

**AMENDMENT NO. 1 TO AGREEMENT BETWEEN OKALOOSA COUNTY, FLORIDA
AND JANICKI ENVIRONMENTAL, INC**

**DEVELOPMENT OF COMPREHENSIVE CONSERVATION AND MANAGEMENT PLAN
(CCMP) FOR THE CHOCTAWHATCHEE BAY ESTUARY
CONTRACT # C22-3154-TDD**

This Amendment No. 1 hereby amends the Agreement effective January 4, 2022, by and between Okaloosa County, Florida (“County”) and Janicki Environmental, Inc (“Contractor”), for Development of Comprehensive Conservation and Management (CCMP) for the Choctawhatchee Bay Estuary (“Contract”), also known as County Contract No. C22-3154-TDD.

WITNESSETH:

WHEREAS, County has requested Contractor provide graphics design services for marketing materials; and

WHEREAS, Contractor prepared for and attended an Alabama-specific TAC meeting beyond the original scope; and

WHEREAS, both parties desire to amend the Contract to reflect these additional services.

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to amend the Contract as follows:

(~~stricken~~ words indicate deletions, underlined words indicate additions)

1. Section 3. Compensation shall be amended as follows: “...total amount of ~~three hundred ninety-nine thousand five hundred twenty-two dollars (\$399,522)~~ four hundred thirty-six thousand five hundred twenty-two dollars (\$436,522).”
2. Attachment A shall be amended to include the following:

CREATE A CONDENSED DIGESTIBLE PUBLIC BASED CCMP PLAN FOR JANICKI AND ESA	\$4,000
CREATE TWO CCMP GRAPHIC DESIGNED REPORTS, ONE TECHNICAL BASED AND ONE PUBLIC BASED FOR CDCS	\$25,000
FOR THE TWO CCMP REPORTS INFOGRAPHICS AND WORD-PROCESSING FOR ESA	\$3,000
JULY 11 ALABAMA BASED TAC MEETING TRAVEL, ATTENDANCE, AND FACILITATION FOR JANICKI AND ESA	\$4,000
PRINT 100 COPIES OF PUBLIC BASED CCMP PLAN, APPROXIMATELY 5 FLATS FOLDED (20 PAGES), 11 X 17 PAPER, 100# GLOSS TEXT, 4/4 COLOR WITH FULL BLEEDS, SADDLE STITCHED BOOKLET	\$1,000
TOTAL	\$37,000

- 3. This Amendment No. 1 shall be effective upon execution by the County.
- 4. All other provisions of Contract # C22-3154-TDD shall remain in full force.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed on the last date herein written below.

JANICKI ENVIRONMENTAL, INC

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

Susan S. Janicki

[Signature]

Susan S. Janicki, Director

Robert A. "Trey" Goodwin III, Chairman

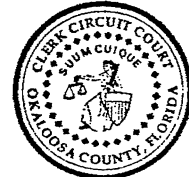
Date: August 31, 2023

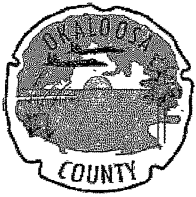
Date: 11/7/2023



ATTEST *[Signature]*

J.D. Peacock II, Clerk of Circuit Court





BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

DATE: November 7, 2023
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Jennifer Adams
SUBJECT: Choctawhatchee Bay Estuary Program update and Janicki amendment 1
DEPARTMENT: Tourist Development Department
BCC DISTRICT: All

STATEMENT OF ISSUE: Request approval of amendment 1 in the amount of \$37,000 to Janicki Environmental contract # C22-3154-TDD for graphic design services and Alabama TAC meeting. Staff from the Choctawhatchee Bay Estuary Program will also provide a brief update.

BACKGROUND: In January 2022, the County entered into Janicki Environmental contract # C22-3154-TDD in the amount of \$399,522 for development of the Comprehensive Conservation and Management Plan (CCMP) for the Choctawhatchee Bay Estuary. In addition to the two TAC meetings held in July (Florida & ad hoc Alabama) per the contract scope, a third stakeholder meeting was held in-person in Alabama, which was the most efficient and effective way to gather input from those stakeholders. Various graphic designs and publications for marketing and educational purposes are also needed.

Amendment 1 increases the scope and compensation to reflect these additional services. The CCMP is entirely funded by RESTORE dollars and the amended contract amount of \$436,522 falls within the original \$437,500 award amount and no additional County or RESTORE funds are needed. Treasury has reviewed the amendment and responded the addition of graphics to the project is within scope and the additional activity will enhance the project

This amendment was approved by the Estuary Coalition at its October 18, 2023 meeting. Final Board approval is requested at this time; the graphics will be a part of the draft CCMP.

Estuary Program staff will also provide the Board a brief update on the status of the Program's accomplishment, to date, and the CCMP development.

FUNDING SOURCE, (If Applicable):

Department # 712130
Account # 534900
Amount \$436,522

OPTIONS: Approve/Deny/Postpone

RECOMMENDATION: Approve amendment 1 in the amount of \$37,000 to Janicki Environmental contract # C22-3154-TDD for graphic design services and Alabama TAC meeting, bringing the contract total to \$436,522.

Jennifer Adams
Jennifer Adams, Director, Tourist Development Department 10/23/2023

RECOMMENDED BY:


John Hofstad, County Administrator 10/31/2023

APPROVED BY:

**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: <u>C22-3154-TDD</u>	Tracking Number: <u>4930-23</u>
Procurement/Contractor/Lessee Name: <u>Janicci</u>	Grant Funded: YES <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/>
Purpose: <u>amendment #1</u>	
Date/Term: <u>5-3-24</u>	1. <input type="checkbox"/> GREATER THAN \$100,000
Department #: <u>712030</u>	2. <input type="checkbox"/> GREATER THAN \$50,000
Account #: <u>534900</u>	3. <input checked="" type="checkbox"/> \$50,000 OR LESS
Amount: <u>\$ 37,000</u>	
Department: <u>TDD</u>	Dept. Monitor Name: _____

<i>Purchasing Review</i>	
Procurement or Contract/Lease requirements are met: <u>[Signature]</u>	Date: <u>8-29-23</u>
Purchasing Manager or designee: _____	DeRita Mason, Erin Poole, Amber Hammonds

<i>2CFR Compliance Review (if required)</i>	
Approved as written: _____	Grant Name: _____
Grants Coordinator: <u>[Signature]</u>	Date: <u>8-6-23</u>
_____	Suzanne Ulloa

<i>Risk Management Review</i>	
Approved as written: _____	Date: <u>8-29-23</u>
Risk Manager or designee: <u>[Signature]</u>	Lydia Garcia

<i>County Attorney Review</i>	
Approved as written: _____	Date: <u>8-29-23</u>
County Attorney: <u>[Signature]</u>	Lynn Hoshihara, Kerry Parsons or Designee

<i>Department Funding Review</i>	
Approved as written: _____	Date: _____

<i>IT Review (if applicable)</i>	
Approved as written: _____	Date: _____

DeRita Mason

From: Lynn Hoshihara
Sent: Tuesday, August 29, 2023 2:12 PM
To: DeRita Mason
Cc: Parsons, Kerry; Odessa Cooper-Pool; Jacqueline Matichuk; Suzanne Ulloa
Subject: Re: Janicki amendment 1

This is approved.

Lynn M. Hoshihara
County Attorney
Okaloosa County, Florida

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: DeRita Mason
Sent: Tuesday, August 29, 2023 7:26:32 AM
To: Lynn Hoshihara
Cc: Parsons, Kerry; Odessa Cooper-Pool; Jacqueline Matichuk; Suzanne Ulloa
Subject: FW: Janicki amendment 1

Good morning,
Please review and approve the attached.
Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP
Purchasing Manager
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
Office: (850) 689-5960 Ext. 6966
Cell: (850) 826-8010
dmason@myokaloosa.com

DeRita Mason

From: Odessa Cooper-Pool
Sent: Tuesday, August 29, 2023 3:45 PM
To: DeRita Mason; Lynn Hoshihara
Cc: Parsons, Kerry; Suzanne Ulloa
Subject: RE: Janicki amendment 1
Attachments: Janicki Amend 1.docx

Hello DeRita,

The amendment for Janicki Environmental, Inc has been reviewed and has been approved by Risk Management for insurance purposes.

Thank you,

Odessa Cooper-Pool

Public Records & Contracts Specialist |Risk Management
Okaloosa County BCC
302 N. Wilson Street, Crestview, FL 32536
Office: 1-850-689-4111



“And, when you want something, all the universe conspires in helping you to achieve it.”— **Paulo Coelho**, *The Alchemist*

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From: DeRita Mason <dmason@myokaloosa.com>
Sent: Tuesday, August 29, 2023 6:27 AM
To: Lynn Hoshihara <lhoshihara@myokaloosa.com>
Cc: Parsons, Kerry <KParsons@ngn-tally.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>; Jacqueline Matichuk <jmatichuk@myokaloosa.com>; Suzanne Ulloa <sulloa@myokaloosa.com>
Subject: FW: Janicki amendment 1

Good morning,
Please review and approve the attached.
Thank you,

DeRita Mason

DeRita Mason

From: Suzanne Ulloa
Sent: Wednesday, September 6, 2023 11:38 AM
To: DeRita Mason
Subject: RE: Janicki Amendment Approval

Print this one for the approval file please.

Suzanne Ulloa

*Purchasing & Grants Coordinator
Okaloosa County
Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536
Phone: (850) 689-5960
DIRECT EXT. 6971*



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From: Jane Evans <jevans@myokaloosa.com>
Sent: Wednesday, September 6, 2023 11:35 AM
To: Suzanne Ulloa <sulloa@myokaloosa.com>
Cc: DeRita Mason <dmason@myokaloosa.com>
Subject: RE: Janicki Amendment Approval

Jeff Gilleo – he is listed in the award.

850-651-1521

10b. FEDERAL PROJECT OFFICER

Jeff Gilleo
1801 L St. N.W. Washington, DC 20006
202-961-7780

From: Suzanne Ulloa <sulloa@myokaloosa.com>
Sent: Wednesday, September 6, 2023 11:29 AM
To: DeRita Mason <dmason@myokaloosa.com>
Cc: Jane Evans <jevans@myokaloosa.com>
Subject: Janicki Amendment Approval

DeRita: Per Jane Evan's grant contact at Treasury, the original conditions of this procurement and Treasury's approval of the bid associated with this contract, carry forward to any amendment(s). Therefore, there is no need for updated clauses in association with this amendment, and it is approved for grant purposes.

Jane: If you could, please send us the name of your contact for our files.

Thank you,

Suzanne Alboa

Purchasing & Grants Coordinator
Okaloosa County
Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536
Phone: (850) 689-5960
DIRECT EXT. 6971



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