

EXHIBIT B

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: July 13, 2011

CONTRACT # C11-1891-PS
CITY OF CRESTVIEW
MOU FOR DISPATCH FACILITY ON PJ ADAMS
EXPIRES: INDEFINITE

Contract/Lease Control #: #C11-1891-PS

Bid #: NA Contract/Lease Type: MOU

Award To/Lessee: CITY OF CRESTVIEW

Lessor/Owner: OKALOOSA COUNTY

Effective Date: 07/05/2011

Expiration Date: INDEFINITE

Description of Contract/Lease: MOU FOR DISPATCH FACILITY ON PJ ADAMS BLVD

Department Manager: PS

Department Monitor: D. VILLANI

Monitor's Telephone #: 651-7150

Monitor's FAX # OR E-Mail: DVILLANI@CO.OKALOOSA.FL.US

Date Closed: _____

Cc: Finance Dept Contracts & Grants Division

CERTIFIED A TRUE
AND CORRECT COPY

JD PEACOCK II
CLERK CIRCUIT COURT

BY Jusa Ward
DEPUTY CLERK

DATE March 4, 2016



**Memorandum of Understanding
Between
Okaloosa County Board of Commissioners
And
The City of Crestview**

for the shared use of the Crestview Police Department Dispatch Facility

The purpose of this MOU is to set forth the general conditions under and by which the City of Crestview will share the use of the Crestview Police Department Dispatch Facility located on P.J. Adams Parkway, Crestview, Florida; with the County.

1. The County shall:
 - a. Station and house a County EMS Ambulance, its crew, an EMS Supervisor, and the EMS training program at the facility providing the necessary interior cosmetic renovations (replace carpeting, wall paint, programmable thermostat installation, audio visual equipment installation...etc) to occupy the entire building.
 - b. Maintain Public Safety Radio equipment on the City of Crestview Water tower at the site. Okaloosa County would allow the placement of wireless antennas on some of the water tanks in the northern areas of Okaloosa County if the City of Crestview would need the transmitters to sustain wireless coverage for a Flex-Net water data system. The City of Crestview would be responsible for any cost of installation or repair of the wireless transmitters. Actual tanks and locations to be worked out in discussions by City and OCWS staff. The City agrees to consider the use of DG50 TCB dual transceivers so that OCWS may share the single Flexnet antennas that may be installed by the City on OCWS water tanks. The City understands that whenever an OCWS tank is painted, all antennas, conduit and cabling (including OCWS and Okaloosa County Sheriff antennas) must be removed during the blasting and painting process.
 - c. Maintain fiber optic line and switches for the 911 system connectivity at the Stillwell location.
 - d. Maintain and clean the facility as its sole occupant.
 - e. Pay all utilities including gas, water, electricity, phone, and garbage collection necessary to house the County's EMS employees and operate the Public Safety radio equipment located on the City of Crestview water tower.
 - f. Provide periodic medical and first aid as well as mission specific training to the Crestview Police and Fire departments as requested free of charge.
2. The City of Crestview shall:
 - a. Allow the County to occupy the entire facility rent free as long as required by the County.
 - b. Provide ingress and egress for County's ambulance.

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- d. Provide parking space for County personnel.
 - e. Ensure the facility and tower radio equipment retains generator back up power capability.
3. To the extent permitted by Florida law and as limited by the provisions of Section 768.28 Florida Statutes, the City and the County agree to hold harmless and indemnify the other, their employees, and agents against any and all claims and damages by or on behalf of any person, employee, or legal entity arising from their respective negligent acts pursuant to this agreement. Nothing is intended to alter either party's immunity in tort or otherwise impose liability on the City or the County when it would not otherwise by law be responsible.
 4. This Memorandum of Understanding shall supersede the Memorandum of Understanding executed by the City on June 20, 2011 and the County on July 5, 2011, and identified by the County as C11-1891-PS.
 5. This Memorandum of Understanding is intended only for the benefit of the parties executing this agreement, and is in no way intended for any third party beneficiaries.

IN WITNESS WHEREOF, the parties hereto have caused the signatures of their officers to be set hereunder and their seals to be affixed hereto to be effective as of the latest date of execution.

ATTEST:

THE CITY OF CRESTVIEW FLORIDA

By: Elizabeth M Roy
Elizabeth Roy
Crestview City Clerk

By: Shannon Hayes
Shannon Hayes
City Council President

Date: February 8, 2016

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY, FLORIDA

By: Davy J. Stapford
for J.D. Geacock, II
Clerk and Comptroller



By: Charles K. Windes, Jr.
Charles K. Windes, Jr.
Chairman

Date: 2/2/16



**Memorandum of Understanding
Between
Okaloosa County Board of Commissioners
And
The City of Crestview
for the shared use of the Crestview Police Department Dispatch Facility**

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- b. Maintain Public Safety Radio equipment on the City of Crestview Water tower at the site. Okaloosa County would allow the placement of wireless antennas on some of the water tanks in the northern areas of Okaloosa County if the City of Crestview would need the transmitters to sustain wireless coverage for a Flex-Net water data system. The City of Crestview would be responsible for any cost of installation or repair of the wireless transmitters. Actual tanks and locations to be worked out in discussions by City and OCWS staff. The City agrees to consider the use of DG50 TCB dual transceivers so that OCWS may share the single Flexnet antennas that may be installed by the City on OCWS water tanks. The City understands that whenever an OCWS tank is painted, all antennas, conduit and cabling (including OCWS and Okaloosa County Sheriff antennas) must be removed during the blasting and painting process.
- c. Maintain fiber optic line and switches for the 911 system connectivity at the Stillwell location.
- d. Maintain and clean the facility as its sole occupant.
- e. Pay all utilities including gas, water, electricity, phone, and garbage collection necessary to house the County's EMS employees and operate the Public Safety radio equipment located on the City of Crestview water tower.
- f. Provide periodic medical and first aid as well as mission specific training to the Crestview Police and Fire departments as requested free of charge.

2. The City of Crestview shall:

- a. Allow the County to occupy the entire facility rent free as long as required by the County.
- b. Provide ingress and egress for County's ambulance.

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- d. Provide parking space for County personnel.
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3. To the extent permitted by Florida law and as limited by the provisions of Section 768.28 Florida Statutes, the City and the County agree to hold harmless and indemnify the other, their employees, and agents against any and all claims and damages by or on behalf of any person, employee, or legal entity arising from their respective negligent acts pursuant to this agreement. Nothing is intended to alter either party's immunity in tort or otherwise impose liability on the City or the County when it would not otherwise by law be responsible.
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IN WITNESS WHEREOF, the parties hereto have caused the signatures of their officers to be set hereunder and their seals to be affixed hereto to be effective as of the latest date of execution.

ATTEST:

By: *Elizabeth Roy*
 Elizabeth Roy
 Crestview City Clerk

THE CITY OF CRESTVIEW FLORIDA

By: *Shannon Hayes*
 Shannon Hayes
 City Council President

Date: 2/10/16

ATTEST:

By: *J.D. Peacock, II*
 J.D. Peacock, II
 Clerk and Comptroller



BOARD OF COUNTY COMMISSIONERS
 OKALOOSA COUNTY, FLORIDA

By: *Charles K. Windes, Jr.*
 Charles K. Windes, Jr.
 Chairman

Date: 3/2/16





BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

DATE: March 1, 2016
TO: Honorable Chairman and Members of the Board
FROM: Alvin Henderson
SUBJECT: Updated MOU with City of Crestview for Dispatch Facility Use
DEPARTMENT: Public Safety
BCC DISTRICT: 3

STATEMENT OF ISSUE: Request approval of the Updated Memorandum of Understanding with the City of Crestview for use of the Crestview Police Department Dispatch Facility on P.J. Adams Parkway to enhance the EMS training program and north county supervision.

BACKGROUND: Since 2011, Emergency Medical Services has occupied a portion of the Crestview Police Department Dispatch Facility on P.J. Adams Parkway to house an ambulance station serving the southern part of Crestview. At the time, the facility was shared with the City of Crestview's police and fire department dispatch operations under the agreement that the County would pay recurring costs associated with 911 trunk lines and share space on the water tower for the City's radio equipment while the City paid all utility and maintenance costs on the building. The police and fire dispatch centers have since relocated leaving the portion of the facility they once occupied unused.

The City of Crestview has agreed to the updated language in this proposal to provide EMS full use of the facility rent free to house the ambulance and its crew, an EMS supervisor, and use the facility as the EMS Training Center for ongoing medical training and professional development activities. As well, the City will maintain the backup generators at the site. The County will continue to allow the City to maintain radio equipment space on the water tower, maintain fiber optic connectivity for 911, provide mission-specific training to the Crestview Police and Fire Departments, and pay the utility and maintenance costs of the building. Okaloosa County Facility Maintenance has inspected the building and found it in good repair and expects ongoing maintenance to be minimal. Annual utility costs are projected at approximately \$10,000 and have been budgeted for in FY16.


The benefits to the County are an improved medical training facility complete with a dedicated classroom and skills lab - facilities EMS does not currently enjoy. This facility will also satisfy a critical accreditation criterion that EMS currently cannot satisfy. Finally, it provides a dedicated location from which an EMS Shift Training Officer can provide back up and supervision on critical EMS calls and general field supervision in the north end of the county.

The attached Memorandum of Understanding delineates responsibilities for both parties.

OPTIONS: Approve/Disapprove

RECOMMENDATIONS: Recommend approval of the updated Memorandum of Understanding with the City of Crestview for use of the Crestview Police Department Dispatch

Facility on P.J. Adams Parkway to enhance the EMS training program and north county supervision.



Alvin Henderson, Director 2/17/2016

RECOMMENDED BY:

APPROVED BY:

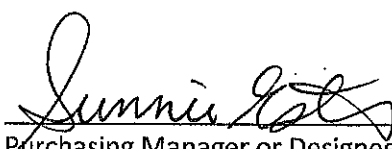
John Hofstad, County Administrator

CONTRACT & LEASE INTERNAL COORDINATION SHEET


Contract/Lease Number: C11-1891-PS Tracking Number: 1632-14
Grant Funded: YES ___ NO ___
Contractor/Lessee Name: City of Crestview
Purpose: Shared use of Crestview Police Dept. Dispatch Facility.
Date/Term: _____
Amount: _____
Department: PS
Dept. Monitor Name: Alvin Henderson
Document has been reviewed and includes any attachments or exhibits.

1. GREATER THAN \$50,000
2. GREATER THAN \$25,000
3. \$25,000 OR LESS

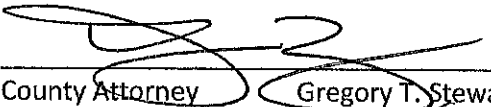
Purchasing Coordination


Purchasing Manager or Designee _____ Date: 1-26-14
Joanne Kublik or Sunnie Estes

Risk Management Review

Approved as written:

Risk Manager or designee _____ Date: 2-2-16
Laura Porter or Krystal King

County Attorney Review

Approved as written:

County Attorney _____ Date: 2/4/16
Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or designee
See Attached

Following Okaloosa County approval:

Contracts & Grants

Document has been received: _____ Date: _____
Contracts & Grants Manager

RECEIVED JAN 24 2010

EXHIBIT D

cc
emailed 2/10/11 to Michelle.
J

CONTRACT & LEASE INTERNAL COORDINATION SHEET

Contract/Lease Number: _____ Tracking Number: 250-11
Contractor/Lessee Name: City of Crestview
Purpose: MOU for the Communication Center
Date/Term: indefinite 1. GREATER THAN \$50,000
Amount: \$921.21 monthly / \$9,033.53 one time 2. GREATER THAN \$25,001
Department: Public Safety 3. \$25,000 OR LESS
Dept. Monitor Name: D Villani

Purchasing Review

Procurement requirements are met:
[Signature] Date: 1/25/11
Contracts & Lease Coordinator

Risk Management Review

Approved as written:
[Signature] Date: 1-26-11
Risk Management Director

County Attorney Review

Approved as written:
[Signature] Date: 2/10/11
County Attorney

Following Okaloosa County approval:

Contract & Grant

Document has been received:

Contracts & Grants Manager Date: _____

ORIGINAL

**Memorandum of Understanding
Between
Okaloosa County Board of Commissioners
And
The City of Crestview
for the shared use of the Crestview Police Department Dispatch Facility**

The purpose of this MOU is to set forth the general conditions under and by which the City of Crestview will share the use of the Crestview Police Department Dispatch Facility located on P.J. Adams Blvd Crestview, FL with the County.

1. The County shall:
 - a. Station and house a County EMS Ambulance and crew at the facility providing the necessary renovations to occupy the three offices and hall space on the northern most side of the facility.
 - b. Maintain Public Safety Radio equipment on the City of Crestview Water tower at the site. Okaloosa County would allow the placement of wireless antennas on some of the water tanks in the northern areas of Okaloosa County if the City of Crestview would need the transmitters to sustain wireless coverage for a Flex-Net water meter data system. The City of Crestview would be responsible for any cost of installation or repair of the wireless transmitters. Actual tanks and locations to be worked out in discussions by City and OCWS staff. The City agrees to consider the use of DG50 TCB dual transceivers so that OCWS may share the single Flexnet antennas that may be installed by the City on OCWS water tanks. The City understands that whenever an OCWS tank is painted, all antennas, conduit and cabling (including OCWS and Okaloosa County Sheriff antennas) must be removed during the blasting and painting process."
 - c. Transfer the ownership of the existing dispatch consoles to the City of Crestview for their use.
 - d. Pay for splitting and moving the existing 911 trunk servicing the current Police dispatch center to the new facility (estimated one time cost of \$9,033.53).
 - e. Pay the additional monthly recurring cost for the new 911 trunk line (estimated costs of \$921.21 per month) as long as County occupies the facility.
 - f. Maintain and clean the portion of the facility the County occupies.

2. The City of Crestview shall:

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EXPIRES: INDEFINITE

- a. Allow the County to house an ambulance and crew at the facility rent free as long as required by the County.
- b. Provide ingress and egress for County's ambulance.
- c. Provide use of the common areas of the building such as bathrooms, showers, and kitchen for the County EMS crew.
- d. Provide parking space for County personnel.
- e. Pay all utilities necessary to house the County's ambulance crew and operate the Public Safety radio equipment located on the City of Crestview water tower.
- f. Ensure the facility and tower radio equipment retains generator back up power capability.

IN WITNESS WHEREOF, the parties hereto have caused the signatures of their officers to be set hereunder and their seals to be affixed hereto to be effective as of the latest date of execution.

ATTEST:

THE CITY OF CRESTVIEW FLORIDA

By: Janise F. Young

By: David Cadle

Date: 6-20-11

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY, FLORIDA**

By: Sandy J. Stanford



By: James Campbell
James Campbell, Chairman



Date: July 5, 2011