

**DEP AGREEMENT NO. R1907
CHANGE ORDER NO. #03**

GRANTEE

Nassau County Board of County Commissioners
96161 Nassau Place
Yulee, FL 32097

DEP Agreement No. **R1907** as entered into on the 1st day of December 2014, and as amended, is hereby revised as follows:

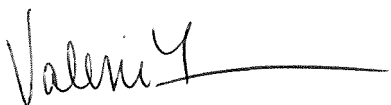
1. Paragraph ## is hereby deleted in its entirety and replaced with the following:

Valerie Feinberg or Successor	
Nassau County Board of County Commissioners	
96161 Nassau Place	
Yulee, FL 32097	
Telephone No.:	904-530-6323
E-mail Address:	vfeinberg@nassaucountyfl.com

All other terms and conditions of the Agreement shall remain unchanged.

NASSAU COUNTY BOARD OF COUNTY
COMMISSIONERS

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION



Valerie Feinberg, Grantee Grant Manager

Whitney Gray, DEP Grant Manager

Date: 4-2-2000

Date: _____

**DEP AGREEMENT NO. R1907
CHANGE ORDER NO. #2**

GRANTEE

Nassau County Board of County Commissioners
96161 Nassau Place
Yulee, FL 32097

DEP Agreement No. R1907 as entered into on the 3rd day of September 2019, and as amended on September 19, 2019, is hereby revised as follows:

1. **Attachment 3, Grant Work Plan, 5. Project Timeline** is hereby deleted in its entirety and replaced with the following:

5. Project Timeline:

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Funding Amount
1	Kickoff Meeting and Planning Discussion. Data Collection and Work on Draft Vulnerability Assessment	12/20/2019	\$20,000
2	Review Draft Assessment and Conduct Outreach Around Assessment	02/14/2020	\$10,000
3	Incorporate Outreach and Complete Final Assessment	02/21/2020	\$5,000
4	Transmit Final Plan to DEP for Review	03/20/2020	\$5,000
Total			\$40,000

All other terms and conditions of the Agreement shall remain unchanged.

NASSAU COUNTY BOCC



Adrienne Burke, Grantee Grant Manager

Date: 2/7/2020

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION

Whitney Gray, DEP Grant Manager

Date: _____

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R1907**

ATTACHMENT 3

Project Title: Vulnerability Assessment Phase II

Grantee Contact Information:

Organization Name: Nassau County Board of County Commissioners

Authorized Signer for the Organization: Justin M. Taylor

Title: Chairman

Address: 96135 Nassau Place

City: Yulee

Zip Code: 32097

Area Code and Telephone Number: (904) 530-6010

E-mail Address: jtaylor@nassaucountyfl.com

Grant Manager Contact Information:

Organization Name: Nassau County Board of County Commissioners

Title: Adrienne Burke, AICP, Esq.

Address: 96161 Nassau Place

City: Yulee

Zip Code: 32097

Area Code and Telephone Number: (904) 530-6300

E-mail Address: aburke@nassaucountyfl.com

Fiscal Agent Contact Information:

Organization Name: Nassau County Clerk of Courts

Title: John Crawford, Clerk

Address: 76347 Veterans Way

City: Yulee

Zip Code: 32097

Area Code and Telephone Number: (904) 548-4500

E-mail Address: jcrawford@nassauclerk.com

FEID No.: 59-1863042

DUNS No.: 829978514

PROJECT LOCATION: Nassau County is applying for a Resilience Planning Grant (RPG) to complete a vulnerability assessment for two specific areas of the County: 1) Amelia Island, and 2) west of I-95 north of A1A/SR 200/301. See attached map illustrating the proposed project area.

WORK PLAN

1. Project Summary:

Nassau County is applying for a Resilience Planning Grant (RPG) to complete a vulnerability assessment for two specific areas of the County: 1) Amelia Island, and 2) west of I-95 and north of A1A/SR 200/301. The County received a 2018 RPG Grant to complete a Phase I Vulnerability Assessment. This Phase II assessment will provide the same level of documentation for the rest of Nassau County. Long-range planning efforts continue to be conducted for the County, and a Countywide vulnerability assessment would help inform these efforts and future planning by Nassau County.

2. Project Description:

Nassau County is applying for a Resilience Planning Grant (RPG) to conduct a Vulnerability Assessment for two specific areas of the County: 1) Amelia Island, and 2) west of I-95 north of A1A/SR 200/301. This will complete efforts started for a Countywide Vulnerability Assessment that began with a 2018 RPG Grant. The Balmoral Group has been selected to complete the Nassau County Vulnerability Assessment Phase I.

A Vulnerability Assessment for our rapidly growing County, and areas with demonstrated existing flooding issues as well as Amelia Island, a barrier island, will help us better prepare in Nassau County and will dovetail well with existing long-range planning projects that are underway. An initial, less detailed vulnerability assessment was completed for Amelia Island in 2013; however, including the island in Phase II of the Countywide assessment will assure the same baseline data is being utilized and captured.

Nassau County Planning and Economic Opportunity (PEO) Department staff are working on numerous long-range planning initiatives in the proposed project areas. Having a Vulnerability Assessment conducted now is an opportune time to make sure we are adequately addressing future impacts of flooding and SLR as the County progresses on these planning projects. This not only helps the County plan for our citizens, it will also help the County plan internally in terms of siting future infrastructure projects.

Specific areas to address in the Vulnerability Assessment for the proposed areas include: future exposure to existing developed areas and future areas, financial exposure, and risks to significant environmental and cultural resources. A Vulnerability Assessment can help the County identify focus areas and areas for potential Adaptation Action Areas, which are currently being proposed as a planning tool to be incorporated into the County's Comprehensive Plan, but also any of the related long-range planning projects. Because of the high level of community interest, the County envisions outreach opportunities as part of the assessment process especially around the focus areas and sharing information from the assessment. An example would be to host a minimum of two information giving and gathering sessions in areas the County knows are already experiencing routine flooding issues. Additional outreach materials could be created by PEO staff for distribution after the assessment is complete.

The County's PEO Department has a diverse team of professionals with varied backgrounds who can take information from a Vulnerability Assessment and start thinking about adaptation strategies and policy. But assistance is very much needed with technical components like a Vulnerability Assessment. PEO staff envisions adopting adaptation strategies holistically throughout many of the

existing planning projects underway, in addition to the Comprehensive Plan, so that policies are not relegated to a siloed plan that sits on a shelf.

3. Project Need and Benefit:

- a. Explain the demonstrated need, which the project addresses.

Nassau County's land cover is dominated by floodplain and wetlands. Proposed areas for the Vulnerability Assessment represent areas of the County for which we already see significant impacts and vulnerabilities after storm events, both as severe as hurricanes or as routine as a daily thunderstorm in the summer. A complete Vulnerability Assessment would enable the County to have data to support future planning decisions in these areas and create adaptation strategies and policies. The County is currently in the process of Comprehensive Plan amendments to address the statutory Peril of Flood requirements. Together with data from a complete Countywide Vulnerability Assessment, the County will be able to proactively plan for future resiliency.

Another critical reason for conducting a high-level Vulnerability Assessment is that significant portions of these areas have not had Flood Insurance Studies (FIS) conducted and there are no Base Flood Elevations (BFEs) for these parts of the County. At this time, FEMA maps are amended on a project by project basis through the LOMA and LOMR-F processes. It is understood that a Vulnerability Assessment would not provide the level of information required for a Flood Insurance Study. It is a goal of the County to work to find additional funding opportunities to have Flood Insurance Study-level information established. However, a Vulnerability Assessment would provide initial high-level information on risk areas for which the County can begin to plan in the absence of more detailed information.

- b. Explain how the proposed project meets the purpose of one or more of the Goals and/or Priority Areas for the funding source you are applying for.

The proposed project directly meets Priority Area 3: Vulnerability Assessments, Adaptation Plans or Resilience Plans, and indirectly meets Priority Areas 2 and 4 by providing a baseline assessment that will inform County outreach, decision-making and planning.

- c. Discuss how the project is feasible and can be completed by the Deadline.

PEO Staff will be responsible for managing the Vulnerability Assessment process, and are capable of seeing it to completion in a timely manner consistent with the project deadline. Because of the grant funding requested amount, a formal RFP process that takes a significant amount of time is not required. Because a significant portion of the County will have a completed Vulnerability Assessment before June 30, 2019 as part of the existing RPG award, it is hoped that some of the data will be able to be easily recreated for the remainder of the County and further expedite the project to be completed well before April 30, 2020.

4. Budget Summary: Allowable budget categories and costs for this project are listed in the table below.

FIXED PRICE	Grant Amount Awarded
AGREEMENT TOTAL	\$40,000

5. **Project Timeline:** All tasks are to be completed and submitted no later than the Deliverable due date listed in the table below. Request for any change must be submitted prior to the current deliverable due date listed in the project timeline. Request are to be sent via separate email to the Department's Grant Manager, with the details of the request being made and the reason for the request.

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Funding Amount
1	Consultant Selection Process (Quotes, Selection, Procurement). Initial Kickoff Meeting and Planning Discussion. Data Collection and Work on Draft Vulnerability Assessment	10/14/2019	\$20,000
2	Review Draft Assessment and Conduct Outreach Around Assessment	11/30/2019	\$10,000
3	Incorporate Outreach and Complete Final Assessment	02/01/2020	\$5,000
4	Transmit Final Plan to DEP For Review	02/28/2020	\$5,000
Total			\$40,000

6. **Performance Measure:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description, to include any work being performed by any sub-contractor(s). Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal. All deliverable documents must be provided in an electronic downloadable format.
7. **Consequences for Non-Performance:** The Department will reduce each Task Funding Amount by 5% for every day that the Deliverable(s) is not received on the specified due date in the most recent Project Timeline, for the Agreement. Should a Change Order or Amendment be requested on the date of or after the most current Deliverable Due Date, the 5% reduction of that Task Funding Amount will be imposed until the date of the requested change is received, via email by the Department.
8. **Payment Request Schedule:** Grantee may submit a request for the Task Funding Amount to be paid using the Exhibit C, after all Deliverables for that Task have been approved by the Department. Request(s) for payment must include the Exhibit A showing 100% completion of that Task and must be submitted within 45 days of the Deliverable Due Date.

Or

Grantee may submit one request for the Grant Amount Awarded, by using the Exhibit C, after the project is 100% completed. The request for the Grant Amount Awarded, must include an Exhibit A showing 100% completion for all Tasks, and must be submitted within 45 days of the Deliverable Due Date.

TASKS & DELIVERABLES

Task #1

- A. Title:** Consultant Selection Process (Quotes, Selection, Procurement). Initial Kickoff Meeting and Planning Discussion. Data Collection and Work on Draft Vulnerability Assessment.
- B. Description:** Work with County Contract Manager to Quote and Select Consultant. There is an opportunity to expedite purchasing since this project is a continuation of an existing project through use of the single/sole source provider provision and because it is a Professional Services contract not subject to CCNA requirements. Meet with Consultant to Discuss Scope of Work and Schedule. It is anticipated that this kickoff meeting would be conducted via a phone call. Subsequent to the kickoff call, an anticipated timeline for the project will be prepared in accordance with the timeline submitted for this grant. Consultant to Gather Data and Complete Draft Assessment. The project would be a continuation of the County's RPG for a Phase I Vulnerability Assessment. Data gathering includes GIS information from a variety of sources including local, state and federal data relative to water occurrence change, storm surge, projected sea level rise, and how all of those interface with various factors such as demographics, socioeconomics, property values, and infrastructure. Information will be shared graphically in hard copy and also will be shared with the County via GIS shapefiles. The assessment is a data gathering and technical report. It is not offering policy recommendations for addressing the vulnerabilities, but providing the County with the data and information necessary to begin moving into the policy formation phase.
- C. Deliverable:**
- Contract with consultant to Complete Vulnerability Assessment
 - Sign-in sheets
 - Notes from meeting
 - Project Timeline
 - Final Scope
 - Draft Vulnerability Assessment

Task #2

- A. Title:** Review Draft Assessment and Conduct Outreach Around Assessment
- B. Description:** PEO Staff to Provide Comments & Conduct Outreach with Consultant. PEO Staff will provide written comments to the consultant on the draft assessment. A minimum of two community outreach events will be held, one in western Nassau and one on Amelia Island, in order to share the results from the assessment data gathering. This model would also follow the outreach model utilized for Phase I of the RPG grant for Nassau County.
- C. Deliverable:** Sign-in sheets, Agendas, and PEO Staff Comments and Feedback from each Community Outreach held.

Task #3

- A. Title:** Incorporate Outreach and Complete Final Assessment
- B. Description:** Consultant to Complete Final Assessment. Based on comments provided by staff and the community during the outreach events, the consultant will update the draft assessment

and provide a final copy to the County. The final deliverables will include hard copies of the assessment and any GIS data.

- C. Deliverable:** Final Vulnerability Assessment (Provided in Electronic Format/Hard Copy, and with Any Associated Data Files – GIS Shapefiles, etc.)

Task # 4

- A. Title:** Transmit Final Plan to DEP for Review
- B. Description:** PEO Staff to Submit Final Assessment to DEP for Review. Upon acceptance of the final deliverable from the consultant, the County will submit the final version of the assessment to DEP for review and approval.
- C. Deliverable:** Final Vulnerability Assessment