

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: August 15, 2007

Division: Growth Management

Bulk Item: Yes X No

Department: Administration

Staff Contact Person: Beth Bergh (x 2511)

AGENDA ITEM WORDING:

Approval of a grant task assignment with Florida Department of Environmental Protection (FDEP) to receive a \$96,000 grant which will allow the County to continue employing invasive exotic plant control technicians to treat invasive exotic plants on conservation lands that are owned or managed by Monroe County.

ITEM BACKGROUND:

Monroe County has been awarded grant funds for invasive exotic plant removal from FDEP through the Florida Keys Invasive Exotics Task Force. This grant is for the State's FY 07-08 and is intended to build on the success of the FY 05-06 and FY 06-07 Monroe County grants that enabled the County to employ invasive exotic plant control technicians. The local match for the grant will be provided through time from the Land Steward and purchase and use of materials to support the project.

PREVIOUS RELEVANT BOCC ACTION:

February 18, 2004 – Approval of 10 year FDEP contract PL-029 for funding to remove invasive exotic plant species.

September 21, 2005 – Approval of Task Assignment FK-056 under FDEP contract PL-029 which provided \$57,600 for the County to hire invasive plant technicians to work on County conservation lands. This task assignment ended June 15, 2006.

July 19, 2006 – Approval of Task Assignment FK-069 under FDEP contract PL-029 which provided \$62,400 for the County to continue to employ invasive plant technicians. This task assignment ended on June 15, 2007.

CONTRACT/AGREEMENT CHANGES:

Relative to last year's task assignment, the grant award for this task assignment has increased from \$62,400 to \$96,000.

STAFF RECOMMENDATIONS:

Approval

TOTAL COST: \$147,088 (grant + local match) **BUDGETED:** Yes X No

Land Steward Salary &

COST TO COUNTY: \$51,088 (local match) **SOURCE OF FUNDS:** Env. Restoration Fund

REVENUE PRODUCING: Yes No X **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty. SMR OMB/Purchasing X Risk Management X

DOCUMENTATION: Included X Not Required

DISPOSITION: **AGENDA ITEM #**

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY			
Contract with: <u>FDEP</u>	Contract # <u> </u>	PL029- FK-075	
	Effective Date: <u> </u>	Upon execution	
	Expiration Date: <u> </u>	June 15, 2008	
Contract Purpose/Description: Task Assignment # FK - 075. Invasive Exotics Technician Grant - Removal of invasive exotic plant species from publicly owned conservation lands in Monroe County.			
Contract Manager: <u>Beth Bergh</u>	<u>2511</u>	<u>Growth Management / 11</u>	
(Name)	(Ext.)	(Department/Stop #)	
for BOCC meeting on <u>Aug 15, 2007</u> Agenda Deadline: <u>July 31, 2007</u>			

CONTRACT COSTS	
Total Dollar Value of Contract: \$ <u>96,000</u>	Current Year Portion: \$ <u> </u>
Budgeted? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Account Codes: <u> </u>
Grant: \$ <u>96,000</u>	<u> </u>
County Match: \$ <u>51,088 (in kind)</u>	<u> </u>
	<u> </u>
ADDITIONAL COSTS	
Estimated Ongoing Costs: \$ <u> </u> /yr	For: <u> </u>
(Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)	

CONTRACT REVIEW				
	Date In	Changes Needed	Reviewer	Date Out
Division Director	<u>7-31-07</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>B. Norman</u>	<u>7-31-07</u>
Risk Management <i>PSK</i>	<u>7-30-07</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>M. Sluiter</u>	<u>7-30-07</u>
O.M.B./Purchasing <i>ON 7/27/07</i>	<u>7-27-07</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>K. Boy</u>	<u>7/30/07</u>
County Attorney	<u>7/23/07</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>A. Frimley</u>	<u>7/24/07</u>
Comments: _____				

**TASK ASSIGNMENT NOTIFICATION FORM
DEP CONTRACT NO. PL-029**

Task Assignment Number: **FK-075**

Date: June 15, 2007

Contractor Name: Monroe County
Contractor's Contract Manager: Elizabeth Bergh (305) ~~852~~²⁸⁷-2511

DEP Contract Manager: Greg Jubinsky 850-245-2821
DEP Site Manager: Jackie Smith 561-772-2479

Project Title: Monroe County Invasive Plant Control Technicians 07-08

MA ID#:

Task Description and Payment Schedule: Exhibit 1 describes the scope of work for this project. The Contractor is not authorized to perform work on any additional sites until such time as the DEP and the Contractor have fully executed a Change Order for said additional work. Any work performed by the Contractor contrary to this Task Assignment shall be at the Contractors expense. The contractor is allowed to subcontract.

Task Assignment Conditions and Deliverables:

1. Control is defined as treatment effective in preventing re-sprout of treated target vegetation.
2. If 95% kill rate is not achieved for any area of the project after two months following project completion, one additional thorough treatment of the plant will be the responsibility of the contractor at no cost to the contracting entities.
3. The Contractor shall notify the designated site manager prior to entering the work-site.
4. The Contractor shall provide written notification to the Contract Manager upon completion of treatment event(s).
5. Upon Site Manager approval, the Contractor is authorized to control incidental occurrences of any current EPPC category one or category two invasive exotic plant species encountered within the Project Site(s). Costs for these control operations shall not exceed the established Task Assignment amount, and must not jeopardize the Contractor's ability to achieve the required level of control for the primary target species. It is the responsibility of the Contractor to determine that all control operations do not exceed the established Task Assignment amount.

Task Assignment Start Date: **July 1, 2007**

Final Treatment Completion Date: **June 15, 2008**

Task Assignment Type:	Amount Not To Exceed:
Cost Reimbursement	\$96,000.00
Total Task Assignment Value	\$96,000.00

Funding Information:

Org. Code	E.O.	Object Code	Fund	Spec. Cat.	Project #	Year	Amount
3710-2800-222	Q7	139904		102334	029FK075	07-08	\$96,000.00
37							\$

MONROE COUNTY

FL DEPARTMENT OF ENVIRONMENTAL PROTECTION

Contract Manager Date

B. Norman

Department Director Date **8-2-07**

Greg Jubinsky

Greg Jubinsky, Contract Manager Date **6/15/07**

Pam Stephens

Cost Center Administrator Date **6/19/07**

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Susan M. Grimsley

SUSAN M. GRIMSLEY
ASSISTANT COUNTY ATTORNEY
Date **July 20, 2007**

William Torres

William Torres, Bureau Chief Date **6/19/2007**

[Signature]

Division of State Lands Date **6/26/07**

cc: Gwenn Godfrey, Contracts Office (MS93)
Contracts Disbursements Section (MS78)

TASK ASSIGNMENT RESPONSIBILITIES

RESPONSIBILITIES OF THE CONTRACTOR:

1. Upon full execution of the Task Assignment, the Contractor will coordinate with the DEP Site Manager to establish a mutually agreeable work schedule.
2. A Ground Crew Supervisor, employed by the Contractor, will be present at all times when work on the site is underway;
3. Ground Crew Supervisors will be responsible for all control activities and safety on project sites. The Ground Crew Supervisor will assure contract crews are knowledgeable of, and remain within property and treatment boundaries. Every effort shall be made by the Contractor to avoid damage to native vegetation and wildlife;
4. Ground Crew Supervisors will be pesticide applicators possessing current certification by the Florida Department of Agriculture and Consumer Services (FDACS) in the Forestry or Right-of-Way categories. A copy of each supervisor's FDACS certification will be provided to the DEP Site Manager prior to initiation of on-site supervisory duties;
5. The Ground Crew Supervisor may supervise a maximum of eight (8) field employees at any given time, unless otherwise noted in the Task Assignment;
6. The Ground Crew Supervisor shall be responsible for the collection, recording, and timely submission of all data and reports required. At weekly intervals and at the completion of initial treatments and site reassessment, a complete report will be submitted to the Site Manager detailing sites treated, number and size of plants killed, and type of treatment used. This data will be recorded on the DEP "Daily Progress Report Form".
7. The Contractor will strictly adhere to all herbicide label application, precautionary, and safety statements;
8. All control efforts (except cogon grass treatment) shall be at least 95% effective in preventing re-sprout of treated target vegetation. If 95% kill rate is not achieved for any area of the project after two months following project completion, one additional thorough treatment of the plant species listed under "Project Goals" in the project area will be the responsibility of the Contractor at no cost to the DEP;
9. Cogon grass treatments shall be 100% effective in killing above ground portions (top kill) of target vegetation. If 100% top kill rate is not achieved for any area of the project after 30 days following project completion, one additional thorough treatment of the plant species listed under "Project Goals" in the project area will be the responsibility of the Contractor at no cost to the DEP;
10. The Contractor shall forward an original invoice along with all corresponding Daily Progress Report Forms, completed and approved, to the Bureau of Invasive Plant Management, 3915 Commonwealth Boulevard, MS 710, Tallahassee, Florida 32399-3000 within ten (10) working days of work completion;

RESPONSIBILITIES OF THE DEP SITE MANAGER:

1. The Site Manager reserves the right to inspect, at any time, the Contractor's procedure, spray system(s), spray solution(s), and other ancillary equipment, and to approve operating personnel. Inspection, however, will not relieve the Contractor of any obligations or responsibilities nor will it transfer any liability to the lands listed under "Project Location.";
2. No additional work can be added to this Task Assignment without a fully executed Change Order. Additional work includes additional treatment areas or change in treatment methodology.
3. The site management agency authorizes Bureau of Invasive Plant Management staff to approve invoice payments of all funds encumbered under this Task Assignment. Payment will be approved only for that work approved by the Site Manager. A copy of the approved invoice will be forwarded to the site management agency.

Project Title: Monroe County Invasive Exotic Plant Control Technician Grant (2007-2008)

Working Group: Florida Keys Invasive Exotic Plant Working Group

Site Manager: Beth Bergh
Monroe County Land Steward
2798 Overseas Highway
Marathon, Florida 33050-2227
Phone: (305) 289-2511
Cell: (305) 304-4442
Email: bergh-beth@monroecounty-fl.gov

Grant Type: Cost reimbursement

Project Goals The project goal is the eradication of invasive exotic plants from publicly owned conservation lands in Monroe County.

Project Description This project will build on the success of the 2005-2006 and the 2006-2007 Monroe County grants by employing two or more Monroe County invasive exotic plant control technicians to treat invasive exotic plants on publicly owned conservation lands in Monroe County. The technicians will eradicate woody and herbaceous invasive exotic plants from designated conservation lands under the direction of the Monroe County Land Steward. The Land Steward will arrange for and/or conduct training, as well as supervise and schedule the work of the technicians on the various sites. Training will consist of instruction in plant identification, herbicide handling, and application techniques.

The most common invasive exotic plant species encountered on these lands and their FLEPPC Category ranking are as follows: Brazilian pepper (I - *Schinus terebithifolius*), beach naupaka (I - *Scaevola sericea*), bischofia (I - *Bischofia javanica*), seaside mahoe (I - *Thespesia populnea*), mahoe (II - *Hibiscus tiliaceus*), latherleaf (I - *Colubrina asiatica*), lantana (I - *Lantana camara*), oyster plant (I - *Tradescantia spathacea*), woman's tongue (I - *Albizia lebbek*), Australian pine (I, II - *Casuarina* spp.), castor bean (II - *Ricinus communis*), lead tree (II - *Leucaena leucocephala*), bowstring hemp (II - *Sansevieria hyacinthoides*), wedelia (II - *Wedelia trilobata*), pothos (II - *Epipremnum pinnatum*), Guinea grass (II - *Panicum maximum*), and life plant (II - *Kalanchoe pinnata*). In addition, any other FLEPPC listed species found on the conservation lands will be removed.

One other species, Night-blooming cactus (*Hylocereus undatus*), will also be removed although it is not listed with FLEPPC. This plant has become a problem in some conservation lands where it was likely introduced from discarded landscape debris or persists from an abandoned homestead.

Exhibit 1

Project Location Lands in this project area consist of public conservation lands located throughout the Florida Keys either owned or managed by Monroe County (as the Board of County Commissioners or the Land Authority). Monroe County owns approximately 2,000 acres of scattered conservation lands throughout the Florida Keys. Additionally, Florida Forever, the State's land acquisition program, has recently purchased hundreds of parcels within the Florida Keys for conservation purposes. The County will be the managing agency for many of these parcels, several of which require invasive exotic removal work. The 2007-2008 project will target sites within the remaining untreated conservation lands owned or managed by the County, including those recently purchased by the State, in the Lower, Middle, and Upper Keys identified below.

Upper Keys

North Key Largo
Key Largo
Tavernier
Plantation Key
Upper Matecumbe

Middle Keys

Long Key
Duck Key
Grassy Key
Crawl Key
Fat Deer Key

Lower Keys

No Name Key
Big Pine Key
Big, Middle, and Little Torch Keys
Ramrod Key
Summerland Key
Cudjoe and Sugarloaf Keys
Big Coppitt Key
Boca Chica Key
Key West

Most individual parcels are only 0.1 acre in size, but many are contiguous and combine to form much larger management units. All properties are public lands that Monroe County intends to manage in perpetuity for conservation and natural resource protection.

The areas proposed for invasive plant eradication for this project encompass the range of major upland habitats within the Florida Keys. Represented in these conservation lands are coastal beaches, buttonwood associations, rockland and maritime hammocks, and pine rockland ranging in condition from severely disturbed to pristine. These areas provide habitat and resources for a myriad of wildlife, resident and migratory birds, and endemic plant species. The non-native plants that invade these areas decrease habitat value and lower biodiversity. Just a few of the state and federally listed endangered and threatened species of animals and plants that utilize these habitats include: green turtles (*Chelonia mydas*), eastern indigo snake (*Drymarchon corais couperi*), key mud turtle (*Kinosternon baurii*), piping plover (*Charadrius melodus*), white-crowned pigeon (*Columba leucocephala*), Key Largo cotton mouse (*Peromyscus gossypinus allapaticola*), Lower Keys marsh rabbit (*Sylvilagus palustris hefneri*), Key deer (*Odocoileus virginianus clavium*), Blodgett's wild mercury (*Argythamnia blodgettii*), locustberry (*Byrsonima lucida*), silver palm (*Coccothrinax argentata*), and Garber's spurge (*Chamaesyce garberi*).

Exhibit 1

Proposed Budget The proposed budget for the project is as follows:

Grant Funds Requested:	\$96,000
Salaries for 120 technician hrs/week for 32 weeks @ \$25.00 / hr (includes FICA; Florida retirement; workman's compensation)	
In-Kind Match:	
Land Steward - Supervisor 8 hrs/week for 32 weeks @ \$28.33/hr + 44% in benefits	\$10,444
Project Administration – Personnel & Payroll Staff Time 8 hrs/month for 8 months @ \$25 / hr	\$1,600
Herbicides	
6 – 2.5 gallons of Garlon 4 @ \$250 each	\$1,500
6 – 2.5 gallons of Garlon 3A @ \$ 250 each	\$1,500
Round-up and diluents	\$500
Supplies and Equipment Sprayers, gloves, eye protection, saws, etc.	\$2,500
Disposal fees (vegetative debris)	\$6,500
Vehicle	
1 pickup truck for 1,280 hrs @ \$16.50/hr	\$21,120
1 pickup truck for 256 hrs @ 16.50 / hr	\$4,224
Cell phones for technicians (2 phones)	\$1,200
Total In-Kind Match: (53% of Grant Funds Requested)	\$51,088
Project Total: (Grant Funds + In-Kind Match)	\$147,088

Work Specifications Work performance will consist of furnishing all labor, herbicides, diluents, small equipment, transportation, spray equipment, and performing all operations necessary to control the exotic plants listed under "Project Goals" using proven techniques on the individual species. If heavy equipment (clam truck, dump truck, etc.) or a chipper is required for some tasks, the equipment will be provided as an in-kind match by Monroe County Division of Public Works, or in partnership with other land managers.

The exotic plant control technicians shall be responsible for maintaining a daily work log that will record date, name of site, and hours of work along with other data that will be submitted to the Land

Exhibit 1

Steward at the end of each week. Monroe County will submit quarterly invoices to the Florida Department of Environmental Protection (FDEP), Bureau of Invasive Plants, for reimbursement for exotic plant control activities based on the work logs.

The exotic plant species listed under "Project Description" will be treated according to developed effective control techniques. Depending upon the non-native species treated and the type of habitat, plants may be hand-pulled, treated in place, removed from site, or chipped on site. Decisions regarding specific plant treatment methods on each site will be made by the Land Steward. Treating vegetation in place and allowing it to decompose *in situ* is cost effective and biologically sound. Removing vegetation from the site will be the preferred treatment method in habitats where fuel loading may be a concern, where excessive mulching would preclude native seedling recruitment or negatively affect wildlife, where falling trees could pose a hazard to roads or structures, and where aesthetics are a concern. Areas from which exotic plants are removed are expected to mostly revegetate naturally. No artificial seeding or revegetation with natives is anticipated to be required. However, if severely degraded sites with distant native seed sources recover very slowly, planting of natives will be considered with funds from Monroe County's Environmental Land Management and Restoration Fund, or with donations and volunteer assistance.

Every effort shall be made by the exotic plant control technicians to avoid damaging native vegetation or disturbing wildlife. The technicians will abide by all herbicide label application, precautionary, safety, cleaning, and disposal information. Specimen labels and MSDS information for all chemicals used will be kept with the chemicals, and technicians shall be provided with first aid kits and emergency contact numbers for their work in the field.

Data Collection The exotic plant control technicians will be responsible for conducting field work and keeping daily work logs. Work logs will record date, morning and afternoon weather conditions, name of site, specific location on site, hours of work, species treated, estimates of species abundance in each work location, treatment method, herbicide, concentration, and amount applied. Logs will be submitted weekly to the Monroe County Land Steward for entry as spatial information with attributes into a GIS database to track management activities on all County conservation lands.

The Monroe County Land Steward will also continue to work with The Nature Conservancy's invasive exotic removal volunteer programs.

Project Time Frame The project will begin as soon as funding is available and conclude by June 15, 2008, with the Monroe County Land Steward providing a comprehensive final report to accompany the final invoice for cost reimbursement to the FDEP Bureau of Invasive Plants no later than June 30, 2008. Due to weather constraints, it is envisioned that most of the work will occur during the eight-month period from October to June.

