

SUGGESTED AGENDA

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS
PERRY, FLORIDA

TUESDAY, FEBRUARY 16, 2021
9:00 A.M.

201 E. GREEN STREET
TAYLOR COUNTY ADMINISTRATIVE COMPLEX
OLD POST OFFICE

IN AN EFFORT TO PROTECT THE PUBLIC AND THE BOARD OF COUNTY
COMMISSIONERS, A CONFERENCE LINE HAS BEEN SET UP TO
ACCOMMODATE COMMUNITY ACCESS TO THE MEETING.

CONFERENCE LINE: 1-917-900-1022
ACCESS CODE: 32347#

THIS IS NOT A TOLL-FREE NUMBER AND YOU MAY BE SUBJECT TO
LONG DISTANCE CHARGES, ACCORDING TO YOUR LONG
DISTANCE PLAN.

When the chairperson opens the meeting for public comment, please follow the below
instructions:

If you wish to speak please dial *5. The moderator will unmute your line when it is your turn to
speak, and notify you by announcing the last 4 digits of your telephone number. Please
announce your name and address. You will be allowed to speak for 3 minutes.

THIS MEETING WILL ALSO BE LIVE STREAMED ON THE TAYLOR
COUNTY BOARD OF COUNTY COMMISSIONERS FACEBOOK PAGE
<https://www.facebook.com/taylor.bocc>

If you wish to view the meeting on Facebook you must have a Facebook profile. Search under
Taylor Bocc and you can view the meeting at 9:00 AM. The Facebook livestream will not be
monitored for questions or comments, please call the conference call number if you wish to
speak.

NOTICE IS HEREBY GIVEN, PURSUANT TO FLORIDA STATUTES 286.0105, THAT ANY PERSONS DECIDING TO APPEAL ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE MEETING AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

ANY PERSON WISHING TO ADDRESS THE BOARD REGARDING AN AGENDAED ITEM WILL BE GIVEN THREE (3) MINUTES FOR COMMENT. A COMMENTER MAY ONLY SPEAK ONE (1) TIME FOR EACH AGENDAED ITEM.

1. Prayer
2. Pledge of Allegiance
3. Approval of Agenda

BIDS/PUBLIC HEARINGS:

4. THE BOARD TO HOLD A PUBLIC HEARING, SET FOR THIS DATE AT 9:00 A.M., OR AS SOON THEREAFTER AS POSSIBLE, TO CONSIDER THE ADOPTION OF A RESOLUTION REGARDING THE BOARD'S INTENT TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM SPECIAL ASSESSMENTS THROUGHOUT THE UNINCORPORATED AREA OF THE COUNTY, FOR THE COST OF PROVIDING SOLID WASTE COLLECTION AND DISPOSAL SERVICES, FACILITIES AND PROGRAMS.

CONSENT ITEMS:

5. THE APPROVAL OF MINUTES OF OCTOBER 5, 20, NOVEMBER 2, 11 AND 17, DECEMBER 1, 7 AND 22, 2020.
6. EXAMINATION AND APPROVAL OF INVOICES.

PUBLIC REQUESTS:

7. DAVID JAHOSKI, GOVERNMENT SERVICES GROUP (GSG), TO APPEAR TO PROVIDE AN UPDATE ON THE TAYLOR COUNTY CARES ACT FUNDING EXPENDITURE PLAN.

GENERAL BUSINESS:

8. THE BOARD TO DISCUSS NAMING FIRE STATION 2 IN HONOR OF FORMER COMMISSIONER, MALCOLM PAGE, AS AGENDAED BY COMMISSIONER FEAGLE.

COUNTY ADMINISTRATOR ITEMS:

9. THE BOARD TO CONSIDER APPROVAL OF DRAFT CARES ACT SUB-RECIPIENT AGREEMENT WITH TAYLOR COUNTY HEALTH DEPARTMENT, AS AGENDAED BY LAWANDA PEMBERTON, COUNTY ADMINISTRATOR.
10. THE BOARD TO CONSIDER APPROVAL FOR DRAFT CARES ACT SUB-RECIPIENT AGREEMENT WITH THE CITY OF PERRY, AS AGENDAED BY THE COUNTY ADMINISTRATOR.
11. THE COUNTY ADMINISTRATOR TO DISCUSS INFORMATIONAL ITEMS.
12. COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED ITEMS:
13. BOARD INFORMATIONAL ITEMS:

Motion to Adjourn

FOR YOUR INFORMATION:

- THE AGENDA AND ASSOCIATED DOCUMENTATION, IF APPLICABLE, IS AVAILABLE TO THE PUBLIC ON THE FOLLOWING WEBSITE:

www.taylorcountygov.com

- IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT MARSHA DURDEN, ASSISTANT COUNTY ADMINISTRATOR, 201 E. GREEN STREET, PERRY, FLORIDA, 850-838-3500, EXT.7, WITHIN TWO (2) WORKING DAYS OF THIS PROCEEDING.
- ANY PERSON WISHING TO ADDRESS THE BOARD REGARDING AN AGENDAED OR NON-AGENDAED ITEM WILL BE GIVEN THREE (3) MINUTES FOR COMMENT.
- BALLOTS USED TO APPOINT CITIZENS TO ADVISORY COMMITTEES AND ADVISORY BOARDS ARE AVAILABLE FOR PUBLIC INSPECTION AFTER THE MEETING AND ARE RETAINED AS PART OF THE PUBLIC RECORD.

RESOLUTION

A RESOLUTION OF TAYLOR COUNTY, FLORIDA ELECTING TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM SPECIAL ASSESSMENTS LEVIED WITHIN THE UNINCORPORATED AREA OF TAYLOR COUNTY, FLORIDA; STATING A NEED FOR SUCH LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Taylor County, Florida (the "County") is contemplating the imposition of special assessments to fund the provision of solid waste collection and disposal services, facilities, and programs; and

WHEREAS, the County intends to use the uniform method for collecting non-ad valorem special assessments for the cost of providing solid waste collection and disposal services, facilities, and programs to property within the unincorporated area of the County as authorized by section 197.3632, Florida Statutes, as amended, because this method will allow such special assessments to be collected annually commencing in November 2020, in the same manner as provided for ad valorem taxes; and

WHEREAS, the County held a duly advertised public hearing prior to the adoption of this Resolution, proof of publication of such hearing being attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED:

1. Commencing with the Fiscal Year beginning on October 1, 2021, and with the tax statement mailed for such Fiscal Year and continuing until discontinued by the County, the County intends to use the uniform method of collecting non-ad valorem assessments authorized in section 197.3632, Florida Statutes, as amended, for collecting non-ad valorem assessments to fund the provision of solid waste collection and disposal services, facilities, and programs within the unincorporated and all incorporated areas of the County. Such non-ad valorem assessments shall be levied within the unincorporated area of the County. A legal description of such area subject to the assessments is attached hereto as Exhibit B and incorporated by reference.

2. The County hereby determines that the levy of the special assessments is needed to fund the cost of solid waste collection and disposal services, facilities, and programs in the unincorporated area of the County.

3. Upon adoption, the Clerk of Court is hereby directed to send a copy of this Resolution to the Florida Department of Revenue, the Taylor County Tax Collector, and the Taylor County Property Appraiser by March 10, 2021.

4. This Resolution shall be effective upon adoption.

DULY ADOPTED this 16th. day of February, 2021.

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA

BY: THOMAS DEMPS, Chairman

Attest:

GARY KNOWLES, Clerk

EXHIBIT B

LEGAL DESCRIPTION

The boundary lines of Taylor County are as follows: Beginning in the mouth of the Big Aucilla River; thence northerly, concurrent with the east boundary of Jefferson County, along the thread of said river to where same is intersected by the middle line of township two south, range five east; thence east on said middle township line, concurrent with the south boundary line of Madison County, across ranges six, seven and eight east to the range line between ranges eight and nine east; thence south on said range line to the township line between townships two and three south; thence east on said township line to the range line between ranges nine and ten east; thence south on said range line, concurrent with the west boundary of Lafayette County to the middle line of section seven, township seven south, range ten east; thence east on said middle line to the east line of said section seven; thence due south on the east line of said section seven and other sections to the township line between townships seven and eight south; thence east on said township line to the east line of section four, township eight south, range ten east, or the northwest corner of Dixie County; thence south, concurrent with the west boundary of Dixie County, on the east line of said section four and other sections to where same intersects the thread of the Steinhatchee River; thence southerly along the thread of the said Steinhatchee River to the mouth of said river; thence northerly through the Gulf of Mexico, including the waters of said gulf within the jurisdiction of the State of Florida, to the place of beginning.



SMALL BUSINESS ASSISTANCE ELIGIBILITY FORM

Taylor County CARES Round 2

Eligibility Confirmation (ALL BOXES MUST BE CHECKED):

Applicant must check box to confirm that each statement is true for all questions. If any statement is not true, the business is not eligible.

- ☐ Business did not receive a grant from the County in the Small Business Assistance Program, Round 1 in calendar year 2020.
- ☐ Business is a "For-profit" Business.
- ☐ Business has fifty (50) or less employees or full-time equivalent (FTE) employees.
- ☐ Business is not a publicly traded company.
- ☐ Business has experienced a business interruption or closures due to COVID-19.
- ☐ Business has not received funds covered by insurance or reimbursement from the Federal Payroll Protection Program (PPP), or other local, state, or federal sources in excess of \$100,000 related to COVID-19.
- ☐ Business is expected to operate after applicable local and state emergency guidelines are removed.
- ☐ Business commits to following all recommended COVID-19 safety guidelines.
- ☐ Business has earned less than 3.0 million in gross annual income for 2019.
- ☐ Business is physically located and operated within the boundaries of Taylor County, Florida.
- ☐ Business must be an established business or a new business.
 - **Established Business:** has been operating since January 1, 2019.
 - **New Business:** business must be in place before April 1st, 2020.
- ☐ Business is current on all Payroll taxes.
- ☐ Business is current on all Sales and Unemployment taxes.
- ☐ Business is current on all Property taxes.
- ☐ Business is current on all Federal Income taxes.
- ☐ Business has no current unpaid code enforcement liens or violation of any state, federal or local laws.
- ☐ No Business Owners, including all Managing Members and/or Officers, have been convicted of financial crimes within the past three years.
- ☐ No business owners and such individuals' spouse and/or employees are related to and/or current elected officials, directors, officers, employees, members on the advisory board, or contractors of the County.
 - If applicant is related to a County employee, information regarding the County employee will need to be provided (name, position, and contact information) to verify that there is no conflict of interest.
- ☐ Proof of status on Property taxes if property is owned or lease agreement if property is leased.

Grant Award

Maximum Award Budget: Up to \$450,000 in funding combined for new and established businesses.

- **Established Businesses** qualify for a one-time award up to \$10,000 for organizations that meet the eligibility criteria.
- **New Businesses** qualify for a one-time award up to \$5,000 for organizations that meet the eligibility criteria.



INDIVIDUAL ASSISTANCE ELIGIBILITY FORM Taylor County CARES Round 2

Individual Assistance Overview

Taylor County has allocated CARES Act funding to provide direct emergency financial relief for individuals and families throughout Taylor County that are experiencing hardships caused by Coronavirus (COVID-19). This grant is intended to provide short-term support for the following:

1. Rental Assistance
2. Mortgage Assistance
3. Utility Assistance

Eligibility Confirmation (ALL BOXES MUST BE CHECKED):

- ☐ Must be a full-time Taylor County resident for each of the past twelve (12) consecutive months.
- ☐ Must be 18 years old or older.
- ☐ Must verify loss of income due to COVID-19.
- ☐ Must have worked an average of at least 30 hours per week between March 1, 2020 and the application date, or if applicable, between March 1, 2020 and the date the applicant was laid off, furloughed, or had work hours reduced due to COVID-19.
- ☐ Must verify financial difficulty with rent, mortgage, and/or utility payments during the same period.
- ☐ Income threshold may not exceed AMI guidelines of 120% median income. Please see guidelines below.

AMI GUIDELINES:

<u>Household Size</u>	<u>Extreme Low 30%</u>	<u>Very Low 50%</u>	<u>Low 80%</u>	<u>Moderate 120%</u>
1	\$12,760	\$18,500	\$29,600	\$44,400
2	\$17,240	\$21,150	\$33,800	\$50,760
3	\$21,720	\$23,800	\$38,050	\$57,120
4	\$26,200	\$26,400	\$42,250	\$63,360
5	\$28,550	\$28,550	\$45,650	\$68,520
6	\$30,650	\$30,650	\$49,050	\$73,560
7	\$32,750	\$32,750	\$52,400	\$78,600
8	\$34,850	\$34,850	\$55,800	\$83,640

Grant Award

Each applicant is eligible for a grant award of up to **\$5,000** and will be eligible to be approved for up to 3 months of rental/mortgage and/or utility assistance. Please note that awards should not exceed \$5,000 per applicant.

Taylor CARES Plan

CARES ACT Committee Recommendations

Individual Assistance

- Up to \$450,000 in Funding
- Up to \$5,000 per Household
- Mortgage, Rental and Utility Assistance
- Revise eligibility criteria to 120% AMI
- Removed Mobile Home Age Requirements

Small Business Assistance

- Up to \$450,000 in Funding
- Up to \$5,000 for New Businesses
- Up to \$10,000 for Established businesses
- First-Come Basis
- 2020 Program Recipients Not Eligible

Non-Profit Assistance

- Extend Food Stabilization Support to:
 - ⑩ Farmshare
 - ⑩ Second Harvest Food Bank
 - ⑩ Senior Center
- Additional Awards of \$10,000 each, for a total of \$30,000.
- Increases the Award to \$15,000 per Entity

Project Management Considerations

- \$20,000 for Direct Expenses for Communications, Social Media Outreach and Advertising
- Incremental Expenses for 2nd Round of Funding (Outreach / Advertising)
- Utilize Balance of Current Contract's "Not to Exceed Amount"



Taylor CARES Project Update

February 2021



INDIVIDUAL ASSISTANCE ELIGIBILITY FORM Taylor County CARES Round 2

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Individual Assistance

Eligibility Criteria



SMALL BUSINESS ASSISTANCE ELIGIBILITY FORM Taylor County CARES Round 2

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- ☐ Business is current on all Sales and Unemployment taxes.
- ☐ Business is current on all Property taxes.
- ☐ Business is current on all Federal Income taxes.
- ☐ Business has no current unpaid code enforcement liens or violation of any state, federal or local laws.
- ☐ No Business Owners, including all Managing Members and/or Officers, have been convicted of financial crimes within the past three years.
- ☐ No business owners and such individuals' spouse and/or employees are related to and/or current elected officials, directors, officers, employees, members on the advisory board, or contractors of the County.
 - o If applicant is related to a County employee, information regarding the County employee will need to be provided (name, position, and contact information) to verify that there is no conflict of interest.
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Small Business Assistance

Eligibility Criteria

Thank You



TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



THE BOARD TO CONSIDER APPROVAL OF DRAFT CARES ACT SUBRECIPIENT AGREEMENT WITH TAYLOR COUNTY HEALTH DEPARTMENT.

MEETING DATE REQUESTED:

FEBRUARY 16, 2021

Statement of Issue: TO ALLOW FOR CARES ACT FUNDING FOR TEMPORARY STAFFING.

Recommended Action: APPROVE CERTIFICATION AGREEMENT

Fiscal Impact: \$34,000

Budgeted Expense: N/A

Submitted By: LAWANDA PEMBERTON, COUNTY ADMINISTRATOR

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: THE BOARD HAS APPROVED A TOTAL OF \$34,000 FOR ADVANCE PAYMENT TO THE TAYLOR COUNTY HEALTH DEPARTMENT TO FUND STAFFING NEEDED FOR THE COVID-19 RESPONSE. PER THE COUNTY HEALTH DEPARTMENT THE FUNDING WOULD BE POTENTIALLY UTILIZED TO HIRE NURSING STAFF AND CONTACT TRACERS. UNSPENT FUNDING WOULD BE RETURNED TO THE COUNTY.

Options: APPROVE/ DO NOT APPROVE

Attachments: DRAFT AGREEMENT

**CARES ACT SUBRECIPIENT AGREEMENT BETWEEN TAYLOR COUNTY AND THE
TAYLOR COUNTY HEALTH DEPARTMENT**

1. Subrecipient name (which must match the registered name in DUNS): **TAYLOR COUNTY HEALTH DEPARTMENT**
2. Subrecipient's DUNS number (see 2 C.F.R. § 200.32 "Data Universal Numbering System (DUNS) number"):
3. Federal Award Identification Number (FAIN): **21.019 Coronavirus Relief Fund**
4. Federal Award Date (see 2 C.F.R. § 200.39 "Federal award date"): **March 1, 2020**
5. Subaward Period of Performance:

Effective Date: **March 1, 2020**

Termination Date: **September 30, 2021**

6. Amount of Federal Funds Obligated by this action: **\$34,000**
7. Total Amount of Federal Funds Obligated to the Subrecipient: **\$34,000**
8. Total Amount of the Federal Award Subject to this Agreement: **\$34,000**

Request Description	Amount Subject to Agreement
Temporary Staffing during COVID - 19	\$34,000
Grand Total	\$34,000

9. Federal award project description: **Coronavirus Aid, Relief, and Economic Security Act (CARES Act) must be used for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) between March 1, 2020 to September 30, 2021.**

10. Name of Federal awarding agency, pass-through entity and contact information for awarding official:

Federal Awarding Agency – United States Department of the Treasury
Pass Through Entity – State of Florida, Division of Emergency Management
Pass Through Entity - **Taylor County, Florida**
Contact Information for Awarding Official of Pass-Through Entity- **Thomas Demps, Chair, District 5**

11. CFDA Number and Name: **21.019 Coronavirus Relief Fund: Note: funding is considered "Other Financial Assistance".**
12. Identification of whether the award is for research and development (R&D): **No.**
13. Indirect cost rate for the Federal award (including whether the de minimis rate is charged per 2 C.F.R. § 200.414 "Indirect (F&A) costs"): **Not Applicable**

ATTACHMENT A
FDEM AGREEMENT

ATTACHMENT B
SUBRECIPIENT EXPENDITURE PLAN

1. Subrecipient name: **Taylor County Health Department**
2. Subrecipient's DUNS number:
3. Description of Eligible Expenditure Approved by the Taylor County Board of County Commissioners on February 16, 2021:

Request Description	Amount Subject to Agreement
Temporary Staffing during COVID - 19	\$34,000

ATTACHMENT C

SUPPORTING DOCUMENTATION REQUIREMENTS

Supporting documentation must be provided for each amount for which reimbursement is being claimed. Each piece of documentation should clearly reflect the dates on which the service and/or goods were provided and show that actual payment was made for same (i.e. via cancelled checks or comparable means). Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.).

Listed below are examples of the types of documentation representing the minimum requirements for various categories of costs:

1. Salaries: A payroll register or similar documentation should be submitted. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.

2. Fringe Benefits: Fringe Benefits should be supported by invoices showing the amount paid on behalf of the employee (e.g., insurance premiums paid). If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown.

Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.

3. Travel: Reimbursement for travel expenses must be in accordance with Section 112.061, Florida Statutes, and include sufficient documentation as to expenses for which reimbursement is sought and also the purpose of the travel.

4. Other direct costs: Reimbursement will be made based on paid invoices/receipts.

5. Indirect costs: If the contract specifies that indirect costs will be paid based on a specified rate, then the calculation should be shown.

6. Contractual Services (Subcontractors): Reimbursement requests for payments to subcontractors must be substantiated by copies of invoices with backup documentation identical to that required from the Subrecipient. Subcontracts which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours/time spent on the Project. All multipliers used (i.e., fringe benefits, overhead, and/or general and administrative rates) shall be supported by audit. If the County determines that multipliers charged by any subcontractor exceeded the rates supported by audit, the Subrecipient shall be required to reimburse such funds to the County within thirty (30) days of written notification. Interest on the excessive charges shall be calculated based on the prevailing rate used by the State Board of Administration.

ATTACHMENT D-1

FEDERAL PROVISIONS APPLICABLE TO SUBRECIPIENT

The projects, programs, and activities to be funded under this Agreement are fully or partially funded by Federal grants and therefore, the Subrecipient and its contractors will be required to comply with the following provisions:

1. **Drug Free Workplace Requirements:** All Subrecipients and contractors entering into Federal funded contracts over the simplified acquisition threshold (as defined at 41 U.S.C. § 134) must comply with the Drug Free Workplace Act of 1988 (41 U.S.C. 8102), which requires the Subrecipient to take certain actions to provide a drug-free workplace.

2. **Davis-Bacon Act:** If applicable, the Subrecipient agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. §§ 3141-3144 and 3136-3148), and to require all of its contractors performing work under this Agreement to adhere to same. The Subrecipient and its contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Subrecipient and its contractors are required to pay wages not less than once a week. If the grant award contains Davis Bacon provisions, the Subrecipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in the solicitation documents. The decision to award a contract shall be conditioned upon the acceptance of the wage determination. The Subrecipient shall must report all suspected or reported violations of the Davis-Bacon Act to the County.

3. **Copeland Anti Kick Back Act:** Subrecipient and its contractors shall comply with all the requirements of the Copeland Anti-Kickback Act (18 U.S.C. § 874 and 40 U.S.C. § 3145, as supplemented by Department of Labor regulations at 29 CFR Part 3), which are incorporated by reference to this Agreement. Subrecipient and its contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

4. **Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701–3708):** Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. § 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. **Debarment and Suspension (Executive Orders 12549 and 12689):** A contract award (see 2 CFR 180.220) must not be made under this Agreement to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR part 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The Subrecipient further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts, which shall read as follows:

Applicants or bidders for a lower tier covered transaction (except procurement contracts for goods and services under \$25,000 not requiring the consent of the County and/or the applicable state or federal entity) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)." In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than \$100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at 55 FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996)

6. **Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352):** Subrecipients that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.

7. **501(c)(4) Entities.** The Lobbying Disclosure Act of 1995, as amended (2 U.S.C. §1601 *et seq.*), prohibits any organization described in Section 501(c)(4) of the Internal Revenue Code that engages in lobbying activities, from receiving federal funds, including through an award, grant, and/or subgrant. Subrecipient shall ensure that its contractors and sub-awardees comply with this requirement.

8. **Federal Changes:** Subrecipient shall comply with all applicable Federal agency regulations, policies, procedures and directives, including without limitation those listed directly or by reference, as they may be amended or promulgated from time to time during the term of the contract.

9. **Safeguarding Personal Identifiable Information:** Subrecipient and its contractors and sub-awardees will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

10. **Energy Policy and Conservation Act (43 U.S.C. §6201):** Contracts shall comply with mandatory standards and policies relating to energy efficiency, stating in the state energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

11. **Right to Inventions Under Federal Grants.** If applicable, Subrecipient shall comply with the requirements of 37 C.F.R. part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

ATTACHMENT D-2

FEDERAL NON-DISCRIMINATION PROVISIONS

In performing under this Agreement, Subrecipient and its contractors shall comply with the following federally mandated non-discrimination requirements, as applicable:

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.)
2. Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 et seq.)
3. Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §§ 12101 et seq.)
4. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794)
5. Revised ADA Standards for Accessible Design for Construction Awards
 - a. Title II of the Americans with Disabilities Act (ADA) (28 C.F.R. part 35; 75 FR 56164, as amended by 76 FR 13285)
 - b. Title III of the ADA (28 C.F.R. part 36; 75 FR 56164, as amended by 76 FR 13286)
6. Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.)
7. Parts II and III of EO 11246, "Equal Employment Opportunity," (30 FR 12319, 1965), as amended by EO 11375 (32 FR 14303, 1967)
8. EO 12086 "Consolidation of contract compliance functions for equal employment opportunity" (43 FR 46501, 1978), requiring federally assisted construction contracts to include the non-discrimination provisions of §§ 202 and 203 of EO 11246 "Equal Employment Opportunity" (41 C.F.R. § 60-1.4(b), 1991)
9. EO 13166 (August 11, 2000), "Improving Access to Services for Persons With Limited English Proficiency"
10. Pilot Program for Enhancement of Employee Whistleblower Protections. The National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. No. 112-239, enacted January 2, 2013 and codified at 41 U.S.C. § 4712)

ATTACHMENT D-3

ENVIRONMENTAL COMPLIANCE

In performing under this Agreement, Subrecipient and its contractors shall comply with all of the federal environmental statutes, regulations, and executive orders listed below, as applicable:

1. The National Environmental Policy Act (42 U.S.C. § 4321 et seq.)
2. The Endangered Species Act (16 U.S.C. § 1531 et seq.)
3. Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. § 1801 et seq.)
4. Clean Water Act Section 404 (33 U.S.C. § 1344 et seq.)
5. The Migratory Bird Treaty Act (16 U.S.C. §§ 703-712); Bald and Golden Eagle Protection Act (16 U.S.C. § 668 et seq.), and Executive Order No. 13186, Responsibilities of Federal Agencies to Protect Migratory Birds
6. National Historic Preservation Act (54 U.S.C. § 300101 et seq.) and the Advisory Council on Historic Preservation Guidelines (36 CFR part 800)
7. Clean Air Act (42 U.S.C. § 7401 et seq.), Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) (Clean Water Act), and Executive Order 11738 ("Providing for administration of the Clean Air Act and the Federal Water Pollution Control Act with respect to Federal contracts, grants or loans"). Violations must be reported to the County and the Regional Office of the Environmental Protection Agency (EPA) immediately upon discovery.
8. The Flood Disaster Protection Act (42 U.S.C. § 4002 et seq.)
9. Executive Order 11988 ("Floodplain Management") and Executive Order 11990 ("Protection of Wetlands")
10. Executive Order 13112 ("Invasive Species")
11. The Coastal Zone Management Act (16 U.S.C. § 1451 et seq.)
12. The Coastal Barriers Resources Act (16 U.S.C. § 3501 et seq.)
13. The Wild and Scenic Rivers Act (16 U.S.C. § 1271 et seq.)
14. The Safe Drinking Water Act (42 U.S.C. § 300 et seq.)
15. The Resource Conservation and Recovery Act (42 U.S.C. § 6901 et seq.)
16. The Comprehensive Environmental Response, Compensation, and Liability Act (Superfund) (42 U.S.C. § 9601 et seq.)

17. Executive Order 12898 ("Environmental Justice in Minority Populations and Low Income Populations")

18. Rivers and Harbors Act (33 U.S.C. § 407)

19. Marine Protection, Research and Sanctuaries Act (Pub. L. 92-532, as amended), National Marine Sanctuaries Act (16 U.S.C. § 1431 et seq.), and Executive Order 13089 ("Coral Reef Protection")

20. Farmland Protection Policy Act (7 U.S.C. 4201 et seq.)

21. Fish and Wildlife Coordination Act (16 U.S.C. 661 et seq.)

22. Pursuant to 2 CFR §200.322, Subrecipient and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Taylor County Board of County Commissioners

Thomas Demps, Chairperson

Attest:

Gary Knowles, Clerk of Court

ATTACHMENT E
CERTIFICATION REGARDING USE OF FUNDS

I, _____, in my capacity as Chief Executive for the Subrecipient, hereby certify and affirm that the funds to be provided to Subrecipient under this Agreement, whether directly or on a reimbursement basis, shall only be used to cover those costs that:

(1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);

(2) were not accounted for in the budget most recently approved as of the date of enactment of this section for the Subrecipient; and

(3) were incurred during the period that begins on March 1, 2020, and ends on September 30, 2021, or such earlier date as may be provided in the Agreement.

SUBRECIPIENT

By: _____

Print Name and Title

Date: _____

Attest:

By: _____

Print Name and Title

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



THE BOARD TO CONSIDER APPROVAL OF DRAFT CARES ACT SUBRECIPIENT AGREEMENT WITH THE CITY OF PERRY.

MEETING DATE REQUESTED:

FEBRUARY 16, 2021

Statement of Issue: TO ALLOW FOR CARES ACT FUNDING FOR TEMPORARY STAFFING.

Recommended Action: APPROVE AGREEMENT

Fiscal Impact: UP TO \$10,000 FOR ONE MONTH

Budgeted Expense: N/A

Submitted By: LAWANDA PEMBERTON, COUNTY ADMINISTRATOR

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: THE BOARD HAS APPROVED A TOTAL OF \$10,000 FOR ONE MONTH TO BE ALLOCATED TO FOR STAFFING FOR COVID-19 VACCINATION CALLS AT THE COUNTY HEALTH DEPARTMENT.

Options: APPROVE/ DO NOT APPROVE

Attachments: DRAFT CERTIFICATION AGREEMENT

**CARES ACT SUBRECIPIENT AGREEMENT BETWEEN TAYLOR COUNTY AND THE
CITY OF PERRY, FLORIDA**

1. Subrecipient name (which must match the registered name in DUNS): **City of Perry, Florida**
2. Subrecipient's DUNS number (see 2 C.F.R. § 200.32 "Data Universal Numbering System (DUNS) number"): **06-590-7537**
3. Federal Award Identification Number (FAIN): **21.019 Coronavirus Relief Fund**
4. Federal Award Date (see 2 C.F.R. § 200.39 "Federal award date"): **March 1, 2020**
5. Subaward Period of Performance:

Effective Date: **March 1, 2020**

Termination Date: **September 30, 2021**

6. Amount of Federal Funds Obligated by this action: **Up to \$10,000**
7. Total Amount of Federal Funds Obligated to the Subrecipient: **Up to \$10,000**
8. Total Amount of the Federal Award Subject to this Agreement: **Up to \$10,000**

Request Description	Amount Subject to Agreement
Staffing for Assistance with DOH Vaccination Call Line for the month of March 2021	Up to \$10,000
Grand Total	Up to \$10,000

9. Federal award project description: **Coronavirus Aid, Relief, and Economic Security Act (CARES Act) must be used for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) between March 1, 2020 to September 30, 2021.**

10. Name of Federal awarding agency, pass-through entity and contact information for awarding official:

Federal Awarding Agency – United States Department of the Treasury
Pass Through Entity – State of Florida, Division of Emergency Management
Pass Through Entity - **Taylor County, Florida**
Contact Information for Awarding Official of Pass-Through Entity- **Thomas Demps, Chair, District 5**

11. CFDA Number and Name: **21.019 Coronavirus Relief Fund: Note: funding is considered "Other Financial Assistance".**
12. Identification of whether the award is for research and development (R&D): **No.**
13. Indirect cost rate for the Federal award (including whether the de minimis rate is charged per 2 C.F.R. § 200.414 "Indirect (F&A) costs"): **Not Applicable**

ATTACHMENT A
FDEM AGREEMENT

ATTACHMENT B
SUBRECIPIENT EXPENDITURE PLAN

1. Subrecipient name: **City of Perry**
2. Subrecipient's DUNS number: **06-590-7537**
3. Description of Eligible Expenditure Approved by the Taylor County Board of County Commissioners on February 16, 2021:

Request Description	Amount Subject to Agreement
Staffing for Assistance with DOH Vaccination Call Line for the month of March 2021	Up to \$10,000

ATTACHMENT C

SUPPORTING DOCUMENTATION REQUIREMENTS

Supporting documentation must be provided for each amount for which reimbursement is being claimed. Each piece of documentation should clearly reflect the dates on which the service and/or goods were provided and show that actual payment was made for same (i.e. via cancelled checks or comparable means). Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.).

Listed below are examples of the types of documentation representing the minimum requirements for various categories of costs:

1. **Salaries:** A payroll register or similar documentation should be submitted. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.

2. **Fringe Benefits:** Fringe Benefits should be supported by invoices showing the amount paid on behalf of the employee (e.g., insurance premiums paid). If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown.

Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.

3. **Travel:** Reimbursement for travel expenses must be in accordance with Section 112.061, Florida Statutes, and include sufficient documentation as to expenses for which reimbursement is sought and also the purpose of the travel.

4. **Other direct costs:** Reimbursement will be made based on paid invoices/receipts.

5. **Indirect costs:** If the contract specifies that indirect costs will be paid based on a specified rate, then the calculation should be shown.

6. **Contractual Services (Subcontractors):** Reimbursement requests for payments to subcontractors must be substantiated by copies of invoices with backup documentation identical to that required from the Subrecipient. Subcontracts which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours/time spent on the Project. All multipliers used (i.e., fringe benefits, overhead, and/or general and administrative rates) shall be supported by audit. If the County determines that multipliers charged by any subcontractor exceeded the rates supported by audit, the Subrecipient shall be required to reimburse such funds to the County within thirty (30) days of written notification. Interest on the excessive charges shall be calculated based on the prevailing rate used by the State Board of Administration.

ATTACHMENT D-1

FEDERAL PROVISIONS APPLICABLE TO SUBRECIPIENT

The projects, programs, and activities to be funded under this Agreement are fully or partially funded by Federal grants and therefore, the Subrecipient and its contractors will be required to comply with the following provisions:

1. **Drug Free Workplace Requirements:** All Subrecipients and contractors entering into Federal funded contracts over the simplified acquisition threshold (as defined at 41 U.S.C. § 134) must comply with the Drug Free Workplace Act of 1988 (41 U.S.C. 8102), which requires the Subrecipient to take certain actions to provide a drug-free workplace.

2. **Davis-Bacon Act:** If applicable, the Subrecipient agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. §§ 3141-3144 and 3136-3148), and to require all of its contractors performing work under this Agreement to adhere to same. The Subrecipient and its contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Subrecipient and its contractors are required to pay wages not less than once a week. If the grant award contains Davis Bacon provisions, the Subrecipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in the solicitation documents. The decision to award a contract shall be conditioned upon the acceptance of the wage determination. The Subrecipient shall must report all suspected or reported violations of the Davis-Bacon Act to the County.

3. **Copeland Anti Kick Back Act:** Subrecipient and its contractors shall comply with all the requirements of the Copeland Anti-Kickback Act (18 U.S.C. § 874 and 40 U.S.C. § 3145, as supplemented by Department of Labor regulations at 29 CFR Part 3), which are incorporated by reference to this Agreement. Subrecipient and its contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

4. **Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701–3708):** Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. § 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. **Debarment and Suspension (Executive Orders 12549 and 12689):** A contract award (see 2 CFR 180.220) must not be made under this Agreement to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR part 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The Subrecipient further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts, which shall read as follows:

Applicants or bidders for a lower tier covered transaction (except procurement contracts for goods and services under \$25,000 not requiring the consent of the County and/or the applicable state or federal entity) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)." In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than \$100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at 55 FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996)

6. **Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352):** Subrecipients that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.

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7. Parts II and III of EO 11246, "Equal Employment Opportunity," (30 FR 12319, 1965), as amended by EO 11375 (32 FR 14303, 1967)
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9. EO 13166 (August 11, 2000), "Improving Access to Services for Persons With Limited English Proficiency"
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5. The Migratory Bird Treaty Act (16 U.S.C. §§ 703-712); Bald and Golden Eagle Protection Act (16 U.S.C. § 668 et seq.), and Executive Order No. 13186, Responsibilities of Federal Agencies to Protect Migratory Birds
6. National Historic Preservation Act (54 U.S.C. § 300101 et seq.) and the Advisory Council on Historic Preservation Guidelines (36 CFR part 800)
7. Clean Air Act (42 U.S.C. § 7401 et seq.), Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) (Clean Water Act), and Executive Order 11738 ("Providing for administration of the Clean Air Act and the Federal Water Pollution Control Act with respect to Federal contracts, grants or loans"). Violations must be reported to the County and the Regional Office of the Environmental Protection Agency (EPA) immediately upon discovery.
8. The Flood Disaster Protection Act (42 U.S.C. § 4002 et seq.)
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Taylor County Board of County Commissioners

Thomas Demps, Chairperson

Attest:

Gary Knowles, Clerk of Court

ATTACHMENT E
CERTIFICATION REGARDING USE OF FUNDS

I, _____, in my capacity as Chief Executive for the Subrecipient, hereby certify and affirm that the funds to be provided to Subrecipient under this Agreement, whether directly or on a reimbursement basis, shall only be used to cover those costs that:

(1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);

(2) were not accounted for in the budget most recently approved as of the date of enactment of this section for the Subrecipient; and

(3) were incurred during the period that begins on March 1, 2020, and ends on September 30, 2021, or such earlier date as may be provided in the Agreement.

SUBRECIPIENT

By: _____

Print Name and Title

Date: _____

Attest:

By: _____

Print Name and Title