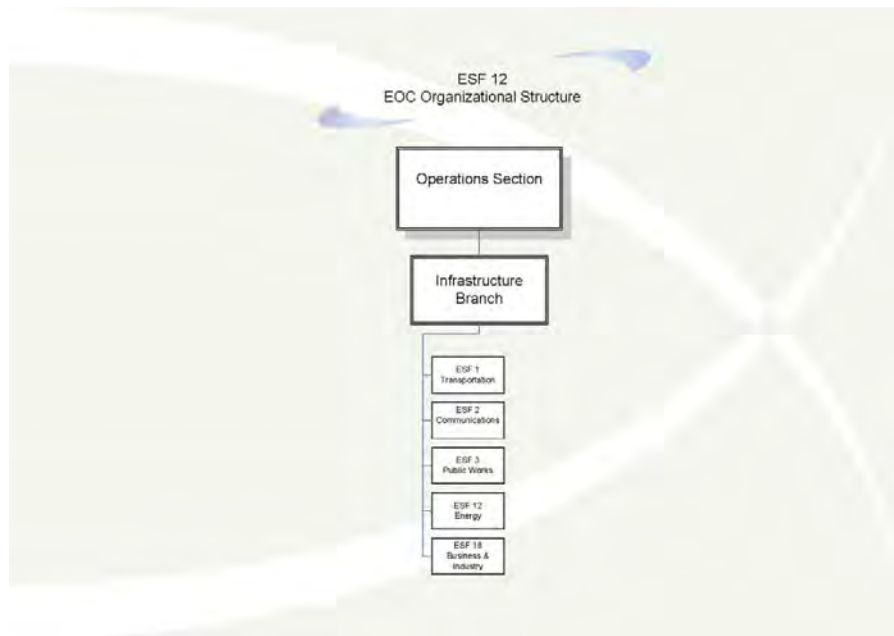
A. ESF ORGANIZATION/STRUCTURE

- ESF 12 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 12 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 12 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 12 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 12 lead will coordinate any requests of ESF 12 and their resources as appropriate.

Emergency Support Function (ESF) 12

Energy Unit

- ESF 12 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 12.
- ESF 12 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 2.
- ESF 12 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF12 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 12 will be coordinated by and report to the infrastructure branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 12-Energy

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat,

Emergency Support Function (ESF) 12

Energy Unit

the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 12 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 12 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 12 will be managed and coordinated by ESF 12 with those other ESF organizations providing cooperative support.

Emergency Support Function (ESF) 12

Energy Unit

D. PLANNING

- ESF 12 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.
 - Develop reporting protocols for the sharing of operational status for EOC response and recovery planning. This will include timelines for repair and reconstitution of services and infrastructure.
 - Develop a relationship and contact information for all potential intelligence gathering organizations, companies, and government agencies that can identify the status of transportation fuels, electricity, natural gas, propane, fuel oil, and other forms of energy and fuels.
 - Coordinate with county emergency management to identify a power restoration/critical infrastructure list for inclusion into response and recovery planning and prioritization of missions.
- ESF 12 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local communication resources that will be available to support the ESF 12 mission.
- Escambia County, Division of Emergency Management maintains a special needs registry of people with medical needs that could be a reference resource for people in need of energy resources for life sustaining medical needs.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Identify public outreach campaigns that will provide citizens a level of awareness and safety understanding as it may relate to the hazards of energy infrastructure in and around the home and businesses, especially in the aftermath of disaster incidents.
- Assess vulnerability of communication systems and develop and implement upgrade and mitigation plans for those systems.
- ESF 12 will not function as a resource or solution for EOC organizations to fill fuel or other energy needs.

Emergency Support Function (ESF) 12

Energy Unit

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 12 will:

- Provide appropriate staffing to manage the ESF 12 functions in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 12.
- Monitor and direct energy restoration resources and response activities.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on energy infrastructure and resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate with various ESFs/operations for power and energy infrastructure prioritization during the response and recovery phase. These infrastructure priorities will include, not in any particular order:
 - Emergency Services
 - Hospitals and healthcare facilities
 - Hazardous materials facilities
 - Human Services providers
 - Correctional facilities
 - Communications facilities
 - Energy resources/service providers
 - Utility providers/services
 - Transportation
- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.
- Coordinate with the EOC on any specific power restoration needs and priorities as it may relate to individuals that may be homebound and need power for personal survival and medical needs. Coordinate with ESF 6 and 15 for any specific needs.
- Coordinate with ESF 14 and C IC for any information needed for public dissemination.

Emergency Support Function (ESF) 12

Energy Unit

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 12.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support communications needs that exceed ESF 12 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the communication needs of ESF 12.
- Be responsible to monitor and gather intelligence for the fuel distribution storage supply in the community and what may be in the “pipeline” for refueling our local fuel storage facilities and local gas stations. This will include regular and diesel fuel supplies. This may be accomplished through the development of communications, relationships, contact information, and coordination with local fuel storage and transportation companies at the manufacturer and wholesale level, State ESF 12, and any other resource that can provide status information for the refueling status for our local community retailers.
- Be responsible to monitor, coordinate, and gather intelligence for the other energy sources and infrastructure responsible under ESF 12 and maintain reporting requirements for all energy infrastructures in the EOC as appropriate.
- Status of individual retail gas stations will be monitored by ESF 18.
- Identify where there may be any fuel storage/supplies for wholesale distribution to local organizational needs that organizations may be able to acquire for their organizational needs.
- ESF 12 is **NOT** a refueling or energy supply resource for organizations in need of fuel. Fuel and the acquisition of fuel to meet organizational needs will be the responsibility of each organization. Organizations will need to pre-plan and identify fuel service options in an environment where fuel supplies may be significantly diminished.
- Escambia County BCC fuel supplies will be managed and coordinated through the Fuel Distribution Division through ESF 3. Other jurisdictional fuel and energy needs will be coordinated through their designated staff.
- For fueling issues that cannot be resolved by the individual organization, the individual needs should be addressed through a request to the logistics section. Fuel sources will attempt to be identified by logistics, and if so, the third party supplier will be identified and provided to the requesting agency or organization for their own logistical coordination and to manage billing and payment processes on their own.
- Make sure all ESF 12 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional

Emergency Support Function (ESF) 12

Energy Unit

plans and procedures may need to be developed by ESF 12 to enhance operations at these alternate EOC locations.

- Coordinate the damage assessment process for ESF 12 resources and assets and coordinate data and documentation through ESF 3 and the finance section as appropriate.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support communications initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – VACANT

- Serve as the lead organization for ESF 12, supporting the response and recovery operations.
- Will coordinate the development and maintenance of any plans, procedures, and other operational documents needed in support of the preparedness, response, recovery, and mitigation activities outlined in the previous section.
- Will coordinate with all other jurisdictions and support agencies to monitor and support those jurisdiction's infrastructure repair and rebuilding efforts as ESF 12 lead.
- Responsible to coordinate ESF 12 agencies and the use of the EOC software and any training requirements needed.
- Responsible to coordinate all of the resource requests and operational coordination for ESF 12 in support of the other EOC partner organizations.
- Responsible to coordinate and complete all reporting requirements for the EOC in representation of all ESF 12 supporting organizations.
- Will coordinate damage assessment activities in support of the federal Public Assistance (PA) and Individual Assistance (IA) programs coordinating with all supporting agencies and jurisdictions, and any other program eligible entities, to document and report damage assessment information and data to the finance section. This data will be utilized to pursue a federal declaration where appropriate.
- Coordinate damage assessment data with appropriate EOC representatives and

Emergency Support Function (ESF) 12

Energy Unit

the finance section as appropriate.

- Coordinate any operational data and information with the branch directors and section chiefs in support of meetings, EOC briefings, and EOC reporting requirements in an effort to inform and communicate with all of the EOC partners operating in the EOC and in field as may be appropriate.
- Coordinate with any other ESF in support of the overall EOC operation.
- Coordinate the recovery efforts of support agencies under ESF 12 and the efforts of other ESFs under this plan.
- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.
- Coordinate with the logistics section for any needed response and resource needs beyond the local capabilities.
- Provide and coordinate appropriate financial documentation for ESF 12 as it may relate to staffing, equipment, etc. to the finance section as required.
- Maintain daily operational responsibilities as required.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as appropriate.

2. SUPPORT ORGANIZATIONS

Support agencies will provide assistance to the ESF 12 with services, staff, equipment, and supplies that compliment the entire emergency response effort as the EOC addresses the consequences generated by the hazards that may impact the county (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). As a result of constantly changing services and resources, ESF agencies are responsible for maintaining and coordinating their own resources and capabilities within ESF 12.

- **Gulf Power, Escambia River Electric Cooperative, Inc., Pensacola Energy, Okaloosa Gas District, Town of Century Gas and Water Department**
 - Responsible for maintaining an emergency plan to restore power and energy services as quickly as possible following the event.
 - Will keep the EOC abreast of problems or potential problems and will have a representative in the EOC or coordinate with ESF 12 desk when the EOC is activated as appropriate.
 - Maintain contractual and mutual aid agreements in support of leveraging response teams and resources from other energy service providers as appropriate.
 - Incorporate EOC critical facility energy restoration priorities in service restoration planning and implementation.

Emergency Support Function (ESF) 12

Energy Unit

- Work together to coordinate any ground disturbing activities so as to preserve each other's energy infrastructure and prevent additional damage or interruption of service.
 - Coordinate company PIOs with the EOC PIO/ESF 14 for any press release information management. Provide any critical safety and activity information for homeowners and business owners in support of the infrastructure recovery process.
 - Participate, coordinate, and/or facilitate any planning, training, or exercise efforts in support of disaster planning and coordination as appropriate.
 - Provide, coordinate, and communication infrastructure status information to appropriate EOC positions as requested and/or required through the ESF 12 Lead.
- **Division of Fuel Distribution (BCC)**
 - Develop, maintain, and implement the county emergency fuel plan to maintain fuel supplies for BCC response and recovery vehicles as appropriate and required.
 - Develop, maintain, and implement a generator refueling program so that operations maintained on alternative power generators will not be interrupted as a result of fuel supply shortages. This will include additional operations either driven or supported by EOC disaster operations in/for facilities that are not necessarily owned by the BCC.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

Emergency Support Function (ESF) 12

Energy Unit

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 12 appendix
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 13

Military Support Unit

Lead Coordinating Organization: VACANT

Support Organizations: Florida National Guard
Pensacola Naval Air Station
United States Coast Guard-Mobile
Civil Air Patrol

I. Mission

The mission of Emergency Support Function (ESF) 13 is to oversee the coordination of military resource support in times of major or catastrophic disaster and/or civil unrest. ESF 13 is merely a support resource to local efforts.

II. Concept of Operations

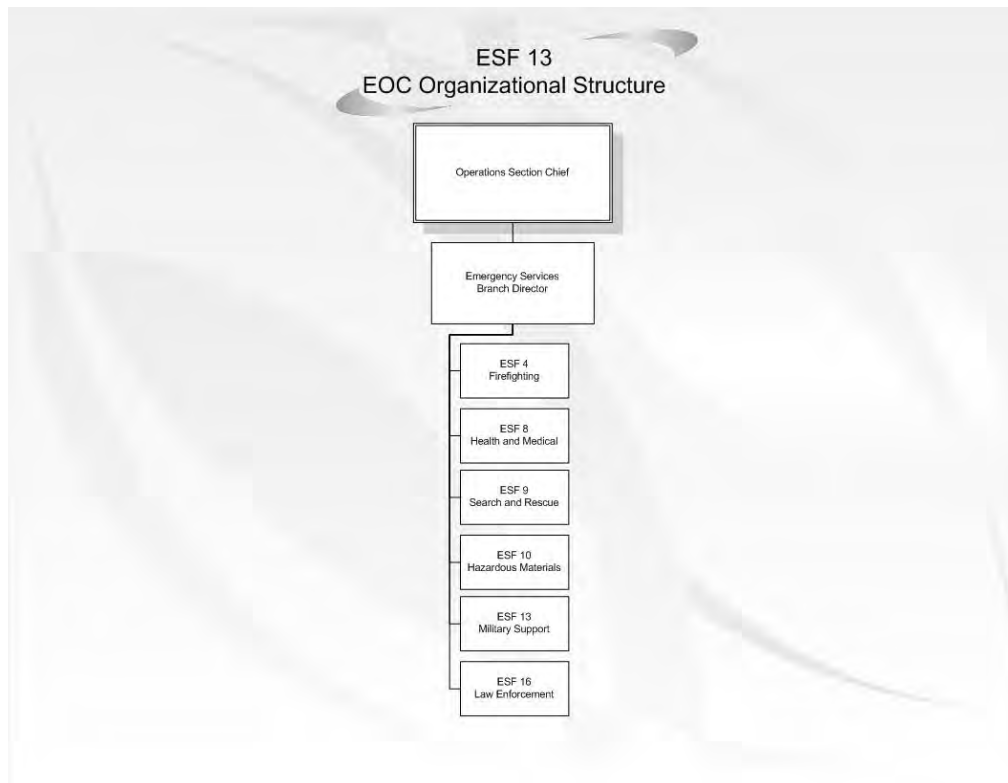
A. ESF ORGANIZATION/STRUCTURE

- ESF 13 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 13 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 13 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 13 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 13 lead will coordinate any requests of ESF 13 and their resources as appropriate.
- ESF 13 organizations will require formal requests through proper channels in order to provide support to local operations. ESF 13 resources are state and federal assets beyond the control of local government.
- ESF 13 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 13.
- ESF 13 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 13.

Emergency Support Function (ESF) 13

Military Support Unit

- ESF 13 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 13 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 13 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.
- As a result of the daily military presence in the community, ESF 13 includes those organizations that operate and function within our community and may have resources available to support local effort.



Incident Command System Structure: ESF 13 – Military Support

Emergency Support Function (ESF) 13

Military Support Unit

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 13 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response and to leverage resources as much as possible and as much as military command structures will allow and as orders are processed.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 13 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- In a major or catastrophic disaster, the Governor of the State of Florida may activate the Florida National Guard so assistance can be provided to the local community. All initial requests would be coordinated through the Logistics Section to the Florida Division of Emergency Management (State EOC).
- Requests for federal military resource support will also be coordinated through the State EOC for federal Department of Defense approval and mission assignment.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

Emergency Support Function (ESF) 13

Military Support Unit

- Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 13 will be managed and coordinated by ESF 13 with those other ESF organizations providing cooperative support through proper and official channels.

D. PLANNING

- ESF 13 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. This may include, though not exclusive of the following:
 - Assessment of Military Support Service needs and potential impacts.
 - Military Support Service personnel.
 - Military Support Service equipment and supplies.
 - Humanitarian and Security support.
 - Evacuation.
 - Impact Assessment.
 - Search and Rescue.
 - Transportation of Supplies and Services.
 - Provide and Operate Generators.
 - Mass Feeding.
 - Comfort Stations.
 - Remove and Transport Debris.
 - Water Purification.
 - Base Camps for Emergency Workers.
 - Aviation Operations.
 - Law Enforcement and Security.
 - Engineer Support.
 - Civilian Acquired Skills.
 - Communications.
 - Clear Roads and Bridges.
 - Emergency Medical Support.
 - Emergency responder health and safety.
 - Radiological/chemical/biological hazards.
 - Mental health and crisis counseling for responders.
 - Military Support Service Public Information and risk communication.
 - Military Support Service Management, Command and control of assets.
 - Military Support Service activities related to terrorist threats and/or events.
 - Logistical Staging areas and Points of Distribution.
 - Catastrophic incident and alternate Military Support Service facility support.

Emergency Support Function (ESF) 13

Military Support Unit

- ESF 13 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 13 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Coordinate with the Regional Domestic Security Task Force on planning initiatives as appropriate.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 13 to enhance operations at these alternate EOC locations.

E. OPERATIONS

ESF 13 will:

- Provide appropriate staffing to manage the ESF 13 EOC desk and any functions and responsibilities of ESF 13 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources, assets, and facilities under the purview of ESF 13 as appropriate.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership. This may be at it relates to the operational status of base locations, mutual aid assistance needed on or off base for the military branch in need, or for any assistance the

Emergency Support Function (ESF) 13

Military Support Unit

military branches may be able to offer the citizens of the county, all as appropriate and as official channels will allow.

- Coordinate communications with all EFS 13 operations as appropriate.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Assess and evaluate damage and impacts to ESF 13 infrastructure as appropriate and coordinate response and recovery efforts in support of military operations that are located within the county as appropriate and requested. Report data and information as appropriate.
- Demobilize resources as requested by EOC command structure.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Make sure all ESF 13 operations provide appropriate access to various operations as required by the ADA. Coordinate with other EOC partners to address any needs.
- Pre-position resources in response to any requests for assistance being routed through official channels, as appropriate.
- Support emergency response, security, and humanitarian needs of the community as appropriate and authorized.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – To Be Determined

- Provide leadership in coordinating and integrating overall ESF 13 resource support.
- Staff and operate a NIMS compliant command and control structure.
- Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims. Any shortfalls in resources will be coordinated through the emergency services branch director to the logistics section as appropriate.
- Coordinate all ESF 13 functional, operational, and informational resources and needs collectively with all ESF 13 support agencies to leverage resources where applicable and appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to the ESF 13 with services, staff, equipment, and supplies that compliment the entire emergency response

Emergency Support Function (ESF) 13

Military Support Unit

effort to accomplish the missions at hand in support of County response and recovery needs.

- Coordinate with the ESF lead for any assistance military institutions may need from the county and the ESF representatives in the EOC.
- Escambia County Division of Emergency Management maintains copies of the Florida National Guard operations plans for military support to civil authorities.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- USCG authorities as identified in National Response Framework, Emergency Support Function #13-Public Safety and Security Annex (May 2013).
- State of Florida CEMP, ESF 13 Appendix
- Florida National Guard, Joint Operations Plan for Defense Support to Civil Authorities/Homeland Defense.
- Chapter 250, Florida Statutes, Military Code
- Chapter 252, Florida Statutes, Emergency Management
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 14

Public Information Unit

Lead Coordinating Organization:

Escambia County Office of Public Information
and Communications

Support Organizations:

City of Pensacola Public Information Office
Emerald Coast Utilities Authority Public Information Office
School District of Escambia County Public Information Office
Florida Department of Health Public Information Office
Escambia County Citizens Information Center
University of West Florida Public Information Office
Pensacola State College Public Information Office

I. Mission

The mission of Emergency Support Function (ESF)14 is to acquire and disseminate information and data to the citizens of Escambia County as it may relate to preparedness, recovery, response, and mitigation activities and actions that impact the citizens of Escambia County utilizing the various media outlets and communications tools. ESF 14 will coordinate with other organizational public information offices and validate public information so that a consistent, clear, and correct message is provided to the public, minimizing the impacts of erroneous rumors. ESF 14 will also oversee and manage the Citizen's Information Center, a public access, question and answer, phone center that receives and disseminates relevant information to the public on the actions and activities happening in and around the community during an emergency or disaster incident.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 14 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 14 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 14 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.
- ESF 14 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 14 lead will coordinate any requests of ESF 14 and their resources as appropriate.

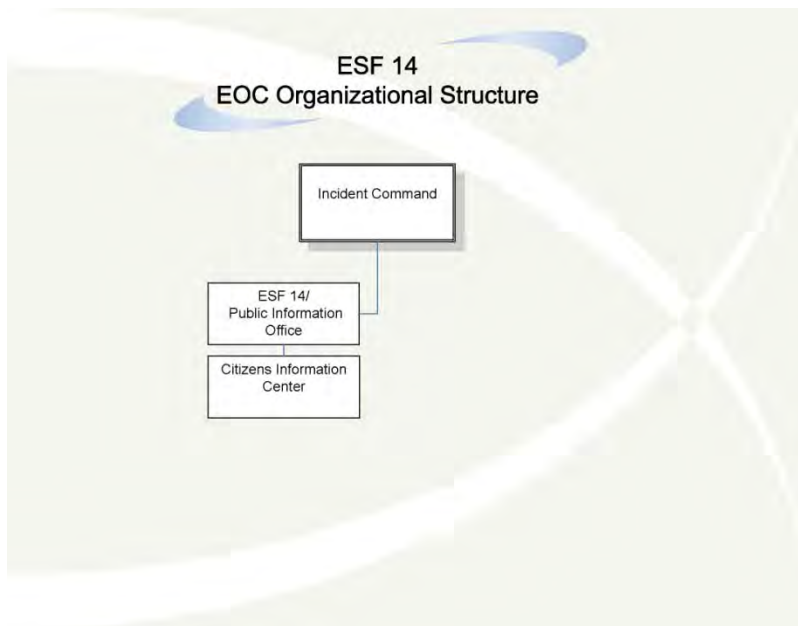
Emergency Support Function (ESF) 14

Public Information Unit

- ESF 14 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 14.
- ESF 14 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 14.
- ESF 14 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 14 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 14 will be coordinated by and report to the Incident Commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.
- ESF 14 is the interface mechanism for communicating important information between the citizens and various government organizations as the situation may dictate.
- ESF 14 will coordinate the mobilization of a Joint Information Center (JIC) as needed and encourage all public information offices to coordinate media and public information from this operation.
- ESF 14 will be responsible for the management and operation of the Citizens Information Center (CIC).
- ESF 14 will manage and coordinate all media access, interviews, and information and coordinating with appropriate staff for specific media interviews, etc.
- ESF 14 will manage the dissemination of public information, media briefings, and media events in a manner that reaches as much of the public as possible, utilizing all tools available.
- ESF 14 will be responsible to identify and provide options for people with access needs to the information being provided to the public through media events, briefings, interviews, the CIC, etc. as needed and required by law under the American's with Disabilities Act.
- ESF 14 will consider options for any language barrier for information being provided to the public as may be requested or required.

Emergency Support Function (ESF) 14

Public Information Unit



Incident Command System Structure: ESF 14 – Public Information

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 14 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.

Emergency Support Function (ESF) 14

Public Information Unit

- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 14 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 14 will be managed and coordinated by ESF 14 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 14 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.
- ESF 14 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local communication resources that will be available to support the ESF 14 mission.
- Continue to develop new methods for dispensing EOC and public information messages to include methods that overcome communication barriers to include languages and physical impairments as appropriate.

Emergency Support Function (ESF) 14

Public Information Unit

- Maintain and utilize social media tools as appropriate and authorized to maximize the benefits of public information.
- Maintain email groups the public can sign up for to receive various types of emergency or disaster information from the EOC or other disaster or emergency situation. The primary email groups related to EOC or field response will be:
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Maintain and regularly test the EOC media room and equipment and any other equipment that may be needed to manage media events outside of the EOC media room.
- Maintain various tools that enhance the capacity and capabilities of communicating with the media and the public as required and as technologies evolve.
- Test all equipment periodically to make sure it remains functional and operational at all times.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 14 will:

- Provide appropriate staffing to manage the ESF 14 functions in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 14.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on communication infrastructure and resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.
- Be responsible for the staffing, management, and information sharing for the Citizens Information Center operation in the EOC. Coordinate with Emergency Management, IT, or other appropriate division to make sure the room is

Emergency Support Function (ESF) 14

Public Information Unit

operational and problems and issues are addressed so staff can be operational at a moment's notice. Periodically test the room equipment and capabilities.

- Will limit access to the EOC and other secured areas of the public safety facility by media.
- Will escort media in secured areas of the public safety facility at all times.
- Coordinate and manage all media inquiries.
- Prepare public messages in multi-lingual formats as appropriate for the community.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support public information needs and staffing that exceeds ESF 14 local capabilities.
- Make sure all ESF 14 planning efforts and operations include consideration for the maintenance of access for all services and information provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Current Media/Communication tools and capabilities:
 - Local media typically cover all disaster media briefings and receive and disseminate public information to their viewers, listeners, or subscribers. Local media provides the needed public information to our local residents and visitors.
 - Local television stations have closed captioning capabilities for all of their local programming content.
 - Escambia County owns its own station/channel and has a contract in place to provide closed captioning as needed or required.
 - Escambia County television is on Cox Channel 98, bright house Channel 98, and AT&T Universe Channel 99
 - Escambia County has an arrangement that also allows the option to break in on WUWF, Cox Channel 4 as appropriate.
 - Escambia Television is capable of streaming live on <http://www.myescambia.com>
 - Press releases and important disaster information are placed on the county website as content on the page. In doing so, the county's website translation software has the capacity to translate content on the site in 71 different languages.
 - Email groups have been set up to allow citizens, media, and any other organization or individual to have media releases sent to them by email automatically as media releases and public information is also available through other media options.
 - Escambia County has an agreement in place to support sign language services as the need may arise.
 - Escambia County also utilizes Twitter feeds to keep people who have subscribed, up to date on public information.
 - The county subscribes to a private service that provides phone call language translation services if needed as a third party on phone calls to the CIC or 911.
 - TTD/TTY equipment is available in both CIC and the 911 center to assist in communications for people that call for information and assistance.

Emergency Support Function (ESF) 14

Public Information Unit

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 14 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

F. RESPONSIBILITIES

- **LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY OFFICE OF PUBLIC INFORMATION AND COMMUNICATIONS**
 - Responsible for all planning and operational elements of ESF 14 and the coordination with support organizations in response to disasters and emergencies as appropriate.
 - Coordinate closely with all support organizations to disseminate consistent and accurate information concerning protective actions, response and recovery activities, and any other incident related information and data through various news media outlets, media briefings, personal interviews, and any other format as appropriate, to the people living, working, and visiting our community.
 - Coordinate media interviews with appropriate agencies, organizations, or individuals as appropriate.
 - Coordinate and complete reporting requirements to support the EOC operation.
 - Designate a representative to attend all appropriate EOC meetings.
 - Mobilize and manage a JIC as appropriate.
 - Identify media briefing locations and media management areas as appropriate.
 - Meet any ADA requirements as requested or required in providing public information.
 - Manage and staff CIC as appropriate and coordinate public information, actions and activities with staff.

2. SUPPORT AGENCIES

- Will provide staff support to the JIC as appropriate.

Emergency Support Function (ESF) 14

Public Information Unit

- Will provide accurate and timely data and information about the respective organizations to the JIC as it relates to preparedness, response, and recovery activities relevant to the public and other organizations.
- All ESF support agencies will collaborate and coordinate resources as needed, required, and appropriate for a more efficient and effective operation to meet the needs of the community and media operations.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 14 appendix
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- Office of Public Information and Communications Policy, Section 1 Part A.14 (BCC Policy manual, policy effective May 20, 2011)

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

Lead Coordinating Organizations: Be Ready Alliance Coordinating for
Emergencies (BRACE) (Co-Lead)

VACANT (Co-Lead)

Support Organizations: The American Red Cross of Northwest Florida
The Salvation Army
Team Rubicon
United Way of Escambia County
Hillcrest Baptist Church

I. Mission

The mission of Emergency Support Function 15 (ESF15) is to coordinate the efficient and effective utilization of affiliated and unaffiliated volunteers and donated resources and information necessary to meet the needs of the impacted area(s) of Escambia County following a disaster or other incident of significance.

The following **policies** apply:

- All unaffiliated and affiliated volunteer activity referred through the EOC will be coordinated and the process managed by ESF 15. Unaffiliated volunteers will be referred to ESF 15 for follow up, placement, coordination, and management as appropriate. Recognized affiliated volunteer groups will be referred to BRACE for follow up, placement, and coordination. This may be accomplished with the mobilization of a volunteer reception center as appropriate.
- All unsolicited offers of donations will be routed to and/or coordinated by ESF 15. Monetary donations will be referred to United Way of Escambia County (UWEC) and donations of non-monetary goods will be referred to BRACE for appropriate coordination and management. The coordination and management of non-monetary goods may be managed by the mobilization of a donated goods warehouse and the development and implementation of a distribution process for those goods so that they are distributed into the community where the need is identified.
- All requests for goods or services that can be provided through volunteers or donations will be coordinated and have the process managed by ESF-15. ESF 15 will coordinate and manage the process for any requests for volunteers, with the intent being to place unaffiliated volunteers with volunteer and/or governmental organizations that are capable of training and using volunteers in their capacity of providing immediate emergency relief.
- Affiliated volunteers or groups of volunteers will be coordinated by BRACE with the intent of assigning them to organizations that can best utilize their skills both in immediate disaster relief but also to assist BRACE in its role during the long term recovery phase of matching volunteer groups with organizations and individuals in need.
- Affiliated and/or unaffiliated volunteers not assimilated into affiliated volunteer organizations will be coordinated and managed by ESF 15 in an effort to match up volunteers with people in need.

The following assumptions will guide the implementation of ESF-15 in Escambia County:

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- A significant natural or man-made catastrophic event will produce an overwhelming public response both locally and from outside of Escambia County.
- Type and location of damage sustained during the event will influence the amount and type of assistance required.
- Effective coordination and management of disaster response requests will be difficult during the immediate post-event time period due to damage or destruction of communication networks.
- Damage or destruction of transportation networks will slow response and delay arrival of volunteer and donations resources.
- It is impossible to have advance knowledge of the arrival of all donations.
- Numerous unaffiliated volunteers will arrive without prior coordination.
- An accurate inventory management system is essential to the effective and timely distribution of donated resources.

II. Concept of Operations

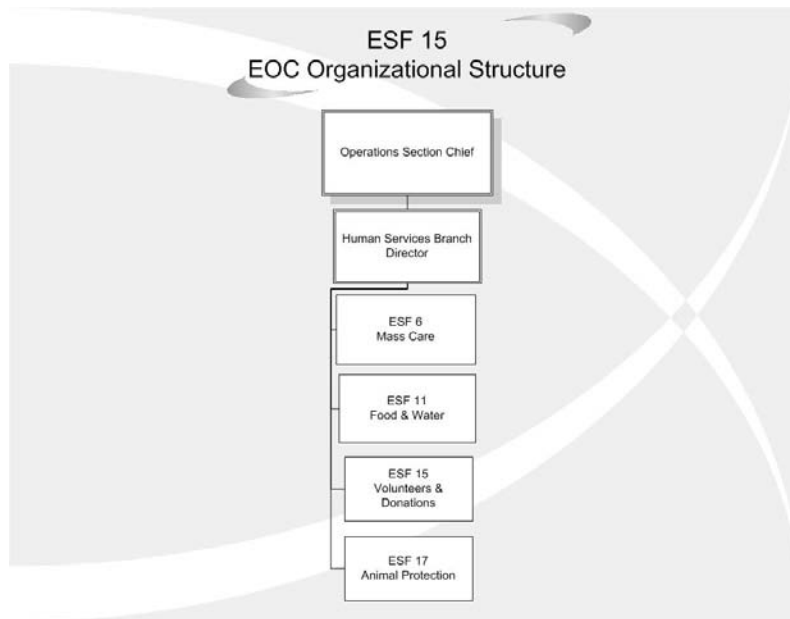
A. ESF ORGANIZATION/STRUCTURE

- ESF 15 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 15 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 15 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 15 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 15 lead will coordinate any requests of ESF 15 and their resources as appropriate.
- ESF 15 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 15.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- ESF 15 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 15.
- ESF 15 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 15 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 15 will be coordinated by and report to the human services branch director, who reports to the operations section chief, who then reports to the incident commander.



Incident Command System Structure: ESF 15 – Volunteers and Donations

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- ESF lead organizations will have the option to follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 15 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 15 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- ESF 15, as experts in coordinating and managing volunteers and donations, will fully engage the EOC operations and regularly provide guidance and recommendations throughout the incident to the EOC command staff as to operations and direction that may provide for the most efficient utilization of ESF 15 volunteer and donations resources and services.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 15 will be managed and coordinated by ESF 15 with those other ESF organizations providing cooperative support.
- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Escambia Emergency Operations Center and in the field. These are in the form of the Comprehensive Emergency Management Plan

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

(CEMP), and corresponding Appendices and Standard Operating Guidelines, which describe ESF 15 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.

- In a large event requiring local or State mutual aid assistance, ESF 15 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, ESF 15 will evaluate and analyze information regarding the availability of volunteers and donated goods and services.
- ESF 15 representatives will fill liaison roles at the EOC to assist in coordination and management of all activities under ESF 15. ESF 15 will be responsible to maintain communication with support agencies to ensure coordination of efforts in an unduplicated manner. Staffing of the liaison positions will be based on activation level assessed by county emergency management staff and the IC and coordinated by ESF 15 lead.
- After consultation with state ESF 15 and EOC command staff, ESF 15 may establish a donations and volunteer hotline, if it is decided that a local hotline is preferable.
- After consultation with state ESF 15 and EOC command staff, options for a donations warehouse and warehouse operations may be needed locally or regionally to receive, sort, inventory and redistribute donated goods to local agencies, churches or through a public direct access distribution center. This will be accomplished through local resources if it is available, or through a state resource request.
- After consultation with state ESF 15 and EOC command staff, ESF 15 may establish volunteer reception centers (VRC) to manage affiliated and/or unaffiliated volunteers. BRACE will assess the need to establish a volunteer team assignment center (VTAC) for affiliated volunteers in consultation with state ESF 15, Florida Voluntary Organizations Active in Disaster (FLVOAD) and the National Voluntary Organizations Active in Disaster (NVOAD). VRCs and VTACs will be co-located whenever possible to facilitate coordination and aid in the assignment of unaffiliated volunteers to affiliated volunteer teams.
- Prioritization of needs will be established following survey of health and human services agencies.

D. PLANNING

- ESF 15 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop volunteer and donations plan, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning efforts will include, though may not be all-inclusive of:
 - Coordinate and manage local or out-of-area affiliated and unaffiliated volunteers. This may include coordination with local volunteer organizations in providing mass care services in support of ESF 6.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- Coordinating and managing donated goods from local or out-of-area sources with local distribution organizations and/or other public direct access operations.
 - Coordinating, overseeing, and managing any VRC operations as appropriate.
 - Coordinating, overseeing, and managing any donated goods warehousing operations as appropriate.
 - Coordinate resources for appropriately managing financial donations as appropriate.
- Develop and maintain plans and procedures to identify and coordinate spontaneous volunteer organizations that are providing mass care services and resources to the community on their own that have not coordinate with ESF 6, 15 or the EOC. This will include coordination with ESF 6. Data will be maintained and coordinated with CIC, 211, and the PIO for dissemination to the public as appropriate.
- ESF 15 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Develop and maintain plans and procedures in the effort to identify communications resources to support any volunteer or donated goods operations as appropriate.
- Develop and maintain plans and procedures to support long-term recovery operations as appropriate.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Incorporate the access and use of all Florida in-kind donations tools as appropriate.
- Each ESF organization will be required to be familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 6 to enhance operations at these alternate EOC locations.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

E. OPERATIONS

ESF 15 will:

- Provide appropriate staffing to manage the ESF 15 EOC desk and any functions and responsibilities of ESF 15 in the EOC as requested or required leveraging all ESF 15 organizations.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Provide expert ESF 15 guidance and recommendations to EOC command staff on volunteer and donation services, resources, and operations as the incident evolves.
- Monitor operational status of resources and assets under the purview of ESF 15.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on volunteer and donation management.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate, oversee, and manage the processes that will identify resources to meet resource requests within the EOC operation as appropriate.
- Pre-position response resources when it is apparent that volunteer and donations resources will be necessary. Relocate ESF 15 resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- During the response phase, ESF 15 will evaluate and analyze information regarding volunteer and donation resource requests.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Individual organizations supporting ESF 15 will maintain contact with the ESF 15 EOC liaison to advise of status and response capabilities.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- Coordinate planning initiatives with state ESF 15 and other state and federal resources in support of ESF 15 missions as appropriate.
- Coordinate with ESF 14, 211, and CIC for any public information dissemination needs.
- Coordinate, oversee, and manage the processes for the mobilization and operations of a VRC as appropriate.
- Coordinate, oversee, and manage the processes for the mobilization and operations of a donated goods warehouse operation as appropriate and not in conflict or with duplication of effort or services of a state multi-agency donations warehouse operation. This operation may be augmented by a mutual aid request to the state with support from the Adventists Community Services.
- Coordinate with ESF 16 for any law enforcement/security issues surrounding any mobilized operations.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 15 local capabilities or to request state and federal resources in support of ESF missions.
- Coordinate with ESF 6 in supporting the cataloging and updating of local unmet needs and communicating those needs with volunteer and donations operations as appropriate.
- Validate that all ESF 15 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Coordinate with Florida VOAD and state ESF 15 in identifying and coordinating NGOs in support of the mass care mission of ESF 6 and in support of other ESF response and recovery needs as appropriate.
- Implement ESF 15 portion of the EOC COOP as appropriate.
- Demobilize resources as requested by EOC command structure or as appropriate for ESF organization missions.
- Initiate financial reimbursement processes for response and recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Clarify any and all financial responsibilities with any and all operations of ESF 15 and those coordinated within the EOC as appropriate.
- Clarify any and all assumption of liability regarding the operations of ESF 15 and those organizations and operations coordinated within the EOC as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.
- Information about the potential for state and federal assistance programs, some designed for immediate basic needs, and some designed for more long-term recovery programs will be conveyed to ESF 6 & 15, from EOC command resources or other ESF 15 connected resources, for referral to people in need as they may engage the immediate local basic needs casework support systems and programs. These may include federal temporary housing programs, federal individual assistance programs, etc.

F. RESPONSIBILITIES

1. CO-LEAD Organization – To Be Identified

- Will coordinate, facilitate, and manage all aspects of ESF 15 and the volunteer and donations activities in the EOC as appropriate.
- Coordinate staffing needs in the EOC by leveraging all ESF 15 organizations as appropriate and willing.
- Coordinate with ESF 6 on mass care and unmet human needs in the community and coordinate volunteer and donated goods with appropriate
- Notify all support agencies for assessment, activation and mobilization purposes.
- Coordinate with state ESF 15 to determine available resources and needs.
- Facilitate and coordinate the establishment of a VRC, after consultation with human services branch director and state ESF 15.
- Coordinate, facilitate, and manage the establishment of a donated goods warehouse and distribution operations for the inventory of such.
- Responsible for coordinating, overseeing, and managing unaffiliated volunteers and monetary donations.

2. CO-LEAD ORGANIZATION – BRACE

- Will coordinate, facilitate, and manage all aspects of ESF 15 and the volunteer and donations activities in the EOC as appropriate.
- Coordinate staffing needs in the EOC by leveraging all ESF 15 organizations as appropriate and willing.
- Notify all BRACE affiliated support agencies and organizations for assessment, activation, and mobilization purposes.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

- Organize and provide lead staff and resources to support the specific functions of managing affiliated volunteer groups and donations of goods. This may include the establishment of a donations management warehouse in the field, and/or a Volunteer Team Assignment Center after consultation with human services branch director and state ESF 15.
- BRACE will be responsible for coordinating, overseeing, and managing of the process for affiliated volunteer groups and donations of non-monetary goods.

3. TEAM RUBICON (Local Resource)

- A resource upon request that can support immediate response needs in the community. Those services may include:
 - Damage and Impact Assessment
 - Disaster Mapping and Work-Order Management
 - Debris Management
 - Emergency/Hasty Home Repair
 - Spontaneous Volunteer Management

4. Hillcrest Baptist Church

- A local resource and MOU participant that is responsible for mobilizing and managing a volunteer reception center if so desired by the EOC.
- ESF 15 will coordinate, oversee, and manage this function and resource from the EOC as appropriate.

5. The American Red Cross/The Salvation Army

- Provide personnel and resources to staff operations supportive of ESF-15 purpose.
- Notify and mobilize personnel as requested by ESF-15 representative.
- Maintain regular communication with ESF-15 representative at the EOC.
- Maintain records of personnel, funds and time expended in support of directed operations.
- Coordinate and share data and information as it may relate to unmet needs so that donated goods and volunteers may be able to support the ESF 6 mass care mission for the community.
- Coordinate and contribute resources to efficiently and effectively meet the mission goals and community unmet needs.

6. United Way of Escambia County

- Will be the fiscal agent for any monetary donations that come into the community and will determine any formulas for distribution or use of those.

Emergency Support Function (ESF) 15

Volunteers & Donations Unit

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each organization offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition in which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.
- Any potential volunteer hours or donated goods should be tracked and documented in a format and with appropriate content that could be utilized as local match for local government response and recovery activities as appropriate.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 15 Appendix; <http://floridadisaster.org/documents/CEMP/2012/2012%20ESF%2015%20Appendix.pdf>
- National Response Framework (NRF)
- National Disaster Recovery Framework (NDRF), FEMA, September 2011
- BRACE Standard Operating Guidelines
- Voluntary Reception Center Plan (maintained by Hillcrest Baptist Church)
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 16

Law Enforcement Unit

Lead Coordinating Organization:

Escambia County Sheriff's Office

Support Organizations:

City of Pensacola Police Department
Escambia County Corrections Department, Environmental/Code Enforcement/Animal Control Division
Florida Department of Environmental Protection, Division of Law Enforcement
Florida Department of Highway Safety and Motor Vehicles, Florida Highway Patrol (FHP), and Bureau of Motor Carrier Compliance
Florida Department of Juvenile Justice
Florida Department of Law Enforcement
Florida Department of Transportation - Division of Motor Carrier Compliance
Florida Division of State Fire Marshall
Florida Fish and Wildlife Conservation Commission- Division of Law Enforcement
Pensacola State College Police Department
University of West Florida Police Department

I. Mission:

The mission of Emergency Support Function 16 (ESF 16) is to provide law enforcement coordination and support services in support of emergency and disaster incidents in Escambia County. ESF 16 will coordinate all locally operational law enforcement agencies to meet the law enforcement, security, HAZMAT, escorts, and traffic control related service in support of EOC operations.

II. Concept of Operations

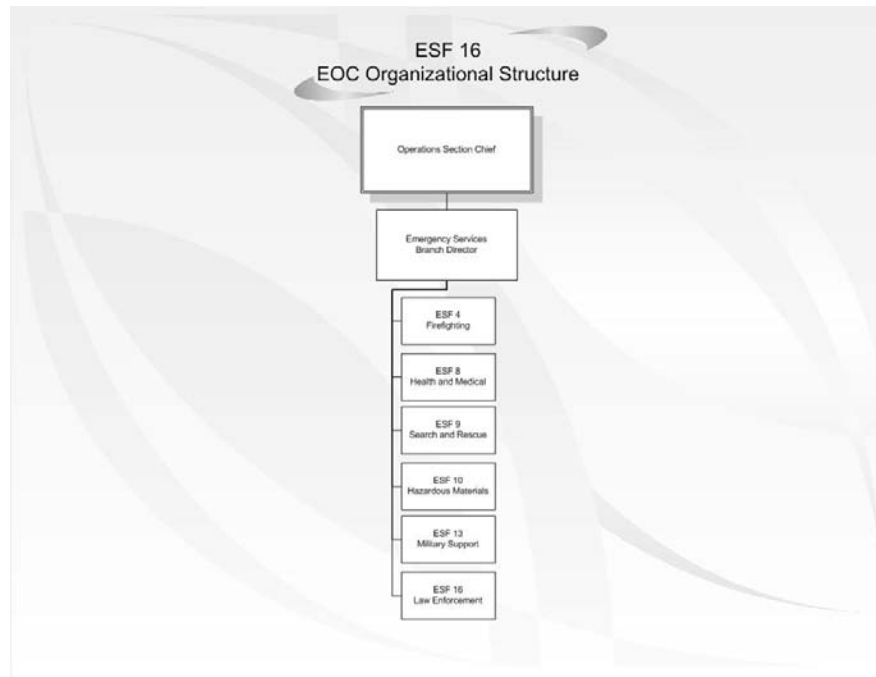
A. ESF ORGANIZATION/STRUCTURE

- ESF 16 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 16 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 16 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 16 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 16 lead will coordinate any requests of ESF 16 and their resources as appropriate.

Emergency Support Function (ESF) 16

Law Enforcement Unit

- ESF 16 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 16.
- ESF 16 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 16.
- ESF 16 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 16 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 16 will be coordinated by and report to the emergency services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 16 – Law Enforcement

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

Emergency Support Function (ESF) 16

Law Enforcement Unit

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 16 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 16 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Provide professional guidance and input to other first responder agencies and community activities as to when road conditions may warrant action to dictate operational cessation.
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
- All resource and task requests to and from ESF 16 will be managed and coordinated by ESF 16 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 16 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

Emergency Support Function (ESF) 16

Law Enforcement Unit

- Scene security, intelligence, investigations or other special law enforcement services.
 - Law Enforcement personnel.
 - Law Enforcement Specialty Teams (SWAT, HDT, Forensics, Perimeter Security, Waterborne Response Teams.)
 - Law Enforcement equipment and supplies.
 - Evacuation and Re-entry support.
 - Post event security and escort services.
 - Law Enforcement Management - Command and control of assets.
 - Law Enforcement activities related to terrorist threats and/or events.
 - Catastrophic incident and alternate law enforcement service facility support.
 - Resource transportation escorts.
 - Other escort services.
- ESF 16 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
 - Coordinate planning with ESF-16 support agencies, Regional Domestic Security Task Forces, and other emergency support functions to refine law enforcement coordination and support operations.
 - Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.
 - Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
 - Identify and develop a list of local resources that will be available to support the ESF 16 mission.
 - Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
 - Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.
 - Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
 - Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 16 will:

Emergency Support Function (ESF) 16

Law Enforcement Unit

- Provide appropriate staffing to manage the ESF 16 EOC desk and any functions and responsibilities of ESF 16 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 16.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate resources to meet resource requests within the EOC operation.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 & Citizens Information Center for any public information dissemination needs.
- Establish and maintain a system to support on-scene direction, control and coordination with the local Incident Commander, the county EOC, Regional Domestic Security Task Force, and the State EOC, or other coordination entities as appropriate.
- Establish Mutual Aid and liaison procedures for the following resources; Urban and Light Search and Rescue, Physical Security, Traffic Control, Escort Services, Patrol, Intelligence and Investigations support, Interoperable Communications and other resources, as required.
- Determine when to cease any transportation or field operation when conditions may become unsafe and provide guidance and recommendation to all EOC operations and community activities as to the safety concerns and need for any operation to cease due to weather conditions.
- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 16.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 16 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of the community.
- Make sure all ESF 16 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

Emergency Support Function (ESF) 16

Law Enforcement Unit

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 16 to enhance operations at these alternate EOC locations.
- Provide law enforcement services to support EOC/ESF operations and community needs that will include:
 - Scene security, intelligence, investigations or other special law enforcement services.
 - Law Enforcement personnel.
 - Law Enforcement Specialty Teams (SWAT, HDT, Forensics, Perimeter Security, Waterborne Response Teams.)
 - Law Enforcement equipment and supplies.
 - Evacuation and Re-entry support.
 - Post event security and escort services.
 - Law Enforcement Management - Command and control of assets.
 - Law Enforcement activities related to terrorist threats and/or events.
 - Catastrophic incident and alternate law enforcement service facility support.
 - Security at public shelters, PODs, CSA, and other operations.
 - Light search & rescue operations.
 - Enforce evacuation orders and curfews as appropriate.
 - Resource transportation escorts.
 - Other escort services.
- Provide any guidance to EOC command for legal activities in support of ESF 16 missions.
- Request and coordinate law enforcement mutual aid support to the community as appropriate.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – ESCAMBIA COUNTY SHERIFF'S OFFICE

- Primary law enforcement agency in the county and responsible for law enforcement activities as such.
- Provide leadership in coordinating and integrating overall county efforts to provide law enforcement assistance to affected areas, populations, and operations.

Emergency Support Function (ESF) 16

Law Enforcement Unit

- Coordinate the activation and 24-hour staffing of ESF 16 in the EOC as needed or required.
- Coordinate all activity, response, recovery, resource requests, resource deployment, resource management, and other law enforcement activity within ESF 16.
- Coordinate all resource requests to and from ESF 16 locally and through the logistics section as necessary.
- Will coordinate ESF-16 efforts in continuing to re-assess priorities and strategies, throughout the emergency, according to the most critical law enforcement needs.
- ESF-16 will demobilize resources and deactivate the ESF-16 station upon direction from the IC.
- Will coordinate all status reports and information from ESF 16 to the PIO, Planning Section, and Operations Section Chief as needed, requested, or required for input into the EOC briefings and the development of the Incident Action plan and PIO press releases.
- Will provide staffing and resource support to ESF 16 as available and appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide and coordinate assistance to the ESF with services, staff, equipment, and supplies that compliment the entire emergency response effort.
- Support agencies will coordinate all operational activity through ESF 16 to minimize duplication of effort and maximize the efficiency of resources.
- Support agencies will provide cooperative mutual aid support and operate efficiently and effectively in the best interest of all agencies supporting disaster operations and may work outside their normal operations and jurisdictions in the effort to accomplish mission assignments as appropriate and required in the best interests of the Escambia County (and jurisdictions within) citizens and visitors.
- Support agencies will coordinate all status report information and press release information through ESF 16 to the PIO, IC, and Planning Section for the development of press releases and the Incident Action Plan.
- **City of Pensacola Police Department:**
 - ☐ Primary law enforcement agency in the City of Pensacola.
 - ☐ Will provide a liaison in the EOC for the ESF 16 function as appropriate and required.
 - ☐ Will coordinate with all ESF 16 agencies to leverage limited resources and minimize gaps in services.
 - ☐ Will provide mutual aid support to ESF 16 and the EOC in supporting the ESF 16 mission across jurisdictional lines as requested and allowed by law.
- **Escambia County Environmental/Code Enforcement/Animal Control Division:**
 - ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
 - ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
 - ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16
 - ☐ Respond to and enforce animal control issues

Emergency Support Function (ESF) 16

Law Enforcement Unit

- **Florida Department of Environmental Protection, Division of Law Enforcement:**

- ☐ Responsible for assisting FDLE in the coordination of state part and state law enforcement related activities such as security patrols, search & rescue missions, hazardous material incidents, and damage assessments.
- ☐ Will assist in operations where specialized equipment may be needed. (four-wheel drive vehicles, all terrain vehicles, mobile command posts, etc.)
- ☐ Will assist in fixed post assignments and accept other law enforcement mission as required and allow by law.
- ☐ Will assist county Environmental Enforcement Division in environmental protection, enforcement, and mitigation activities in the county.

- **Florida Department of Highway Safety and Motor Vehicles, Florida Highway Patrol (FHP), and Bureau of Motor Carrier Compliance**

- ☐ Provide law enforcement support to local law enforcement agencies as appropriate and allowed by law.
- ☐ Provide traffic control support for state and federal highways for various operations to include evacuations, re-entry, impact area traffic control and restrictions.
- ☐ Provide information as it relates to road closures and road status.
- ☐ Escort services as appropriate.
- ☐ Coordination and assistance in the modifications to commercial vehicle restrictions regarding size, weight, registration, and other commercial vehicle rules and regulations pertaining to relief response and recovery equipment.

- **Florida Department of Juvenile Justice:**

- ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
- ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
- ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
- ☐ Assist FDLE in coordinating activities and services, which may include but are not limited to; transporting of victims and/or supplies to disaster relief sites, providing temporary housing, preparing supplies for dissemination to disaster relief sites, assisting with the relocation of displaced citizens, assisting with food support services, providing limited, temporary manpower for restoration and cleanup, providing clerical/administrative support for command/communications centers.

- **Florida Department of Law Enforcement (FDLE):**

- ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
- ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
- ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.

- **Florida Department of Transportation - Division of Motor Carrier Compliance:**

Emergency Support Function (ESF) 16

Law Enforcement Unit

- ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
- ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
- ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
- **Florida Division of State Fire Marshall:**
 - ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
 - ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
 - ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
 - ☐ Provide support to ESF 4 with fire investigate support services.
- **Florida Fish and Wildlife Conservation Commission- Division of Law Enforcement:**
 - ☐ Will be responsible for conducting waterborne zone enforcement/security, evacuations, search & rescue, waterborne law enforcement, and patrol of rural natural areas.
 - ☐ Will assist local ESF law enforcement agencies with communications issues, US&R, and assist in missions requiring four-wheel drive, all terrain vehicles, vessels or aircraft.
 - ☐ Will provide assistance to local law enforcement and county humane societies in animal issues regarding abandoned, escaped or captive wildlife and exotic.
 - ☐ Will coordinate with ESF 8 and the Health Department in the collections of health related environmental sampling for various hazard impacts.
- **Pensacola State College Police Department:**
 - ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
 - ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
 - ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
 - ☐ Maintain law enforcement responsibilities for the campus.
 - ☐ Support evacuations and re-entry on campus as required and appropriate.
 - ☐ Support any security needs for any community sheltering or other operations on campus as appropriate.
- **University of West Florida Police Department:**
 - ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
 - ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.
 - ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
 - ☐ Maintain law enforcement responsibilities for the campus.

Emergency Support Function (ESF) 16

Law Enforcement Unit

- ☐ Support evacuations and re-entry on campus as required and appropriate.
- ☐ Support any security needs for any community sheltering or other operations on campus as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and as sets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 16 appendix
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- F.S. Chapter 252
- State of Florida RDSTF
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 17

Animal & Agriculture Issues Unit

Lead Coordinating Organization: Escambia County Animal Services Division

Support Organizations

Escambia County Corrections Department,
Code Enforcement/Animal Control

Escambia County Extension

Escambia County Mosquito Control Division

Escambia County Parks Programs Division

Escambia County Sheriff's Office - Livestock Officer

Humane Society of Pensacola

Local Veterinarians

Wildlife Sanctuary of Northwest Florida

U.S. Department of Agriculture (USDA), Natural Resources
Conservation Service (NRCS)

I. Mission

The mission of Emergency Support Function 17 (ESF 17) is to provide for the coordination of local resources in support of the care for small pet, livestock, and exotic animal care needs before, during, and following a significant disaster incident.

ESF 17 readiness planning is guided by the following assumptions:

- Human lives may be lost due to the refusal of owners to evacuate without their pets or livestock. Public education by the county and animal-related organizations is needed to make the people aware of pet sheltering facilities available, and the need to plan in advance. The county's website on pet sheltering is located here: www.bereadyescambia.com
- The large number of homeless/injured pets, livestock, and exotic animals, would be a health and nuisance/bite threat, which would necessitate a response to address the capture and subsequent sheltering of these animals.
- Triage and treatment of sick and injured animals to include euthanasia, if necessary, would have to be coordinated by veterinarians at designated shelters and private offices for small pets, and in the field for larger livestock.
- Importing of commercial pet/livestock food for the feeding of animals would need to be coordinated with the State ESF 17. Food drops for wild animals would be organized by various wild-animal-related groups and state agencies.
- The accumulation of animal carcasses throughout the county must be removed to an approved solid waste dumping sites and/or burnt or buried on site.
- Sheltered animals will need to be re-united with their owners after the disaster.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 17 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

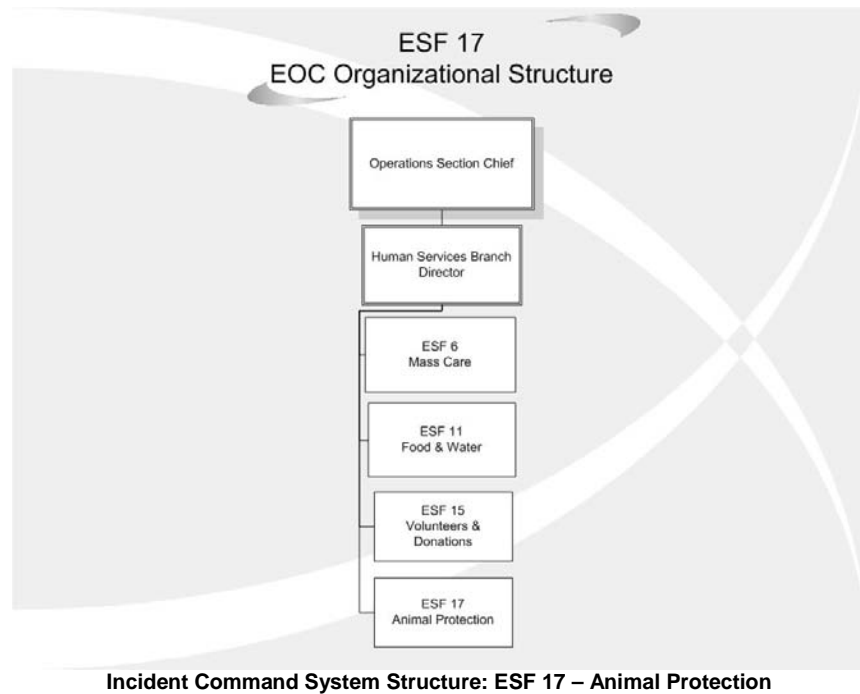
Emergency Support Function (ESF) 17

Animal & Agriculture Issues Unit

- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 17 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 17 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 17 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 17 lead will coordinate any requests of ESF 17 and their resources as appropriate.
- ESF 17 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 17.
- ESF 17 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 17.
- ESF 17 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 17 lead does not have the authority to direct, commit, not assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 17 will be coordinated by and report to the human services branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Emergency Support Function (ESF) 17

Animal & Agriculture Issues Unit



B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.
- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 17 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources

Emergency Support Function (ESF) 17

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and that resources offered to support EOC operations are merely coordinated through ESF 17 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 17 will be managed and coordinated by ESF 17 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 17 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:
 - Service and resource support to address the needs of household pets before, during, and after disaster impacts.
 - Service and resource support to address the needs of wildlife before, during, and after disaster impacts.
 - Service and resource support to address the needs of livestock before, during, and after disaster impacts.
 - Service and resource support to address any animal control issues/diseases threatening the life safety and health of the community.
 - Mosquito control services.
 - Agricultural Damage assessment coordination with USDA/NRCS.
 - Identification of I.A. impacts through the Agriculture damage assessment and coordination with ESF 3 for the capture of I.A. damages that would not necessarily be captured in I.A. drive-bys.
 - Pet shelter operations and planning.
 - Alternate pet shelter operations.
 - Homeless person pet shelter service access coordination.
 - Pet/livestock reunification planning/program
- ESF 17 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources

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may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 17 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.
- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 17 will:

- Provide appropriate staffing to manage the ESF 17 EOC desk and any functions and responsibilities of ESF 17 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 17.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

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- Coordinate resources to meet resource requests within the EOC operation.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Mobilize and demobilize any ESF 17 operation at the request of the EOC command for any operation revolved around the ESF 17 mission which may include, but not be limited to the following:
 - Service and resource support to address the needs of household pets before, during, and after disaster impacts.
 - Service and resource support to address the needs of wildlife before, during, and after disaster impacts.
 - Service and resource support to address the needs of livestock before, during, and after disaster impacts.
 - Service and resource support to address any animal control issues/diseases threatening the life safety and health of the community.
 - Mosquito control services.
 - Agricultural Damage assessment coordination with USDA/NRCS.
 - Identification of I.A. impacts through the Agriculture damage assessment and coordination with ESF 3 for the capture of I.A. damages that would not necessarily be captured in I.A. drive-bys.
 - Pet shelter operations and planning.
 - Alternate pet shelter operations.
 - Homeless person pet shelter service access coordination.
 - Pet/livestock reunification plan/program
- Determine when to cease any field operations when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
 - Professional assessment input from other public safety professionals as may be found in ESF 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 17.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 17 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 17.

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- Make sure all ESF 17 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 17 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING AGENCY – ESCAMBIA COUNTY ANIMAL SERVICES DIVISION

- Notify, activate, and mobilize all agencies assigned to the ESF.
- Coordinate to meet ESF 17 staffing requirements in the EOC.
- Coordinate all support agency actions in performance of missions assigned to this ESF.
- Coordinate and manage the county pet shelter.
- Coordinate and manage any alternate pet shelter locations as the incident may dictate.
- Coordinate and manage resources needs in support of the county pet shelter.
- Coordinate requests for assistance and additional resources necessary during performance of the mission with the appropriate agencies.
- Function as the County's representative/liaison to the Emergency Operations Center (EOC) Team for the activities and responsibilities carried out by the primary and support agencies of this ESF.
- Investigate all animal bites.
- Impound animals roaming at large. Provide for necessary quarantine of bite animals for observation.
- Facilitate the transportation of injured, stray, or nuisance animals to animal care facilities.
- Assist emergency response teams with animal-related problems.
- Make the arrangements for the removal and disposal of dead animals.
- Coordinate with the Escambia County Public Health Unit for the release of public information regarding animals and related health issues.
- Enforce the Escambia County Animal Control Ordinance.
- Euthanize sick and/or injured animals through assigned and authorized persons.

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- Return wild animals to their natural environment.
- Respond to animal-related inquiries.
- Investigate animal cruelty and neglect complaints.
- Compile report data for inclusion into the incident action plan, status reports, and information needed for public release through ESF 14.
- Request and coordinate any state or federal mutual resources needed to address the mission of ESF 17 where resources are limited.

2. SUPPORT AGENCIES

- Notify, activate, and mobilize all personnel and equipment to perform or support assigned functions.
- Designate and assign personnel for staffing of all facilities at which ESF 17 is required, and providing representation when it is determined by the ESF lead to be necessary.
- Coordinate all actions of the support agencies through ESF 17 and Animal Control for the efficient and effective response and recovery efforts.
 - Escambia County Environmental Enforcement-Animal Control Division
 - ☐ Enforce code/laws related to Public Health & Safety, and animal control.
 - ☐ Investigates and enforces animal control ordinances and laws.
 - ☐ Respond to calls related to mosquito breeding grounds and coordinate with Mosquito Control Division for any actions to be taken.
 - Escambia County Extension
 - ☐ Will assist with resources necessary to manage livestock in a disaster situation and provide, arrange, or assist in meeting the needs for the transportation of livestock and housing in the aftermath of an event where resources are available and practical.
 - Escambia County Mosquito Control Division/Community and Environment Department
 - ☐ Provides consultation and advice in the control of mosquitoes of nuisance and public health importance, support in vector control measures, options, and strategies, as needed and required; conducting field investigations and laboratory analysis of relevant samples, providing vector control equipment, chemicals, manpower, and supplies as per authority and responsibility under Chapter 388, Florida Statutes and Chapter 5E-13, Florida Administrative Code; coordinate with Environmental Health to provide technical assistance and consultation on protective actions regarding vector-borne diseases and the presence of large populations of biting nuisance mosquitoes and other arthropods in the disaster area.

5E-13.036 Demonstrable Increase or Other Indicator of Arthropod Population Level. Mosquito and other arthropod control programs will insure that the application of pesticides are made only when necessary by determining a need in accordance with specific criteria that demonstrate a potential for a mosquito-borne disease outbreak or numbers of disease vector mosquitoes sufficient for disease transmission or defined levels of, or a quantifiable increase in numbers of pestiferous mosquitoes or other arthropods as defined by Section 388.011(1), F.S.

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The above citation of Chapter 5E-13, Florida Administrative Code, is presented as information only as to one of our division's major responsibilities that may be employed as emergency protective measures within the disaster area.

- ☐ Coordinate with the Health Department as it may relate to any public health issues.
- Escambia County Parks Programs Division
 - ☐ Coordinate any support services as it may relate to the Equestrian Center
 - ☐ Coordinate and manage any equine sheltering operation as may be needed and appropriate at the equestrian center
 - ☐ Provide information and options for equine evacuations and sheltering and coordinate the information with ESF 14 and CIC.
- Escambia County Sheriff's Office - Livestock Officer
 - ☐ Will respond to, pick up, and dispose of any deceased large animals on public property
 - ☐ Will respond to any loose/running wild livestock or equine and store such animals until proper ownership can be established.
 - ☐ Coordinate resources in support of any ESF 17 responsibility as appropriate.
- Humane Society of Pensacola
 - ☐ Coordinate with ESF 17 in the EOC as it may relate to any unidentified owner pet issues, injuries, and potential sanctuary as the situation may deem appropriate.
 - ☐ Provide status updates on operations to ESF 17 as appropriate.
 - ☐ Provide resource support to ESF 17 operations as appropriate.
- Local Veterinarians
 - ☐ Coordinate with ESF 17 in the EOC as it may relate to any unidentified owner pet issues, injuries, and potential sanctuary as the situation may deem appropriate.
 - ☐ Provide status updates on operations to ESF 17 as appropriate.
 - ☐ Provide resource support to ESF 17 operations as appropriate.
- Wildlife Sanctuary of Northwest Florida
 - ☐ Coordinate with ESF 17 in the EOC as it may relate to any wildlife issues, injuries, and potential sanctuary as the situation may deem appropriate.
 - ☐ Provide status updates on operations to ESF 17 as appropriate.
 - ☐ Provide resource support to ESF 17 operations as appropriate.
- U.S. Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS)
 - ☐ Provide and coordinate any agricultural data needs to and from the EOC is support of damage assessments for the various I.A., P.A., and AG declaration process as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

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- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State ESF 17 Annex
- Florida SART Strategic Plan
<http://www.flsart.org/pdf/FLORIDA%20SART%20DECLARATION%20FINAL%202010.pdf>
- Escambia County Pet Shelter Plan
- Escambia County Facilities Management Branch, Disaster Preparedness Plan (rev. 2009)
- Chapter 388 F.S., Mosquito Control
- Rule Chapter 5E-13 F.A.C., Mosquito Control Program Administration
- Florida Department of Health, Division of Environmental Health, **"Surveillance and Control of Selected Mosquito-borne Diseases in Florida"**
- U.S. Department of Homeland Security, FEMA, Recovery Policy RP9523.10, Eligibility of Vector Control (Mosquito Abatement (2006)
- Florida Department of Health Response Plan for Mosquito-Borne Disease (2007)
- Escambia County Ordinance, Chapter 10
- Chapter 588, F.S. (588.21)
- Websites
 - a. <http://disaster.ifas.ufl.edu/>
 - b. http://extension.ifas.ufl.edu/disaster_prep/
 - c. http://www.solutionsforyourlife.ufl.edu/hot_topics/agriculture/hurricane_prep_ag.html
 - d. www.flsart.org

Emergency Support Function (ESF) 18

Business & Industry Unit

Lead Coordinating Organization: Pensacola Bay Area Chamber of Commerce

Support Organizations: Better Business Bureau of Northwest Florida
Century Chamber of Commerce
Downtown Improvement Board
Gulf Coast African American Chamber of Commerce
Pensacola Beach Chamber of Commerce
Perdido Key Area Chamber of Commerce
UWF Small Business Development Center
West Florida Regional Planning Council

I. Mission:

The mission of ESF 18 is to connect and coordinate the business community with the EOC in a sustained effort to respond and recover from disaster, provide assistance, reduce the vulnerability, and to more economically and efficiently utilize local resources through the local business sector to expedite the response and recovery efforts when a major disaster impacts the community. The ultimate goal is to restore local commerce as quickly as possible.

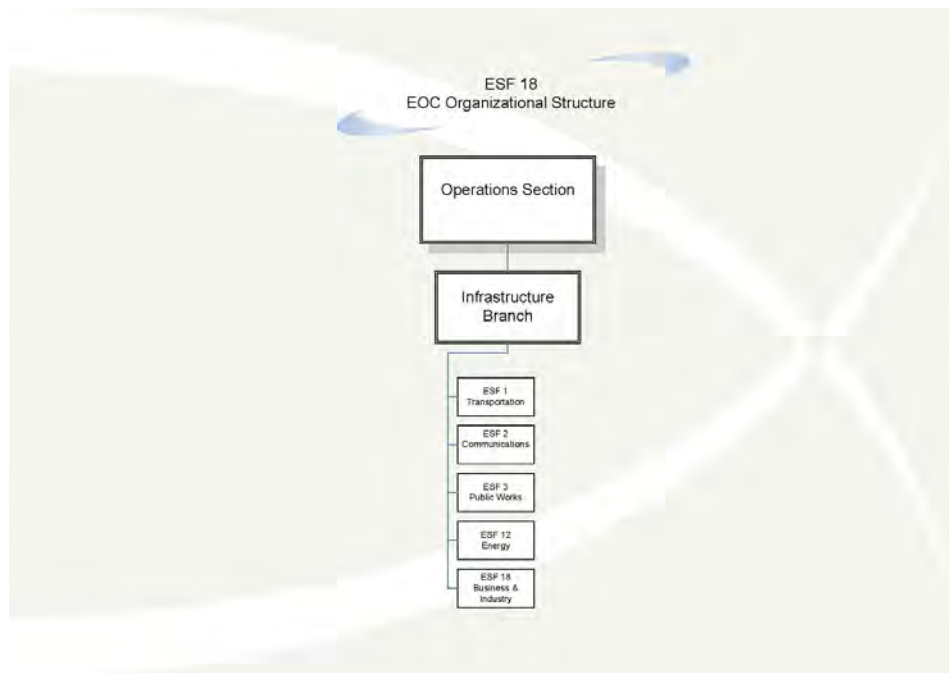
II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 18 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.
- ESF 18 organizations will coordinate and support business community and EOC efforts without regard to status of membership within their organizations. ESF 18 is a whole business community coordination effort that is designed for the benefit of the entire business community.
- The county EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.
- ESF 18 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.
- ESF 18 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.
- ESF 18 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.
- ESF 18 lead will coordinate any requests of ESF 18 and their resources as appropriate.

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- ESF 18 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 18.
- ESF 18 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 18.
- ESF 18 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.
- ESF 18 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.
- ESF 18 will be coordinated by and report to the infrastructure branch director, who reports to the operations section chief, who then reports to the incident commander.
- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.



Incident Command System Structure: ESF 18 – Business and Industry

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be

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Business & Industry Unit

any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.
- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 18 falls under a coordination and management structure within the EOC. Each ESF organization will voluntarily coordinate their resources in support of the EOC management structure's guidance, requests, and direction to maximize the efficiency and effectiveness of the response, and to leverage resources as much as possible. Much of the EOC activities are preplanned and the EOC will look to each organization to fulfill their commitment to various operations, but will also look to each organization to assist with needs that may not have been preplanned.
- It is understood that each ESF organization has the sole responsibility for any commitment, coordination, and management of their own organization's resources and that resources offered to support EOC operations are merely coordinated through ESF 18 in support of the EOC operation and not directed, controlled, or will any responsibility be accepted for those resources by any other organizations unless specifically identified and agreed upon by the appropriate parties involved. Financial responsibility for those same resources will also rest with the organization owning and committing their resources to a particular need or task unless other financial obligations are identified prior to any deployment or rendering of service.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
 - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.
- All resource and task requests to and from ESF 18 will be managed and coordinated by ESF 18 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 18 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid

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agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

- Development and testing of methods to communicate effectively and efficiently to and from the business community.
 - Develop and implement outreach efforts to enhance awareness about preparedness, response, recovery, and mitigation activities and programs relevant to the business community.
 - Develop and implement outreach efforts to enhance awareness and actions in the development of business continuity plans within the local business community.
 - Development and testing of methods to survey the business community on the level of supply and demand for critical goods items import to the response and recovery effort of the community and to communicate that information to the general public consumer to enhance local commerce activity pre and post disaster impacts.
 - Develop relationships with appropriate business community organizations to leverage existing communication and supply networks as appropriate.
 - Develop and coordinate processes with other ESF organizations to enhance support to the business community and enhance local commerce pre and post disaster impact.
 - Promote, support, and coordinate with state ESF 18 positions as it relates to the Virtual EOC and promote the access and use during disaster response and recovery efforts. Website www.flvbeoc.org.
 - Support EOC ESFs with business community networks and resources as needed and as appropriate.
 - Develop relationships and coordinate ESF 18 activities with neighboring county ESF 18 groups, business community organizations, and EOCs in an effort to leverage resources in business communities that are tied together not just within the county, but in a more regional approach.
- ESF 18 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.
- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.
- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.
- Identify and develop a list of local resources that will be available to support the ESF 18 mission.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.
- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

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- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.
- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 18 will:

- Provide appropriate staffing to manage the ESF 18 EOC desk and any functions and responsibilities of ESF 18 in the EOC as requested or required.
- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.
- Monitor operational status of resources and assets under the purview of ESF 18.
- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.
- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.
- Coordinate resources to meet resource requests within the EOC operation.
- Coordinate any on-scene management and communications with on-scene IC.
- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.
- Coordinate and communicate information to and from the business community as requested and appropriate.
- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:
 - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
 - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.

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- Professional assessment input from other public safety professionals as may be found in ESF 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.
- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.
- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 4.
- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support resource needs that exceed ESF 4 local capabilities.
- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 4.
- Make sure all ESF 4 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).
- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 4 to enhance operations at these alternate EOC locations.
- Demobilize resources as requested by EOC command structure.
- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.
- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.
- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – PENSACOLA BAY AREA CHAMBER OF COMMERCE

- a. Serve as the designated point of contact for Escambia County ESF 18, representing the business community in the EOC during a disaster or emergency.
- b. Serve as a clearinghouse and repository of business preparedness guidance that is developed by ESF 18 participants or provided by the Escambia County Emergency Management Division or other sources.

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- c. Coordinate the dissemination of information to community businesses following a disaster, including supporting agencies.
- d. Coordinate the receipt of pre- and post-incident assessment information from the community through to the EOC and appropriate Sections for decision-making processes.
- e. Provide status information for use by all EOC Sections and liaisons for inclusion into EOC briefings and Incident Action Plans as appropriate.

2. SUPPORT AGENCIES

- a. Participate in business preparedness seminars, awareness programs, disaster preparedness training, and exercises.
- b. Assist in the dissemination of recovery information and guidance to member businesses following a disaster.
- c. Support ESF 18 in providing resource support in meet mission needs and requirements.
- d. Assist in the collection and compilation of business community data for use by all EOC Sections and liaisons that may be included into EOC briefings and Incident Action Plans as appropriate.
- e. Utilize each support agencies communications networks already developed (membership groups, etc.) to enhance the sharing of information to and from the business community.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.
- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.
- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.
- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 18 Appendix

Emergency Support Function (ESF) 18 Business & Industry Unit

- Florida Statutes 1893, Emergency Management, chap. 252 (252.31- 52.61)
- ESF 18 Priority Business Contact List
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's With Disabilities Act (ADA), as amended
- U.S. Small Business Administration
- Small Business Administration Disaster Loan Programs



STATE OF FLORIDA

DIVISION OF EMERGENCY MANAGEMENT

RICK SCOTT
Governor

BRYAN W. KOON
Director

April 28, 2015

John Dosh, Director
Escambia County Emergency Management
6575 North W Street
Pensacola, FL 32505

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Dear Director Dosh:


In accordance with the provisions of Rule Chapter 27P-6 Florida Administrative Code (FAC), the Florida Division of Emergency Management (FDEM) has completed its review of the Escambia County Comprehensive Emergency Management Plan (CEMP). The review team has determined that your plan meets the CEMP compliance criteria. We hope that the comments and discussions the review team had with you and your staff during the review will assist you in future planning efforts and enhance the update of your CEMP.

The approved plan must now be adopted by resolution by the governing body of the jurisdiction within 90 days in accordance with Rule 27P-6.006(11) FAC. You must forward a copy of the adoption resolution and an electronic copy of the adopted plan to FDEM to complete compliance. Failure to adopt the plan by resolution within 90 days will result in a letter of non-compliance unless an adoption extension is requested in accordance with Rule 27P-6.006(11) FAC.

Director Dosh
April 28, 2015
Page Two

If you have any questions or need additional information regarding the plan's approval, please contact your review team leader, Erika Smith, at (850) 413-9906 or by email: Erika.smith@em.myflorida.com.

Sincerely,


Linda McWhorter, Chief
Bureau of Preparedness

LM/md/es

cc: Lumon May, Chairperson of BOCC, Escambia County
Jim Roberts, DEM – Regional Coordination Team Manager
Wanda Stafford, DEM – Regional Coordinator
Kathy Ahlen, RPC Representative
Evan Rosenberg, DEM – Recovery
Miles Anderson, DEM – Mitigation
Erika Smith, DEM – CEMP Planner

RESOLUTION NUMBER R2015-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA ADOPTING ESCAMBIA COUNTY'S COMPREHENSIVE EMERGENCY MANAGEMENT PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 252, Florida Statutes, assigns to the Board of County Commissioners the responsibility for disaster preparedness, response, recovery, and mitigation in Escambia County; and

WHEREAS, each county is required to develop such a Comprehensive Emergency Management Plan and have that plan updated and re-certified every four years by the Florida Division of Emergency Management; and

WHEREAS, the Board of County Commissioners adopted Ordinance 95-12 (section 37-39 of the Code of Ordinances) on July 6, 1995, authorizing development of a Comprehensive Emergency Management Plan to insure the health, safety, and welfare of the community for each state of emergency declared in Escambia County; and

WHEREAS, this plan provides the framework for the procedures to follow during natural and manmade disasters, to include evacuation areas during hurricanes, shelter operations, and agency responsibilities; and

WHEREAS, Escambia County's Comprehensive Emergency Management Plan was reviewed and approved on April 28, 2015, by the Florida Division of Emergency Management.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Escambia County, Florida that:

- Section 1. The above recitals are true and correct and incorporated by reference herein.
- Section 2. Pursuant to Chapter 252, Florida Statutes, Escambia County's Comprehensive Emergency Management Plan is hereby adopted by the Board of County Commissioners.
- Section 3. If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by a Court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.
- Section 4. This Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

Adopted this _____ day of _____ 2015.

ATTEST: Pam Childers
Clerk of the Circuit Court

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Deputy Clerk
(SEAL)

Steven Barry, Chairman

Approved as to form and legal
sufficiency.

By/Title: _____
Date: 5/6/15



Board of County Commissioners • Escambia County, Florida

Steven Barry, Chairman
District V

MEMORANDUM:

TO: Escambia County Emergency Operations Center Disaster Committee Members

FROM: Steven Barry, Chairman
Board of County Commissioners

DATE:

RE: Notice of Comprehensive Emergency Management Plan Update, BCC and State Approval, and Access and Availability

The Board of County Commissioners (Board) is pleased to announce that the Escambia County Comprehensive Emergency Management Plan (CEMP) was updated and approved by the State of Florida, Division of Emergency Management on April 28, 2015, and subsequently approved by the Board on June 2, 2015. The CEMP is available for access and download on the county website at www.bereadyescambia.com.

Do not hesitate to contact John Dosh, Division Manager with the Division of Emergency Management with any questions at (850) 471-6400.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8227

County Administrator's Report 8. 5.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: District 2 Appointment to the Mass Transit Advisory Committee

From: Joy D. Blackmon, P.E., Department Director

Organization: Public Works

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the District 2 Appointment to the Mass Transit Advisory Committee - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the District 2 appointment to the Escambia County Mass Transit Advisory Committee (MTAC):

A. Confirm the appointment of Nancy Bass, as the District 2 representative to the Escambia County Mass Transit Advisory Committee, with an appointment term effective June 2, 2015, and running concurrently with the term of Commissioner Douglas Underhill; and

B. Request that the County Administrator's Office provide a letter of appointment to Nancy Bass and a letter of appreciation to Claude Gillette, who has resigned, for his service.

BACKGROUND:

The previous District 2 representative, Claude Gillette, resigned his appointment. Nancy Bass has submitted her resume, expressing interest in the appointment to serve on the Escambia County Mass Transit Advisory Committee.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Board policy requires that all established committee appointments have Board approval.

IMPLEMENTATION/COORDINATION:

This appointment shall become effective upon approval by the Board.

Attachments

Bass Resume

Gillette Resignation

Nancy Bass, 8430 Harbour Square Dr, Pensacola, FL 32514 850-346-0957
ngnwalks@outlook.com

Dedicated professional with (35) thirty five years commercial property and casualty insurance experience. Detail oriented with excellent supervisory, training, communication, and negotiating skills.

Georgia State University, Graduated B.B.A. Insurance (1985)
Chartered Property and Casualty Underwriter (CPCU) 1990
Associate in Risk Management (ARM) 1991
Accredited Advisor in Insurance (AAI) 2004

Fisher Brown Bottrell, Pensacola, FL

Handled the marketing and servicing of commercial accounts from 2005 until
Construction, condominiums, medical, retail, and small accounts.

Georgia State University Board was voted as a member then elected as Treasurer from 1995
1997. I was on the committee to hire the basketball coaches.

Started riding ECAT in 2008 and have enjoyed the ride. I lost my car in 2010 and used ECAT
exclusively until 2014 when I bought another car. I still ride the bus more than drive. No stress,
meet so many wonderful people and get where I am going.

At Cokesbury United Methodist Church, I open the doors and turn on lights, fix coffee, orange
juice, ice water, cookies and get bulletins out and ready. I pray with the church every Sunday at
7:30 am. The 3rd Saturday we go to a park and fix hotdogs for the homeless, give them a bag of
grace and another item chosen each month from toothbrushes to towels, baseball caps, socks,
etc,

I have run 5 marathons. I enjoy meeting people and helping people. I love all and believe we are
all children of God no matter what anyone has done.

Excellent health (non-smoker)

Interests include race walking and watching sports.

Adopted four special needs children.

Licensed 215 and 220 Agent.

----- Original message -----

From: Billy Smith <billy508@gmail.com>

Date: 05/12/2015 8:16 AM (GMT-06:00)

To: District2 <District2@co.escambia.fl.us>

Subject: MTAC

Please accept my resignation From MTAC. I am very sorry to have to do so but pressing personal issues make it so . Thank you very very much for the chance to serve.

Claude Gillette



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8278

County Administrator's Report 8. 6.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: Waiver to Noise Ordinance for the 2015 Gulf Coast June Fest

From: Donald R. Mayo, Building Official/Department Director

Organization: Building Inspections

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Limited Waiver of the Escambia County Noise Abatement Ordinance for the 2015 Gulf Coast June Fest - Donald R. Mayo, Building Official/Department Director

That the Board approve the Application for a Special Event Permit for a limited waiver of the noise restrictions imposed by the Escambia County Noise Abatement Ordinance, in conjunction with the outdoor event, Gulf Coast June Fest, sponsored by the Gulf Coast Cultural Community Network, to be held at the Pensacola Fairgrounds on Mobile Highway, from 12:00 p.m. through midnight, each day beginning Friday, June 19, 2015, through Sunday, June 21, 2015.

BACKGROUND:

Escambia County Noise Abatement Ordinance Number 2001-8 (Escambia County Code of Ordinances, Chapter 42, Article III., Noise), was adopted by the Board of County Commissioners (BCC) on March 1, 2001, for the purpose of protecting, preserving, and promoting the health, safety, welfare, peace and quiet of the citizens of Escambia County through the reduction, control, and prevention of loud and raucous noise, or any noise which unreasonably disturbs, injures, or endangers the comfort, repose, health, peace, or safety of reasonable persons of ordinary sensitivity. Subsequently, on August 3, 2001, the BCC adopted Escambia County Ordinance Number 2001-36 to amend Escambia County Ordinance Number 2001-8 in order to provide a means of exemption to the Noise Abatement Ordinance to allow a fair and just application of the Ordinance and grant limited waivers of the restrictions imposed by the Noise Abatement Ordinance to allow special outdoor events to take place in the community while still protecting the health, safety, and welfare of the citizens of Escambia County, and promoting an environment free from sound and noise disruptive of peace and good order. On July 25, 2013, the BCC adopted Escambia County Ordinance Number 2013-31, stating that the County has authority to regulate within its jurisdiction unreasonably loud noise based on decibel readings beyond certain limits and providing for two different noise regulation standards within Escambia County is consistent with the Equal Protection Clause, so

long as the division created is rationally related to a legitimate governmental objective. Again, on January 16, 2014, the BCC of Escambia County adopted Escambia County Ordinance Number 2014-5, defining the core area of Santa Rosa Island and providing two different noise regulation standards for the areas of Santa Rosa Island that are primarily commercial businesses and the areas that are almost exclusively residential to better ensure the health, safety, welfare, tranquility, and peace of the public.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Escambia County Code of Ordinances, Chapter 42, Article III. Noise. Section 42-66. Exemptions. (g), provides that the County Administrator shall provide the permit application as well as any other available information, to the Board of County Commissioners for consideration at a meeting of the Board of County Commissioners. The Board of County Commissioners may impose any other conditions on the permit, as it deems necessary to reduce the disturbance to surrounding or neighboring properties.

IMPLEMENTATION/COORDINATION:

The Building Inspections Department will issue a Special Event Permit for this exemption.

Upon Board approval, the Escambia County Sheriff's Office will be notified of the issuance of this waiver.

Attachments

Application



BOARD OF COUNTY COMMISSIONERS ESCAMBIA COUNTY, FLORIDA

Development Services Bureau
3300 N. Pace Blvd., Suite 300, Pensacola, FL 32505
P.O. Box 17248
Pensacola, FL 32522-7248
(850) 595-3550 - Phone
(850) 595-3512 - FAX
www.myescambia.com

SPECIAL EVENT PERMIT

Waiver to Noise Ordinance

Permit Number:

SE 150504681

Building Permit Number:

Approved By:

Date:

Applicant:	Carlytta Davis	Phone Number:	251 229-1106
Owner's Name:	Gulf Coast Cultural Community Center	Phone Number:	
Owner's Address:	312 T Schullinger Rd S. #411		
City:	Mobile	State:	AL
		Zip Code:	36608
Job Address:	16655 Mobile Hwy	Lot or Apt. Number:	
	pensacola		
	vaivgrounds		

Limited Waiver Section Only

Pursuant to Ordinance 2001-8, as amended by Ordinance 2001-36, a limited waiver of the noise restrictions may be granted to organizations for special outdoor events to take place in the community.

Date of Activity:

June 19 - June 21

Description of Activity:

Festival / music & rides - Carnival

Beginning Time:

12 pm

Ending Time:

12 AM

Remarks or Comments:

Driving Directions:

Escrow Account Number:

Date:

5/19/15

Applicant Signature:

Carlytta Davis



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8284

County Administrator's Report 8. 7.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: ADA Update Report

From: Keith Wilkins, Department Director

Organization: Community & Environment

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the American with Disabilities Act Update Report - Keith T. Wilkins, Community & Environment Department Director

That the Board accept, for filing with the Board's Minutes, the Information Report concerning the County Americans with Disabilities Act (ADA) Compliance and Upgrades Report (Americans with Disabilities Act and Rehabilitation Act of 1973 Section 504 Update) in recognition and celebration of the 25th Anniversary of the ADA.

BACKGROUND:

The ADA Update Report in recognition and celebration of the 25th Anniversary of the Americans with Disabilities Act.

BUDGETARY IMPACT:

There is no budgetary impact associated with this process.

LEGAL CONSIDERATIONS/SIGN-OFF:

There is no legal sign-off consideration.

PERSONNEL:

There is no additional staff needed.

POLICY/REQUIREMENT FOR BOARD ACTION:

This information report is being provided for official filing.

IMPLEMENTATION/COORDINATION:

There is no implementation required.

Attachments

ADA UPDATE REPORT-8280-JUNE2015



American's with Disabilities Act and Rehabilitation Act of 1973 Section 504 Update

Escambia County serves its citizens through numerous parks and facilities, including buildings, parks, the ECAT transit system, Health Department, Bay Center and the Santa Rosa Island Authority. Over the years, Escambia County has assessed these properties and facilities for American with Disabilities Act (ADA) compliance. Targeted assessments of county buildings, transit facilities, and parks have been conducted by outside firms, as well as by staff. Priorities have been established and upgrades made, as funding became available through traditional sources.

To celebrate the 25th Anniversary of the American's with Disabilities Act, the Center for Independent Living, Mr. Warren Jernigan and Mr. Donnie McMahon, requested that the County prepare a status report of our upgrades and proposed future actions. Escambia County has a positive history to share.

Escambia County insures, owns and operates well over 300 facilities available to the public or subject to public accessibility. Of these facilities, excepting Parks:

- **one hundred ninety seven** are compliant with ADA requirements.
- **eighteen** have been upgraded;
- **one** is scheduled for renovations;
- **fifteen** are identified for upgrades but have not yet begun;
- **twelve** are identified as requiring further assessment;

For Park locations:

- **sixty five** are compliant with ADA requirements;
- **thirteen** are scheduled to be upgraded from 2015-2017 inclusive of, but not limited to sidewalk transitions, playground surfacing, and additional special needs equipment.
- **seven** special need playground amenity areas were added to existing ADA compliant parks.

In 2005, the **Miracle League of Pensacola** started games at their **Escambia County Park** location on 9 Mile Road. The Miracle League mission is to provide a safe organized baseball league and facilities for persons with mental and or physical challenges where every player plays, every player hits, every player gets on base, every player scores and wins every inning. As the Miracle League of Pensacola started with one ball diamond along with concession and restroom facilities, the growth of the program has resulted in additional facilities to accommodate this growth. Currently, the Miracle League of Pensacola has 2 rubberized ball diamonds, a multi-sport rubberized court for various sporting activities, and a rubberized surface

playground. The Miracle League of Pensacola has plans for a third ball diamond in the very near future to accommodate current growth and activities at this location.

Upcoming:

Escambia County has allocated \$214,045 in CDBG/ADA funding with an additional \$55,000 proposed for FY 2016/2017 budget. The Facilities Department is developing a Request for Proposals to conduct a comprehensive reassessment of our ADA compliance for all Escambia County facilities including Parks, Health Department, Santa Rosa Island Authority and ECAT structures and amenities. This funding will provide for both a current compliance status report and additional funds for facility upgrades. It is anticipated a continued annual allocation will be provided to meet shortcomings identified in the Reassessment Report.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8285

County Administrator's Report 8. 8.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 06/02/2015

Issue: RESTORE Multi-Year Implementation Plan Development

From: Keith Wilkins, Department Director

Organization: Community & Environment

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the RESTORE Multi-Year Implementation Plan Development - Keith T. Wilkins, Community & Environment Department Director

That the Board approve the Selection Criteria and Scoring (version 1.7) as recommended by the RESTORE (Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act) Act Advisory Committee, relating to the RESTORE Multi-Year Implementation Plan development.

BACKGROUND:

The RESTORE Act Advisory Committee began meeting in February 2013 to investigate the needs within Escambia County that can be filled by RESTORE funds and fulfill the tasks of the Board of County Commissioners as outlined in their guidance resolution. The Committee received input over a period of 2 years from experts in many fields such as economic development, workforce readiness, environment and social challenges. The presentations contained suggestions on actions that would alleviate or help address those challenges. Afterwards, the Committee developed and approved a comprehensive Needs Assessment capturing the issues brought before them and discussed at Committee meetings.

On April 6, 2015 the Committee agreed on a set of criteria and scoring for project selection consideration that addresses those needs. The draft criteria and scoring was presented at a Special Board RESTORE Meeting on April 16, 2015 and discussed with the Committee and public. From that meeting several changes were directed by the Board of County Commissioners for the Committee to discuss and make edits. On May 4, 2015, the Committee met and finalized the project selection criteria and scoring. The revised Recommended Project Criteria and Scoring version 1.7 is attached to this recommendation.

BUDGETARY IMPACT:

Funds for the Plan development are eligible for reimbursement through RESTORE and U.S. Treasury Department. An application for \$438,405.55 has been submitted to Treasury to recapture County funds expended or encumbered in the effort. Funds were advanced from the Economic Development Fund.

LEGAL CONSIDERATIONS/SIGN-OFF:

This recommendation is for discussion and guidance purposes only. Legal considerations are not applicable at this point.

PERSONNEL:

This recommendation will not increase demand on current personnel resources.

POLICY/REQUIREMENT FOR BOARD ACTION:

To fulfill the requirements for RESTORE funding, a Multi-Year implementation Plan has to be submitted to the U.S. Treasury Department. The Committee's actions are compliant with their guidance resolution adopted by the Board of County Commissioners.

IMPLEMENTATION/COORDINATION:

Implementation and coordination are occurring between the Community & Environment Department, Administration, the Committee, County Clerk's Office and consultant (Dewberry). Many NGO's, citizens and other interested parties have provided input to the Committee for their consideration.

Attachments

Criteria

ResumePage-04-16-2015 BCC Special Mtg

Escambia County Project Selection Criteria

The project selection criteria presented below are derived from the Interim Needs Assessment for Escambia County v2.2 and will be used to evaluate projects submitted to Escambia County for funding consideration and inclusion in the Multiyear Implementation Plan (MYIP) required by the RESTORE Act. The criteria are divided into five major categories: Baseline Criteria, Environmental Criteria, Economic Criteria, Infrastructure Criteria, and Bonus Criteria.

Each project will be evaluated for its eligibility for RESTORE funding and the degree to which it addresses the previously defined needs of Escambia County. Therefore, each project will be scored against all criteria in each category. Projects will receive an overall score that will be the accumulation of the points awarded. The criteria in each category contain brief descriptions to serve as guidance examples to the project applicants. This guidance is meant to assist applicants in obtaining the maximum number of available points for each criteria. The guidance is not meant to be an exhaustive listing of all possible strategies to achieve the criteria. Projects will be evaluated by the County based upon the best available science to determine the full range of benefits provided by the project and the feasibility to achieve the described results. Applicants are encouraged to provide a thorough explanation of the project, expected outcomes and include supporting documentation to assist the County in its evaluation.

Note regarding regulatory compliance: Project submittals must conform to all applicable federal, state, and local laws and codes including, but not limited to American's with Disabilities Act, Rehabilitation Act of 1973, U.S. Access Board, National Environmental Policy Act, National Historic Preservation Act, Davis-Bacon Act, Florida Building Code, and the Escambia County Land Development Code. Projects that do not comply will not be considered for scoring and will be returned to the submitter.

Baseline Criteria (Regulatory and Programmatic) -- ALL submitted projects must meet the minimum criteria in this category		BC Subtotal 12
1. Project Justification. Proposed project is adequately described to determine feasibility and the budget includes reasonable and justifiable costs.		# of av. Points 3
<div> Criteria Guidance <ul style="list-style-type: none"> • Project budget provides detailed expenditure plan • Costs are practical and are appropriately aligned with project activities • Proposed project includes all supporting documentation to justify proposal </div>		
2. Timing. Proposed project can be implemented and benefits realized within a reasonable and acceptable timeframe.		# of av. Points 3
<div> Criteria Guidance <ul style="list-style-type: none"> • Applicable permits and permissions have been identified • Project timeline is sufficiently detailed to determine duration of design and construction and anticipated milestones for completion and monitoring </div>		
3. Public Interest. Proposed project is in the public interest.		# of av. Points 3
<div> Criteria Guidance <ul style="list-style-type: none"> • Projects performed by a public entity on public property or property under public control are deemed to be in the public interest • Projects performed, in part or whole, on private property must provide evidence of public benefit as determine by Escambia County </div>		
4. Monitoring Plan. Proposed project includes a comprehensive monitoring and success measurement plan.		# of av. Points

<div data-bbox="375 310 1133 609"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Proposed project includes applicable periodic maintenance • Proposed project establishes monitoring plan and applicable success measures </div>	3
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Environmental Criteria	EVC Subtotal 20
<p>1. <i>Habitat Restoration.</i> Proposed project improves, enhances, or restores the structure and function of upland, coastal, bays, bayous, wetlands, rivers, lakes, streams, or marine natural systems, benefiting native flora and fauna.</p> <div data-bbox="363 961 1128 1537"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Restores, improves, or enhances ecological function – natural hydrological function, tidal connections, soil composition, vegetation diversity and renewal • Restores, improves, or enhances community structure – Increases native vegetation, biodiversity, or beneficial substrate • Removal of non-native species • Removal of fish passage barriers </div>	# of av. Points 5
<p>2. <i>Habitat Conservation and Preservation.</i> Proposed project maintains or improves the structure and function of upland, coastal, bays, bayous, rivers, lakes, streams, or marine natural systems, benefiting native flora and fauna.</p>	# of av. Points 5

<div data-bbox="365 254 1130 590"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Establishes conservation easement or wildlife corridor • Reduces unnatural disturbances • Implements or establishes habitat </div>	
<p>3. Water Quality Improvement. Proposed project reduces point and nonpoint sources of pollutants entering local waterways, provides treatment to improve water quality, or proposes other measures which will improve water quality.</p> <div data-bbox="365 758 1130 1400"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Point Source reduction – reduces pollutant loading from point sources, installation of Best Management Practices (BMP's) • Nonpoint Source reduction – reduces pollutant loading from nonpoint sources – reduces impervious surface coverage, implementation of BMP's (such as bioretention, vegetated buffer preservation, etc.), reduces sedimentation • Treatment – provides treatment for nutrients or legacy contaminants • Improves impaired (303d or evidence of impairment) waterway </div>	<p># of av. Points</p> <p>5</p>

<p>4. <i>Natural Systems Resiliency.</i> Proposed project increases ability of natural systems to withstand disasters and adapt to changing environmental conditions due to climate change, associated sea level rise, and other factors.</p> <div data-bbox="354 359 1117 737"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Stabilizes shoreline/provides natural wave attenuation • Increases species and/or ecosystem adaptability to changing conditions • Provides for natural successional progression • Improves air quality </div>	<p># of av. Points</p> <p>5</p>
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Economic Criteria	EC Subtotal 20 pts
<p>1. <i>Tourism and Tourism Opportunities.</i> Proposed project provides for increases in tourism activity through new or additional marketing efforts, improvements to existing attractions, or addition of new destinations or attractions.</p> <div data-bbox="354 1234 1117 1724"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Provides increased or additional public access to the waterfront or other tourism destinations • Enhances existing attractions or destinations • Increases total annual visitor count • Increases access to cultural tourism or local historical assets • Promotes tourism destinations through marketing or promotional efforts </div>	<p># of av. Points</p> <p>4</p>

<p>2. Recreational Fishing and Local Seafood. Proposed project increases recreational fishing opportunities through increased or improved access to fisheries, marketing and promotion of local recreational fishing and seafood, removal of barriers to recreational fishing, and increases in fishing stock/habitat.</p> <div data-bbox="357 386 1123 884"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Improves opportunities through addition of artificial reefs, oyster reefs, Submerged Aquatic Vegetation (SAV), or similar • Increases access to fishing opportunities through addition of fishing piers, boat ramps, or similar • Promotes recreational fishing and/or local seafood consumption through marketing and promotional activities </div>	<p># of av. Points</p> <p>4</p>
<p>3. Job Creation. Proposed project provides for new seasonal, temporary, part time, full time, and/or higher wage jobs within the County.</p> <div data-bbox="357 1161 1123 1785"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Creates temporary, seasonal, or part time jobs • Employs 1-10 people with equal to or more than average annual median wage • Employs 11-25 people with equal to or more than average annual median wage • Employs more than 25 people with equal to or more than average annual median wage • Jobs created are in local targeted industries or supporting infrastructure industries as identified by the Pensacola Community Economic Development Association (CEDA) and amended periodically </div>	<p># of av. Points</p> <p>4</p>
<p>4. Industry and Business Growth. Proposed project directly contributes to expansion of existing industry/business or siting of a new industry/business in local targeted industries.</p>	<p># of av. Points</p>

<div data-bbox="347 407 558 436" data-label="Section-Header"> <p>Criteria Guidance</p> </div> <div data-bbox="444 470 1029 848" data-label="List-Group"> <ul style="list-style-type: none"> • Provides for expansion of existing business in local targeted industry • Provides for new business(es) in local targeted industries • Measurable Gross Domestic Product (GDP) increase • Project Return on Investment (ROI) is: <ul style="list-style-type: none"> ○ 3:1 or better ○ Between 1:1 and 3:1 ○ 1:1 or less </div>	<p>4</p>
<p data-bbox="191 982 1256 1087">5. Workforce Development. Proposed project provides innovative higher education, job training, or other workforce training/career development which increases the total skilled workforce pool and advances opportunities for higher wage employment.</p> <div data-bbox="347 1192 558 1222" data-label="Section-Header"> <p>Criteria Guidance</p> </div> <div data-bbox="444 1255 1045 1675" data-label="List-Group"> <ul style="list-style-type: none"> • Improvement to existing workforce program which includes multiple career pathway programs • Provides industry focused training resulting in certification for trainees • Addresses workforce gaps in specific industries as identified by the CEDA • Development or expansion of youth employment and training opportunities in STEM fields • Targets “at-risk” groups for job training </div>	<p># of av. Points</p> <p>4</p>

Infrastructure Criteria	IC Subtotal 20
<p>1. <i>Transportation Network Improvements.</i> Proposed project improves components of existing transportation network or adds new features to transportation network such as roads, sidewalks, bike lanes, multi-modal paths or trails, streetlights, and urban/street landscaping.</p> <div data-bbox="339 485 1105 1087"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Improves existing roads and bridges or provides new roads and bridges • Provides additional bicycle and pedestrian improvements • Incorporates complete streets design including street lighting, traffic calming, and pedestrian safety • Adds to or improves multimodal network including waterways, ports, railways, and mass transit • Improves existing or adds new greenway paths and trails </div>	<p># of av. Points</p> <p>6</p>
<p>2. <i>Flooding Improvements.</i> Proposed project provides structural improvements or additions which will reduce flooding to homes and businesses, thereby reducing overall disaster costs and increasing economic resilience.</p> <div data-bbox="339 1245 1105 1690"> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Proposed project will decrease frequency and/or intensity of flooding events (i.e. through reduction of impervious surface coverage or increased storage/retention) • Retrofits, repairs or replaces existing stormwater management infrastructure • Strategically adds new stormwater management components such as attenuation </div>	<p># of av. Points</p> <p>7</p>
<p>3. <i>Community Resiliency.</i> Proposed project increases community resiliency by strategically retrofitting, upgrading, or replacing critical infrastructure, utilizing renewable energy, or by implementing other disaster preparatory mechanisms.</p>	<p># of av. Points</p> <p>7</p>

<p>Criteria Guidance</p> <ul style="list-style-type: none"> • Repairs or upgrades existing infrastructure • Repairs or upgrades existing critical infrastructure • Strategically adds new critical infrastructure, which reduces community vulnerability to natural and manmade disasters • Includes disaster planning measures • Includes necessary addition of shelters or evacuation routes 	
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Bonus Criteria (Additional Points)	BNC Subtotal 32
<p>1. Benefits Traditionally Underserved Persons or Areas. Proposed projects improves opportunities for disadvantaged or traditionally underserved persons or areas, such as low-income areas, areas of minority concentration, persons with disabilities, persons with limited English proficiency, etc.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Project is located in low income, very low income, or primarily minority neighborhood (as defined by U.S. Census tract) • Project incorporates universal or creative ADA design beyond the minimum requirements, providing increased access for persons with disabilities • Training and job creation benefits disadvantaged or traditionally underserved persons • Project benefits disadvantaged or traditionally underserved groups in other ways 	<p># of av. Points</p> <p>2</p>
<p>2. Community Health. Proposed project improves physical or mental health of the community through health improvement programs or health education.</p>	<p># of av. Points</p> <p>3</p>

<p>Criteria Guidance</p> <ul style="list-style-type: none"> • Project provides affordable access to healthy food • Project proposes to improve public health, disease, or mental health issues • Project provides the public with opportunities for increased physical activity 	
<p>3. Neighborhood Benefits. Proposed project provides neighborhood benefit such as increased affordable housing, reduction in crime, or significant aesthetic improvements.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Increases access to affordable housing • Helps reduce crime / increases safety • Project is located in Community Redevelopment Area (CRA), brownfields area, Enterprise Zone, etc. 	<p># of av. Points</p> <p>3</p>
<p>4. Local Preference. Proposed project utilizes local labor force or promotes local small businesses.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Utilizes local labor • Promotes small local businesses 	<p># of av. Points</p> <p>3</p>
<p>5. Education and Awareness. Proposed project enhances childhood education.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Project includes pre-k – 12 education or outreach 	<p># of av. Points</p> <p>2</p>
<p>6. Environmental Outreach. Proposed project includes environmental outreach component.</p>	<p># of av. Points</p>

<p>Criteria Guidance</p> <ul style="list-style-type: none"> Proposed project engages citizens in the active preservation, protection, or restoration of natural resources Proposed project provides for environmental education signage at the project site 	<p>2</p>
<p>7. Cultural and Historic Resources. Proposed project provides for preservation, protection or restoration of cultural, historical, or archaeological significant resources above and beyond minimum regulatory requirements.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> Project may include adaptive reuse of buildings or other existing assets 	<p># of av. Points</p> <p>2</p>
<p>8. Consistency with Local Plans. Proposed project is consistent with or implements existing adopted plans.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> Project is identified in an adopted plan such as the Surface Water Improvement and Management (SWIM) Program, Basin Management Action Plan (BMAP), Comprehensive Economic Development Strategy, Capital Improvement Plan (CIP), or other City, County, State, or Regional plan 	<p># of av. Points</p> <p>2</p>
<p>9. Green Design. Project incorporates green design elements such as Leadership in Energy & Environmental Design (LEED) principles or other energy and water efficiency/conservation measures.</p>	<p># of av. Points</p> <p>2</p>

	<div> Criteria Guidance <ul style="list-style-type: none"> • Project integrates LEED principles or other energy efficiency and conservation design features • Project integrates water conservation design features beyond minimum standards • Project includes renewable energy component • Project integrates recycling and reuse of materials • Project includes other sustainable or low impact design feature </div>		
10. funds. project funds for cash or funds; can	<div> Criteria Guidance <ul style="list-style-type: none"> • In-kind matching funds provided • Other local/state grant matching funds provided • Parallel other matching grant funds provided • Parallel federal matching grant funds provided </div>	Leverages Proposed leverages by qualifying additional in-kind matching submitter	# of av. Points 7
demonstrate additional funding commitment connected to the project.			
11. Sustainability and Efficiency. The project approach utilizes efficiency measures and provides long term benefits.			# of av. Points 2

<p>Criteria Guidance</p> <ul style="list-style-type: none"> • Proposed project links outcomes, partners, or lands to leverage overall impact • Proposed project provides long-term benefit(s) beyond life of funding period • Proposed project builds upon existing community assets • Proposed project does not produce negative environmental impacts 	
<p>12. Planning and Partnerships. Project planning and design are complete; project includes beneficial partnership.</p> <p>Criteria Guidance</p> <ul style="list-style-type: none"> • Project includes beneficial partnership • Project planning and design is complete / project is shovel ready 	<p># of av. Points</p> <p>2</p>

Max Points = 72

Bonus Points = 32

Max Total Points = 104

Definitions

1. Project Applicant – an individual, company, agency, organization, or other entity which submits a project proposal or idea to the project portal for consideration in the Escambia County MYIP; a project applicant can be anyone
2. Award Recipient – an organization or company which has been selected to receive funds for purposes of implementing a project included in the adopted MYIP; an award recipient must meet all federal and local grant and procurement requirements
3. Natural successional progression – the specific process by which the structure of a biological community evolves over time; stages of succession depend on community type

4. Average annual median wage – the estimated total annual wages of an occupation divided by its estimated employment
5. Community Economic Development Association of Pensacola (CEDA) – an organization formed in 2015 whose core mission is creating, growing and retaining good paying jobs for the community
6. Gross Domestic Product (GDP) – the total value of goods and services provided over a period of one year in Escambia County
7. Return on Investment (ROI) – a metric used to evaluate and project the returned benefits of a project compared with the monetary inputs
8. STEM fields – Science, Technology, Engineering and Math
9. “At-risk” groups (as applicable to workforce development) – groups of persons who are unemployed, underemployed, working poor, or disenfranchised due to disability, place of residence, geographic location, age, race, sex, or socioeconomic status; may include, but not limited to, public assistance recipients, ex-offenders, persons with disabilities or chronic health issues, single parents, domestic violence victims, dislocated workers, homeless, multi-generational poverty, minorities, veterans, disconnected youth (ages 16-24 not in school, unemployed/ underemployed), older individuals (ages 55+), persons with limited English proficiency, or transportation disadvantaged
10. Community resilience – a measure of the sustained ability of a community to utilize available resources to respond to, withstand, and recover from adverse situations, including disasters
11. Critical infrastructure – the assets, systems, or networks considered essential to Escambia County’s public health, safety, security, or economy; may include energy transmission, communications, water supply, hospitals, etc.
12. Traditionally underserved persons or groups – a group of individuals who, because of disability, place of residence, geographic location, age, race, sex, or socioeconomic status, have historically faced barriers to participation in the decision making and public policy process; may include, but not limited to, elderly people, culturally diverse populations such as African-Americans, Native American Indians, non-English speaking persons, persons living in rural, isolated areas, persons with disabilities such as deaf-blindness, and persons who are medically fragile such as persons with AIDS
13. LEED – Leadership in Energy and Environmental Design; a development rating system of the U.S. Green Building Council
14. Beneficial partnership – a well-defined relationship entered into by two or more organizations to achieve a common goal of project implementation; includes outline of jointly developed structure, shared responsibility, accountability for success, and sharing of resources
15. In-kind matching funds – non-cash donations in the form of real property, equipment, supplies, services, and qualified salaries and wages (including volunteer labor) consistent with federal guidance

Sources / References

1. Alabama Gulf Coast Recovery Council (AGCRC). Draft Project Selection Process Framework for First Round MIP Development. Draft. December 2014.
<http://www.restorealabama.org/documents/MIP%20Proposed%20Process%20Flow%20Chart.pdf>
2. Alabama Gulf Coast Recovery Council. Restoration Project Suggestion Form. February 2014.
<http://www.alabamacoastalrestoration.org/pdfs/ProjectSuggestionFormGuide.pdf>
3. Bay County RESTORE Act Advisory Committee. Gulf Coast Restoration Trust Fund Partial Multi-Year Implementation Plan for Bay County, Florida. September 2, 2014.
<http://new.co.bay.fl.us/uploads/documents/1252/file/BaypartialMYIP20140902.pdf>

4. Collier County. RESTORE Act Project Evaluation Form and Explanation of Evaluation Form. July 2013. <http://www.colliergov.net/modules/showdocument.aspx?documentid=49075>
5. Dewberry Watershed Improvement Plan Selection Matrix. 2007.
6. Escambia County Community Redevelopment Agency. Brownsville Redevelopment Plan. 2004. Cantonment Redevelopment Plan. 2014. Englewood Redevelopment Plan. 2009. Palafox Redevelopment Plan. 2007. Warrington Redevelopment Plan. 2010.
7. Escambia County. Escambia County Comprehensive Plan 2030. May 2014.
8. Escambia RESTORE Advisory Committee. Interim Needs Assessment for Escambia County RESTORE Planning. Version 2.2. Adopted January 5, 2015.
9. Florida Department of Environmental Protection. Bayou Chico Basin Management Action Plan. August 2011.
10. Gulf Coast Ecosystem Restoration Council "Final Initial Comprehensive Plan." August 2013.
11. Hernando County. RESTORE Act Resources and Ecosystems Sustainability, Tourist Opportunities and Revived Economics of the Gulf Coast States Act 2012, Guiding Principles. Feb 2014. <http://www.colliergov.net/modules/showdocument.aspx?documentid=47094>
12. Lee County, RESTORE Act Advisory Committee Meeting Minutes. April 16, 2014. <http://www.leegov.com/RestoreAct/Documents/Restore%20-%20April%2016%20%202014%20Minutes.pdf>
13. Levy County, Florida. Pot 1 RESTORE Act Scoring Criteria Guide. No Date. <http://www.levycounty.org/restoreact.aspx>
14. Monroe County. RESTORE Act Project Funding Submittal Form. August 2013. <http://www.monroecounty-fl.gov/index.aspx?NID=632>
15. National Fish and Wildlife Foundation (NFWF). Gulf Environmental Benefit Fund Funding Priorities. Accessed January 2015. <http://www.nfwf.org/gulf/Pages/fundingpriorities.aspx>
16. Natural Resource Damage Assessment (NRDA) Deepwater Horizon Oil Spill Early Restoration Project Selection Criteria. Spring 2013. http://www.doi.gov/deepwaterhorizon/upload/TC_Toolkit_EarlyCriteria_FINAL_6_12_13.pdf
17. Northwest Florida Water Management District and Florida Department of Environmental Protection. The Pensacola Bay System Surface Water Improvement and Management Plan. October 1997.
18. Okaloosa RESTORE Advisory Committee. Draft Environmental Factors Scoring Sheet. November 2014. http://www.co.okaloosa.fl.us/doc/news/2014/restore_11-05-14_presentation.pdf
19. Okaloosa RESTORE Advisory Committee. Draft Evaluation Tool and Quantitative Factor Significance. September 29, 2014. <http://www.colliergov.net/modules/showdocument.aspx?documentid=47094>

20. Pensacola Economic Development Association. Key Industries. Accessed February 4, 2015.
[http://www.choosegreaterpensacola.com/Key-Industries-/Key-Industries-\(2\).aspx](http://www.choosegreaterpensacola.com/Key-Industries-/Key-Industries-(2).aspx)
21. Pinellas County. RESTORE Act Project Priorities. Accessed December 2014.
http://www.pinellascounty.org/restore/pdf/Goals_Priorities_Eligible_Activities.pdf
22. Restore Escambia. Proposal for Selection of RESTORE Act Projects in Escambia County, Florida. January 6, 2014.
23. Restore Escambia. Competitive Preference Priorities. January 5, 2015.
24. Santa Rosa County Local RESTORE Council Project Scoring Sheet – Environment, Economic Development, Workforce Development, Infrastructure, and Tourism Selection Criteria. December 2014. <http://www.santarosa.fl.gov/bocc/restore.cfm>
25. University of West Florida HAAS Center, email dated October 30, 2014.
26. U.S. Department of the Treasury. Resources and Ecosystem Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act of 2012 (RESTORE Act). Federal Register Vol. 79, No. 158. August 15, 2014.
27. Walton County. RESTORE Act Project Submittal Form. No Date.

SPECIAL BCC MEETING MINUTES – Continued

AGENDA NUMBER – Continued

5. RESTORE Act and Development of the Multi-Year Implementation Plan

The Board took the following actions concerning the RESTORE (Resources Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act) Act and the development of the County Multi-Year Implementation Plan:

A. Selection Criteria

Motion made by Commissioner Robinson, seconded by Commissioner Underhill, and carried unanimously, approving to “send back the process that is sitting here and ask the committee to consider looking at Tourism, it’s component within here and then the matching (*and*) also consider the matching side, the leveraging,” relative to the recommendation that the Board approve the selection criteria and scoring recommended by the RESTORE Act Advisory Committee (Committee), as provided on pages 1-18, of the Escambia County Draft Project Selection Criteria.

B. Discussion and Guidance

(1) Amendment to RESTORE Act Advisory Committee Resolution

Motion made by Commissioner Underhill, seconded by Commissioner Robertson, and carried 4-0, with Commissioner Robinson temporarily out of the room, adopting a Resolution (*R2015-46*) amending Resolution R2012-150, as amended in Resolution R2014-80 and on April 9, 2015 (*in Resolution R2015-38*), to include specific RESTORE Act language of Tourism and Seafood Promotion, as provided in H.R. 4348-186.

(2) Project Scoring

Motion made by Commissioner Robinson, seconded by Commissioner Underhill, and carried unanimously, approving to score all projects together against each other in one pool.

(Continued on Page 3)

SPECIAL BCC MEETING MINUTES – Continued

AGENDA NUMBER – Continued

5. Continued...

B. Continued...

(3) Sponsoring or Partnering

The Board discussed sponsoring or partnering with groups that cannot develop a project and their own and was advised by Betina Terry, Chair, RESTORE Act Advisory Committee (Committee), that the Committee foresees connecting applicants with other agencies/organizations that can sponsor or partner with the applicant to develop a project or complete the project either by an electronic portal or offering workshops.

(4) Sub-Grant Funds and/or County Procurement

The Board discussed offering sub-grant funds and/or County procurement for selected project and was advised by County Attorney Rogers that Federal guidelines will be compared with the County procurement process to determine what may be prohibited by Federal rules prior to the procurement process starting.

(5) Funding Set-Asides

Motion made by Commissioner Robertson, seconded by Commissioner Underhill, and carried unanimously, approving to not require the RESTORE Act Advisory Committee to put any set-asides in its recommendations.

Speaker(s):

Susan Feathers	James Sparks
Frank Cherry	Larry Chamblin
Sherri Myers	Barbara Albrecht
Jessica Koelsch	Bill Young
Jeff Helms	Mary Gutierrez
Tony McCray	Darryl Boudreau
Harold Hommeland	Sue McClure



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8133

County Administrator's Report 8. 1.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Change Order to Southern Haulers, LLC on Contract PD 13-14.041
"Palafox Transfer Station Hauling Services"

From: Pat Johnson, Department Director

Organization: Solid Waste

CAO Approval:

RECOMMENDATION:

Recommendation Concerning a Change Order to Southern Haulers, LLC - "Palafox Transfer Station Debris Hauling" - Patrick T. Johnson, Solid Waste Management Department, Department Director

That the Board approve and authorize the County Administrator to execute the following Change Order #2, to Southern Haulers, LLC, in the amount of \$80,000, on Contract PD 13-14.041, "Palafox Transfer Station Debris Hauling" (PTS):

Department:	Solid Waste
Division:	Waste Services
Type:	Addition
Amount:	\$80,000
Vendor:	Southern Haulers, LLC
Project Name:	PTS Debris Hauling
Contract:	PD 13-14.041
Purchase Order Number:	150642
Change Order (CO) Number:	2
Original Award Amount:	\$60,000
Cumulative Amount of Change Orders through CO #2:	\$120,000
New Contract Total:	\$180,000

[Funding Source: Fund 401, Solid Waste Fund, Cost Center 230307, Object Code 53401]

BACKGROUND:

This is an addition to the contingency contract, approved by the Board of County Commissioners on October 16, 2014, which provides all labor, tools, equipment, trucks and trailers to transport all materials loaded into Contractor's trailers by the County or its designees at the Palafox Transfer Station owned or operated by the County to the Perdido Landfill, owned by the County.

BUDGETARY IMPACT:

Funding Source: Fund 401, Solid Waste Fund, Cost Center 230307, Object Code 53401

LEGAL CONSIDERATIONS/SIGN-OFF:

The original agreement was prepared by Kristin Hual, Assistant County Attorney.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

This recommendation is in compliance with the Escambia County Florida, Code of Ordinances, Chapter 46 Article II, Purchases and Contracts.

IMPLEMENTATION/COORDINATION:

Upon approval of this recommendation, a Change Order will be transmitted to the Office of Purchasing for processing.

Attachments

Southern Haulers Orig PO

Southern Haulers CO #1

Brd Resume 10-16-2014

PURCHASE ORDER NO. 150642

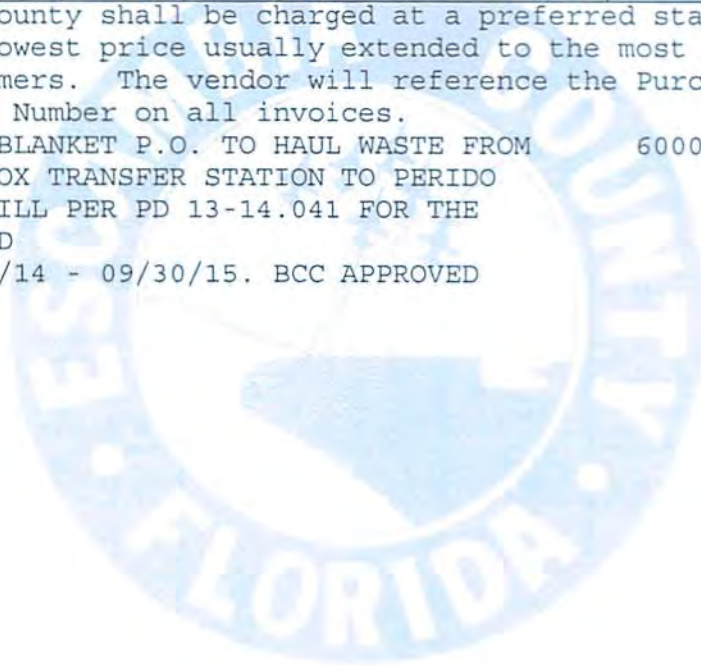
BOARD OF COUNTY COMMISSIONERS

ESCAMBIA COUNTY FLORIDA
 213 PALAFOX PLACE SECOND FLOOR SUITE 11.101
 PO BOX 1591
 PENSACOLA, FL 32591-1591
 (850) 595-4980

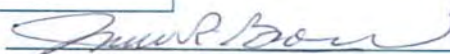
PLEASE EMAIL INVOICES TO:
 escambia.invoices@escambiaclerk.com
 CLERK OF THE COURT & COMPTROLLER
 HON. PAM CHILDERS
 221 PALAFOX PLACE, SUITE 140
 PENSACOLA, FL 32502-5843

VENDOR
 194127 FAX: 205-668-4012
 SOUTHERN HAULERS LLC
 2157 HWY 16
 CALERA AL 35040

SOLID WASTE MANAGEMENT
 13009 BEULAH ROAD
 CANTONMENT FL 32533-8801
 ATTN: SWM DENEE RUDD 850-937-2175

ORDER DATE: 10/28/14		BUYER: JOSEPH PILLITARY		REQ. NO.: 15000758		REQ. DATE: 10/23/14	
TERMS: NET 30 DAYS		F.O.B.:		DESC.:			
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE	EXTENSION	
01	1.00	LOT	The County shall be charged at a preferred status with the lowest price usually extended to the most favored customers. The vendor will reference the Purchase Order Number on all invoices. OPEN BLANKET P.O. TO HAUL WASTE FROM PALAFOX TRANSFER STATION TO PERIDO LANDFILL PER PD 13-14.041 FOR THE PERIOD 10/01/14 - 09/30/15. BCC APPROVED		60000.0000	60,000.00	
							
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$ 60,000.00		
01	230307	53401	60,000.00		TOTAL \$ 60,000.00		

APPROVED BY



Original Purchase Order

BOARD OF COUNTY COMMISSIONERS

ESCAMBIA COUNTY FLORIDA
213 PALAFOX PLACE SECOND FLOOR SUITE 11.101
PO BOX 1591
PENSACOLA, FL 32591-1591
(850) 595-4980

PURCHASE ORDER NO. 150642-1**CHANGE DATE: 04/28/15**

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PLEASE EMAIL INVOICES TO:
escambia.invoices@escambiaclerk.com
CLERK OF THE COURT & COMPTROLLER
HON. PAM CHILDERS
221 PALAFOX PLACE, SUITE 140
PENSACOLA, FL 32502-5843

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194127 FAX: 205-668-4012
SOUTHERN HAULERS LLC
2157 HWY 16
CALERA AL 35040

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P
SOLID WASTE MANAGEMENT
13009 BEULAH ROAD
CANTONMENT FL 32533-8801

T
O
ATTN: SWM DENEE RUDD 850-937-2175

ORDER DATE: 10/28/14	BUYER: JOSEPH PILLITARY	REQ. NO.: 15000758	REQ. DATE: 10/23/14
TERMS: NET 30 DAYS	F.O.B.:	DESC.: CHANGE ORDER - 1	
ITEM#	QUANTITY	UOM	DESCRIPTION

Additional Funds needed for Hauling Services from
Palafox Transfer Station to Perdido Landfill. BCC
approved 10/16/14.

Previous Purchase Order Total Dollars: \$60,000.00
Net Dollars added or subtracted: +\$40,000.00
New Purchase Order Total Dollars: \$100,000.00

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	.00	LOT	OPEN BLANKET P.O. TO HAUL WASTE FROM PALAFOX TRANSFER STATION TO PERIDO LANDFILL PER PD 13-14.041 FOR THE PERIOD 10/01/14 - 09/30/15. BCC APPROVED	40000.0000	40,000.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	40,000.00
01	230307 53401	40,000.00		TOTAL \$	40,000.00

APPROVED BY


RESUME OF THE REGULAR BCC MEETING – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

II. BUDGET/FINANCE CONSENT AGENDA – Continued

1. Continued...

<u>Vendor/Contractor</u>	<u>Amount</u>	<u>Contract #</u>
(7) Road Materials Pricing Agreement Asphalt & Concrete Fund: 401 Cost Center: 230306 (Recycling) Cost Center: 230307 (Transfer Station) Cost Center: 230308 (Gas to Energy) Cost Center: 230309 (Closed Landfills) Cost Center: 230314 (Operations) Cost Center: 230315 (Projects) Cost Center: 230316 (Saufley Field)		PD 13-14.006
a. Panhandle Grading & Paving, Inc.	\$100,000	Vendor No. 160114
b. Roads, Inc. of NWF	\$100,000	Vendor No. 182328
c. McDirt Industries, Inc.	\$100,000	Vendor No. 131951
d. Midsouth Paving	\$100,000	Vendor No. 133305
Approved 5-0		
(8) Southern Haulers, LLC Vendor: 194127 Waste Hauling Fund: 401 Cost Center: 230307 (Transfer Station)	\$100,000	PD 13-14.041

Approved 5-0

(Continued on Page 14)



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8238

County Administrator's Report 8. 2.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Change Order to Sigma Consulting Group, Inc. - April 2014 Flood Event, Beulah Landfill

From: Pat Johnson, Department Director

Organization: Solid Waste

CAO Approval:

RECOMMENDATION:

Recommendation Concerning a Change Order to Sigma Consulting Group, Inc. - April 2014 Flood Event, Beulah Landfill - Patrick T. Johnson, Solid Waste Management Department Director

That the Board take the following action concerning Change Order #1, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations:

A. Rescind the Board's action of April 9, 2015, approving, and authorizing the County Administrator to execute Change Order #1, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations; Bridge Re-design and Construction, due to the April 2014 Flood Event; and

B. Approve and authorize the County Administrator to execute the following Change Order #2, to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations; Bridge Re-design and Construction, due to the April 2014 Flood Event:

Department:	Solid Waste Management
Division:	Engineering/Environmental Quality
Type:	Addition
Amount:	\$24,330
Vendor:	Sigma Consulting Group, Inc.
Project Name:	Beulah Landfill Review and Recommendation; Bridge Re-Design and Construction, due to April 2014 Flood Event
Contract:	PD 05 06.041.13.SWM.14001
Purchase Order Number:	141652
Change Order (CO) Number:	2
Original Award Amount:	\$37,640

Cumulative Amount of Change Orders through CO #2:	\$24,330
New Purchase Order Total:	\$61,970

[Funding Source: Fund 401, Solid Waste Fund, Cost Center 330495, Object Code 54612]

BACKGROUND:

A lump sum Task Order was issued to Sigma Consulting Group, Inc., under the terms and conditions of PD 05 06.041.13.SWM.14001 to provide engineering services to Escambia County related to Beulah Landfill, after the April 2014 Flood event. Tasks included an evaluation of the Coffee Creek Bridge, its surrounding infrastructure, and various stormwater systems at the Beulah Landfill. Subtasks were to include preliminary engineering estimates, recommendations, opinion of probable construction costs, construction observation and temporary repair plans.

FEMA Guidelines require that bridge structure be replaced to meet the most current Codes and Standards. Sigma Consulting Group, Inc., will provide the engineering services to update the previous bridge design for the Coffee Creek Bridge, (provided in 1997), to conform to the most current Escambia County and FDOT Design standards.

BUDGETARY IMPACT:

Funding for this project is available in Fund 401, Solid Waste Fund, Cost Center 330495, Object Code 54612.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

This recommendation is in compliance with the provisions of the Code of Ordinances of Escambia County, Florida, Chapter 46, Finance, Article II, Purchases and Contracts.

IMPLEMENTATION/COORDINATION:

Upon approval of this recommendation, a Change Order will be transmitted to the Office of Purchasing for processing.

Attachments

Brd Mins 04_09_2015

Original PO

Change Order #1

Sigma Consulting Scope Fee

PUBLIC FORUM WORK SESSION AND REGULAR BCC MEETING MINUTES – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

II. BUDGET/FINANCE CONSENT AGENDA

1-35. Approval of Various Consent Agenda Items

Motion made by Commissioner Robinson, seconded by Commissioner Underhill, and carried unanimously, approving Consent Agenda Items 1 through 35, as follows, with the exception of Items 26 and 29, which were held for separate votes: ►

1. Approving, and authorizing the County Administrator to execute, the following Change Order #1 to Sigma Consulting Group, Inc., for Beulah Landfill Review and Recommendations; Bridge Re-design and Construction, due to the April 2014 Flood Event (Funding: Fund 401, Solid Waste Fund, Cost Center 330495, Object Code 54612):

Department:	Solid Waste Management
Division:	Engineering/Environmental Quality
Type:	Addition
Amount:	\$24,330
Vendor:	Sigma Consulting Group, Inc.
Project Name:	Beulah Landfill Review and Recommendations; Bridge Re-Design and Construction, due to April 2014 Flood Event
Purchase Order Number:	141652
Change Order (CO) Number:	1
Original Award Amount:	\$37,640
Cumulative Amount of Change Orders through this CO:	\$24,330
New Contract Total:	\$61,970

ESCAMBIA COUNTY FLORIDA
213 PALAFOX PLACE SECOND FLOOR SUITE 11.101
PO BOX 1591
PENSACOLA, FL 32591-1591
(850) 595-4980

PLEASE EMAIL INVOICES TO:
escambia.invoices@escambiaclerk.com
CLERK OF THE COURT & COMPTROLLER
HON. PAM CHILDERS
221 PALAFOX PLACE, SUITE 140
PENSACOLA, FL 32502-5843

192991 FAX: 850-432-8870
SIGMA CONSULTING GROUP INC
3298 SUMMIT BLVD STE 32
PENSACOLA FL 32503

S
H
I
P

SOLID WASTE MANAGEMENT
13009 BEULAH ROAD
CANTONMENT FL 32533-8801

TO
O ATTN: SWM DENEE RUDD 850-937-2175

ORDER DATE: 08/15/14		BUYER: PAUL NOBLES		REQ. NO.: 14001891		REQ. DATE: 08/11/14	
TERMS: NET 30 DAYS		F.O.B.: N/A		DESC.: PD 05-06.041			
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE		EXTENSION
01	1.00	LOT	DUE TO APRIL 2014 FLOOD EVENT: ESCAMBIA COUNTY BEULAH LANDFILL REVIEW & RECOMMENDATIONS PER TASK ORDER-PO 05-06.041.13.SWM.14001. PROJECT #ESGSW02.		37640.0000		37,640.00
					PAGE TOTAL \$		37,640.00
					TOTAL \$		37,640.00
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE			
01	330495	54612	37,640.00				

APPROVED BY

Claudia Simmons

**Beulah Landfill
Review, Recommendations,
Opinion of Probable Construction Cost ,
Temporary Repair Plan, Permanent Repair Plans & Construction Observation**

SIGMA will provide the engineering services to provide the review of the existing design drawings/calculations, if available, that were prepared to construct the bridge structure/stormwater systems and a visual inspection of the construction materials that were utilized during the construction of the infrastructure in question. The design and construction materials utilized for the bridge/stormwater structures will be evaluated by review and visual inspection, respectively, to determine if they conform to the most current Escambia County Stormwater Design Standards and applicable Technical Specifications, respectively. The report will also include a recommendations section that details design upgrades or changes that need to occur prior to the repair of the damaged area in question. The project will also include the construction observation services required to observe the temporary or permanent repair activities in the following areas:

1. Coffee Creek Bridge Temporary Repair
2. Stormwater System Permanent Repair – Northeast Corner
3. Stormwater System Permanent Repair - Southeast Corner,
4. Stormwater System Permanent Repair - North Borrow Pit adjacent to IP Pipeline
5. Various Repairs : Cover installation for exposed drums in SE corner

The scope details as follows:

Task 100 Review:

SIGMA will provide the engineering services necessary to review the original construction plans and design calculations, if they are available, to identify areas in the original design, for the areas listed above, that may not meet Escambia County stormwater design standards. SIGMA will also provide a review of the existing construction materials based upon a visual inspection in and identify items which do not meet current Escambia County Technical Specifications.

The areas to be reviewed list as follows:

1. Coffee Creek Bridge
2. Northeast Stormwater Pond
3. Southeast Stormwater Pond
4. North Borrow Pit
5. Southeast Cover for Exposed Drums

Task 100 Fee = \$2,570.00

Task 200: Recommendations

SIGMA will provide the engineering services necessary to develop recommendations to temporarily or permanently repair and/or upgrade the bridge/drainage infrastructure to reduce the possibility of another failure in the future. SIGMA will determine if an immediate repair is necessary to prevent the damaged areas from degrading further. If the need for such a repair is determined then SIGMA will utilize the best available aerial photographs, as-built information, construction drawings, etc.... to develop one (1) temporary repair drawing for the location(s) in question.

The areas for recommendations list as follows:

1. Coffee Creek Bridge
2. Northeast Stormwater Pond
3. Southeast Stormwater Pond
4. North Borrow Pit
5. Southeast Corner for Exposed Drums

Task 200 Fee = \$ 2,950.00

Task 300: Opinion of Probable Construction Cost

SIGMA will provide the engineering services necessary to develop an Opinion of Probable Construction Cost to temporarily or permanently repair and/or upgrade the existing bridge/stormwater infrastructure in accordance with the recommendations from Task 300. The opinion of probable cost will be based upon Escambia County's most current General Paving and Drainage Pricing Agreement. The estimated quantities to temporarily or permanently repair and/or upgrade the damaged areas will be entered into the County's pricing agreement spreadsheet and it will be provided to the County for their use during the construction phase of the project.

The areas for opinions of probable cost list as follows:

1. Coffee Creek Bridge
2. Northeast Stormwater Pond
3. Southeast Stormwater Pond
4. North Borrow Pit
5. Southeast Corner for Exposed Drums

Task 300 Fee = \$ 3,540.00

Task 400: Temporary Repair Plan

SIGMA will prepare temporary repair plans, if required, for the contractor to utilize during the construction. The temporary repair plan will be based on Task 200 above, the best available as-built data, topographic information and aerial information. The repair plan will meet current County standards, State standards and applicable technical specifications. At this time we anticipate one (1) temporary repair plan for the Coffee Creek Bridge. The purpose of this repair plan is re-establish the original roadway sections on the north and south approach areas and open the road to vehicle traffic. Permanent repair for this bridge structure is not included in this scope.

Task 400 Fee = \$ 3,590.00

Task 500: Permanent Repair Plans

SIGMA will prepare permanent repair plans to address the damage to the following areas at the facility:

1. Northeast Stormwater Pond
2. Southeast Stormwater Pond
3. North Borrow Pit
4. Southeast Corner Exposed Drums

The permanent repair plan will be based on Task 200 above, the best available as-built data, existing design drawings/calculations, topographic information and aerial information. The repair plan will meet current County standards, State standards and applicable technical specifications. In addition, we will recommend enhancements to key system components within the area for future sustainability. Due to the nature of the work, environmental permits are not anticipated for these activities. A detailed breakdown for each area lists as follows:

Task 501 : Northeast Stormwater Pond

SIGMA will develop one (1) permanent repair plan sheet and one (1) detail sheet to remove and replace the existing underdrain and repair the erosion/scour that occurred within this stormwater system. The new underdrain system will be designed in accordance with the most current Northwest Florida Water Management District (NWFWD) Permitting Guidelines. A new stormwater permit for the facility will not be pursued in this project.

Task 502 : Southeast Stormwater Pond

SIGMA will develop one (1) permanent repair plan sheet to repair the erosion/scour that occurred within this drainage system. The repair plan will also include grading enhancements to divert offsite runoff away from the stormwater system.

Task 503 : North Borrow Pit

SIGMA will develop one (1) permanent repair plan sheet to address the side slope erosion that has occurred within the existing borrow pit.

Task 504 : Southeast Corner Exposed Drums

SIGMA will develop one (1) permanent repair plan sheet to address the erosion/scour that has exposed the drums in this portion of the facility. SIGMA will coordinate closely with the Florida Department of Environmental Protection to develop a closure plan that is accordance with the applicable State standards.

Task 500 Fee = \$ 15,040.00

Task 600 : Construction Observation Services

SIGMA will provide one inspector to provide part-time onsite construction observation services for the Coffee Creek Bridge Temporary Repair, Stormwater System Repairs and Various Repair projects described above. SIGMA will provide daily construction reports for the repair activities that occur at the facility and it is assumed that the repair activities will require 30 working days at 4 hours per day. The inspector's duties will include providing

1. Daily reports
2. Interpretation of contract documents and contractor requests
3. Coordination between the contractor and County staff
4. Coordinate and attend Pre and Post-Construction meeting

Task 600 Fee = \$ 9,950.00

Total Lump Sum Fee = \$37,640.00

Deliverables:

- One (1) report detailing the Review, Recommendations, & Opinion of Probable Construction Costs outlined above

- Final Temporary/Permanent Repair Drawings listed below :

Key Sheet	1 sheet
General Note Sheet	1 sheet
Temporary Repair Drawing – Plan View	1 sheet
Permanent Repair Drawings	4 sheets
<u>Details</u>	<u>2 sheets</u>
	9 sheets

- Daily Reports

Meetings:

One (1) onsite meeting with County
One (1) plan-in-hand review with County
One (1) review meeting at County Office

Permitting

The scope does not include any environmental permitting. At this time it is not anticipated that this will be necessary for this project.

Reviews:

One (1) review after draft submittal
One (1) review after Final Submittal

If the deliverables, meetings, permitting or reviews listed above change then the scope and fee for the project will need to be revised accordingly.

BOARD OF COUNTY COMMISSIONERS

ESCAMBIA COUNTY FLORIDA
213 PALAFOX PLACE SECOND FLOOR SUITE 11.101
PO BOX 1591
PENSACOLA, FL 32591-1591
(850) 595-4980

PURCHASE ORDER NO. 141652-1

CHANGE DATE: 10/09/14

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[PLEASE EMAIL INVOICES TO:
escambia.invoices@escambiaclerk.com
CLERK OF THE COURT & COMPTROLLER
HON. PAM CHILDERS
221 PALAFOX PLACE, SUITE 140
PENSACOLA, FL 32502-5843]

V
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[192991 FAX: 850-432-8870
SIGMA CONSULTING GROUP INC
3298 SUMMIT BLVD STE 32
PENSACOLA FL 32503]

S
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P
[SOLID WASTE MANAGEMENT
13009 BEULAH ROAD
CANTONMENT FL 32533-8801]

T
O
[ATTN: SWM DENEE RUDD 850-937-2175]

ORDER DATE: 08/15/14	BUYER: PAUL NOBLES	REQ. NO.: 14001891	REQ. DATE: 08/11/14
TERMS: NET 30 DAYS	F.O.B.: N/A	DESC.: CHANGE ORDER - 1	
ITEM#	QUANTITY	UOM	EXTENSION

This change order provides for an Administrative
Change Order to add Project Number ESGSW02 to Purchase
Order

Previous PO/CO Total Dollars: \$37,640.00

Net Dollars Added: \$0.00

New PO/CO Total Dollars: \$37,640.00

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	.00		LOT DUE TO APRIL 2014 FLOOD EVENT: ESCAMBIA COUNTY BEULAH LANDFILL REVIEW & RECOMMENDATIONS PER TASK ORDER-PO 05-06.041.13.SWM.14001. PROJECT #ESGSW02.	.0000	.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$
					TOTAL \$
01	330495	54612	-37,640.00	ESGSW02	.00
01	330495	54612	37,640.00		.00

APPROVED BY

BEULAH LANDFILL - COFFEE CREEK BRIDGE DESIGN

Additional Supplemental Services

for

Task Order 05-06.041.13.SWM.14001

Date : May 11, 2015

Description

The original scope for the above referenced Task Order required that SIGMA provide a Preliminary Engineering Assessment (PEA) for the Coffee Creek Bridge at Beulah Landfill. The PEA revealed that the bridge needed to be replaced and upgraded to comply with the most current Codes and Standards in place for Escambia County. FEMA's guidelines require that bridge structures be replaced to meet the most current Codes and Standards. The scope and fee to provide these services is detailed below.

SIGMA will provide the engineering services to update the previous bridge design for the Coffee Creek Bridge that was provided in 1997 to conform to the most current Escambia County and FDOT Design standards. SIGMA's initial review of the previous design revealed that the proposed bridge structure was not designed to meet the flow rates or hydraulic grade line generated by a 25 year storm event for Coffee Creek. The tasks required to design the bridge lists as follows:

Task 700 : Geotechnical Investigation

In 1997, a geotechnical investigation was performed for the Coffee Creek Bridge to install a concrete bridge with piles. The existing soil boring information is suitable to use for the Consplan bridge system, but some additional investigation will need to be performed. SIGMA's subconsultant will provide the following services and issue an updated report:

- Evaluate the 1997 borings.
- Provide recommendations for site preparation including general comments, subgrade preparation, fill placement, compaction, testing requirements, etc.
- Provide recommendations for foundation design for the bridge including an allowable soil bearing pressure and estimated settlement.

Task 700 Geotechnical (subconsultant) Fee = \$690.00

Task 700 Engineering Fee = \$490.00

Task 800 : Bridge Hydraulic Analysis

SIGMA will provide the engineering services necessary to provide the hydrologic/hydraulic analysis that will be necessary to design a new bridge system in accordance with applicable state and local regulatory agencies. HEC-RAS will be utilized to provide the hydraulic and scour analysis for the proposed bridge drainage system.

Task 800 Engineering Fee = \$3,670.00

Task 900 : Bridge Plan/Profile

SIGMA will provide the engineering services necessary to prepare construction plans to replace the existing bridge structure. SIGMA will develop a complete set of design drawings consisting of a key sheet, general note sheet, a bridge plan/profile sheet, an erosion control sheet, and a bridge/channel cross-section detail sheet to construct a new roadway/bridge for the limits of this project in accordance with *Escambia County & FDOT* Specifications and Standards. The roadway plans will be submitted in accordance with the most current Escambia County Standards.

Task 900 Engineering Fee = \$4,610.00

Task 1000 : Bridge Design

It is our intent that the proposed bridge consist of a precast concrete structure such as the ConSpan bridge unit and headwall, or approved equivalent. SIGMA will work with CONTECH Engineering Solutions LLC to develop preliminary drawings for use in bidding. This includes the following items:

- Prepare basic ConSpan O-Series drawings/details specific for the project that can be incorporated into our construction bid package. The preliminary drawings will not be stamped by a licensed Professional Engineer. Note that it will be the Contractor's responsibility to get final signed and sealed structural drawings and accompanying calculations for the structure (or approved equal) prior to construction.
- Prepare engineering calculations and details for the ConSpan foundation design. Foundation design will be prepared in accordance with the recommendations from the project geotechnical report provided under Task 100. Foundation design will be signed and sealed by a Professional Engineer registered in the State of Florida.

Task 1000 Bridge Design (subconsultant) Fee = \$7,500.00

Task 1000 Engineering Fee = \$2,490.00

Task 1100 Bidding Assistance

SIGMA will provide the coordination necessary to initiate and complete the bidding process. SIGMA will provide the following services to complete this task:

1. Prepare bid documentation in accordance with County specifications, if necessary.
2. Provide a bid tabulation.
3. Attend Pre-Bid Meeting.
4. Provide feedback for contractors' requests for additional information.
5. Review Shop Drawing for Bridge Structure.

Task 1100 Engineering Fee = \$2,580.00

Task 1200 Construction Assistance (Optional Services)

As an optional service, SIGMA can provide construction administration and assistance as necessary to facilitate the construction of the project. SIGMA will provide the following services on an as-needed basis, to complete this task:

1. Staff will be available for field observations, review and interpretation of contract documents and contractor requests.
2. Coordination between the contractor and County staff.
3. Coordinate and attend Pre and Post-Construction meeting.

Task 1200 Engineering Fee = \$2,300.00

<i>Total Lump Sum Fee = \$24,330.00</i>

Deliverables:

60% Critical Path Items

Geotechnical investigation is the critical path items for this submittal. This item will be necessary to finalize the structural design for the bridge and the roadway typical section within the project limits. The final submittal preparation will begin when the proposed design is formally reviewed and commented on by Escambia County.

SIGMA will provide two (2) plan submittals containing the following sheets/items:

- One (1) Probable Construction Cost Estimate

60% Construction Plans

Submittal

Three (3) hard copies & 1 PDF copy of 11" x 17" drawings ; Scale 1"=40' The drawings/items to be submitted list as follows:

Key Sheet	1 sheet
General Note Sheet	1 sheet
Bridge Plan/Profile, Erosion Control, & Detail sheets	3 sheet
<u>Bridge Structure Sheets (by others)</u>	<u>6 sheets</u>
	9 sheets

Final Construction Plans

Submittal

3 copies of 11" x 17" drawings ; Scale 1"=40'

One (1) CD copy of ACAD drawing files

One (1) PDF copy of drawings

One (1) copy of drainage documentation

One (1) copy of project bid tabulation

One (1) copy of geotechnical investigation

One (1) electronic copy of all information listed above

Meetings

(2) - Field Meetings

(2) - Project Review Meetings

Permitting

The scope does not include wetlands delineation or associated permitting. At this time it is not anticipated that this will be necessary for this project. If any of the items listed above are revised, then the scope and fee will need to be revised accordingly.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8235

County Administrator's Report 8.3.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Economic Development Transportation Project Fund Agreement (EDTPFA) - Transportation Improvements

From: Joy D. Blackmon, P.E.

Organization: Public Works

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Economic Development Transportation Project Fund Agreement - Transportation Improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29) - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning an Economic Development Transportation Project Fund Agreement (EDTPFA) with the State of Florida Department of Transportation (FDOT) for funding not to exceed \$1,950,000, for the transportation improvements on County Road (CR) 184 (Muscogee Road) and State Road (SR) 95 (US 29) in Escambia County:

A. Approve the State of Florida, Department of Transportation Economic Development Transportation Project Fund Agreement (EDTPFA) (On-System) for transportation improvements on CR 184 (Muscogee Road) and SR 95 (US 29) in Escambia County;

B. Adopt a Resolution authorizing the execution of the EDTPFA; and

C. Authorize the Chairman to sign the EDTPFA, the Resolution, and any other document related to this EDTPFA Project.

[Funding: A Supplemental Budget Amendment will be prepared by the Office of Management and Budget to recognize the funding for the EDTFA]

BACKGROUND:

Meeting in regular session on September 25, 2014, the Board of County Commissioners adopted a Resolution authorizing Escambia County to apply for and accept Grant awards from the State of Florida Economic Development Transportation Fund.

The project consists of the design and construction of transportation facility improvements on CR 184 (Muscogee Road) and SR 95 (US 29) in Escambia County.

The project will provide improvements to the entrance of International Paper Company along CR184 (Muscogee Road) and SR 95 (US 29).

Escambia County is prepared to complete the project at an estimated total cost of \$2,090,000, and FDOT is prepared to provide \$1,950,000 toward to the total cost of construction.

Escambia County has agreed by Resolution to accept future maintenance and other attendant costs occurring after completion of the project for the portion of the project on the county's system.

BUDGETARY IMPACT:

A supplemental budget amendment will be prepared by the Office of Management and Budget to recognize the funding for the EDTPFA.

LEGAL CONSIDERATIONS/SIGN-OFF:

Kristin Hual, Assistant County Attorney, reviewed and approved the Resolution and the EDTPFA as to form and legal sufficiency. Please note that any and all litigation arising under this Agreement shall be brought in the appropriate court in Leon County, Florida, applying Florida Law.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

Upon Board approval of this Recommendation, the Chairman will need to sign four original copies of the EDTPFA. The Clerk's Office will then need to certify four copies of the Resolution for FDOT and retain the original for the official records. Transportation and Traffic Operations staff will forward the four signed Agreements and the certified copies of the Resolution to FDOT for final signatures and for their files.

Transportation and Traffic Operations staff will continue to coordinate this project with FDOT and the Purchasing Department for procurement of a contractor. Engineering staff will coordinate the project management.

Attachments

BCC Minutes 092514

Agreement

Resolution

PUBLIC FORUM WORK SESSION AND REGULAR BCC MEETING MINUTES – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

I. TECHNICAL/PUBLIC SERVICE CONSENT AGENDA – Continued

1-15. Approval of Various Consent Agenda Items – Continued

11. Taking the following action concerning appointments to the West-End Advisory Committee:
 - A. Confirming the appointment of Mr. Terrence William Brotherton, to replace Mr. Joe Ward, who resigned, with the term of appointment to begin September 25, 2014, and to run concurrent with Commissioner Valentino's term of office or at his discretion; and
 - B. Confirming the appointment of Mr. Dayre C. Lias, to replace Ms. Holly Rasoli Wood, who resigned, with the term of appointment to begin September 25, 2014, and to run concurrent with Commissioner Valentino's term of office or at his discretion.
12. Taking the following action to support "Project Phoenix" as an Economic Development Prospect:
 - A. Adopting a Resolution (*R2014-114*) authorizing Escambia County to apply for and accept certain Grant awards from the State of Florida Economic Development Transportation Fund; and
 - B. Authorizing the Chairman to execute the Resolution and all other required documents relating to the Grant application.
13. Approving the four *Request for Disposition of Property* Forms for the Corrections Department, as provided, for property which is described and listed on the Disposition Forms; the listed items have been found to be of no further usefulness to the County; thus, it is requested that they be auctioned as surplus or properly disposed of.
14. See Page 28.

PUBLIC FORUM WORK SESSION AND REGULAR BCC MEETING MINUTES – Continued

GROWTH MANAGEMENT REPORT – Continued

II. ACTION ITEMS

1. Approval of a Street Name ►

Motion made by Commissioner Robinson, seconded by Commissioner Valentino, and carried unanimously, approving the street name "Eagles Landing," a private street lying between Rawson Lane and St. Benedict Avenue, situated in the Brent Community at the Pensacola Christian College Campus, and lying in Commission District 4.

2. Approval of a Street Name ►

Motion made by Commissioner Barry, seconded by Commissioner Robinson, and carried unanimously, approving the street name "Mills Swamp House Road," a private street lying west of North Davis Highway and south of Escambia River at Mills Swamp House Marina and RV Park, situated in the Ferry Pass and Scenic Hills Community, lying in Commission District 5.

COUNTY ADMINISTRATOR'S REPORT – Jack R. Brown, County Administrator

I. TECHNICAL/PUBLIC SERVICE CONSENT AGENDA

1-15. Approval of Various Consent Agenda Items

Motion made by Commissioner Robinson, seconded by Commissioner Valentino, and carried unanimously, approving Consent Agenda Items 1 through 15, as follows, with the exception of Item 14, which was held for a separate vote: ►

1. Approving the 14 *Request for Disposition of Property* Forms for the Public Safety Department, indicating numerous items to be properly disposed of, which are described and listed on the Request Forms, with reasons for disposition stated.
2. Approving the two *Request for Disposition of Property* Forms for the Public Safety Department, Emergency Medical Services Division, for property which is described and listed on the Request Forms, with reason for disposition stated; this property is to be auctioned as surplus or properly disposed of.

Escambia County
Clerk's Original
09/25/2014/ CARI-12

RESOLUTION NUMBER R2014-114

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS AUTHORIZING ESCAMBIA COUNTY TO APPLY FOR AND ACCEPT CERTAIN GRANT AWARDS FROM THE ECONOMIC DEVELOPMENT TRANSPORTATION FUND PURSUANT TO §339.2821, FLORIDA STATUTES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Project Phoenix is an existing company in Escambia County, Florida, that is considering investment in Escambia County to increase efficiencies, support and enhance its workforce and strengthen its competitive position; and

WHEREAS, the Board of County Commissioners of Escambia County, Florida, supports Project Phoenix and the proposed investment in Escambia County; and

WHEREAS, Escambia County has the authority to apply for and accept grant funding from the Economic Development Transportation Fund for qualified transportation projects pursuant to §339.2821, Florida Statutes; and

WHEREAS, Escambia County has identified a qualified transportation project in Escambia County that would assist Project Phoenix by eliminating certain transportation impediments and further serve to encourage economic development in the County by providing favorable conditions for attracting and retaining valuable business enterprises; and

WHEREAS, the Board of County Commissioners finds is in the best interest of the health, safety, and welfare of the citizens of Escambia County to apply for and accept grant funding from the Economic Development Transportation Fund Program to fund a qualified transportation project to facilitate the proposed expansion of economic development prospect Project Phoenix.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

Section 1. That the above recitals are true and correct and incorporated herein by reference.

Section 2. That the Board of County Commissioners of Escambia County, Florida, hereby supports economic development prospect Project Phoenix and the proposed expansion of its operation in Escambia County.

Section 3. That the Board of County Commissioners of Escambia County, Florida, hereby authorizes the submission of an application for grant funding from the Economic Development Transportation Fund Program to fund a qualified transportation project in Escambia County and further encourage economic development in the county.

Date: 09/29/2014 Verified By: *Ma Cub*

Section 4. That the Chairman is hereby authorized to sign the application.

Section 5. That this resolution shall take effect immediately upon its adoption by the Board of County Commissioners.

ADOPTED this 25 day of September, 2014.

Approved as to form and legal
sufficiency,

By/Title: [Signature]

Date: 9/15/14

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By

[Signature]
Lumon J. May, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

Date Executed

09/26/2014

By:

[Signature]

(SEAL)





BOARD OF COUNTY COMMISSIONERS
Escambia County, Florida

AI-6877

County Administrator's Report 10. 12.

BCC Regular Meeting

Technical/Public Service Consent

Meeting Date: 09/25/2014

Issue: Support of "Project Phoenix" as an Economic Development Prospect

From: Jack Brown, County Administrator

Organization: County Administrator's Office

CAO Approval:

A handwritten signature in black ink, appearing to read "Jack R. Brown", is written over a horizontal line.

RECOMMENDATION:

Recommendation Concerning Support of "Project Phoenix," an Economic Development Prospect - Jack R. Brown, County Administrator

That the Board take the following action to support "Project Phoenix" as an Economic Development Prospect:

A. Adopt a Resolution authorizing Escambia County to apply for and accept certain Grant awards from the State of Florida Economic Development Transportation Fund; and

B. Authorize the Chairman to execute the Resolution and all other required documents relating to the Grant application.

BACKGROUND:

"Project Phoenix" is an existing business in Escambia County, Florida, that is considering investment in Escambia County. This business is identified as a target industry. "Project Phoenix" will include significant investment to increase efficiency, support and enhance its workforce and strengthen its competitive position. Escambia County has identified a qualified transportation project in Escambia County that would assist "Project Phoenix" with its business expansion by eliminating certain transportation impediments and will further serve to encourage economic development in the Escambia County by providing favorable conditions for attracting and retaining valuable business enterprises.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

Resolution was reviewed by the County Attorney's Office.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

The Greater Pensacola Chamber will coordinate.

Attachments

Project Phoenix Resolution

RESOLUTION NUMBER R2014-__

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
AUTHORIZING ESCAMBIA COUNTY TO APPLY FOR AND ACCEPT
CERTAIN GRANT AWARDS FROM THE ECONOMIC DEVELOPMENT
TRANSPORTATION FUND PURSUANT TO §339.2821, FLORIDA
STATUTES; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Project Phoenix is an existing company in Escambia County, Florida, that is considering investment in Escambia County to increase efficiencies, support and enhance its workforce and strengthen its competitive position; and

WHEREAS, the Board of County Commissioners of Escambia County, Florida, supports Project Phoenix and the proposed investment in Escambia County; and

WHEREAS, Escambia County has the authority to apply for and accept grant funding from the Economic Development Transportation Fund for qualified transportation projects pursuant to §339.2821, Florida Statutes; and

WHEREAS, Escambia County has identified a qualified transportation project in Escambia County that would assist Project Phoenix by eliminating certain transportation impediments and further serve to encourage economic development in the County by providing favorable conditions for attracting and retaining valuable business enterprises; and

WHEREAS, the Board of County Commissioners finds is in the best interest of the health, safety, and welfare of the citizens of Escambia County to apply for and accept grant funding from the Economic Development Transportation Fund Program to fund a qualified transportation project to facilitate the proposed expansion of economic development prospect Project Phoenix.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

Section 1. That the above recitals are true and correct and incorporated herein by reference.

Section 2. That the Board of County Commissioners of Escambia County, Florida, hereby supports economic development prospect Project Phoenix and the proposed expansion of its operation in Escambia County.

Section 3. That the Board of County Commissioners of Escambia County, Florida, hereby authorizes the submission of an application for grant funding from the Economic Development Transportation Fund Program to fund a qualified transportation project in Escambia County and further encourage economic development in the county.

Section 4. That the Chairman is hereby authorized to sign the application.

Section 5. That this resolution shall take effect immediately upon its adoption by the Board of County Commissioners.

ADOPTED this 25 day of September, 2014.

Approved as to form and legal
sufficiency

By/Title: 

Date: 9/25/14

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By _____

Lumon J. May, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____

(SEAL)

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION**ECONOMIC DEVELOPMENT TRANSPORTATION
PROJECT FUND AGREEMENT
(ON-SYSTEM)**

This Economic Development Transportation Project Fund Agreement (On-System) ("Agreement") is entered into this _____ day of _____, between the State of Florida, Department of Transportation ("FDOT") and Escambia County ("Agency"). FDOT and the Agency are sometimes referred to in this Agreement as a "Party" and collectively as the "Parties."

RECITALS

A. The Agency has submitted an application for a grant from FDOT's Economic Development Transportation Project Fund ("EDTPF") on behalf of International Paper ("Business Entity")

B. FDOT has determined that the transportation project described in **Exhibit "A"** attached and incorporated in this Agreement ("Project"), is necessary to facilitate the economic development and growth of the State and FDOT is authorized by Section 339.2821, Florida Statutes, to approve an expenditure to the Agency for the direct costs of the Project.

C. The Agency by Resolution No. _____ dated the ____ day of _____, 2015, a copy of which is attached as **Exhibit "D"** and made a part of this Agreement, has authorized its officers to execute this Agreement on its behalf.

D. The Project is for the design and construction of transportation facility improvements associated with a new or expanding business and 12 full-time permanent jobs will result from the Project.

E. The Agency is prepared to complete the Project at an estimated total cost of \$ 2,090,000.

F. FDOT is prepared to provide \$1,950,000 toward the total cost of construction of the Project as more fully described in Section 6.0 and **Exhibit "B"**, Schedule of Funding.

AGREEMENT

In consideration of the mutual covenants contained in this Agreement, the Parties agree as follows:

1.0 RECITALS: The recitals above are true and correct and are made a part of this Agreement.

2.0 TERM: The term of this Agreement shall commence upon full execution by both Parties (“Effective Date”) and continue through December 31, 2017, unless terminated at an earlier date as provided in this Agreement. If the Agency does not complete the Project within the time period allotted, this Agreement will expire on the last day of the scheduled completion as provided in this paragraph unless an extension of the time period is requested by the Agency and granted in writing by FDOT prior to the expiration of the Agreement. Expiration of this Agreement will be considered termination of the Project. Only Project costs incurred on or after the Commencement Date of this Agreement (as defined in paragraph 3.0 below) and on or prior to the termination date of the Agreement are eligible.

3.0 COMMENCEMENT: Unless terminated earlier, work on the Project shall commence no later than: the 1st day of January, 2016 or the issuance of the Notice to Proceed, whichever date is earlier (“Commencement Date”), and shall be completed on or before December 31, 2017. FDOT shall have the immediate right to terminate this Agreement should the Agency fail to meet either of the above-required dates.

If work on the Project does not commence within four (4) years of the date of the initial notice of grant award, attached and incorporated in this Agreement as **Exhibit “C”**, this Agreement and the Project are immediately terminated.

4.0 PROJECT DESCRIPTION: The Agency shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project, identified as Financial Management Number 437039-1-54-01, and the quantifiable, measurable, and verifiable units of deliverables are described more fully in **Exhibit “A”** which is incorporated in this Agreement, and is in connection with the location or expansion of facilities by the Business Entity.

5.0 NOTICES AND APPROVALS: All notices pertaining to this Agreement are in effect upon receipt by either Party, shall be in writing, and shall be transmitted either by personal hand delivery; United States Post Office, return receipt requested; or, overnight express mail delivery. E-mail and facsimile may be used if the notice is also transmitted by one of the preceding forms of delivery. The addresses and the

Agreement Administrators set forth below for the respective parties shall be the places where notices shall be sent, unless prior written notice of change of address is given.

FDOT:

**STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION
DISTRICT 3 LOCAL PROGRAM ADMINISTRATOR
DUSTIN CASTELLS
POST OFFICE BOX 607, CHIPLEY, FL 32428
PHONE: 850-330-1227
FAX: 850-330-1130**

AGENCY:

**THOMAS R. BROWN, JR, PTP
ESCAMBIA CO TRANSPORTATION & TRAFFIC OPERATIONS
3363 WEST PARK PLACE
PENSACOLA, FL 32505
PHONE: 850-595-3404
FAX: 850-595-3405**

All approvals referenced in this Agreement must be obtained in writing from the Parties' respective Administrators or their designees.

6.0 RELEASE OF FUNDS: Project funds made available by FDOT shall not be released until the following have been satisfied:

(a) The Agency has agreed by resolution to accept future maintenance and other attendant costs occurring after completion of the Project for the portion of the Project on the Agency's system and such resolution is attached and incorporated in this Agreement as **Exhibit "D"**;

(b) The Agency shall certify to FDOT that the Business Entity, or the Agency's design consultant and/or construction contractor has secured the necessary permits, including but not limited to, building permits. If the Agency fails to provide such certification to FDOT by December 31, 2016, FDOT may, at its discretion, terminate this Agreement;

(c) The grant award shall be terminated if construction of the transportation Project does not begin within four (4) years after the initial notice of grant award, attached and incorporated in this Agreement as **Exhibit "C"**.

(d) The Agency shall invoice FDOT quarterly or as noted in **Exhibit “A”** for actual costs incurred. The Agency shall review and approve all invoices, statements, or other related documents duly submitted to the Agency by the Agency’s design consultant or construction contractor. Invoices shall be submitted by the Agency to FDOT in detail sufficient for a proper pre-audit and post audit thereof, based on the quantifiable, measurable, and verifiable units of deliverables as established in Paragraph 4.0 above and **Exhibit “A”**. Deliverables must be received and accepted in writing by the pre-audit and approval by the Agency;

(e) Supporting documentation must establish that the deliverables were received and accepted in writing by the Agency and that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in Paragraph 4.0 and **Exhibit “A”** has been met;

(f) FDOT will pay the Agency, after receipt of a detailed invoice, an amount equal to the invoice received by the Agency from the Agency’s consultant or contractor. The Agency must certify on the invoice that the costs from the consultant or contractor are valid, reasonable, necessary, and allowable and the costs have been incurred by the consultant or contractor prior to the date of the invoices. All invoices submitted to the Department must provide complete documentation, including a copy of the consultant’s or contractor’s invoice(s), to substantiate the cost on the invoice. Each invoice subsequent to the first invoice from the Agency must contain a statement from the Agency that the previous costs incurred by the consultant or contractor have been paid by the Agency to the consultant or contractor;

(g) Before using its own forces for any phase of the Project, the Agency shall provide FDOT with the opportunity to review and approve the qualifications of the Agency forces to be utilized. In the event the Agency proceeds with any phase of the Project utilizing its own forces, the Agency will only be reimbursed for direct costs (this excludes general overhead);

(h) The Agency shall provide to FDOT certification and a copy of appropriate documentation substantiating that any additional right-of-way necessary for the Project has been obtained; and

(i) Provide FDOT with written notification of either its intent to:

(i) Award the construction of the Project to an FDOT prequalified contractor which is the lowest, responsive and responsible bidder in accordance with applicable state and federal statutes, rules, and regulations. The Agency shall then submit a copy of the bid tally sheet(s) and awarded bid contract, or

(ii) Construct the Project utilizing existing Agency employees, whose qualifications have been reviewed and approved by FDOT, if the Agency can complete said Project within the time frame in Section 3.0 of this Agreement.

6.1 TRANSFER OF FUNDS: The Agency should be aware of the following time frames. Upon receipt, FDOT has 20 days to inspect and approve the goods and services. FDOT has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Agency. Interest penalties of less than one (1) dollar will not be enforced unless the Agency requests payment. Invoices that have to be returned to the Agency because of Agency preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the FDOT.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for entities who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at 1-877-693-5236.

Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If FDOT determines that the performance of the Agency is unsatisfactory, FDOT shall notify the Agency of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by FDOT. The Agency shall, within five days after notice from FDOT, provide FDOT with a corrective action plan describing how the Agency will address all issues of contract non-performance, unacceptable

performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to FDOT, the Agency shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing period. The retainage shall be withheld until the Agency resolves the deficiency. If the deficiency is subsequently resolved, the Agency may bill FDOT for the retained amount during the next billing period. If the Agency is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.

6.2 USE OF FUNDS: Funds made available by FDOT pursuant to this Agreement shall be expended in a timely manner and solely for the purpose of the approved Project. The funds shall not be used for the purchase or planting of any landscaping, mitigation, the installation or relocation of utilities, for any legal action against FDOT, or costs associated with preparation of the application for use of Economic Development Transportation funding. The Schedule of Funding, **Exhibit "B"**, is attached and incorporated in this Agreement.

6.3 ASSURANCES: As an inducement to the transfer of funds referred to in Section 6.1 above, the Agency certifies that, if initiated, the Project will be carried through to its completion and will not require the expenditure of any additional funds from FDOT. The Agency is liable for all costs in excess of the amount paid by FDOT.

7.0 DESIGN AND CONSTRUCTION STANDARDS AND REQUIRED APPROVALS:

(a) The Agency agrees to undertake the design, construction, and Consultant Construction Engineering Inspection ("CCEI") of the Project in accordance with all applicable federal, state and local statutes, rules and regulations, including FDOT standards and specifications. A professional engineer, registered in Florida and pre-qualified by FDOT, shall provide the certification that all design and construction for the Project meets the minimum construction standards established by FDOT.

(b) The Agency understands that it is responsible for the preparation of all signed and sealed design plans for the Project, utilizing a FDOT pre-qualified consultant, suitable for reproduction on 11 inch by 17 inch sheets, together with a complete set of signed and sealed specifications covering all

construction requirements for the Project. One (1) electronic copy and (2) hard copies of the design plans shall be provided to FDOT's Design Project Manager, Tommy Johns at (850) 638-2288. FDOT shall review the plans for conformance to FDOT's requirements and feasibility within forty-five (45) days of delivery by the Agency. FDOT's review shall not be considered an adoption of the plans nor a substitution for the engineer's responsibility for the plans. All changes requested by FDOT shall be made by the Agency and final corrected signed and sealed plans shall be provided to FDOT in a timely manner. The Agency shall provide a copy of the final bid documents to FDOT's Construction Project Manager.

(c) Execution of this Agreement by both Parties shall be deemed a Notice to Proceed to the Agency for the design phase of the Project. Any design work performed prior to the execution of this Agreement is not subject to reimbursement.

(d) Prior to commencing the construction work described in this Agreement, the Agency shall request a Notice to Proceed from FDOT's Construction Project Manager, Eric Benson, at (850) 698-2606 or from an appointed designee. Any construction work performed prior to the issuance of the Notice to Proceed for construction is not subject to reimbursement.

(e) The Agency shall hire a FDOT prequalified CCEI to perform construction oversight including the obligation to assure that any and all verification testing is performed in accordance with the 2014 Standard Specifications for Road and Bridge Construction, as amended from time to time. The Agency's Attorney shall certify to FDOT that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act, Section 287.055, Florida Statutes. FDOT shall have the right, but not the obligation, to perform independent assurance testing during the course of construction of the Project. The CCEI firm shall not be the same firm as that of the Engineer of Record for the Project.

(f) The Agency shall require the Agency's contractor to post a payment and performance bond in accordance with Section 337.18(1), Florida Statutes.

(g) The Agency shall be responsible to ensure that the construction work under this Agreement is performed in accordance with the approved construction documents, and that it will meet all

applicable FDOT standards and that the work is performed in accord with the Terms and Conditions contained in **Exhibit “E”**.

(h) Upon completion of the work authorized by this Agreement, the Agency shall notify FDOT in writing of the completion of construction of the Project; and for all design work that originally required certification by a Professional Engineer, this notification shall contain an Engineers Certification of Compliance, signed and sealed by a Professional Engineer, the form of which is attached hereto as **Exhibit “F”**. The certification shall state that work has been constructed in compliance with the Project design plans and specifications. If any deviations are found from the approved plans, the certification shall include a list of all deviations along with an explanation that justifies the reason to accept each deviation. All deviations shall have had prior written approval from FDOT in advance of the deviation being constructed.

(i) The Agency must submit the final invoice to FDOT within one hundred eighty (180) days after the final acceptance of the Project or it may not be paid.

(j) Upon completion of the Project, the Agency shall be responsible for the perpetual maintenance of the facilities on its system that are constructed under this Agreement as agreed to in **Exhibit “D”**. The terms of this provision shall survive the termination of this Agreement and may be enforced by FDOT.

8.0 AVAILABILITY OF FUNDS: The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Chapter 339.135(6)(a), F.S., are incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of 25,000 dollars and which have a term for a period of more than 1 year."

9.0 TERMINATION OF AGREEMENT: FDOT may terminate this Agreement upon no less than thirty (30) days notice in writing delivered in accordance with the Notices and Approvals provisions of Paragraph 5.0. In the event the Agency fails to perform or honor the requirements and provisions of this Agreement, the Agency shall return funds in accordance with Section 10.0 of this Agreement within thirty (30) days of the termination of this Agreement.

9.1 TERMINATION REPORT: Upon termination prior to the expiration of this Agreement, the Agency will provide the following:

(a) Certification that the portion of the Project that has been completed is in compliance with the terms and conditions of this Agreement and meets minimum construction standards established in accordance with Section 336.045, Florida Statutes.

(b) A report which shall specify the following: (i) the total direct Project costs paid from funds made available by FDOT pursuant to this Agreement; (ii) the balance of any unexpended Project funds; (iii) the actual amount of the Business Entity's capital investment; and (iv) the actual number of permanent, full-time jobs created by the Business Entity.

10.0 EXPENDITURES IN VIOLATION OF AGREEMENT: Any Project funds made available by FDOT pursuant to this Agreement which are determined by FDOT to have been expended by the Agency in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to FDOT. Acceptance by FDOT of any documentation or certifications, mandatory or otherwise permitted, that the Agency files shall not constitute a waiver of FDOT's rights as the funding agency to verify all information at a later date by audit or investigation.

11.0 LEGAL REQUIREMENTS:

(a) This Agreement is executed and entered into in the State of Florida and will be construed, performed, and enforced in all respects in strict conformity with local, state, and federal laws, rules, and regulations. Any and all litigation arising under this Agreement shall be brought in the appropriate court in Leon County, Florida, applying Florida law.

(b) If any term or provision of the Agreement is found to be illegal and unenforceable, the remainder of the Agreement will remain in full force and effect and such term or provision will be deemed stricken.

(c) The Agency shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Agency in conjunction with this Agreement. Failure by the Agency to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by FDOT.

(d) The Agency shall comply with all federal, state and local laws and ordinances applicable to the work or payment for work thereof.

(e) The Agency and FDOT agree that the Agency, its employees, contractors, subcontractors, consultants, and subconsultants are not agents of FDOT as a result of this Agreement.

12.0 PUBLIC ENTITY CRIME: The Agency affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime 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 any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty six (36) months from the date of being placed on the convicted vendor list. The Agency agrees that it shall not violate Section 287.133(2)(a), Florida Statutes, and further acknowledges and agrees that any conviction during the term of this Agreement may result in the termination of this Agreement.

13.0 UNAUTHORIZED ALIENS: FDOT will consider the employment of unauthorized aliens, by any contractor or subcontractor, as described by Section 274A(e) of the Immigration and Nationalization Act, cause for immediate termination of this Agreement.

14.0 NON-DISCRIMINATION: The Agency will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. The Agency shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. The Agency shall insert similar provisions in all contracts and subcontracts for services by this Agreement.

The Agency affirms that it is aware of the provisions of Section 287.134(2)(a), Florida Statutes. An entity or affiliate who has been placed 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 any public entity, and may not transact business with any public entity. The Agency further agrees that it shall not violate Section 287.134(2)(a), Florida Statutes, and acknowledges and agrees that placement on the list during the term of this Agreement may result in the termination of this Agreement.

15.0 ATTORNEY FEES: Unless authorized by law and agreed to in writing by FDOT, FDOT will not be liable to pay attorney fees, interest, or cost of collection.

16.0 TRAVEL: There shall be no reimbursement for travel expenses under this Agreement.

17.0 PRESERVATION OF REMEDIES: No delay or omission to exercise any right, power, or remedy accruing to either Party upon breach or default by either Party under this Agreement, will impair any such right, power or remedy of either Party; nor will such delay or omission be construed as a waiver of any breach or default or any similar breach or default.

18.0 AUDIT AND MONITORING REQUIREMENTS:

(a) The administration of resources awarded by FDOT to the Agency may be subject to audits and/or monitoring by FDOT, as described in this section. In addition to reviews of audits conducted in accordance with OMB Circular A-133, as revised, and Section 215.97, Florida Statutes, monitoring procedures may include, but not be limited to, on-site visits by FDOT staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the Agency agrees to

comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the FDOT. In the event the FDOT determines that a limited scope audit of the Agency is appropriate, the Agency agrees to comply with any additional instructions provided by FDOT staff regarding such audit. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the state Chief Financial Officer (CFO) or Auditor General.

(b) The Agency, as a non-state entity as defined by Section 215.97(2)(m), Florida Statutes, is required to have audits performed annually using the following criteria:

i. In the event that the Agency expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of the Agency, the Agency must have a state single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Executive Office of the Governor and the state CFO; and Chapters 10.550 (local government entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General. **Exhibit “G”** to this Agreement indicates state financial assistance awarded through FDOT by this Agreement. In determining the state financial assistance expended in its fiscal year, the Agency shall consider all sources of state financial assistance received from FDOT, other state agencies, and other non-state entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a non-state entity for Federal program matching requirements.

ii. In connection with the audit requirements, the Agency shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local government entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General.

iii. If the Agency expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the Agency expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from non-state Agency’s resources (i.e., the cost of such an audit must be

paid from Agency's resources obtained from other than State entities).

iv. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

v. The Agency shall follow up and take corrective action on audit findings. Preparation of a summary schedule of prior year audit findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings.

vi. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is complete or the dispute is resolved. Access to project records and audit work papers shall be given to FDOT, the state CFO, and the Auditor General. This section does not limit the authority of FDOT to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

vii. Copies of financial reporting packages, reports, or management letters required by this Agreement shall be submitted by or on behalf of the Agency directly to the following offices:

Florida Department of Transportation
Office of Comptroller, MS 24
605 Suwannee Street
Tallahassee, FL 32399-0405
Email: FDOTSingleAudit@dot.state.fl.us
and

State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, FL 32399-1450

viii. Any reports, management letter, or other information required to be submitted to FDOT pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local government entities) or 10.650 (non-profit or for-profit organizations), Rules of the Auditor General, as applicable.

ix. The Agency, when submitting financial reporting packages to FDOT for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local government entities) or 10.650 (non-profit or for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting

package was delivered to the Agency in correspondence accompanying the reporting package.

x. The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least five years from the date the audit report is issued, and shall allow the FDOT, or its designee, the state CFO or Auditor General access to such records upon request. The Agency shall ensure that the independent audit working papers are made available to the FDOT, or its designee, the state CFO, or Auditor General upon request for a period of at least five years from the date the audit report is issued, unless extended in writing by the FDOT.

(c) The Agency must include the audit and record keeping requirements in this Section 18.0 in contracts and subcontracts entered into by the Agency with any party for work required in the performance of this Agreement.

(d) The Agency shall, three (3) months after the date of execution of this Agreement and every three (3) months thereafter, provide FDOT with quarterly progress reports. Each quarterly report shall contain a narrative description of the work completed and whether the work is proceeding according to the project schedule; a description of any change orders executed by the Agency with prior written approval by FDOT, preceding the change orders; a budget summary detailing planned expenditures compared to actual expenditures; and identification of each small, women-owned or minority business enterprise used as contractors or subcontractors. Records of all progress payments made for work in connection with such transportation projects, and any change orders executed by the Agency and payments made pursuant to such orders, shall be maintained by the Agency in accordance with accepted governmental accounting principles and practices and shall be subject to financial audit as required by law.

(e) Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to FDOT at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to FDOT upon request. Records of costs incurred include the Agency's general accounting records and the Project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the

Project, and all other records of the Contractor and subcontractors considered necessary by FDOT for a proper audit of costs.

19.0 LOBBYING: Funds may not be used for the purpose of lobbying the Florida Legislature, judicial branch, or any state agency, in accordance with Section 216.347, Florida Statutes.

20.0 MINORITY VENDORS: The Agency is encouraged to use small businesses, including minority and women-owned businesses as subcontractors or sub-vendors under this Agreement. The directory of certified minority and women-owned businesses can be accessed from the website of the Department of Management Services, Office of Supplier Diversity. The Agency shall report on a quarterly basis its expenditures with minority and women-owned businesses. The report shall contain the names and addresses of the minority and women-owned businesses; the aggregate dollar figure disbursed that quarter for each business; the time period; type of goods or services; and the applicable code. If no expenditures were made to minority or women-owned businesses, the Agency shall submit a statement to this effect.

21.0 INDEMNITY AND INSURANCE:

(a) The Agency agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, and subconsultants, who perform work in connection with this Agreement:

"The contractor/subcontractor/consultant/subconsultant shall indemnify, defend, save and hold harmless the State of Florida, Department of Transportation and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor/subcontractor/consultant/subconsultant, its officers, agents or employees."

(b) The Agency shall carry or require its contractor/subcontractor/consultant/subconsultant to carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$1,000,000 per person and \$5,000,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Agreement. In addition to any other forms of insurance or bonds required under the terms of the Agreement, when it includes construction within

the limits of a railroad right-of-way, the Agency must provide or cause its contractor to provide insurance coverage in accordance with Section 7-13 of the FDOT's Standard Specifications for Road and Bridge Construction (2014), as amended.

(c) The Agency shall also carry or require its contractor/subcontractor/consultant/subconsultant to carry and keep in force Worker's Compensation insurance as required for the State of Florida under the Worker's Compensation Law.

22.0 FOLLOW-UP REPORT: Two (2) years after the Business Entity has completed the construction associated with this Project, the Agency will provide FDOT with the actual number of new, permanent, full-time jobs created by the Business Entity. The terms of this provision shall survive the termination or expiration of this Agreement and may be enforced by FDOT.

23.0 MODIFICATION OF AGREEMENT: In the event the Agency desires to modify any of the terms and conditions of this Agreement, the Agency shall make such request for modification in writing to FDOT at any time during the term of this Agreement. However, if the request for modification relates to changes in the Project commencement and/or Project completion dates, such request must be received by FDOT prior to the expiration of the current commencement or Project completion date. If such a request is made after the expiration of the above referenced date, FDOT shall have the right to immediately terminate this Agreement.

24.0 E-VERIFY: The Agency:

(a) shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the contract; and

(b) shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

25.0 NON-ASSIGNMENT: The Agency shall not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this Agreement without the prior written consent of FDOT, which consent will not be unreasonably withheld. Any assignment, sublicense, or transfer occurring without the required written approval will be null and void. FDOT will at all times be entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental agency in the State of Florida, upon giving prior written notice to the Agency. In the event that FDOT approves transfer of the Agency's obligations, the Agency remains responsible for all work performed and all expenses incurred in connection with this Agreement.

26.0 ENTIRE AGREEMENT: This instrument embodies the entire agreement of the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement supersedes all previous communication, representation, or agreement, either verbal or written, between the parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the Agency and the authorized officer of FDOT or his/her delegate.

27.0 DUPLICATE ORIGINALS: This Agreement may be executed in duplicate originals.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date(s) below.

FDOT

State of Florida, Department of Transportation

By: _____

Print Name: _____

Title: _____

Date: _____

Legal Review:

See attached Encumbrance Form for date of
funding approval by Comptroller

AGENCY

Board of County Commissioners
Escambia County, Florida

By: _____

Steven Barry, Chairman

Attest: Pam Childers,
Clerk of the Circuit Court

By: _____

Deputy Clerk

As approved by the Board on:

Legal Review: Kristin Huel
5/8/15 ASST County Attorney

EXHIBIT “A”
SCOPE OF SERVICES
Financial Management Number: 437039-1-54-01

This project is for the design and construction of improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29) in Escambia County. The project will provide improvements to the entrance of International Paper Company along County 184 (Muscogee Road) and State Road 95 (US 29).

County Road 184 (Muscogee Road) Improvements:

Resurfacing of approximately .75 miles from County Road 297A to State Road 95 (US 29). The resurfacing project will include:

- Drainage Improvements
- Mill & Resurfacing of Roadway (11’ travel lanes)
- Reconfiguring and extension of turn lanes.

State Road 95 (US 29) Improvements:

- Extension of the southbound right turn lane onto Tree Road
- Intersection upgrades at Tree Road with the installation of signal controllers, video detection, and signal retiming.
- Intersection upgrades at Morris Avenue with the installation of signal controllers, video detection, and signal retiming.
- Intersection upgrades at Muscogee Road with the installation of signal controllers, video detection, and signal retiming.

EXHIBIT "B"
SCHEDULE OF FUNDING
Financial Management Number: 437039-1-54-01

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program Number	Funding Source	State Fiscal Year	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
	STTF	2015	55.032	Economic Development Transportation Projects – Road Fund	\$1,950,000	088865
Total Award					\$1,950,000	

For each program identified above, the recipient shall comply with the program requirements described in the Catalog Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/catalog.aspx>]. The services/purposes for which the funds are to be used are included in the Agreement scope of services/work. Any match required by the recipient is clearly indicated in the Agreement.

EXHIBIT “C”
NOTICE OF GRANT AWARD
Financial Management Number: 437039-1-54-01

EXHIBIT “D”
AGENCY RESOLUTION

EXHIBIT “E”

TERMS AND CONDITIONS OF CONSTRUCTION

1. The Agency is authorized, subject to the conditions set forth herein, to enter FDOT right-of-way to perform all activities necessary for the construction of the Project (as described more fully in Exhibit “B”). The Project shall be constructed in accordance with construction plans and specifications to be approved by FDOT and consistent with the requirements of FDOT. The plans shall include an appropriate plan for maintenance of traffic. Should any significant (as defined by §4-3 of Standard Specifications for Road and Bridge Construction, 2014, and as amended from time to time) changes to the plans be required during construction of the Project, the Agency shall be required to notify FDOT of the changes and receive approval from FDOT prior to the changes being constructed. FDOT reserves the right to adjust the plans to meet the requirements of permits. The Agency shall be responsible to maintain the area of the Project at all times during construction of the Project. All payment and performance bonds shall name FDOT as an additional obligee. All warranties on any product or material used in construction of said Project shall be in favor of FDOT. The Agency shall assure that the Engineer of Record performs all necessary post-design services that may be required.
2. The Agency shall have the affirmative responsibility to locate all existing utilities, both aerial and underground and that all utility locations shall be represented on the construction plans. All utility conflicts shall be fully resolved directly with the applicable utility. The Agency shall be obligated to design around any utility installation for which the conflict cannot be resolved. Said utility work shall be deemed to be undertaken on behalf of and for the benefit of FDOT and the Agency shall assure that utility work schedules are obtained for the Project.
3. The work performed pursuant to this Agreement may require authorization under the Clean Water Act, by the U.S. Environmental Protection Agency for Storm Water Discharges from construction sites. The Agency is responsible for obtaining the National Pollutant Discharge Elimination System Permit and all other necessary permits for construction of the Project. When applicable, such permits will be processed in the name of FDOT; however, in such event, the Agency will comply with all terms and conditions of such permit in construction of the subject facilities.
4. This Agreement shall act to supersede the normal requirements of the Agency to secure separate FDOT permits for drive-way connection, right-of-way utilization, storm-water discharge and utilities and this Agreement is deemed to constitute such permits.
5. It is expressly agreed by the parties that this Agreement creates a permissive use only and that neither the granting of the permission herein to use FDOT and/or Agency right-of-way nor the placing of facilities upon FDOT and/or Agency land shall operate to create or vest any property right in the Agency except as otherwise provided in separate agreements.
6. FDOT shall appoint and authorize a single individual to serve as FDOT’s representative to coordinate and manage FDOT’s review of the Agency’s activities pursuant to this Agreement. The Agency shall provide a current construction schedule to FDOT’s representative and shall notify the representative at least 48 hours in advance of starting proposed work and again immediately upon completion of work.
7. The Agency shall utilize only a FDOT prequalified prime contractor for the Project.

8. The Agency shall hire a FDOT Pre-qualified Consultant Construction Engineering Inspection firm (CCEI) to perform construction oversight including the obligation to assure that any and all verification testing is performed in accordance with the 2014 Standard Specifications for Road and Bridge Construction, as amended from time to time. FDOT shall have the right, but not the obligation, to perform independent assurance testing during the course of construction of the Project. The CCEI firm shall not be the same firm as that of the Engineer of Record for the Project.
9. The Agency shall require the Agency's contractor to post a bond in accordance with Section 337.18, Florida Statutes.
10. The Agency shall not modify the intent of the design plans or the maintenance of traffic concept without appropriate submission by the Engineer of Record (the "Engineer") and approval by FDOT. Provided, however, in the event of an emergency, the Agency shall immediately make any necessary changes and notify FDOT and the Engineer of Record after the modifications.
11. FDOT may request and shall be granted a conference with the Agency and at the Agency's option, the Agency's CEI firm, to discuss any part of the Project activities that FDOT determines to be inconsistent with the approved design plans and specifications. The Agency will monitor the corrective action and provide FDOT status reports at such intervals as are reasonable, based on the corrective action undertaken, and FDOT may, but is not obligated to, review independently the progress of the corrective action. Provided however, if FDOT determines a condition exists which threatens the public's safety, FDOT may, at its discretion, issue an immediate stop work order.
12. The Agency shall have the continuous obligation to monitor the maintenance of traffic and construction operation during the course of the Project so that the safe and efficient movement of the traveling public is maintained. The Agency is further obligated to make such changes to the maintenance of traffic plans as may be necessary. During construction, the Agency shall take measures, including the placing and display of safety devices that are necessary in order to safely conduct the public through the Project area in accordance with the latest and current version of the Federal Highway Administration Manual on Uniform Traffic Control Devices for Streets and Highways, and FDOT's Standard Specifications for Road and Bridge construction and FDOT's Roadway and Traffic Design Standards latest addition, as amended, and as those sources may be amended from time to time. The Agency may assign the responsibility of this paragraph to the Contractor or its' CEI for the construction of the Project.
13. Prior to the Project bidding, the Agency shall provide a project schedule that includes, at a minimum, the date the Project will be advertised for bid, the bid opening date, the award date and the date of the preconstruction conference.
14. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of FDOT's right, title and interest in the land to be entered upon and used by the Agency. Any additional right or privilege required to undertake and to complete construction of the Project shall be secured by the Agency.
15. Upon completion of the work in accord with the Plans, the Agency shall furnish a set of "as-built" plans prepared in accordance with the FDOT Preparation and Documentation Manual, Chapter 4 (FDOT Procedure #700-050-10). The "as-built" plans shall be certified by the Engineer of Record/CEI that the necessary improvements have been completed in accordance with the Plans as the same may be modified in accord with the terms of this Agreement. This certification shall include a statement that necessary inspections, tests, and physical measurements have been made, and that

all materials entering into the work conform to the Plans, conform to the applicable specifications contained in the Standard Specifications for Road and Bridge Construction, 2014 edition as amended, or otherwise conform to or meet generally accepted professional practices. Additionally, the Agency shall assure that all post construction survey monumentation required by Florida Statutes is completed and evidence of such is provided to FDOT in a manner acceptable to FDOT.

16. In the event contaminated soil is encountered by the Agency or anyone within FDOT's right of way, the Agency shall immediately cease work and notify FDOT. FDOT shall coordinate with the appropriate agencies and notify the Agency of any required action related thereto.

17. It is acknowledged by the parties that construction plans and specifications are still being prepared by the Agency as of the date of this Agreement. Construction of the Project will not commence until FDOT has approved the construction plans and specifications as provided for in Paragraph 1 and all required right-of-way has been properly obtained and certified (if applicable) as such by FDOT's Right of Way Manager.

18. If applicable, the Agency shall assure that load ratings are submitted on any vehicular bridge prior to the final submission of the structure plans for FDOT review. Structures shall not be opened to traffic until a signed and sealed final bridge load rating that meets the Florida legal loads standard is complete.

EXHIBIT "F"
NOTICE OF COMPLETION AND ENGINEER'S CERTIFICATION OF COMPLIANCE

NOTICE OF COMPLETION

ECONOMIC DEVELOPMENT TRANSPORTATION PROJECT FUND AGREEMENT

Between

THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

and _____

PROJECT DESCRIPTION: _____

FINANCIAL MANAGEMENT ID# _____

In accordance with the Terms and Conditions of the Economic Development Transportation Project Fund Agreement, the undersigned provides notification that the work authorized by this Agreement is complete as of _____, 20_____.

By: _____

Name: _____

Title: _____

ENGINEER'S CERTIFICATION OF COMPLIANCE

In accordance with the Terms and Conditions of the Economic Development Transportation Project Fund Agreement, the undersigned certifies that all work which originally required certification by a Professional Engineer has been completed in compliance with the Project construction plans and specifications. If any deviations have been made from the approved plans, a list of all deviations, along with an explanation that justifies the reason to accept each deviation, will be attached to this Certification. Also, with submittal of this certification, the Agency shall furnish FDOT a set of "as-built" plans certified by the Engineer of Record/CEI.

By: _____, P.E.

Name: _____

Date: _____

SEAL:

Exhibit “G”

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 339.2821, FLORIDA STATUTES:

State Project: Economic Development Transportation Projects – Road Fund

State Awarding Agency: Florida Department of Transportation

Catalog of State Financial Assistance (CSFA) Number: 55-032

Grant Amount: \$1,950,000.00

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Objectives of the Project: Alleviate transportation problems that adversely affect the decision of a specific company to locate or expand in the State of Florida.

Project Restrictions:

Eligibility for Economic Development Transportation Projects funding is limited to the direct cost of transportation projects that:

1. Attract new employment opportunities to the State or expand or retain employment in existing companies operating within the State; or
2. Allow for the construction or expansion of a state or federal correctional facility that creates, expands or retains employment in a county with a population of 75,000 or less.

Eligible transportation projects are reviewed for funding by considering the following:

1. Cost per job created or retained considering the amount of transportation funds requested;
2. Average hourly wages of the jobs created;
3. Reliance on programs as an inducement to determine the project's location;
4. Amount of capital investment to be made by a business;
5. Demonstrated local commitment;

6. Location of the project in an enterprise;
7. Location of the project in a spaceport territory;
8. Unemployment rate of the surrounding area; and
9. Poverty rate of the area.

Eligible Applicant:

An instrumentality of the state, or a county, municipality, district, authority, board, or commission, or an agency thereof, within whose jurisdiction the eligible transportation project is located.

Equipment and Real Property Management:

If the transportation project is constructed on a county or municipal system, the governing board must adopt a resolution accepting responsibility for maintenance and related costs when the transportation project is complete.

Reporting:

Governmental bodies that receive Economic Development Transportation Projects funding must:

- 1) Provide FDOT with quarterly progress reports that contain:
 - A narrative description of the work completed and whether the work is proceeding according to the transportation project schedule;
 - A description of each change order executed by the governmental body with prior written approval by FDOT, preceding the change orders;
 - A budget summary detailing planned expenditures compared to actual expenditures; and
 - The identity of each small, women-owned or minority business used as a contractor or subcontractor.
- 2) Maintain records in accordance with accepted governmental accounting principles and practices for:
 - Each progress payment made for work performed in connection with the transportation project;
 - Each change order executed by the governmental body, and;
 - Each payment made pursuant to a change order.
- 3) Provide FDOT with a financial audit of the governmental body conducted by an independent certified public accountant.

Sub-recipient Monitoring:

The construction or building site for each transportation project that receives Economic Development Transportation Projects funding will be monitored to ensure compliance with Section 339.2821, Florida Statutes, and contractual requirements, which includes but is not limited to the construction of the business facility.

RESOLUTION NUMBER R2015-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, SUPPORTING A STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION ECONOMIC DEVELOPMENT TRANSPORTATION PROJECT FUND AGREEMENT (ON-SYSTEM) FOR THE DESIGN AND CONSTRUCTION OF TRANSPORTATION FACILITY IMPROVEMENTS ASSOCIATED WITH A NEW OR EXPANDING BUSINESS RESULTING IN 12 FULL-TIME PERMANENT JOBS; AUTHORIZING THE CHAIRMAN TO SIGN THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State of Florida Department of Transportation (hereinafter referred to as "FDOT") and Escambia County (hereinafter referred to as "County") have agreed to enter into an Economic Development Transportation Project Fund Agreement (On-System), Financial Management No. 437039-1-54-01 (hereinafter referred to as the "EPTPFA") on behalf of International Paper; and

WHEREAS, FDOT has determined that the transportation project is necessary to facilitate the economic development and growth of the State of Florida; and

WHEREAS, accordingly, FDOT has agreed under the EDTPFA to provide a grant in the amount of \$1,950,000 toward the total cost of construction of the EDTPFA Project, as more fully described in the EDTPFA; and

WHEREAS, the County accepts future maintenance and other attendant costs occurring after completion of the Project for the portion of the Project on the County's system.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. That the Board of County Commissioners finds the above recitals to be true and correct and incorporated herein by reference.

SECTION 2. That the Board hereby supports the State of Florida Department of Transportation Economic Development Transportation Project Fund Agreement (On-System) (EPTPFA) for the design and construction of transportation facility improvements associated with International Paper and resulting in 12 full time permanent positions.

SECTION 3. That the Board hereby instructs its staff to coordinate and cooperate with the FDOT to implement the Project.

SECTION 4. That the Board hereby authorizes the Chairman to sign the EPTPFA between the State of Florida Department of Transportation and Escambia County.

SECTION 5. That this Resolution shall take effect upon adoption by the Board of County Commissioners.

ADOPTED this ____ day of _____ 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____
Deputy Clerk

Approved as to form and legal
sufficiency.

By/Title: Kellie J. ACH
Date: 5/2/15



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8265

County Administrator's Report 8. 4.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Joint Participation Agreement - State Road 30 (US 98) Navy Boulevard

From: Joy D. Blackmon, P.E., Department Director

Organization: Public Works

CAO Approval:

RECOMMENDATION:

Recommendation Concerning a Joint Participation Agreement between Florida Department of Transportation and Escambia County for Pothole Repairs on State Road 30 (US 98) Navy Boulevard - Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the Joint Participation Agreement between Florida Department of Transportation and Escambia County for the Repair of Potholes in approximately 48 different locations by milling and resurfacing on State Road 30 (US 98) Navy Boulevard, from State Road 295 (New Warrington Road) to the Bayou Chico Bridge:

A. Approve the Joint Participation Agreement which specifies the State of Florida Department of Transportation will reimburse Escambia County an amount not to exceed \$200,000; and

B. Adopt a Resolution authorizing the Chairman to sign the Joint Participation Agreement.

[Funding Source: Fund 352, LOST III, Cost Center 220102 - NESD Capital Projects, Project #12NE1992, Navy Blvd Project]

BACKGROUND:

The Joint Participation Agreement (JPA), developed by the Florida Department of Transportation (FDOT), specifies that a Resolution be adopted authorizing the Chairman to sign the Agreement. This Agreement is in response to numerous public workshops and citizen input for the need for short term improvements to State Road 30 (US 98) Navy Boulevard.

The FDOT and Escambia County have identified the need for pothole repairs in approximately 48 locations on State Road 30 (US 98) Navy Boulevard from State Road 295 (New Warrington Road) to the Bayou Chico Bridge. The County will only be

reimbursed for direct costs (excluding general and administrative overhead).

The County has provided design plans to the FDOT for review and coordination prior to proceeding with construction. In addition, the County will be responsible for all services necessary to complete the project, including permits. The Agreement between the County and the FDOT requires the design be completed by December 31, 2015.

The total estimated cost of the Project is \$200,000. FDOT agrees to reimburse Escambia County an amount not to exceed \$200,000 for actual costs incurred, excluding local government overhead.

BUDGETARY IMPACT:

Escambia County will be reimbursed an amount not to exceed \$200,000, the estimated cost of the project, for actual costs incurred, excluding local government overhead. The parties further agree all remaining costs of the project will be borne by the County. A Supplemental Budget Amendment will be prepared by the Office of Management and Budget to recognize the funding for this project.

LEGAL CONSIDERATIONS/SIGN-OFF:

Kristin Hual, Assistant County Attorney, has reviewed and approved the Joint Participation Agreement and the Resolution for form and legal sufficiency. Venue for any action arising out of this Agreement shall be in Leon County, Florida.

PERSONNEL:

County staff will provide project management and contract administration for the design of this project.

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

Upon the Board's approval, the Chairman will need to sign five copies of the Joint Participation Agreement and one copy of the Resolution. The Clerk's Office will need to certify four copies of the Resolution for the FDOT and retain the original for the official record. Transportation & Traffic Operations staff will forward the five signed copies of the Agreement and four certified copies of the Resolution to the FDOT for final signatures and their files.

Attachments

JPA

Resolution

Financial Project ID No.: 437527-1-78-01	Contract No.: _____
Local Government: Escambia County	Contract Amount: \$200,000.00
Vendor No.: <u>F596000598154</u>	

JOINT PARTICIPATION AGREEMENT
BETWEEN
FLORIDA DEPARTMENT OF TRANSPORTATION
AND
ESCAMBIA COUNTY

This Agreement, made and entered into this ____ day of _____, 2015, by and between the **STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION**, an agency of the State of Florida, hereinafter referred to as the DEPARTMENT, and **ESCAMBIA COUNTY, FLORIDA**, a political subdivision of the State of Florida, hereinafter referred to as the LOCAL GOVERNMENT.

WITNESSETH:

WHEREAS, the Parties have been granted specific legislative authority to enter into this Agreement pursuant to Section 339.12, Florida Statutes; and

WHEREAS, the LOCAL GOVERNMENT by Resolution No. _____ dated the ____ day of _____, 2015, a copy of which is attached here to as Exhibit "D" and made a part hereof, has authorized its officers to execute this Agreement on its behalf; and

WHEREAS, the DEPARTMENT is prepared, in accordance with its Five Year Work Program, to undertake the Project described as "Repairing potholes in approximately 48 different locations by milling and resurfacing on SR 30 (US 98) Navy Boulevard from SR 295 New Warrington Road to the Bayou Chico Bridge," in Fiscal Year 2014/2015, said Project being known as FPID #437527-1-78-01, hereinafter referred to as the "Project"; and

WHEREAS, the Project is on the State Highway System, is not revenue producing, and is contained in the adopted Five Year Work Program; and

WHEREAS the implementation of the Project is in the interest of both the DEPARTMENT and the LOCAL GOVERNMENT and it would be most practical, expeditious, and economical for the LOCAL GOVERNMENT to perform the services to complete the Project; and

WHEREAS, the intent of this Agreement is to establish the terms and conditions of the funding and the production of this Project.

NOW, THEREFORE, in consideration of the mutual benefits to be derived from the joint participation of this Agreement, the Parties agree as follows:

1. TERM

A. The term of this Agreement shall begin upon the date of signature of the last party to sign. The LOCAL GOVERNMENT agrees to complete the Project by December 31, 2015. If the LOCAL GOVERNMENT does not complete the Project within the time period allotted, this Agreement will expire on the last day of the scheduled completion as provided in this paragraph unless an extension of the time period is requested by the LOCAL GOVERNMENT and granted in writing by the DEPARTMENT prior to the expiration of this Agreement, which grant of extension will not be unreasonably withheld. Expiration of this Agreement will be considered termination of the Project.

2. SERVICES AND PERFORMANCES

A. The Project consists of the: Repairing potholes in approximately 48 different locations by milling and resurfacing on SR 30 (US 98) Navy Boulevard from SR 295 New Warrington Road to the Bayou Chico Bridge. The LOCAL GOVERNMENT shall perform or cause to be performed all necessary work to complete the Project, as specified in Exhibit "A," Scope of Services attached hereto and by this reference.

B. The LOCAL GOVERNMENT shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project, identified as FPID #437527-1-78-01, and the quantifiable, measurable, and verifiable units of deliverables are described more fully in Exhibit "A" – Scope of Services. Any changes to the deliverables shall require written approval in advance by the DEPARTMENT.

C. The LOCAL GOVERNMENT shall obtain an approved drainage permit from the DEPARTMENT as a result of inlet adjustments within the project limits. The approved permit must be obtained prior to the LOCAL GOVERNMENT or Contractor performing any work related to the Project.

D. The LOCAL GOVERNMENT must receive written approval from the DEPARTMENT prior to any lane closures that may take place on the State Highway System (SHS).

E. The LOCAL GOVERNMENT shall hire the Contractor using the LOCAL GOVERNMENT'S normal procurement procedures for performance of the work for the Project.

F. The Contractor shall be responsible for obtaining clearances/permits, if any, required for performance of the Project from the appropriate permitting authorities.

G. If the LOCAL GOVERNMENT utilizes its own work force for any services for the Project, all costs and expenses thereof shall not be subject to reimbursement.

H. Upon reasonable request, the LOCAL GOVERNMENT agrees to provide progress reports to the DEPARTMENT in the standard format used by the LOCAL GOVERNMENT and at reasonable intervals established by the DEPARTMENT. The DEPARTMENT will be reasonably entitled to be advised, at its request, as to the status of work being done by the Contractor and of details thereof. Either party to the Agreement may request and shall, within a reasonable time thereafter, be granted a conference with the other party. Coordination shall be maintained by the LOCAL GOVERNMENT with representatives of the DEPARTMENT.

I. The LOCAL GOVERNMENT shall permit, and shall require its contractors and subcontractors to permit the DEPARTMENT'S authorized representatives to inspect all work, materials, payrolls, and records, and to audit the books, records, and accounts pertaining to the financing and development of the Project.

J. Upon completion of the work authorized by this Agreement, the LOCAL GOVERNMENT (or the Contractor) shall notify the DEPARTMENT in writing of the completion, the form of which is attached hereto as Exhibit "C," and the LOCAL GOVERNMENT shall require that the Contractor comply with all terms and conditions of any permits associated with closing out the permit.

3. COMPENSATION AND REIMBURSEMENT

A. Project Cost: The total estimated cost of the Project is **\$200,000.00 (Two Hundred Thousand Dollars and No/100)**.

B. DEPARTMENT Participation: The DEPARTMENT agrees to reimburse the LOCAL GOVERNMENT in an amount not to exceed **\$200,000.00 (Two Hundred Thousand Dollars and No/100)** for actual costs incurred, excluding LOCAL GOVERNMENT overhead. The

services to be provided are further described in Exhibit “A” – Scope of Services. The Method of Compensation is included as Exhibit “B.”

C. Invoices shall be submitted by the LOCAL GOVERNMENT in detail sufficient for a proper pre-audit and post-audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit “A” – Scope of Services. Deliverables must be received and accepted in writing by the Department’s Project Manager prior to payments.

D. Supporting documentation must establish that deliverables were received and accepted in writing by the LOCAL GOVERNMENT and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in Exhibit “A” – Scope of Services was met.

E. The DEPARTMENT will reimburse the LOCAL GOVERNMENT for deliverables upon the completion of all Project services, receipt of final Project cost documentation and proper submission of a detailed invoice, proof that the Contractor has been paid by the LOCAL GOVERNMENT and when the Project has been inspected, approved, and accepted to the satisfaction of the DEPARTMENT in writing.

F. There shall be no reimbursement for travel expenses under this Agreement.

G. Payments shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the DEPARTMENT determines that the performance of the LOCAL GOVERNMENT is unsatisfactory, the DEPARTMENT shall notify the LOCAL GOVERNMENT of the deficiency to be corrected which correction shall be made within a time-frame to be specified by the DEPARTMENT. The LOCAL GOVERNMENT shall, within five (5) days after notice from the DEPARTMENT, provide the DEPARTMENT with a corrective action plan describing how the LOCAL GOVERNMENT will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the DEPARTMENT, the LOCAL GOVERNMENT shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing period. The retainage shall be withheld until the LOCAL GOVERNMENT resolves the deficiency. If the deficiency is subsequently resolved, the LOCAL GOVERNMENT may bill the DEPARTMENT for the retained amount during the next billing

period. If the LOCAL GOVERNMENT is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.

The LOCAL GOVERNMENT providing goods and services to the DEPARTMENT should be aware of the following time frames. Inspection and approval of goods or services shall take no longer than five (5) working days unless bid specifications, purchase order, or contract specifies otherwise. The DEPARTMENT has twenty (20) days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If payment is not available within forty (40) days, a separate interest penalty at a rate established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the LOCAL GOVERNMENT. Interest penalties of less than one (1) dollar will not be enforced unless the LOCAL GOVERNMENT requests payment. Invoices that have to be returned to the LOCAL GOVERNMENT because of LOCAL GOVERNMENT preparation errors will result in delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the DEPARTMENT.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for the LOCAL GOVERNMENT who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at 1-877-693-5236.

H. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the DEPARTMENT at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the DEPARTMENT upon request. Records of costs incurred include the LOCAL GOVERNMENT'S general accounting records and the project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the project, and all other records of the contractor and subcontractors considered necessary by the DEPARTMENT for a proper audit of costs.

I. In the event this contract is for services in excess of \$25,000.00 and a term for a period of more than 1 year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

“The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year.”

J. The DEPARTMENT’S obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature. The parties agree that in the event funds are not appropriated to the DEPARTMENT for the Project, this Agreement may be terminated, which shall be effective upon the DEPARTMENT giving notice to the LOCAL GOVERNMENT to that effect.

K. The DEPARTMENT shall have the right to retain out of any payment due the LOCAL GOVERNMENT under this Agreement an amount sufficient to satisfy any amount due and owing to the DEPARTMENT by the LOCAL GOVERNMENT on any other Agreement between the LOCAL GOVERNMENT and the DEPARTMENT.

L. The LOCAL GOVERNMENT shall:

1. Utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by the LOCAL GOVERNMENT during the term of the contract; and
2. Expressly require any contractors and subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment

eligibility of all new employees hired by the subcontractor during the contract term.

4. INDEMNITY AND INSURANCE

A. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The LOCAL GOVERNMENT guaranties the payment of all just claims for materials, supplies, tools, or labor and other just claims against the LOCAL GOVERNMENT or any subcontractor, in connection with this Agreement. Additionally, the LOCAL GOVERNMENT agrees to include the following indemnification in all contracts with contractors/subcontractors, or consultants/sub consultants who perform work in connection with this Agreement.

“To the fullest extent permitted by law the LOCAL GOVERNMENT’S contractor shall indemnify and hold harmless the LOCAL GOVERNMENT, the State of Florida, Department of Transportation, and its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney’s fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of contractor and persons employed or utilized by contractor in the performance of this Contract.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the LOCAL GOVERNMENT’S sovereign immunity.

To the fullest extent permitted by law, the LOCAL GOVERNMENT’S consultant shall indemnify and hold harmless the LOCAL GOVERNMENT, the State of Florida, Department of Transportation, and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney fees to the extent caused, in whole or in part, by the professional negligence, error or omission, recklessness, or

intentional wrongful conduct of the consultant or persons employed or utilized by the consultant in the performance of the Agreement.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the LOCAL GOVERNMENT'S sovereign immunity."

B. The LOCAL GOVERNMENT shall carry or cause its contractor/consultant to carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$200,000 per person and \$300,000 each occurrence, and property damage insurance of at least \$200,000 each occurrence, for the services to be rendered in accordance with this Agreement. In addition to any other forms of insurance or bonds required under the terms of the Agreement, when it includes construction within the limits of a railroad right-of-way, the LOCAL GOVERNMENT must provide or cause its contractor to provide insurance coverage in accordance with Section 7-13 of the DEPARTMENT'S Standard Specifications for Road and Bridge Construction (2010), as amended. The LOCAL GOVERNMENT shall also carry or cause its contractor/consultant to carry and keep in force Worker's Compensation insurance as required for the State of Florida under the Worker's Compensation Law. With respect to any general liability insurance policy required pursuant to this Agreement, all such policies shall be issued by companies licensed to do business in the State of Florida. The LOCAL GOVERNMENT shall provide to the DEPARTMENT certificates showing the required coverage to be in effect with endorsements showing the DEPARTMENT to be an additional insured prior to commencing any work under this Agreement. Policies that include Self Insured Retention will not be accepted. The certificates and policies shall provide that in the event of any material change in or cancellation of the policies reflecting the required coverage, thirty (30) days advance notice shall be given to the DEPARTMENT or as provided in accordance with Florida law.

5. COMPLIANCE WITH LAWS

A. The LOCAL GOVERNMENT shall allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, Florida Statutes, and made or received by the LOCAL GOVERNMENT in conjunction with this Agreement. Specifically, if the

LOCAL GOVERNMENT is acting on behalf of a public agency the LOCAL GOVERNMENT shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the DEPARTMENT in order to perform the services being performed by the LOCAL GOVERNMENT.
2. Provide the public with access to public records on the same terms and conditions that the DEPARTMENT would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
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.
4. Meet all requirements for retaining public records and transfer, at no cost, to the DEPARTMENT all public records in possession of the LOCAL GOVERNMENT upon termination of the contract 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 DEPARTMENT in a format that is compatible with the information technology systems of the DEPARTMENT.

Failure by the LOCAL GOVERNMENT to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the DEPARTMENT. The LOCAL GOVERNMENT shall promptly provide the DEPARTMENT with a copy of any request to inspect or copy public records in possession of the LOCAL GOVERNMENT and shall promptly provide the DEPARTMENT a copy of the LOCAL GOVERNMENT'S response to each such request.

B. The LOCAL GOVERNMENT shall comply with all federal, state, and local laws and ordinances applicable to the work or payment for work thereof. The LOCAL GOVERNMENT shall not discriminate on the grounds of race, color, religion, sex or national origin in performance of work under this Agreement.

C. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch, or a state agency.

D. The LOCAL GOVERNMENT and the DEPARTMENT agree that the LOCAL GOVERNMENT, its employees, and subcontractors are not agents of the DEPARTMENT as a result of this Agreement for purposes other than those set out in Section 337.274, Florida Statutes.

E. Any Project funds made available by the DEPARTMENT pursuant to this Agreement which are determined by the DEPARTMENT to have been expended by the LOCAL GOVERNMENT in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to the DEPARTMENT. Acceptance by the DEPARTMENT of any documentation or certifications, mandatory or otherwise permitted, that the LOCAL GOVERNMENT files shall not constitute a waiver of the DEPARTMENT'S rights as the funding agency to verify all information at a later date by audit or investigation.

F. The LOCAL GOVERNMENT shall not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this Agreement without the prior written consent of the DEPARTMENT, which consent will not be unreasonably withheld. Any assignment, sublicense, or transfer occurring without the required written approval will be null and void. The DEPARTMENT will at all times be entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental agency in the State of Florida, upon giving prior written notice to the Recipient. In the event that the DEPARTMENT approves transfer of the LOCAL GOVERNMENT'S obligations, the LOCAL GOVERNMENT remains responsible for all work performed and all expenses incurred in connection with this Agreement.

6. TERMINATION AND DEFAULT

A. This Agreement may be canceled by the DEPARTMENT in whole or in part at any time the interest of the DEPARTMENT requires such termination. The DEPARTMENT also reserves the right to seek termination or cancellation of this Agreement in the event the LOCAL GOVERNMENT shall be placed in either voluntary or involuntary bankruptcy. The DEPARTMENT further reserves the right to terminate or cancel this Agreement in the event an assignment is made for the benefit of creditors.

B. If the DEPARTMENT determines that the performance of the LOCAL GOVERNMENT is not satisfactory, the DEPARTMENT shall have the option of (a) immediately terminating this Agreement, or (b) notifying the LOCAL GOVERNMENT of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise the Agreement

will be terminated at the end of such time, or (c) taking whatever action is deemed appropriate by the DEPARTMENT.

C. If the DEPARTMENT requires termination of the Agreement for reasons other than unsatisfactory performance of the LOCAL GOVERNMENT, the DEPARTMENT shall notify the LOCAL GOVERNMENT of such termination, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

D. If the Agreement is terminated before performance is completed, the LOCAL GOVERNMENT shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement. All work in progress will become the property of the DEPARTMENT and will be turned over promptly by the LOCAL GOVERNMENT.

7. MISCELLANEOUS

A. All words used herein in the singular form shall extend to and include the plural. All words in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

B. This Agreement shall not be renewed. Any extension shall be in writing and executed by both parties and shall be subject to the same terms and conditions set forth in this Agreement.

C. This Agreement shall not be construed to grant any third party rights.

D. In no event shall the making by the DEPARTMENT of any payment to the LOCAL GOVERNMENT constitute or be construed as a waiver by the DEPARTMENT of any breach of covenant or any default which may then exist, on the part of the LOCAL GOVERNMENT, and the making of such payment by the DEPARTMENT while any such breach or default shall exist in no way impair or prejudice any right or remedy available to the DEPARTMENT with respect to such breach or default.

E. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree 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 representation or agreements whether oral or written. It is further agreed that no modification, amendment or alteration in the

terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

F. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Florida. Any provision herein determined by a court of competent jurisdiction, or any other legally constituted body having jurisdiction, to be invalid or unenforceable shall be severable and the remainder of the Agreement shall remain in full force and effect, provided that the invalidated or unenforceable provision is not material to the intended operation of this Agreement. Venue for any action arising out of this Agreement shall be in Leon County, Florida.

G. This Agreement shall be effective upon execution by both parties and shall continue in effect and be binding on the parties until the Project is completed, any subsequent litigation is completed and terminated, final costs are known, and legislatively appropriated reimbursements, if approved are made by the DEPARTMENT.

H. PUBLIC ENTITY CRIME INFORMATION AND ANTI-DISCRIMINATION STATEMENT: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime 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 any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. Any entity or affiliate who has been placed 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 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 any public entity, and may not transact business with any public entity.

I. All notices required pursuant to the terms hereof shall be sent by First Class United States Mail. Unless prior written notification of an alternate address for notices is sent, all notices shall be sent to the following addresses:

DEPARTMENT:

State of Florida, Department of Transportation
District 3 Local Program Administrator
Dustin Castells
Post Office Box 607, Chipley, FL 32428
Phone: 850-330-1227
Fax: 850-330-1130

LOCAL GOVERNMENT:

Escambia CO Transportation & Traffic Operations
David Forte, Program Manager
3363 West Park Place
Pensacola, FL 32505
Phone: 850-595-3404
Fax: 850-595-3405

The remainder of this page intentionally left blank

IN WITNESS WHEREOF, the LOCAL GOVERNMENT has caused this Agreement to be executed on its behalf this ____ day of _____, 2015, by the Chairman of the Board of County Commissioners, authorized to enter into and execute the same by Resolution No. _____ of the Board on the ____ day of _____, 2015, and the DEPARTMENT has executed this Agreement through its District Secretary for District Three, State of Florida, Department of Transportation, this ____ day of _____, 2015.

DEPARTMENT

State of Florida, Department of Transportation

BY: _____

JAMES T. BARFIELD
District Three Secretary

ATTEST:

BY: _____ (SEAL)

KRISSY COOK
Executive Secretary

Legal Review:

State of Florida, Department of Transportation

BY: _____

Office of the General Counsel

See Attached Encumbrance Form for the
Date of Funding Approval by Comptroller

LOCAL GOVERNMENT

Escambia County, Florida

BY: _____

STEVEN BARRY, Chairman
Board of County Commissioners

ATTEST:

BY: _____ (SEAL)

PAM CHILDERS
Clerk of the Circuit Court

Approved As To Form:
Escambia County, Florida

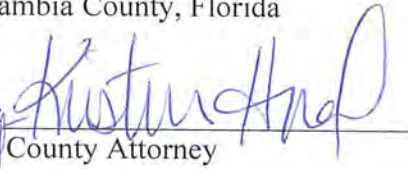
BY: 
County Attorney

EXHIBIT "A"

SCOPE OF SERVICES

Financial Project ID Number: 437527-1-78-01

Project Description:

THE LOCAL GOVERNMENT shall repair potholes in approximately 48 different locations by milling and resurfacing on SR 30 (US 98) Navy Boulevard from SR 295 New Warrington Road to the Bayou Chico Bridge.

In no instance may improvements be installed or constructed within the DEPARTMENT's right of way unless and until design plans have been approved and a Notice to Proceed has been issued by the DEPARTMENT.

Any and all work to be performed within the DEPARTMENT's right of way as a part of this Project shall be reflected on the design plans for the Project. A final as built copy of the plans will be submitted at the completion of this Project to the DEPARTMENT.

Deliverables:

The asphalt repair work shall include the removal of existing pavement, the replacement of asphalt, and if necessary, grading to drain. The removal of existing pavement and the replacement of asphalt shall be handled under the milling and resurfacing pay item, and the grade to drain work would only be requested for areas with significant grade changes. Other work shall include the repair of gravel parking areas and the improvement of grassed areas. The areas of work include the following:

- Milling and Resurfacing
- Overlay of existing gravel
- Grade and Pave swale to drain – prior to paving, the contractor is to grade and seal. In addition, the contractor is to grade earthwork to drain and to tie-in to adjacent sections

EXHIBIT “B”

METHOD OF COMPENSATION

Financial Project ID Number: 437527-1-78-01

For satisfactory completion of all services related to the Project detailed in Exhibit “A” – Scope of Services, the DEPARTMENT shall reimburse the LOCAL GOVERNMENT an amount not to exceed **\$200,000.00 (Two Hundred Thousand Dollars and No/100)** for actual costs incurred, excluding LOCAL GOVERNMENT overhead.

EXHIBIT "C"

NOTICE OF COMPLETION

**JOINT PARTICIPATION AGREEMENT
BETWEEN
FLORIDA DEPARTMENT OF TRANSPORTATION
AND
ESCAMBIA COUNTY**

PROJECT DESCRIPTION: Repairing potholes in approximately 48 different locations by milling and resurfacing on SR 30 (US 98) Navy Boulevard from SR 295 New Warrington Road to the Bayou Chico Bridge.

FINANCIAL PROJECT ID NUMBER: 437527-1-78-01

In accordance with the Terms and Conditions of the JOINT PARTICIPATION AGREEMENT, the undersigned hereby provides notification that the work authorized by this Agreement is complete as of ____ day of _____, 2015 and all terms and conditions of any utility permits associated with closing out the permits have been met.

By: _____

Name: _____

Title: _____

EXHIBIT "D"

RESOLUTION

Financial Project ID Number: 437527-1-78-01

RESOLUTION R2015-___

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA SUPPORTING A JOINT PARTICIPATION AGREEMENT BETWEEN FLORIDA DEPARTMENT OF TRANSPORTATION AND ESCAMBIA COUNTY FOR THE REPAIR OF POTHOLES IN APPROXIMATELY 48 DIFFERENT LOCATIONS BY MILLING AND RESURFACING ON STATE ROAD 30 (US 98) NAVY BOULEVARD FROM STATE ROAD 295 (NEW WARRINGTON ROAD) TO THE BAYOU CHICO BRIDGE; AUTHORIZING THE CHAIRMAN TO SIGN THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Department of Transportation (hereinafter referred to as "Department") and Escambia County, Florida (hereinafter referred to as "County") have evaluated the need for repair of potholes along State Road 30 (US 98) Navy Boulevard; and

WHEREAS, the proposed improvements will increase the safety and reduce vehicular wear and tear for the motoring public traversing this road; and

WHEREAS, the proposed improvements will provide mutual benefits to the Department and the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. That the Board of County Commissioners hereby finds the above stated recitals to be true and correct and incorporates them herein by reference.

SECTION 2. That the Board hereby supports the proposed repair of potholes in approximately 48 different locations by milling and resurfacing on State Road 30 (US 98) Navy Boulevard from State Road 295 (New Warrington Road) to the Bayou Chico Bridge.

SECTION 3. That the Board hereby instructs its staff to coordinate and cooperate with the Department in developing, managing and inspecting this project.

SECTION 4. That the Board hereby authorizes the Chairman to sign the Joint Participation Agreement between the Department and the County.

SECTION 5. That this Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

ADOPTED this ____ day of _____ 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____
Deputy Clerk
(SEAL)

Approved as to form and legal
sufficiency.

By/Title: _____
Date: 5/18/15



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8256

County Administrator's Report 8. 5.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Speed Reductions - Multiple Roadways

From: Joy D. Blackmon, P.E., Department Director

Organization: Public Works

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Speed Reductions - Multiple Roadways - Joy D. Blackmon, P.E.,
Public Works Department Director

That the Board take the following action concerning the filing of traffic restrictions - speed reductions, per the requirements of Ordinance Number 2003-26, which authorizes the County Engineer to place restrictions on the movement of traffic on County roadways and streets:

A. Adopt the Resolution establishing the speed limit for the reduction in speed, from 30 miles per hour to 25 miles per hour, for the following roadway segments:

1. Dandelion Lane, from Sauflay Field Road to end of road (D1)
2. JoJo Road, from Jernigan Road to Westside Drive (D5)
3. Harrow Way, from E. Kingsfield Road to Donegal Drive (D5)
4. Donegal Drive, from Colwyn Drive to end of road (D5)
5. Linton Way, from Donegal Drive to Kings Road (D5)
6. Colwyn Drive, from Donegal Drive to end of road (D5)
7. Turnberry Road, from Kings Road to Colwyn Drive (D5)
8. Fallkirk Way, from Turnberry Road to end of road (D5)
9. Kilkenney Way, from Colwyn Drive to end of road (D5)
10. Buxton Way, from Colwyn Drive to end of road (D5)
11. Portree Way, from Colwyn Drive to end of road (D5)
12. Kings Road, from E. Kingsfield Road to end of roadway (D5)
13. Galway Street, from Kings Road to Templemore Drive (D5)
14. Templemore Drive, from end of road to end of road (D5)
15. Callan Way, from Kings Road to Glenmore Drive (D5)
16. Glenmore Drive, from end of road to end of road (D5)
17. Ashford Road, from Kings Road to end of road (D5)
18. Kinsale Drive, from Ashford Road to Ashford Road (D5)
19. Brampton Way, from Ashford Road to end of road (D5)

20. St. Andrews Drive, from Ashford Road to end of road (D5)
21. Derry Drive, from Ashford Road to end of road (D5)
22. Foxford Street, from St. Andrews Drive to end of road (D5)
23. Muirfield Road, from St. Andrews Drive to Foxford Street (D5)
24. Cabot Street, from Muirfield Road to E. Kingsfield Road (D5)
25. Sedgefield Drive, from Waycross Avenue to Waycross Avenue (D2)
26. Conrad Street, from Sedgefield Drive to end of road (D2)
27. Conrad Court, from Conrad Street to end of road (D2)
28. Dunlap Street, from Sedgefield Drive to Sedgefield Drive (D2)
29. Charlotte Avenue, from Waycross Avenue to Sedgefield Drive (D2)
30. Weatherstone Circle, from Waycross Avenue to Weatherstone Circle (D2)

B. Authorize the Chairman to sign the Resolution.

[Funding: Fund 175, Transportation Trust Fund, Cost Center 211201, Object Code 53401, for Sign Installations]

BACKGROUND:

The Transportation & Traffic Operations Division received requests from citizens to lower the speed limit on these roads. After evaluating the condition of the roadways and the requests for lower speed limits, County staff supports the reductions based on the roadway geometrics.

The Board is authorized under Sections 316.006 (3)(a)(b), 316.008(1)(j) and 316.189(2)(a) of the Florida Statutes (2009) to establish regulations on county roadways and streets. Volume 1, Chapter 94, Article I, Section 94-1 of the Escambia County Code of Ordinances (Ordinance No. 2003-26), authorizes the County Engineer to place restrictions on the movement of traffic on county roadways and streets. This authorization requires the County Engineer to file quarterly, for Board ratification by Resolution, a list of all limitation orders established under this section.

BUDGETARY IMPACT:

Funds are budgeted in Fund 175, Transportation Trust Fund, Cost Center 211201, Object Code 53401, for Sign Installations.

LEGAL CONSIDERATIONS/SIGN-OFF:

Kristin Hual, Assistant County Attorney, reviewed and approved the Resolution as to form and legal sufficiency.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

The appropriate speed limit signs have been installed on all roadways. Upon adoption, a copy of the Resolution will be forwarded to the Sheriff's Department.

Attachments

Resolution

Dandelion Map

JoJo Map

Kings Rd S/D Map

Weatherstone Map

RESOLUTION NUMBER R2015-_____

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
ESCAMBIA COUNTY, FLORIDA, ESTABLISHING THE SPEED LIMIT ON
THIRTY ROADS; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, pursuant to §§316.006(3)(a)(b); 316.008(1)(j), and 316.189(2)(a), Florida Statutes, the Board of County Commissioners ("Board") is authorized to establish speed limit regulations after conducting an investigation; and

WHEREAS, the County Engineer, acting on behalf on the Board, is authorized under Volume 1, Chapter 94, Article I, Section 94-1, Escambia County Code of Ordinances (Ordinance No. 2003-26), to implement speed zones and speed limits as determined by traffic engineering studies on all County roads and highways; and

WHEREAS, the County Engineer is directed to file, quarterly, a list of all limitation orders (traffic restrictions/prohibitions) for Board ratification by resolution; and

WHEREAS, County received requests for a speed reduction from 30 miles per hour to 25 miles per hour for the following thirty roads; and

WHEREAS, County staff has conducted a speed study on the following roads that is consistent with §§316.189(2)(a), Florida Statutes, and concluded the requests for lower speed limits are reasonable and necessary based upon the layout and design of the roadways.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:**

SECTION 1. That the above stated recitals are true and correct and incorporated herein by reference.

SECTION 2. That the speed study on the following roads requires a reduction in speed from 30 miles per hour to 25 miles per hour:

Dandelion Lane from Saufley Field Road to end of road (D1)
JoJo Road from Jernigan Road to Westside Drive (D5)
Harrow Way from E. Kingsfield Road to Donegal Drive (D5)
Donegal Drive from Colwyn Drive to end of road (D5)
Linton Way from Donegal Drive to Kings Road (D5)
Colwyn Drive from Donegal Drive to end of road (D5)
Turnberry Road from Kings Road to Colwyn Drive (D5)
Fallkirk Way from Turnberry Road to end of road (D5)
Kilkenny Way from Colwyn Drive to end of road (D5)
Buxton Way from Colwyn Drive to end of road (D5)
Portree Way from Colwyn Drive to end of road (D5)
Kings Road from E. Kingsfield Road to end of roadway (D5)
Galway Street from Kings Road to Templemore Drive (D5)
Templemore Drive from end of road to end of road (D5)
Callan Way from Kings Road to Glenmore Drive (D5)
Glenmore Drive from end of road to end of road (D5)
Ashford Road from Kings Road to end of road (D5)
Kinsale Drive from Ashford Road to Ashford Road (D5)
Brampton Way from Ashford Road to end of road (D5)
St. Andrews Drive from Ashford Road to end of road (D5)
Derry Drive from Ashford Road to end of road (D5)
Foxford Street from St. Andrews Drive to end of road (D5)
Muirfield Road from St. Andrews Drive to Foxford Street (D5)
Cabot Street from Muirfield Road to E. Kingsfield Road (D5)
Sedgefield Drive from Waycross Avenue to Waycross Avenue (D2)
Conrad Street from Sedgefield Drive to end of road (D2)

Conrad Court from Conrad Street to end of road (D2)
Dunlap Street from Sedgefield Drive to Sedgefield Drive (D2)
Charlotte Avenue from Waycross Avenue to Sedgefield Drive (D2)
Weatherstone Circle from Waycross Avenue to Weatherstone Circle (D2)

SECTION 3. That Transportation & Traffic Operations staff previously placed signs in conspicuous locations at each entrance to the above-described locations, which reflect the limitations established herein.

SECTION 4. That these new limitations shall take effect immediately upon adoption of this Resolution by the Board of County Commissioners of Escambia County, Florida.

ADOPTED this ____ day of _____ 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____
Deputy Clerk

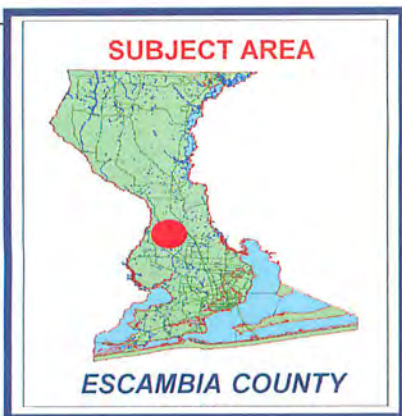
Approved as to form and legal
sufficiency.

By/Title: Idalia ACIT
Date: 5/21/15

LOCATION MAP

SPEED LIMIT REDUCTION FROM 30MPH TO 25MPH Dandelion Lane

ROADWAY	BEGIN	END
Dandelion Ln	Saufley Field Rd	End of Road

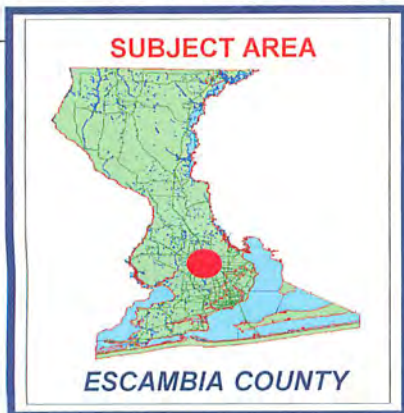


LOCATION MAP

SPEED LIMIT REDUCTION FROM 30MPH TO 25MPH

JoJo Rd

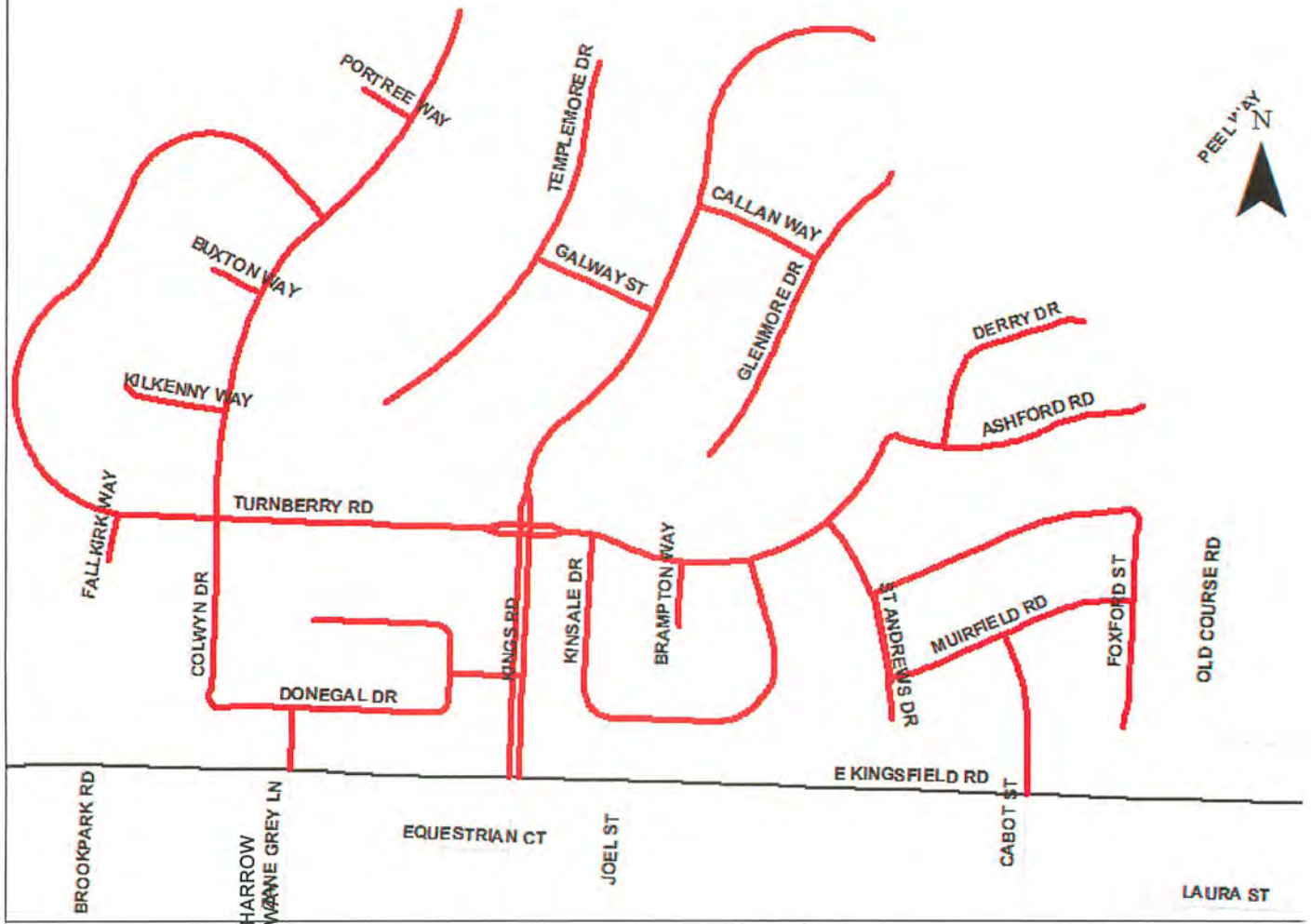
ROADWAY	BEGIN	END
JoJo Rd	Jernigan Rd	Westside Dr



LOCATION MAP

SPEED LIMIT REDUCTION FROM 30MPH TO 25MPH

Kings Road Subdivision



ROADWAY

Harrow Way
Donegal Dr
Linton Way
Colwyn Dr
Turnberry Rd
Fallkirk Way
Kilkenny Way
Buxton Way
Portree Way
Kings Rd
Galway St
Templemore Dr
Callan Way
Glenmore Dr
Ashford Rd
Kinsale Dr
Brampton Way
St. Andrews Dr
Derry Dr
Foxford St
Muirfield Rd
Cabot St

BEGIN

E. Kingsfield Rd
Colwyn Dr
Donegal Dr
Donegal Dr
Kings Rd
Turnberry Rd
Colwyn Dr
Colwyn Dr
Colwyn Dr
Colwyn Dr
E. Kingsfield Rd
Kings Rd
End of Road
Kings Rd
End of Road
Kings Rd
Ashford Rd
Ashford Rd
Ashford Rd
Ashford Rd
St. Andrews Dr
St. Andrews Dr
Muirfield Rd

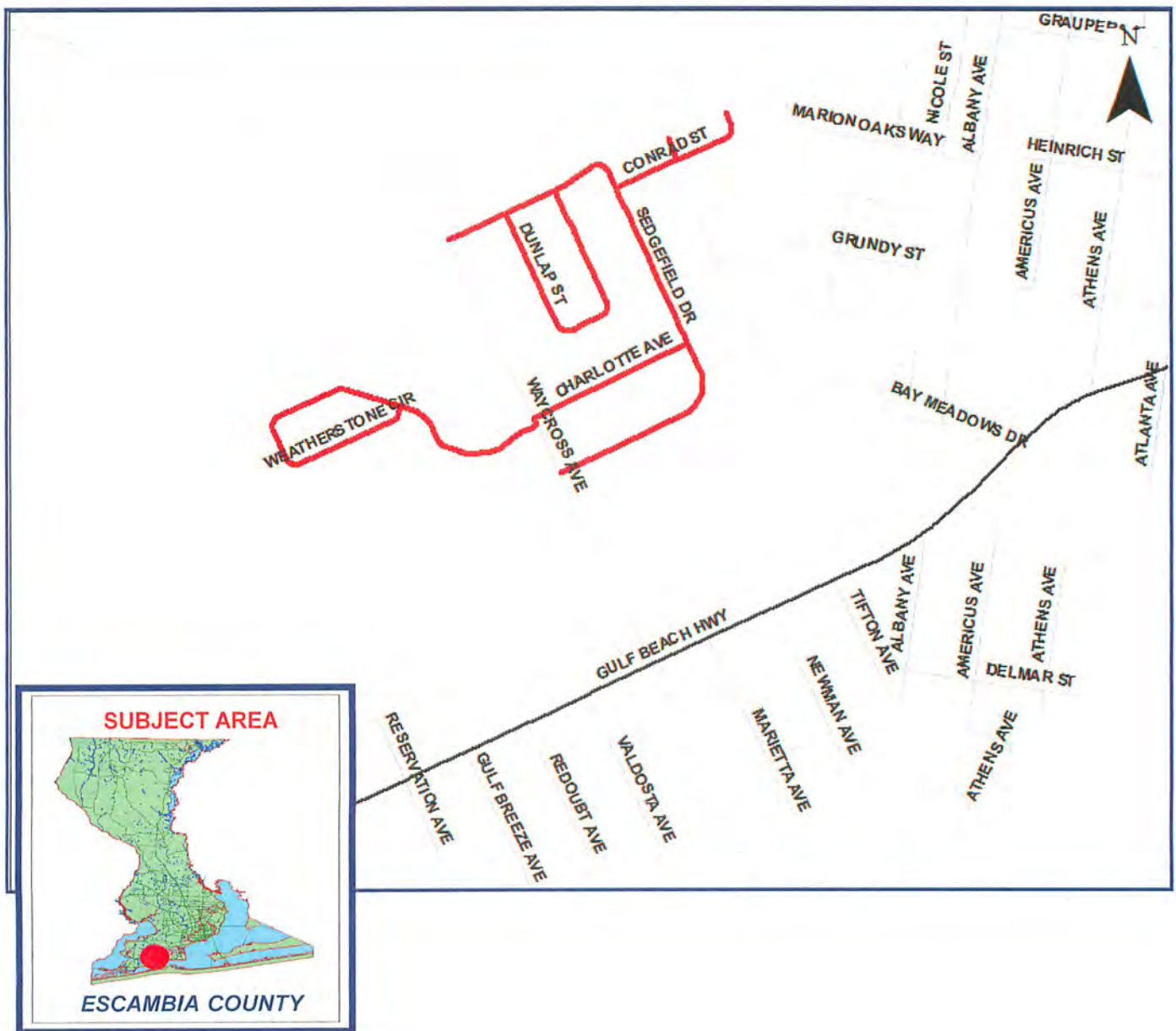
END

Donegal Dr
End of Road
Kings Rd
End of Road
Colwyn Dr
End of Road
End of Road
End of Road
End of Road
End of Road
End of Road
Templemore Dr
End of Road
Glenmore Dr
End of Road
End of Road
Ashford Rd
End of Road
End of Road
End of Road
End of Road
Foxford St
E. Kingsfield Rd

LOCATION MAP

SPEED LIMIT REDUCTION FROM 30MPH TO 25MPH Weatherstone / Bay Meadows Lakes / Sedgefield Estates

ROADWAY	BEGIN	END
Sedgefield Dr	Waycross Ave	Waycross Ave
Conrad St	Sedgefield Dr	End of Road
Conrad Ct	Conrad St	End of Road
Dunlap St	Sedgefield Dr	Sedgefield Dr
Charolette Ave	Waycross Ave	Sedgefield Dr
Weatherstone Cir	Waycross Ave	Weatherstone Cir





BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8241

County Administrator's Report 8. 6.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Property Exchange with the Emerald Coast Utilities Authority

From: Joy D. Blackmon, P.E., Department Director

Organization: Public Works

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Property Exchange with the Emerald Coast Utilities Authority
- Joy D. Blackmon, P.E., Public Works Department Director

That the Board take the following action concerning the property exchange with the Emerald Coast Utilities Authority (ECUA):

A. Adopt a Resolution, subject to Legal review and sign-off, authorizing the conveyance, by Deed, of a vacant parcel of real property (2,500 square feet or approximately 0.06 acres), located south of Highway 98, to the ECUA, in exchange for a Special Warranty Deed from ECUA conveying a vacant parcel of real property (approximately 0.07 acres), located south off Highway 98; and

B. Authorize the Chairman to execute all documents, subject to Legal review and sign-off, necessary to complete the property exchange with ECUA.

[Funding: Funds for incidental expenses associated with the recording of County documents are available in an Engineering Escrow Account accessed by the Escambia County Clerk's Office. ECUA will be responsible for the recording of all ECUA documents]

BACKGROUND:

ECUA has a small parcel of property (approximately 0.07 acres) located within the boundaries of a large parcel of property owned by the County, which is a part of the Jones Swamp Preserve area. The ECUA parcel is currently the site of a sanitary sewer lift station. ECUA has plans to remove the current lift station and related pipe lines and would like to relocate them to a portion of property (approximately 0.06 acres) along the north boundary line of the County property.

ECUA has agreed to remove the existing lift station in accordance with sound engineering practices and to excavate the underlying soil to a depth of at least two feet

below grade and remove all fill material from the property in order to restore the historic wetland elevation. ECUA has also agreed to re-establish the native canopy and understory vegetation on the property.

County staff have reviewed this request and have no concerns with this proposed action and therefore request that the Board approve the exchange of properties.

BUDGETARY IMPACT:

Funds for incidental expenses associated with the recording of County documents are available in an Engineering Escrow Account accessed by the Escambia County Clerk's Office. ECUA will be responsible for all costs associated with the recording of ECUA documents and any additional closing costs.

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney's Office drafted the Deed and Special Warranty Deed and will handle the closing on the property exchange.

PERSONNEL:

All work associated with this request is being done in-house and no additional staff is required.

POLICY/REQUIREMENT FOR BOARD ACTION:

These actions are consistent with the requirements of Section 46-139, Escambia County Code of Ordinances and Sections 125.37, Florida Statutes.

IMPLEMENTATION/COORDINATION:

The Notice of Intent to Exchange Property has been advertised in the Pensacola News Journal once a week for two weeks prior to the date of this meeting.

Attachments

Resolution

Deed to ECUA

Special Warranty from ECUA

County Parcel Information

ECUA Parcel Information

Aerial Map

RESOLUTION R2015-___

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, AUTHORIZING THE EXCHANGE OF CERTAIN REAL PROPERTY WITH EMERALD COAST UTILITIES AUTHORITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Escambia County, a political subdivision of the State of Florida (the County) owns certain real property (County Property) more particularly described in the General Warranty Deed recorded in Official Record Book 4196 at page 625 of the public records of Escambia County, Florida; and

WHEREAS, Emerald Coast Utilities Authority (ECUA), a local governmental entity, corporate and politic, has requested that the County convey to it a portion of the County Property described in the attached Exhibit A, for use as the site for the replacement and upgrade of its Lift Station 109; and

WHEREAS, in exchange for a conveyance of the County Property, ECUA proposes to convey to the County certain real property (ECUA Property) more particularly described in the attached Exhibit B, which will be used to facilitate restoration of wetlands in Jones Swamp; and

WHEREAS, such an exchange of property is authorized by Section 125.37, Florida Statutes; and

WHEREAS, the Board of County Commissioners has determined that it is in the best interest of the citizens of Escambia County to authorize and approve the proposed exchange under the terms and conditions set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA:

Section 1. That the foregoing recitals are true and correct and incorporated herein by reference.

Section 2. That the Board of County Commissioners of Escambia County, Florida, hereby authorizes conveyance to ECUA of a portion of its property, as described in the attached Exhibit A, in exchange for conveyance by ECUA of the ECUA Property described in the attached Exhibit B, with each party bearing its own costs associated with accepting the deed from the other and recording it in the public records.

Section 3. This Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

ADOPTED this _____ day of _____, 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman

ATTEST: PAM CHILDERS
Clerk of the Circuit Court

Deputy Clerk

(SEAL)

BCC Approved: _____

EXHIBIT "A"

Commence at the southwest corner of parcel recorded in Official Record Book 3867 at page 184 of the public records of Section 21, Township 2 South, Range 31 West, Escambia County, Florida; thence South 88 degrees 14' 54" East along the south line of said Official Record Book 3867 at page 184 for a distance of 51.97 for the point of beginning.

Thence continue South 88 degrees 14' 54" East along the south line of said Official Record Book 3867 at page 184 for a distance of 50.00; thence South 01 degrees 45' 06" West for a distance of 50.00 feet; thence North 88 degrees 14' 54" West for a distance of 50.00 feet; thence North 01degrees 45' 06" East for a distance of 50.00 feet to the point of beginning.

All lying and being in Section 21, Township 2 South, Range 31 West, Escambia County, Florida.
Containing 0.06 acres, more or less.

EXHIBIT "B"

A parcel of property in Section 21, Township 2 South, Range 31 West, Escambia County Florida:

Commence at the Northeast corner of U.S. Government Lot 7; thence go N 88° 15' 48" W a distance of 599.36 feet; thence go S 01° 51' 58" W a distance of 148.04 feet to the point of curvature of a circular curve to the right; thence go southwesterly along said curve having a radius of 430.00 feet an arc distance of 276.70 feet; thence S 51° 15' 52" E a distance of 50.00 feet to the Point of Beginning; thence go S 47° 50' 52" E a distance of 50.00 feet; thence go N 42° 19' 08" E a distance of 50.00 feet; thence go N 47° 50' 52" W a distance of 55.78 feet to a point of intersection with a circular curve concave to northwest tangent bearing of S 32° 43' 30" W; thence southwest along said curve having a radius of 480.00 feet an arc distance of 50.35 feet more or less to POB.

This document was prepared by:
Stephen G. West, Senior Assistant County Attorney
Escambia County Attorney's Office
221 Palafox Place, Suite 430
Pensacola, Florida 32502
(850) 595-4970

**STATE OF FLORIDA
COUNTY OF ESCAMBIA**

DEED

THIS DEED is made this ____ day of _____, 2015, by Escambia County, a political subdivision of the State of Florida, acting by and through its duly authorized Board of County Commissioners, whose address is 221 Palafox Place, Pensacola, Florida 32502 (Grantor), and Emerald Coast Utilities Authority (f/k/a Escambia County Utilities Authority), a local governmental entity, corporate and politic, whose address is 9255 Sturdevant Street, Pensacola, Florida 32514 (Grantee).

WITNESSETH, that Grantor, for and in consideration of the sum of Ten Dollars (\$10.00), and other good and valuable consideration in hand paid by Grantee, the receipt of which is acknowledged, conveys to Grantee and Grantee's heirs, executors, administrators, successors and assigns forever, the following described land in Escambia County, Florida:

See Exhibit A (Property).

THIS CONVEYANCE IS SUBJECT TO taxes and assessments for the year 2015 and subsequent years; outstanding and unpaid taxes and assessments, if any, from previous years; conditions, easements, and restrictions of record, if any, but this reference does not operate to reimpose them; zoning ordinances and other restrictions and prohibitions imposed by applicable governmental authorities.

IN WITNESS WHEREOF, Grantor has caused this deed to be executed in its name by its Board of County Commissioners acting by the Chairman of the Board, the day and year first above written.

ESCAMBIA COUNTY, FLORIDA by and
through its duly authorized BOARD OF
COUNTY COMMISSIONERS

ATTEST: Pam Childers
Clerk of the Circuit Court

Steven Barry, Chairman

Deputy Clerk

BCC Approved: _____

EXHIBIT "A"

Commence at the southwest corner of parcel recorded in Official Record Book 3867 at page 184 of the public records of Section 21, Township 2 South, Range 31 West, Escambia County, Florida; thence South 88 degrees 14' 54" East along the south line of said Official Record Book 3867 at page 184 for a distance of 51.97 for the point of beginning.

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All lying and being in Section 21, Township 2 South, Range 31 West, Escambia County, Florida.

Containing 0.06 acres, more or less.

This document was prepared by:
Stephen G. West, Senior Assistant County Attorney
Escambia County Attorney's Office
221 Palafox Place, Suite 430
Pensacola, Florida 32502
(850) 595-4970

STATE OF FLORIDA
COUNTY OF ESCAMBIA

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED is made and entered into this ____ day of _____, 2015, by and between **Emerald Coast Utilities Authority** (f/k/a Escambia County Utilities Authority), a local governmental entity, corporate and politic, whose address is 9255 Sturdevant Street, Pensacola, Florida 32514 (Grantor), and **Escambia County**, a political subdivision of the State of Florida, acting by and through its duly authorized Board of County Commissioners, whose address is 221 Palafox Place, Pensacola, Florida 32502 (Grantee).

WITNESSETH that Grantor, for and in consideration of the sum of Ten Dollars (\$10.00), and other good and valuable consideration in hand paid by Grantee, receipt of which is acknowledged, conveys to Grantee, and its successors and assigns forever, the following described land situated in Escambia County, Florida:

See Exhibit A (Property)

THIS CONVEYANCE IS SUBJECT TO taxes for the year 2015 and subsequent years; conditions, easements, and restrictions of record, if any, but this reference does not operate to reimpose them; and zoning ordinance and other restrictions and prohibitions imposed by applicable governmental authorities.

THIS CONVEYANCE IS FURTHER SUBJECT TO the following conditions and restrictions, which shall be completed within eighteen (18) months after the date of the deed:

1. Grantor shall remove the existing lift station on the Property in accordance with sound engineering practices and excavate the underlying soil to a depth of at least two feet below grade. Organic soils, if disturbed, shall be reserved and reapplied to the site to obtain the final grade.
2. Grantor shall remove all fill material from the Property in order to restore the historic wetland elevation.
3. Grantor shall re-establish the native canopy and understory vegetation on the Property.
4. Grantor shall obtain all necessary permits, authorizations, and/or letters of exemption prior to commencing any of the work described above, and all work shall be completed in accordance with applicable laws, regulations, and permit conditions.

GRANTOR will warrant and defend against the lawful claims and demands of all persons claiming by, through or under Grantor, but against none other.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

EMERALD COAST UTILITIES
AUTHORITY

Witness _____

Print Name _____

Witness _____

Print Name _____

By: Stephen E. Sorrell, Executive Director

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this ____ day of _____, 2015, by Stephen E. Sorrell, Executive Director, Emerald Coast Utilities Authority. He () is personally known to me, or has () produced current _____ as identification.

Signature of Notary Public

(Notary Seal)

Printed Name of Notary Public

ACCEPTANCE

TITLE TO THE ABOVE PROPERTY is accepted for public use by Escambia County, Florida on this ____ day of _____ 2015, as authorized by action of the Board of County Commissioners at its meeting held on ____ day of _____, 2015.

ESCAMBIA COUNTY, FLORIDA by and
through its duly authorized BOARD OF
COUNTY COMMISSIONERS

Steven Barry, Chairman

ATTEST: PAM CHILDERS
Clerk of the Circuit Court

Deputy Clerk

EXHIBIT "A"

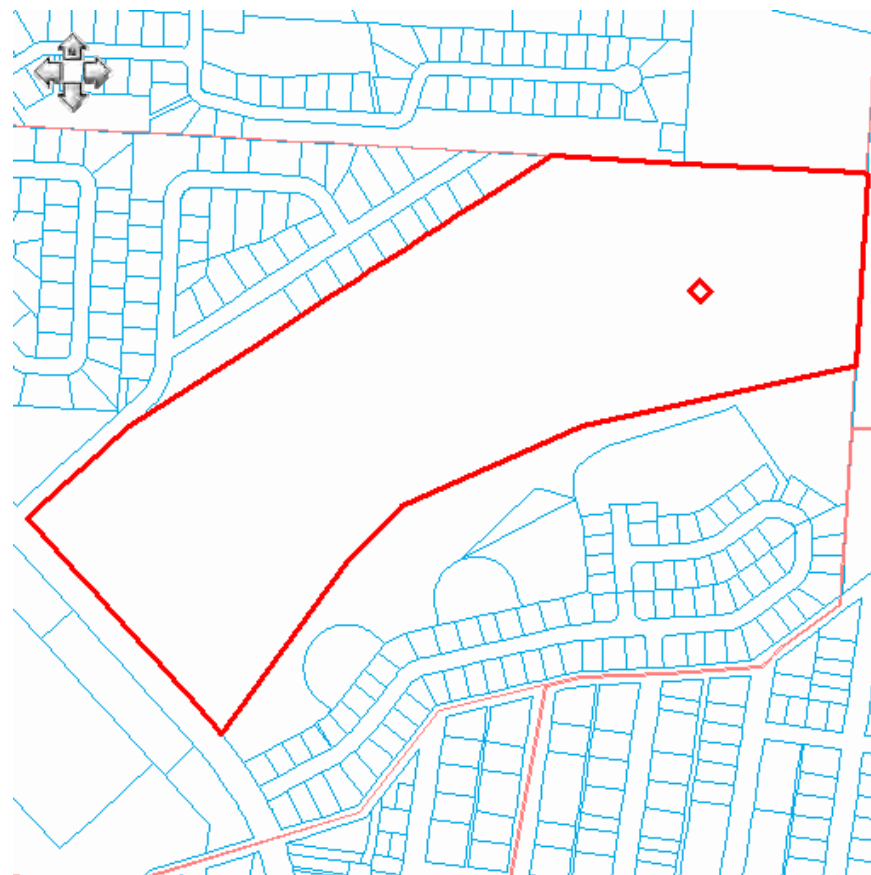
A parcel of property in Section 21, Township 2 South, Range 31 West, Escambia County Florida:

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[Back](#)**Source: Escambia County Property Appraiser**[Restore Full Page Version](#)

General Information Reference: 212S316101001001 Account: 094545275 Owners: ESCAMBIA COUNTY Mail: 221 PALAFOX PL STE 420 PENSACOLA, FL 32502 Situs: 1100 S FAIRFIELD DR BLK 32506 Use Code: WASTE LAND Taxing Authority: COUNTY MSTU Tax Inquiry: Open Tax Inquiry Window Tax Inquiry link courtesy of Janet Holley, Escambia County Tax Collector		2011 Certified Roll Assessment Improvements: \$0 Land: \$20,937 Total: \$20,937 Save Our Homes: \$0 Disclaimer Amendment 1 Calculations																																				
Sales Data <table border="1"> <thead> <tr> <th>Sale Date</th> <th>Book</th> <th>Page</th> <th>Value</th> <th>Type</th> <th>Official Records (New Window)</th> </tr> </thead> <tbody> <tr> <td>11/1997</td> <td>4196</td> <td>625</td> <td>\$100</td> <td>WD</td> <td>View Instr</td> </tr> <tr> <td>03/1994</td> <td>4115</td> <td>109</td> <td>\$100</td> <td>QC</td> <td>View Instr</td> </tr> <tr> <td>02/1994</td> <td>3639</td> <td>353</td> <td>\$20,000</td> <td>WD</td> <td>View Instr</td> </tr> <tr> <td>11/1988</td> <td>2625</td> <td>39</td> <td>\$5,800</td> <td>TD</td> <td>View Instr</td> </tr> <tr> <td>01/1975</td> <td>884</td> <td>845</td> <td>\$555,500</td> <td>WD</td> <td>View Instr</td> </tr> </tbody> </table> Official Records Inquiry courtesy of Ernie Lee Magaha, Escambia County Clerk of the Court		Sale Date	Book	Page	Value	Type	Official Records (New Window)	11/1997	4196	625	\$100	WD	View Instr	03/1994	4115	109	\$100	QC	View Instr	02/1994	3639	353	\$20,000	WD	View Instr	11/1988	2625	39	\$5,800	TD	View Instr	01/1975	884	845	\$555,500	WD	View Instr	2011 Certified Roll Exemptions COUNTY OWNED Legal Description BEG AT NW COR OF GOVT LT 7 S 0 DEG 51 MIN 01 SEC W 995 49/100 FT S 46 DEG 35 MIN 00 SEC W 484 FT TO... Extra Features None
Sale Date	Book	Page	Value	Type	Official Records (New Window)																																	
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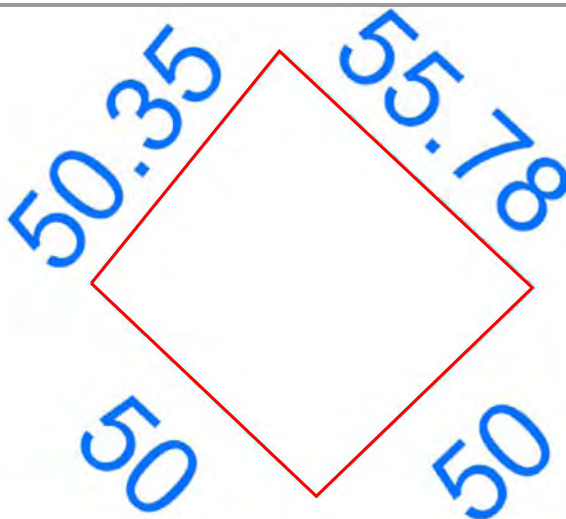
Parcel Information[Restore Map](#)[Get Map Image](#)[Launch Interactive Map](#)
Section Map Id:
[21-2S-31-2](#)
Approx. Acreage:
 58.7700

Zoned:
[SDD](#)


General Information Reference: 212S316101001002 Account: 094545303 Owners: EMERALD COAST UTILITIES AUTHORITY Mail: PO BOX 15311 PENSACOLA, FL 32514 Situs: 32506 Use Code: UTILITY, GAS, ELECT. Taxing Authority: COUNTY MSTU Tax Inquiry: Open Tax Inquiry Window Tax Inquiry link courtesy of Janet Holley Escambia County Tax Collector	2014 Certified Roll Assessment Improvements: \$0 Land: \$209 Total: \$209 Non-Homestead Cap: \$209 Disclaimer Amendment 1/Portability Calculations
Sales Data Sale Date Book Page Value Type Official Records (New Window) 01/1976 979 48 \$100 WD View Instr Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller	2014 Certified Roll Exemptions COUNTY OWNED Legal Description BEG AT NE COR OF US GOVT LT 7 N 88 DEG 15 MIN 48 SEC W 599 36/100 FT S 01 DEG 51 MIN 58 SEC W 148 04/100 FT... Extra Features None

Parcel Information
[Launch Interactive Map](#)
Section Map
Id:
[21-2S-31-2](#)
Approx. Acreage:
 0.0700

Zoned:
 SDD

Evacuation & Flood Information
[Open Report](#)

[View Florida Department of Environmental Protection\(DEP\) Data](#)

ECUA CORRYDALE LIFT STATION / PROPOSED EXCHANGE OF PROPERTY WITH ESCAMBIA COUNTY



ESCAMBIA COUNTY PUBLIC
WORKS DEPARTMENT
LWG 2/12/15 DISTRICT 1



PROPOSED NEW LIFT STATION PARCEL



COUNTY PROPERTY



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8093

County Administrator's Report 8. 7.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Miscellaneous Appropriations Agreement with the Pensacola
Downtown Improvement Board

From: Stephan Hall, Interim Department Director

Organization: OMB

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Miscellaneous Appropriations Agreement with the Pensacola
Downtown Improvement Board - Stephan Hall, Management and Budget Services Interim
Department Director

That the Board approve and authorize the Chairman to sign the Fiscal Year 2014/2015 Miscellaneous Appropriations Agreement between Escambia County and the Pensacola Downtown Improvement Board (DIB), in the amount of \$287,500, to be paid from the Tourist Promotion Fund (108), Cost Center 360105, Account 58201, for the purchase of holiday lights and the performances of the Pensacola Pelican Drop, as approved by the Board on March 19, 2015.

[AGREEMENT WILL BE DISTRIBUTED UNDER SEPARATE COVER]

BACKGROUND:

The County makes payment in support of the activities of certain outside agencies approved by the Board. In order to recognize these contractual agreements and establish the source of documents by which payment can be made, Board approval of these Agreements is necessary.

On March 19, 2015, the Board approved allocating an overage in the Tourist Promotion Fund (108) to the Downtown Improvement Board, in the amount of \$287,500, to be used for the purchase of holiday lights and the performance of the Pensacola Pelican Drop.

BUDGETARY IMPACT:

Tourist Promotion Fund (108), Cost Center 360105, Account 58201.

LEGAL CONSIDERATIONS/SIGN-OFF:

The County Attorney has reviewed and approved the Agreement.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Board approval of Miscellaneous Appropriation Agreements is necessary.

IMPLEMENTATION/COORDINATION:

N/A

Attachments

March 19, 2015 Board Minutes

PUBLIC FORUM WORK SESSION AND REGULAR BCC MEETING MINUTES – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

III. FOR DISCUSSION

1. Allocation of Funds

Motion made by Commissioner Robertson, seconded by Commissioner May, and carried 4-1, with Commissioner Underhill voting "no," approving to allocate the overage available in the Tourist Promotion Fund (108), in the total amount of \$2,305,753, per the following:

- A. Visit Pensacola, Inc. – \$1,405,753, to include funds for the Sports Tourism Feasibility Study;
- B. Art, Culture, and Entertainment, Inc. – \$487,500, to be used specifically for performance of the Foo Foo Festival;
- C. Downtown Improvement Board – \$287,500, to be used for the purchase of holiday lights and the performance of the Pelican Drop; and
- D. Banks Enterprise – \$125,000, to be used for the performance of the Gulf Coast Summerfest Music Festival.

Speaker(s):

John Peacock
Andrew Blewer



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8266

County Administrator's Report 8. 8.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Supplemental Budget Amendment #146 - State of Florida, Economic Development Transportation Project Fund Agreement

From: Stephan Hall, Interim Department Director

Organization: OMB

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Supplemental Budget Amendment #146 - Stephan Hall, Management and Budget Services Interim Department Director

That the Board adopt the Resolution approving Supplemental Budget Amendment #146, Local Option Sales Tax III Fund (352), in the amount of \$1,950,000, to recognize proceeds from a State of Florida, Department of Transportation (FDOT) Economic Development Transportation Project Fund Agreement (EDTPFA), and to appropriate these funds for transportation improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29) in Escambia County.

BACKGROUND:

On June 2, 2015, the Board is expected to approve an Economic Development Transportation Project Fund Agreement (EDTPFA) with the State of Florida FDOT for funding not to exceed \$1,950,000, for transportation improvements on County Road 184 (Muscogee Road) and State Road 95 (US 29). Escambia County has agreed by Resolution to accept future maintenance and other attendant costs occurring after completion of the project for the portion of the project on the county's system.

BUDGETARY IMPACT:

This amendment will increase Fund 352 by \$1,950,000.

Escambia County is prepared to complete the project at an estimated total cost of \$2,090,000 from Local Options Sales Tax III funds, and FDOT is prepared to provide \$1,950,000 toward to the total cost of construction.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Board policy requires increases and decreases in revenues to be approved by the Board.

IMPLEMENTATION/COORDINATION:

N/A

Attachments

SBA#146

**Board of County Commissioners
Escambia County
Supplemental Budget Amendment Resolution**

**Resolution Number
R2015-**

WHEREAS, the following revenues were unanticipated in the adopted budget for Escambia County and the Board of County Commissioners now desires to appropriate said funds within the budget.

WHEREAS, Escambia County entered into an Economic Development Transportation Project Fund Agreement with the State of Florida for improvements on County Road 184 and State Road 95, and these funds must be recognized and appropriated.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Escambia County, Florida, that in accordance with Florida Statutes, Section 129.06 (2d), it does hereby appropriate in the following funds and accounts in the budget of the fiscal year ending September 30, 2015:

Local Option Sales Tax III Fund	352		
Fund Name	Fund Number		
Revenue Title	Fund Number	Account Code	Amount
EDTPFA Agreement	352	new	\$1,950,000
Total			\$1,950,000
Appropriations Title	Fund Number/Cost Center	Account Code/ Project Number	Amount
Improvements Other than Buildings/ CR 184 (Muscogee) & SR 95 (US 29)	352/210107	56301/15EN3285(new)	\$1,950,000
Total			\$1,950,000

NOW THEREFORE, be it resolved by the Board of County Commissioners of Escambia County, Florida, that the foregoing Supplemental Budget Amendment be made effective upon adoption of this Resolution.

ATTEST:
PAM CHILDERS
CLERK OF THE CIRCUIT COURT

**BOARD OF COUNTY COMMISSIONERS
OF ESCAMBIA COUNTY, FLORIDA**

Deputy Clerk

Steven Barry, Chairman

Adopted

OMB Approved

**Supplemental Budget Amendment
#146**



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8071

County Administrator's Report 8. 9.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Toll Collection Personnel Services at Bob Sikes Bridge PD 14-15.048

From: Stephan Hall, Interim Department Director

Organization: OMB

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Toll Collection Personnel Services at Bob Sikes Bridge - Stephan Hall, Management and Budget Services Interim Department Director

That the Board award Contract PD 14-15.048, for Toll Collection Personnel Services at Bob Sikes Bridge, and approve the Agreement relating to Toll Collection Personnel Service for the Bob Sikes Toll Bridge (PD 14-15.048), between Escambia County and JJW Services, Inc., d/b/a Accustaff, for the estimated annual amount of \$410,000, effective July 1, 2015, for a term of 1 year, with options for renewal for up to 4 additional 12-month periods, subject to the terms of the Agreement. The estimated annual amount is based on "all in rates" per hour, for 1 Manager, 4 Supervisors, and 25 Toll Collectors.

[Funding: Fund 167, Bob Sikes Toll Bridge, Cost Center 140301, Object Code 53401]

BACKGROUND:

The Office of Purchasing advertised the solicitation in the Pensacola News Journal on April 6, 2015. Eight firms were notified on April 6, 2015. A total of five bids were received on May 21, 2015, and one "no bid" was received on May 21, 2015. JJW Services, Inc., d/b/a Accustaff, is the low bidder.

BUDGETARY IMPACT:

Funding: Fund 167 Bob Sikes Toll Bridge, Cost Center 140301, Object Code 53401.

LEGAL CONSIDERATIONS/SIGN-OFF:

Assistant County Attorney Kristin Hual prepared the Contract.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

This recommendation is in compliance with the Escambia County, FL, Code of Ordinance, Chapter 46, Article II, Purchases and Contracts. The Office of Purchasing advertised the solicitation in the Pensacola News Journal April 6, 2015. Eight firms were notified on April 6, 2015. A total of five bids were received on May 21, 2015 and one "no bid" was received on May 21, 2015. JJW Services Inc.d/b/a Accustaff is the low bidder.

IMPLEMENTATION/COORDINATION:

The Office of Purchasing will distribute the Contract and Purchase Order.

Attachments

Bid Tab

Agreement

PUBLIC NOTICE OF RECOMMENDED AWARD

BID TABULATION		DESCRIPTION: Toll Collection Personnel Services at Bob Sikes Bridge BID # PD 14-15.048						
Bid Opening Time: 3:00 pm CDT Bid Opening Date: 05/5/2015 Bid Opening Location: Rm 11.407 NAME OF BIDDER		Cover Sheet/ Acknow.	Bid Bond or Check	Sworn Statement Pursuant to Section 287.133(3)(a), FL Statutes on Entity Crimes	Drug-Free Workplace Form	Information Sheet for Transactions & Conveyances Corporation ID	Acknowledgement of Addenda	Grand Total
Jag Professional Resources		Y	NA	Y	Y	Y	Y	
JJW Services, Inc, DBA Accustaff		Y	NA	Y	Y	Y	Y	\$353.64
Blue Arbor, Inc.		Y	NA	Y	Y	Y	Y	\$345.74
Keegan Temps, Inc.		Y	NA	Y	Y	Y	Y	\$359.80
Faneuil, Inc.							Y	\$415.72
		No Bid						
BIDS OPENED BY:		Joe F. Pillitary, Jr., Purchasing Coordinator				DATE: 05/5/2015		
BIDS TABULATED BY:		Lori Kistler, SOSA				DATE: 05/5/2015		
BIDS WITNESSED BY:		Lori Kistler, SOSA				DATE: 05/5/2015		

CAR
DATE 5/21/2015

BOCC
DATE 5/21/2015

The Purchasing Chief/Designee recommends to the BCC: To award a Contract to JJW Services, Inc., DBA Accustaff in the amount of \$410,000.

Pursuant to Section 119.07(3)(M), F.S., all documents relating to this tabulation are available for public inspection and copying at the office of the Purchasing Manager.

Notes:

Posted @ 12:00 p.m. CDT on 05/6/2015

 JFP/lk

**AGREEMENT RELATING TO TOLL COLLECTION PERSONNEL SERVICE
FOR THE BOB SIKES TOLL BRIDGE (PD 14-15.048)**

This Agreement is made this ____ day of _____, 2015, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and JJW Services, Inc. d/b/a Accustaff, a for-profit corporation, authorized to do business in the State of Florida (hereinafter referred to as "Contractor"), whose federal identification number is 52-2107466 and whose principal address is 220 West Garden Street, Suite 805, Pensacola, Florida 32502.

WITNESSETH:

WHEREAS, Escambia County (hereinafter referred to as "County") owns and operates the Bob Sikes Toll Bridge (hereinafter referred to as the "Bridge") which spans Santa Rosa Sound connecting Pensacola Beach, Florida to the City of Gulf Breeze, Florida; and

WHEREAS, the Florida Legislature has authorized operation of the Bridge as a County toll facility; and

WHEREAS, the County is authorized to contract for the operation of toll facilities used in connection with the roads and bridges of Escambia County; and

WHEREAS, the County issued an Invitation to Bidders seeking bids for toll collection personnel service for the Bob Sikes Toll Bridge (PD 14-15.048); and

WHEREAS, the Contractor was the most responsive and responsible bidder proposing to provide such services; and

WHEREAS, the County desires to enter into an agreement with Contractor for the provision of such services as specified herein.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Contractor agree as follows:

1. **Recitals.** The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. **Term.** This Agreement shall commence on July 1, 2015, and continue for a term of one (1) year unless terminated earlier pursuant to paragraph 7. Upon mutual agreement of the parties, the contract may be renewed for up to four (4) additional twelve month periods.

After exercising all options to renew, the County may extend the Agreement for up to an additional six (6) months. The County shall provide written notice of the desire to extend the agreement no later than sixty (60) days prior to the expiration of the contract term. The total duration of this agreement, including the exercise of all options to renew/extend, shall not exceed the duration of five (5) years and six (6) months.

3. **Scope of Services.** Contractor agrees to provide services including, but not limited to, the scope of services outlined in Escambia County's Invitation to Bidders for Toll Collection Personnel Service for the Bob Sikes Toll Bridge, Specification No. P.D. 14-15.048, attached

hereto as Exhibit "A". In the event of a conflict between the terms of the Exhibit referenced above and this Agreement, the terms of this Agreement shall prevail.

4. Compensation. In exchange for Contractor's provision of the scope of services referenced in Section 3 above, County shall pay Contractor in accordance with the Bid Form, dated May 5, 2015, provided as part of the Contractor's Proposal, attached hereto as Exhibit "B".

5. Purchase Orders. The County shall assign tasks to the Contractor in writing utilizing work orders relating to a blanket purchase order or by individual purchase order. The task(s) to be accomplished shall be described in detail and the time frame in which it needs to be accomplished will be stated in the work order. No minimum quantity of work is guaranteed during the term of this agreement, and only those tasks assigned pursuant to a work order may be compensated.

6. Method of Billing. Contractor may request payment from County on a monthly basis by the submission of a properly executed original invoice. Invoices shall reflect the number of hours expended and the amount due and owing for services rendered with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Contractor within thirty (30) days of receipt and approval of Contractor's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

7. Termination. This Agreement may be terminated for cause or convenience by the County upon providing thirty (30) days written notice to Contractor. This Agreement may be terminated for cause by the Contractor upon providing ninety (90) days written notice to the County. In the event of termination by either party as provided herein, the Contractor shall be paid for services performed through the date of termination.

8. Indemnification. The Contractor agrees to save harmless, indemnify, and defend County and its agents, officers and employees from any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind, losses, penalties, interest, demands, judgments, and cost of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly, on account of or in connection with the Contractor's negligent, reckless, or intentional wrongful misconduct in the performance of this Agreement or by any person, firm, or corporation to whom any portion of the performance of this Agreement is subcontracted to or used by the Contractor or by anyone for whom the Contractor is legally liable. The parties understand and agree that such indemnification by the Contractor relating to any matter, which is the subject of this Agreement, shall extend throughout the term of this Agreement and any statutes of limitation thereafter. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims relating to this Agreement. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

9. Insurance. The Contractor is required to carry the following insurance:

(a) Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.

(b) Business Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.

(c) Employment Practices Liability with \$1,000,000 per occurrence minimum limits.

(d) Florida statutory Workers' Compensation.

(e) It is understood and agreed by the parties that in the event that the Contractor consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.

(f) Contractor agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Carriers shall be "A" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Joseph Pillitary, Jr., Purchasing Coordinator, Post Office Box 1591, Pensacola, Florida 32597.

(g) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on all liability policies (except Workers' Compensation and professional liability). Certificates of Insurance shall be provided to Joseph Pillitary, Jr., Purchasing Coordinator, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County. The Board of County Commissioners and Escambia County shall also be the certificate holders.

10. Independent Contractor Status. In the performance of this Agreement hereunder, Contractor is an independent contractor. Contractor shall not hold itself out as an employee, agent or servant of the County; and Contractor shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

11. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: JJW Services, Inc.
Attention: Julie Estess
220 West Garden Street, Suite 805
Pensacola, Florida 32502

To: County
Attention: County Administrator
221 Palafox Place, Suite 420
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

12. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

13. Public Records. The Contractor acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Contractor fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Contractor and its surety, if any, seven days written notice, during which period the Contractor still fails to allow access to such documents, terminate the contract.

14. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Contractor acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

15. Compliance with Laws. Contractor agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

16. Assignment of Agreement. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by Contractor without the prior written consent of the County. However, the Agreement shall run with the Escambia County Board of County Commissioners and its successors.

17. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

19. Authority. Each individual executing this Agreement on behalf of a corporate or governmental party represents and warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of said party, in accordance with any a duly adopted action of

the governing board of said party in accordance with applicable law, and that this Agreement is binding upon said party in accordance with its terms.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature:

COUNTY:
BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

ATTEST: PAM CHILDERS
Clerk of the Circuit Court

By: _____
Steven Barry, Chairman

Date: _____

By: _____
Deputy Clerk
(SEAL)

BCC Approved: _____

CONTRACTOR:

ATTEST:

By: Julie J. Estess

By: _____
Corporate Secretary
(SEAL)

Date: _____

Approved as to form and legal
sufficiency.

By/Title: K. H. [Signature]
Date: 5/18/15

ESCAMBIA COUNTY FLORIDA
INVITATION TO BID
BIDDER'S CHECKLIST
TOLL COLLECTION PERSONNEL SERVICE
BOB SIKES TOLL BRIDGE
SPECIFICATION PD 14-15.048

HOW TO SUBMIT YOUR BID

PLEASE REVIEW THIS DOCUMENT CAREFULLY. OFFERS THAT ARE ACCEPTED BY THE COUNTY ARE BINDING CONTRACTS. **INCOMPLETE BIDS ARE NOT ACCEPTABLE.** ALL DOCUMENTS AND SUBMITTALS SHALL BE RECEIVED BY THE OFFICE OF PURCHASING ON OR BEFORE DATE AND HOUR FOR SPECIFIED FOR RECEIPT. LATE BIDS WILL BE RETURNED UNOPENED.

THE FOLLOWING DOCUMENTS SHALL BE RETURNED WITH BID:

- SOLICITATION, OFFER AND AWARD FORM (WITH ORIGINAL SIGNATURE)
- BID FORMS (WITH ORIGINAL SIGNATURES)

THE FOLLOWING DOCUMENTS SHOULD BE RETURNED WITH BID

- SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON ENTITY CRIMES
- DRUG-FREE WORKPLACE FORM
- INFORMATION SHEET FOR TRANSACTIONS AND CONVEYANCES CORPORATE IDENTIFICATION
- CERTIFICATE OF AUTHORITY TO DO BUSINESS FROM THE STATE OF FLORIDA
OCCUPATIONAL LICENSE
- FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION – LICENSE(S),
CERTIFICATION(S) AND/OR REGISTRATION(S)

BEFORE YOU SUBMIT YOUR BID, HAVE YOU:

PLACED YOUR BID WITH ALL REQUIRED SUBMITTAL ITEMS IN A SEALED ENVELOPE CLEARLY MARKED FOR SPECIFICATION NUMBER, PROJECT NAME, NAME OF BIDDER, AND DUE DATE AND TIME OF BID RECEIPT?

THE FOLLOWING SUBMITTALS ARE REQUIRED UPON NOTICE OF AWARD:

CERTIFICATE OF INSURANCE

- HOW TO SUBMIT A NO BID

IF YOU DO NOT WISH TO BID AT THIS TIME, PLEASE REMOVE THE BIDDER SOLICITATION, OFFER AND AWARD FORM FROM THE BID SOLICITATION PACKAGE AND ENTER NO BID IN THE "REASON FOR NO BID" BLOCK, YOUR COMPANY'S NAME, ADDRESS, SIGNATURE, AND RETURN THE BIDDER SOLICITATION, OFFER AND AWARD FORM IN A SEALED ENVELOPE. THIS WILL ENSURE YOUR COMPANY'S ACTIVE STATUS IN OUR BIDDER'S LIST.

**THIS FORM IS FOR YOUR CONVENIENCE TO ASSIST IN FILLING OUT YOUR
BID ONLY.**

DO NOT RETURN WITH YOUR BID



**ESCAMBIA COUNTY
FLORIDA**

INVITATION TO BIDDERS

**TOLL COLLECTION PERSONNEL SERVICES
BOB SIKES TOLL BRIDGE**

SPECIFICATION NUMBER PD 14-15.048

**A Pre-Solicitation will be held on April 22, 2015 at 10:00 a.m., CDT at the Office of Purchasing,
Conference Room 11.407**

All Bidders are encouraged to attend.

BIDS WILL BE RECEIVED UNTIL: Wednesday, May 5, 2015, 3:00 p.m., CDT

**Office of Purchasing, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Matt Langley Bell III Building
Post Office Box 1591
Pensacola, FL 32591-1591**

Board of County Commissioners

**Steven L. Barry, Chairman
Grover Robinson, IV, Vice-Chairman
Wilson Robertson
Doug Underhill
Lumon May**

Procurement Assistance:

**Joe Pillitary, CPPO, CPPB
Purchasing Coordinator
Office of Purchasing
2nd Floor, Matt Langley Bell, III Building
213 Palafox Place
Pensacola, FL 32502
Tel: (850) 595-4878
Fax: (850) 595-4807
Email: joe_pillitary@co.escambia.fl.us
Website: www.myescambia.com**

Technical Assistance:

**David V. Forte
Program Manager
Public Works
3363 W. Park Place
Pensacola, FL 32505
Tel: (850) 595-3595
Fax: (850) 595-3405
Email: dvforte@co.escambia.fl.us**

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

NOTICE

In accordance with Sec. 46-110(e) of the Escambia Code of Ordinances, all bid solicitation documents shall include the following notice to vendors of the local vendor preference policy:

(revised 10/31/2013)

Preference in purchase of commodities and services by means of competitive bid

Except where federal or state law, or any other funding source, mandates to the contrary, Escambia County may give preference to local businesses in the following manner:

Competitive bid (local price match option). Each formal competitive bid solicitation (i.e. sealed bids) shall clearly identify how the price order of the bids received will be evaluated and determined.

When a qualified and responsive, non-local business submits the lowest price bid amount between \$50,000 and \$249,999, and the bid submitted by one or more qualified and responsive local businesses is within **five percent (5%)** of the price submitted by the non-local business, then the local business with the apparent lowest bid offer (i.e.; the lowest local bidder) shall have the opportunity to submit an offer to match the price(s) offered by the overall lowest, qualified and responsive non-local bidder.

When a qualified and responsive, non-local business submits the lowest price bid amount between \$250,000 and \$999,999, and the bid submitted by one or more qualified and responsive local businesses is within **three percent (3%)** of the price submitted by the non-local business, then the local business with the apparent lowest bid offer (i.e.; the lowest local bidder) shall have the opportunity to submit an offer to match the price(s) offered by the overall lowest, qualified and responsive non-local bidder.

When a qualified and responsive, non-local business submits the lowest price bid amount in excess of \$1,000,000, and the bid submitted by one or more qualified and responsive local businesses is within **two percent (2%)** of the price submitted by the non-local business, then the local business with the apparent lowest bid offer (i.e.; the lowest local bidder) shall have the opportunity to submit an offer to match the price(s) offered by the overall lowest, qualified and responsive non-local bidder.

In such instances, staff shall first verify whether the lowest non-local bidder and the lowest local bidder are in fact qualified and responsive bidders. Next, the purchasing department shall invite the lowest local bidder in writing to submit a matching offer which shall be submitted in writing to the office of purchasing within five (5) business days thereafter.

If the lowest local bidder does not respond or otherwise submits a written offer that does not fully match the lowest bid from the lowest non-local bidder tendered previously then award shall be made to the lowest overall qualified and responsive non-local bidder.

In the event a local bidder is awarded a contract pursuant to this section, any requests for change orders increasing the cost of the project must be approved by the board of county commissioners.

**TOLL COLLECTION PERSONNEL SERVICES
BOB SIKES TOLL BRIDGE
PD 14-15.048**

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Forms marked with a (** Double Asterisk) should be returned with Offer.**

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SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM

ESCAMBIA COUNTY FLORIDA

SUBMIT OFFERS TO:

Joe Pillitary, CPPO, CPPB

Purchasing Coordinator

Office of Purchasing, 2nd Floor, Room 11.101

213 Palafox Place, Pensacola, FL 32502

Post Office Box 1591, Pensacola, FL 32591-1591

Phone No: (850) 595-4878 Fax No: (850) 595-4807

Invitation to Bid

TOLL COLLECTION PERSONNEL SERVICE - BOB SIKES TOLL BRIDGE

SOLICITATION NUMBER: PD14-15.048

SOLICITATION

MAILING DATE: Monday, April 6, 2015

PRE-BID CONFERENCE: Non-mandatory Pre-Sol. Conf. will be held April 22, 2015 at the Office of Purchasing, 213 Palafox Place, Pensacola, FL 32502. All bidders are encouraged to attend.

OFFERS WILL BE RECEIVED UNTIL: May 5, 2015, Tuesday, 3:00pm, CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER: _____

TERMS OF PAYMENT: _____

DELIVERY DATE WILL BE _____ DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: _____

REASON FOR NO OFFER: _____

ADDRESS: _____

CITY, ST. & ZIP: _____

PHONE NO.: (____) _____

TOLL FREE NO.: (____) _____

FAX NO.: (____) _____

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County renders final payment to the offeror.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)

**

SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference herein and made a part of this contract.

CONTRACTOR

Name and Title of Signer (Type or Print)

Name of Contractor

By

Signature of Person Authorized to Sign

Date

ATTEST:

Corporate Secretary

Date

[CORPORATE SEAL]

ATTEST:

Witness

Date

ATTEST:

Witness

Date

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

By

County Administrator

Date

WITNESS

Date

WITNESS

Date

Awarded Date

Effective Date

BID FORM
Specification Number PD14-15.048
TOLL Collection Personnel Services - for Bob Sikes Toll Bridge

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida

Date: _____

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders for TOLL Collection Personnel Services Bob Sikes Toll Bridge as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, Undersigned, hereby propose to provide at the following Price:

General Description with Typical Job Titles (1)	No. of Employees (2)	All-in Rate (3)	Total - Col. (2) x Col. (3) (4)
Manager	1		
Supervisors	4		
Toll Collectors	25		

Total Bid Amount = Sum of Column (4) \$ _____

Toll Collectors currently operate with Morning shift, Mid-Day shift and Night/Overnight shift schedule.

***Submittals with any deviation from this format will be disqualified.**

All costs associated with personnel administration, tests, background checks, etc. performed as part of the performance under this contract as requested by Escambia County or required by law shall be included in the All-In Rate.

The Manager/Site Supervisor will be an employee of the Agency and all administrative costs associated with this position should be included in the implementation of the contract.

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority
Document Number _____

Bidder: _____

Occupational License No. _____
Bid Form Cont.
Page 2

Florida DBPR Contractor's License, Certification and/or
Registration No. _____

Type of Contractor's License, Certification and/or
Registration _____

Expiration Date: _____

By: _____

Signature: _____

Title: _____

Address: _____

Person to contact concerning this bid:

Phone/Toll Free/Fax # _____

E-Mail Address: _____

Home Page Address: _____

Person to contact for emergency service:

Phone/Cell/Pager #: _____

Person to contact for disaster service:

Home Address: _____

Home Phone/Cell/Pager #: _____

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to _____
(print name of the public entity)
- by _____
(print individual's name and title)
- for _____
(print name of entity submitting sworn statement)

whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

- _____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- _____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- _____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to an subscribed before me this _____ day of _____, 20_____

Personally known _____

OR produced identification _____

Notary Public - State of _____

My commission expires _____

(Type of identification)

(Printed typed or stamped commissioned name of notary public)

Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that
_____ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

_____ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

_____ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

Offeror's Signature

Date

**Information Sheet
for Transactions and Conveyances
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)
Yes or No

If not a Florida Corporation,

In what state was it created: _____

Name as spelled in that State: _____

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

Authorized to transact business
in Florida:

Yes or No

State of Florida Department of State Certificate of Authority Document No.: _____

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: _____ Secretary: _____

Vice President: _____ Treasurer: _____

Director: _____ Director: _____

Other: _____ Other: _____

Name of Corporation (As used in Florida):

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____

City, State Zip: _____

Street Address: _____

City, State, Zip: _____

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Page 2 of 2
Corporate Identification

Federal Identification Number: _____
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: _____ **E-mail:** _____
Telephone Number: _____ **Facsimile Number:** _____

Name of individual who will sign the instrument on behalf of the company:

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:

END

(850) 488-9000 Verified by: _____ Date: _____

ESCAMBIA COUNTY, FLORIDA GENERAL TERMS and CONDITIONS

The following General Terms and Conditions are incorporated by reference and have the same legal effect as if printed in its entirety.

A full textual copy of these conditions may be obtained by visiting the Office of Purchasing Home Page (see Bid Information), by telephoning the Office of Purchasing at (850) 595-4980 or by Fax at (850)595-4805.

NOTE: Any and all Special Terms and Conditions and specifications referenced within the solicitation which vary from these General Terms and Conditions shall have precedence. Submission of the Bidder/Proposal Solicitation, Offer and Award Form and Bid/Proposal Form(s) in accordance with these General Terms and Conditions and Special Terms and Conditions constitutes an offer from the offeror. If any or all parts of the offer are accepted by Escambia County Florida, an authorized representative of the county shall affix his signature hereto, and this shall then constitute a written agreement between parties. The conditions incorporated herein become a part of the written agreement between the parties.

Bid Information See Home Page URL: <http://www.myescambia.com>
Click on ON-LINE SOLICITATIONS

1. **Sealed Solicitations**
2. **Execution of Solicitation**
3. **No Offer**
4. **Solicitation Opening**
5. **Prices, Terms and Payment**
 - 5.01 **Taxes**
 - 5.02 **Discounts**
 - 5.03 **Mistakes**
 - 5.04 **Condition and Packaging**
 - 5.05 **Safety Standards**
 - 5.06 **Invoicing and Payment**
 - 5.07 **Annual Appropriations**
6. **Additional Terms and Conditions**
7. **Manufacturers' Name and Approved Equivalents**
8. **Interpretations/Disputes**
9. **Conflict of Interest**
 - 9.01 **County Procedure on Acceptance of Gifts**
 - 9.02 **Contractors Required to Disclose any Gift Giving**
 - 9.03 **Gratuities**
10. **Awards**
11. **Nonconformance to Contract Conditions**
12. **Inspection, Acceptance and Title**
13. **Governmental Restrictions**
14. **Legal Requirements**
15. **Patents and Royalties**
16. **Price Adjustments**
17. **Cancellation**
18. **Abnormal Quantities**
19. **Advertising**
20. **Assignment**
21. **Liability**
22. **Facilities**
23. **Distribution of Certification of Contract**

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS
The following General Terms and Conditions are incorporated by reference (continued).

- 24. **The Successful Bidder(s) must Provide**
- 25. **Addition/deletion of Items**
- 26. **Ordering Instructions**
- 27. **Public Records**
- 28. **Delivery**
- 29. **Samples**
- 30. **Additional Quantities**
- 31. **Service and Warranty**
- 32. **Default**
- 33. **Equal Employment Opportunity**
- 34. **Florida Preference**
- 35. **Contractor Personnel**
- 36. **Award**
- 37. **Uniform Commercial Code**
- 38. **Contractual Agreement**
- 39. **Payment Terms/Discounts**
- 40. **Improper Invoice; Resolution of Disputes**
- 41. **Public Entity Crimes**
- 42. **Suspended and Debarred Vendors**
- 43. **Drug-Free Workplace Form**
- 44. **Information Sheet for Transactions and Conveyances**
- 45. **Copies**
- 46. **License and Certifications** - For access to Certification/Registration Form for doing Business in Florida go to the Department of State, Division of Corporations,
URL:<http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html>
- 47. **Execution of Contract**
- 48. **Purchase Order**
- 49. **No Contingent Fees**
- 50. **Solicitation Expenses**
- 51. **On-Line Auction Services**

(Revised 4/05/05)

SPECIAL TERMS AND CONDITIONS

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s).

Instructions to Offerors

I. General Information

All offers to be considered shall be in the possession of the Office of Purchasing prior to the time of the solicitation closing. Offers may be mailed to 213 Palafox Place, Room 11.101, Pensacola, Florida 32502 or delivered to the Office of Purchasing, 2nd floor, Room 11.101, Matt Langley Bell, III Bldg., 213 Palafox Place, Pensacola, Florida 32502, in a sealed envelope clearly marked:

Specification Number PD 14-15.048, "Toll Collection Services", Name of Submitting Firm, Time and Date due.

Note: If you are using a courier service; Federal Express, Airborne, UPS, etc., you must mark airbill and envelope or box with Specification Number and Project Name.

Regardless of the method of delivery, each offeror shall be responsible for his offer(s) being delivered on time as the County assumes no responsibility for same. Offers offered or received after the time set for solicitation closing will be rejected and returned unopened to the offeror(s).

The following policy will apply to all methods of source selection:

Conduct of Participants

After the issuance of any solicitation, all bidders/proposers/protestors or individuals acting on their behalf are hereby prohibited from lobbying as defined herein or otherwise attempting to persuade or influence any elected County officials, their agents or employees or any member of the relevant selection committee at any time during the blackout period as defined herein; provided, however, nothing herein shall prohibit bidders/proposers/protestors or individuals acting on their behalf from communicating with the purchasing staff concerning a pending solicitation unless otherwise provided for in the solicitation or unless otherwise directed by the purchasing manager.

Definitions

Blackout period means the period between the time the bids/proposals for invitations for bid or the request for proposal, or qualifications, or information, or requests for letters of interest, or the invitation to negotiate, as applicable, are received at the Escambia County Office of Purchasing and the time the Board awards the contract and any resulting bid protest is resolved or the solicitation is otherwise canceled.

Lobbying means the attempt to influence the thinking of elected County officials, their agents or employees or any member of the relevant Selection Committee for or against a specific cause related to a pending solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication.

Sanctions

The Board may impose any one or more of the following sanctions on a nonemployee for violations of the policy set forth herein:

- (a) Rejection/disqualification of submittal
- (b) Termination of contracts; or
- (c) Suspension or debarment as provided in Sec. 46-102 of the Escambia County Code of Ordinances.

This policy is not intended to alter the procedure for Protested Solicitations and Awards as set forth in the Sec. 46-101 of the Escambia County Code of Ordinances.

Scope of Services see Exhibit B

2. **Procurement Questions**

Procurement questions may be directed to Joe Pillitary, CPPO, CPPB, Purchasing Coordinator, (850), 595-4878 (Fax) 850-595-4807. Technical questions may be directed to David Forte, 850-595-3595, (Fax) 850-595-3405, no later than Friday, close of business, 5:00 p.m., CDT, April 22, 2015. No later than 5:00pm, CDT, April 29, 2015.

3. **Bid Forms**

This Solicitation contains a Solicitation, Offer and Award Form and Bid Form, which shall be submitted in a sealed envelope, in duplicate with Original signatures in indelible ink signed in the proper spaces. Responses on vendor forms will not be accepted. The Offerors Checklist included in this solicitation provides instructions to the offeror on the documentation to be submitted during the procurement process.

4. **Payment**

Partial payments in the full amount for the value of items received and accepted may be requested by the submission of a properly executed **original** invoice, with supporting documents if required. Payment for accepted services will be accomplished by submission of an **original** invoice, in duplicate, to:

Clerk of the Circuit Court
Attention: Accounts Payable
221 Palafox Place
Pensacola, FL 32502

5. **Pre-Solicitation Conference**

A Non-Mandatory Pre-Solicitation Conference will be held at the Office of Purchasing 213 Palafox Place, 213 Palafox Place, 2nd Floor, Pensacola, FL 32502 in Conference Room #11.407 on Wednesday April 22, 2015, at 10:00 a.m., CDT.

6. **Emergency Services**

The contractor resulting from this solicitation is for services that are required during **EMERGENCY** situations such as hurricanes, major fires, etc. Time is of the essence during these situations and the vendor awarded this contract should be able to be contacted at any time, day or night. The Bid Form provides for the emergency information to be supplied. Please be sure to include all this information when returning your bid.

7. **Compliance with Governing Laws and Regulations**

The offeror or contractor will be required to fully comply with all applicable federal, state, and local regulations. The offeror should carefully review these requirements which are detailed in this solicitation.

Contract Information

NOTICE

It is the specific legislative intent of the Board of County Commissioners that **NO CONTRACT** under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

8. **Contract Term/Renewal/Termination**

- A. The contract resulting from this Solicitation shall commence effective upon execution by both parties and extend for a period of twelve (12) months. The contract may be renewed for additional twelve (12) months periods, up to a maximum sixty (60) months upon mutual agreement of both parties. If any such renewal results in changes in the terms or conditions, such changes shall be reduced to writing as an addendum to this contract and such addendum shall be executed by both parties and approved by the Board of County Commissioners.

Renewal of the contract shall be subject to appropriation of funds by the Board of County Commissioners.

- B. The initiation County department(s) shall issue release (purchase) orders against the term contract on an "as needed" basis.
- C. The contract may be canceled by the awarded vendor, for good cause, upon ninety (90) days prior written notice.
- D. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- E. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

9. **Contract Term/Renewal**

The contract resulting from this solicitation shall commence effective upon execution by both parties and extend for a period of twelve (12) month with options for additional twelve (12) months extensions for a total period not to exceed sixty (60) months. An additional six (6) months extension may also be unilaterally exercised at the County's discretion.

10. **Option to Extend the Term of the Contract**

The County may unilaterally extend the term of this contract by written notice to the contractor at least sixty (60) days before the expiration of any contract term. The exercise of the option shall be for the period specified and for the prices listed on the bid form. All other terms and conditions of the contract shall apply to the option periods. The total duration of this contract, including the exercise of all options, shall not exceed 3.5 years.

11. **Interim Extension of Performance**

After all options have been exercised, and it is determined that interim performance is required to allow for the solicitation and award of a new contract, the County may unilaterally extend the contract for a maximum period of six months. Pricing, delivery and all other terms and conditions of the contract shall apply during this period.

12. **Price Adjustment**

The contract resulting from this Solicitation may include provisions for twelve (12) month, price adjustments. Written request for price adjustment may be made every twelve (12) months, no less than 30 days prior to the requested effective date. Any increase price adjustment(s) shall be accompanied by written justification attesting that the request is a bonafide cost increase to the vendor. All price adjustments shall be reviewed by the County's designated representative. If an adjustment in price is approved, it shall be accomplished by written amendment to this contract and approved by the Board of County Commissioners.

13. **Purchasing Agreements with other Government Agencies**

The submission of any offer in response to this Solicitation constitutes an offer made under the same terms and conditions, for the same contract price, to other governmental agencies, unless otherwise stipulated by the offeror on the bid form.

Each governmental agency desiring to accept these offers, and make an award thereof, shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases and each shall be liable only for materials ordered and received by it, and no agency assumes any liability by virtue of this solicitation.

14. **Changes - Service Contracts**

The County may at any time by issuance of an executed change order make changes within the general scope of the contract in any of the following areas:

- A. Description of services to be performed.
- B. Time of performance (i.e., hours of the day, days of the week, etc.).
- C. Place of performance of the services.

If additional work or other changes are required in the areas described above, an offer will be requested from the contractor. Upon negotiation of the offer, execution and receipt of the change order, the contractor shall commence performance of the work as specified.

The contractor shall not commence the performance of additional work or other changes not covered by this contract without an executed change order issued by the office of purchasing. If the contractor performs additional work beyond the specific requirements of this contract without an executed change order, it shall be at his own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed change order.

15. **Termination**

- A. The contract may be canceled by the contractor, for good cause, upon ninety (90) days prior written notice.
- B. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- C. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

16. **Ordering**

The County will issue release (purchase) orders against the contract on an as needed basis for the services listed on the bid form.

17. **Licenses, Certifications, Registrations**

The offeror shall at any time of bid submission meet the license, certification, registration and any other requirements of the State, County, City and/or any other agency of authority with jurisdiction in such matters as necessary to perform the contractual services requested in this solicitation.

Copies of such licenses, certifications, registrations and any other requirements should be provided with the bid/proposal submission; and, the offeror shall provide follow-up evidence that as the contractor they maintain such credentials throughout the period of agreement.

18. **Term of Offer**

An offer shall constitute an irrevocable offer for a period of ninety (90) days from the solicitation opening date or until the date of award, whichever is earlier, without forfeiting bid bond or check. In the event that an award is not made by the county within ninety (90) days from the solicitation opening date, the offeror may withdraw his offer or provide a written extension of his offer.

19. **Award**

Bidders shall provide an "All-In Rate" for each category on the Bid Form. Award of the contract shall be based on the bidder with the lowest total dollar amount of the bid..

20. **Termination**

The purchase order or contract will be subject to immediate termination if either product or service does not comply with specifications as stated herein or fails to meet the county's performance standards. In the event that any of the provisions of the contract are violated by awarded vendor, Escambia County may serve written notice upon the awarded vendor of its intention to terminate the contract. Such notice is to state the reason(s) for such intention to terminate contract. The liability of the vendor for any and all such violation(s) shall not be affected by any such termination and his surety, if any, shall be forfeited.

21. **Termination (Services)**

The Contract Administrator shall notify the Office of Purchasing of unsatisfactory performance and/or deficiencies in service that remain unresolved or recurring. The Office of Purchasing shall notify the contractor, in writing, of such unresolved or recurring deficiencies within five (5) working days of notification by the Contract Administrator.

Upon the third such written notification of unsatisfactory performance and/or deficiencies to the contractor by the Office of Purchasing within a four (4) month period; or the sixth such notification within any contract term, shall result in issuance of written notice of immediate contract termination to the contractor by the Office of Purchasing. Such termination may also result in suspension or debarment of the contractor.

22. **Termination (Public Records Request)**

If the contractor refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the contractor in conjunction with this agreement then the county may, without prejudice to any right or remedy and after giving the contractor and his surety, if any, seven (7) days written notice, during which period contractor still fails to allow access, terminate the employment of the contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon, owned by the contractor, and may finish the project by whatever method it may deem expedient. In such case, the contractor shall not be entitled to receive any further payment until the project is finished. Reasonable terminal expenses incurred by the county may be deducted from any payments left owing the contractor (excluding monies owed the contractor for subcontract work.)

23. **Quantity**

Escambia County reserves the right to increase or decrease estimated quantities as required. Estimated quantities are shown on the bid/proposal form.

It is understood by all offeror's that these are only estimated quantities and the county is not obligated to purchase any minimum or maximum amount during the life of this contract.

Insurance Requirements

Standard Insurance Requirements and Certificates

This offer contains an extensive insurance requirement. Offerors are encouraged to review these requirements with their insurance agents before submitting offers.

It is not necessary to have this level of insurance in effect at the time of submitting the offer.

A letter from the offeror's insurance carrier will be required as evidence that the offeror will be able to obtain the levels of insurance as required by the contract and indicated on the Sample Certificate of Insurance should your firm be awarded the contract.

County Insurance Required

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of the AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best Ratings" may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

Workers Compensation Coverage

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

General, Automobile and Excess or Umbrella Liability Coverage

The contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

General Liability Coverage - Occurrence Form Required

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

Business Auto Liability Coverage

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

Excess or Umbrella Liability Coverage

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

Evidence/Certificates of Insurance

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and on behalf of each insurance company underwriting the insurance coverage(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the general liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:
Escambia County
Attention: Joe Pillitary, CPPO, CPPB
Office of Purchasing, Room 11.101
P.O. Box 1591
Pensacola, FL 32591-1591
Fax (850) 595-4807
5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

Indemnification

Contractor agrees to save harmless, indemnify, and defend County and Architect/Engineer and their, agents, officers and employees from any and all claims, losses, penalties, interest, 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, death,

property damage, direct or consequential damages, or economic loss, including environmental impairment, 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 County. County and Contractor agree the first \$100.00 of the Contract Amount paid by County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of County by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's acceptance and execution of the Agreement. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims made. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

Exhibit A

SCOPE OF SERVICES

SPECIAL PROVISIONS, CONDITIONS AND SPECIFICATIONS
TOLL COLLECTION PERSONNEL SERVICES

1.0 INTENT AND SCOPE

1.1 Intent

It is the intent of Escambia County (County) to secure a contract for full-time and part-time toll collector positions and other personnel to manage, supervise and operate the toll collection functions for the Bob Sikes Toll Plaza, which positions are currently provided by contracted personnel. The Contractor will be required to provide additional toll collectors and other personnel as requested by the County.

This is an indefinite quantity contract whereby the Contractor agrees to furnish services during a prescribed period of time. The specific time period completes such a contract. The County, based on need and availability of budget, may increase or decrease the annual maximum total compensation by Supplement Agreement.

1.2 Scope

The work to be performed under the Contract includes furnishing all labor and associated materials, office supplies, transportation, toll charges, support assistance, phone service (3 lines), security & fire service (1) and incidentals necessary to manage and provide full-time and part-time personnel to collect tolls on an as-needed basis, and to provide personnel to perform daily audits and counts of change and funds collected, prepare daily deposits and system-generated audit reports; prepare monthly audit and other reports as herein required.

The addition or deletion of service may be caused by, but is not limited to changes in staffing requirements, availability of funds, and discontinuance of toll collection.

1.3 Additional Personnel Services

The County may elect to add additional contracted employee services. Prices of the additional services and the scope must be agreed upon in writing by both parties.

2.0 GENERAL

2.1 The Contractor will provide the services and complete the work in accordance with these Special Provisions, Conditions and Specifications and as directed by the Contract Manager, to be identified by their designated representative.

2.2 The Contractor's personnel will be competent for the particular type of work. The Contractor will be fully responsible for the performance of the Contractor's organization

and completion of all work under the Contract.

3.0 CONTROL OF WORK

- 3.1 Escambia County Transportation and Traffic Operations Division will oversee all day-to-day activities required to manage, supervise, maintain and operate the toll facilities. Such activities include, but are not limited to, collector reporting, shift operations, determination of collector staffing and scheduling needs, money collection and storage, money handling and counting, deposit preparation and verification, toll accounting, deposit reconciliation and audits, facility security, and toll facility management.
- 3.2 The Contractor will maintain a local office within Escambia County or Santa Rosa County and will provide the address for the local office.
- 3.3 All work will be subject to acceptance by the County, which will evaluate the Contractor's work for compliance with the Contract. The County's Contract Manager, or designee, will provide verbal and written communications to the Contractor referencing any and all problems or deficiencies with items of work as necessary. The Contractor will have a maximum of three (3) working days to correct identified problems. Unforeseen circumstances beyond the control of the Contractor, which delay compliance, will be considered at the discretion of the County.

4.0 LICENSES AND FEES

The Contractor will be responsible for all licenses and fees associated with the performance of this Contract.

5.0 RESPONSIBILITY FOR DAMAGES/LIABILITY INSURANCE

The Contractor will protect from damage all property associated with, or which is in the vicinity of, or in any way affected by, the Contractor's work performed pursuant to the Contract. Any damages occurring to such properties caused by the acts or omissions of the Contractor, or its employees, agents or invitee, will be immediately repaired at the expense of the Contractor to a condition similar or equal to that existing before such damage occurred.

6.0 BEGINNING WORK

Services to be provided under this Contract will commence pursuant to written notice from the Contract Manager. The County anticipates requesting services to begin July 1, 2015. The Contract Manager may call a pre-work conference prior to the Contractor commencing work to review the proposed work with the Contractor.

7.0 SUSPENSION OF WORK

The County has the right (exercised from time to time) to suspend the work covered by the Contract, wholly or in part, for such period as may be deemed necessary. Such suspension, if ordered, will be in writing and will provide detailed reasons for the suspension.

8.0 CONTRACTOR'S RESPONSIBILITIES

8.1 Staffing and Duties

The Contractor shall develop, implement, and maintain a staffing plan to undertake the duties described herein. The Contractor shall identify all necessary positions, minimum staffing requirements, and develop job descriptions which meet the minimum requirements for education, language proficiency, and experience set forth herein. The staffing plan shall include the following categories at a minimum: administrative staff, toll collection personnel, audit and accounting staff, and managers / supervisors.

The toll plaza facility to be staffed in accordance with this plan consists of four (4) lanes at the toll plaza facility in conjunction with the required staff to operate the annual pass sales desk located within the SRIA main office building located at: 1 Via DeLuna Drive, Pensacola, Florida. The toll plaza facility located at 415 Pensacola Beach Blvd, Pensacola Beach, FL. with the administrative office located in lane # 4 at the Bob Sikes Toll Plaza, which is the western most lane of the plaza.

The audit and accounting duties of the Contractor shall include the performance of daily audits and counts of change and revenue. The audits shall be documented through system-generated reports to be prepared and submitted to the County daily. Summary reports may be required on a monthly basis.

The Contractor shall be accountable for 100% of all toll transactions processed by each toll lane in the system. Verification and reconciliation of each day's toll transactions shall be conducted by the Contractor on a daily basis. The Contractor shall also be responsible for the sale of Automatic Vehicle Identification (AVI) passes and for verifying and reconciling all AVI account transactions processed at the toll plaza facilities.

The Contractor shall prepare all revenues for deposit daily at times to be specified by the Clerk of the Court of Escambia County or designee. All deposit slips shall be reconciled against collected revenues and transactions processed and a copy should be forwarded to the Escambia County Transportation and Traffic Operations Division and the Clerk of the Court of Escambia County or designee. An armored car service, under separate contract with Escambia County, will retrieve the daily deposits from the Administrative Office at the toll facility and transport them to the bank.

The Contractor will furnish personnel service to collect tolls at times and locations required by the County. (A sample work schedule is provided in Attachment 1.) The Contractor will be responsible for the scheduling of the personnel.

The Contractor will develop minimum staffing levels to meet scheduling requirements for the toll facility.

The level of personnel required for toll collection may be increased or decreased, at any time, by the County under the following guidelines.

1. When an emergency condition exists, which requires additional employees to handle emergency traffic conditions on a temporary basis, the Contractor will provide the additional employees as quickly as possible, but no later than two (2) hours after verbal notification to the Contractor by the County.
2. The Contractor will be responsible for providing replacement employees for scheduled Contractor employees who fail to report to work or are otherwise unavailable. The Contractor is required to provide replacement toll collectors for the scheduled Contractor employee who

fails to report to work as quickly as possible, but no later than one (1) hour before the beginning of the scheduled shift, or at the beginning of the scheduled shift start time, if notified at least one (1) hour before the scheduled shift.

3. As a result of holidays, special events, changes in traffic patterns, or other operational requirements, the County may request the Contractor to provide expanded lane hours, whether by adding additional shifts using current Contractor employees or by adding additional Contractor employees as may be required to meet these changes. Such actions will be accomplished by means of a written authorization from the Contract Manager. Upon receipt of such request for additional employees, the Contractor will provide these additional employees as soon as possible but no later than one (1) week following authorization by the County.
4. During emergencies or heavy traffic situation when a Contractor employee fails to report to work, or as a result of an unfilled shift, the County may require another Contractor employee from the off-going shift to remain on duty until the replacement employee arrives. Compensation for any such shift extension will be at the Contractor's hourly rate. No overtime additive will be paid by the County for any hours worked by Contractor employees.

8.2 Stable Workforce

The Contractor will provide a stable workforce, which will include both full-time and part-time employees. The Contractor will minimize turnover rates by providing salaries competitive within the area, and benefits to their employees when deemed necessary. The Contractor will be required to provide information regarding benefits that will be provided to full-time personnel, and documentation substantiating competitive pay rates.

The Contractor will be responsible for tracking contract employee turnover and providing quarterly reports to the County.

Unsatisfactory turnover rates, which affect the Contractor's ability to provide the required services to the County, will be cause for termination of the Contract.

8.3 Minimum Qualifications

Personnel provided by the Contractor must meet the following minimum qualifications:

1. One (1) year cash handling experience on a computerized cashiering system;
2. Possess a high school diploma or equivalency.
3. Demonstrate ability to speak, understand and write the English language proficiently.
4. United States Citizen or possess a current Alien Registration Card, Form I-151.

5. Possess a valid Florida driver's license and insurable.

In addition, the personnel provided must be capable of performing duties as follows:

1. Accurately classify vehicles and collect proper toll amounts from motorists traveling through a toll lane. Make proper change and issue receipts to motorists.
2. Operate proficiently the County's toll collection equipment.
3. Represent the County in dealing with motorists in a courteous, friendly, professional and helpful manner. Speak and understand English proficiently to effectively communicate with motorists and respond to inquiries.
4. Accurately, thoroughly and legibly complete operational reports reflecting toll lane activity and prepare accurate cash deposit on all monies collected.
5. Safely travel by foot in toll lanes carrying up to 25 pounds.
6. Perform other related duties as assigned by the supervisor.

8.4 Screening Process

The Contractor will establish and maintain a screening process for potential employees assigned to the project. This process will include a means to exclude individuals with criminal records or other backgrounds which could jeopardize the Contractor's ability to properly provide the specified services. The safe and proper handling of toll revenues, and the ability to effectively communicate and deal with the motoring public, will be the focus of the screening process. The County reserves the right to review the Contractor's screening process and to request changes as required by the County.

8.5 Employment of Relatives

The Contractor will ensure that no Contractor employee is assigned to work at a County location where a relative of the employee is assigned. This requirement applies to all relatives of the Contractor employees, either employed by the County or Contractor.

8.6 Personnel Files

The Contractor will establish and maintain personnel files on each employee assigned to the Contract. The file will include a complete set of fingerprints taken by a local law enforcement officer, a recent photograph and a completed background check. This information must be on file prior to an employee being assigned to this project. The County reserves the right to review personnel files and to require the Contractor to provide employee information such as a photo, fingerprints, social security number, addresses, etc.

The file will also include receipts signed by the employee for uniforms and employee access cards issued; and performance documentation provided by the Contractor and the County.

8.7 Photo Identification, Name Tags and Access Cards

The Contractor will provide each employee with a photo identification badge to identify the individual as an employee of the Contractor. The employee must have the identification badge with them while assigned to work at the toll facility.

The Contractor will also provide the contracted employee with a name badge that is required to be worn at all times while working in the toll lanes.

8.8 Senior Level Manager and Communication

The Contractor will provide a senior level employee to act as the Contractor's manager during the term of the Contract, with authority to act on behalf of the Contractor in any matter related to the personnel assigned. The Contractor's manager and an alternate will speak, understand and write the English language and be available and on-call on a 24 hours a day basis during the term of the Contract.

The Contractor will provide emergency telephone numbers. The Contractor will respond to the County within thirty (30) minutes of initial contact (phone or text messages, etc.)

8.9 Employment Matters

The Contractor will be responsible for all matters pertaining to the employment, benefits, compensation, discipline and discharge of personnel provided by the Contractor. The Contractor will be an independent contractor of the County in performance of its duties herein. The Contractor's personnel performing services under the Contract will at all times be under the Contractor's direction and control and will be employees of the Contractor and not employees of Escambia County. The Contractor will pay all wages, salaries and other amounts due its employees in connection with the Contract and will be responsible for all reports and obligations regarding such employees, including but not limited to Social Security Tax, Income Tax Withholding, Unemployment Compensation, Worker's Compensation, employee benefits and similar matters.

8.10 Employee Direction

The Contractor's employees will follow the directions and instructions of the County's designated representative and will be subordinate to these individuals while on duty at the toll facility.

The County will provide the Contractor written documentation on employee performance problems. The Contractor will be responsible for initiating corrective and progressive disciplinary action to the contracted employee. The Contractor will provide the County with written notification of action initiated.

8.11 Employee Removal

Escambia County reserves the right to require the immediate removal, from the project, of any Contractor employee whom the County identifies as a potential threat to the health, safety, security or general well-being of the County customers, employees, agents or assets or whom the County determines does not meet the minimum performance requirements of the work. If such removal request of an employee occurs during the employee's regular shift, the Contractor, if directed by the County, will provide a replacement as soon as possible, but within two (2) hours.

The County requests an employee's removal from this project, not their termination. Under no circumstances will the Contractor or its representatives inform the contracted employee that they are being terminated at the request of the County or any representative of the County. The Contractor will take full responsibility for termination of a contracted employee.

8.12 Shift Report and Time Keeping

The Contractor will maintain employee shift reports and time records for review by the County. Employees will be required to record their shift starting and ending times and all rest or meal breaks contractor provided prescribed forms or by use of an electronic timekeeping device.

The Contractor will verify hours worked with the toll facility manager or supervisor weekly/ monthly, and contract will be paid as hours worked.

The County will pay for the Contractor's hourly rate for hours worked collecting tolls or training as required by the County. All other hours will be considered non billable and should not be reflected on the daily time log. Overtime will be billed at hourly rate.

8.13 Tolls and Transportation

For the use of the toll facility, the Contractor will be required to pay toll charges, for passage of all vehicles, equipment and personnel at the standard rate applicable to the general public. Some employees are required to travel through the toll lanes to report to work at the toll facility. Contractor employees will be required to pay all toll charges at any time they pass through a toll facility.

The County will require the Contractor to directly reimburse its toll collection employees for all toll charges the employees are required to pay that are directly related to work performed by the employees under this Contract, except tolls incurred when reporting to work.

These toll charges cannot be waived nor will they be reimbursed by the County. The cost of all toll charges will be presumed to have been included in the Contract hourly rate proposal. The hourly contracted rate offered by contractor and accepted by the County is assumed to be all inclusive and will be the only avenue for payment to the Contractor.

9.0 ORIENTATION AND TRAINING

9.1 Orientation Program

The Contractor will develop and furnish a general Orientation Program for all Contractor toll collection employees. The Program will be submitted to the County for review and approval prior to the commencement of work. Specific subjects to be covered in the Contractor Employee Orientation Program will include an overview of the County's toll operations, customer service, safety, toll charges, uniform requirements, an explanation of specific contract provisions related to employee behavior and performance. Each Contractor employee must complete the Contractor's Orientation Program prior to reporting to work at a toll facility. The Contractor must provide County staff written certification of the Orientation Program completion for each Contractor employee.

9.2 Operational and Toll Equipment Training

Upon completion of the Contractor's approved Orientation Program, Contractor employees will be assigned to the toll facility for operational and toll equipment training, including "hands-on" operation of the equipment. The County may also require Contractor employees to attend periodic training throughout the Contract period. The Contractor will develop and furnish an "on the job" training program using contracted employees as trainers. The Program will be submitted to the Department for review and approval prior to commencement of work.

9.3 Additional Training

The Contractor may be required to work with the County in developing and furnishing additional training programs for contracted employees, including but not limited to, Safety, Sexual Harassment, Work Place Violence, and Customer Relations.

9.4 Training History and Records

The Contractor will be required to maintain records on contracted employees' training history. The Contractor will provide these reports at the request of the County.

9.5 Training Hours Compensation

While Contractor employees are attending either initial or follow up County provided or mandated training, the County will pay for these hours at the contract hourly rate.

9.6 Completion of Training

Failure to successfully complete any training session will exclude the Contractor employee from being assigned to the project for the remainder of the Contract period.

10.0 ESCAMBIA RESPONSIBILITIES

10.1 Supervisor of Operations

Escambia County will be responsible for overseeing the day-to-day activities required to manage, supervise, and operate the toll facilities. Such activities include, but are not limited to, collector reporting, shift operations, money collection and storage, deposit preparation and verification, operational reporting, toll accounting and audits, facility security and maintenance, and toll facility management.

10.2 Staffing Requirements

The County will provide contract administration functions and will establish and adjust toll collection staffing requirements. On-duty supervisors and managers at the toll facility locations will be responsible for contacting the Contractor to request additional personnel should the number of on-duty employees be inadequate at any time. Employees of the County will not be responsible for coordinating work schedules directly with the Contractor's toll collection employees.

10.3 Performance Concerns

The County will be responsible for notifying the Contractor of collector performance problems, including unacceptable cash variances and other violations of Escambia County procedures. Notification of individual collector performance concerns will be made in writing to the Contractor's Manager.

10.4 Employee Uniforms

The Contractor will provide uniforms to all Contractor toll collection personnel assigned to the Contract, which are subject to the approval of Escambia County. The Contractor will be responsible for informing contracted employees of any County uniform policies and procedures and to ensure uniforms are maintained in a presentable manner.

11.0 REPORTS

11.1 Billing Summary

The Contractor will provide a Summary Report (corresponding to the billing cycle) that includes:

1. Copies of Daily Time Logs for all work locations.
2. Total billable hours (by billing period hours broken down to by toll facility). Billable hours are based off the all-in-rate provided by the Contractor and approved by the County.
3. Payment status of all subcontractors, vendors and employees through the date of the billing invoice, and if not current, a description of the non-current items and the reasons.

11.2 Weekly Reports

The Contractor will provide a weekly report, in a format approved by the County, to include, but not limited to, the following information.

1. Employees hired and date of hire.
2. Employees terminated and date terminated.
3. Open shifts, by date.
4. Double shifts worked.
5. Number of contracted employees needed to be hired to meet projected minimum staffing requirements.
6. Current contracted employee rosters including hire date and full-time or part-time designation.

11.3 Turnover Reports

The Contractor will track employee turnover and provide quarterly reports in a format approved by the County.

11.4 Training History

The Contractor will maintain records on contracted employees' training history. The Contractor will provide training reports at the request of the County.

11.5 Audit and Accounting Reports

The Contractor shall provide the daily and monthly audit and accounting reports described in section 8.1.

11.6 Operations and Procedures Reporting and Manuals

The Contractor shall develop in conjunction with the County, additional reporting procedures which the parties may determine would be of assistance and advisable in the provision of these services. Operations and procedures shall be set forth in manuals upon the request of Escambia County.

Example Schedule

ATTACHMENT I

Bob Sikes Toll Facility Weekly Schedule

Names	MON 03/23/15	TUES 03/24/15	WED 03/25/15	THURS 03/26/15	FRI 03/27/15	SAT 03/28/15	SUN 03/29/15
MANAGER	7a-5p	7a-5p	7a-5p	7a-5p	OFF	OFF	OFF
SUPERVISOR	5p-1a	5p-1a	5p-1a	5p-1a	5p-1a	OFF	OFF
SUPERVISOR	8:15-4:15	8:15-4:15	8:15-4:15	OFF	9a-5p	OFF	OFF
SUPERVISOR	OFF	OFF	OFF	OFF	OFF	9a-5p	9a-5p
SUPERVISOR	OFF	OFF	OFF	4-12:15	4-12:15	5p-1a	5p-1a
TC Collector	3:30-11:30	3:30-11:30	3:30-11:30	OFF	OFF	3:30-11:30	OFF
TC	2:45-8:15	OFF	2:45-8:15	OFF	2:45-8:15	OFF	OFF
TC	OFF	OFF	OFF	3:30-11:30	OFF	4:15-9:15	3:30-11:30
TC	4-12:15	4-12:15	4-12:15	OFF	OFF	OFF	4:15-8:15
TC	7:45-3:45	7:45-3:45	7:45-3:45	7:45-3:45	7:45-3:45	OFF	OFF
TC	7a-3p	7a-3p	7a-3p	7a-3p	7a-3p	OFF	OFF
TC	OFF	OFF	OFF	SRIA	SRIA	8:30-4:30	8:30-4:30
TC	OFF	OFF	OFF	OFF	8:15-4:15	8:15-4:15	8:15-4:15
TC	SRIA	SRIA	SRIA	OFF	OFF	OFF	OFF
TC	OFF	OFF	OFF	OFF	3:30-11:30	4-12:15	4-12:15
TC	OFF	OFF	OFF	OFF	OFF	7:45-3:45	7:45-3:45
TC	OFF	OFF	OFF	8:15-4:15	12p-8p L4	10a-6p L4	10a-6p L4
TC	OFF	2:45-8:15	OFF	2:45-8:15	OFF	OFF	OFF
TC	12a-8a	12a-8a	OFF	OFF	12:30-8:30	12:30-8:30	12:30-8:30
TC	12:30-8:30	12:30-8:30	12:30-8:30	12:30-8:30	OFF	OFF	OFF
TC	OFF	OFF	12a-8a	12a-8a	12a-8a	12a-8a	12a-8a

EXHIBIT B

(Agency Letterhead)

Temporary Employee Disclaimer

I, _____, understand that I am an employee of
(Temporary Employee)
_____, not Escambia County Board of County
(Agency)

Commissioners (BCC). Furthermore, I understand the Escambia County BCC provides NO employee benefits to persons assigned to work at the BCC through an employment agency or service. This means I am NOT eligible to receive health insurance, leave, retirement, workers compensation or other benefits from the County as a result of my work assignments through _____ to Escambia County BCC. As an
(Agency)

employee of _____, I am, however, eligible for the benefits
(Agency)
that are exclusively offered through them.

I, _____, hereby acknowledge that I have completed an
(Temporary Employee)
orientation from _____ regarding the policies, procedures, safety
(Agency)
practices and expectations for my assignment with Escambia County BCC.

Furthermore, I understand that at no time is it guaranteed or said that Escambia County BCC will hire me as a regular employee.

Temporary Employee Signature

Date

Job Title

Department

Agency Representative Signature

Date

EXHIBIT C

Agency Disclaimer

Escambia County Florida provides no temporary employee benefits to persons from employment agencies or services. Temporary employee benefits (if any) are provided by the employment agency or service-company providing such personnel to Escambia County.

Such employment agencies or service companies shall certify to Escambia County as a condition of employment that they have individual disclosure documents executed by each temporary employee stating that any employment benefits provided to such temporary employees shall be exclusively from the employment agency or service-company which provide such persons to Escambia County.

In no event shall any person employed by such employment agencies or service companies rendering services or labor to Escambia County be eligible to receive health insurance, leave, retirement, workers compensation or other State of Florida employment benefits from the County as a result of work assignments to Escambia County.

**I hereby certify that _____ will obtain
Agency Name**

signed disclosure documents from every temporary employee provided to Escambia County.

Signature: _____

_____ Date

**_____
(Print Name/Title)**

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA
OFFICE OF PURCHASING
213 PALAFOX PLACE, 2nd Floor
P.O. BOX 1591
PENSACOLA, FL 32591-1591
TELEPHONE (850) 595-4980
(SUNCOM) 695-4980
(850) 595-4805
<http://www.mvescambia.com/solicitations>



CLAUDIA SIMMONS, CPPO
Purchasing Manager

April 27, 2015

To: All Known Prospective Bidders

ADDENDUM NUMBER 1:

Re: Toll Collection Personnel Services at Bob Sikes Bridge
Specification Number PD 14-15.048

Bidders:

This Addendum #1 for the following:

Answers to Vendor's Questions

Q. Current Pay rates per position

A. We do not know the Pay rate of the employees employed with current Contractor.

Q. Current Bill rates per position-

A. See chart below

Q. Number of hours billed per year per position

A. Do not know

Q. Amount of overtime hours per position

A. Do not know

Q. Annual amount reimbursed to Escambia County because of deposit shortages or discrepancies with audits

B. Do not know

Q. Number of incidents requiring the current vendor to pay for property damage

A. Do not know

Q. Total spend for contract by Escambia County by year (since the time the county acquired this operation).

A. Contract was for \$374,129.00

Q. Can a Landrum representative visit the Toll Booth this week to ask questions of current supervisors and observe operation?

Addendum 1
14-15.048

- A. Anyone that wants to visit the BSB toll facility will need to coordinate with Ms. Cheryl Messier (email attached herein) and her phone number is 850.595.0203. Or they can contact me at either dvforte@myescambia.com or 850-554-8187.

<u>Position</u>	<u>Bill Rate</u>
	11.19
Supervisor-Asst	13.72
Night	
Supervisor/Auditor	13.90
Supervisor	12.51
Manager	26.36

- Q. The All-In Rate, is this total per year? We would like to see a break down in the All-in-Rate into pay rate for the each category of employees, and a Bill Rate for each category and then a total per year.
- A. Yes. Bill Rate above
- Q. Does the county want to know the billing rate per hour per position?
- A. Yes, Each position.
- Q. On page 4 BID FORM, it states the Manager/Site Supervisor will be an employee of the agency. Does this mean they would be a county employee?
- A. No- the Manager & Site Supervisors will be employees of the staffing agency.
- Q. I would like clarification of the \$397,000.00 budget figure that David Forte stated in the pre-bid meeting if that would cover employee wages, or just the expense of operating the toll booth.
- A. That is approximately the figure that covers staffing. The toll operations budget is approximately \$600K.

This Addendum Number 1 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,



Joe Pillitary, CPPO, CPPB
Purchasing Coordinator

SIGNED: _____
COMPANY: _____
JP/lk

Addendum 1
14-15.048

BID FORM
Specification Number PD14-15.048
TOLL Collection Personnel Services - for Bob Sikes Toll Bridge

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida

Date: 05/05/2015

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders for TOLL Collection Personnel Services Bob Sikes Toll Bridge as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, Undersigned, hereby propose to provide at the following Price:

General Description with Typical Job Titles (1)	No. of Employees (2)	All-in Rate (3)	Total - Col. (2) x Col. (3) (4)
Manager	1	25.41	25.41
Supervisors	4	13.27	53.08
Toll Collectors	25	10.69	267.25

Total Bid Amount = Sum of Column (4) \$ 345.74

Toll Collectors currently operate with Morning shift, Mid-Day shift and Night/Overnight shift schedule.

***Submittals with any deviation from this format will be disqualified.**

All costs associated with personnel administration, tests, background checks, etc. performed as part of the performance under this contract as requested by Escambia County or required by law shall be included in the All-In Rate.

The Manager/Site Supervisor will be an employee of the Agency and all administrative costs associated with this position should be included in the implementation of the contract.

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. 1 Date 4/27/15 Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority
Document Number P98000033317

Bidder: JJW SERVICES, INC DBA ACCUSTAFF

By: JULIE J. ESTESS



SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM

ESCAMBIA COUNTY FLORIDA

SUBMIT OFFERS TO:

Joe Pillitary, CPPO, CPPB

Purchasing Coordinator

Office of Purchasing, 2nd Floor, Room 11.101

213 Palafox Place, Pensacola, FL 32502

Post Office Box 1591, Pensacola, FL 32591-1591

Phone No: (850) 595-4878 Fax No: (850) 595-4807

Invitation to Bid

TOLL COLLECTION PERSONNEL SERVICE - BOB SIKES TOLL BRIDGE

SOLICITATION NUMBER: PD14-15.048

SOLICITATION

MAILING DATE: Monday, April 6, 2015

PRE-BID CONFERENCE: Non-mandatory Pre-Sol. Conf. will be held April 22, 2015 at the Office of Purchasing, 213 Palafox Place, Pensacola, FL 32502. All bidders are encouraged to attend.

OFFERS WILL BE RECEIVED UNTIL: May 5, 2015, Tuesday, 3:00pm, CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulations shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER:

52-2107466

TERMS OF PAYMENT:

30 days

DELIVERY DATE WILL BE 1 DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: JJW SERVICES, INC DBA ACCUSTAFF

ADDRESS: 220 W. GARDEN ST, SUITE 805

CITY, ST. & ZIP: PENSACOLA, FL 32502

PHONE NO.: (850) 477-9915

TOLL FREE NO.: ()

FAX NO.: (850) 477-9781

REASON FOR NO OFFER:

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all sums of money it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County tenders final payment to the offeror.

JULIE J. ESTESS, FRANCHISE OWNER

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)

Julie J. Estess

SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER (MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference herein and made a part of this contract.

CONTRACTOR

Name and Title of Signer (Type or Print)

Name of Contractor

By

Signature of Person Authorized to Sign

Date

ATTEST:

Corporate Secretary

Date

(CORPORATE SEAL)

ATTEST:

Witness

Date

ATTEST:

Witness

Date

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

By

County Administrator

Date

WITNESS

Date

WITNESS

Date

Awarded Date

Effective Date



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8264

County Administrator's Report 8. 10.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Contract Award for PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

From: Stephan Hall, Interim Department Director

Organization: OMB

CAO Approval:

RECOMMENDATION:

Recommendation Concerning an Agreement for Community Recreation and Sports Tourism Needs and Facility Feasibility Study - Stephan Hall, Management and Budget Services Interim Department Director

That the Board approve and authorize the Chairman to sign the Agreement for Consulting Services between Escambia County and Crossroads Consulting Services, LLC, per the terms and conditions of PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study, for a lump sum of \$97,500, and travel expense allowance of \$4,800, for a total of \$102,300.

[Funding: Fund 108, Tourist Promotion Fund, Cost Center 360105 - \$51,150; Fund 102, Economic Development Fund, Cost Center 360704 - \$51,150]

BACKGROUND:

Request for Proposals, PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study, were publicly noticed on Monday, March 23, 2015 to six known firms. Proposals were received from eight firms on Tuesday, April 14, 2015.

Crossroads Consulting Services, LLC provided as part of their original proposal, received April 14, 2015 a lump sum of \$136,500 including expenses. Negotiations for Final and Best Offer were held on Thursday, May 14, 2015 establishing a lump sum of \$97,500 and Travel Expense Allowance of \$4,800, for a total of \$102,300.

BUDGETARY IMPACT:

[Funding: Fund 108, Tourist Promotion Fund, Cost Center 360105 - \$51,150; Fund 102, Economic Development Fund, Cost Center 360704 - \$51,150]

LEGAL CONSIDERATIONS/SIGN-OFF:

Agreement prepared by Kristin Hual, Assistant County Attorney.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

This recommendation is in compliance with the Code of Ordinances of Escambia County, FL 1999, Chapter 46, Finance, Article II, Purchases and Contracts.

Request for Proposals, PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study, were publicly noticed on Monday, March 23, 2015 to six known firms. Proposals were received from eight firms on Tuesday, April 14, 2015.

Crossroads Consulting Services, LLC provided as part of their original proposal, received April 14, 2015 a lump sum of \$136,500 including expenses. Negotiations for Final and Best Offer were held on Thursday, May 14, 2015 establishing a lump sum of \$97,500 and Travel Expense Allowance of \$4,800, for a total of \$102,300.

IMPLEMENTATION/COORDINATION:

The Office of Purchasing will issue the Agreement, prepared by County Attorney and Purchase Order.

Attachments

Agreement

Register of Proposers

AGREEMENT FOR CONSULTING SERVICES (PD 14-15.046)

This Agreement is made this 2nd day of June, 2015, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Place, Pensacola, Florida 32502, and Crossroads Consulting Services, LLC, a for-profit limited liability company authorized to conduct business in the State of Florida (hereinafter referred to as "Consultant"), whose federal identification number is 61-1521031, and whose principal address is 5401 W. Kennedy Boulevard, Suite 755, Tampa, FL 33609.

WITNESSETH:

WHEREAS, on March 23, 2015, the County issued a Request for Proposals (PD 14-15.046) seeking a consultant to perform a community recreation and sports tourism needs and facility feasibility study; and

WHEREAS, on April 9, 2015, the Consultant submitted a proposal in response to the County's Request for Proposals (the "Proposal") and the County determined that the Consultant was the most responsive and responsible firm proposing to provide the services; and

WHEREAS, the County desires to enter into an agreement with the Consultant for the provision of such services as set forth herein.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Consultant agree as follows:

1. **Recitals.** The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. **Scope.** Consultant agrees to perform in accordance with the terms and conditions as outlined in Escambia County's Request for Proposals for Community Recreation and Sports Tourism Needs and Facility Feasibility Study, Specification No. P.D. 14-15.046, attached hereto as **Exhibit A**. In the event of a conflict between the terms of the Exhibit referenced above and this Agreement, the terms of this Agreement shall prevail.
3. **Compensation.** In exchange for Consultant's provision of the scope of services referenced in Section 3 above, County shall pay Consultant in accordance with the Consultant's cost proposal, attached hereto as **Exhibit B**. The Parties agree that all fees for services provided under this Agreement shall not exceed a maximum total of **\$102,300.00**, to include professional fees not to exceed \$97,500.00 and a travel expense allowance up to \$4,800.00.

Consultant agrees any reimbursable travel expense requests shall be subject to approval by the County Administrator. Consultant further agrees all reimbursable travel expense requests shall comply and be used in accordance with Chapter 112, Florida Statutes. County reserves the right to audit Consultant's records regarding reimbursable travel expenses upon reasonable notice.

4. Method of Payment. Consultant may submit invoices requesting payment for services rendered on a monthly basis. Invoices shall reflect the amount due and owing for services rendered with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Consultant within thirty (30) days of receipt and approval of Consultant's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

5. Time for Performance. The schedule for completion of the Consultant's services shall be in accordance with Exhibit B. Such schedule may be modified from time to time upon the mutual consent of the County and the Consultant. Prior to beginning the performance of any services under this Agreement, the Consultant must receive in writing a Notice to Proceed from the County.

6. Termination. This Agreement may be terminated for cause or convenience by either party upon providing thirty (30) days written notice to the other party. In the event of termination by either party as provided herein, the Consultant shall be paid for services provided through the date of termination.

7. Indemnification. The Consultant agrees to save harmless, indemnify, and defend County and its agents, officers and employees from any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind, losses, penalties, interest, demands, judgments, and cost of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly, on account of or in connection with the Consultant's negligent, reckless, or intentional wrongful misconduct in the performance of this Agreement or by any person, firm, or corporation to whom any portion of the performance of this Agreement is subcontracted to or used by the Consultant or by anyone for whom the Consultant is legally liable. The parties understand and agree that such indemnification by the Consultant relating to any matter, which is the subject of this Agreement, shall extend throughout the term of this Agreement and any statutes of limitation thereafter. The Consultant's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Consultant agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims relating to this Agreement. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

8. Insurance. The Consultant is required to carry the following insurance:

- (a) Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.
- (b) Professional Liability with \$1,000,000 per occurrence minimum limits.
- (c) Florida statutory Workers' Compensation.
- (d) It is understood and agreed by the parties that in the event that the Consultant consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.
- (e) Consultant agrees all liability coverage shall be through carriers admitted or authorized to do business in the State of Florida. Carriers shall be "B+" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Post Office Box 1591, Pensacola, Florida 32597.
- (f) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on the policy of commercial general liability. Certificates of Insurance shall be provided to Purchasing Department, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County described in this section. The Board of County Commissioners and Escambia County shall also be the certificate holders.

9. Independent Contractor Status. In the performance of this Agreement hereunder, Consultant is an independent contractor. Consultant shall not hold itself out as an employee, agent or servant of the County; and Consultant shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

10. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: Crossroads Consulting Services, LLC
Attention: Susan Sieger
5401 W. Kennedy Boulevard, Suite 755
Tampa, Florida 33609

To: Escambia County
Attention: County Administrator
221 Palafox Place, Suite 420
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the

right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

11. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

12. Public Records. The Consultant acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Consultant fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Consultant seven days written notice, during which period the Consultant still fails to allow access to such documents, terminate the contract.

13. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Consultant acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

14. Compliance with Laws. Consultant agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement.

15. Assignment of Agreement. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by Consultant without the prior written consent of the County. However, the Agreement shall run with the Escambia County Board of County Commissioners and its successors.

16. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

17. Authority. Each individual executing this Agreement on behalf of a corporate or governmental party represents and warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of said party, in accordance with any a duly adopted action of the governing board of said party in accordance with applicable law, and that this Agreement is binding upon said party in accordance with its terms.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.

COUNTY:
BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court BCC Approved: June 2, 2015

By: _____
Deputy Clerk
(SEAL)

CONSULTANT: CROSSROADS
CONSULTING SERVICES, LLC

By: Susan Sieger, President

Witness

Witness

Approved as to form and legal
sufficiency.

By/Title: [Signature]
Date: 5/19/15

ESCAMBIA COUNTY FLORIDA

REQUEST FOR PROPOSAL

Community Recreation and Sports Tourism Needs and Facility Feasibility Study

Solicitation Identification Number PD 14-15.046

Proposals Will Be Received Until: 2:00 p.m. CDT, Tuesday, April 14, 2015

Office of Purchasing, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Matt Langley Bell III Building
Post Office Box 1591
Pensacola, FL 32597-1591

Attention: Paul R. Nobles, CPPO, CPPB, FCN, FCPM, FCCM

Board of County Commissioners

Steven L. Barry, Chairman
Grover C. Robinson, IV, Vice Chairman
Lumon J. May
Wilson B. Robertson
Doug Underhill

From:
Claudia Simmons
Purchasing Manager

All requests for assistance should be made in writing when possible. Responses will be provided to all known submitters in writing. No verbal responses will be provided.

Assistance:

Paul R. Nobles, CPPO, CPPB, FCN, FCPM, FCCM
Purchasing Coordinator
Office of Purchasing
Matt Langley Bell III Building
213 Palafox Place
2nd Floor, Room 11.101
Pensacola, FL 32502
T: 850.595.4918
F: 850.595.4805
e-mail: prnobles@myescambia.com

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening. If you are hearing or speech impaired, please contact the Office of Purchasing at (850) 595-4684 (TTY).



**ESCAMBIA COUNTY FLORIDA
REQUEST FOR PROPOSALS
PROPOSER'S CHECKLIST
Community Recreation and Sports Tourism Needs and Facility Feasibility Study
SPECIFICATION PD 14-15.046**

HOW TO SUBMIT YOUR PROPOSAL:

- Please review this document carefully. Offers that are accepted by the county are binding contracts. **INCOMPLETE PROPOSALS ARE NOT ACCEPTABLE.** All documents and submittals shall be received by the office of purchasing on or before date and hour for specified for receipt. Late proposals will be returned unopened.

**** Documents submitted with Proposal are to be on the forms provided in the Request for Proposals and photocopies of other required documents***

THE FOLLOWING DOCUMENTS SHALL BE RETURNED WITH PROPOSAL:

- Proposal
 - Technical (as described beginning on page 18)
 - Solicitation and Offer Form, With Original Signature (pg 3)
- Certificate of Authority to do Business from the State Of Florida (Information Can Be Obtained at <http://www.sunbiz.org/search.html>)
- Certification Of Primary Participant Regarding Debarment, Suspension, And Other Responsibility Matters (pg 4)

THE FOLLOWING DOCUMENTS SHOULD BE RETURNED WITH PROPOSAL:

- Letter From Insurance Carrier as to Capacity to Provide a Certificate Of Insurance as Specified In the "Insurance Requirements" (pg 13)
- Sworn Statement Pursuant To Section 287.133 (3)(A), Florida Statutes, On Entity Crimes (pgs 5 & 6)
- Drug-Free Workplace Form (pg 7)
- Information Sheet For Transactions And Conveyances Corporate Identification (pg 8 & 9)

BEFORE YOU SUBMIT YOUR PROPOSAL, HAVE YOU:

- Placed your proposal with all required submittal items in a sealed envelope clearly marked for specification number, project name, name of proposer, and due date and time of proposal receipt?

THE FOLLOWING SUBMITTALS ARE RETURNED UPON NOTICE OF AWARD:

- Certificate Of Insurance

HOW TO SUBMIT A NO PROPOSAL:

- If you do not wish to propose at this time, please remove the solicitation, offer and award form from the proposal solicitation package and enter no proposal in the "REASON FOR NO PROPOSAL" block, your company's name, address, signature, and return the solicitation, offer and award form in a sealed envelope. This will ensure your company's active status in our bidder's list.

This Form Is For Your Convenience To Assist In Filling Out Your Proposal Only.

Do Not Return With Your Proposal

REQUEST FOR PROPOSAL UNIFORM CONTRACT FORMAT

- Request for Proposals - Title Page
- Proposers Checklist
- Table of Contents
- Solicitation and Proposal Form
- Certification Of Primary Participant Regarding Debarment, Suspension, And Other Responsibility Matters
- Sworn Statement Pursuant to Section 287.133 (3)(a), Florida Statutes, on Entity Crimes
- Drug-Free Workplace Form
- Information Sheet for Transactions and Conveyances and Corporate Identification
- General Terms and Conditions (By Reference)
- Special Terms and Conditions (Include Indemnification, Safety and Insurance)

Part A Summary

Part I General Information

- 1-1 Purpose
- 1-2 Objective
- 1-3 Issuing Officer
- 1-4 Contract Consideration
- 1-5 Rejection
- 1-6 Inquiries
- 1-7 Addenda
- 1-8 Schedule
- 1-9 Proposal Content and Signature
- 1-10 Negotiations
- 1-11 Recommended Proposal Preparation Guidelines
- 1-12 Prime Contract Responsibilities
- 1-13 Disclosures
- 1-14 Delays
- 1-15 Work Plan Control
- 1-16 Method of Payment

Part II Information Required from Contractors

- 2-1 Proposal Format and Content
- 2-2 Introduction
- 2-3 Understanding the Project
- 2-4 Methodology Used for the Project
- 2-5 Management Plan for the Project
- 2-6 Experience and Qualifications
- 2-7 Cost Proposal

Part III Criteria for Selection

Part IV Scope of Work

SIGN AND RETURN THIS FORM WITH YOUR PROPOSAL

SOLICITATION AND OFFER FORM

SUBMIT OFFERS TO:

CLAUDIA SIMMONS

Chief, Purchasing

Office of Purchasing, 2nd Floor, Room 11.101

213 Palafox Place, Pensacola, FL 32502

Post Office Box 1591, Pensacola, FL 32597-1591

Phone No: (850)595-4980 Fax No: (850) 595-4805

ESCAMBA COUNTY FLORIDA

Request for Proposal

**Community Recreation and Sports Tourism Needs and
Facility Feasibility Study**

SOLICITATION NUMBER: PD 14-15.046

SOLICITATION

MAILING DATE: Monday, March 23, 2015

PRE-BID/PROPOSAL CONFERENCE: N/A

OFFERS WILL BE RECEIVED UNTIL: 2:00 p.m. CDT, Tuesday, April 14, 2015 and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER:

REASON FOR NO OFFER:

VENDOR NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY, ST. & ZIP: _____

PHONE NO.: (____) _____

EMAIL: _____

FAX NO.: (____) _____

TOLL FREE NO.: (____) _____

BID BOND ATTACHED \$ N/A

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the

**NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER
(TYPED OR PRINTED)**

**SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)**

**** Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

Description	Cost
Phase 1 Demand Feasibility	\$
Phase 2 Financial Feasibility	\$
Final Deliverables	\$
Total	\$

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

**CERTIFICATION OF PRIMARY PARTICIPANT
REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The Bidder, _____, (insert name of company) certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(If the primary participant (applicant for an UMTA grant, or cooperative agreement, or potential third party contractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.)

THE BIDDER, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEQ. ARE APPLICABLE THERETO.

Signature and Title of Authorized Official

Subscribed and sworn to before me this __ day of , 20__.

Notary Public in and for the State of _____, residing in _____

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON ENTITY CRIMES

1. This sworn statement is submitted to _____
(print name of the public entity)
- by _____
(print individual's name and title)
- for _____
(print name of entity submitting sworn statement)

whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

- who are active in management of an entity.
d. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to an subscribed before me this _____ day of _____, 20_____

Personally known _____
OR produced identification _____

Notary Public - State of _____

My commission expires _____

(Type of identification)

(Printed typed or stamped commissioned name of notary public)

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that _____ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

_____ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

_____ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

Offeror's Signature

Date

**Information Sheet
for Transactions and Conveyances
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

(Please Circle One)

Is this a Florida Corporation:

Yes or No

If not a Florida Corporation,

In what state was it created:

Name as spelled in that State:

What kind of corporation is it:

"For Profit"

or

"Not for Profit"

Is it in good standing:

Yes or No

**Authorized to transact business
in Florida:**

Yes or No

State of Florida Department of State Certificate of Authority Document
No.: _____

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: _____ Secretary: _____

Vice President: _____ Treasurer: _____

Director: _____ Director: _____

Other: _____ Other: _____

Name of Corporation (As used in Florida):

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box:

City, State Zip:

Street Address:

City, State, Zip:

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

Page 2 of 2
Corporate Identification

Federal Identification Number: _____
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for Company: _____ **E-mail:** _____

Telephone Number: _____ **Facsimile Number:** _____

Name of individual who will sign the instrument on behalf of the company:

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded Consultant shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:

END

(850) 488-9000 Verified by: _____ Date: _____

(Revised 9/18/09)

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ESCAMBIA COUNTY, FLORIDA GENERAL TERMS and CONDITIONS

The following General Terms and Conditions are incorporated by reference and have the same legal effect as if printed in its entirety.

A full textual copy of these conditions may be obtained by visiting the Office of Purchasing Home Page (see Bid Information), by telephoning the Office of Purchasing at (850) 595-4980 or by Fax at (850) 595-4805.

NOTE: Any and all Special Terms and Conditions and specifications referenced within the solicitation which vary from these General Terms and Conditions shall have precedence. Submission of the Solicitation, Offer and Award Form and Bid/Proposal Form(s) in accordance with these General Terms and Conditions and Special Terms and Conditions constitutes an offer from the offeror. If any or all parts of the offer are accepted by Escambia County Florida, an authorized representative of the county shall affix his signature hereto, and this shall then constitute a written agreement between parties. The conditions incorporated herein become a part of the written agreement between the parties.

Bid Information See Home Page URL: <http://www.myescambia.com>
Click on **ON-LINE SOLICITATIONS**

1. **Sealed Solicitations**
2. **Execution of Solicitation**
3. **No Offer**
4. **Solicitation Opening**
5. **Prices, Terms and Payment**
 - 5.01 **Taxes**
 - 5.02 **Discounts**
 - 5.03 **Mistakes**
 - 5.04 **Condition and Packaging**
 - 5.05 **Safety Standards**
 - 5.06 **Invoicing and Payment**
 - 5.07 **Annual Appropriations**
6. **Additional Terms and Conditions**
7. **Manufacturers' Name and Approved Equivalents**
8. **Interpretations/Disputes**
9. **Conflict of Interest**
 - 9.01 **County Procedure on Acceptance of Gifts**
 - 9.02 **Contractors Required to Disclose any Gift Giving**
 - 9.03 **Gratuities**
10. **Awards**
11. **Nonconformance to Contract Conditions**
12. **Inspection, Acceptance and Title**
13. **Governmental Restrictions**
14. **Legal Requirements**
15. **Patents and Royalties**
16. **Price Adjustments**
17. **Cancellation**
18. **Abnormal Quantities**
19. **Advertising**
20. **Assignment**
21. **Liability**

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS

The following General Terms and Conditions are incorporated by reference (continued).

- 22. **Facilities**
- 23. **Distribution of Certification of Contract**
- 24. **The Successful Bidder(s) must Provide**
- 25. **Addition/deletion of Items**
- 26. **Ordering Instructions**
- 27. **Public Records**
- 28. **Delivery**
- 29. **Samples**
- 30. **Additional Quantities**
- 31. **Service and Warranty**
- 32. **Default**
- 33. **Equal Employment Opportunity**
- 34. **Florida Preference**
- 35. **Contractor Personnel**
- 36. **Award**
- 37. **Uniform Commercial Code**
- 38. **Contractual Agreement**
- 39. **Payment Terms/Discounts**
- 40. **Improper Invoice; Resolution of Disputes**
- 41. **Public Entity Crimes**
- 42. **Suspended and Debarred Vendors**
- 43. **Drug-Free Workplace Form**
- 44. **Information Sheet for Transactions and Conveyances**
- 45. **Copies**
- 46. **License and Certifications** - For access to Certification/Registration Form for doing Business in Florida go to the Department of State, Division of Corporations,
[URL:http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html](http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html)
- 47. **Execution of Contract**
- 48. **Purchase Order**
- 49. **No Contingent Fees**
- 50. **Solicitation Expenses**
- 51. **On-Line Auction Services**

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SPECIAL TERMS AND CONDITIONS

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s)

Instructions to Offerors

1. General Information

All offers to be considered shall be in the possession of the Office of Purchasing prior to the time of the solicitation closing. Offers may be mailed to 213 Palafox Place, Room 11.101, Pensacola, Florida 32502 or delivered to the Office of Purchasing, 2nd floor, Room 11.101, Matt Langley Bell, III Bldg., 213 Palafox Place, Pensacola, Florida 32502, in a sealed envelope clearly marked:

Specification Number PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study, Name of Submitting Firm, Time and Date due.

Note: If you are using a courier service; Federal Express, Airborne, UPS, etc., you must mark airbill and envelope or box with Specification Number and Project Name.

Regardless of the method of delivery, each offeror shall be responsible for his offer(s) being delivered on time as the County assumes no responsibility for same. Offers offered or received after the time set for solicitation closing will be rejected and returned unopened to the offeror(s).

The following policy will apply to all methods of source selection:

2. CONDUCT OF PARTICIPANTS

After the issuance of any solicitation, all bidders/proposers/protestors or individuals acting on their behalf are hereby prohibited from **lobbying** as defined herein or otherwise attempting to persuade or influence any elected County officials, their agents or employees or any member of the relevant selection committee at any time during the **blackout period** as defined herein; provided, however, nothing herein shall prohibit bidders/proposers/protestors or individuals acting on their behalf from communicating with the purchasing staff concerning a pending solicitation unless otherwise provided for in the solicitation or unless otherwise directed by the purchasing manager.

Definitions

Blackout period means the period between the time the bids/proposals for invitations for bid or the request for proposal, or qualifications, or information, or requests for letters of interest, or the invitation to negotiate, as applicable, are received at the Escambia County Office of Purchasing and the time the Board awards the contract and any resulting bid protest is resolved or the solicitation is otherwise canceled.

Lobbying means the attempt to influence the thinking of elected County officials, their agents or employees or any member of the relevant Selection Committee for or against a specific cause related to a pending solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication.

Sanctions

The Board may impose any one or more of the following sanctions on a nonemployee for violations of the policy set forth herein:

- (a) Rejection/disqualification of submittal
- (b) Termination of contracts; or
- (c) Suspension or debarment as provided in Sec. 46-102 of the Escambia County Code of Ordinances.

This policy is not intended to alter the procedure for Protested Solicitations and Awards as set forth in the Sec. 46-101 of the Escambia County Code of Ordinances.

3. IDENTIFICATION OF SUBCONSULTANTS/CHANGES AFTER THE FACT

After delivering an initial proposal in response to this solicitation, all submitters are prohibited from substituting, modifying, or amending those subconsultants identified in the initial written submittal at any time during the course of the solicitation process up to the final award of contract and including question and answer sessions, presentations or technical clarifications and submittals as may be required by the Review/Selection Committee. A substitution or addition of subconsultants or any other material changes to the submittal after the initial response will cause the submittal to be invalid for review and selection purposes.

4. AWARD

Award shall be made on an "all-or-none total" basis.

5. COUNTY INSURANCE REQUIRED

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best

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Ratings" may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

Workers Compensation Coverage

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

General, Automobile and Excess or Umbrella Liability Coverage

The contractor shall purchase and maintain coverage on forms no more restrictive than

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the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

General Liability Coverage - Occurrence Form Required

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

Business Auto Liability Coverage

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

Excess or Umbrella Liability Coverage

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

Evidence/Certificates of Insurance

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and on behalf of each insurance company underwriting the insurance coverages(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

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Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the general liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:
Escambia County
Attention: Paul R. Nobles, CPPO, CPPB, FCPM, FCN, FCCM
Purchasing Coordinator
Office of Purchasing, 2nd FL, Room 11.101
P.O. Box 1591
Pensacola, FL 32597-1591
Fax (850) 595-4805
5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

6. INDEMNIFICATION

Contractor agrees to save harmless, indemnify, and defend County and their agents, officers and employees from any and all claims, losses, penalties, interest, 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, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, 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 County. County and Contractor agree the first \$100.00 of the Contract Amount paid by County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of County

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by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's acceptance and execution of the Agreement. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims made. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

7. TERMINATION

The purchase order or contract will be subject to immediate termination if either product or service does not comply with specifications as stated herein or fails to meet the county's performance standards. In the event that any of the provisions of the contract are violated by awarded vendor, Escambia County may serve written notice upon the awarded vendor of its intention to terminate the contract. Such notice is to state the reason(s) for such intention to terminate contract. The liability of the vendor for any and all such violation(s) shall not be affected by any such termination and his surety, if any, shall be forfeited.

8. TERMINATION (PUBLIC RECORDS REQUEST)

If the contractor refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the contractor in conjunction with this agreement then the county may, without prejudice to any right or remedy and after giving the contractor and his surety, if any, seven (7) days written notice, during which period contractor still fails to allow access, terminate the employment of the contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon, owned by the contractor, and may finish the project by whatever method it may deem expedient. In such case, the contractor shall not be entitled to receive any further payment until the project is finished. Reasonable terminal expenses incurred by the county may be deducted from any payments left owing the contractor (excluding monies owed the contractor for subcontract work.)

PART A SUMMARY

The following Request for Proposal (RFP) is to assist Escambia County, Florida in determining the feasibility of the development of a sports facility to meet the current and future demands of the local citizens and organizations but also to determine the opportunities available to enhance the sports tourism product. The County therefore wishes to retain a qualified person, firm or multi-disciplinary team to serve as a consultant to the County as follows.

The desired firm or firms should be sports and recreation oriented having specialized expertise in the disciplines of needs, market and gap analysis for sports and recreation facilities, planning, evaluation, preliminary design, programming and operation of varied but operationally related sports and recreation activities and facilities, and the financing of these facilities through private and public investment or a combination of the two including sponsorships along with the policy implications and practical issues of those financing techniques. Experience and expertise in these areas shall be included as an important selection criteria.

PART I GENERAL INFORMATION

1-1 PURPOSE

The following outlines the overall mission and goals as well as the actual scope of the RFP. The RFP is presented as a two phase project that will allow for the project to be stopped at the end of each phase should the demand for a facility development or the upgrade of existing facility not exist at a level acceptable to justify further efforts. What are the critical success factors of a sports tourism destination and how does the local market characteristics lend support for either a new or enhanced facilities?

- Lodging supply & availability including room types
- Existing facilities and space
- Air and Highway access
- Population and income
- Composition of the local economy
- Existing activities and attractions for participants (shopping, entertainment, dining, activities)
- Planned or proposed developments (lodging, entertainment, retail etc.)
- Conduct local stakeholder interviews to determine need, usage and support
 - o PSA members
 - o Local Lodging Management

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- Community & business leaders representing various facets of the hospitality, tourism, civic, tourism and sports sectors

What is the state of competitive sports events in the local market, the region and nationally? Is there market demand for a new facility? What are the required program elements to place a new facility in a competitive position – particularly relative to generating incremental lodging demand as well as spending?

- Number of facilities including fields, indoor venues
- Number of local events at each facility including number of participants
- Number of out of town events at each facility including number of participants
- Different types of sports events taking place within the county, including Santa Rosa
- Identify participation trends including but not limited to number of events, number of participants

What are examples of comparable destinations and how are those destinations positioned to capture sports tourism business?

- Lodging supply
- Direct flight access and location of facilities to the airport
- Drive-in vs. Overnight population
- Destination buzz/promotion
- Local buy-in and support
- Vehicular accessibility and parking
- Supporting infrastructure (restaurants, retails, activities)
- Seasonality of the destination
- Management & marketing

Other questions to be answered:

- Where should a new facility be located
- What level of financial performance might a new facility achieve
- What are the potential costs to develop such a facility & how might it be financed?

What is the preliminary estimate of economic/fiscal benefits that could be generated annually from on-going operations?

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1-2 OBJECTIVE

The Primary objective of The RFP is the selection of the most qualified and experienced Contractor to provide a Community Recreation and Sports Tourism Needs and Facility Feasibility Study that is most advantageous to the County.

1-3 ISSUING OFFICER

The project Director shall be Jack R. Brown, County Administrator. The liaison officer shall be Colby S. Brown, Division Manager, Public Works/Transportation and Traffic Operations. The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32597-1591.

1-4 CONTRACT CONSIDERATION

It is expected that the contract shall be a Lump Sum Contract after negotiation.

1-5 REJECTION

The right is reserved by the Board of County Commissioners to accept or reject any or all proposals or to waive any informality, existing in any proposal, or to accept the proposal which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

1-6 INQUIRIES

Questions regarding this Request for Proposal shall be directed to Paul R. Nobles, CPPO, CPPB, FCN, FCPM, PCPM, Purchasing Coordinator, Management & Budget / Office of Purchasing, Telephone (850) 595-4918, email prnobles@myescambia.com.

1-7 ADDENDA

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

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1-8 SCHEDULE

The following schedule shall be adhered to in so far as practical in all actions related to this procurement:

Mailing date of proposals	Monday, March 23, 2015
Final Date for Questions	Wednesday, April 1, 2015
Date for Responses to Questions	Monday, April 6, 2015
Receipt of proposals	2:00 p.m. CDT, Tuesday, April 14, 2015
Short-Listing Meeting	Wednesday, April 22, 2015
Discussions / Selection Meeting	Monday, April 27, 2015
1 st Negotiations Meeting	Thursday, April 30, 2015
2 nd Negotiations Meeting, if required	Monday, May 4, 2015
Board of County Commissioners approval	Thursday, May 21, 2015

1-9 PROPOSAL CONTENT AND SIGNATURE

One (1) Original and Four (4) CD's of the proposal shall be required with the original having been signed by a company official with the power to bind the company in its proposal, and shall be completely responsive to the RFP for consideration.

1-10 NEGOTIATIONS

The contents of the proposal of the successful firm shall become a basis for contractual negotiations.

1-11 RECOMMENDED PROPOSAL PREPARATION GUIDELINES

All contractors shall provide a straight forward and concise description of their ability to meet the RFP requirements. There shall be avoidance of fancy bindings and promotional material within. The proposal shall clearly show the technical approach to include work tasks, estimated time phasing and the proposed approach rational. The County discourages overly lengthy or costly proposals.

Proposals will be prepared in accordance with the following:

- (a) All information required by the proposal form shall be furnished. The vendor shall print or type the business name and manually sign the schedule.
- (b) Alternate proposals will not be considered unless authorized by the invitation for proposals or any applicable addendum
- (c) Vendors will not include Federal taxes or State of Florida sales tax in proposal prices since Escambia and Santa Rosa Counties is

exempt from payment of such taxes.

1-12 PRIME CONTRACT RESPONSIBILITIES

The selected contractor shall be required to assume responsibility for all services offered in his proposal. The selected contractor shall be the sole point of contact with regard to contractual matters including payments of any and all changes resulting from the contract.

1-13 DISCLOSURE

All information submitted in response to this RFP shall become a matter of public record, subject to Florida Statutes regarding public disclosure.

1-14 DELAYS

The Project Director reserves the right to delay scheduled due dates if it is to the advantage of the project.

1-15 WORK PLAN CONTROL

Control of the work plan to be developed under the RFP shall remain totally with the Escambia County Board of Commissioners.

1-16 METHOD OF PAYMENT

Payment schedule and basis of payment shall be negotiated.

PART II INFORMATION REQUIRED FROM CONTRACTORS

ALL PROPOSALS SHALL INCLUDE THE FOLLOWING: TECHNICAL AND COST PROPOSAL

2-1 PROPOSAL FORMAT AND CONTENT

The County discourages overly lengthy and costly proposals, however, in order for the County to evaluate proposals fairly and completely, proposers should follow the format set out herein and provide all of the information requested.

2-2 INTRODUCTION (TAB A)

Proposals shall include the complete name and address of their firm and the name, mailing address, and telephone number of the person

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the County should contact regarding the proposal.

Proposals shall confirm that the firm will comply with all of the provisions in this RFP; and, if applicable, provide notice that the firm qualifies as a County proposer, as follows:

- Certificate of Authority to do Business from the State Of Florida, information can be obtained at <http://www.sunbiz.org/search.html>)
- Certification Of Primary Participant Regarding Debarment, Suspension, And Other Responsibility Matters

A proposer's failure to include these items in their proposals may cause their proposal to be determined to be non-responsive and the proposal may be rejected.

The following documents should be returned with proposal:

- Letter From Insurance Carrier as to Capacity to Provide a Certificate Of Insurance as Specified In the "Insurance Requirements"
- Sworn Statement Pursuant To Section 287.133 (3)(A), Florida Statutes, On Entity Crimes
- Drug-Free Workplace Form
- Information Sheet for Transactions and Conveyances Corporate Identification

2-3 COST PROPOSAL (TAB B)

SOLICITATION AND OFFER FORM (with original signature)

Proposer's cost proposals shall include an itemized list of all direct and indirect costs associated with the performance of this contract, including, but not limited to, total number of hours at various hourly rates, direct expenses, payroll, supplies, overhead assigned to each person working on the project, percentage of each person's time devoted to the project, and profit.

2-4 EXPERIENCE AND QUALIFICATIONS (TAB C)

Provide an organizational chart specific to the personnel assigned to accomplish the work called for in this RFP; illustrate the lines of authority; designate the individual responsible and accountable for the completion of each component and deliverable of the RFP.

Provide a narrative description of the organization of the project team.

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Provide a personnel roster that identifies each person who will actually work on the contract and provide the following information about each person listed;

- [a] title,
- [b] resume,
- [c] include any professional designations and affiliations, certifications and licenses, etc.,
- [d] location(s) where work will be performed,
- [e] itemize the total cost and the number of estimated hours for each individual named above.

Provide reference names and phone numbers for similar projects your firm has completed

Proposers shall list any work which their organization failed to complete in the last five (5) years and describe the when, where, how and why of such failure.

Proposers shall list any officer or partner of their team who in the last five (5) years failed to complete a contract handled in his/her name and to discuss the reasons thereof.

Proposers shall list any lawsuits in which their team (firms and individuals) is involved relative to services performed or failed to perform over the last five (5) years.

2-5 UNDERSTANDING OF THE PROJECT (TAB D)

Proposers shall provide a comprehensive narrative statement that illustrates their understanding of the requirements of the project and the project schedule.

Vendors are required to submit proposals upon the following expressed conditions:

- (a) Vendors shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the County shall not be cause to alter the original contract or for a vendor to request additional compensation.
- (b) Vendors shall make all investigations necessary to thoroughly inform themselves regarding facilities and locations for delivery of materials and equipment as required by the proposal conditions. No pleas of ignorance by the vendor of conditions

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that exist or that may hereafter exist as a result of failure or omission on the part of the vendor to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the County or the compensation to the vendor.

- (c) Vendors are advised that County contracts are subject to all legal requirements provided for in the County, State and Federal Statutes.

2-6 REFERENCES (TAB E)

Provide at least five appropriate references of past similar projects. Provide the following information per each project:

- a. Entity Name
- b. Contact Name & Title
- c. Current Telephone Number
- d. Current Email Address
- e. Year Completed
- f. Brief description of the project

2-8 METHODOLOGY USED FOR THE PROJECT (TAB F)

Proposers shall provide a comprehensive narrative statement that sets out the methodology they intend to employ and that illustrates how their methodology will serve to accomplish the work and meet the County's project schedule.

2-9 TIMELINE (TAB G)

Proposals must include a detailed project timeline and outline of major tasks, and staff assigned for each category of the scope of work described herein.

PART III CRITERIA FOR SELECTION

Similar Job Experience	25%
References	15%
Resumes of Principals/Subs	15%
Availability	15%
Technical Approach	25%
Local Presence	5%

PART IV SCOPE OF WORK

Introduction

Board of County Commissioners of Escambia County is requesting services in two self-contained phases as follows:

Phase 1 Demand Feasibility:

1. Survey all existing Escambia County public venues (including but not limited to High Schools, Colleges, Universities, Bay Center, Maritime Ballpark, City and County) and the managing organizations of same.
 - a. What is their capacity and current utilization?
 - b. What are their plans and/or needs for expansion?
 - i. Timeline of expansion
 - ii. Is funding in place or identified
 - c. What are their current and projected unmet needs?
2. Where are the growth opportunities
 - a. What are the growth sports?
 - b. What are the emerging sports?
 - c. What are the currently available sports not being adequately served by existing venues?
3. Find and fill the voids.
4. Determine size of the potential user universe by sport with calendar for their seasons and tournament periods;
 - a. Example: Girls volleyball has over 1,000 tournaments a year with average number of teams and players at 50,000 and 1,000,000 respectively in November and December, i.e.
5. Focus on organizations and sports that have state, regional, national and international competitions or training opportunities in our shoulder season; October, November, December, January, February, late April, and May.
6. List groups that could potentially relocate and be resident in the facility; recurring income during the week and/or year-round.
 - a. National Governing Bodies, both domestic and international
 - b. Events rights holders
7. List local events, activities that could use the facility in non-tournament times as well as events we could create; i.e. graduations.
8. Do not compete with existing facilities/venues
 - a. Examine existing facilities/venues, including Bay Center, for availability by month for calendar year.

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

- b. Determine if we have sufficient available space for the times these tournaments would be held and the required facilities; i.e. need 7 contiguous courts and only have 4.
- 9. Assume we will build whatever facility can be economically justified, so every sport is on the table.
- 10. Examine the ancillary needs of other local groups/institutions who might use the facility, i.e.,
 - a. Public and private schools
 - b. Pensacola State College
 - c. University of West Florida
 - d. City of Pensacola Parks and Rec. department
 - e. Escambia County Parks and Rec. department
 - f. Local sports and fitness organizations
 - g. Others

Phase 2 Financial Feasibility

- 1. Identify capital project contribution and funding sources, i.e., LEED certification grants and/or credits, emergency facility grants and/or credits, local public and private partnership opportunities, naming rights, pouring rights, etc.
- 2. Identify alternative revenue streams and uses beyond tournaments and training for both operating revenue and capital cost contribution.
 - a. LEED building
 - b. Hurricane shelter
 - c. Emergency shelter
 - d. Corporate team building
 - e. Public meeting
 - f. Concessions rights
 - g. Other local users like public and private schools, colleges and universities for sports and recreation activities as well as graduations, meetings and banquets.
- 3. Recommend facility size, support elements and use without cost estimates including
 - a. Facility size and conversion options with movable, fencing, walls, seating, etc.
 - b. Office space
 - c. Meeting space
 - d. Banquet support (if included)
 - e. Locker rooms
 - f. Seating (permanent and temporary)
 - g. Flooring or turf
 - h. Storage
 - i. Public address
 - j. Concessions, concourse, restrooms, etc.

PD 14-15.046, Community Recreation and Sports Tourism Needs and Facility Feasibility Study

- k. Lighting, sound, internet, etc. requirements to support event play and broadcast
 - l. Parking
- 4. Determine financing alternatives
- 5. Recommend facility management
- 6. Detailed pro forma with revenue by source and operating cost assumptions
- 7. Stop the pro forma at net income before debt service, amortization and depreciation.
- 8. Provide recommendations for upgrade of existing facilities for maximum ROI if the study does not support the development of a new facility.

Deliverables

It is expected that the consultant(s) will deliver within 180 days from a notice to proceed the following work product:

- A written concise report covering all of the prerequisites listed above.
- An easy to understand executive summary that summarizes the full report.
- A compilation of matrices that clearly delineate the information requested in Phases 1 and 2.
- Three report presentations in person including 1 to the Board of County Commissioners.



May 11, 2015

Mr. Paul R. Nobles
Purchasing Coordinator
Escambia County
213 Palafox Place – 2nd Floor
Pensacola, FL 32502

Re: Final and Best Offer - Solicitation Number PD 14-15.046

Dear Mr. Nobles:

This letter provides Crossroads Consulting Services LLC's (Crossroads) Final and Best Offer to conduct a Community Recreation and Sports Tourism Needs and Facility Feasibility Study for Escambia County. As outlined in our proposal and discussed in our presentation, we believe our project team is uniquely qualified to provide you with objective guidance based on our experience assisting other communities in assessing similar issues associated with the development, renovation/expansion, and operations of their sports facilities.

The project team of Crossroads and Convergence Design is very excited about the opportunity of working on such an important project. Based on your modifications to the original scope of work as well as a review of the *Pensacola and Escambia County Sports Facility and Market Assessment* conducted by the Florida Sports Foundation in October 2012, we are prepared to reduce the not-to-exceed professional fee estimate to \$97,500. In addition, we have estimated a travel allowance of \$4,800 for travel related costs such as airfare, lodging, meals, ground transportation and incidentals. It is our understanding that local tourist industries may provide in-kind donations related to hotel rooms and meals. If so, this allowance would be adjusted accordingly.

This travel allowance includes four on-site meetings in Escambia County encompassing three people attending the kickoff meeting for two days, two people attending the status update meeting at the conclusion of the market demand assessment, two people attending the status update meeting during Phase 2 subsequent to preparing the program and related cost estimates for recommended facilities and two people attending the presentation to the Board of County Commissioners and other interested parties at the conclusion of the study effort. As cited in our original proposal, we plan to discuss preliminary findings with the County and current committee members throughout the term of the contract and provide regular updates either via conference call or written status report.

The following table illustrates our Final and Best Offer by phase including an allowance for travel expenses.

Final and Best Cost Proposal	
Phase 1 - Market Demand Feasibility	
Professional Fees	\$ 48,500
Out-of-Pocket Expenses	\$ 2,400
Subtotal	\$ 50,900
Phase 2 - Financial Feasibility	
Professional Fees	\$ 49,000
Out-of-Pocket Expenses	\$ 2,400
Subtotal	\$ 51,400
Not-to-Exceed Professional Fees	\$ 97,500
Travel Expense Allowance	\$ 4,800





This revised estimate takes into account that we will be able to streamline the research and analysis in both phases of work and utilize research that has already been conducted for Pensacola and Escambia County as part of the *Pensacola and Escambia County Sports Facility and Market Assessment* where appropriate. This is particularly true for specific work tasks in Phase I that relate to conducting an inventory of existing/planned facilities in the region (not just Escambia County), identifying potential user groups, and analyzing data from competitive/comparable facilities as well as certain inputs for the financial pro forma and economic/fiscal impact model.

Our suggested revised approach results in a reduced number of hours and related fees for our project team while still providing the County with the analysis it requires to make an informed decision regarding its future community recreation and sport tourism needs.

The Market Demand Assessment is critical as it drives potential demand, defines program and serves as the basis for the development strategy. This portion of the study will include a written report that summarizes the results of key market research and analysis to be conducted as part of Phase I including, but not limited to:

- Profiling market attributes to understand if they lend support for new and/or enhanced sports facilities that drive hotel room nights and additional economic/fiscal impacts to the community.
- Assessing the amount and type of activity at existing facilities in both the County and the surrounding region to help identify potential unmet market demand opportunities. This will represent a holistic approach to area supply as it relates to needs in the County as most event producers and users do not distinguish specific cities or counties but rather general geographic regions.
- Identifying gaps in supply based on the existing inventory, input from area stakeholders and industry trends.
- Understanding how attributes of the industry as a whole and specific target market segments within the industry impact future sports tourism needs and facilities in Escambia County.
- Collecting input from current/potential user groups to understand how existing County facilities meet their needs and what enhancements/new developments may be necessary to better accommodate their niche market(s). Groups to be contact include, but are not limited to, local scholastic/collegiate institutions, City/County recreational representatives, and local/state/regional/national sports organizations.
- Analyzing data from a select number of competitive/comparable sports tourism destinations to assist in providing guidance on the facility program parameters for enhanced or new facilities as well as destination attributes and visitor support amenities necessary to increase sports tourism in the County. This research also provides insights into lessons learned at similar facilities and markets.
- Preparing a SWOT analysis that will include a sports tourism opportunity profile and market assessment that utilizes and builds on existing sports facilities to attract new sporting events. This analysis will include a gap analysis of the County's existing supply of sports venues and destination attributes relative to its competitive set and identify potential market opportunities for indoor and/or outdoor sporting events. Input from existing and potential users through a comprehensive survey approach is a key element to assessing potential future market demand.
- Developing a relative ranking of market potential by facility type (e.g., indoor/outdoor, field, turf, court, aquatic, etc.) based on the County's existing facilities, historical sports event activity, local elite sports organizations, visitor support amenities, seasonality, competitive environment, and economic generating potential in the County. Consideration will be given in this ranking to enhancing the County's shoulder season visitation.
- Strategizing how to best build on its existing sports facilities to attract new sporting events.



- Recommending what facilities and related programming elements should be constructed new and/or renovated/expanded to increase market share and related economic and fiscal benefits.

Once we have consensus from the County and other appropriate stakeholders on the preferred development(s), the Financial Assessment will provide more detailed programming for recommended facilities, explore potential site locations for any new facilities and/or outline a strategy for renovating/expanding existing facilities on their current site along with providing a preliminary cost estimate to help with strategic planning. This phase of work will also outline the amount and type of activity estimated to occur at the recommended facilities including the number of room nights as well as relative advantages and disadvantages of potential operating and management structures. As appropriate, the financial analysis will estimate the change to operating revenues and operating expenses at existing facilities based on the estimated usage and/or provide a financial pro forma for any recommended new facilities. Finally, Phase 2 will include an estimate of the economic impacts associated with the recommended facilities in terms of direct, indirect and induced spending, earnings, and jobs as well as estimated annual tax revenues from sources such as sales/use tax, tourist development tax and others deemed appropriate.

In summary, the report will provide a practical tool to help guide the County's next steps of development and implementation by identifying market demand; outlining facility program needs, site location, and preliminary cost estimates; quantifying economic considerations; articulating a potential development strategy including priorities; and effectively conveying the recommended plan to stakeholders.

As part of our Final and Best Offer response, we thought it may be helpful to provide you with the attached sample work products entitled *Market and Economic Analysis for a Potential New Indoor Multi-Sport Facility in Little Rock, Arkansas* and *Market and Economic Analysis for a Proposed New Major League Lacrosse Stadium and Multi-Field Complex at Green Branch Park in Prince George's County, Maryland* – both of which are public documents. Although the work plan for these projects only evaluated the potential market demand and associated financial implications for a focused facility type rather than the more comprehensive scope of services requested by Escambia County, these reports provide a representative sample of our approach, format, content and quality of work product.

As mentioned in our interview, these projects can take several years to come to fruition even under the best of circumstances. We have a solid reputation as a market leader in providing advisory services with extensive knowledge of, and experience in, the sports and tourism industries. We offer experienced professionals with specialized skill sets who have a strong economic background and have managed similar facilities in their careers. Perhaps one of our team's strongest attributes is our unparalleled reputation for providing credible, reliable advice to our clients throughout the process including after the study stage. Our advice is independent and objective given that we do not have a financial interest in the future operations of any enhanced/new facilities.

We truly believe that our project team is best suited to be the County's partner on this project. If you have any questions regarding this modification to our scope and fee estimate, please contact me at 813.281.1222 (work) or 727.460.3538 (cell) or via email at ssieger@crossroads-fl.com.

Sincerely,

Crossroads Consulting Services LLC

A handwritten signature in black ink that reads "Susan A. Sieger". The signature is written in a cursive, flowing style.

Susan A. Sieger, President

Timeline

Based on our experience with similar projects, we anticipate that this engagement will take approximately five to six months to complete upon authorization to proceed. We are prepared to meet the County's deadline of a completed report within 180 days from a notice to proceed. Achieving this timeline will rely on County representatives and other people directly related with the project to act in a timely fashion particularly in assisting with the facilitation of interviews, obtaining necessary data and subsequent clarification, as well as providing work product review comments.

We anticipate an interactive process with the County allowing us to communicate issues and discuss preliminary findings with you throughout the study. We will meet with the County as needed either in person or via telephone throughout the term of the contract. Once we have finalized the scope of services, we can refine the project schedule to ensure that it meets your needs.

The graph below provides a tentative project schedule for the tasks outlined in our work plan as well as the primary individuals responsible for completing each task.

Tentative Schedule for the Community Recreation and Sports Tourism Needs and Facility Feasibility Study							
Major Task	Month						Primary Staff Responsibility
	1	2	3	4	5	6	
Phase 1 - Market Demand Feasibility							
1.1 Conduct Kickoff Meeting/Preliminary Due Diligence	M						All Project Team Members
1.2 Analyze Market Attributes							Garside, Brown
1.3 Inventory Existing/Planned Facilities							Garside, Brown
1.4 Conduct Interviews/Surveys with Existing/Potential User Groups							Garside, Brown
1.5 Analyze Industry Trends							Garside, Brown
1.6 Analyze Data from Competitive/Comparable Facilities							Garside, Brown
1.7 Prepare a SWOT Analysis							Sieger, Garside, Brown
1.8 Summarize Findings/Conduct Status Update Work Session			M/R				All Project Team Members
Phase 2 - Financial Feasibility							
2.1 Develop Preliminary Building Program Parameters							Sieger, Greusel, Ostmeyer
2.2 Conduct Site/Location Analysis							Sieger, Greusel, Ostmeyer
2.3 Prepare Concept Development and Cost Estimates					M/R		Sieger, Greusel, Ostmeyer
2.4 Develop Estimate of Potential Usage/Event Activity							Sieger, Garside, Brown
2.5 Identify Potential Operating/Marketing Strategies							Sieger, Garside, Brown
2.6 Develop a Financial Pro Forma							Sieger, Garside
2.7 Estimate Economic/Fiscal Impacts							Sieger, Garside
2.8 Identify Potential Funding Sources							Sieger, Garside
2.9 Summarize Findings/Present Findings						M/R	All Project Team Members

M denotes Meeting and R denotes Report Deliverable.

We are dedicated to providing the County with the necessary, qualified resources to complete this engagement in a timely manner.

REGISTER OF PROPOSERS

PROPOSERS	Project: Community Recreation and Sports Tourism Needs and Facility Feasibility Study Specification Number: PD 14-15.046 RFP Due Date &Time: April 14, 2015 by 2:00 p.m. CDT			
COMPANY NAME	ADDRESS	PHONE NUMBER	FAX NUMBER	CONTACT PERSON
C.H. Johnson Consulting, Inc.	6 E Monroe St., 5 th Floor Chicago, IL 60603	312.447.2001	312.444.1125	Charles H. Johnson IV, President & CEO cjohnson@chjc.com
Conventions Sports & Leisure International	520 Nicollet Mall Suite 440 Minneapolis, MN 55402	612.294.2000	612.294.2045	Bill Krueger, Principal bkrueger@cslintl.com
Crossroads Consulting Services LLC	5401 W. Kennedy Boulevard Suite 755 Tampa, FL 33609	813.281.1222	813.315.6040	Susan Sieger President ssieger@crossroads-fl.com
Hunden Strategic Partners, Inc.	920 N Franklin St., Ste 303 Chicago, IL 60610	312.643.2500	312.643.2501	Rob Hunden, President rhunden@hundenpartners.com
NGF Consulting Inc. (National Gold Foundation Consulting, Inc.)	1150 South U.S. Highway One, Suite 401 Jupiter, FL 33447	561.744.6006	561.744.6107	Richard B. Singer, Director of Consulting Services rsinger@ngf.org
Rink Management Services Corporation	9400 Charter Crossing, Suite D Mechanicsville, VA 23116	804.459.0105	804.550.7004	Tom Hillgrove, President rmschq@comcast.net
The Sports Facilities Advisory, LLC	600 Cleveland Street, Suite 910 Clearwater, FL 33755	727.474.3845	727.361.1480	J. Eric Sullivan, Partner/CRO ESullivan@sportadvisory.com
Victus Advisors, LLC	1389 Center Drive #200 Park City, UT 84098	214.422.6248		Brian Connolly, Managing Principal BConnolly@victusAdvisors.com
SUBMITTALS OPENED BY: Paul R. Nobles, Purchasing Coordinator DATE: April 14, 2015				
SUBMITTALS NOTED BY: Cynthia Smith, RMLO/ Assistant DATE: April 14, 2015				
SUBMITTALS WITNESSED BY: Cynthia Smith, RMLO/Assitant DATE: April 14, 2015				



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8158

County Administrator's Report 8. 11.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: Slope Mower for the Roads and Bridges Division of the Public Works Department PD 14-15.055

From: Stephan Hall, Interim Department Director

Organization: OMB

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Slope Mower for the Roads and Bridges Division of the Public Works Department - Stephan Hall, Management and Budget Services Interim Department Director

That the Board award a Purchase Order for PD 14-15.055, Slope Mower for the Roads and Bridges Division of the Public Works Department, to Menzi USA, Inc., for two Aebi slope mowers, model TT 211, in the amount of \$207,138, as follows:

Total for Two	\$234,138
Less trade-In for 2007 TT 75 Aebi Slope Mower, Serial Number 17032, Approximately 1659 hours	-13,500
Less trade-In for 2007 TT 75 Aebi Slope Mower, Serial Number 17034, Approximately 2219 hours	-13,500
	\$207,138

[Funding: Fund 175, Transportation Trust Fund, Cost Center 210405, Object Code 56401]

BACKGROUND:

Invitation to Bid PD14-15-055 for two (2) slope mowers with trade-in was advertised in the Pensacola News Journal on May 4, 2015. One bid was received on May 19, 2015, from Menzi USA Sales, Inc.

The slope mower will be used in the Holding Pond maintenance program of the Public Works Infrastructure, Roads Division. The purchase of this equipment will maintain the Aebi mower fleet at the current level as replacement of traded-in models.

BUDGETARY IMPACT:

Funding: Fund 175, Transportation Trust Fund, Cost Center 210405, Object Code 56401.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

This recommendation is in compliance with the Escambia County FL, Code of Ordinance, Chapter 46, Article II, Purchases and Contracts. Invitation to Bid PD14-15-055 for two (2) slope mowers with trade-in was advertised in the Pensacola News Journal on May 4, 2015, One bid was received on May 19, 2015 from Menzi USA Sales, Inc.

IMPLEMENTATION/COORDINATION:

The Office of Purchasing will distribute the Purchase Order

Attachments

Bid Tab

PUBLIC NOTICE OF RECOMMENDED AWARD

BID TABULATION	DESCRIPTION: Slope Mower for Road Department				
	ITB# PD 14-15.055				
Bid Opening Time: 3:00 p.m. CDT Bid Opening Date: 5/19/2015 Opening Location: Rm. 11.407	Cover Sheet/ Acknowl.	Sworn Statement Pursuant to Section (287.133) (3) (a), <u>Florida</u> <u>Statutes</u>, on Entity Crimes	Drug-Free Workplace Form	Info Sheet for Trans. & Convey. Corp. ID	Total
NAME OF BIDDER					
Menzi USA, Inc.	Y	Y	Y	Y	\$207,138.
BIDS OPENED BY:	Joe Pillitary, CPPO, CPPB, Purchasing Coordinator				DATE: May 19, 2015
BIDS WITNESSED BY:	Lori Kistler, SOSA				DATE: May 19, 2015
BIDS TABULATED BY:	Lori Kistler, SOSA				DATE: May 19, 2015

CAR
DATE 6/2/2015

BOCC
DATE 6/2/2015

The Purchasing Manager/Designee recommends to the BCC: To award a Purchase Order Contract to Menzi USA, Inc.

Pursuant to Section 119.07(3)(M), F.S., all documents relating to this tabulation are available for public inspection and copying at the office of the Purchasing Manager.

Posted 5/20/2015 @ 9:20 a.m., CDT


JP/lk



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8279

County Administrator's Report 8. 12.

BCC Regular Meeting

Budget & Finance Consent

Meeting Date: 06/02/2015

Issue: United Way Human Services Appropriations Committee Funding Recommendations for 2014-2015

From: Marilyn D. Wesley, Department Director

Organization: Community Affairs

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the United Way of Escambia County Human Services Appropriations Committee Funding Recommendations for 2014-2015 - Marilyn D. Wesley, Community Affairs Department Director II

That the Board accept the United Way of Escambia County Human Services Appropriations Committee 2014-2015 Funding Recommendations, in the amount of \$90,750, which entails \$90,616 of allocations to be distributed to the approved non-profit entities, plus \$134 of the committee-related expenses for a required Legal Notice to be reimbursed to the United Way of Escambia County. The funds are included in the adopted Budget for the current Fiscal Year.

[Funding: Fund 001, General Fund, Cost Center 320202, Public Social Services - \$90,725; Fund 001, General Fund, Cost Center 320201, Community Affairs Administration - \$25]

BACKGROUND:

Annually, under agreement with the Board of County Commissioners, the responsibility of approving requests for funding to local non-profit agencies/organizations is handled via the Human Services Appropriations Committee of the United Way of Escambia County. Persons serving on this committee are Escambia County residents appointed by the Board of County Commissioners. The committee provides recommendations from agency presentations with funding requests. The committee fully understands that funding of the requested services is an investment of general tax revenue and that without these funds, there could be an increase in costs for other county, city, or state mandated services.

The funding rationale and criteria used is based on the impact and relationship to local and/or state government service expenditures, the benefit to the community as a whole, the measured effectiveness and results of programs and services, other sources and/or

opportunities for funding, and the urgency of the services relative to the total amount of funds available. Six of the agencies receiving funding leverage the funds received from this allocation as the matching funds for additional state and federal aid, thusly multiplying this allocation.

BUDGETARY IMPACT:

Funding in the amount of \$90,750 is allocated in the adopted budget for this fiscal year.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

Board policy requires the approval of all such general fund appropriated expenditures.

IMPLEMENTATION/COORDINATION:

Upon Board acceptance of the funding recommendations, funds will be disbursed to the United Way of Escambia County for distribution to the approved organizations. The Department of Community Affairs will continue to coordinate efforts with the United Way, on behalf of the County throughout this process.

Attachments

14-15 HSAC County Request Letter

14-15 HSAC Recommendation Report

14-15 HSAC Funding Matrix

14-15 HSAC Leveraged Funds Report

14-15 HSAC Legal Notice

14-15 HSAC Legal Notice Payment Verification

United Way of Escambia County

1301 West Government Street
Pensacola, FL 32502
Phone (850) 434-3157
Fax (850) 444-7117

www.unitedwayescambia.org



BOARD OFFICERS

Gary Sammons
Chair

David Peaden, II
Chair Elect

Bruce Vredenburg
Treasurer

Meri Asmar
Secretary

May 20, 2015

Marilyn D. Wesley, Director
Department of Community Affairs
221 Palafox Place
Pensacola, FL 32502

Re: United Way/Human Services Appropriations Committee 2014/2015 Funding Request

BOARD MEMBERS

Michael Adamson

Tammy Davies

Nicole Dixon

KC Donahey

Cedric Durre

Cathy England

KC Etheredge

John Floyd

John Falduti

Hal George

Wes Hudgens

Jack Lowrey, Jr.

Brian Matson

Trip Maygarden

Yvette McLellan

Deborah Moore

Tim Putman

Bob Sanders

Michelle Scaglione

J. Matthew Shook

Oliver Sumlin

Johnathan Taylor

Malcolm Thomas

Patrice Whitten

Dear Marilyn,

United Way of Escambia County and the Human Services Appropriations Committee have completed the 2014/2015 funding process. As a result of the Board of County Commission action approving the committee's recommendations of \$90,750, I am requesting payment to United Way of Escambia County for disbursement to the organizations approved for funding.

Funds from this amount will be disbursed by United Way of Escambia County in accordance with the amounts and expressed usage by individual agencies as described in the recommendations submitted with this letter to the Board of County Commissioners to be approved by the BCC on June 2, 2015. We hope that if the Commissioners approve the recommendations, the annual payment to United Way of Escambia County can be forwarded in July so that it can be disbursed to recipient organizations in July.

A summary of the funding recommendations for funding year 2014/2015 to be approved by the Board of County Commissioners are included with this letter. All HSAC payments to organizations are made by Electronic Funds Transfer. Records of all payments made to agencies and the corresponding bank statements from the 2013/2014 funding year are also included.

We are requesting disbursement of the prior approved amount of \$90,750. Of this, \$90,616 will be paid to recipient agencies & programs as one annual payment in July 2015 and \$134 will be considered reimbursement for the legal notice placed on January 8, 2015. United Way of Escambia is covering the staff time necessary to accomplish this process.

UNITED WAY STAFF LEADERSHIP

Andrea Krieger
President/CEO

Tom Hilton
Chief Financial Officer

DIRECTORS

Amanda Crabtree
2-1-1 Director

Laura Hill
Development Director

Melissa Lewis
Director of HR

Lyndi Warner
Director of Engagement

If you or any of the Escambia County Commissioners have any questions, please feel free to contact the United Way Partnership Manager, Marlena Lewis, at Marlena@unitedwayescambia.org or by calling 850-444-7140. We appreciate the opportunity to work with and serve Escambia County in providing for human service needs in our community.

Sincerely

Andrea Krieger
President/CEO

Marlena Lewis
Partnership Manager



CH746 A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION OF UNITED WAY OF ESCAMBIA COUNTY, PRINCIPALLY LOCATED IN FLORIDA, MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE, 1-800-435-7352. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE.





HUMAN SERVICES APPROPRIATIONS COMMITTEE 2014/2015 Funding Recommendations

To: Escambia Board of County Commissioners
From: Human Services Appropriations Committee
John Floyd, Chair
Date: May 19, 2015
Subject: 2014/2015 Funding Recommendations

The Human Services Appropriations Committee, acting in a consulting role, provides recommendations for funding to local health and human service organizations through general revenue tax dollars.

The Committee ensures that the goals and objectives of the Human Services Appropriations Committee funding process are in line with those of the Escambia Board of County Commissioners.

The coordination of applications and oral presentations by United Way of Escambia County, takes place from January-May. The partner agencies applying for funding from the Human Services Appropriations Committee are required to submit an application that has the designated HSAC related application questions, as well as a program budget. Additionally, applying programs are required to provide an oral presentation on their proposal to the Human Services Appropriations Committee. The funding schedule for the Human Services Appropriations Committee was changed three years ago to run parallel with the United Way's Funds Distribution Process. This change was able to create efficiencies in United Way's staff and volunteer efforts to facilitate this process. This year, Oral Presentations for the proposed programs were held over three days (April 7th, 8th, & 14th) at the United Way of Escambia County facility. This increased the efficiency and lowered costs associated with travel required by Committee members and United Way staff.

HSAC recommendations will be reviewed by the Board of County Commissioners in June. Pending approval, one annual payment for the recommended annual funding that is endorsed by the commission, will be paid to recipient organizations in July.

The Committee evaluates all requesting programs based on the following criteria:

Funding Rationale and Criteria:

- Impact on and relationship to Escambia County government service expenditures.
- Impact on Essential Services provided by Escambia County.
- Ultimate benefit to the community as a whole.
- Measured effectiveness and results of applicant programs.
- Other sources and/or opportunities for funding of the requesting program.
- Urgency of service relative to current community condition and total amount of funds available.

Emphasis for 2014/2015:

- Detailed explanation by requesting programs regarding how the program, directly or indirectly, supports, impacts and/or reduces Escambia County government functional expenses.
- Detailed explanation of how previous year's funding (if program was funded) was used, and how proposed funding will be utilized to maximize the benefit to the programs' clients and the community.
- In an effort to fully maximize our local governments' general revenue impact and reach, priority will be placed with programs using Human Services Appropriations Committee funding as a local match for State and Federal dollars.
- Explanation of how the proposed program will address, impact, and/or reduce long term, chronic poverty.

2014/15 Process:

- Any organization meeting basic accountability standards for certification was eligible to apply. There is no expense levied against the agency applying for certification.
- A legal notice of availability was placed with the Pensacola News Journal and appeared January 8, 2015.
- 16 programs at local non-profit agencies submitted written requests totaling \$128,800. The county had approved an allocation of \$90,750 that is available for distribution to selected programs.
- All applying programs made oral presentations to the committee. Committee deliberations were held May 5, 2015.
- Sixteen (16) programs are recommended for funding. Individual recommendations are attached in narrative and spread sheet form.

Participating Committee Members:

John Floyd, Chair, United Way Board
Danny Lewis, City Appointee
Valerie Jones, Escambia County Staff
Terry Brotherton, Escambia County Appointee
Lusharon Wiley, United Way Volunteer
Bob McLaughlin, United Way Volunteer
Mary Ellen Spears, United Way Volunteer
Marlena Lewis, United Way Staff



HUMAN SERVICES APPROPRIATIONS COMMITTEE

2014/15 Recommendations:

Program: Pearl Nelson Child Development Center

Responsible Agency: ARC Gateway

25 word description: The program provides developmental instruction and pediatric therapy services (speech, physical, occupational) for children and adolescents with developmental delays or disabilities.

What the funds will be used for: Funds will be used to support the direct service needs of children and adolescents with developmental delays or specific diagnosed disabilities.

Direct Services Provided	Outputs	Results
	Speech therapy will demonstrate improvements in their ability to communicate with others while also having an improved understanding of what others are communicating to them.	
Provide pediatric speech, physical, and/or occupational therapy sessions for children with developmental delays or disabilities as prescribed by their doctor.	Physical therapy will improve a child's quality of movement and ability to move more independently in various environments and on a variety of surfaces.	At least 80% of the children will meet 60% of the short term goals on their individual treatment plan during each review period
Provide Developmental Instruction sessions by certified Infant Toddler Developmental Specialists to approximately 70 children & their caregivers weekly.	Occupational therapy will promote a child's upper body strength, fine motor skills, two-handed coordination, and self help skills including oral motor control necessary for eating.	As a result of this program activity, upon discharge, 85% of children served will be able to demonstrate a 5% gain in percentile ratings on standardized assessment tools.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$12,645
(Last Year) 2013/14 Funding:	\$12,645
2014/15 Funding Recommendation:	\$12,645

Human Services Appropriations Committee Comments:

- The Committee feels that this is an excellent program, which provides outstanding services to clients and provides prevention services that benefit the entire community.
- Early intervention and this program in particular do a great deal for reducing long-term need for specialized services for clients.
- The Committee noted that their oral presentation was well presented.

Program: Great Futures Start Here
Responsible Agency: Boys & Girls Club

25 word description: Intent based, outcome driven youth development programs focused on academic success, defined as on time grade progression, and graduation with a plan for the future.

What the funds will be used for: Funds requested will support the following expenses associated with the cost of providing services as listed on program budget:

Programs/Curriculum, Special Events, Field Trips, Awards/Recognition, Transportation, Supplies, Salary/Wages Benefits, Taxes, Professional Development, Insurance, and Facilities.

Direct Services Provided	Outputs	Results
Power Hour: Making Minutes Count	Conducting an outcome driven program that focuses on homework completion, providing supplemental learning opportunities, and individualized assistance in specific areas of challenge.	Expected results include: Increase in grades/grade point averages Members demonstrate skills necessary for, and are prepared for subsequent grade levels Members achieve on time grade progression and graduate on time Members demonstrate improved attitudes towards learning
Project Learn	Homework help for Club members five to six hours weekly, in conjunction with Power Hour Individual or small-group tutoring to help youth gain proficiency and to excel in needed subject areas	Members demonstrate benefits of self directed learning.
Money Matters	To educate teens, ages 13 to 18, on critical aspects of financial literacy, including managing a checking account, budgeting, saving, avoiding debt, investing and paying for college	Expected results include: Youth develop financial goals Youth develop a plan for college Youth learn about short term and long term investing Youth learn about entrepreneurship and participate in business plan development project
Diplomas 2 Degrees	Tier 1: Basic Level involves implementing the Recipe for Success workshops with Club members and parents/ caregivers. Tier 2: Intermediate Level involves conducting the workshops and implementing program sessions over the course of the school year. Tier 3: Advanced Level involves conducting workshops, implementing program sessions, and complementing the program through enhancement strategies.	Expected results include: Youth are orientated to and start college planning and preparation Youth demonstrate understanding of criteria for college acceptance Youth participate in career exploration activities Youth develop goals for their post graduation future Youth demonstrate increased knowledge of post secondary education and financial aid applications Youth demonstrate increased interest in attending institution of higher education

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$4,750
(Last Year) 2013/14 Funding:	\$3,500
2014/15 Funding Recommendation:	\$2,366

Human Services Appropriations Committee Comments:

- The committee feels that this program provides a valuable service to children in a specific geographic and socio-economic area(Englewood Community) in Escambia County.
- The Human Services Appropriation Committee members do like the intent of the program (keeping youths off of the street with intent of, reducing contact with the juvenile justice system).

Program: Heritage Oaks Wrap Around Service.

Responsible Agency: Be Ready Alliance Coordinating for Emergencies

25 word description: The Program provides housing and wrap around services to individuals and families with extremely low to low household income to avoid homelessness.

What the funds will be used for: Funding will be used to place an AmeriCorps Member at Heritage Oaks to coordinate wrap around services for clients. The AmeriCorps Member will coordinate efforts with community partners to provide clients with information, training and services that will enhance financial literacy and improve their ability to maintain stable housing.

Direct Services Provided	Outputs	Results
Provide "wrap around" services, including housing to low income clients at Heritage Oaks.	In order to meet the goal an AmeriCorps Member will coordinate with partners throughout our community to provide services that will enhance financial stability and increase the number of clients able to sustain stable housing by providing access to educational resources, enhancing employability and improve earning potential.	Based on client performance using the measurement tools described above we expect 50% of clients to maintain stable housing.
Provide stable housing for low income clients at Heritage Oaks.	The Program will ensure that household income is assessed and that future earning can be reasonably predicted. Rental rates will be set based on what will be affordable based on household income and composition that HUD considers the best test of sustainability.	We anticipate that 50% of the clients in the Program will be able to maintain stable housing.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$0
(Last Year) 2013/14 Funding:	\$1,125
2014/15 Funding Recommendation:	\$3,000

Human Services Appropriations Committee Comments:

- The Committee noted that BRACE Heritage Oaks is a good program that collaborates with other agencies such as Catholic Charities, FEMA, City of Pensacola, and more.
- It was noted by the committee that Heritage Oaks program has a 2:1 match through the Corporation for National & Community Service.

Program: Disaster Services

Responsible Agency: American Red Cross

25 word description: Disaster Services/Local Response provides for the basic disaster-caused emergency needs such as food, shelter, and clothing to local disaster victims in Escambia County

What the funds will be used for: The proposed funding would be used again this year to meet the immediate disaster-caused needs of clients in Escambia County who have been victims of disaster. The program is based on providing immediate food, clothing, shelter, medical assistance, and a framework to enable clients to begin their own recovery from a disaster.

Direct Services Provided	Outputs	Results
Disaster Services-Red Cross personnel provide comfort to victims of fire, flood, tornadoes, hurricanes and other types of disasters. Goods and services such as food, clothing and shelter are provided. Red Cross volunteers are recruited and trained to respond and meet the immediate disaster-caused needs of victims.	150 projected families will be assisted by single-family disaster response. Recruit and train 50 volunteers to maintain the service delivery required to local disasters when requested	100% of families requiring and requesting emergency disaster assistance will be responded to by the American Red Cross of Northwest Florida. 100% volunteer readiness to respond to a family disaster in Escambia County.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$ 2,450
(Last Year) 2013/14 Funding:	Did not Apply
2014/15 Funding Recommendation:	\$4,125

Human Services Appropriations Committee Comments:

- They provide emergency assistance that would otherwise burden the county
- This program is clearly impactful and responsive to the community need.

Program: Council on Aging of West Florida Programs.

Responsible Agency: Council On Aging

25 word description: Nutritionally balanced meals are delivered to homebound functionally impaired adults age 60+ who are unable to obtain or purchase meals on their own.

What the funds will be used for: Funds will be used to provide nutritionally balanced emergency meals directly to homebound functionally impaired older adults who are unable to prepare/obtain meals on their own. Additionally, funds will be used to support other programs requiring match under CCE, OAA and CNCS including but not limited to: senior dining (formerly congregate meals), adult day care, facility-based respite, transportation, in-home services (companionship, homemaker, personal care, respite, chore, etc.), case management, Foster Grandparents, Senior Companions, and caregiver support/training. Funds received will assist the Council on Aging of West Florida, Inc. in serving meals to 300 older adults.

Direct Services Provided	Outputs	Results
Emergency Meal Assistance	Home visit and assessment pursued within 72 hours of receipt and provision of at least one service (exclusive of case management) within the first 72 hours as evidenced in the 72-hour report submitted to the Northwest Florida Area Agency on Aging.	90% of consumers in need of immediate service to prevent further harm are served within 72 hours of referral.
Meal Provided – Meals are ordered, picked up at distribution points, and delivered to consumers in their home by volunteers/paid drivers.	Meals will be delivered to consumers based on their nutritional needs as assessed by a qualified staff member	90% of program participants remain living independently in the community at reassessment.
Meals Provided - Menu Selection	An advisory council meets quarterly with a Registered Dietitian to assess menu options and ensure compliance with state nutritional guidelines.	75% of program participants rate their health as about the same, better, or much better at reassessment compared to one year ago.
Screening/Assessment/Evaluation	A qualified staff member is assigned a consumer to assess/evaluate the person's individual nutritional needs.	66% of new consumers assessed by a qualified staff member will improve or maintain their nutritional score at reassessment.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$24,500
(Last Year) 2013/14 Funding:	\$24,500
2014/15 Funding Recommendation:	\$24,500

Human Services Appropriations Committee Comments:

- The Committee feels that this is an excellent program, which provides outstanding services to clients. The program provides a substantial impact for the entire county with the Meals on Wheels program and congregate meal sites.
- A \$9:\$1 match in federal funds draws \$220,500 to Escambia County with the \$24,500 in local funds from the Human Services Appropriations Committee funding.
- This program is vital to more than 100 homebound elderly residents in Escambia County, whom without the services of this program would be placed in institutional care.

Program: Epilepsy Services and Resource Center.

Responsible Agency: Epilepsy Foundation of Florida

25 word description: The program provides epilepsy specific medical and case management services; educational resources and support to Escambia residents, regardless of socioeconomic status.

What the funds will be used for: Funding would go directly to the Comprehensive Epilepsy Services and Resources Program in order to provide care to those with epilepsy who are unable to currently provide adequate care for themselves. These services would include neurological care and follow-up, diagnostic testing such as EEGs and MRIs, medications, and social services intervention for referrals, plans of care, assistance within the educational system, etc. Case Managers assist with referral to the free drug program through the Florida Department of Health, or to an appropriate Patient Assistance Plan. Funding is also requested to stock the Epilepsy Resource Center with educational materials. This center and its materials will serve as the sole local resource for epilepsy education and support to Escambia County residents and their families.

Direct Services Provided	Outputs	Results
EFOF MSP clients and their families will have access to comprehensive epilepsy management and education coordinated via the Resource Center; epilepsy education will be extended to the community.	Existing clients will continue to be followed by their neurologist and case manager, participate in medication assistance programs facilitated by their case managers, and receive blood tests, EEGs, and other diagnostic testing as needed. New clients will gain access to the appropriate medical and case management attention as well as necessary diagnostic testing. Case managers will initiate participation in medication assistance programs and provide epilepsy education, compliance checks, and any other assistance that is required along the way.	100% of EFOF clients will have an individually tailor-designed Plan of Care with goals created between the individual with epilepsy, family, and case manager. EFOF comprehensive MSP program has a track record of reducing seizures in 84% of clients, decreasing emergency room visits by 80%, enhancing epilepsy education by 83%, and improving quality of life by 74%. These numbers indicate improved health and personal well-being among individuals with epilepsy whose care is provided by EFOF.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$0
(Last Year) 2013/14 Funding:	\$2,330
2014/15 Funding Recommendation:	\$2,330

Human Services Appropriations Committee Comments:

- The Committee believes that the mission and objective of the organization as a whole is aligned with serving a community need.
- This program provides a good service that helps connect their clientele with prescription services as well as being a Health Care Navigator for the Affordable Care Act.

Program: Domestic Violence Shelter Program

Responsible Agency: Favorhouse

25 word description: Provide emergency shelter, face-to-face counseling, 24-hour crisis line, educational classes, support groups, food, clothing, transportation, at no charge for domestic violence victims.

What the funds will be used for: Women who have been and are victims of domestic violence report shelter and a safe place to stay as the number one concern for themselves and their children. Funding for this program will provide for a counselor/case manager. This person would be a participating member of EscarRosa Coalition on the Homeless. The funding request will establish this position in the shelter and continue to provide current information about 1) affordable housing; 2) relocation funds; 3) community resources; and 4) FavorHouse Economic Empowerment program which provides classes in budgeting, basic money management and limited funds for rental assistance to victims in shelter.

Direct Services Provided	Outputs	Results
Provide safe emergency shelter for victims of domestic violence in Escambia County.	Domestic violence victims will be provided shelter 24-hours a day 365 days a year.	Reduction in number of domestic violence victims becoming homeless.
	The shelter manager and staff will provide information and referrals to local affordable housing projects.	Increase in adult resident's knowledge of affordable housing available to them and their children in their income bracket.
	FavorHouse will refer adult residents to local agencies to apply for temporary financial assistance for household expenses & rent.	Increase in adult residents establishing affordable sustainable housing.
Economic empowerment training will be provided weekly for groups and individuals.	The shelter manager and staff will work with local transitional living providers for shelter residents to receive applications and appointments for housing.	Increase in financial stability of domestic violence victims.
	The shelter staff will provide transportation by agency van or bus passes to keep appointments.	Increase in number of domestic violence victim's children staying in school and registering in university or college.
	The shelter manager will continue to serve as be a member of The EscaRosa Coalition on the Homeless.	Increase in number of adult domestic violence victims returning to school, completing college or vocational training to increase employability.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$4,900
(Last Year) 2013/14 Funding:	\$5,000
2014/15 Funding Recommendation:	\$6,025

Human Services Appropriations Committee Comments:

- A \$3:\$1 match in funds draws \$18,075 to Escambia County with the \$6,025 in local funds from the Human Services Appropriations Committee funding
- The committee feels that this program has a significant impact on reducing the need for services provided by law enforcement for Escambia County.
- Program enables victims of domestic violence to recover from emergency situations and return to a normal life and to work.

Program: Independence for Dependent and Homeless Youth

Responsible Agency: Legal Services of North Florida

25 word description: To provide legal assistance to dependent and homeless youth, especially those soon to be adults, in civil legal matters to achieve financial stability and independence.

What the funds will be used for: Funds received will help LSNF maintain its legal assistance to dependent and homeless children, with a focus on those who are or will soon be on their own. With this funding, they will represent 15 youth in matters that improve their financial stability, access to education, and health outcomes. Specifically, funds will pay for staff and costs of litigation (court costs, receipt of requested records, etc). The small outlay of these funds would result in improved outcomes for these children by giving them improved financial stability, housing and employability.

Direct Services Provided	Outputs	Results
Legal Assistance	Provide legal assistance to youth facing legal issues preventing their school attendance and completion of GED programs.	
	Identify youth in need of these services through court appointments, our community partnerships and other outreach efforts.	
	Provide legal assistance to youth facing legal issues that affect their income and debt, leading to poverty, and in housing-related cases, such as denial of housing, eviction, and abandonment by adults.	Legal assistance will remove barriers to school attendance for 5% and will allow 5% to achieve their GED. These expectations are based on our entire project client base.
	Identify youth in need of these services through court appointments, our community partnerships and other outreach efforts.	10% will have improved housing status; 5% will improve their employment status; 5% will begin receipt of eligible and appropriate government assistance; 3% will complete financial literacy training; 3% will reduce debt; and 1% will delay or prevent eviction. These expectations are based on their entire project client base.
	Provide legal assistance to youth facing legal issues that lead to risky behaviors that limit youth with special needs from living independently within the community.	10% will have improved housing status. Another 1% will have increased or additional insurance coverage. These expectations are based on their entire project client base.
	Identify youth in need of these services through court appointments, our community partnerships and other outreach efforts.	

Funding Recommendation:

	County
(2 Years Ago) 2012/13 Funding:	\$0
(Last Year) 2013/14 Funding:	\$2,500
2014/15 Funding Recommendation:	\$3,000

Human Services Appropriations Committee Comments:

- The Committee feels that this program is sorely needed as many youth are aging out of the system and need life skills preparation and training.
- Without the services of this program, the County could see an increase in the use of services by this demographic as they age out.

Program: Veterans' Legal Assistance

Responsible Agency: Legal Services of North Florida

25 word description: LSNF provides legal assistance to support Veterans within our community, focusing on housing, benefits, family and consumer matters and a goal to prevent homelessness.

What the funds will be used for: Funds received will provide legal assistance, including advice and representation, in legal matters directly related to household income, collection and consumer matters, and housing stability. Funds will also assist with litigation costs and community education materials. This legal assistance will prevent or delay eviction and/or foreclosure; will decrease debt; increase income; increase access to health care; and even strengthen the veteran's family. This program will also support the legal clinic and Veterans' Court at the annual VA Standdown, which is attended by approximately 300 veterans annually.

Direct Services Provided	Outputs	Results
Legal Assistance	In addition to our daily client telephone and walk-in intake, we will continue organizing the VA Standdown legal clinic and are working with the Waterfront Mission to begin regular intake at their site.	They anticipate improved overall outcomes for 40%. 5% will improve their housing status 3% will improve either their current employment status or negative history; 3% will gain use of eligible government subsidies, including food stamps 5% will complete a financial literacy training course 10% will see a prevention or delay from foreclosure or eviction.
Legal Assistance	Through eviction and foreclosure defense, we will help Veterans avoid homelessness. By addressing issues related to high debt, low income, and bad credit reports, we will help remove barriers that lead to denial of housing and even employment.	They anticipate improved overall outcomes for 40%. We anticipate that: 5% will improve their housing status 3% will improve either their current employment status or negative history 1% will obtain health insurance coverage, evidenced by an eligibility notice.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$500
(Last Year) 2013/14 Funding:	\$1,500
2014/15 Funding Recommendation:	\$1,875

Human Services Appropriations Committee Comments:

- The Committee believes that this program provides many valuable services to Escambia County veterans.
- It was noted by the committee that this program can help with employment and housing retention for veterans.

Program: Pensacola Pet Adoption

Responsible Agency: Pensacola Humane Society

25 word description: Care for homeless, sick, relinquished and unwanted dogs and cats at the Humane Society's facility.

What the funds will be used for: Funding will be used to reduce the number of dogs and cats Escambia County Animal Services (ECAS) must intake and care for. When ECAS intakes an animal, that animal receive necessary vaccines and flea treatment/prevention at a cost of \$10 (cats) to \$15 (dogs). Care and feeding of each animal costs the County \$15 per animal per day. To hold a pet for adoption for 5 days and then euthanize it, costs the County \$128 per animal. The Pensacola Humane Society's Pet Adoption program will significantly reduce the County's expense in sheltering, adopting, and/or euthanizing pets at ECAS in 2015.

Direct Services Provided	Outputs	Results
Intake, Spay/Neuter Animals and hold for pet adoptions.		Reduction in county expenses related to sheltering, adoption, and/or euthanization of animals.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$0
(Last Year) 2013/14 Funding:	\$0
2014/15 Funding Recommendation:	\$1,500

Human Services Appropriations Committee Comments:

- The Committee feels that this service provides a cost savings to the animal control efforts of Escambia County and can result in the adoption and placement of animals that may otherwise be euthanized if not adopted out.
- This program also spays and neuters animals which helps with reducing pet population and burden to County

Program: New Beginnings Recovery Homes for Women

Responsible Agency: New Beginnings Group, Inc.

25 word description: Provide housing, nutrition, dignity, support, counseling, & recovery services to foster & promote growth, healing & restoration of productive spiritual lives to return to mainstream living—absent reliance on drugs/alcohol.

What the funds will be used for: They will continue to use any allocated funding this year in the same manner as they have in previous years; that is, case management and delivery of services, compensation for services delivered daily grocery and household provisions for the clients.

Direct Services Provided	Outputs	Results
Provide all housing, utilities, food & amenities for women committed to recovery from substance abuse.	Require abstinence as a condition of continued residency. Provide housing and nutrition for compliant residents. Assist with securement and maintenance of employment.	Increased number of drug-/alcohol-free residents who have a safe and supportive living environment. Increased number of abstinent alcoholics and addicts. Increased number of employed and industrious residents. Increased accountability of residents.
Intensive one-on-one client advocacy and support.	Respond to all acute medical needs, respond to all pressing legal matters, ensure resolution of all issues of transportation to participate in program, make conscientious and client-centered decisions for family visits/passes, encourage a physical fitness regimen for each client, and enforce adherence to curfew and physical whereabouts at all times.	Significant number of incidents where doctor/clinic attention is received when required, and medical remedy obtained. Advancement toward resolution of all pressing legal issues resulting from prior unhealthy behaviors. All transportation needs met. Healthy and constructive family visits/passes accomplished. Improvement of physical health through exercise. Regularly-kept hours of night-time activities and sleep.
activities, extracurricular events, and fellowship meetings.	Counseling sessions twice per week, mentoring sessions minimum once per week, house business meeting minimum weekly, required attendance 6 fellowship meetings per week, spirituality meeting weekly, church attendance, Sponsor required with attendant Step-work, outside activity planning.	participation.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$4,900
(Last Year) 2013/14 Funding:	\$5,625
2014/15 Funding Recommendation:	\$5,625

Human Services Appropriations Committee Comments:

- The program provides a safe, stable environment and helps clients to become productive citizens.
- All residents have a job and pay towards program costs

Agency: NWF Legal Services
Program: Domestic Violence Program

25 word description: We are a non-profit law firm providing free legal representation to income eligible residents of Escambia and Santa Rosa counties in civil matters only.

What the funds will be used for: These funds will be used to represent clients in court to obtain protective orders and to provide education regarding their rights to be free from domestic violence. Helping clients free themselves from domestic violence will impact their ability to maintain employment and help stabilize their financial circumstances.

Direct Services Provided	Outputs	Results
Educate clients regarding their legal rights under Florida law to remain free from domestic violence.	Assure the client that if their circumstances move closer to a domestic violence situation, that they can contact program and they will represent them in court and assist them in obtaining any other resources in the community that may be needed.	An increase in the client's ability to maintain employment by disengaging from a relationship that violent or was moving toward becoming a violent relationship. An increase in the stability of finances for the client by not being under the control of an abusive partner.
Provide legal representation to a client at a domestic violence protective injunction hearing.	Try to provide clients with a violence free home where they can be able to maintain employment without interference of an abuser. Provide clients with a situation where the money they earn can be spent as they see fit without having to turn over their paycheck to an abuser who will control all the household income and help keep the family living below the federal poverty line.	An increase in stability for the family home environment not preoccupied with domestic violence.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$2,500
(Last Year) 2013/14 Funding:	\$2,500
2014/15 Funding Recommendation:	\$3,000

Human Services Appropriations Committee Comments:

- This program serves an immediate health and human service need to a client population in need of assistance.

- \$4:\$1 match draws down \$12,000 from VOCA (Victims of Crime Act) to the community for the DV program.
- Program provides a critical service to victims of domestic violence that may not be able to seek legal counsel.

Program: Ready Through Remediation

Responsible Agency: Pace Center for Girls

25 word description: Ready Through Remediation improves our students math and reading skills, increasing their academic successes and the likely hood they will graduate from high school.

What the funds will be used for: They are requesting funds to continue the Ready through Remediation Program. One constant in the lives of their clients is academic/school failure. In order for them to proceed though the pupil progression plan, graduate from high school to become productive members of the community, they need the extra attention and support they receive through this program.

Direct Services Provided	Outputs	Results
Ready through Remediation	Each girls reading ability and grade level equivalency will be determined using the star assessment. An Individualized Reading Academic Improvement plan that addresses her identified deficiencies will be created for each girl. This plan will be met by providing individualized curriculum and instruction. Each girls progress will be monitored weekly, bi-weekly, monthly and every 4.5 months to evaluate the effectiveness of the plan. Plans will be modified as needed.	85% or more of the students will demonstrate a .5 or greater increase in reading grade level 90% or more will successfully complete their Academic Improvement Plan and will earn a minimum of 80% on their final grade for their reading course.
One-on-one math instruction and remediation	Same as above.	85% or more of the students will demonstrate a .5 or greater increase in Math grade level 90% or more will successfully complete their Academic Improvement Plan and will earn a minimum of 80% on their final grade for their Math course.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$4,900
(Last Year) 2013/14 Funding:	\$5,000
2014/15 Funding Recommendation:	\$5,000

Human Services Appropriations Committee Comments:

- Program is well managed with strong metrics and serves a critical need in the community.
- Program does an excellent job leveraging resources in the community.

Program: Social Services Basic Needs Program.

Responsible Agency: The Salvation Army

25 word description: This program strives to meet emergency needs of individuals and families that are experiencing an unexpected financial hardship through a comprehensive intake interview.

What the funds will be used for: The funds that the agency is requesting will be used to provide emergency financial assistance to individuals and families experiencing an unexpected financial crisis. This funding will assist in impacting our community by providing the resources to assist in moving the participants to a minimum level of self sufficiency.

Direct Services Provided	Outputs	Results
Screenings/Assessments are used to identify the emergency or crisis that an individual is experiencing in determining their need for our services.	Will perform an initial intake within forty-eight hours.	55% of those completing the intake have stable housing for at least 90 days and a active checking and savings account.
Financial Assistance	This program will assist the individuals and families with the short term assistance needed to meet the immediate financial hardship	60% of those that receive assistance will be able to remain in their residence with active utilities. Program participants that receive direct financial assistance will be attending four life skills classes and complete a household budget for 90 days.
Group activity/life skills classes	The program will work with a local banking institution that will assist in facilitating a portion of the life skills classes.	70% of the program participants will establish a checking and/or savings account within 90 days and complete a household spending plan.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$6,860
(Last Year) 2013/14 Funding:	\$8,000
2014/15 Funding Recommendation:	\$9,500

Human Services Appropriations Committee Comments:

- The program seeks to reduce poverty rates which align with County goals.
- The program holds clients accountable for their financial progress and provides the tools necessary for families to gain or re-gain economic self-sufficiency.

Program Name: Capstone Day Programs

Responsible Agency: Capstone Adaptive Learning and Therapy Centers, Inc.

25 word description: Committed to offering an array of programs and services for advancing the independence for children and adults with a spectrum of abilities and disabilities.

What the funds will be used for: Funding will be used to provide specialized health care, therapies and nursing oversight/services to monitor and maintain good health. Mobility/therapy services, critical to our population, prevents regression in physical capabilities, lessens skin breakdown, decreases short-term (ER visits) and long-term (nursing home) medical costs.

Direct Services Provided	Outputs	Results
Therapy/Repositioning Services for greater mobility/flexibility of clients	Clients who experience regular therapy/repositioning exercises can reduce the need to see a physician or hospitalization, thus continuing their day-to-day routine without increasing Escambia County's cost. This occurs because therapy/activity improves their circulation and decreases the chances of skin breakdown and infections due to pressure sores from being in one position for an extended period of time	95% of our program participants maintain their current level of range and motion in order to make hand gestures and help with transferring. Also, 95% of our program participants will be free from pressure sores each quarter.
Nursing Services/Medical Oversight to maintain/improve overall good physical/mental health of program participants.	Daily (Monday - Friday) medical, health and wellness checks/oversight on program attendees by Registered Nurses so early detection, preventative, proactive care measures may occur (medication administration, suction, skin breakdown, breathing treatments).	Anticipated results will be health maintained or improved for our clients. Reduced program absences due to health concerns (pressure wounds, ensure medications are administered, etc.) as a result of nursing oversight within their program.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$0
(Last Year) 2013/14 Funding:	Did Not Apply
2014/15 Funding Recommendation:	\$3,250

Human Services Appropriations Committee Comments:

- The Committee noted that this program is greatly needed in the community and it allows family members to attain and/or retain employment which is a benefit to the County.

Program: Speech and Hearing Board

Responsible Agency: Speech and Hearing Board through Baptist Health Care Foundation

25 word description: Speech and Hearing Board provide financial aid for Speech and Hearing diagnostics, therapies, and medical equipment for children and adults who cannot afford them.

What the funds will be used for: The funding requested will continue to be used for speech, hearing, language (communication), swallowing, and hearing diagnostic testing and therapies. They will provide service providers with the information needed to encourage their patients to take advantage of the financial services provided by Speech and Hearing to continue with their therapies. They will extend the financial service period in order to assure a more successful rehabilitation so that individuals can become independent and productive citizens of the Community; and/or enable their caregivers to return to productivity.

Direct Services Provided	Outputs	Results
Improve hearing or the ability to cope with or overcome speech/swallowing disorders in special needs patients.	Provide therapy/rehabilitation sessions as established in the initial evaluation.	Based on the measurement tools selected, they expect to be able to measure the progress made by each individual as they work to overcome their specific disabilities. They also will be able to measure how many patients and/or their caregivers are able to return to work based on the services provided.

Funding Recommendation:

	<u>County</u>
(2 Years Ago) 2012/13 Funding:	\$2,500
(Last Year) 2013/14 Funding:	\$1,500
2014/15 Funding Recommendation:	\$2,875

Human Services Appropriations Committee Comments:

- The committee feels that this program provides an invaluable service to the citizens of Escambia County and 100% of funding goes directly to patient care.
- The committee notes that this program has resulted in people returning to gainful employment, which equals more tax revenue for the County.

Available: \$0 CITY OF PENSACOLA				Human Services Appropriations Committee City / County Funding		Available: \$90,750 ESCAMBIA COUNTY						
2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Actual	AGENCY REQUESTING	2014/15 Requested	2013/14 Actual	2012/13 Actual	2011/12 Actual	2010/11 Actual	2009/10 Actual	2008/09 Actual	
\$ 10,000	\$ 11,300	\$ 9,300	\$ 4,300	American Red Cross	\$ 4,125	Did not Apply	\$ 2,450	\$ 6,500	\$ 10,000	\$ 7,300	\$ 7,300	
11,000	11,000	9,000	4,000	ARC Gateway	\$ 12,645	12,645	12,645	12,900	12,900	12,900	12,900	
5,000	4,000	3,300	1,000	Baptist Healthcare Speech and Hearing Board	\$ 2,875	1,500	2,500	5,000	4,000	1,000	2,000	
10,000	8,000	6,500	3,000	Boys & Girls Club	\$ 2,366	3,500	4,750	4,800	4,800	5,000	3,300	
				BRACE	\$ 3,000	1,125	0	0	0	0	0	
				Capstone Adaptive Learning & Therapy Centers, Inc.	\$ 3,250	Did not Apply	0	0	0	0	0	
*	*	*	*	Council on Aging	\$ 24,500	24,500	24,500	25,000	25,000	25,000	25,000	
				Epilepsy Foundation of Florida	\$ 2,330	2,330	0	0	0	0	0	
				Favorhouse	\$ 6,025	5,000	4,900	0	0	0	0	
				Legal Services of North Florida-Independence for Home	\$ 3,000	2,500	0	0	0	0	0	
				Legal Services of North Florida-Veterans Legal Assistan	\$ 1,875	1,500	500	0	0	0	0	
3,000	5,000	5,000	2,500	New Beginnings Recovery Homes	\$ 5,625	5,625	4,900	5,000	3,000	7,500	5,000	
				NWF Legal Services- Domestic Violence	\$ 3,000	2,500	2,500	2,500	2,500	0	0	
				Pace Center for Girls	\$ 5,000	5,000	4,900	0	0	0	0	
				Pensacola Humane Society	\$ 1,500	0	0	0	0	0	0	
17,000	10,000	5,000	2,300	The Salvation Army	\$ 9,500	8,000	6,860	7,000	7,000	7,000	5,000	
				United Way of Escambia County Legal Notice Fees	\$ 134	0	5,000	5,000	5,000	5,000	5,000	
\$ 56,000	\$ 49,300	\$ 38,100	\$ 17,100	GRAND TOTALS		\$ 90,750	\$ 75,725	\$ 76,405	\$ 73,700	\$ 74,200	\$ 70,700	\$ 65,500

* City of Pensacola Housing Department provides Council on Aging \$65,000 for FY 2015 through CDBG.

Totals

5 Agencies, 6 Programs

Human Services Appropriations Committee Funds Used for Local Match: \$41,400

State & Federal Funds Leveraged: \$168,912

Average Ratio: \$4.08:1

1. **Agency: BRACE – Be Ready Alliance Coordinating for Emergencies**
Program: Heritage Oaks
Funding Source: Corporation for National & Community Service
HSAC Funds Used for Match: \$3,000
Funds Leveraged from HSAC Funds: \$6,000
Ratio: \$2:1
2. **Agency: Council on Aging of NW Florida**
Program: Meals on Wheels
Funding Source: Community Care for the Elderly (state), Older American's Act (federal)
HSAC Funds Used for Match: \$24,500
Funds Leveraged from HSAC Funds: \$220,500
Ratio: \$9:1
3. **Agency: Favorhouse of Northwest Florida**
Program: Domestic Violence Shelter Program
Funding Source: Domestic Violence Trust Fund
HSAC Funds Used for Match: \$6,025
Funds Leveraged from HSAC Funds: \$18,075
Ratio: \$3:1
4. **Agency: Legal Services of North Florida**
Program: Veterans Legal Assistance
Funding Source: Victims of Crime Act (VOCA), Low Income Tax Clinic (LITC)
HSAC Funds Used for Match: \$1,875
Funds Leveraged from HSAC Funds: \$6,093
Ratio: \$3.25:1
5. **Agency: Legal Services of North Florida**
Program: Independence for Dependent and Homeless Youth
Funding Source: VOCA (Victims of Crime Act), Low Income Tax Clinic (LITC)
HSAC Funds Used for Match: \$3,000
Funds Leveraged from HSAC Funds: \$9,750
Ratio: \$3.25:1
6. **Agency: Northwest Florida Legal Services**
Program: Domestic Violence Program
Funding Source: VOCA (Victims of Crime Act)
HSAC Funds Used for Match: \$3,000
Funds Leveraged from HSAC Funds: \$12,000
Ratio: \$4:1

*Please note that there are 10 other programs in this year's recommendation report that do not have matching funding available for the recommended HSAC funding.

Published Daily-Pensacola, Escambia County, FL

PROOF OF PUBLICATION

State of Florida

County of Escambia:

Before the undersigned authority personally appeared Anna Hammes who, on oath, says that she is a personal representative of the Pensacola News Journal, a daily newspaper published in Escambia County, Florida; that the attached copy of advertisement, being a Legal in the matter of:

Legal Notice

Was published in said newspaper in the issue(s) of:

January 8, 2015

Affiant further says that the said Pensacola News Journal is a newspaper published in said Escambia County, Florida, and that the said newspaper has heretofore been published in said Escambia County, Florida, and has been entered as second class matter at the Post Office in said Escambia County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this **8th** day of **January, 2015**, by Anna Hammes, who is personally known to me.

 Affiant

 Notary Public

CHERYL MANISCALCO
Notary Public - State of Florida
Comm. Expires August 4, 2018
Comm. No. FF 147551

Legal Notice

The Human Services Appropriations Committee, on behalf of the Escambia County Board of County Commissioners, is accepting applications for funding from agencies and organizations who will use funding to provide health and human services to local residents.

Funding is expected to provide enhancement or expansion of an existing program. Only program funding requests will be considered (no capital funding). All applying organizations must complete certification through United Way of Escambia County by January 19, 2015. Certification information and application training workshop schedules can be found at <http://www.unitedwayescambia.org/partner-certification>.

Completion of an online application and an oral presentation are required. All requests will be reviewed by community volunteers who serve on the Health and Human Services Appropriations Committee. Individual funding recommendations will be made directly to the Board of County Commissioners for their final approval.

Applications must be completed online. Applicants must create a user name and password and be certified before you apply for funding.

Applications must be submitted online by February 20, 2015 before 4PM. For more information call 444-7140 or email marlena@unitedwayescambia.org

Legal No. 1635968 1T January 8, 2015

COASTAL BANK AND TRUST
P.O. BOX 23081
COLUMBUS GA 31902-3061

CARD SERVICES
P.O. BOX 2181
COLUMBUS GA 31902-2181

ACCOUNT 2
UNITED WAY OF ESCAMBIA
1301 W GOVERNMENT ST
PENSACOLA FL 32502-5314

**T0000730

CARD SERVICES

Account Number XXXX-XXXX-XXXX-8955

Payment Due February 13, 2015

New Balance

Minimum Payment

Amount Enclosed \$ _____.

Please Detach and Return With Your Payment

For customer service, call 1-888-237-6828, 24 hours a day, 7 days a week.

Visa Account Summary

Account Number XXXX-XXXX-XXXX
Statement Closing Date January 19, 2015
Credit Line
Available Credit
Minimum Payment
Payment Due Date February 13, 2015

Balance Summary

Previous Balance	
Payments and Credits	
Purchases and Debits	
Cash Advances	\$0.00
FINANCE CHARGE	\$0.00
New Balance	

Important Contact Information

(See reverse side for billing and other important information)

Payment Address: Card Services
P.O. Box 2181
Columbus, GA 31902-2181

Pay Online: www.commercialcardview.com

TTY Telephone: 1-877-254-3566

Customer Inquiries Address:	Commercial Customer Support P.O. Box 23061 Columbus, GA 31902-3061
Customer Service	1-888-237-6828 or 706-644-8917

Transaction Detail

[illegible]



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8267

County Attorney's Report 8. 1.

BCC Regular Meeting

Action

Meeting Date: 06/02/2015

Issue: Resolution of Workers' Compensation Lien in the matter of Ray Boutwell

From: Charles Peppler, Deputy County Attorney

Organization: County Attorney's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Resolution of Workers' Compensation Lien in the matter of Ray Boutwell.

That the Board of County Commissioners agree to resolve the outstanding workers' compensation lien in exchange for the lump sum payment by the claimant of \$45,000.00 from his third-party lawsuit settlement proceeds. The proposed resolution is also contingent upon approval by Meadowbrook Insurance Group, the excess insurance carrier for this date of loss.

BACKGROUND:

Ray Boutwell is a former equipment operator employed by the Escambia County Board of County Commissioners. On July 25, 2006, he was directing traffic at a roadside job site, when he was struck from behind by a moving dump truck. As a result of the accident, the claimant sustained severe injuries to his back, including multiple spinal fractures, with associated lower extremity pain and weakness. Subsequently, he also injured his neck in conjunction with a fall caused by his accident-related lower extremity weakness.

Following the initial accident and subsequent fall, the claimant underwent lumbar and cervical spine surgeries, which unfortunately were only minimally successful in addressing his ongoing symptoms. Consequently, the claimant was ultimately accepted as permanently and totally disabled. Thereafter, in 2012, the County approved the settlement of all past and future indemnity benefits in exchange for the lump sum payment to the claimant of \$200,000.00, inclusive of attorney's fees and costs. Medical benefits remain open, and this proposed resolution of the outstanding lien will have no effect upon the claimant's continued entitlement to medical care under the workers' compensation statute. At present, the claimant continues to undergo long-term pain management treatment.

In addition to his workers' compensation claim, Mr. Boutwell pursued a products liability action against Mack Trucks, the original manufacturer of the truck that struck him at the time of the accident; Gulf Coast Truck & Equipment Company, an authorized Mack dealer that purchased the truck from Mack and ultimately sold it to Escambia County; and Ox Bodies, a company that was hired by Gulf Coast to outfit the truck with a dump body. Mr. Boutwell asserted that the truck should have had more effective back-up alarms and a video camera.

Pursuant to Section 440.39, Florida Statutes, Escambia County and Meadowbrook Insurance Group, the excess insurer, retain a lien on any recovery by the claimant from any third party that caused the July 25, 2006 accident. On May 13, 2015, the parties attended a lengthy mediation in the above-outlined liability case. Following more than nine hours of negotiations, the defendants agreed to pay the claimant \$725,000.00 in complete settlement of any and all liability claims associated with the July 25, 2006 accident. However, the proposed settlement is contingent upon the Board of County Commissioners and Meadowbrook both agreeing to accept \$45,000.00 in complete satisfaction of the outstanding workers' compensation lien.

Recovery on a lien pursuant to Section 440.39 is controlled by the formula outlined in *Manfredo v. Employer's Casualty Insurance Company*, 560 So.2d 1162 (Fla. 1990). Effectively, the County and its insurer are permitted to recover on the lien at the same rate as the claimant recovers on the full value of his case against the allegedly at-fault third parties (i.e. $\text{Claimant's Net Third-Party Recovery} / \text{Total Value of Third-Party Case} = \text{Lien Recovery} / \text{Total Value of Lien}$). In making this calculation, the claimant's net recovery includes only the funds that he actually receives. Attorney's fees and costs must be excluded from the claimant's net third-party recovery and thus operate to reduce any lien recovery.

In the typical litigated case, the workers' compensation carrier attempts to recover at least 20% to 30% of the full value of the lien in accordance with the *Manfredo* formula. Unfortunately, however, in this case, such a recovery will not be possible. As discussed above, the claimant's third-party case has provisionally been settled for \$725,000.00. However, his attorney will receive 40% of that amount (\$290,000.00) as an attorney's fee, plus \$172,000.00 in costs accrued in litigating the case. Thus, after accounting for fees and costs, the claimant's net recovery amounts to just \$263,000.00.

Currently, the full value of the lien amounts to \$869,919.38. This figure excludes certain payments made on the workers' compensation claim that cannot be recovered in conjunction with the lien. If one assumes that the claimant's \$6 million valuation is correct, then the County and Meadowbrook would be entitled to recover 4.383% of the total lien value, which equates to \$38,131.46. At the lower valuation of \$5 million, the County and Meadowbrook would be entitled to recover 5.26% of the total lien value, which equates to \$45,757.76.

In order to avoid further litigation, the claimant and his attorney have agreed to pay \$45,000.00 from the settlement proceeds in full satisfaction of the lien. Brian T. Hanley, as the Worker's Compensation Counsel for Escambia County, recommends acceptance as a very reasonable settlement of the lien in this matter. Should the Board decide not

to approve the proposed resolution, the civil settlement likely will not move forward, and the case will likely proceed to trial. If the claimant prevails, then the lien recovery could potentially be higher; however, with all of the competing theories of fault, there is no guarantee. Moreover, if the claimant fails to prevail at trial, there will be no recovery on the lien at all. If the Board rejects the proposed resolution, and the parties nevertheless decide to proceed with the provisional settlement, the County would need to pursue an equitable distribution proceeding in circuit court. Given the various factors outlined above, Mr. Hanley believes it is unlikely that an equitable distribution proceeding would yield a greater lien recovery, and the County would also incur additional costs associated with litigating the matter.

After considering all of these factors, Mr. Hanley recommends that the Board approve the proposed resolution and agree to accept \$45,000.00 in full satisfaction of the outstanding lien. As discussed above, the proposed resolution must also be approved by Meadowbrook, the excess insurer, and it will not affect the claimant's continued entitlement to medical benefits under the workers' compensation statute.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

This recommendation was reviewed by Charles V. Peppler, Deputy County Attorney and it appears in accord with other recommendations made by Bolton & Helm, LLP on behalf of the County.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

No file(s) attached.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8288

County Attorney's Report 8. 1.

BCC Regular Meeting

Discussion

Meeting Date: 06/02/2015

Issue: Legal Services for Community Economic Development Agency

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Legal Services for Community Economic Development Agency.

That the Board discuss whether to authorize the County Attorney's Office to provide assistance to Community Economic Development Agency (CEDA) in processing a trademark registration with the U.S. Patent and Trademark Office and provide guidance on the issue of associated costs.

BACKGROUND:

On May 21, the Chief Executive Officer for CEDA requested legal assistance with the trademarking of the new CEDA logo.

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

No file(s) attached.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8290

County Attorney's Report 8. 2.

BCC Regular Meeting

Discussion

Meeting Date: 06/02/2015

Issue: Reschedule Public Hearing for the Operational Permit for Resource Extraction for Shortleaf Borrow Pit

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Rescheduling the Public Hearing for the Operational Permit for Resource Extraction for Shortleaf Borrow Pit

That the Board reschedule the public hearing for the operational permit for resource extraction for Shortleaf Borrow Pit from Thursday, June 25, 2015 at 5:31 p.m. to Thursday, July 7, 2015 at 5:33 p.m.

BACKGROUND:

The Board at its regularly scheduled meeting on May 21, 2015, approved to schedule a Public Hearing on June 25, 2015, at 5:31 p.m. (copy of Resume attached).

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

Horace Jones, Department Director for Development Services, will be responsible for the advertisement and posting the property for this public hearing.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

May 21, 2015 - BCC Resume

RESUME OF THE REGULAR BCC MEETING – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

III. FOR DISCUSSION

1. Recommendation: That the Board authorize a funding source to implement Community Redevelopment Plans for newly designated Community Redevelopment Areas (Funding source to be determined).

Approved 5-0 to allow the Neighborhood and Environmental Services to hire a full-time equivalent that would be able to draft the plans and then be the administrator of those plans, to be funded out Neighborhood Restoration, in the amount of \$85,000



2. Recommendation: That the Board take the following action with regard to "Operational Permit: Existing Resource Extraction Facility - Borrow Pit," for the following two borrow pits:

- A. Approve and authorize the Development Services Department of Escambia County, Florida, to issue an Operational Permit for Resource Extraction for Shortleaf Borrow Pit; and

Approved 5-0 to schedule Item A for a Public Hearing on June 25, 2015, at 5:31 p.m.

- B. Approve and authorize the Development Services Department of Escambia County, Florida, to issue an Operational Permit for Resource Extraction for Brickton Borrow Pit.

Approved 5-0



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8291

County Attorney's Report 8. 3.

BCC Regular Meeting

Discussion

Meeting Date: 06/02/2015

Issue: Exxon Valdez Environmental Fine Parity for the 2010 Deepwater Horizon Oil Spill Resolution

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Exxon Valdez Environmental Fine Parity for the 2010 Deepwater Horizon Oil Spill Resolution

Per the request of Commissioner Grover C. Robinson, IV, that the Board approve the Resolution concerning Exxon Valdez environmental fine parity for the Deepwater Horizon oil spill.

BACKGROUND:

N/A

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Resolution

RESOLUTION NUMBER R2015-__

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, URGING THE U.S. DEPARTMENT OF JUSTICE TO SEEK EXXON VALDEZ ENVIRONMENTAL FINE PARITY FOR 2010 DEEPWATER HORIZON OIL SPILL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, news media reports, elected officials, citizens and opinion leaders have noted similarity between the 1989 *Exxon Valdez* and the 2010 *Deepwater Horizon* oil spills as being uniquely large scale, damaging events to humans and wildlife; and,

WHEREAS, federal court rulings in both the *Exxon Valdez* oil spill and the *Deepwater Horizon* oil spill found the companies responsible to have operated recklessly or with gross negligence; and therefore, criminally and civilly liable for violating federal environmental laws including the Clean Water Act and the Natural Resource Damages Act; and,

WHEREAS, Exxon Corporation reached an out-of-court consent decree settlement in 1991 with the U.S. Department of Justice under President George H. W. Bush and the State of Alaska totaling \$1,125,000,000 for all environmental fines for a spill agreed to be 261,905 barrels in size; and,

WHEREAS, Federal Judge Carl Barbier has ruled that the amount of unrecovered oil spilled in the *Deepwater Horizon* disaster was 3,190,000 barrels, an amount which is 12.18 times larger than the 261,905 barrel *Exxon Valdez* oil spill; and,

WHEREAS, if the \$1,125,000,000 in total *Exxon Valdez* criminal and civil environmental fines were multiplied by 12.18, which is the amount Judge Barbier has ruled, the *Deepwater Horizon* oil spill is greater than the *Exxon Valdez* oil spill, then an equivalent fine (parity) for *Deepwater Horizon* would be \$13,702,500,000 in 1989 dollars; and,

WHEREAS, an inflation adjustment of 75.9% from 1989 to 2010 would mean that *Exxon Valdez* parity for all *Deepwater Horizon* environmental fines at \$13,702,500,000 in 1989 dollars would total \$24,102,697,500 in 2010 dollars; and,

WHEREAS, out-of-court consent decree settlements are common in federal oil spill cases; and,

WHEREAS, the *Exxon Valdez* parity resolution is intended to address the federal environmental fines only, and does not address the individual, business or

governmental claims or any clean-up costs resulting from the *Deepwater Horizon* incident.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. That the above stated recitals are true and correct and incorporated herein by reference.

SECTION 2. That the U.S. Department of Justice should seek environmental fines for *Deepwater Horizon* at no less than parity with the *Exxon Valdez* consent decree which equates to \$24,102,687,500 when the \$1,125,000,000 *Exxon Valdez* environmental fines consent decree total is adjusted for the larger size of the *Deepwater Horizon* oil spill (12.18 times larger) and adjusted for inflation from 1989 to 2010 (75.9%).

SECTION 3. That this Resolution shall take effect immediately upon its adoption by the Board of County Commissioners of Escambia County, Florida.

SECTION 4. The Clerk of the Board of the Escambia County Board of County Commissioners shall furnish a certified copy of this Resolution to U.S. Attorney General Loretta E. Lynch, Senator Bill Nelson, Senator Marco Rubio, Congressman Jeff Miller, and Florida Association of Counties General Counsel, Virginia "Ginger" Delegal immediately upon its adoption.

ADOPTED this _____ day of _____ 2015.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____
Deputy Clerk

(SEAL)i

Approved as to form and legal
sufficiency.

By/Title: _____
Date: 5/27/15



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

AI-8294

County Attorney's Report 8. 4.

BCC Regular Meeting

Discussion

Meeting Date: 06/02/2015

Issue: Acquisition of the "Ocean Wind" Vessel

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Acquisition of the "Ocean Wind" Vessel from Ocean Transport Corporation-

A. That the Board approve and accept the Bill of Sale and Certificate of Documentation transferring title of the "Ocean Wind" vessel from Ocean Transport Corporation to Escambia County.

B. That the Board approve and authorize the Chairman to execute the Indemnity Agreement from Ocean Transport Corporation relating to an unresolved claim of lien held by Southwestern Barge Fleet Services, Inc.

BACKGROUND:

By Board action on January 8, 2015, the Board previously approved the acquisition of the "Ocean Wind" vessel from Ocean Transport Corporation for deployment as an artificial reef. Thereafter, on May 1, 2015, Ocean Transport Corporation provided the Bill of Sale and Certificate of Documentation to transfer title of the "Ocean Wind" vessel to Escambia County.

On May 8, 2015, the "Ocean Wind" abstract of title was provided by the National Vessel Documentation Center, which included an unresolved claim of lien held by Southwestern Barge Fleet Services, Inc. in the amount of \$1,047.15. Ocean Transport Corporation subsequently provided an Indemnity Agreement to indemnify the County against any and all claims of Southwestern Barge Fleet Services, Inc. related to the transfer of title of the "Ocean Wind" vessel

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Bill of Sale

Certificate of Documentation

Indemnity Agreement

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard
BILL OF SALE

OMB No: 1625-0027

Expires: 06/30/2016

1. VESSEL NAME

OCEAN WIND

2. OFFICIAL NUMBER OR HULL ID
NUMBER 264248

3. NAME(S) AND ADDRESS(ES) OF SELLERS

OCEAN TRANSPORT CORPORATION
28103 INDIGO CREEK CT
PO BOX 489
FULSHEAR, TX 77441

3A. TOTAL INTEREST OWNED (IF LESS THAN 100%): _____%

4. NAME(S) AND ADDRESS(ES) OF BUYER(S) AND INTEREST TRANSFERRED TO EACH

EXCAMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
221 PALAFOX PLACE
PENSACOLA, FL 32502

4A. TOTAL INTEREST TRANSFERRED (100% UNLESS OTHERWISE SPECIFIED): _____%

4B. MANNER OF OWNERSHIP. UNLESS OTHERWISE STATED HEREIN, THIS BILL OF SALE CREATES A TENANCY IN COMMON, WITH EACH TENANT OWNING AN EQUAL UNDIVIDED INTEREST. CHECK ONLY ONE OF THE FOLLOWING BLOCKS TO SHOW ANOTHER FORM OF OWNERSHIP.

☐ JOINT TENANCY WITH RIGHT OF SURVIVORSHIP ☐ TENANCY BY THE ENTIRETIES ☐ COMMUNITY PROPERTY
☐ OTHER (DESCRIBE)

5. CONSIDERATION RECEIVED (ONE DOLLAR AND OTHER VALUABLE CONSIDERATION UNLESS OTHERWISE STATED)

US\$45,000.00

6. I (WE) DO HEREBY SELL TO THE BUYER(S) NAMED ABOVE, THE RIGHT, TITLE AND INTEREST IDENTIFIED IN BLOCK 4 OF THIS BILL OF SALE, IN THE PROPORTION SPECIFIED HEREIN.

VESSEL IS SOLD FREE AND CLEAR OF ALL LIENS, MORTGAGES, AND OTHER ENCUMBRANCES OF ANY KIND AND NATURE, EXCEPT AS STATED ON THE REVERSE HEREOF. VESSEL IS SOLD TOGETHER WITH AN EQUAL INTEREST IN THE MASTS, BOWSPRIT, SAILS, BOATS, ANCHORS, CABLES, TACKLE, FURNITURE, AND ALL OTHER NECESSARIES THERETO APPERTAINING AND BELONGING, EXCEPT AS STATED ON THE REVERSE HEREOF.

7. SIGNATURES OF SELLER(S) OR PERSON(S) SIGNING ON BEHALF OF SELLER(S).



8. DATE SIGNED

5/1/15

9. NAME(S) OF PERSON(S) SIGNING ABOVE, AND LEGAL CAPACITY IN WHICH SIGNED (E.G., OWNER, AGENT, TRUSTEE, EXECUTOR)

ROBERT J. LESHE
PRESIDENT AND OWNER OF OCEAN TRANSPORT CORPORATION

10. ACKNOWLEDGMENT (TO BE COMPLETED BY NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED BY A LAW OF A STATE OR THE UNITED STATES TO TAKE OATH.)

ON 5/1/15 THE PERSON(S) NAMED IN SECTION 9

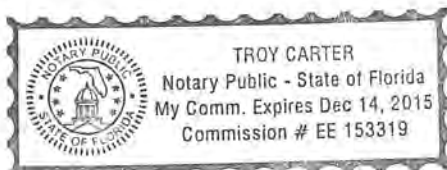
(DATE)

STATE: Florida

ABOVE ACKNOWLEDGED EXECUTION OF THE FOREGOING INSTRUMENT
IN THEIR STATED CAPACITY(IES) FOR THE PURPOSE THEREIN CONTAINED.

COUNTY: Martin

NOTARY PUBLIC:



MY COMMISSION EXPIRES:

12/14/15
(DATE)

VESSEL DATA

(COMPLETE THIS SECTION ONLY IF VESSEL HAS NEVER BEEN DOCUMENTED AND DOES NOT HAVE A HULL IDENTIFICATION NUMBER.)

A. BUILDER	B. BUILDER'S HULL NUMBER
C. FORMER NAME(S)	D. FORMER MOTORBOAT NUMBERS
E. FORMER ALIEN REGISTRATIONS	F. DIMENSIONS L= B= D=
G. PERSON FROM WHICH SELLER OBTAINED VESSEL	SIGNATURE OF SELLER

WARRANTIES/APPURTENANCES/LIMITATIONS/EXCEPTIONS

VESSEL IS BEING SOLD STRICTLY ON AN "AS IS, WHERE IS" BASIS, AND SELLER MAKES NO REPRESENTATIONS OR WARRANTIES REGARDING THE CONDITION OR SUITABILITY OF THE VESSEL FOR ANY PURPOSE WHATSOEVER.

INSTRUCTIONS

1. INDICATE CURRENT DOCUMENTED NAME. (IF VESSEL HAS NEVER BEEN DOCUMENTED SELLER MUST COMPLETE AND SIGN DATA SECTION ABOVE.)
2. INDICATE OFFICIAL NUMBER AWARDED TO VESSEL OR HULL IDENTIFICATION NUMBER ASSIGNED BY MANUFACTURER. (IF THE VESSEL HAS NO HULL IDENTIFICATION NUMBER AND HAS NEVER BEEN DOCUMENTED, SELLER MUST COMPLETE AND SIGN THE VESSEL DATA SECTION ABOVE.)
3. INSERT NAMES AND ADDRESSES OF ALL PERSONS SELLING VESSEL, ALONG WITH TOTAL INTEREST OWNED BY THOSE PERSONS. IF MORE ROOM IS NEEDED, AN ATTACHMENT MAY BE MADE SHOWING THE ADDRESSES OF THE SELLERS.
- 3A. SELF-EXPLANATORY.
4. INSERT NAMES AND ADDRESSES OF ALL BUYERS, ALONG WITH THE INTEREST TRANSFERRED TO EACH. IF THERE IS MORE THAN ONE BUYER AND NO DIVISION OF INTEREST IS SHOWN, THIS BILL OF SALE WILL RESULT IN EACH BUYER HOLDING AN EQUAL INTEREST. (IF MORE ROOM IS NEEDED, AN ATTACHMENT MAY BE MADE SHOWING THE ADDRESSES OF THE BUYERS.)
- 4A. SELF-EXPLANATORY.
- 4B. CHECK ONE OF THE BLOCKS TO CREATE A FORM OF OWNERSHIP OTHER THAN A TENANCY IN COMMON. IF "OTHER" IS CHECKED, THE FORM OF OWNERSHIP MUST BE DESCRIBED.
5. OPTIONAL IF THE AMOUNT PAID FOR THE VESSEL IS INSERTED, IT WILL BE NOTED ON THE VESSEL'S GENERAL INDEX.
6. SELF-EXPLANATORY. USE "REMARKS" SECTION ABOVE IF VESSEL IS NOT SOLD FREE AND CLEAR, OR TO LIST VESSEL APPURTENANCES WHICH ARE NOT SOLD WITH THE VESSEL.
7. SELF-EXPLANATORY.
8. SHOW THE DATE ON WHICH THE INSTRUMENT IS SIGNED.
9. IN ADDITION TO THE PRINTED OR TYPED NAME OF THE SIGNER, SHOW WHETHER THAT PERSON WAS ACTING AS AN OWNER, AS AN AGENT FOR AN OWNER, AS TRUSTEE, AS THE PERSONAL REPRESENTATIVE OR EXECUTOR OF AN ESTATE, OR OTHER CAPACITY WHICH ENTITLED THAT PERSON TO SIGN THE BILL OF SALE.
10. ANY ACKNOWLEDGMENT IN SUBSTANTIAL COMPLIANCE WITH THE LAW OF THE STATE WHERE TAKEN MAY BE ATTACHED TO THIS INSTRUMENT IN LIEU OF THE PREPRINTED ACKNOWLEDGMENT.

PRIVACY ACT STATEMENT

IN ACCORDANCE WITH 5 USC 552(A), THE FOLLOWING INFORMATION IS PROVIDED TO YOU WHEN SUPPLYING PERSONAL INFORMATION TO THE U.S. COAST GUARD.

1. **AUTHORITY:** SOLICITATION OF THIS INFORMATION IS AUTHORIZED BY 46 USC, CHAPTER 313 AND 46 CFR, PART 67.
2. THE **PRINCIPAL PURPOSES** FOR WHICH THIS INSTRUMENT IS TO BE USED ARE:
 - (A) TO PROVIDE A RECORD, AVAILABLE FOR PUBLIC INSPECTION AND COPYING, OF THE SALE OR OTHER CHANGE IN OWNERSHIP OF A VESSEL WHICH IS DOCUMENTED, WILL BE DOCUMENTED, OR HAS BEEN DOCUMENTED PURSUANT TO 46 USC, CHAPTER 121.
 - (B) PLACEMENT OF THIS INSTRUMENT IN A BOOK FOR EXAMINATION BY GOVERNMENTAL AUTHORITIES AND MEMBERS OF THE GENERAL PUBLIC.
3. THE **ROUTINE USE** WHICH MAY BE MADE OF THIS INFORMATION INCLUDES DEVELOPMENT OF STATISTICAL DATA CONCERNING DOCUMENTED VESSELS.
4. **DISCLOSURE** OF THE INFORMATION REQUESTED ON THIS FORM IS VOLUNTARY. HOWEVER, FAILURE TO PROVIDE THE INFORMATION COULD PRECLUDE FILING OF A BILL OF SALE AND DOCUMENTATION OF THE VESSEL NAMED HEREIN PURSUANT TO 46 USC, CHAPTER 121. MOREOVER, BILLS OF SALE WHICH ARE NOT FILED ARE NOT DEEMED TO BE VALID AGAINST ANY PERSON EXCEPT THE GRANTOR OR A PERSON HAVING ACTUAL KNOWLEDGE OF THE SALE. (46 USC 31321(A)).

AN AGENCY MAY NOT CONDUCT OR SPONSOR, AND A PERSON IS NOT REQUIRED TO RESPOND TO A COLLECTION OF INFORMATION UNLESS IT DISPLAYS A VALID OMB CONTROL NUMBER.

THE COAST GUARD ESTIMATES THAT THE AVERAGE BURDEN FOR THIS FORM IS 20 MINUTES. YOU MAY SUBMIT ANY COMMENTS CONCERNING THE ACCURACY OF THIS BURDEN ESTIMATE OR MAKE SUGGESTIONS FOR REDUCING THE BURDEN TO: U.S. COAST GUARD, NATIONAL VESSEL DOCUMENTATION CENTER, 792 T J JACKSON DRIVE, FALLING WATERS, WEST VIRGINIA 25419, OR OFFICE OF MANAGEMENT AND BUDGET, PAPERWORK REDUCTION PROJECT (1625-0027), WASHINGTON, DC 20503.

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National Vessel Documentation Center

Case Processing Dates as of 05/08/15

- Fish Initial Application: 04/24/15
- Fish Exchange, Reinstatement, and Replacement of COD: 04/23/15
- Commercial Initial Application: 04/24/15
- Commercial Exchange, Reinstatement, and Replacement of COD: 04/23/15
- Recreational Initial Application: 02/13/15
- Recreational Exchange, Reinstatement, and Replacement of COD: 02/12/15
- Mortgage: 10/23/14
- Notices of Claim of Lien: 07/24/14
- **Satisfactions: 05/06/13**
- Deletion with fees: 04/23/15
- Certificates of Ownership: 05/06/15
- Research (Including Complex): 05/06/15
- Abstract Processing (Including Abstract Pending Review): 05/05/15

******Updated Weekly******

Thank you for visiting the NVDC.

number of the vessel.

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IS A DOCUMENTED VESSEL EXEMPT FROM STATE JURISDICTION?

No, all documented vessels must comply with the laws of the state in which they are operated. The vessel's document must be shown to state law enforcement personnel upon their demand. States may require documented vessels to be registered (but not numbered) and to display state decals showing that they have complied with state requirements.

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IS THE VESSEL TENDER DOCUMENTED?

Documentation of your vessel does not cover the vessel's tender or dinghy. These craft fall within the jurisdiction of the motorboat numbering laws of the state of principal use. Please contact your state agency that handles the registration or numbering of motorboats for further information

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WHAT HAPPENS WHEN I SELL MY DOCUMENTED VESSEL?

When the sale is finalized you may complete a U.S. Coast Guard Bill of Sale (CG-1340) or complete the "Sale or Transfer of Vessel" section on the reverse of the Certificate of Documentation (CG-1270). Documentation forms, fee schedules, and instructions are available for downloading on this web site. If there is an outstanding mortgage, the mortgagee (lender) should complete a Satisfaction of Mortgage. The vessel cannot be removed from documentation with an outstanding mortgage.

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HOW LONG IS THE CERTIFICATE OF DOCUMENTATION VALID?

A Certificate of Documentation is valid for one year from the date of issue, providing there are NO CHANGES other than a change of owner's address. The Certificate must be renewed on an annual basis. Even though it is up to the owner to assure the document does not expire, the Coast Guard will send a Notice of Renewal to the managing owner approximately 45 days prior to expiration. See the instruction letter Renewal of Certificate of Documentation elsewhere at this site regarding renewal procedures.

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MAY I RENEW A LOST CERTIFICATE OF DOCUMENTATION?

NO. An Application for Replacement (CG-1258) must be filed along with a \$50.00 fee. If the lost document has already expired it must be exchanged. The fee would then be \$84.00 plus applicable endorsement fees.

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SHOULD I RETURN THE CERTIFICATE OF DOCUMENTATION WITH THE RENEWAL NOTICE?

NO, simply sign, date and return the Renewal Notice even if your address has changed. Please note the address change. You will receive a new certificate that shows your new address.

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UNITED STATES OF AMERICA

DEPARTMENT OF HOMELAND SECURITY
UNITED STATES COAST GUARD

NATIONAL VESSEL DOCUMENTATION CENTER

CERTIFICATE OF DOCUMENTATION

VESSEL NAME OCEAN WIND		OFFICIAL NUMBER 264248	IMO OR OTHER NUMBER 7215721	YEAR COMPLETED 1952	
HAILING PORT PENSACOLA FL		HULL MATERIAL STEEL		MECHANICAL PROPULSION YES	
GROSS TONNAGE	NET TONNAGE	LENGTH	BREADTH	DEPTH	
141 GRT	96 NRT	87.6	25.1	10.4	
PLACE BUILT ORANGE TX					
OWNERS OCEAN TRANSPORT CORPORATION		OPERATIONAL ENDORSEMENTS REGISTRY COASTWISE			
MANAGING OWNER OCEAN TRANSPORT CORPORATION 28103 INDIGO CREEK CT PO BOX 489 FULSHEAR TX 77441					
RESTRICTIONS NONE					
ENTITLEMENTS NONE					
REMARKS NONE					
ISSUE DATE JULY 09, 2014		 DIRECTOR, NATIONAL VESSEL DOCUMENTATION CENTER			
THIS CERTIFICATE EXPIRES					
AUGUST 31, 2015					



This certificate is not valid for operation of the vessel until the vessel is marked with the name, official number, and hailing port as shown on the certificate. The original certificate must be kept aboard the vessel at all times when in operation and must be presented upon the demand of federal, state or local officials for law enforcement purposes. Vessels with only a recreational endorsement may not engage in commercial trade.

Documented vessels may be registered by states for tax and other purposes and may be required to display a state decal. This certificate is valid for one year. Renewal is the responsibility of the owner. This certificate must be surrendered to the National Vessel Documentation Center (NVDC), 792 T J Jackson Drive, Falling Waters, West Virginia 25419, upon a change in ownership, change in state of incorporation, or a change in any other element shown on the certificate other than change of address. This certificate is invalid for any vessel other than one documented solely for recreation when the vessel is placed under the command of a person who is not a citizen of the U.S. The vessel and its equipment are liable to seizure and forfeiture to the U.S. government and the owner is liable for a civil penalty of not more than \$10,000.00 per violation. Each day of a continuing violation is a separate violation.

Any change in address of the managing owner must be reported promptly to the NVDC. You may contact us at (304) 271-2400.

Note: The certificate on the face of this document is not conclusive evidence of title in any proceeding where ownership is in issue. Complete records are on file at the NVDC. The sale or transfer section below is provided for convenience only.

SALE OR TRANSFER OF VESSEL

100% OF THE VESSEL IDENTIFIED HEREIN IS SOLD (TRANSFERRED) BY THE OWNER(S) NAMED ON THE FACE OF THIS CERTIFICATE TO THE FOLLOWING PERSON(S). ADDRESS MUST BE INCLUDED.

Escambia County Board of County Commissioners, 221 Palatka Place
Pensacola, FL 32502

IF SOLD (TRANSFERRED) TO MORE THAN ONE PERSON, THE PURCHASER(S)/TRANSFEREE(S) ARE TENANTS IN COMMON, EACH OWNING AN EQUAL UNDIVIDED INTEREST, UNLESS OTHERWISE INDICATED HEREIN: CHECK ONLY ONE OF THE FOLLOWING BLOCKS TO SHOW ANOTHER FORM OF OWNERSHIP.

- ☐ JOINT TENANCY WITH RIGHT OF SURVIVORSHIP ☐ TENANCY BY THE ENTIRETIES ☐ COMMUNITY PROPERTY
☐ OTHER

SIGNATURE OF SELLER(S)/TRANSFEROR(S) OR PERSONS SIGNING ON BEHALF OF SELLER(S)/TRANSFEROR(S):

[Signature]

Owner

DATE SIGNED:

5/1/15

NAME(S) OF PERSON(S) SIGNING ABOVE, AND LEGAL CAPACITY IN WHICH SIGNED (E.G. OWNER, AGENT, TRUSTEE, EXECUTOR)

Robert J. Leshe President

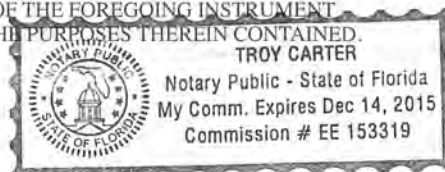
ACKNOWLEDGMENT (TO BE COMPLETED BY NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED BY A LAW OR A STATE OR THE UNITED STATES TO TAKE OATHS.)

ON 5/1/15 THE PERSON(S) NAMED
(DATE)

STATE: Florida

COUNTY: Martin

ABOVE ACKNOWLEDGED EXECUTION OF THE FOREGOING INSTRUMENT
IN THEIR STATED CAPACITY(IES) FOR THE PURPOSES THEREIN CONTAINED.



NOTARY PUBLIC
MY COMMISSION EXPIRES:

12/14/15

PRIVACY ACT STATEMENT

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AN 445371822419

INDEMNITY AGREEMENT

THIS INDEMNITY AGREEMENT (the "Agreement") made as of this _____ day of _____, 2015 (the "Effective Date"), by and between Escambia County, a political subdivision of the State of Florida, whose address is 221 Palafox Place, Pensacola, Florida 32502 (hereinafter referred to as the "Indemnatee") and Ocean Transport Corporation, whose address is 28103 Indigo Creek Court, Fulshear, Texas 77441 (hereinafter referred to as the "Indemnifier").

WITNESSETH:

NOW THEREFORE, in consideration of the mutual terms, conditions, covenants, promises and agreements contained herein and such other good and valuable consideration, the receipt and sufficiency of which consideration is acknowledged, the Indemnifier and the Indemnatee agree as follows:

1. **Definitions:** The following definitions shall apply to the Agreement:
 - (a) "Transaction" means transfer of title by purchase of the M/V Ocean Wind.
 - (b) "Expenses" means all costs incurred in the defense of any claim or action brought against the Indemnatee including attorneys' fees.
 - (c) "Notice of Indemnity" means a notice that has been provided by the Indemnatee to the Indemnifier describing an amount owing under this Agreement by the Indemnifier to the Indemnatee.
 - (d) "Parties" means both the Indemnatee and the Indemnifier.
 - (e) "Party" means either the Indemnatee or the Indemnifier.
2. **Indemnification:**

The Indemnifier will hold harmless and indemnify the Indemnatee against any and all claims and actions of **Southwestern Barge Fleet Services, Inc.** arising out of the participation of the Indemnatee in the Transaction, including, without limitation, expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with any liability, suit, action, loss, or damage arising or resulting from the Indemnatee's participation in the Transaction. Where prohibited by law, the above indemnification does not include indemnification of the Indemnatee against a claim caused by the negligence or fault of the Indemnatee, its agent or employee, or any third party under the control or supervision of the Indemnatee, other than the Indemnifier or its agent, employee or subcontractors.

3. **Notice of Claim:**

In the event of any claim or action, the Indemnatee will promptly provide the Indemnifier with written notice of the claim or action and will notify the Indemnifier within five (5) business days of the commencement of any legal proceedings relating to the

claim or action. The Indemnitee will provide the Indemnifier with all available information known to the Indemnitee relating to the claim or action.

4. **Settlement and Consent of Indemnifier:**

The Indemnitee will not settle any claim or action without first obtaining the written consent of the Indemnifier. The Indemnifier will not be liable for any amounts paid in settlement of any claim or action where written consent of the Indemnifier was not first obtained. The Indemnifier will not unreasonably withhold consent to any settlement.

5. **Payment:**

(a) All payments made by the Indemnifier to the Indemnitee will be made in full in immediately available funds within sixty (60) days of receipt of Notice of Indemnity from the Indemnitee and without deduction for any counterclaim, defense, recoupment, or set-off.

(b) Any Notice of Indemnity sent by the Indemnitee to the Indemnifier must be made in writing and contain a full listing of the items to be covered in the payment. Any payment made by the Indemnifier to the Indemnitee will contain a listing of items covered by the payment.

6. **Enforcement:**

If any right or remedy claimed by the Indemnitee under this Agreement is denied or is not paid by the Indemnifier, or on its behalf, within sixty (60) days after a written Notice of Indemnity has been submitted by the Indemnitee to the Indemnifier, the Indemnitee may then bring suit against the Indemnifier to recover any unpaid amounts and if successful in whole or in part, the Indemnitee will be entitled to be paid any and all costs related to resolving the claim.

7. **Notices:**

Any notices or deliveries required in the performance of this Agreement will be deemed completed when hand-delivered, delivered by agent, or seven (7) days after being placed in the post, postage prepaid, to the Parties to this Agreement at the addresses contained in this Agreement or as the Parties may later designate in writing.

8. **Governing Law :**

This Agreement will be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue for any action which is the subject of this Agreement shall be in Escambia County, Florida.

9. **General Provisions:**

(a) This Agreement contains all terms and conditions agreed to by the Indemnifier and the Indemnitee. Statements or representations which may have been made by either Party in the negotiation stages of this Agreement may in some way be inconsistent with this final written Agreement. All such statements are declared to be of no value to either Party. Only the written terms of this Agreement will bind the Parties.

(b) Any failure of either Party to enforce any of the terms, covenants and conditions in this Agreement does not infer or permit a further waiver of that or any other right or benefit under this Agreement. A waiver by one Party of any right or benefit provided in this Agreement does not infer or permit a further waiver of that right or benefit, nor does it infer or permit a waiver of any other right or benefit provided in this Agreement.

(c) This Agreement will pass to the benefit of and be binding upon the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

(d) The clauses, paragraphs, and subparagraphs contained in this Agreement are intended to be read and construed independently of each other. If any part of this Agreement is held to be invalid this invalidity will not affect the operation of any other part of this Agreement.

(e) All of the rights, remedies and benefits provided in this Agreement will be cumulative and will not be exclusive of any other such rights, remedies and benefits allowed by law or equity that the Parties may have now or may acquire in the future.

IN WITNESS WHEREOF, the Indemnitee and the Indemnifier have duly affixed their signatures under hand on this ____ day of _____, 2015.

Indemnitee:

Escambia County, Florida, a political
subdivision of the State of Florida

By: _____
Steven Barry, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

By: _____
Deputy Clerk
(SEAL)

Indemnifier:

Ocean Transport Corporation

ATTEST:

BY: _____
Robert J. Leshe, President

By: _____
Corporate Secretary

Date: _____