

RESOLUTION NO. 2011- 347

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO AMEND THE ESTABLISHED CLEAN ENERGY GRANT # 17616.

WHEREAS, St. Johns County received a Clean Energy Grant from the Florida Department of Agriculture and Consumer Services to establish and implement energy saving initiatives; and

WHEREAS, the County staff has reviewed the Grant amendment, and

WHEREAS, after a review of the Grant amendment, the County has determined that nothing contained in the Grant amendment negatively impacts the interests of the County; and

WHEREAS, after a review of the Grant amendment and accompanying materials, the County has determined that none of the requirements, restrictions, and/or obligations associated with award of the Grant, or the Grant itself, negatively impact the interests of the County; and

WHEREAS, after a review of the completed Grant amendment and accompanying materials, the County has determined that an amendment of the award by the Florida Department of Agriculture and Consumer Services to assist in establishment and implementation of the St. Johns County Projects for Clean Energy serves the overall interests of the County.

NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of St. Johns County, Florida that:

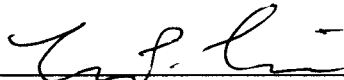
Section 1. The above Recitals are incorporated by reference into the body of this Resolution, and such Recitals are adopted as Findings of Fact.


Section 2. The Board of County Commissioners hereby approves and authorizes the County Administrator, or designee, to complete the amendment (attached hereto, and incorporated herein), on behalf of the St. Johns County Facilities Maintenance, and St. Johns County Environmental Division for a Florida Department of Agriculture and Consumer Services grant amendment to establish and implement the St. Johns County Projects for Clean Energy.

Section 3. The Board of County Commissioners hereby authorizes the County Administrator, or designee, to execute any other paperwork necessary, and/or associated with the amendment with the Florida Department of Agriculture and Consumer Services.

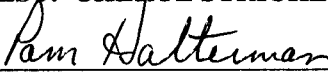
PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 10th day of December, 2011.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

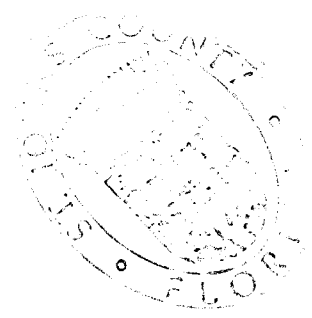
By: 
Mark P. Miner, Chair

LEGALLY SUFFICIENT

Name _____
Date: 12/12/11

ATTEST: CHERYL STRICKLAND, CLERK

By: 
Deputy Clerk

RENDITION DATE 12/8/11





ADAM H. PUTNAM
COMMISSIONER

CONTRACT AMENDMENT

FDACS CONTRACT #
017616

Please Respond To: April Groover
Office of Energy
Florida Department of Agriculture
and Consumer Services
600 S. Calhoun St., Suite 251
Tallahassee, FL 32399-0001

October 14, 2011

The Honorable Joseph "Ken" Bryan
Chair, St. Johns County Board of County Commissioners
500 San Sebastian View
St. Augustine, Florida 32084

RE: Amendment of Contract # 17616 dated 04/29/11.

This letter, upon execution by both parties and attachment to the original contract shall serve to amend said contract. The contract shall be amended as follows:

Attachment A, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment A-1, Revised Grant Work Plan, attached hereto and made a part of the Agreement. All references in the Agreement to Attachment A, Grant Work Plan, shall hereinafter refer to Attachment A-1, Revised Grant Work Plan.

NO OTHER PROVISIONS OF THIS CONTRACT ARE AMENDED OR OTHERWISE ALTERED BY THIS AMENDMENT.

Mike Gresham
Director of Administration
Department of Agriculture
and Consumer Services

(Signature)

(Title)

(Company)

November 14, 2011

(Date)

(Date)



**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
GRANT AGREEMENT NO. 17616**

**STATE OF FLORIDA
GRANT ASSISTANCE
PURSUANT TO
AMERICAN RECOVERY AND REINVESTMENT ACT
UNITED STATES DEPARTMENT OF ENERGY AWARDS**

A. PROJECT TITLE: St. Johns County Projects for Clean Energy

B. PROJECT LOCATION: St. Johns County

C. PROJECT BACKGROUND:

The Grantee has identified four energy conservation measures (ECMs) that will utilize both grant and St. Johns County (County) funds to increase the adoption of energy efficient technology and practices in Florida. The ECMs include a heating, ventilation, and air conditioning (HVAC) retrofit, a chiller retrofit, an indoor lighting retrofit and installation of cool roof coatings. The ECMs will be performed at buildings operated and maintained by the County: Old Jail, Sheriff's Administration, Main Library, Ponte Vedra Library, Bartram Library, Ketterlinus Gym, New Jail Isolation Corridor, Courthouse Annex, Council On Aging, Sheriff's Office, Newer Section of Jail, Administration Building, Emergency Operations Center, Traffic Court Building and Sheriff's Annex.

D. PROJECT OBJECTIVES:

- **Objective 1:** To reduce energy consumption and energy costs by retrofitting inefficient HVAC units and installing energy management control system with related sensors.
- **Objective 2:** To reduce energy consumption and energy costs by retrofitting inefficient chiller systems.
- **Objective 3:** To reduce energy consumption and energy costs by retrofitting lights and exit signs.
- **Objective 4:** To reduce energy consumption and energy costs by installing cool roof coatings

E. PROJECT DESCRIPTION:

- **Task 1: HVAC Retrofits (Objective 1)**
 - Task 1a:** Select a vendor following the procurement procedures outlined in 10 CFR 600 to furnish and install 19 energy efficient 14-SEER HVAC units and an energy management control system with related sensors for 19 HVAC units at the Old Jail/Sheriff's Admin, Main Library, Ponte Vedra Library, Bartram Library, Ketterlinus Gym, New Jail Isolation Corridor, Courthouse Annex and Council On Aging. The vendor will be responsible for final engineering plans/specifications.
 - Task 1b:** Develop Waste Stream Plan and submit to the Department for approval.
 - Task 1c:** Oversee vendor installing HVAC units and energy management control system.

ATTACHMENT A-1 REVISED GRANT WORK PLAN

Task 1d: Provide a Final Report that includes procurement documents used to hire the vendor, contracts between the Grantee and vendor, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

- **Task 2: Chiller Retrofits (Objective 2)**

Task 2a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install two 180-ton chillers and related materials for installation Sherriff's Office, Older Section of Jail, Newer Section of Jail, a new Central Chilled Water Plant is proposed for all of these Buildings. Also Included is a Thermal Energy (ICE) Storage System which will permit making of ice during the night or unoccupied times to be used for cooling during peak energy usage times of the day. Related materials include New Condenser mounted VFD with Low Ambient Control for Fan Motors 75 HP. Remove 6 Chilled Water Pumps and Replace them with 3 new High Efficiency Pumps with VFD's (Variable Speed Drives). 75HP. The vendor will be responsible for final engineering plans/specifications.

Task 2b: Develop Waste Stream Plan and submit to the Department for approval.

Task 2c: Install chillers and related materials.

Task 2d: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure chillers and related materials, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

- **Task 3: Lighting Retrofits (Objective 3)**

Task 3a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install materials for lighting retrofits: 90 less than 40 watt fluorescent lights; 18 light emitting diode (LED) exit signs; 1235 T8 or T5 fluorescent lights; 70 T8 or T5 lights for two-foot fixtures; 130 T8 or T5 fluorescent lights for three- and four-foot fixtures; 103 CFL (greater than or equal to 40 W); 19 Metal Halide (300W to 500W); 40 Metal Halide (100W to 300W). These ECM's will be located at the following facilities: Main Library, Ponte Vedra Library, Ketterlinus Gym, Council on Aging Building and Administration Building. The vendor will be responsible for final engineering plans/specifications.

Task 3b: Develop Waste Stream Plan and submit to the Department for approval.

Task 3c: Install lighting retrofits.

Task 3d: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for lighting retrofits, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

- **Task 4: Cool Roof Retrofit (Objective 4)**

Task 4a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install materials for a Cool Roof coating system to cover 101,660 square feet of existing roof at KetterlinusGym, Emergency Operations Center, Traffic Court Building, Sherriff's Annex and Ponte Vedra Library. The energy savings cool roof retrofit is a monolithic elastomeric coating that provides 90 percent reflectivity of the sun's radiation and provides a thermal emittance rating of 90 percent. The roof surface temperature remains near ambient temperature keeping interior spaces cooler. The vendor will be responsible for final engineering plans/specifications.

Task 4c: Develop Waste Stream Plan and submit to the Department for approval.

Task 4d: Install Cool Roof installation system.

Task 4e: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for Cool Roof insulation system, Waste Stream Plan, photographs of installed Cool Roof insulation system, utility bills documenting energy reduction, and any applicable invoices.

F. PROJECT DELIVERABLES/OUTPUTS:

The table below identifies the month of the project each task will start and be accomplished.

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

No.	Task/Activity Description	Deliverables/ Outputs	Start Month	Deadline Month
1	HVAC Retrofits (Objective 1)			
1a	Select a vendor to furnish and install 19 14-SEER energy efficient HVAC units and an energy management control system with related sensors for 19 HVAC units. Establish final engineering plans/specifications.	Procurement documents used to select the vendor, contracts between the Grantee and vendor and a copy of final plans/specifications.	1	7
1b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
1c	Oversee vendor installing HVAC units and energy management control system.	Photographs of installed retrofits.	7	9
1d	Provide a Final Report.	Final Report that includes procurement documents used to hire the vendor, contracts between the Grantee and vendor, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11
2	Chiller Retrofits (Objective 2)			
2a	Select a vendor to provide and install two 180-ton chillers and related materials for installation. Establish final engineering plans/specifications.	Procurement documents used to procure chillers and related materials and a copy of final plans/specifications	1	7
2b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
2c	Install chillers and related materials.	Photographs of installed retrofits.	8	9
2d	Provide a Final Report.	Final Report that includes a copy of final plans/specifications, procurement documents used to procure chillers and related materials, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

3	Lighting Retrofits (Objective 3)			
3a	Select a vendor to provide and install lighting retrofits. Establish final engineering plans/specifications.	Procurement documents used to procure materials for lighting retrofits and a copy of final plans/specifications.	1	7
3b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
3c	Install lighting retrofits.	Photographs of installed retrofits.	8	9
3d	Provide a Final Report.	Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for lighting retrofits, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11
4	Cool Roof Retrofits (Objective 4)			
4a	Select a vendor to provide and install materials for Cool Roof coating system to cover 101,660 square feet of existing roof. Establish final engineering plans/specifications.	Procurement documents used to procure materials for Cool Roof coating system and a copy of final plans/specifications.	1	7
4b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan	7	8
4c	Install Cool Roof coating system.	Photographs of installed Cool Roof coating system.	8	9
4d	Provide a Final Report	Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for Cool Roof coating system, Waste Stream Plan, photographs of installed Cool Roof coating system and any applicable invoices.	10	11

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

G. PROJECT BUDGET:

The budget below summarizes the project by Funding Category. All dollar amounts are rounded to the nearest whole dollar value.

Funding Category	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Funding	Source of Funds
1. Salaries		\$19,910.98	Grantee
2. Fringe Benefits		\$7,388.02	Grantee
3. Travel (if authorized)			
4. Supplies/Other Expenses			
5. Equipment			
6. Contractual Services	\$394,000.00	\$888,871.00	Grantee
7. Indirect (if authorized)			
Total Project Budget	\$394,000.00	\$916,080.00	
Total Project Cost	\$1,310,080.00	= Grants Funds + Cost Share	
Cost Share Percentage	69.9%	= Cost Share / Total Project Cost	

H. TOTAL BUDGET BY TASK:

The project budget below summarizes the project by Project Task. Project Tasks correspond to the "Project Description" section. All dollar amounts are rounded to the nearest whole dollar value.

Project Task	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Matching Funds	Source
1 HVAC Retrofits	\$72,000.00	\$140,897.00	Grantee
2 Chiller Retrofits	\$168,406.00	\$421,606.00	Grantee
3 Lighting Retrofits	\$67,298.00	\$146,173.00	Grantee
4 Cool Roof Retrofits	\$86,296.00	\$207,404.00	Grantee
Totals:	\$394,000.00	\$916,080.00	
Total Project Cost:	\$1,310,080.00	= Grant Funds + Cost Share	

ATTACHMENT A-1 REVISED GRANT WORK PLAN

I. BUDGET DETAIL:

Using the definitions provided below, the detailed, line-item budget clarifies the Budget Summary shown in Section G. Budget Category Sub-Totals have been rounded to the nearest whole dollar value. Up to 10% of grant funds may be used for administrative costs, excluding the cost of meeting reporting requirements of the program.

Administrative costs are defined as: allowable, reasonable, and allocable Direct and Indirect costs related to overall management of the awarded grant (including travel). For each budget line-item, the appropriate column identifies if the cost is: 1) Grant or Match, 2) a Direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature. A description of what is required for each budget category is as follows:

1. Salaries - Identify the persons to be compensated for work on this project by name (if known), position, and title. Show the hourly cost and total hours to be charged for each person or position. Divide annual salaries by 2080 hours and nine month academic salaries by 1560 hours, to find the hourly rate.
2. Fringe Benefits - Multiply the rate by the total salaries to which fringe benefits apply. If the rate is variable, explain and show calculations.
3. Travel - List trips by their purpose and/or destination. Indicate the number of days for each trip. The Department will only reimburse for travel at the appropriate State of Florida rate (Section 112.061, Florida Statutes), using the forms referenced in Attachment B, Payment Request Summary Form. Be prepared to provide the Department with details on costs utilized to calculate the "Amount Budgeted" for each trip.
4. Supplies & Other Expenses - List expendable supplies by category description, unit costs and quantity. List other expenses not included in any of the above categories. Examples would be printing, copying, postage, communications, etc. Non-expendable equipment valued at less than \$1,000 may be listed also. Include only expenses directly related to the project, not expenses of a general nature. For Match only, list costs related to donated real property such as land (not to exceed the fair market value of the property).
5. Equipment - List non-expendable personal property/equipment valued at \$1,000 or more by description, unit cost, and quantity. Computers and data-processing equipment should be described in detail.
6. Contractual Services - Subcontractors should provide the same information required by this budget table, with the following exceptions: (a) when professional services are provided at a pre-existing approved rate or fee shown on the budget; or (b) the subcontract is to be obtained competitively. For either (a) or (b), show an estimated maximum amount.
7. Indirect Costs/Rate - Indirect Costs are not authorized.
8. Total Budget Category - Show the total of all line-items within a Budget Category.
9. Total Budget - Show the total of all categories.

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

1. Salaries									
Salaries (Name/Position)	Hourly Cost (\$)	* Hours/wk. or % FTE	Total Gross Salary (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N			
Mike Rubin / Director	\$44.41	* 3 * 16 wks = 60	\$2,131.49	M	N	Y			
Gene Burns / Department Head	\$41.92	* 4 * 16 wks = 88	\$2,682.88	M	N	Y			
Bill Behne / Facilities Specialist	\$27.24	* 15 * 16 wks = 260	\$6,537.60	M	N	Y			
Phyllis Thorpe / Project Manager	\$20.47	* 14.5 * 16 wks = 240	\$4,749.04	M	N	Y			
Mike Dalton / Business Manager	\$30.62	* 5.4 * 16 wks = 88	\$2,645.57	M	N	Y			
Jay Kamys / Special Projects	\$29.11	* 1 * 40 wks = 40	\$1,164.40	M	N	Y			
Sub-Totals for Salaries Category									
			\$19,910.98						

2. Fringe Benefits									
Name of Employee	Amount Gross Salary (\$)	Approved % per Work Plan or enter "N/A" & provide break-out	Benefit # 1 & Cost	Benefit # 2 & Cost	Benefit # 3 & Cost	Total Fringe Benefits (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N
Mike Rubin	\$2,131.49	34.7%	\$	\$	\$	\$739.40	M	N	Y
Gene Burns	\$2,682.88	30.2%	\$	\$	\$	\$811.37	M	N	Y
Bill Behne	\$6,537.60	37.6%	\$	\$	\$	\$2,459.70	M	N	Y
Phyllis Thorpe	\$4,749.04	42.8%	\$	\$	\$	\$2,033.04	M	N	Y
Mike Dalton	\$2,645.57	35.4%	\$	\$	\$	\$935.25	M	N	Y
Jay Kamys	\$1,164.40	35.1%	\$	\$	\$	\$409.26	M	N	Y
Sub-Total of Fringe Benefits Category									
						\$7,388.02			

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

3. Travel * Cannot exceed cost limitations required by Section 112.061, Florida Statutes							
Name of Employee	Destination	Period of Trip (# of days)	Purpose of Trip	Amount Budgeted	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
				\$			
				\$			
				\$			
Sub-Total of Travel Category				\$ N/A			

4. Supplies - Other Expenses								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
Sub-Total of Supplies - Other Expenses Category					\$ N/A			

5. Equipment								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
	\$	*		=				
	\$	*		=				
Sub-Total of Equipment Category					\$ N/A			

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

6. Contractual Services									
Name of Vendor	Description	Fee/Rate (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
To Be Determined	HVAC Retrofits/ Chiller Retrofits/Indoor Lighting Retrofit/ Cool Roof Coating (engineering, equipment and installation)	\$394,000.00	*	1	=	\$394,000.00	G	N/A	N
To Be Determined	HVAC Retrofits/ Chiller Retrofits/Indoor Lighting Retrofit/ Cool Roof Coating (engineering, equipment and installation)	\$888,781.00	*	1	=	\$888,781.00	M	N/A	N
						Sub-Total of Contractual Services Category			
						\$1,282,781.00			

7. Indirect Cost (if approved)									
Budget Category included in Base of Indirect Cost Calculations	Total Direct Costs for Budget Category	*	Approved Indirect Cost Rate (%) from Grant Work Plan	=	Total Indirect Cost for Budget Category (\$)	Total Indirect Costs for Grant	+	Total Indirect Costs for Match	
\$	\$	*		=	\$	\$	+	\$	
\$	\$	*		=	\$	\$	+	\$	
\$	\$	*		=	\$	\$	+	\$	
\$	\$	*		=	\$	\$	+	\$	
Sub-Total of Indirect Costs Category						\$ N/A			

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

8. Total Project Budget					
Budget Category	Total Costs for Budget Category	=	Total Grant Costs	+	Total Match Costs
Salaries	\$20,999.00	=	\$0.00	+	\$19,910.98
Fringe Benefits	\$6,300.00	=	\$0.00	+	\$7,388.02
Travel (if authorized)	\$0.00	=	\$0.00	+	\$0.00
Supplies/Other Expenses	\$0.00	=	\$0.00	+	\$0.00
Equipment	\$0.00	=	\$0.00	+	\$0.00
Contractual Services	\$1,282,781.00	=	\$394,000.00	+	\$ 888,781.00
Indirect (if authorized)	\$0.00	=	\$0.00	+	\$0.00
Total Project Budget	\$1,310,080.00	=	\$394,000.00	+	\$916,080.00

J. MEASURES OF SUCCESS: In the Final Report, the Grantee shall address how the project objectives were accomplished.

OFFICE OF ENERGY
(850) 487-3800
(850) 922-9701 FAX



THE HOLLAND BUILDING, SUITE 251
600 SOUTH CALHOUN STREET
TALLAHASSEE, FLORIDA 32399-0001

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
COMMISSIONER ADAM H. PUTNAM

November 14, 2011

SJC Commission Office

NOV 18 2011

The Honorable Joseph "Ken" Bryan
Chair, St. Johns County Board of County Commissioners
500 San Sebastian View
St. Augustine, Florida 32084

RE: Grant Agreement # 17616 (Formerly ARS074)

Dear Chair Bryan:

Enclosed with this letter is Amendment 2 for Grant Agreement #17616 between St. Johns County Board of County Commissioners and the Florida Department of Agriculture and Consumer Services. Please obtain the appropriate signatures on all three (3) copies, keep one signed amendment for your records and return the remaining two signed amendments as soon as possible to:

April Groover
Office of Energy
Florida Department of Agriculture and Consumer Services
600 S. Calhoun St., Suite 251
Tallahassee, FL 32399-1300

If you have any questions about the agreement, or will require additional time to obtain signatures, please call me at (850) 922-0999.

Sincerely,

April Groover, Grant Manager

Enclosures

Cc: Jay Kamys, Special Projects Coordinator

SJCBoCC Distribution
All Districts: _____
District 1: _____ District 2: _____
District 3: _____ District 4: _____
District 5: _____ Legal: _____
Wanchick Cameron Locklear
Scanned: _____ Initialed: _____
Date: _____

The Honorable Joseph "Ken" Bryan
Chair, St. Johns County Board of County Commissioners
500 San Sebastian View
St. Augustine, Florida 32084
(904) 209-0305



ADAM H. PUTNAM
COMMISSIONER

CONTRACT AMENDMENT

FDACS CONTRACT #
017616

Please Respond To: April Groover
Office of Energy
Florida Department of Agriculture
and Consumer Services
600 S. Calhoun St., Suite 251
Tallahassee, FL 32399-0001

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NO OTHER PROVISIONS OF THIS CONTRACT ARE AMENDED OR OTHERWISE ALTERED BY THIS AMENDMENT.

Mike Gresham
Director of Administration
Department of Agriculture
and Consumer Services

(Signature)

(Title)

(Company)

(Date)

November 14, 2011

(Date)



**ATTACHMENT A-1
REVISED GRANT WORK PLAN
FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
GRANT AGREEMENT NO. 17616**

**STATE OF FLORIDA
GRANT ASSISTANCE
PURSUANT TO
AMERICAN RECOVERY AND REINVESTMENT ACT
UNITED STATES DEPARTMENT OF ENERGY AWARDS**

A. PROJECT TITLE: St. Johns County Projects for Clean Energy

B. PROJECT LOCATION: St. Johns County

C. PROJECT BACKGROUND:

The Grantee has identified four energy conservation measures (ECMs) that will utilize both grant and St. Johns County (County) funds to increase the adoption of energy efficient technology and practices in Florida. The ECMs include a heating, ventilation, and air conditioning (HVAC) retrofit, a chiller retrofit, an indoor lighting retrofit and installation of cool roof coatings. The ECMs will be performed at buildings operated and maintained by the County: Old Jail, Sheriff's Administration, Main Library, Ponte Vedra Library, Bartram Library, Ketterlinus Gym, New Jail Isolation Corridor, Courthouse Annex, Council On Aging, Sheriff's Office, Newer Section of Jail, Administration Building, Emergency Operations Center, Traffic Court Building and Sheriff's Annex.

D. PROJECT OBJECTIVES:

- **Objective 1:** To reduce energy consumption and energy costs by retrofitting inefficient HVAC units and installing energy management control system with related sensors.
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E. PROJECT DESCRIPTION:

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 - Task 1b:** Develop Waste Stream Plan and submit to the Department for approval.
 - Task 1c:** Oversee vendor installing HVAC units and energy management control system.

ATTACHMENT A-1 REVISED GRANT WORK PLAN

Task 1d: Provide a Final Report that includes procurement documents used to hire the vendor, contracts between the Grantee and vendor, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

- **Task 2: Chiller Retrofits (Objective 2)**

Task 2a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install two 180-ton chillers and related materials for installation Sherriff's Office, Older Section of Jail, Newer Section of Jail, a new Central Chilled Water Plant is proposed for all of these Buildings. Also Included is a Thermal Energy (ICE) Storage System which will permit making of ice during the night or unoccupied times to be used for cooling during peak energy usage times of the day. Related materials include New Condenser mounted VFD with Low Ambient Control for Fan Motors 75 HP. Remove 6 Chilled Water Pumps and Replace them with 3 new High Efficiency Pumps with VFD's (Variable Speed Drives). 75HP. The vendor will be responsible for final engineering plans/specifications.

Task 2b: Develop Waste Stream Plan and submit to the Department for approval.

Task 2c: Install chillers and related materials.

Task 2d: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure chillers and related materials, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

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Task 3a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install materials for lighting retrofits: 90 less than 40 watt fluorescent lights; 18 light emitting diode (LED) exit signs; 1235 T8 or T5 fluorescent lights; 70 T8 or T5 lights for two-foot fixtures; 130 T8 or T5 fluorescent lights for three- and four-foot fixtures; 103 CFL (greater than or equal to 40 W); 19 Metal Halide (300W to 500W); 40 Metal Halide (100W to 300W). These ECM's will be located at the following facilities: Main Library, Ponte Vedra Library, Ketterlinus Gym, Council on Aging Building and Administration Building. The vendor will be responsible for final engineering plans/specifications.

Task 3b: Develop Waste Stream Plan and submit to the Department for approval.

Task 3c: Install lighting retrofits.

Task 3d: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for lighting retrofits, Waste Stream Plan, photographs of installed retrofits, utility bills documenting energy reduction, and any applicable invoices.

- **Task 4: Cool Roof Retrofit (Objective 4)**

Task 4a: Select a vendor following the procurement procedures outlined in 10 CFR 600 to provide and install materials for a Cool Roof coating system to cover 101,660 square feet of existing roof at KetterlinusGym, Emergency Operations Center, Traffic Court Building, Sherriff's Annex and Ponte Vedra Library. The energy savings cool roof retrofit is a monolithic elastomeric coating that provides 90 percent reflectivity of the sun's radiation and provides a thermal emittance rating of 90 percent. The roof surface temperature remains near ambient temperature keeping interior spaces cooler. The vendor will be responsible for final engineering plans/specifications.

Task 4c: Develop Waste Stream Plan and submit to the Department for approval.

Task 4d: Install Cool Roof installation system.

Task 4e: Provide a Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for Cool Roof insulation system, Waste Stream Plan, photographs of installed Cool Roof insulation system, utility bills documenting energy reduction, and any applicable invoices.

F. PROJECT DELIVERABLES/OUTPUTS:

The table below identifies the month of the project each task will start and be accomplished.

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

No.	Task/Activity Description	Deliverables/ Outputs	Start Month	Deadline Month
1 HVAC Retrofits (Objective 1)				
1a	Select a vendor to furnish and install 19 14-SEER energy efficient HVAC units and an energy management control system with related sensors for 19 HVAC units. Establish final engineering plans/specifications.	Procurement documents used to select the vendor, contracts between the Grantee and vendor and a copy of final plans/specifications.	1	7
1b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
1c	Oversee vendor installing HVAC units and energy management control system.	Photographs of installed retrofits.	7	9
1d	Provide a Final Report.	Final Report that includes procurement documents used to hire the vendor, contracts between the Grantee and vendor, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11
2 Chiller Retrofits (Objective 2)				
2a	Select a vendor to provide and install two 180-ton chillers and related materials for installation. Establish final engineering plans/specifications.	Procurement documents used to procure chillers and related materials and a copy of final plans/specifications	1	7
2b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
2c	Install chillers and related materials.	Photographs of installed retrofits.	8	9
2d	Provide a Final Report.	Final Report that includes a copy of final plans/specifications, procurement documents used to procure chillers and related materials, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11

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3	Lighting Retrofits (Objective 3)			
3a	Select a vendor to provide and install lighting retrofits. Establish final engineering plans/specifications.	Procurement documents used to procure materials for lighting retrofits and a copy of final plans/specifications.	1	7
3b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan.	7	8
3c	Install lighting retrofits.	Photographs of installed retrofits.	8	9
3d	Provide a Final Report.	Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for lighting retrofits, Waste Stream Plan, photographs of installed retrofits and any applicable invoices.	10	11
4	Cool Roof Retrofits (Objective 4)			
4a	Select a vendor to provide and install materials for Cool Roof coating system to cover 101,660 square feet of existing roof. Establish final engineering plans/specifications.	Procurement documents used to procure materials for Cool Roof coating system and a copy of final plans/specifications.	1	7
4b	Develop Waste Stream Plan and submit to the Department for approval.	Waste Stream Plan	7	8
4c	Install Cool Roof coating system.	Photographs of installed Cool Roof coating system.	8	9
4d	Provide a Final Report	Final Report that includes a copy of final plans/specifications, procurement documents used to procure materials for Cool Roof coating system, Waste Stream Plan, photographs of installed Cool Roof coating system and any applicable invoices.	10	11

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

G. PROJECT BUDGET:

The budget below summarizes the project by Funding Category. All dollar amounts are rounded to the nearest whole dollar value.

Funding Category	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Funding	Source of Funds
1. Salaries		\$19,910.98	Grantee
2. Fringe Benefits		\$7,388.02	Grantee
3. Travel (if authorized)			
4. Supplies/Other Expenses			
5. Equipment			
6. Contractual Services	\$394,000.00	\$888,871.00	Grantee
7. Indirect (if authorized)			
Total Project Budget	\$394,000.00	\$916,080.00	
Total Project Cost	\$1,310,080.00	= Grants Funds + Cost Share	
Cost Share Percentage	69.9%	= Cost Share / Total Project Cost	

H. TOTAL BUDGET BY TASK:

The project budget below summarizes the project by Project Task. Project Tasks correspond to the "Project Description" section. All dollar amounts are rounded to the nearest whole dollar value.

Project Task	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Matching Funds	Source
1 HVAC Retrofits	\$72,000.00	\$140,897.00	Grantee
2 Chiller Retrofits	\$168,406.00	\$421,606.00	Grantee
3 Lighting Retrofits	\$67,298.00	\$146,173.00	Grantee
4 Cool Roof Retrofits	\$86,296.00	\$207,404.00	Grantee
Totals:	\$394,000.00	\$916,080.00	
Total Project Cost:	\$1,310,080.00	= Grant Funds + Cost Share	

ATTACHMENT A-1 REVISED GRANT WORK PLAN

I. BUDGET DETAIL:

Using the definitions provided below, the detailed, line-item budget clarifies the Budget Summary shown in Section G. Budget Category Sub-Totals have been rounded to the nearest whole dollar value. Up to 10% of grant funds may be used for administrative costs, excluding the cost of meeting reporting requirements of the program.

Administrative costs are defined as: allowable, reasonable, and allocable Direct and Indirect costs related to overall management of the awarded grant (including travel). For each budget line-item, the appropriate column identifies if the cost is: 1) Grant or Match, 2) a Direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature. A description of what is required for each budget category is as follows:

1. Salaries - Identify the persons to be compensated for work on this project by name (if known), position, and title. Show the hourly cost and total hours to be charged for each person or position. Divide annual salaries by 2080 hours and nine month academic salaries by 1560 hours, to find the hourly rate.
2. Fringe Benefits - Multiply the rate by the total salaries to which fringe benefits apply. If the rate is variable, explain and show calculations.
3. Travel - List trips by their purpose and/or destination. Indicate the number of days for each trip. The Department will only reimburse for travel at the appropriate State of Florida rate (Section 112.061, Florida Statutes), using the forms referenced in Attachment B, Payment Request Summary Form. Be prepared to provide the Department with details on costs utilized to calculate the "Amount Budgeted" for each trip.
4. Supplies & Other Expenses - List expendable supplies by category description, unit costs and quantity. List other expenses not included in any of the above categories. Examples would be printing, copying, postage, communications, etc. Non-expendable equipment valued at less than \$1,000 may be listed also. Include only expenses directly related to the project, not expenses of a general nature. For Match only, list costs related to donated real property such as land (not to exceed the fair market value of the property).
5. Equipment - List non-expendable personal property/equipment valued at \$1,000 or more by description, unit cost, and quantity. Computers and data-processing equipment should be described in detail.
6. Contractual Services - Subcontractors should provide the same information required by this budget table, with the following exceptions: (a) when professional services are provided at a pre-existing approved rate or fee shown on the budget; or (b) the subcontract is to be obtained competitively. For either (a) or (b), show an estimated maximum amount.
7. Indirect Costs/Rate - Indirect Costs are not authorized.
8. Total Budget Category - Show the total of all line-items within a Budget Category.
9. Total Budget - Show the total of all categories.

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

1. Salaries									
Salaries (Name/Position)	Hourly Cost (\$)	* Hours/wk. or % FTE	Total Gross Salary (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N			
Mike Rubin / Director	\$44.41	3 * 16 wks = 60	\$2,131.49	M	N	Y			
Gene Burns / Department Head	\$41.92	4 * 16 wks = 88	\$2,682.88	M	N	Y			
Bill Behne / Facilities Specialist	\$27.24	15 * 16 wks = 260	\$6,537.60	M	N	Y			
Phyllis Thorpe / Project Manager	\$20.47	14.5 * 16 wks = 240	\$4,749.04	M	N	Y			
Mike Dalton / Business Manager	\$30.62	5.4 * 16 wks = 88	\$2,645.57	M	N	Y			
Jay Kamys / Special Projects	\$29.11	1 * 40 wks = 40	\$1,164.40	M	N	Y			
Sub-Totals for Salaries Category			\$19,910.98						

2. Fringe Benefits									
Name of Employee	Amount Gross Salary (\$)	Approved % per Work Plan or enter "N/A" & provide break-out	Benefit # 1 & Cost	Benefit # 2 & Cost	Benefit # 3 & Cost	Total Fringe Benefits (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
Mike Rubin	\$2,131.49	34.7%	\$	\$	\$	\$739.40	M	N	Y
Gene Burns	\$2,682.88	30.2%	\$	\$	\$	\$811.37	M	N	Y
Bill Behne	\$6,537.60	37.6%	\$	\$	\$	\$2,459.70	M	N	Y
Phyllis Thorpe	\$4,749.04	42.8%	\$	\$	\$	\$2,033.04	M	N	Y
Mike Dalton	\$2,645.57	35.4%	\$	\$	\$	\$935.25	M	N	Y
Jay Kamys	\$1,164.40	35.1%	\$	\$	\$	\$409.26	M	N	Y
Sub-Total of Fringe Benefits Category						\$7,388.02			

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

3. Travel * Cannot exceed cost limitations required by Section 112.061, Florida Statutes							
Name of Employee	Destination	Period of Trip (# of days)	Purpose of Trip	Amount Budgeted	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
				\$			
				\$			
				\$			
Sub-Total of Travel Category				\$ N/A			

4. Supplies - Other Expenses							
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
Sub-Total of Supplies - Other Expenses Category					\$ N/A		

5. Equipment							
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
	\$			=			
	\$			=			
Sub-Total of Equipment Category					\$ N/A		

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

6. Contractual Services									
Name of Vendor	Description	Fee/Rate (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
To Be Determined	HVAC Retrofits/ Chiller Retrofits/Indoor Lighting Retrofit/ Cool Roof Coating (engineering, equipment and installation)	\$394,000.00	*	1	=	\$394,000.00	G	N/A	N
To Be Determined	HVAC Retrofits/ Chiller Retrofits/Indoor Lighting Retrofit/ Cool Roof Coating (engineering, equipment and installation)	\$888,781.00	*	1	=	\$888,781.00	M	N/A	N
						Sub-Total of Contractual Services Category			
						\$1,282,781.00			

7. Indirect Cost (if approved)									
Budget Category included in Base of Indirect Cost Calculations	Total Direct Costs for Budget Category	*	Approved Indirect Cost Rate (%) from Grant Work Plan	=	Total Indirect Cost for Budget Category (\$)	Total Indirect Costs for Grant	+	Total Indirect Costs for Match	
\$		*		=	\$		+	\$	
\$		*		=	\$		+	\$	
\$		*		=	\$		+	\$	
\$		*		=	\$		+	\$	
Sub-Total of Indirect Costs Category						\$ N/A			
						\$			

**ATTACHMENT A-1
REVISED GRANT WORK PLAN**

8. Total Project Budget					
Budget Category	Total Costs for Budget Category	=	Total Grant Costs	+	Total Match Costs
Salaries	\$20,999.00	=	\$0.00	+	\$19,910.98
Fringe Benefits	\$6,300.00	=	\$0.00	+	\$7,388.02
Travel (if authorized)	\$0.00	=	\$0.00	+	\$0.00
Supplies/Other Expenses	\$0.00	=	\$0.00	+	\$0.00
Equipment	\$0.00	=	\$0.00	+	\$0.00
Contractual Services	\$1,282,781.00	=	\$394,000.00	+	\$ 888,781.00
Indirect (if authorized)	\$0.00	=	\$0.00	+	\$0.00
Total Project Budget	\$1,310,080.00	=	\$394,000.00	+	\$916,080.00

J. MEASURES OF SUCCESS: In the Final Report, the Grantee shall address how the project objectives were accomplished.