RESOLUTION NO. 14-05-29

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA
PIGGYBACKING THE MONROE COUNTY RFP FOR CREATION OF A SUSTAINABILITY ACTION PLAN
AND ACCEPTING THE PROPOSAL FROM ERIN L. DEADY, P.A. FOR SPECIALIZED PROFESSIONAL
SERVICES RELATED TO THE CREATION OF A SUSTAINABILITY ACTION PLAN FOR THE
VILLAGE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT AND
TAKE NECESSARY AND EXPEDIENT ACTION; AUTHORIZING THE VILLAGE MANAGER TO
EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Council of Islamorada, Village of Islands (the “Village”) is
dedicated to preservation of the built and natural environment; and

WHEREAS, the Village has been working on various initiatives to address issues
involving environmental sustainability; and

WHEREAS, the Village recognizes the need for immediate, coordinated and
visionary action to address the impacts of a changing climate and to ensure that the Village
provides for economic and environmental resilience within Monroe County; and

WHEREAS, Village Staff has recommended that the Village utilize the services of a
qualified independent consultant develop a comprehensive Sustainability Action Plan or Sea
Level Rise Plan; and

WHEREAS, in 2013, Erin L. Deady, P.A. (“Deady”) submitted the number one
ranked proposal to a Request for Proposals (“RFP”) issued by Monroe County for creation of
a sustainability action plan; and

WHEREAS, Deady subsequently entered into a contract with Monroe County for
services related to the creation of a sustainability action plan; and
WHEREAS, pursuant to the Village’s purchasing regulations, the Village desires to piggyback the Monroe County RFP (Sustainability Action Plan- July 2013) and subsequent award to Deady for the creation of a sustainability action plan for the Village; and

WHEREAS, Deady desires to provide the specialized professional services to the Village as set forth in the Agreement attached in Exhibit “A” hereto; and

WHEREAS, the Village Council finds that the waiver of competitive bidding for these services is in the best interests of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Agreement. The Village Council of Islamorada, Village of Islands hereby accepts the proposal from Deady and hereby approves the Agreement between the Village and Deady for specialized professional services related to the creation of a sustainability action plan and/or sea level rise action plan, as set forth in Exhibit “A” attached hereto, together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. Waiver of Purchasing Provisions. In accordance with Sections 2-328(1) and 2-328(2) of the Village Code, the Village Council hereby approves the waiver of competitive bidding to utilize the services of Deady.

Section 4. Authorization of Fund Expenditure. The Village Manager is hereby authorized to expend budgeted funds for the services set forth in the Agreements.
Section 5. Execution of Agreements. The Village Manager is hereby authorized to execute the Agreement set forth in Exhibit “A” attached hereto, to execute any necessary extensions and/or amendments to the Agreement and to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption.

Motion to adopt by Councilman Mike Forster, seconded by Vice Mayor Deb Gillis.

FINAL VOTE AT ADOPTION
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Ted Blackburn       YES
Vice Mayor Deb Gillis     YES
Councilman Mike Forster   YES
Councilman Ken Philipson  YES
Councilman Dave Purdo     YES

PASSED AND ADOPTED ON THIS 8th DAY OF MAY, 2014.

TED BLACKBURN, MAYOR

ATTEST:

SYNTHIA LANKFORD, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

ROGET V. BRYAN, VILLAGE ATTORNEY
AGREEMENT

THIS IS AN AGREEMENT dated this ___ day of May, 2014, between:

ISLAMORADA, VILLAGE OF ISLANDS, a Florida municipal corporation, hereinafter "VILLAGE;"

and

ERIN L. DEADY P.A.

a for profit corporation, authorized to do business in the State of Florida, hereinafter "CONSULTANT."

WITNESSETH:

In consideration of the mutual terms and condition, promises, covenants, and payments hereinafter set forth, VILLAGE and CONSULTANT agree as follows:

ARTICLE 1
PREAMBLE

In order to establish the background, context and form of reference for this Agreement and to generally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 WHEREAS, the Village Council of Islamorada, Village of Islands ("VILLAGE") is dedicated to preservation of the built and natural environment; and

1.2 WHEREAS, the VILLAGE recognizes the need for immediate, coordinated, and visionary action to address the impacts of a changing climate and ensure the VILLAGE provides for economic and environmental resilience in Southeast Florida; and

1.3 WHEREAS, the VILLAGE has been working on numerous initiatives to address sustainability issues, and the services of a qualified independent CONSULTANT is required to develop a comprehensive Sustainability Action Plan or Sea Level Rise Plan to align these individual efforts within a framework, vision and action plan; and

1.4 WHEREAS, CONSULTANT is a professional and qualified to render said services and responded to a Request For Proposal ("RFP") issued by Monroe County and CONSULTANT was the number one ranked proposer for the services and entered into a contract with Monroe County; and

Rev. 04-01-14
1.5 WHEREAS, pursuant to the VILLAGE’s purchasing regulations, the VILLAGE desires to piggyback the Monroe County RFP (Sustainability Action Plan- July 2013) and award (attached as Composite Exhibit “C”) for the development of a sustainability action plan; and

1.6 WHEREAS, on May 8, 2014, the Village Council of Islamorada, Village of Islands adopted Resolution No. 14-05-29, thereby awarding the work to CONSULTANT and authorizing the proper VILLAGE officials to enter into an agreement with CONSULTANT to render the services more particularly described herein below.

ARTICLE 2
SCOPE OF SERVICES

2.1 CONSULTANT shall perform and carry out in a professional and proper manner certain duties as described in the Statement of Work (Exhibit “A”) and the Scope of Work (Exhibit “B”) which are attached hereto and made a part of this Agreement. CONSULTANT warrants that it is authorized by law to engage in the performance of the activities herein described, subject to the terms and conditions set forth in these Agreement documents. The CONSULTANT shall at all times exercise independent, professional judgment and shall assume professional responsibility for the services to be provided. CONSULTANT shall provide services using the following standards, as a minimum requirement:

2.2 CONSULTANT hereby represents to VILLAGE, with full knowledge that VILLAGE is relying upon these representations when entering into this Agreement with CONSULTANT, that CONSULTANT has the professional expertise, experience and personnel to perform the services to be provided by CONSULTANT pursuant to the terms of this Agreement.

2.3 CONSULTANT assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with applicable recognized professional standards. All personnel engaged in performing services under this Agreement shall be fully qualified, and, if required, to be authorized or permitted under State and local law to perform such services.

2.4 To the extent that CONSULTANT uses SUBCONSULTANTs or independent CONSULTANTs, this Agreement specifically requires that SUBCONSULTANTs and independent CONSULTANTs shall not be an employee of or have any contractual relationship with VILLAGE. None of the work or services under this contract shall be subcontracted beyond that shown on SUBCONSULTANTs submitted to the VILLAGE by CONSULTANT. Approved SUBCONSULTANTs shall be subject to each provision of this contract and CONSULTANT shall be responsible and indemnify the VILLAGE for all SUBCONSULTANTs’ acts, errors or omissions.

ARTICLE 3
COMMENCEMENT OF SERVICES

3.1 The CONSULTANT shall commence work as directed by VILLAGE upon the effective date stated in a Notice to Proceed issued by the Village Manager or his/her designee.
ARTICLE 4
CONTRACT SUM

4.1 The VILLAGE hereby agrees to pay CONSULTANT for the faithful performance of this Agreement, for work completed in accordance with the Statement of Work, attached hereto as Exhibit “A”, and as directed by VILLAGE and this Agreement. Prices for work completed by the CONSULTANT shall be as reflected in CONSULTANT's Proposal and Scope of Work, a copy of which is attached hereto and made a part hereof as Exhibit "B" and attached hereto. The total contract amount shall not exceed Sixty Thousand Dollars ($60,000.00).

4.2 Payment to CONSULTANT for all tasks and charges under this Agreement shall be in accordance with the schedule set forth in Exhibit “B” hereto and the following conditions:

A. Disbursements. There are no reimbursable expenses associated with this Agreement.

B. Payment Schedule. Invoices received from CONSULTANT pursuant to this Agreement will be reviewed by the appropriate Village Department. If services have been rendered in conformity with the Agreement, the invoice will be sent to the VILLAGE’s Finance Department for payment.

C. Availability of Funds. VILLAGE’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation for its purpose by the Village Council.

D. Final Invoice. In order for both parties herein to close their books and records, the CONSULTANT will clearly state “Final invoice” on the CONSULTANT’s final bill to the VILLAGE.

4.3 The making and acceptance of the final payment shall constitute a waiver of all claims by the CONSULTANT, except those previously made and still unsettled.

4.4 CONSULTANT is prohibited from placing a lien on the VILLAGE’S property. This prohibition applies to; inter alia, all sub-consultants and SUBCONSULTANTs, suppliers and labors.

ARTICLE 5
CONSULTANT’S LIABILITY INSURANCE

5.1 The CONSULTANT shall not commence work under this contract until he has obtained all insurance required under this paragraph and such insurance has been approved by the VILLAGE nor shall the CONSULTANT allow any SUBCONSULTANT to commence work on his sub-contract until all similar such insurance required of the SUBCONSULTANT has been obtained and approved.

5.2 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the VILLAGE prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled until at least thirty days (30) prior written notice has been given to the VILLAGE. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

5.4 Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the VILLAGE. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this contract, then in that event, the CONSULTANT shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the contract and extension thereunder is in effect. The CONSULTANT shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

5.5 Comprehensive General Liability insurance to cover liability bodily injury and property damage. Exposures to be covered are: premises, operations, products/completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

   a) Workers’ Compensation Insurance – as required by law;
   b) General Liability Insurance - $500,000 per occurrence;
   c) Automobile Liability Insurance - $500,000 per occurrence, $500,000 per Accident for bodily injury and $500,000 per accident for property damage.

5.6 Recognizing that the work governed by this contract involves the furnishing of advice or services of a professional nature, the CONSULTANT shall purchase and maintain, throughout the life of the contract, Professional Liability Insurance which will respond to damages resulting from any claim arising out of the performance of professional services or any error or omission of the CONSULTANT arising out of work governed by this contract.

The minimum limits of liability shall be $500,000 per occurrence/$1,000,000 Aggregate.

5.7 The CONSULTANT shall hold the VILLAGE, its agents, and employees, harmless on account of claims for damages to persons, property or premises arising out of the operations to complete this Agreement and name the VILLAGE as an additional insured under their policy.

5.8 The VILLAGE reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

ARTICLE 6
PROTECTION OF PROPERTY

6.1 At all times during the performance of this Contract, the CONSULTANT shall protect the VILLAGE’s property and properties adjoining the Project site from all damage whatsoever on account of the work being carried on pursuant to this Agreement.
ARTICLE 7
CONSULTANT'S INDEMNIFICATION

7.1 The CONSULTANT agrees to release the VILLAGE from and against any and all liability and responsibility in connection with the above mentioned matters. The CONSULTANT further agrees not to sue or seek any money or damages from VILLAGE in connection with the above mentioned matters other than for payment pursuant to Article 4 herein.

7.2 The CONSULTANT agrees to indemnify and hold harmless the VILLAGE, its trustees, elected and appointed officers, agents, servants and employees, from and against any and all claims, demands, or causes of action of whatsoever kind or nature, and the resulting losses, costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees, sustained by the VILLAGE or any third party arising out of, or by reason of, or resulting from the CONSULTANT's negligent acts, errors, or omissions.

7.3 If a court of competent jurisdiction holds the VILLAGE liable for certain tortuous acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the VILLAGE may possess. The VILLAGE specifically reserves all rights as against any and all claims that may be brought.

ARTICLE 8
INDEPENDENT CONSULTANT

8.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONSULTANT is an independent CONSULTANT under this Agreement and not the VILLAGE's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out the CONSULTANT's activities and responsibilities hereunder provided. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the VILLAGE and the VILLAGE will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 9
CONTRACT BOND

9.1 No bond shall be required for this Agreement.
ARTICLE 10
CHANGES TO SCOPE OF SERVICES AND ADDITIONAL WORK

10.1 VILLAGE or CONSULTANT may request changes that would increase, decrease or otherwise modify the Scope of Services/Basic Services to be provided under this Agreement as described in Article 2 of this Agreement. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the VILLAGE and must be contained in a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. Each amendment shall at a minimum include the following information on each project:

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>PROJECT DESCRIPTION</th>
<th>ESTIMATED PROJECT COST</th>
<th>ESTIMATED COST FOR ADDITION OR CHANGE TO PROJECT CONTRACT</th>
<th>ESTIMATED PROJECT COMPLETION DATE</th>
</tr>
</thead>
</table>

10.2 In no event will the CONSULTANT be compensated for any work which has not been described in a separate written agreement executed by the parties hereto.

ARTICLE 11
TERM AND TERMINATION

11.1 This Agreement shall commence upon the effective date stated in a Notice to Proceed issued by the Village Manager or his/her designee, and shall remain in effect for such time as is contemplated by the VILLAGE.

11.2 This Agreement may be terminated by either party for cause, or the VILLAGE for convenience, upon thirty (30) days written notice by the VILLAGE to CONSULTANT in which event the CONSULTANT shall be paid its compensation for services performed to termination date. In the event that the CONSULTANT abandons this Agreement or causes it to be terminated, he shall indemnify the VILLAGE against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONSULTANT shall become the property of VILLAGE and shall be delivered by CONSULTANT to VILLAGE.

ARTICLE 12
CONTRACT DOCUMENTS

12.1 CONSULTANT and VILLAGE hereby agree that the following Specification and Contract Documents, which are attached hereto and made a part thereof, are fully incorporated herein and made a part of this Agreement, as if written herein word for word: this Agreement; Exhibit "A" and Exhibit "B", Village Council award; and all other exhibits thereto.
ARTICLE 13
MISCELLANEOUS

13.1 Legal Representation. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.

13.2 Assignments. 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 VILLAGE. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires VILLAGE approval. However, this Agreement shall run to the VILLAGE and its successors and assigns.

13.3 Records. CONSULTANT shall keep books and records and require any and all SUBCONSULTANTS to keep books and records as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONSULTANT expects to be reimbursed, if applicable. Such books and records will be available at all reasonable times for examination and audit by VILLAGE and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by VILLAGE of any fees or expenses based upon such entries.

VILLAGE is a public agency subject to Chapter 119, Florida Statutes. To the extent CONSULTANT is acting on behalf of VILLAGE pursuant to Section 119.0701, Florida Statutes, CONSULTANT shall:

a. Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by VILLAGE were VILLAGE performing the services under this agreement;

b. Provide the public with access to such public records on the same terms and conditions that the VILLAGE would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and

d. Meet all requirements for retaining public records and transfer to VILLAGE, at no cost, all public records in possession of the CONSULTANT upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the VILLAGE.

13.4 Ownership of Documents. Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of VILLAGE.
13.5 No Contingent Fees. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the VILLAGE shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

13.6 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONSULTANT and the VILLAGE designate the following as the respective places for giving of notice:

VILLAGE: Maria T. Aguilar, Village Manager
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

Copy To: Roget V. Bryan, Village Attorney
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

CONSULTANT: Attn: Erin L. Deady
Erin L. Deady, P.A.
1111 Hypoluxo Road, Suite 207
Lantana, FL 33462

13.7 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

13.8 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

13.9 Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

13.10 Severability. If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect,
and be enforced to the fullest extent permitted by law.

13.11 **Governing Law.** This Agreement shall be governed by the laws of the State of Florida with venue lying in Monroe County, Florida.

13.12 **Disputes.** Any claim, objection, or dispute arising out of the terms of this Agreement shall be litigated in the Sixteenth Judicial Circuit Court in and for Monroe County.

13.13 **Attorney's Fees.** To the extent authorized by law, in the event that either party brings suit for enforcement of this Agreement, the prevailing party shall be entitled to attorney's fees and court costs in addition to any other remedy afforded by law.

13.14 **Extent of Agreement.** This Agreement together with Contract Documents, attached as an Exhibit hereto, as amended herein above represents the entire and integrated agreement between the VILLAGE and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral.

13.15 **Waiver.** Failure of the VILLAGE to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.
IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates under each signature: The VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, duly authorized to execute same, and by CONSULTANT, by and through its President, duly authorized officer to execute same.

VILLAGE

ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

By: Maria Aguilar
Village Manager

The 30th day of May, 2014.

AUTHENTICATION:

Kelly Toth, Village Clerk

(SEAL)

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

Roget V. Bryan, Village Attorney
CONSULTANT

ERIN L. DEADY, P.A.

By: _______________

Print Name: _______________

Title: _______________

The 29th day of May, 2014.

AUTHENTICATE:

_________________________________________
Secretary

_________________________________________
Print Name

(CORPORATE SEAL)

WITNESSES:

KELLY TOOTH

Signature

Print Name

AMITA MUKO

Signature

Print Name

STATE OF FLORIDA  )

COUNTY OF MONROE  ) SS:

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared ERIN L. DEADY as President, of ERIN L. DEADY, a Florida corporation, and acknowledged executed the foregoing Agreement as the proper official of ERIN L. DEADY for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 29th day of May, 2014.

_________________________________________
NOTARY PUBLIC

NANCY E. JACOBSON
MY COMMISSION # FF 085902
EXPIRES: April 8, 2018
Bonded Through Notary Services

Rev. 04-01-14  Page 11 of 21
See attached document for Exhibit “A”

CONSULTANT’S STATEMENT OF WORK
EXHIBIT A

STATEMENT OF WORK

I. Introduction

The VILLAGE has very unique attributes making it extremely vulnerable to impacts such as sea level rise (SLR) and increased hurricane intensity. The Florida Keys is the proverbial “canary in the coal mine” for climate change due to the topography and geography. With its vulnerable habitat and economic dependence on the health of its terrestrial and marine ecosystems, VILLAGE has much to lose by not taking a strong leadership role on these issues. By engaging in this comprehensive SLR and resiliency analysis, the VILLAGE is proactively taking action by developing a Plan to address the impacts of SLR and resiliency. Because of its unique natural and terrestrial systems, it is important for the VILLAGE to demonstrate leadership and a visionary role by sustainably managing its resources and preparing for future resiliency challenges.

With the collection of this initial data, implementation of projects and dedication of staff, a Plan could consolidate these efforts, with recommendations to be integrated within the VILLAGE’s existing policy structure, which will then serve as the “blueprint” for taking conceptual item to action items.

The purpose of the VILLAGE’s planning effort is to create an open, transparent and participatory dialogue between local governments, community members, business owners, and other key area stakeholders concerning the VILLAGE’s commitment and process to implement strategies related to the triple bottom line balancing (1) economic prosperity, (2) environmental health and (3) social equity.

Almost all impacts from climate change relate to increasing air temperatures, with global SLR largely attributable to the thermal expansion of the oceans and melting of glaciers and ice sheets. Modeling will be performed for various SLR scenarios in the community and the VILLAGE. The result of this process will be the development of a cohesive Plan, based upon data, policy and regulations, providing a blueprint for the VILLAGE (internally) and community (externally) to become more resilient to climate vulnerabilities.

II. Vision

The vision of the Plan for VILLAGE is to:

A. Describe the VILLAGE;
B. Characterize and model various community and VILLAGE sea level and climate resiliency threats;
C. Provide a timeline for the Plan’s implementation; and
D. Define an Implementation Section for turning the Plan into action and transparently tracking and reporting progress toward its goals, including funding.

Implementation of a Plan shall be mindful of existing planning and policy making processes. These efforts are in addition to the previous work from the VILLAGE’s EECBG grant and other resiliency-related steps the VILLAGE has taken. The VILLAGE has already completed many efforts to collect data and take steps toward becoming a more resilient and sustainable organization and serve as a model for similar efforts with other agencies and the community.
Additionally, funding for recommendations that stem from any Plan is a primary focus. The approach to the Plan will include two major approaches to overcome these obstacles. First, policy recommendations should be based upon real data that will make the VILLAGE more competitive for funding sustainability and climate-related initiatives with grant funds as part of a larger cohesive effort. Second, the process of tracking the success of the Plan, on an annual basis, in conjunction with its capital planning process, allows the VILLAGE to constantly monitor its successes and setbacks in achieving its goals. Goals shall be qualitative and quantitative as appropriate.

III. Purpose

The development of a Plan is essential to advance the VILLAGE’s climate resiliency strategies. The Plan will serve as a blueprint for guiding the VILLAGE’s efforts to meet its objectives in this important arena and provide a tangible document that can be used to:

1) Highlight the VILLAGE’s existing initiatives;  
2) Demonstrate the VILLAGE’s commitment to resiliency; 
3) Support funding requests; 
4) Model the effects of SLR on the community and the VILLAGE; and 
5) Educate and inform the community.

IV. Project Description: The primary project objectives are to:

a. Provide a long term blueprint for public and private sector decision-making that substantially advances the VILLAGE in its pursuit of resiliency and quality of life; and

b. Develop options for sea level rise scenarios. Assumptions will be determined based on data developed by the VILLAGE, new data and shall coincide with its long range planning process; and

c. The resulting Plan shall include a vision statement, goals, objectives, modeling results and policy recommendations incrementally building based on a mutually decided planning horizon. A 5-year planning horizon shall be referenced.

V. Project Components. The CONSULTANT shall build upon the VILLAGE’s previous data collection efforts.

a. Project Management: Regularly meet with VILLAGE’s project team to coordinate data needs, access staff expertise, and ensure full understanding and agreement on scope specifications, including desired deliverable formats. Conduct meetings/presentations with VILLAGE Council, VILLAGE administration, VILLAGE staff, and community stakeholders as to the progress of the Plan as well as any input from the departments of Plan evaluation/monitoring responsibilities.
b. **Data collection and updating inventory development:** Data collection, existing conditions analysis, trend analysis and documentation of existing data and data needs or challenges. CONSULTANT shall conduct various SLR modeling efforts in conjunction with this effort.

c. **Strategy Development:** Technical support documentation, set goals objectives and policies.

d. **Engage Citizens and Businesses:** Steps to build additional stakeholder support; requires coordination and collaboration with VILLAGE staff/officials, participating agencies and the public throughout the project to ensure support and acceptance of preferred alternatives and policy documents by the public, VILLAGE Council and other reviewing entities; will include coordination with VILLAGE and regional partners as required to acquire available data, identify best practices and contribute to countywide and regional initiatives;

**VI. Scope of Services**

The CONSULTANT will assist the VILLAGE with building upon and moving forward with what has already been accomplished and established as sustainability initiatives. The CONSULTANT will work collectively with representatives of VILLAGE departments, volunteers from the community, other governmental agencies, and utilities providers to complete the scope of work. The CONSULTANT will analyze and prioritize initiatives that effectively and efficiently meet the overall purpose of the planning effort. These prioritized actions shall be linked to a cost along with estimated returns on investment and staff resources to be dedicated when feasible.

**VII. Tasks.**

The Tasks are as follows:

**Task 1.0: Kick-Off Meeting & Ongoing VILLAGE coordination**

a. Kick-off meeting within first month of contract initiation

b. Minimum of at least bi-monthly calls with Project Manager as needed

c. Council Workshop on Plan After Draft Report

d. One on one meetings with project team and Council on Plan

**Task 2.0: Communications Strategy**

a. Branding of Planning effort and publicity (Prepare media releases to engage media to cover the investment and results of this program)

**Task 3.0: Baseline Assessment/Gap Analysis**

a. Identification of data sources (Baseline assessment of data including habitat, LIDAR, land use, etc.)
b. Identification of data needs (Gap Analysis)

c. Final Data Report of existing data and needed data

Task 4.0: Modeling Deliverables

The CONSULTANT shall use a multi-tool approach including two key focus areas: 1) VILLAGE impacts, infrastructure and habitat and 2) a community based approach utilizing COAST which can be used to a) predict potential cumulative damages to user-defined assets from SLR and storms using a scenario-based approach; and b) evaluate relative costs and benefits of user-defined adaptation strategies.

On the Community based side, for COAST, although it is a technical tool, its primary value is how it connects the technical with the social, political, and economic realities of implementing local adaptation. Through proper implementation, stakeholders are drawn in to active discussions about their future. They choose the COAST inputs, from the vulnerable assets to the specific scenarios and adaptation strategies to evaluate. Using local data for vulnerable assets (real estate, infrastructure, economic activity, natural resources, human health, or other) and for candidate adaptation actions wherever possible, COAST model results generate local enthusiasm and buy-in not available through most other approaches.

a. With County staff, determine the specific location for community-based use of the COAST model. Team development for outreach and logistics.

b. Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of initial public meeting.

c. Run a day-long public meeting to parameterize no-action COAST iterations. Confirm inputs with County staff.

d. Run the COAST software to produce 3D visualizations of avoided costs for assets and SLR and storm surge thresholds stakeholders have identified.

e. Present no-action results to County staff via webinar, review strategy for presentation at a second public meeting.

f. Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of a second public meeting.

g. Run second day-long public meeting to present and review no-action results and consider, select, and customize two candidate adaptation actions to model, from among the categories of "fortify," accommodate," and "relocate," for the asset they have chosen.
h. Run the COAST software to produce new results under the two stakeholder-identified adaptation action scenarios.

i. Present action scenario results to County staff via webinar, review strategy for presentation at a third public meeting.

j. Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of third public meeting.

k. Present action scenario results and host discussions about their implications, in the third public meeting.

l. Prepare final report to the County with 3D maps and cumulative expected damage tables evaluating costs and benefits for the no-action scenarios and for adaptation-action scenarios that stakeholders have designed. Include narrative interpretation of the facilitated sessions; what directions stakeholders have voiced they may wish to lead with the results or see County officials examine further; and written interpretation of map and table results and what the results might suggest for policy and finance possibilities.

a.1. Assemble project steering and technical review sub-groups that will oversee and provide peer commentary on all project modeling aspects

b.1. Assemble, review, and synthesize existing SLR vulnerability data layers and assessments as conducted by Monroe County, South Florida Water Management District, and the Southeast Florida Regional Climate Change Compact.

c.1. Work with staff and stakeholders to identify gaps in existing information, and also identify needs for higher resolution and/or additional spatial datasets needed for specific infrastructural decision-support and natural resource management needs

d.1. Develop visualizations and general assessments of SLR vulnerabilities for Monroe County using the Nature Conservancy’s Coastal Resilience 2.0 Tool, the Florida Department of Transportation’s SLR Sketch Tool, and custom GIS assessments.

e.1. Intersect outputs of road segments identified as vulnerable using FDOT SLR Sketch Tool to develop a sub-list of specific road segments known to flood currently on king tides or minor storm events.

f.1. Coordinate technical modeling approaches and provide outreach assistance through on-line webinars and in person presentations.

g.1. Participate in GIS Training Session to develop in house capacity on work flow methods for estimation of parcel level elevations given current Municipal data.
h. 1. Develop a draft report that describes technical approach and findings, while also providing recommendations for near-term adaptation actions, data needs and development, and policy tools for future adaptation planning cycles.

i.1. Workshop to Council on Results of Infrastructure Analysis

j.1. Integrate draft report comments from technical reviewers, county staff, and project partners to develop final report, which will be synthesized into the Climate Plan.

k.1. Invitation to Monroe County technical workshop on SLR planning, insurance, and legal issues for local governments (FL Sea Grant)

l.1 Peer Review

m.1. Coordination with open source Coastal Resilience 2.0 Tool (TNC)

n.1. Data Collection integration (TNC)

o.1. Participation in Community Technical Workshop (TNC)

Task 5.0: Goal Development and Prioritization

The STAR Community Rating System (“STAR”) is the nation’s first voluntary, self-reporting framework for evaluating, quantifying, and improving the livability U.S. communities which includes numerous Goal Areas relating to climate adaptation. The CONSULTANT shall use STAR, or other appropriate method, as the method to determine an initial “rating” and then improve upon that rating over a specified period of time.

STAR is an online system that gathers, organizes, analyzes, and presents information required to meet sustainability goals. It is premised on a framework of sustainability and resiliency goals, objectives and evaluation measures. Local leaders can set goals and measure progress across sustainability themes using the evaluation measures included in the Rating System. A community can address all or some of the Goals and Objectives and determine if there are additional outcomes to measure.

Within the Goals and Objectives specific performance measures are included such as regulatory changes, land acquisitions, new policies or plans relating to sustainability and community resiliency. The CONSULTANT has included a STAR subscription into this scope of work and will use the process as a performance management tool for the Plan.

a. Integration of existing Data into STAR Community Index (includes Participating Membership)

b. Data Collection and Upload for STAR Certification

c. Web-based Goal prioritization (Mindmixer) During Project

d. Draft Goal Report
e. Final Goal Report
f. Public Workshop on Goal Development

**Task 6.0: Strategy Development, Performance and Monitoring**

a. Develop strategies to meet goals
b. Review and analyze performance measures

d. **Task 7.0: Implementation Plan, Milestones and Schedule**

   a. Review capital planning process, Comprehensive Plan and Code for additional consistency
   b. Create recommendations and actions for implementation (with projects, programs, initiatives and milestones)
   c. Review funding opportunities and constraints
d. Prioritize recommendations as short, medium and long term

The preceding Tasks deal with the development of the actual Plan with public input from stakeholders. The Plan identifies the policies and measures that the VILLAGE will take to achieve the goals defined. Per the VILLAGE’s request, the Plan will include policies, initiatives and strategies; policy recommendations; an implementation strategy and performance measures for establishing the timeframes to accomplish short, medium and long-range planning horizons. These Tasks will also involve implementation of the Communications Strategy, and portions of that relating to public involvement.

**Task 8.0: Final Plan Development**

a. First Draft of Plan Outline
b. Second Draft of Plan Outline
c. Format of Plan
d. Graphic design of Plan
e. First Draft of Plan
f. Second Draft of Plan
g. Integrate Modeling Results into Plan
h. Public Workshop on Plan
i. Final Plan
Plan Implementation, will addresses the policies and measures in the Plan. The Team will analyze financing alternatives and ways to implement the Plan by incorporating its recommendations into existing policy structures such as the capital improvements planning process, the Comprehensive Plan and Code of Ordinances. In this way, many recommendations can hopefully be implemented with little or no new cost to the VILLAGE.

Tasks will also involve recommendations on monitoring and verifying progress, which is an ongoing process beyond this scope of work and the Team recommends that the STAR Community Index provide this framework.
See attached document for Exhibit “B”

CONSULTANT’s Scope of Work
<table>
<thead>
<tr>
<th>Task</th>
<th>Deliverables</th>
<th>Targeted Date</th>
<th>Quantity</th>
<th>SOW</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Task 1.0: Kick-Off Meeting &amp; Ongoing County Coordination</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>Kick-off meeting within first month of contract initiation</td>
<td>1-Jun</td>
<td>1</td>
<td>$500</td>
</tr>
<tr>
<td>b.</td>
<td>Minimum of at least bi-monthly calls with Project Manager as needed</td>
<td>2x per month</td>
<td>16</td>
<td>$1,600</td>
</tr>
<tr>
<td>c.</td>
<td>Council Workshop on Plan After Draft Report</td>
<td>15-Nov</td>
<td>1</td>
<td>$600</td>
</tr>
<tr>
<td>d.</td>
<td>One on one meetings with PM and Council on Plan</td>
<td>August</td>
<td>1</td>
<td>$525</td>
</tr>
<tr>
<td>Task 1.0 Total</td>
<td></td>
<td></td>
<td></td>
<td>$3,225</td>
</tr>
<tr>
<td><strong>Task 2.0: Communications Strategy</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>Branding of Planning effort and publicity (Prepare media releases to engage media to cover the investment and results of this program)</td>
<td>June-September</td>
<td>1</td>
<td>$1,850</td>
</tr>
<tr>
<td>Task 2.0 Total</td>
<td></td>
<td></td>
<td></td>
<td>$1,850</td>
</tr>
<tr>
<td><strong>Task 3.0: Baseline Assessment/Gap Analysis</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>Identification of data sources (Baseline assessment of data including habitat, LIDAR, land use, etc.)</td>
<td>July</td>
<td></td>
<td>$750</td>
</tr>
<tr>
<td>b.</td>
<td>Identification of data needs (Gap Analysis)</td>
<td>August</td>
<td></td>
<td>$750</td>
</tr>
<tr>
<td>c.</td>
<td>Final Data Report of existing data and needed data</td>
<td>August</td>
<td>1</td>
<td>$725</td>
</tr>
<tr>
<td>Task 3.0 Total</td>
<td></td>
<td></td>
<td></td>
<td>$2,225</td>
</tr>
<tr>
<td><strong>Task 4.0: Modeling Deliverables (If COAST is pursued, then recommendation is Begin Fall 2014)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>With County staff, determine the specific location for community-based use of the COAST model. Team development for outreach and logistics.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>b.</td>
<td>Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of initial public meeting.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>c.</td>
<td>Run a day-long public meeting to parameterize no-action COAST iterations. Confirm inputs with County staff.</td>
<td>10-Sep</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>d.</td>
<td>Run the COAST software to produce 3D visualizations of avoided costs for assets and SLR storm surge thresholds stakeholders have identified.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>e.</td>
<td>Present no-action results to County staff via webinar, review strategy for presentation at a second public meeting.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>f.</td>
<td>Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of a second public meeting.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>g.</td>
<td>Run second day-long public meeting to present and review no-action results and consider, select, and customize two candidate adaptation actions to model, from among the categories of &quot;fortify,&quot; accommodate,&quot; and &quot;relocate,&quot; for the asset they have chosen.</td>
<td>12-Oct</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>h.</td>
<td>Run the COAST software to produce new results under the two stakeholder-identified adaptation action scenarios.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Present action scenario results to County staff via webinar, review strategy for presentation at a third public meeting.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>j.</td>
<td>Working with County staff and/or other extension groups that will be the outreach and coordination leads, support organization of third public meeting.</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>k.</td>
<td>Present action scenario results and host discussions about their implications, in the third public meeting.</td>
<td>10-Dec</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>
l. Prepare final report to the County with 3D maps and cumulative expected damage tables evaluating costs and benefits for the no-action scenarios and for adaptation-action scenarios that stakeholders have designed. Include narrative interpretation of the facilitated sessions; what directions stakeholders have voiced they may wish to head with the results or see County officials examine further; and written interpretation of map and table results and what the results might suggest for policy and finance possibilities.

<table>
<thead>
<tr>
<th>Task 4.0 Total</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COAST sites</td>
<td>Total Coast Modeling: Community Engagement Directed: $26,000</td>
</tr>
<tr>
<td></td>
<td>Assumes lower cost in conjunction with County doing additional COAST sites</td>
</tr>
<tr>
<td></td>
<td>Target timeline for infrastructure Modeling: July-September</td>
</tr>
<tr>
<td>a.1.</td>
<td>Assemble project steering and technical review sub-groups that will oversee and provide peer commentary on all project modeling aspects: 1-Jul</td>
</tr>
<tr>
<td>b.1.</td>
<td>Assemble, review, and synthesize existing sea level rise vulnerability data layers and assessments as conducted by Monroe County, South Florida Water Management District, and the Southeast Florida Regional Climate Change Compact: 15-Jul</td>
</tr>
<tr>
<td>c.1.</td>
<td>Work with staff and stakeholders to identify gaps in existing information, and also identify needs for higher resolution and/or additional spatial datasets needed for specific infrastructural decision-support and natural resource management needs: 15-Jul</td>
</tr>
<tr>
<td>d.1.</td>
<td>Develop visualizations and general assessments of sea level rise vulnerabilities for Monroe County using the Nature Conservancy’s Coastal Resilience 2.0 Tool, the Florida Department of Transportation’s Sea level Rise Sketch Tool, and custom GIS assessments: 15-Aug</td>
</tr>
<tr>
<td>e.1.</td>
<td>Intersect outputs of road segments identified as vulnerable using FDOT Sea Level Rise Sketch Tool to develop a sub-list of specific road segments known to flood currently on king tides or minor storm events: 15-Aug</td>
</tr>
<tr>
<td>f.1.</td>
<td>Coordinate technical modeling approaches and provide outreach assistance through online webinars and in person presentations: Ongoing</td>
</tr>
<tr>
<td>g.1.</td>
<td>Participate in GIS Training Session to develop in house capacity on work flow methods for estimation of parcel level elevations given current Municipal data: 16-Jun</td>
</tr>
<tr>
<td>h.1.</td>
<td>Develop a draft report that describes technical approach and findings, while also providing recommendations for near-term adaptation actions, data needs and development, and policy tools for future adaptation planning cycles: 30-Aug</td>
</tr>
<tr>
<td>i.1.</td>
<td>Workshop to Council on Results of Infrastructure Analysis: September</td>
</tr>
<tr>
<td>j.1.</td>
<td>Integrate draft report comments from technical reviewers, county staff, and project partners to develop final report, which will be synthesized into the Climate Plan: 15-Oct</td>
</tr>
<tr>
<td>k.1.</td>
<td>Invitation to Monroe County technical workshop on sea level rise planning, insurance, and legal issues for local governments (FL Sea Grant) Task: TBD</td>
</tr>
<tr>
<td>l.1. Peer Review</td>
<td>Don’t project needing a budget at this time.</td>
</tr>
<tr>
<td>m.1.</td>
<td>Coordination with open source Coastal Resilience 2.0 Tool (TNC) Task: June-July</td>
</tr>
<tr>
<td>n.1.</td>
<td>Data Collection integration (TNC) Task: July-August</td>
</tr>
<tr>
<td>o.1. Participation</td>
<td>Community Technical Workshop (TNC) Task: TBD</td>
</tr>
<tr>
<td></td>
<td>Village Infrastructure analysis discounted due to economy of scale data collection with County</td>
</tr>
<tr>
<td></td>
<td>Do not project a budget need at this time</td>
</tr>
</tbody>
</table>
**Task 5.0: Goal Development and Prioritization**

<table>
<thead>
<tr>
<th>a.</th>
<th>Integration of existing Data into STAR Community Index (includes Participating Membership)</th>
<th>July - December</th>
<th>1</th>
<th>$500</th>
<th>For a Reporting Community Subscription</th>
</tr>
</thead>
<tbody>
<tr>
<td>b.</td>
<td>Data Collection and Upload for STAR Certification</td>
<td>Certification process</td>
<td>6</td>
<td>$500</td>
<td>To assist with data upload</td>
</tr>
<tr>
<td>c.</td>
<td>Web-based Goal prioritization (Mindmixer) During Project</td>
<td>October</td>
<td>1</td>
<td>$800</td>
<td>1 Online surveying effort to define goals</td>
</tr>
<tr>
<td>d.</td>
<td>Draft Goal Report</td>
<td>September</td>
<td>1</td>
<td>$550</td>
<td></td>
</tr>
<tr>
<td>e.</td>
<td>Final Goal Report</td>
<td>October</td>
<td>1</td>
<td>$450</td>
<td></td>
</tr>
<tr>
<td>f.</td>
<td>Public Workshop on Goal Development</td>
<td>November</td>
<td>1</td>
<td>$1,183</td>
<td>1 Public Workshop</td>
</tr>
</tbody>
</table>

**Task 5.0 Total** $3,983

**Task 6.0: Strategy Development, Performance and Monitoring**

| a. | Develop strategies to meet goals | November | 1 | $700 | |
| b. | Review and analyze performance measures and develop monitoring system | October | 1 | $700 | |

**Task 6.0 Total** $1,400

**Task 7.0: Implementation Plan, Milestones and Schedule**

| a. | Review capital planning process, Comprehensive Plan and Code for additional consistency | October | 1 | $800 | |
| b. | Create recommendations and actions for implementation (with projects, programs, initiatives and milestones) | October | 1 | $850 | |
| c. | Review funding opportunities and constraints | November | 1 | $500 | |
| d. | Prioritize recommendations as short, medium and long term | November | 1 | $500 | |

**Task 7.0 Total** $2,650

**Task 8.0: Final Plan Development**

| a. | First Draft of SAP Outline | August | 1 | $300 | |
| b. | Second Draft of SAP Outline | September | 1 | $400 | |
| c. | Format of SAP | September | 1 | $400 | |
| d. | Graphic design of Plan | December | 1 | $2,950 | |
| e. | First Draft Sustainability Action Plan | January | 1 | $1,700 | |
| f. | Second Draft of Sustainability Action Plan | February | 1 | $1,200 | |
| g. | Integrate Modeling Results into Sustainability Action Plan | February | 1 | $1,600 | |
| h. | Public Workshop on Plan | February | 1 | $1,200 | 1 Public Workshop on Plan |
| i. | Final SAP | March | 1 | $1,350 | |

**Total Task 8.0** $11,100

**TOTAL** $59,433

**Assumptions:**

One-year subscription to the Self Assessment Tool, which allows you to test different data submittal approaches and determine your preliminary STAR Community Rating