Hernando County

Board of County Commissioners

John Law Ayers Commission Chambers, Room 160
20 North Main Street, Brooksville, FL 34601

Regular Meeting

Agenda

Tuesday, May 12, 2026 - 9:00 A.M.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS WITH DISABILITIES NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MARYELLEN WAITE, RISK MANAGEMENT MANAGER, 15470 FLIGHT PATH DRIVE, BROOKSVILLE, FLORIDA 34604, (352) 540-6289. IF HEARING IMPAIRED, PLEASE CALL 1-800-676-3777.

If a person decides to appeal any quasi-judicial decision made by the Hernando County Board of County Commissioners with respect to any matter considered at such hearing or meeting, he or she will need a record of the proceeding, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PLEASE NOTE THAT THIS MEETING HAS A START TIME OF 9:00 A.M., AND ALL ITEMS CAN BE HEARD ANYTIME THEREAFTER.

UPCOMING MEETINGS:

The Board of County Commissioners' next regular meeting is scheduled for Tuesday, May 26, 2026, beginning at 9:00 A.M., in the John Law Ayers County Commission Chambers, Room 160.

A. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance

B. APPROVAL OF AGENDA (Limited to Board and Staff)

C. ELECTED OFFICIALS

D. COMMEMORATIVE RESOLUTIONS

1. **17481** Resolution Proclaiming Hernando County to be Recognized as a "BACK THE BLUE" County in Support of All Law Enforcement

   Attachments: Back the Blue

2. **17321** Resolution Proclaiming May 10, 2026, Through May 16, 2026, as National Hospital Week

   Attachments: National Hospital Week

3. **17343** Resolution Proclaiming May 17, 2026, Through May 23, 2026, as Emergency Medical Services Week

   Attachments: EMS Week

4. **17388** Resolution Proclaiming May 20, 2026, as Florida Emancipation Day

   Attachments: Florida Emancipation Day

5. **17250** Resolution Proclaiming May 21, 2026, as Stop the Bleed Day

   Attachments: Stop the Bleed Day

6. **17318** Resolution Proclaiming May 2026 as Amyotrophic Lateral Sclerosis a/k/a ALS Awareness Month

   Attachments: Amyotrophic Lateral Sclerosis Month

7. **17441** Resolution Proclaiming May 2026 as Beef Month

   Attachments: Beef Month

8. **17376** Resolution Proclaiming May 2026 as National Treatment Court Month

   Attachments: Treatment Court Month

9. **17247** Resolution Proclaiming May 2026 as Water Safety Month

   Attachments: Water Safety Month

E. CITIZENS' COMMENTS

F. BOARD/STAFF RESPONSES

G. DEPUTY FIRE CHIEF KRISTIAN SLOANE

17440 Update Regarding Status of Declaration of Temporary Burn Ban Due to Drought Conditions

H. CONSENT AGENDA

AGREEMENT/GRANT

1. **17407** Affiliation Agreement With First Response Training Group, LLC, for Emergency Medical Technician and Paramedic Educational Field Experience Program for Hernando County Fire Rescue and Emergency Services

Attachments: Affiliation Agreement Between Hernando County and First Response Training Group, LLC Related to Fire Rescue EMT and Paramedic Educational Field Experience Program

2. **17439** Memorandum of Agreement for Use of WeatherSTEM Stations Between Florida Division of Emergency Management and Hernando County Board of County Commissioners

Attachments: Agreement

3. **17438** Memorandum of Understanding With Florida Division of Emergency Management for Elevate Florida Grant Program

Attachments: Memorandum of Understanding - Elevate Florida

4. **17401** Ratification of Donation Agreements Through County Travel Trailer Units Program for Disaster Housing Relief

Attachments: Asset ID 13268 Donation Agreement for Jonathan Brandeburg 3-30-2026
Asset ID 12365 Donation Agreement for Christy Legg 3-30-2026
Asset ID 13196 Donation Agreement for Helen Ross 3-30-2026
Asset ID 12792 Donation Agreement for Vicki Sommer 3-30-2026

MISCELLANEOUS

5. **17411** Declaration of Various Tangible Property as Surplus for Disposal and Removal From Fixed Asset Inventory

Attachments: Surplus Computers 5-12-26

6. **17335** Satisfaction of Mortgage for Freddie Johnson Through Community Development Block Grant Housing Rehabilitation Program

Attachments: Satisfaction of Mortgage - Johnson
Mortgage - Johnson

7. **17344** Various Satisfactions of Second Mortgages Through State Housing Initiative Partnership Down Payment Assistance Program

Attachments: Second Mortgage - Bernhardt
Satisfaction of Mortgage - Bernhardt
Second Mortgage - Carias
Satisfaction of Mortgage - Carias
Modification of Mortgage - Conti
Second Mortgage - Conti
Satisfaction of Mortgage - Conti

8. **17427** Acceptance of Perpetual Utility Easement From 4685 Mazco, LLC, With Hernando County Water and Sewer District for Property Located at 4685 Commercial Way, Regency Oaks Commercial Subdivision

Attachments: Perpetual Utility Easement - 4-15-2026

I. CORRESPONDENCE TO NOTE

1. **17272** Notice of Purchasing Policy Exceptions for April 2026

Attachments: Purchasing Policy Exception Form - Landfill - Shamrock Environmental Corp. - $5,106.23
Purchasing Policy Exception Form - Solid Waste - Integrated Environmental Technology - $77,850.00
Purchasing Policy Exception Form - Facilities - Charlie's Plumbing - $21,676.12
Purchasing Policy Exception Form - Solid Waste - Integrated Environmental Technology - $25,950.00
Purchasing Policy Exception Form - Solid Waste - Integrated Environmental Technology - $8,255.91
Purchasing Policy Exception Form - Fleet - South FL Emergency Vehicles - $11,501.67

2. **17379** Transmittal of Minutes From Delegation on Government Efficiency a/k/a DOGE Committee Meetings of February 2026

   Attachments: DOGE - February 9, 2026 Minutes
   DOGE - February 23, 2026 Minutes

3. **17387** Transmittal of Minutes From Library Advisory Committee Meeting of March 10, 2026

   Attachments: Library Advisory Committee Minutes of March 10, 2026

4. **17408** Transmittal of Minutes From Planning and Zoning Commission Meeting of March 9, 2026

   Attachments: March 9, 2026 - Minutes

5. **17369** Weeki Wachee River Submerged Aquatic Vegetation Restoration Project Maintenance Report for Month Nine

   Attachments: Month 9 Maintenance Report

J. DIRECTOR OF PROCUREMENT & STRATEGIC INITIATIVES CARLA ROSSITER-SMITH

1. **17413** Award of Term Contract to American Standard Landscaping, LLC, for Mowing Services for Brooksville-Tampa Bay Regional Airport (Amount: $134,820.00)

   Attachments: Contract No. 26-T01302 Evalutaion Tabulation
   Contract No. 26-T01302 Department Reference and Technical Evaluation
   Contract No. 26-T01302 Notice of Intent to Award
   Contract - 26-T01302 Solicitation Offer Award
   131 Exp

2. **17367** Addition of Contingency Funding and Change Order No. 4 Due to Delay In Implementation of Payroll Services With Tyler Technologies, Inc., For Public Sector and Education Administration Software Solutions With Related Services for Dedicated Project Manager Services and Remote Implementation (Contract No. 25-P0191C; Change Order Amount: $738,400.00)

Attachments:
Board Approval 12-03-2024
Contract No. 090320-TTI Sourcewell
Contract No. 25-P0191C Tyler Agreement Executed
Amendment #1
Amendment #2
Amendment #3
Amendment #4
Change Order #1
Change Order #2
Change Order #3
Quote for Change Order #4
BT 70827 Tyler Amendment #4

3. **17377** Utilization of Lake County Contract With Aero Groundtek, LLC, for Roadside Mowing and Litter Removal Services for Hernando County Department of Public Works (Contract No. 26-P01316; Amount: $685,800.00)

Attachments:
Piggyback Agreement Contract No. 26-P01316 - Roadside Mowing
Contract No. 26-P01316 - Lake County Contract and Agenda - 22-711 with Board Approval
Contract No. 26-P01316 - Pricing Proposal Hernando 4.13.26
Contract No. 26-P01316 - Anti Human Trafficking Affidavit
Foreign Counties of Concern Affidavit
Rural Collector Roads Map 2023
Spring Hill Collector Roads Map 2024
Royal Highlands Mow Map Zone 1
Royal Highlands Mow Map Zone 2
Royal Highlands Mow Map Zone 3
Royal Highlands Mow Map Zone 4
Royal Highlands Mow Map Zone 5

4. **17374** Utilization of Sourcewell Contract With SHI International Corp., for Technology Products and Services for Development Services: Building Department, Planning Department and Zoning Department (Amount: $180,677.25)

Attachments:
BOCC Approval 01-19-2019
Contract No. 121923 Sourcewell
Resolution No. 2023-23 Sourcewell State of Minnesota
Anti Human Trafficking Affidavit
Contracting with Entities of Foreign Countries of Concern Prohibited Affidavit
Quote No. 27162802 SHI
Building Budget 533400 Operating-Other Services
Planning and Zoning Budget 533400 Operating-Other Services

K. COUNTY ATTORNEY JON JOUBEN

17168 Renewal of Certificate of Public Convenience and Necessity Requested by Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed for Provision of Advanced Life Support and Basic Life Support Helicopter and Ground Ambulance Transport Services

Attachments:
Application for Certificate of Public Convenience and Necessity
Notice of Public Hearing Affidavit
Emergency Medical Services Certificate of Public Convenience and Necessity 05.14.2024
Emergency Medical Services Certificate of Public Convenience and Necessity 05.12.2026

L. DIRECTOR OF COMMUNICATIONS AND GOVERNMENT AFFAIRS DOMINIQUE HOLMES

17353 Legislative Priorities Requests for 2027-2028 State Legislative Session

M. PUBLIC WORKS DIRECTOR SCOTT HERRING

17412 Resolution to Adopt Special Assessment Rate for Rainbow Woods Traffic Calming Municipal Service Benefit Unit

Attachments:
Rate Resolution
Notice to Property Owners
Boundary Map
Legal Advertisement
Affidavit of Publication

N. COUNTY ADMINISTRATOR JEFFREY ROGERS

1. **17410** Appointment of Member and Two Alternates to 2026 Canvassing Board

Attachments: Email Correspondence

2. **16926** Update Regarding Ongoing Board Directives

Attachments: Ongoing BOCC Directives 5-12-26

O. BOARD OF COUNTY COMMISSIONERS

1. Commissioner Steve Champion
2. Commissioner John Allocco
3. Commissioner Ryan Amsler
4. Commissioner Brian Hawkins
5. Chairman Jerry Campbell
6. County Attorney Jon Jouben
7. Deputy County Administrator Toni Brady
8. County Administrator Jeffrey Rogers

P. ADJOURNMENT

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17481
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming Hernando County to be Recognized as a “BACK THE BLUE” County in Support of All Law Enforcement

BRIEF OVERVIEW
Attached is a resolution proclaiming Hernando County to be recognized as a "BACK THE BLUE" County in support of all Law Enforcement. The Board of County Commissioners reiterate and declare their continuing support of the “BACK THE BLUE” and encourage Hernando County residents to do so by voluntarily adding “BACK THE BLUE” to their home in the form of ribbons and blue lights to “BACK THE BLUE” for all Hernando County Law Enforcement.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to take action on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming Hernando County to be recognized as a "BACK THE BLUE" County in support of all Law Enforcement.

REVIEW PROCESS

Jessica Wright	Approved	05/01/2026 12:13 PM
Pamela Hare	Approved	05/01/2026 12:47 PM
Heidi Prouse	Approved	05/01/2026 12:50 PM
Toni Brady	Approved	05/04/2026 8:09 AM
Jeffrey Rogers	Approved	05/04/2026 10:08 PM
Jessica Wright	Approved	05/05/2026 9:17 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, Hernando County relies on Law Enforcement Officers to keep our community and neighborhood safe, enforce our laws, and respond in times of crisis; and

WHEREAS, everyday Law Enforcement Officers put their lives in jeopardy to defend others; and

WHEREAS, Hernando County recognizes the selfless service provided by our Law Enforcement Officers; and

WHEREAS, Hernando County expresses unwavering support for our Law Enforcement Officers; and

WHEREAS, Hernando County recognizes and shows support for all Hernando County Law Enforcement Officers who put their lives on the line each day to make our community a safe place to live.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim Hernando County to be recognized as a ***"BLUE" COUNTY SUPPORTING ALL LAW ENFORCEMENT.***

SECTION 2. The Board of County Commissioners reiterate and declare their continuing support of the **"BLUE"** and encourage Hernando County residents to do so by voluntarily adding **"BLUE"** to their home in the form of ribbons and lights turning blue to **"BACK THE BLUE"** for all Hernando County Law Enforcement.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

_____	_____
Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairperson
_____	_____
John Allocco Commissioner	Ryan Amsler Vice Chairman
_____	_____
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetrsi Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17321
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 10, 2026, Through May 16, 2026, as National Hospital Week

BRIEF OVERVIEW
Attached is a resolution proclaiming May 10, 2026, through May 16, 2026, as National Hospital Week in Hernando County. The attached resolution encourages all citizens to recognize and honor the vital contributions of HCA Florida Oak Hill Hospital and healthcare professionals that make reliable healthcare possible in our community.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming May 10, 2026, through May 16, 2026, as National Hospital Week.

REVIEW PROCESS

Pamela Hare	Approved	05/06/2026 11:00 AM
Heidi Prouse	Approved	05/06/2026 11:49 AM
Toni Brady	Approved	05/06/2026 5:13 PM
Jeffrey Rogers	Approved	05/07/2026 5:19 AM
Jessica Wright	Approved	05/07/2026 11:03 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, The Hernando County Board of Commissioners recognizes the contributions of HCA Florida Oak Hill Hospital to the health and wellbeing of Hernando County; and

WHEREAS, the healthcare professionals at HCA Florida Oak Hill Hospital are trusted health care professionals who advocate on behalf of their patients for an environment that promotes patient safety, dignity, and respect; and

WHEREAS, HCA Florida Oak Hill Hospital is a vital component of the healthcare system and has played an important role in the lives of our neighbors in the communities we serve; and

WHEREAS, HCA Florida Oak Hill's commitment is continually evident, but especially appreciated during times of challenge and crisis, such as COVID 19 recovery, hurricane responses, and more; and

WHEREAS, Healthcare is a profession that combines profound knowledge with deep empathy, providing 24 hour care to improve quality of life; and

WHEREAS, the Hernando County Board of Commissioners wishes to acknowledge these individuals and encourage our citizens to join in appreciation.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 10-16, 2026, as **NATIONAL HOSPITAL WEEK** in Hernando County.

SECTION 2. The Board of County Commissioners urges all citizens to recognize and honor the vital contributions of HCA Florida Oak Hill Hospital and healthcare professionals that make reliable health care possible in our community.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17343
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 17, 2026, Through May 23, 2026, as Emergency Medical Services Week

BRIEF OVERVIEW
Attached is a resolution proclaiming May 17, 2026, through May 23, 2026, as Emergency Medical Services Week in Hernando County. The attached resolution encourages all citizens to observe this week by recognizing the vital contributions of Emergency Medical Services personnel and by expressing appreciation for the essential services they provide to our community each day.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to take action on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming May 17, 2026, through May 23, 2026, as Emergency Medical Services Week in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	04/08/2026 9:01 PM
Pamela Hare	Approved	04/09/2026 2:44 PM
Heidi Prouse	Approved	04/10/2026 1:15 PM
Toni Brady	Approved	04/14/2026 11:12 AM
Jeffrey Rogers	Approved	04/16/2026 9:04 AM
Jessica Wright	Approved	04/18/2026 8:45 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, EMERGENCY MEDICAL SERVICES personnel provide critical lifesaving care to those in need 24 hours a day, seven days a week, often in unpredictable and high-risk environments; and

WHEREAS, EMERGENCY MEDICAL SERVICES professionals, including paramedics, emergency medical technicians, dispatchers, emergency nurses, physicians, firefighters, and first responders play an essential role in protecting the health, safety, and well-being of our community; and

WHEREAS, EMERGENCY MEDICAL SERVICES providers are often the first on the scene during medical emergencies, accidents, natural disasters, and public health crises, delivering immediate care and ensuring safe transport to medical facilities; and

WHEREAS, these highly trained individuals demonstrate exceptional skill, compassion, and dedication while providing care to patients of all ages and backgrounds during some of the most challenging moments in their lives; and

WHEREAS, the effectiveness of **EMERGENCY MEDICAL SERVICES** is greatly enhanced through collaboration with hospitals, public safety agencies, and community partners, creating a coordinated system that improves survival and recovery outcomes; and

WHEREAS, ongoing education, training, and public awareness initiatives help strengthen the **EMERGENCY MEDICAL SERVICES** system and ensure that personnel remain prepared to respond to evolving medical and public safety challenges; and

WHEREAS, it is fitting and proper to recognize the outstanding service, sacrifice, and commitment of **EMERGENCY MEDICAL SERVICES** professionals and to express our community's gratitude for their unwavering dedication to saving lives and providing emergency care.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 17-23, 2026, as **EMERGENCY MEDICAL SERVICES WEEK** in Hernando County.

SECTION 2. The Board of County Commissioners encourages all residents to observe **EMERGENCY MEDICAL SERVICES WEEK** by recognizing the vital contributions of **EMERGENCY MEDICAL SERVICES** personnel and by expressing appreciation for the essential services they provide to our community each day.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

_____	_____
Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
_____	_____
John Allocco Commissioner	Ryan Amsler Vice Chairman
_____	_____
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17388
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 20, 2026, as Florida Emancipation Day

BRIEF OVERVIEW
Received a request from Ramdeo Andy Seepaul, PhD, Executive Director of Brooksville Agricultural and Environmental Research Station (BAERS), for a resolution proclaiming May 20, 2026, as Florida Emancipation Day in Hernando County. The attached resolution encourages all citizens to join in support of the efforts and initiatives led by Florida A&M University, the Tampa Bay History Center, the Brooksville Agricultural and Environmental Research Station, community partners, and all participants, and recognizes their important role in advancing education, promoting preservation, supporting sustainability, and enhancing the quality of life within the community.

The Florida A&M University Farm Fest will be held in conjunction with the Tampa Bay History Center at the Brooksville Agricultural and Environmental Research Station on May 16, 2026. The Florida A&M University Farm Fest will celebrate agriculture, history, culture through hands-on experiences, educational demonstrations, local food, and heritage programming.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming May 20, 2026, as Florida Emancipation Day in Hernando County.

REVIEW PROCESS

Pamela Hare	Approved	04/10/2026	1:14 PM
Heidi Prouse	Approved	04/10/2026	1:17 PM
Toni Brady	Approved	04/15/2026	7:44 PM
Jeffrey Rogers	Approved	04/16/2026	9:10 AM
Jessica Wright	Approved	04/20/2026	4:04 PM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, FLORIDA EMANCIPATION DAY, observed annually on May 20, commemorates the reading of the Emancipation Proclamation in Tallahassee in 1865, marking the freedom of enslaved African Americans in Florida and representing a significant milestone in our nation's history; and

WHEREAS, this day serves as a time to reflect on the struggles, resilience, and contributions of African Americans, while honoring their enduring legacy in shaping Florida's cultural, economic, and agricultural heritage; and

WHEREAS, agriculture has long been a cornerstone of Hernando County's identity, contributing to the vitality of our communities, local economy, and stewardship of natural resources; and

WHEREAS, the Brooksville Agricultural and Environmental Research Station, operated by Florida A&M University, plays a vital role in advancing sustainable agriculture, supporting farmers and landowners, and fostering education, innovation, and community engagement; and

WHEREAS, the Tampa Bay History Center plays an important role in preserving and sharing the region's history and, in partnership with Florida A&M University and other community organizations, commemorates **FLORIDA EMANCIPATION DAY** through the public reading of the Emancipation Proclamation and related educational programming; and

WHEREAS, Florida A&M University Farm Fest, hosted at Brooksville Agricultural and Environmental Research Station was organized by Florida A&M University in conjunction with the Tampa Bay History Center, bringing together residents, farmers, families, youth, and community partners to celebrate agriculture, history, and culture through hands-on experiences, educational demonstrations, local food, and heritage programming; and

WHEREAS, Florida A&M University Farm Fest provides an opportunity to honor Florida Emancipation Day by connecting history, agriculture, and community, highlighting the important contributions of African American farmers, land stewards, and innovators; and

WHEREAS, events such as Florida A&M University Farm Fest strengthen community bonds, promote agricultural literacy, inspire future generations, and celebrate the rich diversity and shared values of Hernando County.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 20, 2026, as **FLORIDA EMANCIPATION DAY** in Hernando County.

SECTION 2. The Board of County Commissioners encourages all citizens to join in support of Florida A&M University Farm Fest, held in conjunction with the Tampa Bay History Center at the Brooksville Agricultural and Environmental Research Station, and recognizes the significance of this event in promoting education, agricultural awareness, historical preservation, and community engagement.

SECTION 3. The Board of County Commissioners encourages all citizens to join in support of the efforts and initiatives led by Florida A&M University, the Tampa Bay History Center, the Brooksville Agricultural and Environmental Research Station, community partners, and all participants, and recognizes their important role in advancing education, promoting preservation, supporting sustainability, and enhancing the quality of life within the community.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17250
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 21, 2026, as Stop the Bleed Day

BRIEF OVERVIEW
Staff received a request from Nancy Green, Director of Clinical Education at Tampa General Hospital Brooksville and Spring Hill, for a resolution proclaiming May 21, 2026, as Stop the Bleed Day in Hernando County. The Board of County Commissioners encourages all citizens to participate in the Stop the Bleed campaign and build a culture of readiness by learning how to stop traumatic bleeding prior to first responders' arrival in case of an emergency and save lives.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming May 21, 2026, as Stop the Bleed Day in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	04/08/2026 7:59 PM
Pamela Hare	Approved	04/09/2026 2:50 PM
Heidi Prouse	Approved	04/10/2026 1:15 PM
Toni Brady	Approved	04/14/2026 10:59 AM
Jeffrey Rogers	Approved	04/16/2026 9:10 AM
Jessica Wright	Approved	04/18/2026 8:45 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, the **STOP THE BLEED** campaign is a national public health initiative led by the American College of Surgeons, in partnership with the United States Department of Defense and other public safety organizations; and

WHEREAS, its main goal is to empower everyday citizens to recognize and respond to life threatening bleeding emergencies until professional help arrives; and

WHEREAS, uncontrolled bleeding is a leading cause of preventable death after injury and immediate bystander action can significantly increase survival of the injured person; and

WHEREAS, educated citizens serve as critical first responders during accidents, natural disasters, mass casualty events, and everyday emergencies; and

WHEREAS, the **STOP THE BLEED** campaign allows citizens to gain the confidence and practical skills to act decisively in emergencies involving family members, coworkers, or when in public; and

WHEREAS, early bleeding control improves outcomes and complements the work of emergency medical services, fire, law enforcement, and hospital teams; and

WHEREAS, the **STOP THE BLEED** initiative supports national trauma care and public health recommendations. The **STOP THE BLEED** program teaches participants to recognize life threatening bleeding, how to call for emergency help, how to apply effective bleeding control techniques, including direct pressure, wound packing, and the use of tourniquets; and

WHEREAS, the intent of the **STOP THE BLEED** program in Hernando County is to promote awareness of preventable deaths due to severe bleeding, encourage education and hands on training throughout the community, and foster partnerships among healthcare providers, emergency services, schools, and civic organizations.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 21, 2026, as **STOP THE BLEED DAY** in Hernando County.

SECTION 2. The Board of County Commissioners encourages all citizens to participate in the **STOP THE BLEED DAY** campaign and build a culture of readiness by learning how to stop traumatic bleeding prior to first responders' arrival in case of an emergency and save lives.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17318
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 2026 as Amyotrophic Lateral Sclerosis a/k/a ALS Awareness Month

BRIEF OVERVIEW
Received a request from Joshua Griffin III, for a resolution proclaiming May 2026 as Amyotrophic Lateral Sclerosis Awareness Month in Hernando County. The attached resolution encourages all citizens to join in supporting Amyotrophic Lateral Sclerosis research, advocate for increased funding, and stand in solidarity with those affected by this relentless disease.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to take action on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board adopt the attached resolution proclaiming May 2026 as Amyotrophic Lateral Sclerosis Awareness Month in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	03/26/2026 11:32 AM
Pamela Hare	Approved	03/26/2026 4:29 PM
Heidi Prouse	Approved	03/30/2026 10:52 AM
Toni Brady	Approved	03/30/2026 10:58 AM
Jeffrey Rogers	Approved	03/31/2026 9:18 PM
Colleen Conko	Approved	04/01/2026 3:19 PM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, amyotrophic lateral sclerosis, also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and

WHEREAS, thousands of new **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with **AMYOTROPHIC LATERAL SCLEROSIS (ALS)**, and someone passes away from **AMYOTROPHIC LATERAL SCLEROSIS (ALS)**; and

WHEREAS, on average, patients diagnosed with **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** survive only two to five years from the time of diagnosis; and

WHEREAS, the exact causes of **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** are unknown and there is no known cure for ALS; and

WHEREAS, people who have served in the military are more likely to develop **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** and die from the disease than those with no history of military service; and

WHEREAS, securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with **AMYOTROPHIC LATERAL SCLEROSIS (ALS)**; and

WHEREAS, clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with **AMYOTROPHIC LATERAL SCLEROSIS (ALS)**; and

WHEREAS, the **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** Association is the largest philanthropic funder of **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** research globally and has committed more than $154 million to support more than 550 projects across the United States and 18 other countries; and

WHEREAS, the **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** Association is committed to make **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** livable and cure it for everyone, everywhere; and

WHEREAS, AMYOTROPHIC LATERAL SCLEROSIS (ALS) AWAERNESS MONTH provides an opportunity to increase the dire circumstances of people living with **AMYOTROPHIC LATERAL SCLEROSIS (ALS)**, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 2026 as **AMYOTROPHIC LATERAL SCLEROSIS (ALS) AWARENESS MONTH** in Hernando County.

SECTION 2. The Board of County Commissioners encourages all citizens to join in supporting **AMYOTROPHIC LATERAL SCLEROSIS (ALS)** research, advocate for increased funding, and stand in solidarity with those affected by this relentless disease.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr.
Clerk of Circuit Court & Comptroller

Jerry Campbell
Chairman

John Allocco
Commissioner

Ryan Amsler
Vice Chairman

Brian Hawkins
Commissioner

Steve Champion
Second Vice Chairman

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17441
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 2026 as Beef Month

BRIEF OVERVIEW
Received a request from Valerie Ansell, Executive Officer of the Hernando/Citrus Farm Bureau, for a resolution proclaiming May 2026 as Beef Month in Hernando County. The attached resolution urges all citizens to recognize the importance of the beef industry and celebrate the vital role they play in supporting our economy, feeding our families, and sustaining our way of life.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended that the Board adopt the attached resolution proclaiming May 2026 as Beef Month in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	04/26/2026 9:07 AM
Pamela Hare	Approved	04/27/2026 10:49 AM
Heidi Prouse	Approved	04/27/2026 12:38 PM
Toni Brady	Approved	04/27/2026 4:49 PM
Jeffrey Rogers	Approved	04/27/2026 5:33 PM
Jessica Wright	Approved	04/28/2026 3:56 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, BEEF MONTH is a time to recognize the importance of the beef industry and to celebrate the farmers and ranchers who work hard every day to raise and care for cattle, while also preserving the land and environment; and

WHEREAS, the beef industry involves thousands of American farmers, ranchers, and processors who help keep the economy strong and food on our tables; and

WHEREAS, beef is an important source of nutrients that are vital for supporting good health, such as protein, Vitamin B12, zinc, iron, phosphorous, and selenium; and

WHEREAS, the United States is the world's largest producer of beef, primarily high quality, grain-fed beef and is the second largest consumer of beef in the world, with an average of 59.2 pounds of beef consumed per person in 2025; and

WHEREAS, there are 86.2 million head of cattle in the United States as of January 1, 2026; and

WHEREAS, Florida ranked 9th in beef cows on January 1, 2026, with an inventory of 872,000, and Florida ranked 18th in total inventory of cows on January 1, 2026, with a count of 1.58 million cows; and

WHEREAS, by choosing to buy local and high-quality beef products, we help support the livelihoods of those directly involved in the industry. This support helps pave the way to a more sustainable and ethical industry, prioritizing the welfare of animals and the environment; and

WHEREAS, Hernando County farmers and ranchers work hard every day to provide us with high-quality beef products, helping support the local economy and creating more jobs for Hernando County residents.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 2026 as **BEEF MONTH** in Hernando County.

SECTION 2. The Board of County Commissioners hereby urges all citizens to recognize the importance of the beef industry and celebrate the vital role they play in supporting our economy, feeding our families, and sustaining our way of life.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17376
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 2026 as National Treatment Court Month

BRIEF OVERVIEW
Staff received a request from Bryceann Twitty, Court Operations Manager, for a resolution proclaiming May 2026 as Treatment Court Month in Hernando County. The attached resolution urges all citizens to recognize practitioners and participants who make drug courts work. Also, acknowledge the significant contributions that Drug Courts have made and continue to make in reducing drug use and crime.

FINANCIAL IMPACT
No financial impact.

LEGAL NOTE
The Board has authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended that the Board adopt the attached resolution proclaiming May 2026 as Treatment Court Month in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	04/26/2026 9:24 AM
Pamela Hare	Approved	04/27/2026 10:47 AM
Heidi Prouse	Approved	04/27/2026 12:02 PM
Toni Brady	Approved	04/27/2026 4:52 PM
Jeffrey Rogers	Approved	04/27/2026 4:54 PM
Jessica Wright	Approved	04/28/2026 3:56 AM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, substance abuse is a major societal problem throughout the country; and

WHEREAS, The National Association of Drug Court Professionals has proclaimed May as **NATIONAL TREATMENT COURT MONTH**; and

WHEREAS, the first drug court was established in Miami, Florida, in 1989 and has served as model for 183 problem-solving court currently operational in Florida and more than 4,000 problem-solving courts currently operating throughout the United States; and

WHEREAS, Hernando County Treatment Courts, from inception on October 1, 2001, have provided services and made substance use treatment available to three hundred and sixty (360) adult citizens of Hernando County; and

WHEREAS, Treatment Courts provides the focus and leadership for community-wide, anti-drug systems, bringing together criminal justice, treatment programs, education, and other community partners in the fight against substance use and criminality; and

WHEREAS, Treatment Court programs combine intensive judicial supervision, mandatory substance use treatment, accountability, drug testing and escalating sanctions and incentives to break the cycle of substance use disorders and its associated crimes.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaim May 2026 as **NATIONAL TREATMENT COURT MONTH** in Hernando County.

SECTION 2. The Board of County Commissioners hereby urges all citizens to recognize the practitioners and participants who make Drug courts work and the significant contributions that Drug Courts have made and continue to make in reducing drug use and crime.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17247
Legal Request Number:
Bid/Contract Number:

TITLE
Resolution Proclaiming May 2026 as Water Safety Month

BRIEF OVERVIEW
Staff received a request from Kent Rieber, Executive Director, YMCA of the Suncoast, for a resolution proclaiming May 2026 as Water Safety Month in Hernando County. The attached resolution recognizes the importance of water safety for all residents and visitors to Hernando County. The Board of County Commissioners encourages residents to take precautions and reduce hazards to prevent future child fatalities caused by drowning.

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended that the Board adopt the attached resolution proclaiming May 2026 as Water Safety Month in Hernando County.

REVIEW PROCESS

Jessica Wright	Approved	03/17/2026 3:22 PM
Pamela Hare	Approved	03/19/2026 12:57 PM
Heidi Prouse	Approved	03/24/2026 11:07 AM
Toni Brady	Approved	03/30/2026 10:14 AM
Jeffrey Rogers	Approved	03/31/2026 9:10 PM
Colleen Conko	Approved	04/01/2026 2:54 PM

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

RESOLUTION 2026 –

WHEREAS, Hernando County recognizes the importance of water safety for all residents and visitors to Hernando County; and

WHEREAS, residents and visitors enjoy our natural water sources as well as residential and public swimming pools; and

WHEREAS, drowning is the leading cause of unintentional death for children ages 1-4 in Florida (Water Smart Florida); and

WHEREAS, according to the Centers for Disease Control and Prevention an average of eleven fatal drownings occurs daily and twenty-two non-fatal drownings occur in our country; and

WHEREAS, each resident and visitor play a vital role in preventing drownings and water emergencies; and

WHEREAS, using a multilayered approach to prevent drownings is recommended. These layers include water safety education for all; effective supervision; the use of pool fences, barriers, and alarms; high quality swim lessons; usage of US Coast Guard approved life jackets while in or near open water; and all caregivers to be aware of how to perform CPR and what to do in an emergency; and

WHEREAS, Water Safety is an opportunity to promote water safety and education on the importance of drowning prevention and water related injuries.

NOW, THEREFORE, BE IT RESOLVED BY THE HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. The Board of County Commissioners hereby proclaims May 2026 as **WATER SAFETY MONTH** in Hernando County.

SECTION 2. The Board of County Commissioners encourages residents to take precautions and reduce hazards to prevent future child fatalities caused by drowning.

ADOPTED in Regular Session this 12th day of May 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:

Douglas A. Chorvat, Jr. Clerk of Circuit Court & Comptroller	Jerry Campbell Chairman
John Allocco Commissioner	Ryan Amsler Vice Chairman
Brian Hawkins Commissioner	Steve Champion Second Vice Chairman

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: HCFRD
Prepared By: Rosalyn Falcon
Initiator: Paul Hasenmeier
DOC ID: 17440
Legal Request Number:
Bid/Contract Number:

TITLE
Update Regarding Status of Declaration of Temporary Burn Ban Due to Drought Conditions

BRIEF OVERVIEW
Chief Hasenmeier will update the Board with the current drought conditions.

FINANCIAL IMPACT
No financial impact.

LEGAL NOTE
The Board has authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
Chief Hasenmeier will make a recommendation at the Board meeting based on the current drought conditions.

REVIEW PROCESS

Paul Hasenmeier	Approved	04/27/2026 8:52 AM
Stephanie Stevens	Approved	04/27/2026 2:34 PM
Erin Dohren	Approved	04/29/2026 7:04 AM
Pamela Hare	Approved	04/29/2026 10:19 AM
Heidi Prouse	Approved	04/29/2026 11:36 AM
Toni Brady	Approved	04/30/2026 7:15 AM
Jeffrey Rogers	Approved	04/30/2026 5:11 PM
Jessica Wright	Approved	05/02/2026 8:38 PM

Meeting: 05/12/2026
Department: HCFRD
Prepared By: Rosalyn Falcon
Initiator: Paul Hasenmeier
DOC ID: 17407
Legal Request Number: 2026-114-2
Bid/Contract Number:

TITLE
Affiliation Agreement With First Response Training Group, LLC, for Emergency Medical Technician and Paramedic Educational Field Experience Program for Hernando County Fire Rescue and Emergency Services

BRIEF OVERVIEW
Approval is sought of an Affiliation Agreement with First Response Training Group, LLC, to provide supervised field experience opportunities for students enrolled in Emergency Medical Technician (EMT) and Paramedic programs.

STRATEGIC PLAN INITIATIVES
This item supports workforce development and public safety initiatives by enhancing training opportunities for future emergency medical professionals.

FINANCIAL IMPACT
There is no financial impact associated with this agreement.

LEGAL NOTE
The Board of County Commissioners has the authority to approve this agreement pursuant to Chapter 125, Florida Statues.

RECOMMENDATION
It is recommended that the Board approve the Affiliation Agreement with First Response Training Group, LLC for participation in the EMT and Paramedic Educational Field Experience Program and authorize the signatures of the Chairman and Fire Chief on it.

REVIEW PROCESS

Paul Hasenmeier	Approved	04/15/2026 1:37 PM
Stephanie Stevens	Approved	04/16/2026 8:54 AM
Erin Dohren	Approved	04/17/2026 7:00 AM
Pamela Hare	Approved	04/17/2026 9:59 AM
Natasha Lopez Perez	Approved	04/17/2026 11:49 AM
Heidi Prouse	Approved	04/17/2026 1:22 PM
Toni Brady	Approved	04/20/2026 10:49 AM
Jeffrey Rogers	Approved	04/21/2026 11:21 AM
Jessica Wright	Approved	05/02/2026 8:54 PM

AFFILIATION AGREEMENT

between

HERNANDO COUNTY, FLORIDA

and

FIRST RESPONSE TRAINING GROUP, LLC

related to

FIRE RESCUE'S EMT AND PARAMEDIC EDUCATIONAL FIELD EXPERIENCE PROGRAM

This **AFFILIATION AGREEMENT** ("Agreement") is entered into by and between **HERNANDO COUNTY, FLORIDA,** a charter county and political subdivision of the State of Florida, located at **15470 Flight Path Drive Brooksville, Florida 34604,** on behalf of its Fire Rescue Division (the "County"), and the **FIRST RESPONSE TRAINING GROUP, LLC**, a Florida limited liability company, with its principal address located at 6310 Hazeltine National Drive, Orlando, Florida 32822 (the "School"). The County and the School may be referred to in this Agreement individually as "party" or collectively as "parties."

WHEREAS, the School offers the Emergency Medical Technician (EMT) and Paramedic programs, part of which requires students to obtain practical field experience under appropriate supervision ("field experience"); and

WHEREAS, the School therefore seeks opportunities to enter into arrangements with entities that are able to provide the students enrolled in the School's EMT and Paramedic programs with such field experience; and

WHEREAS, the County, through its Fire Rescue Division, has the appropriate facilities and personnel to provide such field experience to the students of the School and finds that its provision of such field experience to the School's students through the establishment of the "Educational Field Experience Program" (the. "Program") benefits the public welfare by providing "real life" experience in saving lives to future EMT and Paramedics.

NOW AND THEREFORE, in consideration of the mutual promises in this Agreement, the School and the County agree as follows:

Section 1: **Recitals.** The above recitals are true, correct, and are hereby incorporated as a material part of this Agreement.

Section 3. **Definition of "Student".**

A. Pursuant to this Agreement, a "Student" is an individual that, for the duration of their participation in the Program and without regard as to whether he or she is compensated or uncompensated:

1. Is enrolled as an active student at the School; and

2. Is engaged in a course of study for which the Program's field educational learning experience is relevant.

Section 4: Responsibilities of the County.

A. The County shall:

1. Designate a person within the County's Fire Rescue Division to serve as liaison ("County Liaison") and provide to the School, in writing, the name and professional and academic credentials of the County Liaison prior to beginning any Student's field experience contemplated under this Agreement.

2. Provide Students with an appropriate orientation regarding the County's policies and procedures.

3. Notify the School, in writing, of any Student whose work or conduct with the County's clients, patients, students, or personnel is not, in the sole opinion of the County, in compliance with acceptable procedures or standards of performance, or otherwise could disrupt patient care or the County's operations.

4. Retain ultimate responsibility for the work-place and its operations.

5. Endeavor to comply with all applicable requirements of any accreditation authority over the County and School and certify such compliance to the School upon request.

6. Permit the authority responsible for accreditation of the School's curriculum to inspect the facilities, services, and other related items.

7. Only allow currently employed Hernando County Fire Rescue personnel enrolled in the School's Paramedic program to have access to clinical rotations with the County.

Section 5: Responsibilities of School.

A. The School shall:

1. Designate a member of the School faculty ("School Liaison") to coordinate Program participation of its Students with the County Liaison. The School shall provide to the County: the name and applicable contact information of the School

2. Provide the County, in writing, the names and departmental affiliations of the Students assigned by the School prior to those Students participating in the Program. The School shall also provide the County, in writing, the name and contact information of each Student's departmental supervisor.

3. Only permit those students who have satisfactorily completed the portions of the School's curricula which are a prerequisite to participate in the Program.

4. Require all School staff and faculty associated with the Program to:

   a. Comply with the confidentiality requirements of HIPAA and this Agreement; and

   b. Report any and all suspected breaches of those requirements in the manner required by this Agreement.

5. Inform Students participating in the Program that those Students shall:

   a. Wear appropriate attire or the assigned uniform while on duty;

   b. Wear, at all times, a pictured name tag identifying his or her status with the School;

   c. Comply with the County's policies and procedures including, but not limited to, the County's policies on confidentiality and disclosure of information, as well as the requirements related to – and responsibilities under – HIPAA;

   d. Comply with all applicable federal, state, and local law, ordinances, rules, and regulations; and

   e. Obtain **prior** written approval of both parties to this Agreement before publishing any material in any journals, books, periodicals or other similar outlets related to the learning experience provided under the terms of this Agreement.

Section 6. No Guarantee of Placement. Both the County and the School acknowledge that neither party guarantees placement or the maintained placement of any Student within the Program.

Section 7. Student Health Insurance and Emergency Care.

A. **Health Insurance.** The School shall require all Students to carry health insurance and shall provide verification of that health insurance to the County upon request. Failure by the County to verify a Student's health insurance does not in any way relieve the School of its responsibility under this provision.

B. **Emergency Care.** If emergency care becomes necessary for a Student for any reason, including, but not limited to, accidental injury, illness, or exposure to an infectious or environmental hazard, while that Student is participating in the Program or in the Program facility, then the County will arrange for immediate emergency care for that Student. The County shall not be responsible for any associated costs of emergency care, including, but not limited to, any costs related to follow-up care or hospitalization.

Section 8. Student Requirements.

A. **All Students.** By executing this Agreement, the School acknowledges that all Students participating in the Program are required to meet the County's hiring standards, regardless if they are compensated or uncompensated. Accordingly, **the County reserves the right to deny participation to any Student**, including any Student who refuses to provide any requested or required documentation (such as photo identification or driver's license, social security card, official transcripts, proof of immunization and health insurance, etc.) prior to that Student's participation in the Program.

B. **Immunizations; Health Examinations.** The School shall ensure that all Students have received, and are able to provide evidence to the County of Students having received, all required immunizations and have completed any health examinations required by the County.

C. **PPD/TST Testing.** The School shall ensure that all Students have obtained, and are able to provide evidence to the County of having obtained, annual PPD/TST testing.

D. **Respiratory Mask Fitting.** The School shall ensure that all Students undergo annual respiratory mask fitting prior to the commencement of an assignment with the County.

E. **OSHA Universal Precaution Training.** The School shall ensure that all Students undergo, and are able to provide evidence to the County of having undergone, the Occupational Safety and Health Administration's Universal Precaution Training.

Section 9. Immediate Withdraw; Removal from Premises.

A. **Immediate Withdraw.** The County reserves the right to require the immediate withdraw, by the School, for the following: (i) any Student whose work or conduct fails to meet the County's standards of performance; (ii) a Student's failure to comply with the County's policies and procedures; or (iii) upon determination, by the County in its sole discretion, that such Student's presence is deemed detrimental to the interest of the County.

B. **Removal from the Premises.** The County may, in its sole and absolute discretion, remove any School faculty, employee, or Student from the County's premises or the Program at any time. In such event the removal is of a Student, said Student's participation in all assignments with the respective placement department or division shall immediately cease, and

they shall only be permitted to resume such assignments upon mutual agreement by the County and the School.

Section 10. HIPAA Privacy and Security Rules.

A. The County shall provide all Students with compliance training in the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. §1320d through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder including, without limitation, the federal privacy regulations as contained in 45 CFR Party 164 (the "Federal Security Regulations"), prior to any Student's participation in the Program.

B. By execution of this Agreement, the School hereby certifies that no Student shall be expected to share or disclose to the School – including the Student's non-County supervisory faculty or any other School employee – any information and/or data that:

1. Is protected health or personally identifiable information; or

2. Has not been "de-identified" in compliance with the HIPAA Safe Harbor Standard, 45 CFR §165.514.

C. Within forty eight (48) hours of discovery, the School shall report to the County's HIPAA Privacy Officer any use or disclosure in violation of this Agreement, HIPAA, the Federal Privacy Regulations, or the Federal Security Regulations of a patient's Protected Health Information ("PHI"). The County's HIPAA Privacy Officer shall be contacted at:

Gary Emerson
15470 Flight Path Drive
Brooksville, FL 34604
352-754-4793

Section 11. Term of Agreement.

A. **Term.** The term of this Agreement shall commence on the date of execution by both parties and shall remain in effect until January 1, 2028.

B. **Effective Date.** The effective date is the date of execution by the last signing party.

C. **Automatic Renewal.** Unless terminated by one of the parties pursuant to the Termination provisions of this Agreement, this Agreement shall automatically renew on an annual basis starting on January 1, 2028, for up to five (5) additional annual periods.

D. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

E. Renewal may be denied with or without cause at any time prior to or during the Agreement, on the same grounds as permitted by the Termination provisions of this Agreement.

Section 12. **Termination of Agreement.** Either party may cancel this Agreement at any time, either with or without cause. The terminating party shall give the other party thirty (30) days written notice of its intention to terminate this Agreement, with or without cause. If such notice is given, this Agreement shall terminate at the end of the thirty (30) days' notice.

Section 13. **Independent Contractor.** The relationship of the parties shall be an independent contractor relationship, and not an agency, employment, joint venture, or partnership relationship. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with this Agreement shall be considered employees of that party and shall in no way, either directly or indirectly, be considered employees or agents of the other party. The Students shall participate in the Program for the sole purpose of fulfilling specific requirements for clinical education as part of a degree requirement and, therefore, the School's students are not to be considered employees or agents of either the School or the County for any purpose, including Worker's Compensation, employee benefits programs, or other form of compensation.

Section 14. **Indemnification.** The School agrees to indemnify the County as set forth within this section:

A. If the School is a public institution within the State of Florida, each party agrees to defend, indemnify, and hold harmless the other party, its officials and employees from all claims, actions, losses, suits, judgments, fines, liabilities, costs and expenses (including attorneys' fees) arising from the indemnifying party's own negligent acts or omissions, or those negligent acts or omissions of the indemnifying party's officials and employees acting within the scope of their employment, or arising out of or resulting from the indemnifying party's negligent performance under this Agreement. Each party's indemnification is expressly limited to the amounts set forth in Section 768.28(5), Florida Statutes as amended by the Florida State Legislature. Nothing contained herein shall constitute a waiver of sovereign immunity or the provisions of Section 768.28, Florida Statutes. The foregoing shall not constitute an agreement by either party to assume any liability of any kind for the acts, omissions, and/or negligence of the other party, its officers, officials, employees, agents, or contractors.

B. If the School is a private institution or institution outside the State of Florida, to the fullest extent permitted by law, the School shall defend, indemnify, and hold harmless the County, its officials, agents, and employees from and against any and all claims, suits, judgments, demands, liabilities, damages, cost, and expenses (including attorneys' fees) of any kind or nature whatsoever arising directly or indirectly out of or caused in whole or in part by any act or omission of the School or its students, anyone directly or indirectly employed by them, or anyone for whose acts any of them may be liable. Nothing contained in this Agreement shall constitute as waiver by the County of sovereign immunity or the provisions of Section 768.28, Florida Statutes. It is agreed by the parties that specific consideration has been paid under this Agreement for this provision.

Section 15. **Liability.** Unless otherwise explicitly stated in this Agreement, the County shall in no way be liable to the School for any special, consequential, incidental, punitive, or

indirect damages arising from or relating to any breach of this Agreement, regardless of any notice of the possibility of such damages.

Section 16. Insurance.

A. **The County.** Without waiving its right to sovereign immunity, as provided in Section 768.28, Florida Statutes, the County acknowledges that it is self-insured for General Liability and Automobile Liability with coverage limits as set for in Section 768.28, Florida Statutes. Evidence of such coverage shall be furnished to the School upon request.

B. **The School.** The School shall procure insurance as required within this Agreement. Any failure on behalf of the County to verify that the School has complied with the applicable insurance requirements of this Agreement does not, in any way, relieve the School of its obligations to ensure that such applicable insurance coverage is in place.

1. If the School is a public institution within the State of Florida, these insurance requirements shall apply:

   a. The School shall procure and maintain, during the term of this Agreement and any renewal thereof, professional liability insurance (including sexual abuse and molestation) for itself and its employees for a claim or judgment by any one person in a sum not exceeding $200,000 and for all claims or judgments arising out of the same occurrence in a total amount not to exceed $300,000. Evidence of such insurance coverage shall be made available to the County prior to any Student starting a field experience and no Student shall begin the field experience until the County has approved such insurance documentation.

   b. During the term of this Agreement and any renewal of this Agreement, the School shall also procure and maintain general and professional liability protection (either through the School's program or by individual coverage) with a limit of $1,000,000 for each Student while they are engaged in activities pursuant to this Agreement. The School shall submit certificates of protection to the County evidencing such coverage at the time of the execution of this Agreement, and at any renewals of this Agreement.

2. If the School is a private institution or an institution outside the State of Florida, these insurance requirements shall apply:

   a. The School shall procure and maintain, during the term of this Agreement and any renewal of this Agreement, professional liability insurance (including sexual abuse and molestation), for itself and its employees for a claim or judgment by any one person in a sum not exceeding $1,000,000 and for all claims or judgments arising out of the same occurrence in a total amount not to exceed $3,000,000. Evidence of such insurance coverage shall be made available to the County prior to any Student

starting a field experience and no Student shall begin the field experience until the County has approved such insurance documentation.

b. During the term of this Agreement and any renewal of this Agreement, the School shall also procure and maintain general and professional liability protection (either through the School's program or by individual coverage) with a limit of $1,000,000 for each Student while they are engaged in activities pursuant to this Agreement. The School shall submit certificates of protection to the County evidencing such coverage at the time of the execution of this Agreement, and at any renewals of this Agreement.

Section 17. Records Management. Both parties shall retain copies of all records associated with this Agreement for a period of five (5) years from the date of termination. In the event of litigation, claim, or audit findings, the record retention period shall be five (5) years from the time of resolution of the litigation, claim, or audit findings. Should one party dissolve or otherwise terminate this Agreement without the capability of retaining the records, as required in this Agreement, all such records shall be transferred to the other party for retention.

Section 18. Public Records. All books, records, and accounts related to the performance of this Agreement shall be subject to the applicable public records provisions of Chapter 119, Florida Statutes. As such, all books, records, and accounts created by the School, or provided to the School pursuant to this Agreement, are public records and the School agrees to assist the County in compliance with any request for such public records made in accordance with Chapter 119, Florida Statutes.

Section 19. Notices. All notices under this Agreement shall be in writing and delivered by hand delivery, express courier, or United States Postal Service certified mail with return receipt requested, and shall be effective upon receipt of the same. Notices shall be delivered to the applicable County Liaison and School Liaison, and to each of the parties at the following addresses or at such other addresses as specified by written notice in compliance with the terms of this paragraph.

To the County:
Hernando County Fire Rescue
Attn: Chad Coates, Division Chief of EMS
15470 Fight Path Drive
Brooksville, Florida 34604

To the School:
First Response Training Group, LLC
Attn: Jason Marquez, President / CEO
6310 Hazeltine National Drive
Orlando, Florida 32822

Section 20. General Provisions.

A. **Compliance with Laws.** It shall be each party's responsibility to be aware of federal, state, and local laws relevant to this Agreement. Each party shall comply in all respects with all applicable legal requirements governing the duties, obligations, and business practices of that party and shall obtain any permits or licenses necessary for its operations. Neither party shall take any action in violation of any applicable legal requirement that could result in liability being imposed on the other party.

B. **No Waiver of Sovereign Immunity.** Nothing contained in this Agreement shall constitute, or be in any way construed to be, a waiver of the County's sovereign immunity or the protections and provisions of Section 768.28, Florida Statutes.

C. **Use of County Logo.** The School is prohibited from use of any and all County emblems, logos, or identifiers without written permission from the County.

D. **Tobacco Free Campus.** All County operations under the Board of County Commissioners shall be tobacco free. This policy shall apply to parking lots, parks, break areas and worksites. It is also applicable to contractors and their personnel during contract performance on county-owned property. Tobacco is defined as tobacco products including, but not limited to, cigars, cigarettes, pipes, chewing tobacco and snuff. Failure to abide by this policy may result in one or both of the following: (1) Civil penalties levied under Chapter 386.208, Florida Statutes, for the offending individual – when applicable; and (2) Termination of this Agreement between the School and the County.

E. **No Third Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended to, or shall, confer upon any person, other than the parties and their respective successors and permitted assigns, any legal or equitable right, benefit or remedy of any nature under or by reason of this Agreement.

F. **Non-Exclusive Agreement.** This Agreement shall be non-exclusive to both parties providing both the School and the County the right to enter into agreements regarding the same or similar agreements with other parties.

G. **Assignment.** The parties deem the services to be rendered pursuant to this Agreement to be personal in nature. As such, neither party shall assign, sublet, convey, or transfer its interest in this Agreement without the written consent of the other, which consent shall be in the sole determination of the party with the right to consent. Subject to the foregoing, each party binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement.

H. **Performance.** A delay in or failure of performance of either party that is caused by occurrences beyond the control of either party shall not constitute a default under this Agreement, nor shall any such delay give rise to any claim for damages.

I. **Waiver.** No delay or failure on the part of any party hereto to exercise any right or remedy accruing to such party upon the occurrence of an event of violation shall affect any such right or remedy, be held to be an abandonment thereof, or preclude such party from the exercise thereof at any time during the continuance of any event of violation. No waiver of a single event of violation shall be deemed to be a waiver of any subsequent event of violation.

J. **Remedies.** No remedy conferred at law or in this Agreement upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any rights, powers, or remedies under this Agreement shall preclude any other or further exercise that party's available rights, powers, or remedies.

K. **Governing Law.** This Agreement and any and all actions directly or indirectly associated with this Agreement shall be governed by, and construed in accordance with, the internal laws of the State of Florida, without reference to any conflicts of law provisions.

L. **Venue.** For any legal proceeding arising out of or relating to this Agreement, each party hereby submits to the exclusive jurisdiction of, and waives any venue or other objection against, the Fifth Judicial Circuit in and for Hernando County, Florida.

M. **Jury Waiver.** Each party to this Agreement irrevocably waives, to the fullest extent permitted by law, any right it may have to trial by jury in any proceeding directly or indirectly arising out of or relating to this agreement.

N. **Attorneys' Fees and Costs.** Unless explicitly otherwise stated in this Agreement, the parties shall each bear their own costs, expert's fees, attorneys' fees, and other fees incurred in connection with this Agreement and any dispute or litigation that arises either directly or indirectly from this Agreement.

O. **No Representations and Construction.** Each party represents that they have had the opportunity to consult with an attorney, and have carefully read and understand the scope and effect of the provisions of this Agreement. Neither party has relied upon any representations or statements made by the other party hereto which are not specifically set forth in this Agreement, and that this Agreement is not to be construed against any party as it were the drafter of this Agreement.

P. **Severability.** The provisions of this Agreement are declared by the parties to be severable. However, the material provisions of this Agreement are dependent upon one another, and such interdependence is a material inducement for the parties to enter into this Agreement. Therefore, should any material term, provision, covenant or condition of this Agreement be held invalid or unenforceable by a court of competent jurisdiction, the party protected or benefited by such term, provision, covenant, or condition may demand that the parties negotiate such reasonable alternate contract language or provisions as may be necessary either to restore the protected or benefited party to its previous position or otherwise mitigation the loss of protection or benefit resulting from the holding.

Q. **Equal Opportunity and Nondiscrimination Policy.** The County shall not extend public funds or resources in a manner that would encourage, perpetuate or foster discrimination. As such, any and all person(s) doing business with the County shall recognize and comply with the County's "Equal Opportunity and Nondiscrimination Policy," which is intended to assure equal opportunities to every person in securing or holding employment in a field of work or labor for which that person is qualified, regardless of race, religion, sex, color, age, disability or national origin.

1. The School represents that the School has adopted and shall maintain a policy of nondiscrimination as defined by applicable County ordinance through the term of this Agreement.

2. The School agrees that, on written request, the School shall permit reasonable access to all business records or employment, employment advertisement, application forms, and other pertinent data and records, by the county, for the purpose of investigating to ascertain compliance with the nondiscrimination provisions of this Agreement; provided, that the School shall not be required to produce for inspection records covering periods of time more than one year prior to the date of this Agreement.

3. The School agrees that, if any of the obligations of this Agreement are to be performed by subcontractor(s), the provisions of subsections (1) and (2) of this section shall be incorporated into and become a part of the subcontract.

R. **Survivorship.** Those provisions which by their nature are intended to survive the expiration, cancellation, or termination of this Agreement, including, by way of example only, the indemnification and public records provisions, shall survive the expiration, cancellation, or termination of this Agreement.

S. **Headings.** The headings or captions of articles, sections, or subsections used in this Agreement are for convenience of reference only and are not intended to define or limit their contents, nor are they to affect the construction of or to be taken into consideration in interpreting this Agreement.

T. **Authority of Signatory.** Each signatory below represents and warrants that he or she has full power and is duly authorized by their respective party to enter into and perform this Agreement. Such signatory also represents that he or she has fully reviewed and understands the above conditions and intends to fully abide by the conditions and terms of this Agreement as stated.

U. **Written Modification.** No modification of this Agreement shall be binding upon any party to this Agreement unless reduced to writing and signed by a duly authorized representative of each party to this Agreement.

Section 21. Entire Agreement. This Agreement, and any documents incorporated or attached to this Agreement, sets forth and constitutes the entire agreement and understanding of

the parties with respect to the subject about which this Agreement was drafted. This Agreement supersedes any and all prior agreements, negotiations, correspondence, undertakings, promises, covenants, arrangements, communications, representations, and warranties, whether oral or written, of any party to this Agreement.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below.

Hernando County Fire Rescue

By and through: _____
Fire Chief Paul Hasenmeier

Date: 4/14/26

Board of County Commissioners, with counsel's approval as to form and legal sufficiency

By and through: _____
Chairman Jerry Campbell

Date: _____

FIRST RESPONSE TRAINING GROUP, LLC, a Florida limited liability company

By and through: _____
Printed Name: Jason Marquez
Title: FRTG Chief Executive Officer

Date: 3/24/2026

Approved as to Form and Legal Sufficiency
By: Natasha López Perez
County Attorney's Office

TITLE

Memorandum of Agreement for Use of WeatherSTEM Stations Between Florida Division of Emergency Management and Hernando County Board of County Commissioners

BRIEF OVERVIEW

The Florida Legislature has appropriated funds to the Florida Division of Emergency Management (FDEM) for the Florida Severe Weather Mesonet (FSWN) - more commonly referred to as WeatherSTEM. A portion of this appropriation is intended to provide FDEM and local partners with hyper-local, real-time weather data in strategic locations to provide critical information to assist in response activities, operational decision support, and the deployment of resources to impacted areas during time of severe weather.

FDEM has contracted with WeatherSTEM for the purchase and installation of weather monitoring systems in designated locations throughout the state, including maintenance for three (3) years (approximately $25,000.00). The ownership of two (2) weather stations will be transferred to Hernando County upon installation at the following locations:

- HCFR Station 6 - 3451 Shoal Line Blvd. Hernando Beach, FL 34607
- Hernando County Emergency Operations Center - 18900 Cortez Blvd. Brooksville, FL 34601

To ensure that the FSWN continues to benefit the state, Hernando County will agree to maintain each weather station it receives for at least an additional seven (7) years following the end of the WeatherSTEM maintenance agreement with FDEM (approximately $2,500.00 per year, per station).

STRATEGIC PLAN INITIATIVES

Strategic Theme: B - Commitment to Public Safety
Goal B.2 Excellent, Responsive Emergency Management
Objective B.2.2 Support the adoption of technologies that enhance real-time communication and disaster recovery monitoring, with phased implementation beginning in 2026.

FINANCIAL IMPACT

There is no financial impact to the County for the first three (3) years under the agreement. The cost associated with the remaining seven (7) years of the ten (10) year total agreement (approximately $2,500.00 per year, per station) is eligible for reimbursement under the Emergency Management Preparedness and Assistance (EMPA) grant and may also be eligible under the Emergency Management Performance Grant (EMPG) program.

LEGAL NOTE

The Board is authorized to act on this matter pursuant to Chapters 125 and 252, Florida Statutes.

RECOMMENDATION

It is recommended that the Board approve and authorize the Chairman's signature on the Memorandum of Agreement between FDEM and Hernando County for the installation and use of two (2) WeatherSTEM systems for hyper-local, real-time weather data to provide critical information to assist in response activities, operational decision support, and the deployment of resources to impacted areas during times of severe weather.

REVIEW PROCESS

Paul Hasenmeier	Approved	04/24/2026 9:33 AM
Stephanie Stevens	Approved	04/27/2026 2:33 PM
Erin Dohren	Approved	04/29/2026 7:07 AM
Erin Briggs	Approved	04/29/2026 8:21 AM
Carla Rossiter-Smith	Approved	04/29/2026 9:49 AM
Pamela Hare	Approved	04/29/2026 10:34 AM
Natasha Lopez Perez	Approved	04/29/2026 3:25 PM
Heidi Prouse	Approved	04/30/2026 1:04 PM
Toni Brady	Approved	05/04/2026 8:11 AM
Jeffrey Rogers	Approved	05/04/2026 10:10 PM
Jessica Wright	Approved	05/05/2026 9:21 AM

MEMORANDUM OF AGREEMENT FOR USE OF WEATHERSTEM STATIONS
BETWEEN
THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT
AND
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

This Memorandum of Agreement ("MOA") is entered into by and between the **Florida Division of Emergency Management** ("FDEM") and **Hernando County Board of County Commissioners** ("Recipient").

WHEREAS, the Florida Legislature appropriated $1,900,000.00 to the Executive Office of the Governor, Division of Emergency Management, to fund the Florida Severe Weather Mesonet (FSWN) - WeatherSTEM; and

WHEREAS, a portion of this appropriation was to provide FDEM with hyper-local, real-time weather data in strategic locations to provide critical information to assist in response activities, operational decision support, and the deployment of resources to impacted areas during times of severe weather; and

WHEREAS, FDEM has contracted with WeatherSTEM for the purchase and installation of weather monitoring systems ("Weather Station") in designated locations throughout the state, including maintenance for three (3) years; and

WHEREAS, FDEM has coordinated with the host agencies where the Weather Stations would be installed; and

WHEREAS, ownership of the Weather Stations will be transferred to the Recipient upon installation; and

WHEREAS, to ensure that the FSWN continues to benefit the state, the Recipient will agree to maintain each Weather Station it receives for at least an additional seven (7) years following the end of the WeatherSTEM maintenance agreement; and

WHEREAS, WeatherSTEM maintenance costs are eligible for recovery under the Emergency Management Preparedness and Assistance (EMPA) Grant and may also be eligible under the Emergency Management Performance Grant (EMPG) Program.

NOW THEREFORE, in consideration of the mutual promises and conditions herein contained, the Parties agree to the following terms:

1. Recipient agrees to take ownership of the Weather Station(s) within its geographical control from FDEM immediately upon installation of the Weather Station.

2. FDEM agrees to prepay for the maintenance of the Weather Stations for three (3) years following its installation by WeatherSTEM.

3. Recipient expressly agrees to be fully responsible for the maintenance, repair, software updates, and any other costs of the Weather Station(s) for the duration of their estimated lives following the expiration of the prepaid three (3) year

maintenance agreement with WeatherSTEM. A Weather Station's expected equipment life is estimated to be ten (10) years. WeatherSTEM provided Recipient with the estimated annual cost for maintaining a Weather Station. At its option, Recipient may separately contract with WeatherSTEM to maintain the Weather Station for the duration of the MOA.

4. Recipient agrees to use the Weather Station(s) for their intended purpose and provide data to WeatherSTEM and its users as required by WeatherSTEM and FDEM.

5. Proof of installation of the Weather Station(s), to include a serial number, location address, and other relevant information, is incorporated by reference and shall be attached to this MOA without need for further agreement by the Parties.

6. All notices provided under or pursuant to this MOA shall be in writing, and sent via certified mail return receipt requested, along with a courtesy copy via electronic mail, to the representatives and addresses identified below:

For FDEM:	Caitlyn Gillespie, Deputy State Meteorologist Florida Division of Emergency Management 2555 Shumard Oak Boulevard Tallahassee, FL 32399 (850) 688-2119 Caitlyn.Gillespie@em.myflorida.com
For Recipient	Erin Thomas, Director Hernando County Emergency Management 18900 Cortez Blvd., Brooksville, FL 34601 (352) 754-4083 EThomas@hernandocounty.us

7. Term

   a. The Term of this MOA is ten (10) years from the date of installation of the Weather Station, or until the Weather Station ceases operation in accordance with section 7.b. of this MOA, whichever occurs first.

   b. If the Weather Station ceases operation prior to the end of its estimated ten-year life, or if the Weather Station is destroyed by an accident not otherwise covered by insurance, neither party is obligated to replace the Weather Station and the MOA shall terminate unless the parties agree otherwise. If WeatherSTEM, after consulting with the Recipient, replaces the damaged Weather Station, the Recipient is responsible for the maintenance of the new unit through the remainder of the original Term of this MOA.

c. Provisions surviving the Term of this MOA: (1) the Recipient shall allow WeatherSTEM to continue collecting weather data from the Weather Station until the Weather Station ceases to function; (2) WeatherSTEM and the Recipient may mutually agree who is responsible for maintaining the Weather Station following the end of the Term of this MOA.

8. Miscellaneous

a. This MOA shall be governed by the laws of the State of Florida and venue shall be in Leon County, Florida.

b. The Parties agree that nothing in this MOA serves to create an employer-employee relationship between FDEM and Recipient.

c. This MOA creates neither a partnership nor a joint venture, and neither Party has the authority to bind the other.

d. Except for the attachment of proof of installation of the Weather Station(s), any modification of this MOA or additional obligation assumed by either Party with regard to this MOA shall be binding only if evidenced in writing signed by an authorized representative of each Party.

e. Either Party may request changes to this MOA. Any changes, modifications, revisions or amendments to this MOA that are mutually agreed upon by and between the Parties to this MOA, shall be incorporated by written instrument and effective when executed and signed by all Parties to this MOA.

f. This MOA shall not be construed against either Party and shall be deemed to have been drafted by both Parties.

g. Nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of section 768.28, Florida Statutes. Nothing herein shall be construed as consent by either Party to be sued by third parties.

h. This MOA, upon execution, contains the entire Agreement of the parties and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of this MOA.

i. This MOA may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same MOA.

INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties hereto have caused this MOA to be executed by their undersigned officials as duly authorized.

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

By: _____
Jerry Campbell
Chairman

_____
Date

FLORIDA DIVISION OF EMERGENCY MANAGEMENT

By: _____
Ian Guidicelli
Bureau Chief of Response

_____
Date

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: Natasha López Perez
County Attorney's Office

Addendum

Proof of installation of the Weather Station(s), to include a serial number, location address, and other relevant information, is incorporated by reference and shall be attached to this MOA without need for further agreement by the Parties.

Serial Number	Address
Weather Station #1	3452 Shoal Line Blvd. Hernando Beach, FL 34607
Weather Station #2	18900 Cortez Blvd. Brooksville, FL 34601

Meeting: 05/12/2026
Department: Emergency Management
Prepared By: Erin Thomas
Initiator: Erin Thomas
DOC ID: 17438
Legal Request Number: 26-161
Bid/Contract Number:

TITLE

Memorandum of Understanding With Florida Division of Emergency Management for Elevate Florida Grant Program

BRIEF OVERVIEW

The Florida Division of Emergency Management (FDEM) has developed and is administering the Elevate Florida Grant Program, funded through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance program under Section 404 of the Stafford Act. This program provides mitigation opportunities to residential property owners, including voluntary property acquisition and demolition to reduce future flood risk.

As a condition of participation, FEMA requires local governments to execute a Statement of Assurances for Property Acquisition Projects. This Memorandum of Understanding (MOU) establishes the respective roles and responsibilities of FDEM and Hernando County in meeting these federal requirements.

Under the MOU:

- Participation by property owners is strictly voluntary, and no eminent domain authority will be used.
- FDEM will manage program implementation, including appraisals, coordination, and compliance with FEMA requirements.
- Hernando County agrees to accept and enforce deed restrictions requiring acquired properties to remain as permanent open space in perpetuity.
- The County will assume long-term responsibilities for property maintenance, compliance reporting, and ensuring continued adherence to FEMA grant conditions.

The agreement also provides FDEM and its contractors access to acquired properties for demolition and site restoration activities and outlines compliance, reporting, and coordination requirements between the parties.

STRATEGIC PLAN INITIATIVES

Strategic Theme: B - Commitment to Public Safety
Goal B.2 Excellent, Responsive Emergency Management
Objective B.2.2 Support the adoption of technologies that enhance real-time communication and disaster recovery monitoring, with phased implementation beginning in 2026.

Strategic Theme: C - Stewardship of Natural Resources
Goal C.2 Utilize areas of conservation lands, forestry, and waterways for passive recreation opportunities
Objective C.2.1 Identify and prioritize passive recreational enhancement opportunities aligned with the County's Parks Master Plan, Comprehensive Plan, and the Environmentally Sensitive Lands Management Plan.

FINANCIAL IMPACT

There is no direct upfront financial cost to Hernando County associated with execution of this MOU.

However, the County will assume long-term responsibilities for maintenance of acquired properties and compliance with FEMA requirements, including periodic inspections and reporting. These ongoing obligations will be managed within existing Emergency Management programs and resources.

LEGAL NOTE

The Board is authorized to act on this matter pursuant to Chapters 125 and 252, Florida Statutes.

RECOMMENDATION

It is recommended that the Board approve the MOU between FDEM and Hernando County to participate in the Elevate Florida Grant Program and authorize the Chairman to execute the document.

REVIEW PROCESS

Paul Hasenmeier	Approved	04/24/2026 9:32 AM
Dennis O'Keefe	Approved	04/24/2026 9:53 AM
Omar DePablo	Escalated	04/28/2026 5:18 PM
KayMarie Griffith	Escalated	04/29/2026 5:18 PM
Michelle Miller	Approved	04/30/2026 8:20 AM
Stephanie Stevens	Approved	05/04/2026 9:52 AM
Erin Dohren	Approved	05/05/2026 7:11 AM
Erin Briggs	Approved	05/05/2026 7:52 AM
Carla Rossiter-Smith	Approved	05/05/2026 2:30 PM
Pamela Hare	Approved	05/06/2026 10:59 AM
Natasha Lopez Perez	Approved	05/06/2026 1:01 PM
Heidi Prouse	Approved	05/06/2026 2:07 PM
Toni Brady	Approved	05/06/2026 5:12 PM
Jeffrey Rogers	Approved	05/07/2026 5:17 AM
Jessica Wright	Approved	05/07/2026 10:57 AM

MEMORANDUM OF UNDERSTANDING BETWEEN
FLORIDA DIVISION OF EMERGENCY MANAGEMENT
AND HERNANDO COUNTY

This Memorandum of Understanding ("MOU") is entered into by and between the Florida Division of Emergency Management ("Agency" or "FDEM") and Hernando County, Florida ("County"), hereafter referred to collectively as "Parties." The purpose of this MOU is to establish the obligations and responsibilities of the Parties under the Elevate Florida Grant Program, as it relates to the Statement of Assurances required by the Federal Emergency Management Agency ("FEMA") for property acquisition projects.

WHEREAS, FDEM has developed, and is responsible for the implementation of the Elevate Florida Grant Program, which provides mitigation activities, such as structure acquisition and demolition, to residential property owners; and

WHEREAS, the program is funded through FEMA's Hazard Mitigation Assistance grant funding, as authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; and

WHEREAS, FEMA requires local governments to sign and complete the Statement of Assurances for Property Acquisition Projects ("Statement of Assurances") form when such funding is provided to property owners; and

WHEREAS, the Statement of Assurances imposes certain conditions that must be met in order to apply for and receive grant funding for property acquisition for the purpose of open space; and

WHEREAS, the Statement of Assurances imposes certain conditions that must be met and maintained once the property is acquired and converted to open space to remain compliant with legally recorded deed restrictions;

NOW, THEREFORE, in consideration of the mutual covenants herein, the Parties agree as follows:

(1) Statement of Assurances.

(a) FDEM will ensure that prospective participants are informed in writing that participation in the Elevate Florida program is voluntary and that neither FDEM nor the local jurisdiction referenced above will use eminent domain—or any similar authority—to acquire their property for project purposes if negotiations fail, as required by Section 1 of the Statement of Assurances (FEMA Form FF-206-FY-22-156), which is incorporated herein by reference.

(b) FDEM will ensure that each property owner is informed in writing of the Elevate Florida program's determination of the property's fair market value, supported by a certified appraisal. FDEM will use the Statement of Voluntary Participation for

Acquisition of Property for Purpose of Open Space (FEMA Form FF-206-FY-124) to document this determination and, as required by Section 2 of the Statement of Assurances, will provide a copy for each property to FEMA after award.

(c) As required by Section 3 of the Statement of Assurances:

1. FDEM will accept the requirements of the FEMA grant and will apply and record a deed restriction on each property in accordance with the language in the FEMA Model Deed Restriction. Such deed restrictions may exceed state, local, territorial, or tribal government land use standards.

2. The County will accept the deed restriction governing the use of the land, as restricted in perpetuity to open space uses and will seek FEMA approval for any changes in language differing from the Model Deed Restriction.

(d) The County will ensure that the land will be unavailable for the construction of flood damage reduction levees and other incompatible purposes, and is not part of an intended, planned, or designated project area for which the land is to be acquired by a certain date as required by Section 4 of the Statement of Assurances.

(e) FDEM will demonstrate that it has consulted with the U.S. Army Corps of Engineers regarding the subject land's potential future use for the construction of a levee system. The County will reject future consideration of such use if FEMA assistance is used to convert the property to permanent open space as required by Section 5 of the Statement of Assurances.

(f) FDEM will demonstrate that it has coordinated with its State Department of Transportation to ensure that no future, planned improvements or enhancements to the federal aid systems are under consideration that will affect the subject property as required by Section 6 of the Statement of Assurances.

(g) The County will ensure that adjoining property owners are duly informed of proposed acquisitions including any locally mandated public notification processes as required by Section 7 of the Statement of Assurances.

(h) FDEM will demonstrate that proposed acquisition sites are consistent with local land use, environmental, hazard mitigation and similar plans and will not adversely impact adjacent land uses as required by Section 8 of the Statement of Assurances.

(i) FDEM will remove existing structures within 90 days of settlement as required by Section 9 of the Statement of Assurances.

(j) Post-grant award, the County will ensure that a property interest is conveyed only with the prior approval of the FEMA Regional Administrator and only to another public entity or to a qualified conservation organization pursuant to 26 C.F.R.§

1.170A-14 and 44 C.F.R. §80.19(b)(2) as required by Section 10 of the Statement of Assurances.

(k) All post-award property maintenance is the responsibility of the County and that the costs of maintenance will be borne by the County as required by Section 11 of the Statement of Assurances.

(l) The County will submit every three (3) years to the FDEM, pursuant to 44 C.F.R.§ 80.19(d), and the FDEM will then submit to the FEMA Regional Administrator, a report certifying that it has inspected the subject property within the month preceding the report, and that the property continues to be maintained consistent with the provisions of the grant. If the subject property is not maintained according to the terms of the grant, the FDEM and FEMA, its representatives, designated authorities, and assignees are responsible for taking measures to bring the property back into compliance as required by Section 12 of the Statement of Assurances.

(m) After settlement, the County will not seek or accept the provision of disaster assistance for any purpose from any federal entity with respect to the property. FEMA will not distribute flood insurance benefits for that property for claims related to damage occurring after the date of the property settlement as required by Section 13 of the Statement of Assurances.

(2) **Access Guarantee.** The County guarantees FDEM and its contractors full right of entry and continued access to each acquired property for at least ninety (90) days after closing (and longer if reasonably needed) to perform required hazardous material assessments, environmental abatement, demolition, and site restoration (grading and seeding) in accordance with applicable law and permits, with reasonable coordination and no undue interference by the community in order to fulfill FEMA grant requirements.

(3) **Immunity.** Nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of section 768.28, Florida Statutes. Nothing herein shall be construed as consent by either Party to be sued by third parties.

(4) **Entire Agreement.** This MOU contains all the terms and conditions agreed upon by the Parties, and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of this MOU.

(5) **Governing Law and Venue.** This MOU shall be governed by the laws of the State of Florida, and the venue shall be Leon County, Florida.

(6) **Counterparts.** This MOU may be executed electronically and in two (2) or more counterparts, each of which shall be deemed an original. The signatures, including electronic signatures, to this MOU may be executed on separate pages, and when attached to this MOU shall constitute one complete document.

(7) **Modifications or Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU that are mutually agreed upon by and between the Parties to this MOU, shall be incorporated by written instrument and effective when executed and signed by all Parties to this MOU.

(8) **Notice.** All notices provided under or pursuant to this MOU shall be in writing, either by email, hand delivery, or first-class certified mail, return receipt requested, to the representatives identified below. Within five (5) calendar days, each Party shall update the other Parties regarding changes to the contact information of the representatives below, as applicable.

FDEM:

Bureau of Mitigation: Laura Dhuwe
Division of Emergency Management
2555 Shumard Oak Blvd.
Tallahassee, FL 32399-2100
Telephone: 850-879-0872
Email: laura.dhuwe@em.myflorida.com

COUNTY:

Erin Thomas, Director
Hernando County Emergency Management
18900 Cortez Blvd.
Brooksville, FL 34601
Telephone: 352-754-4083
Email: ethomas@hernandocounty.us

(9) **Effective Date.** This MOU is effective upon its execution by both Parties and may be modified only in writing upon agreement by both Parties. This MOU shall expire on April 27, 2030, unless an extension is mutually agreed to in writing by the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Memorandum of Understanding to be executed by their duly authorized representatives on the dates below:

FLORIDA DIVISION OF EMERGENCY MANAGEMENT:	**HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS:**
By:_____	By:_____
Printed Name: _____	Printed Name: Jerry Campbell, Chairman
Date: _____	Date: _____

Approved as to Form and Legal Sufficiency
By: Natasha López Perez
County Attorney's Office

Meeting: 05/12/2026
Department: BCC Records
Prepared By: Heidi Prouse
Initiator: Heidi Prouse
DOC ID: 17401
Legal Request Number:
Bid/Contract Number:

TITLE

Ratification of Donation Agreements Through County Travel Trailer Units Program for Disaster Housing Relief

BRIEF OVERVIEW

The primary goal of the 2024 Hurricanes Helene/Milton Post Disaster Housing Plan ("Disaster Housing Plan") is to ensure that all survivors of Hurricanes Helene and Milton in Hernando County who do not have their own housing solutions are referred to suitable housing programs. These programs may be for-profit (insurance), governmental (federal, state, and county), or nonprofit and are designed to meet survivors' needs, both immediate and long-term.

The Travel Trailer Units (TTU) [State Donated] Program, made possible by TTUs donated by the Florida Division of Emergency Management to requesting counties within Florida, will be overseen by the Disaster Housing Working Group. The Disaster Housing Working Group will determine the survivor's eligibility to be granted one of these donated TTUs to satisfy the survivor's short-term or long-term post-disaster housing needs. This process ensures that the TTUs are allocated to those most in need.

The Disaster Housing Plan was approved by the Board of County Commissioners on March 11, 2025.

Attached are four (4) donation agreements executed in March of 2026 for ratification by the Board.

FINANCIAL IMPACT

Disaster Case Management staff shall verify whether the applicant can financially afford to pay the title transfer cost for the awarded TTU, utility installation at the proposed TTU location, and monthly costs of related utilities and/or site rental if the recipient places the TTU in a commercial park.

The County will NOT pay for any of the aforementioned costs. Disaster Case Management staff will refer applicant to the United Way of Hernando County or affiliated non-profit organizations that may offer financial assistance based on the organization's award criteria.

LEGAL NOTE

The Board is authorized to act upon this matter pursuant to Chapters 125 and 252, Florida Statutes.

RECOMMENDATION

It is recommended that the Board ratify the attached donation agreements that were signed by the County Administrator in March 2026.

REVIEW PROCESS

Erin Thomas	Approved	04/14/2026 10:02 AM
Paul Hasenmeier	Approved	04/14/2026 3:22 PM
Stephanie Stevens	Approved	04/15/2026 12:11 PM
Erin Dohren	Approved	04/15/2026 4:39 PM
Pamela Hare	Approved	04/16/2026 11:41 AM
Jon Jouben	Approved	04/16/2026 5:55 PM
Heidi Prouse	Approved	04/17/2026 9:45 AM
Toni Brady	Approved	04/20/2026 10:50 AM
Jeffrey Rogers	Approved	04/22/2026 3:18 PM
Jessica Wright	Approved	04/28/2026 5:07 AM

DONATION AGREEMENT AND RELEASE AND WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT FOR RECEIPT OF DONATED EQUIPMENT

This Donation Agreement ("Agreement") is made as of the date of the last signature hereon between Hernando County, a political subdivision of the State of Florida, located at 15470 Flight Path Drive, Brooksville, FL 34604 ("the County"), and **JONATHAN BRANDEBURG** ("the Recipient"), a natural person, whose address is **7020 EISENHOWER ST., SPRING HILL, FL 34613** collectively referred to as "the Parties."

WHEREAS the County and the Florida Division of Emergency Management ("FDEM") entered into a memorandum of agreement wherein FDEM transferred ownership and possession of that certain travel trailer with **VIN # 4X4TWDB29PA278492** ("the Equipment") to the County; and

WHEREAS the term "the Equipment" may include, but is not limited to, the travel trailer itself and all of its components and accoutrements including, but not limited to: wheels, tires, hitch, awnings, chassis, mirrors, windows, lights, electrical system, computer components, air conditioning and heating, entertainment system, furnishings, appliances, hardware, propane tank and related apparatus, decorations, kitchen and bathroom fixtures, and any and all other interior and exterior equipment; and

WHEREAS the County has title to the Equipment free and clear of all encumbrances, liens, and other claim of any kind, and the County has possession of all ownership documentation and title for the trailer; and

WHEREAS the County desires to donate AS-IS WITHOUT WARRANTY AND WITH ALL FAULTS the Equipment to the Recipient at no cost; and

WHEREAS the Recipient understands and agrees that as of the date the County and the Recipient meet to execute title transfer documentation, the Recipient shall be responsible for all costs associated with the Equipment including, but not limited to the costs described in Section 9 below, and that title to the Equipment will be provided within 14-21 business days after signing title transfer documentation, barring an unforeseen delay; and

WHEREAS the Recipient wishes to accept the Equipment under the following terms and conditions.

NOW THEREFORE for and in consideration of the mutual promises and obligations of the Parties to each other, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as following terms of such transfer:

1. **Delivery and Acceptance of Equipment**
   a. The Recipient is [check one]: **(X)** the title owner of the real property, OR ( ) is the lawful invitee or tenant of the owner of the real property, located at **7020 EISENHOWER ST., SPRING HILL, FL 34613** in Hernando County, Florida ("Delivery Location").
   b. Recipient shall provide documentation to the County prior to delivery that the Delivery Location has proper electricity, water and sewer sources to which to hook up the Equipment.
   c. Prior to delivery, the Recipient shall obtain the required permit(s) to reside in the Equipment at the Delivery Location.
   d. If the Recipient will reside in the Equipment at property owned by a third party, Recipient shall provide documentation to the County prior to delivery that Recipient has the property owner's permission to reside in the Equipment on said property, will cooperate with Recipient to obtain the required permit(s), and consents to the County entering said property for the sole purpose of accessing the Equipment to enforce this Agreement.
   e. The County will deliver to Recipient the Equipment at the Delivery Location on a date and time agreed upon by the Parties.
   f. The description of the Equipment is for the sole purpose of identifying the Equipment and does not constitute a representation or warranty in any respect whatsoever.
   g. The County will donate the Equipment to the Recipient and the Recipient will accept the Equipment from the County.
   h. Upon acceptance, the Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to use of the Equipment, regardless of when the transfer of title to Recipient occurs, and whether required by the County or otherwise.
   i. The Recipient shall cooperate with the County to complete and execute any and all forms which may be required by the local or state municipality to complete the transfer of title to the Recipient, and Recipient shall apply for and pay for all permits required by

local ordinance associated with keeping, parking or residing in the Equipment.

j. The Recipient acknowledges that the Equipment is in good and working condition and accepts same "as-is."

k. The Recipient acknowledges the equipment is to be used as a temporary shelter and not for recreational activities.

2. Costs Associated with Equipment

a. After the County delivers the Equipment to the Recipient at the Delivery Location, and the Recipient accepts the Equipment, regardless of when the transfer of title to Recipient occurs, the Recipient is responsible for all costs of any nature associated with the Equipment including, but not limited to, transferring title to the Equipment, registering the Equipment in Recipient's name, rezoning or conditional use applications as required, maintenance, replacement and repair of the Equipment, hooking up utilities, obtaining building department and zoning permits as necessary, insurance, rent for location or storage of Equipment, and removing or disposal of the Equipment.

b. The County is not responsible for any of the costs described in subsection 2.a. above, or any other cost associated with the Equipment, once County delivers the Equipment and Recipient accepts the Equipment.

3. Hazardous Materials

a. The Equipment may contain flammable items, radioactive materials, explosives, hazardous or toxic substances, waste or related materials, including any materials defined as or included in the definition of "hazardous substances," "hazardous wastes," "infectious wastes," "hazardous materials" or "toxic substances" now or subsequently regulated under any federal, state or local laws, regulations or ordinances ("Hazardous Material").

b. The Recipient will defend, indemnify and hold the County harmless against any claims resulting from or relating to such Hazardous Material.

4. Warranties

The Recipient acknowledges and agrees that:

a. The Recipient is receiving the Equipment "as-is, where is" and "with all faults";

b. The County has made no representations or warranties to the Recipient regarding the quality, nature, condition or composition of the Equipment;
c. The County has made no representations or warranties to the Recipient regarding the compliance of the Equipment with the requirements of any specifications, laws, ordinances or regulations;
d. The Recipient has been given the opportunity to reject the Equipment, in part and in whole, and has declined to do so;
e. The County disclaims all warranties and representations, whether express, implied, or statutory, including without limitation, any implied warranties of merchantability or fitness for a particular purpose. The County also disclaims any implied warranty arising out of trade usage or out of course of dealing or course of performance. The County also disclaims any warranty or other obligation on account of any claim of infringement or misappropriation of patents, copyrights, or other intellectual property rights in connection with the Equipment.

5. Limitation of Liability

a. To the maximum extent allowed by law, under no circumstances will the County be liable for any damages of any kind, whether direct, indirect, special, incidental, consequential or punitive, even if they were foreseeable and/or even if the Recipient has informed the County of their potential, arising in any way out of the Equipment or this Agreement.
b. The Recipient voluntarily assumes full responsibility for any risk of loss, property damage or personal injury, including death, for the Recipient, the Recipient's family, or any person who is on Recipient's property whether or not an invitee, that may be sustained by Recipient, Recipient's family, or any person who is on Recipient's property whether or not an invitee, or any loss or damage to real or personal property owned by Recipient, as a result of receiving the Equipment, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise. Recipient further AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY from any loss, liability, damage or cost, including court costs and attorney's fees, that Recipient may incur due to Recipient's participation in said activity, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise.

c. It is the Recipient's express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of Recipient's family and spouse, if alive, and heirs, assigns and personal representative, if deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the COUNTY.

6. Conveyance and Disposal

a. The Recipient must retain ownership of the Equipment for a minimum of eighteen (18) months from the date of signature before conveying ownership or disposal is permitted.
   i. If the Equipment is no longer needed within the first 18 months, the Recipient shall offer, in writing, to the County first right of refusal to accept return of the trailer at no cost to the County; if the County declines acceptance of the trailer, in writing, the Recipient may convey or dispose of the Equipment in compliance with this Agreement.
   ii. In the event of the Recipient's death within the 18-month period, transfer of ownership as part of Recipient's estate is permitted without offering to the County first right of refusal; however, all obligations under Section 8: Removal must be upheld.

b. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the conveyance and disposal of the Equipment.

7. Right of Entry

a. The Recipient hereby gives permission to the County, and its subcontractors, employees, staff and vendors, to enter the Recipient's property, or if the Recipient is the invitee of the property on which the Equipment is delivered, Recipient gives permission as the invitee or tenant on said property, for the County to conduct the following activities:
   i. Delivery of the Equipment;
   ii. Inspection, if required;
   iii. Removal of the Equipment for Recipient's non-compliance with this Agreement, which includes but is not limited to failing to meet with the County on its scheduled date to complete all required paperwork to effectuate the final transfer. Should removal be required, such removal will only include the

Equipment; the Recipient shall be responsible for disconnection of all utilities and other equipment that Recipient installed thereto, including but not limited to stairs, ramps, etc.;

iv. Removal of personal items should the removal of the Equipment be warranted in accordance with the above.

b. This Section 7 expires eighteen (18) months from the date the Recipient accepts delivery of the Equipment.

8. Removal

a. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the removal of the Equipment in accordance with all local, state and federal laws, should they apply.

b. The Equipment may not be removed from the Delivery Location without prior written authorization from the County, except under the following conditions: The Recipient shall relocate the Equipment to a safe location during, but not limited to, declared states of emergency, mandatory evacuations, or when special notices are issued by the County to protect life, health, or safety.

9. Maintenance

The Recipient affirmatively understands that as of the date the Recipient accepts delivery of the Equipment, the Recipient shall be responsible for any and all maintenance, repair and replacement of the Equipment. The County shall not under any circumstances be responsible for, nor provide any assistance or financial reimbursement for any maintenance, repair or replacement of the Equipment or any other related expense incurred as a result of such maintenance, repair, replacement or otherwise.

10. Indemnification

The Recipient will defend, indemnify and hold the County harmless against any claims relating to the packing, removal, handling, shipping, use, possession, transfer, sale, donation or other disposal of the Equipment.

11. Term

The term of this Agreement is eighteen (18) months from the date Recipient accepts the Equipment. Provisions 2, 3, 4, 5, 9 and 10 shall survive and remain legally binding past the expiration, termination or completion of this Agreement. This Agreement is not subject to renewal or extension.

12. Miscellaneous

a. This Agreement represents the entire agreement between the parties regarding the subject matter hereof. It supersedes all previous oral and written communications between the Parties.
b. This Agreement may not be modified except in writing by authorized representatives of both Parties.
c. If any provision is held invalid, all other provisions will remain valid, unless such invalidity would frustrate the purpose of the Agreement.
d. The term "the County" is, and includes all employees, agents, representatives, servants, assigns, successors, insurers and subsidiaries.
e. This Agreement is not transferrable or assignable without the written pre-approval of the County which pre-approval may be withheld by the County in its sole discretion.
f. The terms and conditions of this Agreement inure to the benefit of, and are binding upon, the Parties' successors and assigns.
g. This Agreement will be governed by the laws of the State of Florida except where the federal supremacy clause requires otherwise.
h. All claims and actions brought or arising from this Agreement will be brought in the courts of Hernando County, Florida.
i. In the event of a legal dispute between the Parties, each Party shall pay its own attorney's fees and costs at all levels of the dispute. The Parties hereby waive the right to a jury trial in any and all legal disputes.

THE RECIPIENT IS AT LEAST EIGHTEEN YEARS OF AGE AND FULLY COMPETENT AND HAS CAREFULLY READ THIS WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT AND UNDERSTANDS ITS CONTENTS.

THE RECIPIENT IS AWARE THAT THIS IS A RELEASE OF LIABILITY AND A

CONTRACT BETWEEN THE COUNTY AND THE RECIPIENT AND SIGNS IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on its/their behalf by officials duly authorized therefor.

Signature: THE RECIPIENT
Date: _____

Signature: THE RECIPIENT
Date: _____

Signature: THE COUNTY
Printed Name: Jeffrey Rogers
Title: County Administrator
Date: 3/3/26

RECIPIENT'S ACCEPTANCE AND ACKNOWLEDGMENT

The Recipient, **JOHNATHAN BRANDEBURG**, hereby accepts delivery of the Equipment as defined in the Donation Agreement and Release and Waiver of Liability and Indemnification Agreement for Receipt of Donated Equipment ("Donation Agreement") signed by Recipient on **MARCH 6, 2026**, and acknowledges the Recipient received the Equipment **(VIN#4X4TWDB29PA278492)** "as-is" on this **6TH** day of **MARCH 6, 2026**, in accordance with the said Donation Agreement.

Signature: THE RECIPIENT
Date: 3/6/26

Signature: THE RECIPIENT
Date: _____

STATE OF FLORIDA

Mail Lien Satisfaction to: Dept of Highway Safety and Motor Vehicles, Neil Kirkman Building, Tallahassee, FL 32399-0500

T# 2067939865
B# 2200596

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
4X4TWDB29PA278492	2023	FVWW	TV	28'8"		156753699

Registered Owner:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

Date of Issue 01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

IMPORTANT INFORMATION

1. When ownership of the vehicle described herein is transferred, the seller MUST complete in full the Transfer of Title by Seller section at the bottom of the certificate of title.
2. Upon sale of this vehicle, the seller must complete the notice of sale on the reverse side of this form.
3. Remove your license plate from the vehicle.
4. See the web address below for more information and the appropriate forms required for the purchaser to title and register the vehicle, mobile home or vessel: http://www.flhsmv.gov/html/titlinf.html

Mail To:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

LIEN SATISFACTION

CERTIFICATE OF TITLE

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
4X4TWDB29PA278492	2023	FVWW	TV	28'8"		156753699

Prev State	Color	Primary Brand	Secondary Brand	No of Brands	Use	Prev Issue Date
FL					PRIVATE	11/01/2024

Odometer Status or Vessel Manufacturer or OH use	Engine Drive	Hull Material	Prop	Date of Issue
				01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

Registered Owner
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

1st Lienholder
NONE

DIVISION OF MOTORIST SERVICES — TALLAHASSEE — FLORIDA — DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Robert R. Kynoch
Director

Control Number 170163421

David M. Kerner
Executive Director

40 /1 170163421

TRANSFER OF TITLE BY SELLER (This section must be completed at the time of sale.)

Federal and/or state law require that the seller state the mileage, purchaser's name, selling price and date sold in connection with the transfer of ownership.
Failure to complete or providing a false statement may result in fines and/or imprisonment.
This title is warranted to be free from any liens except as noted on the face of the certificate and the motor vehicle or vessel described is hereby transferred to:

Seller Must Enter Purchaser's Name: Jonathan Brandeburg Address: 7020 Eisenhower St., Spring Hill, FL 34613

Seller Must Enter Selling Price: $0 Donation Seller Must Enter Date Sold: 3/6/2026

I/We state that this ☐ 5 or ☐ 6 digit odometer now reads [| | | | | |] [X] (no tenths) miles, date read_____ and I hereby certify that to the best of my knowledge the odometer reading:

☐ 1. reflects ACTUAL MILEAGE. ☐ 2. is IN EXCESS OF ITS MECHANICAL LIMITS. ☐ 3. is NOT THE ACTUAL MILEAGE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

SELLER Must Sign Here: Heidi Prause for BOCC CO-SELLER Must Sign Here:_____

Print Here: Hernando County Board of County Commissioners Print Here:_____

Selling Dealer's License Number:_____ Tax No:_____ Tax Collected:_____

Auction Name:_____ License Number:_____

PURCHASER Must Sign Here:_____ CO-PURCHASER Must Sign Here:_____

Print Here:_____ Print Here:_____

NOTICE: PENALTY IS REQUIRED BY LAW IF NOT SUBMITTED FOR TRANSFER WITHIN 30 DAYS AFTER DATE OF PURCHASE.

MTF[illegible]

VOID IF ALTERED

VOID IF ALTERED

HSMV 82250 (REV. 3/15) STATE OF FLORIDA

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
DIVISION OF MOTOR VEHICLES
2900 Apalachee Parkway • Neil Kirkman Building - Tallahassee, FL 32399-0620
Notice of Sale of Motor Vehicle, Mobile Home or Vessel

Section 319.22(2), Florida Statutes, requires that the seller file a Notice of Sale with the department within 30 days after the sale or transfer of the motor vehicle, vessel or mobile home. Filing this form removes any civil liability for the operation of the sold motor vehicle, vessel or mobile home. In addition to filing this form, we suggest you keep a copy of your bill of sale (we suggest it be notarized), certificate of title or other type of transaction document showing the vehicle was sold. **Complete the information below, tear the top portion of this document at the perforation and mail to the address above or submit to your local tax collector's office or license plate agency.**

I have this ____ day of _____ , _____, transferred by assignment of and delivered Florida Certificate of Title to:

Name: Purchaser(s) _____ Purchaser's DL/ID _____
First MI Last

Address _____ Selling Price $ _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Seller's Signature _____ Co-Seller's Signature _____

NOTE: THE SUBMISSION OF THIS FORM, ACCURATELY COMPLETED, TO A TAX COLLECTOR'S OFFICE, LICENSE PLATE AGENCY OR TO THE ADDRESS ABOVE WILL ALLOW THE TITLE CLERK TO UPDATE THE DMV DATABASE TO REFLECT THE TITLE RECORD AS "SOLD". HOWEVER, THE OWNERSHIP STATUS WILL NOT CHANGE UNTIL THE PURCHASER APPLIES FOR AND IS ISSUED A CERTIFICATE OF TITLE.

ODOMETER CERTIFICATION - Federal and state laws require that you state the mileage in connection with transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

FIRST REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☑ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

SECOND REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

THIRD REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

13268

CNTY# 40 | AGY# 1 | SUB# 116 | RPT# 6507

AUDIT # 170163421

L# 3251180
T# 2067939865
B# 2200596
S# 110494558

STATE OF FLORIDA
APPLICATION FOR VEHICLE/VESSEL CERTIFICATE OF TITLE

TITLE NUMBER	VEHICLE/VESSEL IDENTIFICATION #	YR.	MAKE	MAKE or MANUFACTURER	BODY TYPE	VEHICLE COLOR		WT/LENGTH	PRINCPL OPERAT	GVW/LOC
156753699	4X4TWDB29PA278492	2023	FVWW		TV			28'8"		

DATE OF ISSUE MO.	DAY	YEAR	TRANS CODE	VEHICLE USE	HULL MATERIAL	PROPULSION	ENGINE DRIVE	FUEL	VESSEL TYPE	WATER	FL NUMBER	AUTH DESTRUCTION
01	08	25	TRT	PRIVATE								

Applicant/Owner's Name & Address
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

BIRTHDATE SEX	MO.	DAY	YEAR	RESIDENT Y	N	ALIEN	CNTY RES.#
				X			40

1st OWNER FL/DL# OR F.E.I.D.#: 591155275-01

2nd OWNER FL/DL# OR UNIT #:

VOLUNTARY CONTRIBUTIONS

AGENCY FEE	TITLE FEE	SALES TAX	GRAND TOTAL
8.25	77.50	0.00	85.75

Action Requested: TRANSFER TITLE

Brands:

PREV. STATE	DATE ACQUIRED	NEW	USED	ODOMETER / VESSEL MANUFACTURER	ODOMETER DECLARATION CERTIFICATION
FL	11/01/2024		XX		☐

LIEN INFORMATION

~~DATE OF LIEN~~ ~~RECEIVED DATE~~ FEID # OR FL / DL AND SEX AND DATE OF BIRTH ~~DMV ACCOUNT #~~

NAME OF FIRST LIENHOLDER:

ADDRESS

SALVAGE TYPE

SELLER INFORMATION

NAME OF SELLER, FLORIDA DEALER, OR OTHER PREVIOUS OWNER

ADDRESS

DEALER LICENSE NO.

CONSUMER OR SALES TAX EXEMPTION #

SALES TAX AND USE REPORT

TRANSFER OF TITLE IS EXEMPT FROM FLORIDA SALES OR USE TAX FOR THE REASON(S) CHECKED
☐ PURCHASER HOLDS VALID EXEMPTION CERTIFICATE
☐ VEHICLE / VESSEL WILL BE USED EXCLUSIVELY FOR RENTAL
☒ OTHER EXEMPT

INDICATE TOTAL PURCHASE PRICE, INCLUDING ANY UNPAID BALANCE DUE SELLER, BANK OR OTHERS $

INDICATE SALES OR USE TAX DUE AS PROVIDED BY CHAPTER 212, FLORIDA STATUTES $ 0.00

☐ SELLING PRICE VERIFIED

APPLICANT CERTIFICATION

I/WE HEREBY CERTIFY THAT THE VEHICLE/VESSEL TO BE TITLED WILL NOT BE OPERATED UPON THE PUBLIC HIGHWAYS/WATERWAYS OF THIS STATE.

I CERTIFY THAT THE CERTIFICATE OF TITLE IS LOST OR DESTROYED.

I CERTIFY THAT THIS MOTOR VEHICLE/VESSEL WAS REPOSSESSED UPON DEFAULT OF THE LIEN INSTRUMENT AND IS NOW IN MY POSSESSION.

I/WE HEREBY CERTIFY THAT I/WE LAWFULLY OWN THE ABOVE DESCRIBED VEHICLE/VESSEL, AND MAKE APPLICATION FOR TITLE. IF LIEN IS BEING RECORDED NOTICE IS HEREBY GIVEN THAT THERE IS AN EXISTING WRITTEN LIEN INSTRUMENT INVOLVING THE VEHICLE/VESSEL DESCRIBED ABOVE AND HELD BY LIENHOLDER SHOWN ABOVE. I/WE FURTHER AGREE TO DEFEND THE TITLE AGAINST ALL CLAIMS.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant/Owner

Signature of Applicant/Co-Owner

HSMV 82041 REVISED 02/06 SCAN CODE MVT

I UNDERSTAND THAT MY DRIVER LICENSE AND REGISTRATIONS WILL BE SUSPENDED IMMEDIATELY IF THE INSURER DENIES THE INSURANCE INFORMATION SUBMITTED FOR THIS REGISTRATION.

MTRFS021Y

DONATION AGREEMENT AND RELEASE AND WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT FOR RECEIPT OF DONATED EQUIPMENT

This Donation Agreement ("Agreement") is made as of the date of the last signature hereon between Hernando County, a political subdivision of the State of Florida, located at 15470 Flight Path Drive, Brooksville, FL 34604 ("the County"), and **CHRISTY LEGG** ("the Recipient"), a natural person, whose address is **11185 COMMERCIAL WAY, LOT 28, WEEKI WACHEE, FL 34614** collectively referred to as "the Parties."

WHEREAS the County and the Florida Division of Emergency Management ("FDEM") entered into a memorandum of agreement wherein FDEM transferred ownership and possession of that certain travel trailer with **VIN # 1UJBJ0BM8N17N1273** ("the Equipment") to the County; and

WHEREAS the term "the Equipment" may include, but is not limited to, the travel trailer itself and all of its components and accoutrements including, but not limited to: wheels, tires, hitch, awnings, chassis, mirrors, windows, lights, electrical system, computer components, air conditioning and heating, entertainment system, furnishings, appliances, hardware, propane tank and related apparatus, decorations, kitchen and bathroom fixtures, and any and all other interior and exterior equipment; and

WHEREAS the County has title to the Equipment free and clear of all encumbrances, liens, and other claim of any kind, and the County has possession of all ownership documentation and title for the trailer; and

WHEREAS the County desires to donate AS-IS WITHOUT WARRANTY AND WITH ALL FAULTS the Equipment to the Recipient at no cost; and

WHEREAS the Recipient understands and agrees that as of the date the County and the Recipient meet to execute title transfer documentation, the Recipient shall be responsible for all costs associated with the Equipment including, but not limited to the costs described in Section 9 below, and that title to the Equipment will be provided within 14-21 business days after signing title transfer documentation, barring an unforeseen delay; and

WHEREAS the Recipient wishes to accept the Equipment under the following terms and conditions.

NOW THEREFORE for and in consideration of the mutual promises and obligations of the Parties to each other, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as following terms of such transfer:

1. **Delivery and Acceptance of Equipment**
   a. The Recipient is [check one]: **(X)** the title owner of the real property, OR ( ) is the lawful invitee or tenant of the owner of the real property, located at **11185 COMMERCIAL WAY, LOT 28, WEEKI WACHEE, FL 34614** in Hernando County, Florida ("Delivery Location").
   b. Recipient shall provide documentation to the County prior to delivery that the Delivery Location has proper electricity, water and sewer sources to which to hook up the Equipment.
   c. Prior to delivery, the Recipient shall obtain the required permit(s) to reside in the Equipment at the Delivery Location.
   d. If the Recipient will reside in the Equipment at property owned by a third party, Recipient shall provide documentation to the County prior to delivery that Recipient has the property owner's permission to reside in the Equipment on said property, will cooperate with Recipient to obtain the required permit(s), and consents to the County entering said property for the sole purpose of accessing the Equipment to enforce this Agreement.
   e. The County will deliver to Recipient the Equipment at the Delivery Location on a date and time agreed upon by the Parties.
   f. The description of the Equipment is for the sole purpose of identifying the Equipment and does not constitute a representation or warranty in any respect whatsoever.
   g. The County will donate the Equipment to the Recipient and the Recipient will accept the Equipment from the County.
   h. Upon acceptance, the Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to use of the Equipment, regardless of when the transfer of title to Recipient occurs, and whether required by the County or otherwise.
   i. The Recipient shall cooperate with the County to complete and execute any and all forms which may be required by the local or state municipality to complete the transfer of title to the Recipient,

local ordinance associated with keeping, parking or residing in the Equipment.

j. The Recipient acknowledges that the Equipment is in good and working condition and accepts same "as-is."

k. The Recipient acknowledges the equipment is to be used as a temporary shelter and not for recreational activities.

2. Costs Associated with Equipment

a. After the County delivers the Equipment to the Recipient at the Delivery Location, and the Recipient accepts the Equipment, regardless of when the transfer of title to Recipient occurs, the Recipient is responsible for all costs of any nature associated with the Equipment including, but not limited to, transferring title to the Equipment, registering the Equipment in Recipient's name, rezoning or conditional use applications as required, maintenance, replacement and repair of the Equipment, hooking up utilities, obtaining building department and zoning permits as necessary, insurance, rent for location or storage of Equipment, and removing or disposal of the Equipment.

b. The County is not responsible for any of the costs described in subsection 2.a. above, or any other cost associated with the Equipment, once County delivers the Equipment and Recipient accepts the Equipment.

3. Hazardous Materials

a. The Equipment may contain flammable items, radioactive materials, explosives, hazardous or toxic substances, waste or related materials, including any materials defined as or included in the definition of "hazardous substances," "hazardous wastes," "infectious wastes," "hazardous materials" or "toxic substances" now or subsequently regulated under any federal, state or local laws, regulations or ordinances ("Hazardous Material").

b. The Recipient will defend, indemnify and hold the County harmless against any claims resulting from or relating to such Hazardous Material.

4. Warranties

The Recipient acknowledges and agrees that:

a. The Recipient is receiving the Equipment "as-is, where is" and "with all faults";

b. The County has made no representations or warranties to the Recipient regarding the quality, nature, condition or composition of the Equipment;
c. The County has made no representations or warranties to the Recipient regarding the compliance of the Equipment with the requirements of any specifications, laws, ordinances or regulations;
d. The Recipient has been given the opportunity to reject the Equipment, in part and in whole, and has declined to do so;
e. The County disclaims all warranties and representations, whether express, implied, or statutory, including without limitation, any implied warranties of merchantability or fitness for a particular purpose. The County also disclaims any implied warranty arising out of trade usage or out of course of dealing or course of performance. The County also disclaims any warranty or other obligation on account of any claim of infringement or misappropriation of patents, copyrights, or other intellectual property rights in connection with the Equipment.

5. Limitation of Liability

a. To the maximum extent allowed by law, under no circumstances will the County be liable for any damages of any kind, whether direct, indirect, special, incidental, consequential or punitive, even if they were foreseeable and/or even if the Recipient has informed the County of their potential, arising in any way out of the Equipment or this Agreement.
b. The Recipient voluntarily assumes full responsibility for any risk of loss, property damage or personal injury, including death, for the Recipient, the Recipient's family, or any person who is on Recipient's property whether or not an invitee, that may be sustained by Recipient, Recipient's family, or any person who is on Recipient's property whether or not an invitee, or any loss or damage to real or personal property owned by Recipient, as a result of receiving the Equipment, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise. Recipient further AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY from any loss, liability, damage or cost, including court costs and attorney's fees, that Recipient may incur due to Recipient's participation in said activity, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise.

c. It is the Recipient's express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of Recipient's family and spouse, if alive, and heirs, assigns and personal representative, if deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the COUNTY.

6. Conveyance and Disposal

a. The Recipient must retain ownership of the Equipment for a minimum of eighteen (18) months from the date of signature before conveying ownership or disposal is permitted.
   i. If the Equipment is no longer needed within the first 18 months, the Recipient shall offer, in writing, to the County first right of refusal to accept return of the trailer at no cost to the County; if the County declines acceptance of the trailer, in writing, the Recipient may convey or dispose of the Equipment in compliance with this Agreement.
   ii. In the event of the Recipient's death within the 18-month period, transfer of ownership as part of Recipient's estate is permitted without offering to the County first right of refusal; however, all obligations under Section 8: Removal must be upheld.

b. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the conveyance and disposal of the Equipment.

7. Right of Entry

a. The Recipient hereby gives permission to the County, and its subcontractors, employees, staff and vendors, to enter the Recipient's property, or if the Recipient is the invitee of the property on which the Equipment is delivered, Recipient gives permission as the invitee or tenant on said property, for the County to conduct the following activities:
   i. Delivery of the Equipment;
   ii. Inspection, if required;
   iii. Removal of the Equipment for Recipient's non-compliance with this Agreement, which includes but is not limited to failing to meet with the County on its scheduled date to complete all required paperwork to effectuate the final transfer. Should removal be required, such removal will only include the

Equipment; the Recipient shall be responsible for disconnection of all utilities and other equipment that Recipient installed thereto, including but not limited to stairs, ramps, etc.;

iv. Removal of personal items should the removal of the Equipment be warranted in accordance with the above.

b. This Section 7 expires eighteen (18) months from the date the Recipient accepts delivery of the Equipment.

8. Removal

a. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the removal of the Equipment in accordance with all local, state and federal laws, should they apply.

b. The Equipment may not be removed from the Delivery Location without prior written authorization from the County, except under the following conditions: The Recipient shall relocate the Equipment to a safe location during, but not limited to, declared states of emergency, mandatory evacuations, or when special notices are issued by the County to protect life, health, or safety.

9. Maintenance

The Recipient affirmatively understands that as of the date the Recipient accepts delivery of the Equipment, the Recipient shall be responsible for any and all maintenance, repair and replacement of the Equipment. The County shall not under any circumstances be responsible for, nor provide any assistance or financial reimbursement for any maintenance, repair or replacement of the Equipment or any other related expense incurred as a result of such maintenance, repair, replacement or otherwise.

10. Indemnification

The Recipient will defend, indemnify and hold the County harmless against any claims relating to the packing, removal, handling, shipping, use, possession, transfer, sale, donation or other disposal of the Equipment.

11. Term

The term of this Agreement is eighteen (18) months from the date Recipient accepts the Equipment. Provisions 2, 3, 4, 5, 9 and 10 shall survive and remain legally binding past the expiration, termination or completion of this Agreement. This Agreement is not subject to renewal or extension.

12. Miscellaneous

a. This Agreement represents the entire agreement between the parties regarding the subject matter hereof. It supersedes all previous oral and written communications between the Parties.
b. This Agreement may not be modified except in writing by authorized representatives of both Parties.
c. If any provision is held invalid, all other provisions will remain valid, unless such invalidity would frustrate the purpose of the Agreement.
d. The term "the County" is, and includes all employees, agents, representatives, servants, assigns, successors, insurers and subsidiaries.
e. This Agreement is not transferrable or assignable without the written pre-approval of the County which pre-approval may be withheld by the County in its sole discretion.
f. The terms and conditions of this Agreement inure to the benefit of, and are binding upon, the Parties' successors and assigns.
g. This Agreement will be governed by the laws of the State of Florida except where the federal supremacy clause requires otherwise.
h. All claims and actions brought or arising from this Agreement will be brought in the courts of Hernando County, Florida.
i. In the event of a legal dispute between the Parties, each Party shall pay its own attorney's fees and costs at all levels of the dispute. The Parties hereby waive the right to a jury trial in any and all legal disputes.

THE RECIPIENT IS AT LEAST EIGHTEEN YEARS OF AGE AND FULLY COMPETENT AND HAS CAREFULLY READ THIS WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT AND UNDERSTANDS ITS CONTENTS.

THE RECIPIENT IS AWARE THAT THIS IS A RELEASE OF LIABILITY AND A

CONTRACT BETWEEN THE COUNTY AND THE RECIPIENT AND SIGNS IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on its/their behalf by officials duly authorized therefor.

Signature: THE RECIPIENT
Date: 3/6/2025

Signature: THE RECIPIENT
Date: _____

Signature: THE COUNTY
Printed Name: Jeffrey Rogers
Title: County Administrator
Date: 3/7/26

RECIPIENT'S ACCEPTANCE AND ACKNOWLEDGMENT

The Recipient, **CHRISTY LEGG**, hereby accepts delivery of the Equipment as defined in the Donation Agreement and Release and Waiver of Liability and Indemnification Agreement for Receipt of Donated Equipment ("Donation Agreement") signed by Recipient on **MARCH 6, 2026**, and acknowledges the Recipient received the Equipment **(VIN#1UJBJ0BM8N17N1273)** "as-is" on this 6TH day of **MARCH, 2026**, in accordance with the said Donation Agreement.

Signature: THE RECIPIENT
Date: 3/6/26

Signature: THE RECIPIENT
Date: _____

STATE OF FLORIDA

Mail Lien Satisfaction to: Dept of Highway Safety and Motor Vehicles, Neil Kirkman Building, Tallahassee, FL 32399-0500

T# 2067983635
B# 2200596

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
1UJBJ0BM8N17N1273	2022	JYFL	TV	27'1"		156994563

Registered Owner:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

Date of Issue 01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

IMPORTANT INFORMATION

1. When ownership of the vehicle described herein is transferred, the seller MUST complete in full the Transfer of Title by Seller section at the bottom of the certificate of title.
2. Upon sale of this vehicle, the seller must complete the notice of sale on the reverse side of this form.
3. Remove your license plate from the vehicle.
4. See the web address below for more information and the appropriate forms required for the purchaser to title and register the vehicle, mobile home or vessel: http://www.flhsmv.gov/html/titlinf.html

Mail To:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

LIEN SATISFACTION

CERTIFICATE OF TITLE

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
1UJBJ0BM8N17N1273	2022	JYFL	TV	27'1"		156994563

Prev State	Color	Primary Brand	Secondary Brand	No of Brands	Use	Prev Issue Date
FL					PRIVATE	11/21/2024

Odometer Status or Vessel Manufacturer or OH use	Engine Drive	Hull Material	Prop	Date of Issue
				01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

Registered Owner
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

1st Lienholder
NONE

DIVISION OF MOTORIST SERVICES — TALLAHASSEE — FLORIDA — DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Robert R. Kynoch
Director

Control Number 170163446

David M. Kerner
Executive Director

40 /1 170163446

TRANSFER OF TITLE BY SELLER (This section must be completed at the time of sale.)

Federal and/or state law require that the seller state the mileage, purchaser's name, selling price and date sold in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

This title is warranted to be free from any liens except as noted on the face of the certificate and the motor vehicle or vessel described is hereby transferred to:

Seller Must Enter Purchaser's Name: Christy Legg
Address: 11185 Commercial Way, Lot 28, Weeki Wachee, FL 34614
Seller Must Enter Selling Price: $0 Donation
Seller Must Enter Date Sold: 3/6/2024

I/We state that this ☐ 5 or ☐ 6 digit odometer now reads | | | | | | | X | (no tenths) miles, date read_____ and I hereby certify that to the best of my knowledge the odometer reading:

☐ 1. reflects ACTUAL MILEAGE. ☐ 2. is IN EXCESS OF ITS MECHANICAL LIMITS. ☐ 3. is NOT THE ACTUAL MILEAGE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

SELLER Must Sign Here: Heidi Prause for BOCC
Print Here: Hernando County Board of County Commissioners

CO-SELLER Must Sign Here:_____
Print Here:_____

Selling Dealer's License Number:_____ Tax No._____ Tax Collected:_____

Auction Name:_____ License Number:_____

PURCHASER Must Sign Here:_____
Print Here:_____

CO-PURCHASER Must Sign Here:_____
Print Here:_____

NOTICE: PENALTY IS REQUIRED BY LAW IF NOT SUBMITTED FOR TRANSFER WITHIN 30 DAYS AFTER DATE OF PURCHASE.

VOID IF ALTERED

VOID IF ALTERED

HSMV 82250 (REV. 3/15) STATE OF FLORIDA

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
DIVISION OF MOTOR VEHICLES
2900 Apalachee Parkway • Neil Kirkman Building - Tallahassee, FL 32399-0620
Notice of Sale of Motor Vehicle, Mobile Home or Vessel

Section 319.22(2), Florida Statutes, requires that the seller file a Notice of Sale with the department within 30 days after the sale or transfer of the motor vehicle, vessel or mobile home. Filing this form removes any civil liability for the operation of the sold motor vehicle, vessel or mobile home. In addition to filing this form, we suggest you keep a copy of your bill of sale (we suggest it be notarized), certificate of title or other type of transaction document showing the vehicle was sold. **Complete the information below, tear the top portion of this document at the perforation and mail to the address above or submit to your local tax collector's office or license plate agency.**

I have this ____ day of _____ , ____, transferred by assignment of and delivered Florida Certificate of Title to:

Name: Purchaser(s) _____ Purchaser's DL/ID _____
First MI Last

Address _____ Selling Price $ _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Seller's Signature _____ Co-Seller's Signature _____

NOTE: THE SUBMISSION OF THIS FORM, ACCURATELY COMPLETED, TO A TAX COLLECTOR'S OFFICE, LICENSE PLATE AGENCY OR TO THE ADDRESS ABOVE WILL ALLOW THE TITLE CLERK TO UPDATE THE DMV DATABASE TO REFLECT THE TITLE RECORD AS "SOLD". HOWEVER, THE OWNERSHIP STATUS WILL NOT CHANGE UNTIL THE PURCHASER APPLIES FOR AND IS ISSUED A CERTIFICATE OF TITLE.

ODOMETER CERTIFICATION - Federal and state laws require that you state the mileage in connection with transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

FIRST REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

SECOND REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

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Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

THIRD REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

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Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

CNTY#	AGY#	SUB#	RPT#
40	1	116	6507

AUDIT # 170163446

12365

L# 3251257
T# 2067983635
B# 2200596
S# 110497331

STATE OF FLORIDA
APPLICATION FOR VEHICLE/VESSEL CERTIFICATE OF TITLE

TITLE NUMBER	VEHICLE/VESSEL IDENTIFICATION #	YR. MAKE	MAKE or MANUFACTURER	BODY TYPE	VEHICLE COLOR	WT/LENGTH	PRINCPL OPERAT	GVW/LOC
156994563	1UJBJ0BM8N17N1273	2022	JYFL	TV		27'1"		

DATE OF ISSUE MO.	DAY	YEAR	TRANS CODE	VEHICLE USE	HULL MATERIAL	PROPULSION	ENGINE DRIVE	FUEL	VESSEL TYPE	WATER	FL NUMBER	AUTH DESTRUCTION
01	08	25	TRT	PRIVATE								

Applicant/Owner's Name & Address
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

BIRTHDATE SEX	MO.	DAY	YEAR	RESIDENT Y	N	ALIEN	CNTY RES.#
				X			40

1st OWNER FL/DL# OR F.E.I.D.#: 591155275-01

2nd OWNER FL/DL# OR UNIT #:

VOLUNTARY CONTRIBUTIONS

AGENCY FEE	TITLE FEE	SALES TAX	GRAND TOTAL
8.25	77.50	0.00	85.75

Action Requested: TRANSFER TITLE

Brands:

PREV. STATE	DATE ACQUIRED	NEW	USED	ODOMETER / VESSEL MANUFACTURER	ODOMETER DECLARATION CERTIFICATION
FL	11/21/2024		XX		☐

LIEN INFORMATION

DATE OF LIEN — RECEIVED DATE — FEID # OR FL / DL AND SEX AND DATE OF BIRTH — DMV ACCOUNT #

NAME OF FIRST LIENHOLDER:

ADDRESS

SALVAGE TYPE

SELLER INFORMATION

NAME OF SELLER, FLORIDA DEALER, OR OTHER PREVIOUS OWNER

ADDRESS

DEALER LICENSE NO.

CONSUMER OR SALES TAX EXEMPTION #

SALES TAX AND USE REPORT

TRANSFER OF TITLE IS EXEMPT FROM FLORIDA SALES OR USE TAX FOR THE REASON(S) CHECKED
☐ PURCHASER HOLDS VALID EXEMPTION CERTIFICATE
☐ VEHICLE / VESSEL WILL BE USED EXCLUSIVELY FOR RENTAL
☒ OTHER EXEMPT

INDICATE TOTAL PURCHASE PRICE, INCLUDING ANY UNPAID BALANCE DUE SELLER, BANK OR OTHERS $

INDICATE SALES OR USE TAX DUE AS PROVIDED BY CHAPTER 212, FLORIDA STATUTES $ 0.00

☐ SELLING PRICE VERIFIED

APPLICANT CERTIFICATION

I/WE HEREBY CERTIFY THAT THE VEHICLE/VESSEL TO BE TITLED WILL NOT BE OPERATED UPON THE PUBLIC HIGHWAYS/WATERWAYS OF THIS STATE.

I CERTIFY THAT THE CERTIFICATE OF TITLE IS LOST OR DESTROYED.

I CERTIFY THAT THIS MOTOR VEHICLE/VESSEL WAS REPOSSESSED UPON DEFAULT OF THE LIEN INSTRUMENT AND IS NOW IN MY POSSESSION.

I/WE HEREBY CERTIFY THAT I/WE LAWFULLY OWN THE ABOVE DESCRIBED VEHICLE/VESSEL, AND MAKE APPLICATION FOR TITLE. IF LIEN IS BEING RECORDED NOTICE IS HEREBY GIVEN THAT THERE IS AN EXISTING WRITTEN LIEN INSTRUMENT INVOLVING THE VEHICLE/VESSEL DESCRIBED ABOVE AND HELD BY LIENHOLDER SHOWN ABOVE. I/WE FURTHER AGREE TO DEFEND THE TITLE AGAINST ALL CLAIMS.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant/Owner

Signature of Applicant/Co-Owner

HSMV 82041 REVISED 02/06 SCAN CODE MVT

I UNDERSTAND THAT MY DRIVER LICENSE AND REGISTRATIONS WILL BE SUSPENDED IMMEDIATELY IF THE INSURER DENIES THE INSURANCE INFORMATION SUBMITTED FOR THIS REGISTRATION.

MTRFS021Y

DONATION AGREEMENT AND RELEASE AND WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT FOR RECEIPT OF DONATED EQUIPMENT

This Donation Agreement ("Agreement") is made as of the date of the last signature hereon between Hernando County, a political subdivision of the State of Florida, located at 15470 Flight Path Drive, Brooksville, FL 34604 ("the County"), and **HELEN ROSS** ("the Recipient"), a natural person, whose address is **7306 MORNINGVIEW ST., SPRING HILL, FL 34613** collectively referred to as "the Parties."

WHEREAS the County and the Florida Division of Emergency Management ("FDEM") entered into a memorandum of agreement wherein FDEM transferred ownership and possession of that certain travel trailer with **VIN # 4X4TWDB2XN7374996** ("the Equipment") to the County; and

WHEREAS the term "the Equipment" may include, but is not limited to, the travel trailer itself and all of its components and accoutrements including, but not limited to: wheels, tires, hitch, awnings, chassis, mirrors, windows, lights, electrical system, computer components, air conditioning and heating, entertainment system, furnishings, appliances, hardware, propane tank and related apparatus, decorations, kitchen and bathroom fixtures, and any and all other interior and exterior equipment; and

WHEREAS the County has title to the Equipment free and clear of all encumbrances, liens, and other claim of any kind, and the County has possession of all ownership documentation and title for the trailer; and

WHEREAS the County desires to donate AS-IS WITHOUT WARRANTY AND WITH ALL FAULTS the Equipment to the Recipient at no cost; and

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   b. Recipient shall provide documentation to the County prior to delivery that the Delivery Location has proper electricity, water and sewer sources to which to hook up the Equipment.
   c. Prior to delivery, the Recipient shall obtain the required permit(s) to reside in the Equipment at the Delivery Location.
   d. If the Recipient will reside in the Equipment at property owned by a third party, Recipient shall provide documentation to the County prior to delivery that Recipient has the property owner's permission to reside in the Equipment on said property, will cooperate with Recipient to obtain the required permit(s), and consents to the County entering said property for the sole purpose of accessing the Equipment to enforce this Agreement.
   e. The County will deliver to Recipient the Equipment at the Delivery Location on a date and time agreed upon by the Parties.
   f. The description of the Equipment is for the sole purpose of identifying the Equipment and does not constitute a representation or warranty in any respect whatsoever.
   g. The County will donate the Equipment to the Recipient and the Recipient will accept the Equipment from the County.
   h. Upon acceptance, the Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to use of the Equipment, regardless of when the transfer of title to Recipient occurs, and whether required by the County or otherwise.
   i. The Recipient shall cooperate with the County to complete and execute any and all forms which may be required by the local or state municipality to complete the transfer of title to the Recipient, and Recipient shall apply for and pay for all permits required by

local ordinance associated with keeping, parking or residing in the Equipment.

j. The Recipient acknowledges that the Equipment is in good and working condition and accepts same "as-is."

k. The Recipient acknowledges the equipment is to be used as a temporary shelter and not for recreational activities.

2. Costs Associated with Equipment

a. After the County delivers the Equipment to the Recipient at the Delivery Location, and the Recipient accepts the Equipment, regardless of when the transfer of title to Recipient occurs, the Recipient is responsible for all costs of any nature associated with the Equipment including, but not limited to, transferring title to the Equipment, registering the Equipment in Recipient's name, rezoning or conditional use applications as required, maintenance, replacement and repair of the Equipment, hooking up utilities, obtaining building department and zoning permits as necessary, insurance, rent for location or storage of Equipment, and removing or disposal of the Equipment.

b. The County is not responsible for any of the costs described in subsection 2.a. above, or any other cost associated with the Equipment, once County delivers the Equipment and Recipient accepts the Equipment.

3. Hazardous Materials

a. The Equipment may contain flammable items, radioactive materials, explosives, hazardous or toxic substances, waste or related materials, including any materials defined as or included in the definition of "hazardous substances," "hazardous wastes," "infectious wastes," "hazardous materials" or "toxic substances" now or subsequently regulated under any federal, state or local laws, regulations or ordinances ("Hazardous Material").

b. The Recipient will defend, indemnify and hold the County harmless against any claims resulting from or relating to such Hazardous Material.

4. Warranties

The Recipient acknowledges and agrees that:

a. The Recipient is receiving the Equipment "as-is, where is" and "with all faults";

b. The County has made no representations or warranties to the Recipient regarding the quality, nature, condition or composition of the Equipment;
c. The County has made no representations or warranties to the Recipient regarding the compliance of the Equipment with the requirements of any specifications, laws, ordinances or regulations;
d. The Recipient has been given the opportunity to reject the Equipment, in part and in whole, and has declined to do so;
e. The County disclaims all warranties and representations, whether express, implied, or statutory, including without limitation, any implied warranties of merchantability or fitness for a particular purpose. The County also disclaims any implied warranty arising out of trade usage or out of course of dealing or course of performance. The County also disclaims any warranty or other obligation on account of any claim of infringement or misappropriation of patents, copyrights, or other intellectual property rights in connection with the Equipment.

5. Limitation of Liability

a. To the maximum extent allowed by law, under no circumstances will the County be liable for any damages of any kind, whether direct, indirect, special, incidental, consequential or punitive, even if they were foreseeable and/or even if the Recipient has informed the County of their potential, arising in any way out of the Equipment or this Agreement.
b. The Recipient voluntarily assumes full responsibility for any risk of loss, property damage or personal injury, including death, for the Recipient, the Recipient's family, or any person who is on Recipient's property whether or not an invitee, that may be sustained by Recipient, Recipient's family, or any person who is on Recipient's property whether or not an invitee, or any loss or damage to real or personal property owned by Recipient, as a result of receiving the Equipment, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise. Recipient further AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY from any loss, liability, damage or cost, including court costs and attorney's fees, that Recipient may incur due to Recipient's participation in said activity, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise.

c. It is the Recipient's express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of Recipient's family and spouse, if alive, and heirs, assigns and personal representative, if deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the COUNTY.

6. Conveyance and Disposal

a. The Recipient must retain ownership of the Equipment for a minimum of eighteen (18) months from the date of signature before conveying ownership or disposal is permitted.
   i. If the Equipment is no longer needed within the first 18 months, the Recipient shall offer, in writing, to the County first right of refusal to accept return of the trailer at no cost to the County; if the County declines acceptance of the trailer, in writing, the Recipient may convey or dispose of the Equipment in compliance with this Agreement.
   ii. In the event of the Recipient's death within the 18-month period, transfer of ownership as part of Recipient's estate is permitted without offering to the County first right of refusal; however, all obligations under Section 8: Removal must be upheld.

b. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the conveyance and disposal of the Equipment.

7. Right of Entry

a. The Recipient hereby gives permission to the County, and its subcontractors, employees, staff and vendors, to enter the Recipient's property, or if the Recipient is the invitee of the property on which the Equipment is delivered, Recipient gives permission as the invitee or tenant on said property, for the County to conduct the following activities:
   i. Delivery of the Equipment;
   ii. Inspection, if required;
   iii. Removal of the Equipment for Recipient's non-compliance with this Agreement, which includes but is not limited to failing to meet with the County on its scheduled date to complete all required paperwork to effectuate the final transfer. Should removal be required, such removal will only include the

Equipment; the Recipient shall be responsible for disconnection of all utilities and other equipment that Recipient installed thereto, including but not limited to stairs, ramps, etc.;

iv. Removal of personal items should the removal of the Equipment be warranted in accordance with the above.

b. This Section 7 expires eighteen (18) months from the date the Recipient accepts delivery of the Equipment.

8. Removal

a. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the removal of the Equipment in accordance with all local, state and federal laws, should they apply.

b. The Equipment may not be removed from the Delivery Location without prior written authorization from the County, except under the following conditions: The Recipient shall relocate the Equipment to a safe location during, but not limited to, declared states of emergency, mandatory evacuations, or when special notices are issued by the County to protect life, health, or safety.

9. Maintenance

The Recipient affirmatively understands that as of the date the Recipient accepts delivery of the Equipment, the Recipient shall be responsible for any and all maintenance, repair and replacement of the Equipment. The County shall not under any circumstances be responsible for, nor provide any assistance or financial reimbursement for any maintenance, repair or replacement of the Equipment or any other related expense incurred as a result of such maintenance, repair, replacement or otherwise.

10. Indemnification

The Recipient will defend, indemnify and hold the County harmless against any claims relating to the packing, removal, handling, shipping, use, possession, transfer, sale, donation or other disposal of the Equipment.

11. Term

The term of this Agreement is eighteen (18) months from the date Recipient accepts the Equipment. Provisions 2, 3, 4, 5, 9 and 10 shall survive and remain legally binding past the expiration, termination or completion of this Agreement. This Agreement is not subject to renewal or extension.

12. Miscellaneous

a. This Agreement represents the entire agreement between the parties regarding the subject matter hereof. It supersedes all previous oral and written communications between the Parties.
b. This Agreement may not be modified except in writing by authorized representatives of both Parties.
c. If any provision is held invalid, all other provisions will remain valid, unless such invalidity would frustrate the purpose of the Agreement.
d. The term "the County" is, and includes all employees, agents, representatives, servants, assigns, successors, insurers and subsidiaries.
e. This Agreement is not transferrable or assignable without the written pre-approval of the County which pre-approval may be withheld by the County in its sole discretion.
f. The terms and conditions of this Agreement inure to the benefit of, and are binding upon, the Parties' successors and assigns.
g. This Agreement will be governed by the laws of the State of Florida except where the federal supremacy clause requires otherwise.
h. All claims and actions brought or arising from this Agreement will be brought in the courts of Hernando County, Florida.
i. In the event of a legal dispute between the Parties, each Party shall pay its own attorney's fees and costs at all levels of the dispute. The Parties hereby waive the right to a jury trial in any and all legal disputes.

THE RECIPIENT IS AT LEAST EIGHTEEN YEARS OF AGE AND FULLY COMPETENT AND HAS CAREFULLY READ THIS WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT AND UNDERSTANDS ITS CONTENTS.

THE RECIPIENT IS AWARE THAT THIS IS A RELEASE OF LIABILITY AND A

CONTRACT BETWEEN THE COUNTY AND THE RECIPIENT AND SIGNS IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on its/their behalf by officials duly authorized therefor.

Helen Ross

Signature: THE RECIPIENT
Date: 3/20/26

Signature: THE RECIPIENT
Date: _____

Signature: THE COUNTY
Printed Name: Jeffrey Rogers
Title: County Administrator
Date: 3/3/26

RECIPIENT'S ACCEPTANCE AND ACKNOWLEDGMENT

The Recipient, **HELEN ROSS**, hereby accepts delivery of the Equipment as defined in the Donation Agreement and Release and Waiver of Liability and Indemnification Agreement for Receipt of Donated Equipment ("Donation Agreement") signed by Recipient on **MARCH 6, 2026,** and acknowledges the Recipient received the Equipment **(VIN# 4X4TWDB2XN7374996)** "as-is" on this **6TH** day of **MARCH, 2026**, in accordance with the said Donation Agreement.

Helen Ross

Signature: THE RECIPIENT
Date: 3/6/24

Signature: THE RECIPIENT
Date: _____

STATE OF FLORIDA

Mail Lien Satisfaction to: Dept of Highway Safety and Motor Vehicles, Neil Kirkman Building, Tallahassee, FL 32399-0500

T# 2067928177
B# 2200596

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
4X4TWDB2XN7374996	2022	FVWW	TV	28'8"		156954896

Registered Owner:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

Date of Issue 01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

Mail To:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

IMPORTANT INFORMATION

1. When ownership of the vehicle described herein is transferred, the seller MUST complete in full the Transfer of Title by Seller section at the bottom of the certificate of title.
2. Upon sale of this vehicle, the seller must complete the notice of sale on the reverse side of this form.
3. Remove your license plate from the vehicle.
4. See the web address below for more information and the appropriate forms required for the purchaser to title and register the vehicle, mobile home or vessel: http://www.flhsmv.gov/html/titlinf.html

LIEN SATISFACTION

CERTIFICATE OF TITLE

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
4X4TWDB2XN7374996	2022	FVWW	TV	28'8"		156954896

Prev State	Color	Primary Brand	Secondary Brand	No of Brands	Use	Prev Issue Date
FL					PRIVATE	11/18/2024

Odometer Status or Vessel Manufacturer or OH use	Engine Drive	Hull Material	Prop	Date of Issue
				01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

Registered Owner
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

1st Lienholder
NONE

DIVISION OF MOTORIST SERVICES — TALLAHASSEE — FLORIDA — DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Robert R. Kynoch
Director

Control Number 170163414

40 /1 170163414

David M. Kerner
Executive Director

TRANSFER OF TITLE BY SELLER (This section must be completed at the time of sale.)

Federal and/or state law require that the seller state the mileage, purchaser's name, selling price and date sold in connection with the transfer of ownership.
Failure to complete or providing a false statement may result in fines and/or imprisonment.
This title is warranted to be free from any liens except as noted on the face of the certificate and the motor vehicle or vessel described is hereby transferred to:

Seller Must Enter Purchaser's Name: Helen Ross
Address: 7306 Morningview St., Spring Hill, FL 34613
Seller Must Enter Selling Price: $0 Donation
Seller Must Enter Date Sold: 3/6/2026
I/We state that this ☐ 5 or ☐ 6 digit odometer now reads [| | | | | |] [X] (no tenths) miles, date read _____ and I hereby certify that to the best of my knowledge the odometer reading:
☐ 1. reflects ACTUAL MILEAGE. ☐ 2. is IN EXCESS OF ITS MECHANICAL LIMITS. ☐ 3. is NOT THE ACTUAL MILEAGE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

SELLER Must Sign Here: Heidi Pruse for BOCC
Print Here: Hernando County Board of County Commissioners
CO-SELLER Must Sign Here: _____
Print Here: _____

Selling Dealer's License Number: _____ Tax No: _____ Tax Collected: _____

Auction Name: _____ License Number: _____

PURCHASER Must Sign Here: _____
Print Here: _____
CO-PURCHASER Must Sign Here: _____
Print Here: _____

NOTICE: PENALTY IS REQUIRED BY LAW IF NOT SUBMITTED FOR TRANSFER WITHIN 30 DAYS AFTER DATE OF PURCHASE.

MV [illegible]

VOID IF ALTERED

HSMV 82250 (REV. 3/15) STATE OF FLORIDA

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
DIVISION OF MOTOR VEHICLES
2900 Apalachee Parkway • Neil Kirkman Building - Tallahassee, FL 32399-0620
Notice of Sale of Motor Vehicle, Mobile Home or Vessel

Section 319.22(2), Florida Statutes, requires that the seller file a Notice of Sale with the department within 30 days after the sale or transfer of the motor vehicle, vessel or mobile home. Filing this form removes any civil liability for the operation of the sold motor vehicle, vessel or mobile home. In addition to filing this form, we suggest you keep a copy of your bill of sale (we suggest it be notarized), certificate of title or other type of transaction document showing the vehicle was sold. **Complete the information below, tear the top portion of this document at the perforation and mail to the address above or submit to your local tax collector's office or license plate agency.**

I have this ____ day of _____ , _____, transferred by assignment of and delivered Florida Certificate of Title to:

Name: Purchaser(s) _____ Purchaser's DL/ID _____
First MI Last

Address _____ Selling Price $ _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Seller's Signature _____ Co-Seller's Signature _____

NOTE: THE SUBMISSION OF THIS FORM, ACCURATELY COMPLETED, TO A TAX COLLECTOR'S OFFICE, LICENSE PLATE AGENCY OR TO THE ADDRESS ABOVE WILL ALLOW THE TITLE CLERK TO UPDATE THE DMV DATABASE TO REFLECT THE TITLE RECORD AS "SOLD". HOWEVER, THE OWNERSHIP STATUS WILL NOT CHANGE UNTIL THE PURCHASER APPLIES FOR AND IS ISSUED A CERTIFICATE OF TITLE.

ODOMETER CERTIFICATION - Federal and state laws require that you state the mileage in connection with transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

FIRST REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

SECOND REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

THIRD REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____, AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

13196

CNTY#	AGY#	SUB#	RPT#
40	1	116	6507

AUDIT # 170163414

L# 3251162
T# 2067928177
B# 2200596
S# 110493807

STATE OF FLORIDA
APPLICATION FOR VEHICLE/VESSEL CERTIFICATE OF TITLE

TITLE NUMBER	VEHICLE/VESSEL IDENTIFICATION #	YR.	MAKE	MAKE or MANUFACTURER	BODY TYPE	VEHICLE COLOR	WT/LENGTH	PRINCPL OPERAT	GVW/LOC
156954896	4X4TWDB2XN7374996	2022	FVWW		TV		28'8"		

DATE OF ISSUE MO. DAY YEAR	TRANS CODE	VEHICLE USE	HULL MATERIAL	PROPULSION	ENGINE DRIVE	FUEL	VESSEL TYPE	WATER	FL NUMBER	AUTH DESTRUCTION
01 08 25	TRT	PRIVATE								

Applicant/Owner's Name & Address
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

BIRTHDATE SEX MO. DAY YEAR	RESIDENT Y	N	ALIEN	CNTY RES.#
	X			40

1st OWNER FL/DL# OR F.E.I.D.#	2nd OWNER FL/DL# OR UNIT #
591155275-01	

VOLUNTARY CONTRIBUTIONS

AGENCY FEE	TITLE FEE	SALES TAX	GRAND TOTAL
8.25	77.50	0.00	85.75

Action Requested: TRANSFER TITLE

Brands:

PREV. STATE	DATE ACQUIRED	NEW	USED	ODOMETER / VESSEL MANUFACTURER	ODOMETER DECLARATION CERTIFICATION
FL	11/18/2024		XX		☐

LIEN INFORMATION

DATE OF LIEN | RECEIVED DATE | FEID # OR FL / DL AND SEX AND DATE OF BIRTH | DMV ACCOUNT #

NAME OF FIRST LIENHOLDER:

ADDRESS

SALVAGE TYPE

SELLER INFORMATION

NAME OF SELLER, FLORIDA DEALER, OR OTHER PREVIOUS OWNER

ADDRESS

DEALER LICENSE NO.

CONSUMER OR SALES TAX EXEMPTION #

SALES TAX AND USE REPORT

TRANSFER OF TITLE IS EXEMPT FROM FLORIDA SALES OR USE TAX FOR THE REASON(S) CHECKED

☐ PURCHASER HOLDS VALID EXEMPTION CERTIFICATE
☐ VEHICLE / VESSEL WILL BE USED EXCLUSIVELY FOR RENTAL
☒ OTHER EXEMPT

INDICATE TOTAL PURCHASE PRICE, INCLUDING ANY UNPAID BALANCE DUE SELLER, BANK OR OTHERS $

INDICATE SALES OR USE TAX DUE AS PROVIDED BY CHAPTER 212, FLORIDA STATUTES $ 0.00

☐ SELLING PRICE VERIFIED

APPLICANT CERTIFICATION

____ I/WE HEREBY CERTIFY THAT THE VEHICLE/VESSEL TO BE TITLED WILL NOT BE OPERATED UPON THE PUBLIC HIGHWAYS/WATERWAYS OF THIS STATE.

____ I CERTIFY THAT THE CERTIFICATE OF TITLE IS LOST OR DESTROYED.

____ I CERTIFY THAT THIS MOTOR VEHICLE/VESSEL WAS REPOSSESSED UPON DEFAULT OF THE LIEN INSTRUMENT AND IS NOW IN MY POSSESSION.

____ I/WE HEREBY CERTIFY THAT I/WE LAWFULLY OWN THE ABOVE DESCRIBED VEHICLE/VESSEL, AND MAKE APPLICATION FOR TITLE. IF LIEN IS BEING RECORDED NOTICE IS HEREBY GIVEN THAT THERE IS AN EXISTING WRITTEN LIEN INSTRUMENT INVOLVING THE VEHICLE/VESSEL DESCRIBED ABOVE AND HELD BY LIENHOLDER SHOWN ABOVE. I/WE FURTHER AGREE TO DEFEND THE TITLE AGAINST ALL CLAIMS.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant/Owner

Signature of Applicant/Co-Owner

HSMV 82041 REVISED 02/06 SCAN CODE MVT

I UNDERSTAND THAT MY DRIVER LICENSE AND REGISTRATIONS WILL BE SUSPENDED IMMEDIATELY IF THE INSURER DENIES THE INSURANCE INFORMATION SUBMITTED FOR THIS REGISTRATION.

MTRFS021Y

DONATION AGREEMENT AND RELEASE AND WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT FOR RECEIPT OF DONATED EQUIPMENT

This Donation Agreement ("Agreement") is made as of the date of the last signature hereon between Hernando County, a political subdivision of the State of Florida, located at 15470 Flight Path Drive, Brooksville, FL 34604 ("the County"), and **VICKI SOMMER** ("the Recipient"), a natural person, whose address is **5410 TEAL DR., SPRING HILL, FL 34607** collectively referred to as "the Parties."

WHEREAS the County and the Florida Division of Emergency Management ("FDEM") entered into a memorandum of agreement wherein FDEM transferred ownership and possession of that certain travel trailer with **VIN # 5SFEB2622PE520893** ("the Equipment") to the County; and

WHEREAS the term "the Equipment" may include, but is not limited to, the travel trailer itself and all of its components and accoutrements including, but not limited to: wheels, tires, hitch, awnings, chassis, mirrors, windows, lights, electrical system, computer components, air conditioning and heating, entertainment system, furnishings, appliances, hardware, propane tank and related apparatus, decorations, kitchen and bathroom fixtures, and any and all other interior and exterior equipment; and

WHEREAS the County has title to the Equipment free and clear of all encumbrances, liens, and other claim of any kind, and the County has possession of all ownership documentation and title for the trailer; and

WHEREAS the County desires to donate AS-IS WITHOUT WARRANTY AND WITH ALL FAULTS the Equipment to the Recipient at no cost; and

WHEREAS the Recipient understands and agrees that as of the date the County and the Recipient meet to execute title transfer documentation, the Recipient shall be responsible for all costs associated with the Equipment including, but not limited to the costs described in Section 9 below, and that title to the Equipment will be provided within 14-21 business days after signing title transfer documentation, barring an unforeseen delay; and

WHEREAS the Recipient wishes to accept the Equipment under the following terms and conditions.

NOW THEREFORE for and in consideration of the mutual promises and obligations of the Parties to each other, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as following terms of such transfer:

1. **Delivery and Acceptance of Equipment**
   a. The Recipient is [check one]: **(X)** the title owner of the real property, OR ( ) is the lawful invitee or tenant of the owner of the real property, located at **5410 TEAL DR., SPRING HILL, FL 34607** in Hernando County, Florida ("Delivery Location").
   b. Recipient shall provide documentation to the County prior to delivery that the Delivery Location has proper electricity, water and sewer sources to which to hook up the Equipment.
   c. Prior to delivery, the Recipient shall obtain the required permit(s) to reside in the Equipment at the Delivery Location.
   d. If the Recipient will reside in the Equipment at property owned by a third party, Recipient shall provide documentation to the County prior to delivery that Recipient has the property owner's permission to reside in the Equipment on said property, will cooperate with Recipient to obtain the required permit(s), and consents to the County entering said property for the sole purpose of accessing the Equipment to enforce this Agreement.
   e. The County will deliver to Recipient the Equipment at the Delivery Location on a date and time agreed upon by the Parties.
   f. The description of the Equipment is for the sole purpose of identifying the Equipment and does not constitute a representation or warranty in any respect whatsoever.
   g. The County will donate the Equipment to the Recipient and the Recipient will accept the Equipment from the County.
   h. Upon acceptance, the Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to use of the Equipment, regardless of when the transfer of title to Recipient occurs, and whether required by the County or otherwise.
   i. The Recipient shall cooperate with the County to complete and execute any and all forms which may be required by the local or state municipality to complete the transfer of title to the Recipient, and Recipient shall apply for and pay for all permits required by

local ordinance associated with keeping, parking or residing in the Equipment.

j. The Recipient acknowledges that the Equipment is in good and working condition and accepts same "as-is."

k. The Recipient acknowledges the equipment is to be used as a temporary shelter and not for recreational activities.

2. Costs Associated with Equipment

a. After the County delivers the Equipment to the Recipient at the Delivery Location, and the Recipient accepts the Equipment, regardless of when the transfer of title to Recipient occurs, the Recipient is responsible for all costs of any nature associated with the Equipment including, but not limited to, transferring title to the Equipment, registering the Equipment in Recipient's name, rezoning or conditional use applications as required, maintenance, replacement and repair of the Equipment, hooking up utilities, obtaining building department and zoning permits as necessary, insurance, rent for location or storage of Equipment, and removing or disposal of the Equipment.

b. The County is not responsible for any of the costs described in subsection 2.a. above, or any other cost associated with the Equipment, once County delivers the Equipment and Recipient accepts the Equipment.

3. Hazardous Materials

a. The Equipment may contain flammable items, radioactive materials, explosives, hazardous or toxic substances, waste or related materials, including any materials defined as or included in the definition of "hazardous substances," "hazardous wastes," "infectious wastes," "hazardous materials" or "toxic substances" now or subsequently regulated under any federal, state or local laws, regulations or ordinances ("Hazardous Material").

b. The Recipient will defend, indemnify and hold the County harmless against any claims resulting from or relating to such Hazardous Material.

4. Warranties

The Recipient acknowledges and agrees that:

a. The Recipient is receiving the Equipment "as-is, where is" and "with all faults";

b. The County has made no representations or warranties to the Recipient regarding the quality, nature, condition or composition of the Equipment;
c. The County has made no representations or warranties to the Recipient regarding the compliance of the Equipment with the requirements of any specifications, laws, ordinances or regulations;
d. The Recipient has been given the opportunity to reject the Equipment, in part and in whole, and has declined to do so;
e. The County disclaims all warranties and representations, whether express, implied, or statutory, including without limitation, any implied warranties of merchantability or fitness for a particular purpose. The County also disclaims any implied warranty arising out of trade usage or out of course of dealing or course of performance. The County also disclaims any warranty or other obligation on account of any claim of infringement or misappropriation of patents, copyrights, or other intellectual property rights in connection with the Equipment.

5. Limitation of Liability

a. To the maximum extent allowed by law, under no circumstances will the County be liable for any damages of any kind, whether direct, indirect, special, incidental, consequential or punitive, even if they were foreseeable and/or even if the Recipient has informed the County of their potential, arising in any way out of the Equipment or this Agreement.
b. The Recipient voluntarily assumes full responsibility for any risk of loss, property damage or personal injury, including death, for the Recipient, the Recipient's family, or any person who is on Recipient's property whether or not an invitee, that may be sustained by Recipient, Recipient's family, or any person who is on Recipient's property whether or not an invitee, or any loss or damage to real or personal property owned by Recipient, as a result of receiving the Equipment, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise. Recipient further AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY from any loss, liability, damage or cost, including court costs and attorney's fees, that Recipient may incur due to Recipient's participation in said activity, WHETHER CAUSED BY THE NEGLIGENCE OF THE COUNTY or otherwise.

c. It is the Recipient's express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of Recipient's family and spouse, if alive, and heirs, assigns and personal representative, if deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the COUNTY.

6. Conveyance and Disposal

a. The Recipient must retain ownership of the Equipment for a minimum of eighteen (18) months from the date of signature before conveying ownership or disposal is permitted.
   i. If the Equipment is no longer needed within the first 18 months, the Recipient shall offer, in writing, to the County first right of refusal to accept return of the trailer at no cost to the County; if the County declines acceptance of the trailer, in writing, the Recipient may convey or dispose of the Equipment in compliance with this Agreement.
   ii. In the event of the Recipient's death within the 18-month period, transfer of ownership as part of Recipient's estate is permitted without offering to the County first right of refusal; however, all obligations under Section 8: Removal must be upheld.

b. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the conveyance and disposal of the Equipment.

7. Right of Entry

a. The Recipient hereby gives permission to the County, and its subcontractors, employees, staff and vendors, to enter the Recipient's property, or if the Recipient is the invitee of the property on which the Equipment is delivered, Recipient gives permission as the invitee or tenant on said property, for the County to conduct the following activities:
   i. Delivery of the Equipment;
   ii. Inspection, if required;
   iii. Removal of the Equipment for Recipient's non-compliance with this Agreement, which includes but is not limited to failing to meet with the County on its scheduled date to complete all required paperwork to effectuate the final transfer. Should removal be required, such removal will only include the

Equipment; the Recipient shall be responsible for disconnection of all utilities and other equipment that Recipient installed thereto, including but not limited to stairs, ramps, etc.;

iv. Removal of personal items should the removal of the Equipment be warranted in accordance with the above.

b. This Section 7 expires eighteen (18) months from the date the Recipient accepts delivery of the Equipment.

8. Removal

a. The Recipient shall be responsible for compliance with all laws, ordinances and regulations applicable to the removal of the Equipment in accordance with all local, state and federal laws, should they apply.

b. The Equipment may not be removed from the Delivery Location without prior written authorization from the County, except under the following conditions: The Recipient shall relocate the Equipment to a safe location during, but not limited to, declared states of emergency, mandatory evacuations, or when special notices are issued by the County to protect life, health, or safety.

9. Maintenance

The Recipient affirmatively understands that as of the date the Recipient accepts delivery of the Equipment, the Recipient shall be responsible for any and all maintenance, repair and replacement of the Equipment. The County shall not under any circumstances be responsible for, nor provide any assistance or financial reimbursement for any maintenance, repair or replacement of the Equipment or any other related expense incurred as a result of such maintenance, repair, replacement or otherwise.

10. Indemnification

The Recipient will defend, indemnify and hold the County harmless against any claims relating to the packing, removal, handling, shipping, use, possession, transfer, sale, donation or other disposal of the Equipment.

11. Term

The term of this Agreement is eighteen (18) months from the date Recipient accepts the Equipment. Provisions 2, 3, 4, 5, 9 and 10 shall survive and remain legally binding past the expiration, termination or completion of this Agreement. This Agreement is not subject to renewal or extension.

12. Miscellaneous

a. This Agreement represents the entire agreement between the parties regarding the subject matter hereof. It supersedes all previous oral and written communications between the Parties.
b. This Agreement may not be modified except in writing by authorized representatives of both Parties.
c. If any provision is held invalid, all other provisions will remain valid, unless such invalidity would frustrate the purpose of the Agreement.
d. The term "the County" is, and includes all employees, agents, representatives, servants, assigns, successors, insurers and subsidiaries.
e. This Agreement is not transferrable or assignable without the written pre-approval of the County which pre-approval may be withheld by the County in its sole discretion.
f. The terms and conditions of this Agreement inure to the benefit of, and are binding upon, the Parties' successors and assigns.
g. This Agreement will be governed by the laws of the State of Florida except where the federal supremacy clause requires otherwise.
h. All claims and actions brought or arising from this Agreement will be brought in the courts of Hernando County, Florida.
i. In the event of a legal dispute between the Parties, each Party shall pay its own attorney's fees and costs at all levels of the dispute. The Parties hereby waive the right to a jury trial in any and all legal disputes.

THE RECIPIENT IS AT LEAST EIGHTEEN YEARS OF AGE AND FULLY COMPETENT AND HAS CAREFULLY READ THIS WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT AND UNDERSTANDS ITS CONTENTS.

THE RECIPIENT IS AWARE THAT THIS IS A RELEASE OF LIABILITY AND A

CONTRACT BETWEEN THE COUNTY AND THE RECIPIENT AND SIGNS IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on its/their behalf by officials duly authorized therefor.

Vicki L. Sommer

Signature: THE RECIPIENT
Date: 3.6.26

Signature: THE RECIPIENT
Date: _____

Signature: THE COUNTY
Printed Name: Jeffrey Rogers
Title: County Administrator
Date: 3/3/26

RECIPIENT'S ACCEPTANCE AND ACKNOWLEDGMENT

The Recipient, **VICKI SOMMER**, hereby accepts delivery of the Equipment as defined in the Donation Agreement and Release and Waiver of Liability and Indemnification Agreement for Receipt of Donated Equipment ("Donation Agreement") signed by Recipient on **MARCH 6, 2026**, and acknowledges the Recipient received the Equipment **(VIN#5SFEB2622PE520893)** "as-is" on this **6TH** day of **MARCH**, **2026**, in accordance with the said Donation Agreement.

Vicki L. Sommer

Signature: THE RECIPIENT
Date: 3.6.26

Signature: THE RECIPIENT
Date: _____

STATE OF FLORIDA

Mail Lien Satisfaction to: Dept of Highway Safety and Motor Vehicles, Neil Kirkman Building, Tallahassee, FL 32399-0500

T# 2067954663
B# 2200596

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
5SFEB2622PE520893	2023	TRUN	TV	25'8"		156821553

Registered Owner:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

Date of Issue 01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

IMPORTANT INFORMATION

1. When ownership of the vehicle described herein is transferred, the seller MUST complete in full the Transfer of Title by Seller section at the bottom of the certificate of title.
2. Upon sale of this vehicle, the seller must complete the notice of sale on the reverse side of this form.
3. Remove your license plate from the vehicle.
4. See the web address below for more information and the appropriate forms required for the purchaser to title and register the vehicle, mobile home or vessel: http://www.flhsmv.gov/html/titlinf.html

Mail To:

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

LIEN SATISFACTION

CERTIFICATE OF TITLE

Identification Number	Year	Make	Body	WT-L-BHP	Vessel Regis. No.	Title Number
5SFEB2622PE520893	2023	TRUN	TV	25'8"		156821553

Prev State	Color	Primary Brand	Secondary Brand	No of Brands	Use	Prev Issue Date
FL					PRIVATE	11/07/2024

Odometer Status or Vessel Manufacturer or OH use	Engine Drive	Hull Material	Prop	Date of Issue
				01/08/2025

Lien Release
Interest in the described vehicle is hereby released
By_____
Title_____
Date_____

Registered Owner
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

1st Lienholder
NONE

DIVISION OF MOTORIST SERVICES TALLAHASSEE FLORIDA

Robert R. Kynoch
Director

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

David M. Kerner
Executive Director

Control Number 170163430

40 /1 170163430

TRANSFER OF TITLE BY SELLER (This section must be completed at the time of sale.)

Federal and/or state law require that the seller state the mileage, purchaser's name, selling price and date sold in connection with the transfer of ownership.
Failure to complete or providing a false statement may result in fines and/or imprisonment.
This title is warranted to be free from any liens except as noted on the face of the certificate and the motor vehicle or vessel described is hereby transferred to:

Seller Must Enter Purchaser's Name: Vicki Sommer
Address: 5410 Teal Dr, Spring Hill, FL 34607
Seller Must Enter Selling Price: $0 Donation
Seller Must Enter Date Sold: 3/6/2026
I/We state that this ☐ 5 or ☐ 6 digit odometer now reads [| | | | | |] X [(no tenths) miles, date read _____ and I hereby certify that to the best of my knowledge the odometer reading:
☐ 1. reflects ACTUAL MILEAGE. ☐ 2. is IN EXCESS OF ITS MECHANICAL LIMITS. ☐ 3. is NOT THE ACTUAL MILEAGE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

SELLER Must Sign Here: Heidi Prause for BOCC
CO-SELLER Must Sign Here: _____
Print Here: Hernando County Board of County Commissioners
Print Here: _____
Selling Dealer's License Number: _____ Tax No: _____ Tax Collected: _____
Auction Name: _____ License Number: _____
PURCHASER Must Sign Here: _____
CO-PURCHASER Must Sign Here: _____
Print Here: _____
Print Here: _____

NOTICE: PENALTY IS REQUIRED BY LAW IF NOT SUBMITTED FOR TRANSFER WITHIN 30 DAYS AFTER DATE OF PURCHASE.

VOID IF ALTERED

HSMV 82250 (REV. 3/15) STATE OF FLORIDA

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
DIVISION OF MOTOR VEHICLES
2900 Apalachee Parkway • Neil Kirkman Building - Tallahassee, FL 32399-0620
Notice of Sale of Motor Vehicle, Mobile Home or Vessel

Section 319.22(2), Florida Statutes, requires that the seller file a Notice of Sale with the department within 30 days after the sale or transfer of the motor vehicle, vessel or mobile home. Filing this form removes any civil liability for the operation of the sold motor vehicle, vessel or mobile home. In addition to filing this form, we suggest you keep a copy of your bill of sale (we suggest it be notarized), certificate of title or other type of transaction document showing the vehicle was sold. **Complete the information below, tear the top portion of this document at the perforation and mail to the address above or submit to your local tax collector's office or license plate agency.**

I have this ____ day of _____ , _____, transferred by assignment of and delivered Florida Certificate of Title to:

Name: Purchaser(s) _____ Purchaser's DL/ID _____
First MI Last

Address _____ Selling Price $ _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Seller's Signature _____ Co-Seller's Signature _____

NOTE: THE SUBMISSION OF THIS FORM, ACCURATELY COMPLETED, TO A TAX COLLECTOR'S OFFICE, LICENSE PLATE AGENCY OR TO THE ADDRESS ABOVE WILL ALLOW THE TITLE CLERK TO UPDATE THE DMV DATABASE TO REFLECT THE TITLE RECORD AS "SOLD". HOWEVER, THE OWNERSHIP STATUS WILL NOT CHANGE UNTIL THE PURCHASER APPLIES FOR AND IS ISSUED A CERTIFICATE OF TITLE.

FIRST REASSIGNMENT BY LICENSED DEALER

ODOMETER CERTIFICATION - Federal and state laws require that you state the mileage in connection with transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

SECOND REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

THIRD REASSIGNMENT BY LICENSED DEALER

Selling Dealer's License No.: _____ **Selling Dealer's Name:** _____ **Tax No.:** _____ **Tax Collected:** _____

Selling Dealer's Address: _____ **Date Sold:** _____

Purchaser's Name(s): _____ **Address:** _____

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS [ ][ ][ ][ ][ ][ ] XX (NO TENTHS) MILES, DATE READ ____ / ____ / _____ , AND I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING:

CAUTION: READ CAREFULLY BEFORE YOU CHECK A BOX

☐ 1. REFLECTS ACTUAL MILEAGE ☐ 2. IS IN EXCESS OF ITS MECHANICAL LIMITS (EXCESS OF ITS MECHANICAL LIMITS APPLIES TO 5 DIGIT ODOMETERS) ☐ 3. IS NOT THE ACTUAL MILEAGE. WARNING - ODOMETER DISCREPANCY

Purchaser Must Sign Here: _____ **Co-Purchaser** Must Sign Here: _____

Print Here: _____ Print Here: _____

Seller/Agent Must Sign Here: _____ **Auction Name (When Applicable):** _____

Print Here: _____ Auction License Number: _____

12792

CNTY#	AGY#	SUB#	RPT#
40	1	116	6507

AUDIT # 170163430

L# 3251211
T# 2067954663
B# 2200596
S# 110495468

STATE OF FLORIDA
APPLICATION FOR VEHICLE/VESSEL CERTIFICATE OF TITLE

TITLE NUMBER	VEHICLE/VESSEL IDENTIFICATION #	YR.	MAKE	MAKE or MANUFACTURER	BODY TYPE	VEHICLE COLOR		WT/LENGTH	PRINCPL OPERAT	GVW/LOC
156821553	5SFEB2622PE520893	2023	TRUN		TV			25'8"		

DATE OF ISSUE MO.	DAY	YEAR	TRANS CODE	VEHICLE USE	HULL MATERIAL	PROPULSION	ENGINE DRIVE	FUEL	VESSEL TYPE	WATER	FL NUMBER	AUTH DESTRUCTION
01	08	25	TRT	PRIVATE								

Applicant/Owner's Name & Address
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
20 N MAIN ST RM 362
BROOKSVILLE, FL 34601-2893

SEX	BIRTHDATE MO.	DAY	YEAR	RESIDENT Y	N	ALIEN	CNTY RES.#
				X			40

1st OWNER FL/DL# OR F.E.I.D.#: 591155275-01

2nd OWNER FL/DL# OR UNIT #:

VOLUNTARY CONTRIBUTIONS

AGENCY FEE	TITLE FEE	SALES TAX	GRAND TOTAL
8.25	77.50	0.00	85.75

Action Requested: TRANSFER TITLE

Brands:

PREV. STATE	DATE ACQUIRED	NEW	USED	ODOMETER / VESSEL MANUFACTURER	ODOMETER DECLARATION CERTIFICATION
FL	11/07/2024		XX		☐

LIEN INFORMATION

DATE OF LIEN | RECEIVED DATE | FEID # OR FL / DL AND SEX AND DATE OF BIRTH | ~~DMV ACCOUNT #~~

NAME OF FIRST LIENHOLDER:

ADDRESS

SALVAGE TYPE

SELLER INFORMATION

NAME OF SELLER, FLORIDA DEALER, OR OTHER PREVIOUS OWNER

ADDRESS

DEALER LICENSE NO.

CONSUMER OR SALES TAX EXEMPTION #

SALES TAX AND USE REPORT

TRANSFER OF TITLE IS EXEMPT FROM FLORIDA SALES OR USE TAX FOR THE REASON(S) CHECKED

☐ PURCHASER HOLDS VALID EXEMPTION CERTIFICATE
☐ VEHICLE / VESSEL WILL BE USED EXCLUSIVELY FOR RENTAL
☒ OTHER EXEMPT

INDICATE TOTAL PURCHASE PRICE, INCLUDING ANY UNPAID BALANCE DUE SELLER, BANK OR OTHERS $

INDICATE SALES OR USE TAX DUE AS PROVIDED BY CHAPTER 212, FLORIDA STATUTES $ 0.00

☐ SELLING PRICE VERIFIED

APPLICANT CERTIFICATION

I/WE HEREBY CERTIFY THAT THE VEHICLE/VESSEL TO BE TITLED WILL NOT BE OPERATED UPON THE PUBLIC HIGHWAYS/WATERWAYS OF THIS STATE.

I CERTIFY THAT THE CERTIFICATE OF TITLE IS LOST OR DESTROYED.

I CERTIFY THAT THIS MOTOR VEHICLE/VESSEL WAS REPOSSESSED UPON DEFAULT OF THE LIEN INSTRUMENT AND IS NOW IN MY POSSESSION.

I/WE HEREBY CERTIFY THAT I/WE LAWFULLY OWN THE ABOVE DESCRIBED VEHICLE/VESSEL, AND MAKE APPLICATION FOR TITLE. IF LIEN IS BEING RECORDED NOTICE IS HEREBY GIVEN THAT THERE IS AN EXISTING WRITTEN LIEN INSTRUMENT INVOLVING THE VEHICLE/VESSEL DESCRIBED ABOVE AND HELD BY LIENHOLDER SHOWN ABOVE. I/WE FURTHER AGREE TO DEFEND THE TITLE AGAINST ALL CLAIMS.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant/Owner

Signature of Applicant/Co-Owner

HSMV 82041 REVISED 02/06 SCAN CODE MVT

I UNDERSTAND THAT MY DRIVER LICENSE AND REGISTRATIONS WILL BE SUSPENDED IMMEDIATELY IF THE INSURER DENIES THE INSURANCE INFORMATION SUBMITTED FOR THIS REGISTRATION.

MTRFS021Y

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Fleet
Prepared By: Lindsey Brown
Initiator: Doug Livermore
DOC ID: 17411
Legal Request Number:
Bid/Contract Number:

TITLE
Declaration of Various Tangible Property as Surplus for Disposal and Removal From Fixed Asset Inventory

BRIEF OVERVIEW
Fleet Management has prepared a listing of tangible property subject to disposal. Fleet Management did not receive any requests for transfer or donation. Public auction or disposal will follow upon approval by the Board.

In accordance with Florida Statute 274.07, “Authority for the disposal of property shall be recorded in the minutes of the governmental unit.” Attached is a listing of County property that has been requested to be removed from inventory and the reason for disposal is listed next to each item.

STRATEGIC PLAN INITIATIVES
N/A

FINANCIAL IMPACT
The sale of surplus vehicles is an essential revenue stream for the Fleet Replacement Fund (5081). The budgeted revenue for the sale of surplus for FY 26 is $170,000.00.

Revenue:

Fund: Fleet Replacement Fund- B503, **Department:** Fleet - 230, **Account:** Sale Equipment-364030

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Section 274.05 and Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board approve the items from the attached list to be declared as surplus, auctioned, and removed from the County’s fixed asset inventory.

REVIEW PROCESS

Douglas Livermore	Approved	04/16/2026 3:03 PM
Paul Hasenmeier	Approved	04/20/2026 7:56 AM
Stephanie Stevens	Approved	04/21/2026 9:15 AM
Erin Dohren	Approved	04/24/2026 8:17 AM
Pamela Hare	Approved	04/24/2026 8:56 AM
Natasha Lopez Perez	Approved	04/27/2026 9:57 AM
Heidi Prouse	Approved	04/27/2026 12:08 PM

Toni Brady	Approved	04/27/2026 4:51 PM
Jeffrey Rogers	Approved	04/27/2026 4:53 PM
Jessica Wright	Approved	04/28/2026 5:49 AM

ASSETS FOR DISPOSAL					
Asset ID	Submitting Department	Description	Serial #	Current Condition	BOCC Board mtg date
19837	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2019B1Q6	obsolete	5/12/26
19752	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC2017S5V8	obsolete	5/12/26
19754	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	FCW2010B4EV	obsolete	5/12/26
19085	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4AU	obsolete	5/12/26
14715	Clerk IT	Cisco Switch WS-C3560G-48PS-S	FOC1106ZBP8	obsolete	5/12/26
19375	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4XE	obsolete	5/12/26
19642	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC1925S3E1	obsolete	5/12/26
19084	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4AY	obsolete	5/12/26
17745	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1510Y55D	obsolete	5/12/26
19750	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FCW2017B5D8	obsolete	5/12/26
19748	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC2018Y0JT	obsolete	5/12/26
19751	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FCW2017B4XK	obsolete	5/12/26
21310	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FJC2230W0BT	obsolete	5/12/26
19966	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109B3SF	obsolete	5/12/26
19637	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC1925S3BY	obsolete	5/12/26
19747	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FCW2017B5CP	obsolete	5/12/26
19373	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4XJ	obsolete	5/12/26
14714	Clerk IT	Cisco Switch WS-C3560G-48PS-S	FOC1204Y07F	obsolete	5/12/26
14589	Clerk IT	CISCO CATALYST 3560G 48PRT SWT	F0C1034Y118	obsolete	5/12/26
19972	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109B3FW	obsolete	5/12/26
19955	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0UK	obsolete	5/12/26
19184	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1726X1FL	obsolete	5/12/26
19841	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2019B1QM	obsolete	5/12/26
19640	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC1925S3AN	obsolete	5/12/26
21312	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FJC2230W0EY	obsolete	5/12/26
19963	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0QE	obsolete	5/12/26
19749	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC2018Y0HU	obsolete	5/12/26
19835	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFOC2022W115	obsolete	5/12/26
19083	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4BN	obsolete	5/12/26
19962	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0U3	obsolete	5/12/26
19641	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC1925S3DW	obsolete	5/12/26
19378	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4YU	obsolete	5/12/26
19838	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2019B1QZ	obsolete	5/12/26
16639	Clerk IT	Cisco Switch WS-C2960S-48FPD-L	FOC1531X3MF	obsolete	5/12/26
14547	Clerk IT	Cisco Switch WS-C3560G-48PS-S	SFOC1028Z82Y	obsolete	5/12/26
19964	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0RC	obsolete	5/12/26
19190	Clerk IT	Cisco Switch WS-C2960S-24PS-L	FOC1719X59R	obsolete	5/12/26
19078	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4BB	obsolete	5/12/26
19187	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719Z409	obsolete	5/12/26
19839	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFOC2022W11V	obsolete	5/12/26
19956	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0VU	obsolete	5/12/26
19644	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC1925S3DJ	obsolete	5/12/26

Asset ID	Submitting Department	Description	Serial #	Current Condition	BOCC Board mtg date
19374	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4XL	obsolete	5/12/26
19918	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1734V2UJ	obsolete	5/12/26
19377	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4XN	obsolete	5/12/26
19181	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1726X1F1	obsolete	5/12/26
19970	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109A2NJ	obsolete	5/12/26
21311	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FJC2230W0PT	obsolete	5/12/26
21692	Clerk IT	Cisco Switch WS-C3560CX-12PC-S	FOC2315T0D9	obsolete	5/12/26
21691	Clerk IT	Cisco Switch WS-C3560CX-12PC-S	FOC2315T0AZ	obsolete	5/12/26
21689	Clerk IT	Cisco Switch WS-C3560CX-12PC-S	FOC2314Y3HG	obsolete	5/12/26
21205	Clerk IT	Cisco Switch WS-C3560CX-12PC-S	FOC2218Y38K	obsolete	5/12/26
17744	Clerk IT	Cisco Switch WS-C2960S-48FPD-L	FOC1510Y55A	obsolete	5/12/26
16637	Clerk IT	Cisco Switch WS-C2960S-24PS-L	FOC1532W011	obsolete	5/12/26
19974	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109B3HR	obsolete	5/12/26
19965	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109B3RW	obsolete	5/12/26
14827	Clerk IT	Cisco Switch WS-C3560G-48PS-S	FOC1325W00N	obsolete	5/12/26
14826	Clerk IT	Cisco Switch WS-C3560G-48PS-S	FOC1325W00X	obsolete	5/12/26
19957	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0W3	obsolete	5/12/26
19973	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	SFCW2109B3HX	obsolete	5/12/26
19080	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4BC	obsolete	5/12/26
19182	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1724W28Z	obsolete	5/12/26
19087	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4B7	obsolete	5/12/26
14546	Clerk IT	Cisco Switch WS-C3560G-48PS-S	SFOC1028Z82R	obsolete	5/12/26
19753	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	FOC2007S1WF	obsolete	5/12/26
16641	Clerk IT	Cisco Switch WS-C2960S-48FPD-L	FOC1531X3MP	obsolete	5/12/26
19840	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFOC2022W12A	obsolete	5/12/26
19836	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFOC2022W13S	obsolete	5/12/26
19842	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2019B1QH	obsolete	5/12/26
14792	Clerk IT	Cisco Switch WS-C3560G-48PS-S	F0C1143Z6K7	obsolete	5/12/26
19376	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1827S4Y7	obsolete	5/12/26
19183	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1726X1DZ	obsolete	5/12/26
20847	Clerk IT	Cisco Switch WS-C2960X-48FPD-L	FCW2110A4ZR	obsolete	5/12/26
19185	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1726X1FQ	obsolete	5/12/26
19960	Clerk IT	Cisco Switch WS-C2960X-48FPS-L	SFCW2103B0TY	obsolete	5/12/26
13418	Clerk IT	Cisco Switch WS-C3550-24PWR-SMI	CAT0720Y28B	obsolete	5/12/26
16642	Clerk IT	Cisco Switch WS-C2960S-48FPD-L	FOC1531X3NA	obsolete	5/12/26
19079	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4B9	obsolete	5/12/26
19081	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4AZ	obsolete	5/12/26
19082	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4B6	obsolete	5/12/26
19086	Clerk IT	Cisco Switch WS-C2960S-48FPS-L	FOC1719X4BZ	obsolete	5/12/26
14720	Clerk IT	Cisco Switch WS-C3560G-48PS-S	FOC0949Y3EE	obsolete	5/12/26
21540	Clerk IT	DVD/Blueray Player	13241682	obsolete	5/12/26
21541	Clerk IT	DVD/Blueray Player	Unknown	obsolete	5/12/26
20732	Clerk IT	DVD/Blueray Player	12241655	obsolete	5/12/26
19878	Clerk IT	Surface Pro 4	22925163753	obsolete	5/12/26

Asset ID	Submitting Department	Description	Serial #	Current Condition	BOCC Board mtg date
20945	Clerk IT	Latitude 5580	GN491G2	obsolete	5/12/26
21750	Clerk IT	Latitude 5501	1DDN733	obsolete	5/12/26
21759	Clerk IT	Latitude 5501	GFVM733	obsolete	5/12/26
21754	Clerk IT	Latitude 5501	J1HM733	obsolete	5/12/26
21760	Clerk IT	Latitude 5501	DM9M733	obsolete	5/12/26
19894	Clerk IT	Latitude 5580	J332PH2	obsolete	5/12/26
21726	Clerk IT	Latitude 5501	J3VD433	obsolete	5/12/26
21084	Clerk IT	Latitude 5414	JKZWSG2	obsolete	5/12/26
21758	Clerk IT	Latitude 5501	DYNM733	obsolete	5/12/26
21757	Clerk IT	Latitude 5501	FCYN733	obsolete	5/12/26
21623	Clerk IT	Latitude 5424	4P89TG2	obsolete	5/12/26
21622	Clerk IT	Latitude 5424	3Q89TG2	obsolete	5/12/26
21749	Clerk IT	Latitude 5501	68VM733	obsolete	5/12/26
21729	Clerk IT	Latitude 5501	D7VD433	obsolete	5/12/26
21627	Clerk IT	Latitude 5424	9Q89TG2	obsolete	5/12/26
19843	Clerk IT	Latitude 5414	53JWNY1	obsolete	5/12/26
21626	Clerk IT	Latitude 5424	8Q89TG2	obsolete	5/12/26
21624	Clerk IT	Latitude 5424	5P89TG2	obsolete	5/12/26
21619	Clerk IT	Latitude 5424	DP89TG2	obsolete	5/12/26
21783	Clerk IT	Latitude 5424	8T5CYX2	obsolete	5/12/26
21752	Clerk IT	Latitude 5501	87HM733	obsolete	5/12/26
21753	Clerk IT	Latitude 5501	BV6N733	obsolete	5/12/26
21579	Clerk IT	HP EliteBook 850 G5	5CG9033DGT	obsolete	5/12/26
21802	Clerk IT	HP ZBook 15u G6	5CG015BCGZ	obsolete	5/12/26
21061	Clerk IT	OptiPlex 7050	6FFB8M2	obsolete	5/12/26
21161	Clerk IT	OptiPlex 7050	C122RP2	obsolete	5/12/26
21196	Clerk IT	OptiPlex 7050	5XQH0Q2	obsolete	5/12/26
21322	Clerk IT	OptiPlex 7060	9WXHHQ2	obsolete	5/12/26
21316	Clerk IT	OptiPlex 7060	9WWLHQ2	obsolete	5/12/26
21054	Clerk IT	OptiPlex 7050	6FFC8M2	obsolete	5/12/26
14711	Clerk IT	OptiPlex 745	39PSDC1	obsolete	5/12/26
14710	Clerk IT	OptiPlex 745	71KRDC1	obsolete	5/12/26
21120	Clerk IT	Precision 5820 Tower	1MYTMN2	obsolete	5/12/26
21617	Clerk IT	Precision 5820 Tower	6HBXCV2	obsolete	5/12/26
21616	Clerk IT	Precision 5820 Tower	6HBWCV2	obsolete	5/12/26
21124	Clerk IT	Precision 5820 Tower	1MY6CP2	obsolete	5/12/26
21551	Clerk IT	Precision 5820 Tower X-Series	7J7K0T2	obsolete	5/12/26
21123	Clerk IT	Precision 5820 Tower	1MY5CP2	obsolete	5/12/26
21132	Clerk IT	OptiPlex 7050	HZ6JCP2	obsolete	5/12/26
19885	Clerk IT	OptiPlex 7040	4SCQND2	obsolete	5/12/26
21613	Clerk IT	OptiPlex 7060	H72NCV2	obsolete	5/12/26
21605	Clerk IT	OptiPlex 7060	H73PCV2	obsolete	5/12/26
21554	Clerk IT	OptiPlex 7060	FJKH0T2	obsolete	5/12/26
21601	Clerk IT	OptiPlex 7060	H74LCV2	obsolete	5/12/26

Asset ID	Submitting Department	Description	Serial #	Current Condition	BOCC Board mtg date
21597	Clerk IT	OptiPlex 7060	H74QCV2	obsolete	5/12/26
21560	Clerk IT	OptiPlex 7060	FK0J0T2	obsolete	5/12/26
21664	Clerk IT	OptiPlex 7060	G34PHV2	obsolete	5/12/26
21663	Clerk IT	OptiPlex 7060	G34QHV2	obsolete	5/12/26
21661	Clerk IT	OptiPlex 7060	G34SHV2	obsolete	5/12/26
21608	Clerk IT	OptiPlex 7060	H73LCV2	obsolete	5/12/26
21704	Clerk IT	OptiPlex 7070	BBZN4Z2	obsolete	5/12/26
21115	Clerk IT	OptiPlex 7050	9L6SMN2	obsolete	5/12/26
21615	Clerk IT	OptiPlex 7060	H71SCV2	obsolete	5/12/26
21154	Clerk IT	OptiPlex 7050	3YQZCP2	obsolete	5/12/26
21117	Clerk IT	OptiPlex 7050	9L6QMN2	obsolete	5/12/26
21612	Clerk IT	OptiPlex 7060	H72PCV2	obsolete	5/12/26
21662	Clerk IT	OptiPlex 7060	G34RHV2	obsolete	5/12/26
21614	Clerk IT	OptiPlex 7060	H72MCV2	obsolete	5/12/26
21602	Clerk IT	OptiPlex 7060	H73SCV2	obsolete	5/12/26
21598	Clerk IT	OptiPlex 7060	H74PCV2	obsolete	5/12/26
21314	Clerk IT	OptiPlex 7060	9WWMHQ2	obsolete	5/12/26
19581	Clerk IT	OptiPlex 7020	D4TQD22	obsolete	5/12/26
17423	Clerk IT	OptiPlex 990	BJN1JQ1	obsolete	5/12/26
21113	Clerk IT	OptiPlex 7050	9L7MMN2	obsolete	5/12/26
22450	Clerk IT	HP Z4 G4 Workstation	MXL0132P7P	obsolete	5/12/26
21557	Clerk IT	OptiPlex 7060	FK0M0T2	obsolete	5/12/26
21666	Clerk IT	OptiPlex 7060	G33THV2	obsolete	5/12/26
20915	Clerk IT	OptiPlex 990	HYB3JB2	obsolete	5/12/26
22725	Clerk IT	WORKSTATION	MXL12940PX	obsolete	5/12/26
19352	Supervisor of Elections	DELL OPTIPLEX 7010 DESKTOP	B725Z12	obsolete	5/12/26
19384	Supervisor of Elections	DELL OPTIPLEX 7010 DESKTOP	5WC4Q22	obsolete	5/12/26

TITLE
Satisfaction of Mortgage for Freddie Johnson Through Community Development Block Grant Housing Rehabilitation Program

BRIEF OVERVIEW
Freddie Johnson entered into a Community Development Block Grant (CDBG) Housing Rehabilitation Program mortgage on November 25, 2019, in the amount of $36,315 for 22325 Whitman Road, Brooksville, Florida. The housing assistance plan at the time allowed for forgiveness of the mortgage with no repayment of the loan in the event that the sole owner dies within the specified loan period. Staff prepared the attached Satisfaction of Mortgage after receiving notification that the Mortgagee has passed away.

Funds to pay for recording the Satisfaction of Mortgage in the amount of $10.00 was received and forwarded to the Finance Department.

STRATEGIC PLAN INITIATIVES
Improve the quality of life to Hernando County residents

FINANCIAL IMPACT
Expense in the amount of $10.00 to satisfy the cost of recording will be charged to:

Fund: BCC GENERAL FUND - B001, **Department:** HEALTH & HUMAN SERVICES - 150, **Account:** OPERATING -OTHER SERVICES - 533400

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended the Board approve and authorize the Chairman's signature on the attached Satisfaction of Mortgage.

REVIEW PROCESS

Veda Ramirez	Approved	04/16/2026 7:02 PM
Erin Briggs	Approved	04/17/2026 2:40 PM
Stephanie Stevens	Approved	04/21/2026 9:11 AM
Erin Dohren	Approved	04/23/2026 11:38 AM
Pamela Hare	Approved	04/23/2026 12:12 PM
Natasha Lopez Perez	Approved	04/23/2026 12:26 PM
Heidi Prouse	Approved	04/27/2026 12:00 PM
Toni Brady	Approved	04/27/2026 4:54 PM
Jeffrey Rogers	Approved	04/27/2026 5:28 PM
Jessica Wright	Approved	04/28/2026 4:38 AM

SATISFACTION OF MORTGAGE

HERNANDO COUNTY, FLORIDA

Community Development Block Grant (CDBG)

Housing Rehabilitation Program

-For Recording Use Only Above Line-

KNOWN ALL MEN BY THESE PRESENTS: That **HERNANDO COUNTY**, a political subdivision of the State of Florida, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604; the owner and holder of a certain mortgage executed by **FREDDIE JOHNSON**, to **HERNANDO COUNTY**, bearing date of November 25, 2019, recorded in Official Records Book 4106, Page 450, in the Public Records of Hernando County, Florida, securing a certain note in the principal sum of Thirty-Six Thousand Three Hundred Fifteen Dollars and 00/100 ($36,315.00), and certain promises and obligations set forth in said mortgage, upon the property situated in Hernando County, Florida as follows, to wit:

2.6 AC MOL IN SE ¼ OF SW ¼ OF SW ¼ ORB 1428 PG 1638 AKA PAR A IN CLASS D SUB AS APPROVED BY PLANNING DEPT

Which has an address of: **22325 Whitman Rd, Brooksville, FL 34601**

hereby acknowledges satisfaction of said note and mortgage deed, and surrenders the same as canceled, and hereby directs the Clerk of the Circuit Court of Hernando County, Florida to cancel same of record.

IN WITNESS WHEREOF, Hernando County has set its hand and seal this _____ day of _____, 2026.

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

_____

Jerry Campbell, Chairman

ATTEST:

_____

Douglas A. Chorvat, Jr., Clerk of the Circuit Court

Approved for Form and Legal Sufficiency:

By: Natasha López Perez

County Attorney's Office

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2026, by Jerry Campbell, Chairman of the Hernando County Board of County Commissioners, who ☐ is personally known to me or ☐ has produced _____ as identification.

_____

(Signature of person taking acknowledgment)

_____

(Name typed, printed or stamped)

_____

(Title or rank) (Serial number, if any)

Prepared By & Return To: Hernando County Housing & Supportive Services, 621 West Jefferson Street, Brooksville, FL 34601

Instr #2021097921 BK: 4106 PG: 450, Filed & Rec ed: 12/29/2021 1:32 PM KGG Deputy Clk, # :9
Doug Chorvat, Jr.,Clerk of the Circuit Court Hernando CO FL Rec Fees: $78.00 Mtg Stamp: $127.40

HERNANDO COUNTY HEALTH AND HUMAN SERVICES
Community Development Block Grant (CDBG)
621 W Jefferson Street
Brooksville, FL 34601

MORTGAGE
UNDER
HERNANDO COUNTY, FLORIDA
CDBG HOUSING REHABILATION PROGRAM

This is a Mortgage where the Balance is due upon the sale or when the Unit should no longer be the primary residence of the borrower.

THIS SECOND MORTGAGE is made this **25th** day of **November, 2019,** between the Mortgagor(s), **(Homeowner) Freddie Johnson** (herein the "Borrower") and the Mortgagee, Hernando County, a political sub-division of the State of Florida whose address is 20 North Main Street, Brooksville, FL 34601-2800 (herein the "County").

WHEREAS, the Borrower has applied for a loan under the County's CDBG rehabilitation of the Property (as defined herein), which Mortgage Loan shall be secured by a CDBG Differed Payment Mortgage lien (the "Mortgage") in favor of, **Hernando County CDBG Program:** 621 W Jefferson Street, Brooksville, FL34601 the Borrower has applied to the County for a CDBG Housing Rehabilitation Loan in the amount of: **Thirty Six Thousand Three Hundred Fifteen Dollars and 00/100 DOLLARS ($36,315.00)** (the "Loan").

The Borrower, along with his/her/their family, intends to reside as a household in the Property (as defined herein), which Property is a single-family residence, the Borrower's total family income at the time of its application for the Loan is less than Eighty Percent (80%) of Hernando County's median family income, as defined by HUD in its 2018 Income Limits Documentation System as it pertains to the Federal CDBG Register, the Borrower is eligible to participate in the County's CDBG Housing Rehabilitation Program, and the County has agreed to extend and has extended a loan to the Borrower pursuant to said program; and

WHEREAS the Borrower is indebted to the County in the principal amount of: **Thirty Six Thousand Three Hundred Fifteen Dollars and 00/100 DOLLARS ($36,315.00)** which indebtedness is evidenced by the Borrower's Promissory Note dated **November 25, 2019,** and extensions and renewals dated thereof (herein "Note"), providing for payment of principal indebtedness, if not sooner paid, due and payable on the sale of the property or when it is no longer the Borrower's primary residence.

TO SECURE to the County the repayment of the indebtedness evidenced by the Note; the payment of all other sums, advanced in accordance herewith to protect the security of this Mortgage; and the performance of the covenants and agreements of the Borrower herein contained, the Borrower does hereby mortgage, grant and convey to the County the following described property located in the County of Hernando, State of Florida:

2.6 AC MOL IN SE1/4 OF SW1/4 OF SW1/4 ORB 1428 PG 1638 AKA PAR A IN CLASS D SUB AS APPROVED BY PLANNING DEPT

Which has an address of: **22325 Whitman Rd. Brooksville, FL 34601** (herein the "Property Address");

TOGETHER with all the improvements now or hereafter erected on the property, and all easements, rights, appurtenances and rents, all of which shall be deemed to be and remain a part of the property covered by this Mortgage; and all of the foregoing, together with said property (or the leasehold estate if this Mortgage is on a leasehold) are hereinafter referred to as the "Property."

BORROWER COVENANTS, represents and warrants to the County and its successors and assigns that

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Borrower is lawfully seized of the estate hereby conveyed and has the right to mortgage, grant and convey the Property that the Property is unencumbered, except for the mortgage lien of the First Mortgage in favor of any existing **First Mortgage** , and for other encumbrances of record. Borrower covenants, represents and warrants to the County and its successors and assigns that Borrower will defend generally the title to the Property against all claims and demands, subject to the mortgage lien of the First Mortgage and other encumbrances of record.

BORROWER FURTHER COVENANTS and agrees with the County as follows:

1. Payment. The Borrower shall promptly pay when due the indebtedness evidenced by the Note.

2. Prior Mortgages and Deeds of Trust; Charges; Liens. The Borrower shall perform all of the Borrower's obligations under the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage, including the Borrower's covenants to make payments when due. The Borrower shall pay or cause to be paid all taxes, assessments and other charges, fines and impositions attributable to the Property which may attain a priority over this Mortgage, and leasehold payments or ground rents, if any.

3. Hazard Insurance. The Borrower shall keep the improvements now existing or hereafter erected on the Property insured against loss by fire, hazards included within the term "extended coverage", and such other hazards as the County may require and, in such amounts, and for such periods as the County may require.

The insurance carrier providing the insurance shall be chosen by the Borrower subject to approval by the County; provided that such approval shall not be unreasonably withheld. All insurance policies and renewals thereof shall be in a form acceptable to the County and shall include a standard mortgage clause in favor of, and in a form acceptable to the County. The County shall have the right to hold the policies and renewals thereof, subject to the terms of the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

In the event of loss, the Borrower shall give prompt notice to the insurance carrier and to the County. The County may make proof of loss if not made promptly by the Borrower.

If the Property is abandoned by the Borrower, or if the Borrower fails to respond to the County within thirty (30) days from the date notice is mailed by the County to the Borrower that the insurance carrier offers to settle a claim for insurance benefits, the County is authorized to collect and apply the insurance proceeds at the County's option either to restoration or repair of the Property or to the sums secured by this Mortgage.

4. Preservation and Maintenance of Property, Leaseholds; Condominiums; Planned Unit Developments. The Borrower shall keep the Property in good repair and shall not commit waste or permit impairment or deterioration of the Property. If this Mortgage is on a unit in a condominium or a planned unit development, the Borrower shall perform all of the Borrower's obligations under the declaration or covenants creating or governing such condominium or planned unit development, the by-laws and regulations of the condominium or planned unit development, and constituent documents.

5. Protection of County's Security. If the Borrower fails to perform the covenants and agreements contained in this Mortgage, or if any action or proceeding is commenced which materially affects the County's interest in the Property, then the County may do and pay whatever is necessary to protect the value of the Property and County's rights in the Property, including payment of taxes, hazard insurance and other items as may be required by this Mortgage. Pursuant thereto, the County may disburse such sums on Borrower's behalf, including reasonable attorneys' fees, and take such action as is necessary to protect the County's interest in the Property. If the County required mortgage insurance as a condition of making the Loan secured by this Mortgage, the Borrower shall pay the premiums required to maintain such insurance in effect until such time as the requirement for such insurance terminates in accordance with the Borrower's and the County's written agreement or applicable law.

Any amounts disbursed by the County pursuant to this Paragraph 5, with interest thereon, at the rate of twelve percent (12%) per annum, shall become additional indebtedness of the Borrower secured by this Mortgage. Unless the parties agree to other terms of payment, such amounts shall be payable upon notice from the County to the Borrower requesting payment thereof. Nothing contained in this Paragraph 5 shall require the County to incur any expense or take any action hereunder.

6. Inspection. The County may make or cause to be made reasonable entries upon and inspections of the Property; provided that the County shall give the Borrower notice prior to any such inspection specifying reasonable cause therefore related to the County's interest in the Property.

7. Condemnation. The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation or other taking of the Property, or part thereof, or for conveyance in lieu of condemnation, are

hereby assigned and shall be paid to the County, subject to the terms of any mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

8. Borrower Not Released; Forbearance By County Not a Waiver. Extension of the time for payment or modification of the sums secured by this Mortgage granted by the County to any successor in interest of the Borrower shall not operate to release, in any manner, the liability of the original Borrower and the Borrower's successors in interest. The County shall not be required to commence proceedings against such successor or refuse to extend time for payment or otherwise modify the sums secured by this Mortgage by reason of any demand made by the original Borrower and the Borrower's successors or remedy hereunder, or otherwise afforded by applicable law, shall not be a waiver of or preclude the exercise of any such right or remedy.

9. Successors and Assigns Bound; Joint and Several Liability, Co-signers. The covenants and agreements herein contained shall find, and the rights hereunder shall insure to, the respective successors and assigns of the County and the Borrower, subject to the provisions of Paragraph 14 hereof. If more than one Borrower executes this Mortgage, all covenants, representations, warranties and agreements of Borrower shall be joint and several. Any Borrower who co-signs this Mortgage, but does not execute the Note; (a) is co-signing this Mortgage only to mortgage, grant and convey that Borrower's interest in the Property to the County under the terms of this Mortgage; (b) is not personally liable on the Note or under this Mortgage, and (c) agrees that County and any other Borrower hereunder may agree to extend, modify, forbear, or make any other accommodations with regard to the terms of this Mortgage or the Note without that Borrower's consent and without releasing that Borrower or modifying this Mortgage as to that Borrower's interest in the Property.

10. Notice. Except for any notice required under applicable law to be given in another manner; (a) any notice to the Borrower provided for in this Mortgage shall be given by delivering it or by mailing such notice by certified or registered mail, postage prepaid, addressed to the Borrower at the Property Address or at such other address as the Borrower may designate by notice to the County as provided herein, and (b) any notice to the County shall be given by certified or registered mail, postage prepaid, to the County's address stated on page 1 hereof, or to such other address as the County may designate by notice to the Borrower as provided herein. Any notice provided for in this mortgage shall be deemed to have been given to the Borrower or the County when given in the manner designated herein.

11. Governing Law; Severability; Costs. This Mortgage shall be governed by the laws of the State of Florida, and, to the extent applicable hereto, the laws and regulations of the United States of America. In the event that any provision or clause of this Mortgage or the Note conflicts with applicable law, such conflict shall not affect other provisions of this Mortgage or the Note which can be given effect without the conflicting provision, and to this and the provisions of this Mortgage and the Note are declared to be severable. As used herein, "costs", "expenses" and "attorneys' fees" include all sums to the extent not prohibited by applicable law or limited herein.

12. Borrower's Copy. Borrower shall be furnished a conformed copy of the Notice and of this Mortgage at the time of execution or after recordation hereof.

13. Rehabilitation Loan Agreement. Borrower shall fulfill all of the Borrower's obligations under any home rehabilitation, improvement, repair, or other loan agreement which Borrower enters into with the County, at the County's option, may require Borrower to execute and deliver to the County, in a form acceptable to the County, an assignment of any rights, claims or defenses which Borrower may have against parties who supply labor, materials or services in connection with improvements made to the Property.

14. Transfer of the Property. If all or any part of the Property or any interest in it is sold, transferred gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Borrower is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the Property, or if the Property is leased or rented, all sums secured by this Mortgage shall immediately become due and payable as provided herein.

The County shall give Borrower notice of acceleration. The notice shall provide a period of not less than thirty (30) days from the date the notice is given as provided in Paragraph 10 hereof within which the Borrower must pay all sums secured by this Mortgage. If Borrower fails to pay these sums prior to the expiration of this period, the County may invoke any remedies permitted by this Mortgage without further notice or demand on the Borrower.

15. Acceleration; Remedies. Except as provided in Paragraph 14 hereof, upon the Borrower's breach of any covenant or agreement of the Borrower in this Mortgage, including the covenants to pay when due any sums secured by this Mortgage, or in the event that the Borrower shall have made material misrepresentations or material omissions in his/her/their application for a Down Payment Assistance Loan, the County, at the County's option, may declare all of the sums secured by this Mortgage to be immediately due and payable without further demand and may foreclose this

Mortgage by judicial proceeding. Prior to acceleration of this Mortgage, the County shall give notice to the Borrower as provided in Paragraph 10, thereof specifying (1) the breach (if the breach is curable); (2) the action required to cure such breach; (3) a date, not less than ten (10) days from the date the notice is mailed to Borrower, by which such breach must be cured; and (4) that failure to cure such breach on or before the date specified in the notice may result in acceleration of the sums secured by this Mortgage, foreclosure by judicial proceeding, and sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to assert in the foreclosure proceeding the nonexistence of a default or any other defense of Borrower to acceleration and foreclosure. The County shall be entitled to collect in such proceeding all expenses of foreclosure, including, but not limited to, reasonable attorneys' fees, court costs, and cost of documentary evidence, abstracts and title reports.

16. Borrower's Right to Reinstate. Notwithstanding the County's acceleration of the sums secured by this Mortgage due to the Borrower's breach, the Borrower shall have the right to have any proceedings begun by the County to enforce this Mortgage discontinued at any time prior to entry of a judgment enforcing this Mortgage if: (a) the Borrower pays the County all sums which would be then due under this Mortgage and the Note had no acceleration occurred; (b) the Borrower cures all breaches of any other covenants or agreements of the Borrower contained in this Mortgage; (c) the Borrower pays all reasonable expenses incurred by the County in enforcing the covenants and agreements of the Borrower contained in this Mortgage, and in enforcing the County's remedies as provided in Paragraph 15 hereof, including, but not limited to, reasonable attorneys' fees and court costs; and (d) the Borrower takes such action as the County may reasonably require to assure that the lien of this Mortgage, the County's interest in the Property and the Borrower's obligation to pay the sums secured by this Mortgage shall continue unimpaired. Upon such payment and cure by the Borrower, this Mortgage and the obligations secured hereby shall remain in full force and effect as if no acceleration had occurred.

17. Assignment of Rents; Appointment of Receiver. As additional security hereunder, the Borrower hereby assigns to the County the rents of the Property, provided that the Borrower shall, prior to acceleration under Paragraph 15, hereof or abandonment of the Property, have the right to collect and retain such rents as they become due and payable.

Upon acceleration under Paragraph 15 hereof or abandonment of the Property, the County shall be entitled to have a receiver appointed by a court to enter upon, take possession of and manage the Property and to collect the rents of the Property including those past due. All rents collected by the receiver shall be applied first to payment of the costs of management of the Property and collection of rents, including, but not limited to, receiver's fees, premiums on receiver's bonds and reasonable attorneys' fees, and then to the sums secured by this Mortgage. The receiver shall be liable to account only for those rents actually received.

18. Release. Upon payment of all sums secured by this Mortgage, the County shall release this Mortgage without charge to Borrower. Borrower shall pay all costs of recordation, if any.

19. Attorney's Fees. As used in this Mortgage and in the Note, "attorneys' fees" shall include attorneys' fees, if any, incurred in connection with the collection or enforcement of this Mortgage or of the Note, whether or not suit is brought and whether incurred at trial, on appeal, in bankruptcy proceedings or otherwise.

20. Special Homeownership Assistance Program; CDBG Housing Rehabilitation Program; Covenants, Representations. The Borrower covenants, represents and warrants to the County that: (a) the Borrower, along with his/her/their family, intends to permanently reside as a household in the Property; (b) the Property is a single-family residence, (c) the Borrower's total family income at the time of its application for the Loan was less than or equal to eighty percent (80%) of the Hernando County area median income levels set forth by HUD for FY 2018, and (d) the Borrower is eligible to participate in the County's CDBG Housing rehabilitation Program.

The County consents to any agreement or arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note and the First Mortgage, including any provision requiring the repayment of money.

If any provision of the Promissory Note of the Second Mortgage conflicts with any provision of the First Note or the First Mortgage, the terms and provisions of the First Note and the First Mortgage shall govern.

In the event of a foreclosure or a deed in lieu of foreclosure of the First Mortgage, any provision herein or in any collateral agreement restricting the use of the Property or restricting the Borrower's ability to sell the Property shall have no further force or effect on subsequent owners or purchasers of the Property. Any person, including his successors and assigns (other than the Borrower or a related entity or person to the Borrower), receiving title to the Property through a foreclosure or deed in lieu of foreclosure of the First Mortgage shall receive title to the Property free

and clear from such restrictions. Furthermore, if the First Lender acquires title to the Property pursuant to a deed in lieu of foreclosure, the lien of this Second Mortgage shall automatically terminate upon the First Lender's acquisition of title.

NOTICE TO BORROWER

DO NOT SIGN THIS MORTGAGE IF IT CONTAINS BLANK SPACES. ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN. THIS IS A MORTGAGE WHERE THE PRINCIPAL BALANCE DUE IS $ 36,315.00 TOGETHER WITH ACCRUED INTEREST, IF ANY, UNDER THE TERMS OF THIS SECOND MORTGAGE, UNLESS THE TERMS OF AGREEMENT OF THIS DOCUMENT AND ANY OF THE CDBG GUIDELINES INCLUDING THE PERIOD OF AFFORDIBLITY ARE DEFAULTED UPON THEN PAYMENT WILL BE DUE IN FULL BASED ON THE SCALE AND CONDITIONS SET FORTH BELOW:

Borrower(s) receiving CDBG rehabilitation assistance funds will be required to sign a repayment agreement that will be filed against the property. Should repayment of a DPL become due, the (prorated for CDBG) principal balance will be due in full within thirty (30) days of the sale/transfer of ownership or the owner's cessation of primary residence at the property. If the owner is unable to make such payment, the County Commission may, at their discretion, and with FDEO approval, allow repayment of the DPL over a term not-to-exceed fifteen (15) years, at a yield of not more than one percent (1%) interest per annum, and/or allow transfer or sale of the unit to another.

The primary affordability mechanism is a Deferred Payment Loan (DPL) at zero interest and is forgiven in accordance with the following schedule:

Assistance Amt. Lien/Affordability Period CDBG/DRI Forgiven Annually

Under $15,000.00 5 years 100% forgiven only when mature

$15,001-$40,000.00 10 years forgiven 20% annually after 1st 5 years

Over $40,001.00 15 years forgiven 20% annually after 1st 10 years

Demo/Replacement 20 years forgiven 20% annually after 1st 15 years

Signed, sealed and delivered in the presence of: Antonio Jenkins, Consulting Agent

Borrower

Freddie Lee Johnson
Name

32325 Wahalawa Road
Address

Brooksville FL 34601
Freddie Lee Johnson
Signature

Witness

Name:

Witness

Name:

Co Borrower

Address

Signature

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing was acknowledged before me this 25th day of November, 2019, by Freddie Johnson who is [X] personally known to me or [ ] who has produced a valid driver's license as identification and who did not take an oath.

PREPARED BY: Antonio Jenkins
C/O
HERNANDO COUNTY HEALTH & HUMAN SERVICES
601 W JEFFERSON STREET
BROOKSVILLE, FL. 34601

Name (type, print or stamp name)
Notary Public
My Commission Expires

ANTONIO JENKINS
Notary Public - State of Florida
Commission # GG 136756
My Comm. Expires Sep 12, 2021
Bonded through National Notary Assn.

HERNANDO COUNTY
HEALTH & HUMAN SERVICES (CDBG)
601 W. JEFFERSON STREET
BROOKSVILLE, FL 34601

PROMISSARY NOTE
UNDER
HERNANDO COUNTY, FLORIDA
CDBG HOUSING REHABILATION PROGRAM

Date: November 25, 2019

Borrower(s): Freddie Johnson
Property Address: 22325 Whitman Rd. Brooksville, FL 34601
Property Legal Description: 2.6 AC MOL IN SE1/4 OF SW1/4 OF SW1/4 ORB 1428 PG 1638 AKA PAR A IN CLASS D SUB AS APPROVED BY PLANNING DEPT

1. BORROWERS PROMISE TO PAY

I/We promise to pay Thirty Six Thousand Three Hundred Fifteen Dollars and 00/100 ($36,315.00) this amount will be called "principal") to the order of HERNANDO COUNTY, FLORIDA, whose address is 20 North Main Street, Brooksville, Fl 34601-2800 (the "Lender") or to any other holder of this Note if the terms and condition set forth in the Hernando CDBG Mortgage or any CDBG requirements are in a state of default due to intentional actions of the borrower . I/We understand that the Lender may transfer this Note. The Lender or anyone who takes this Note by transfer and who is entitled to receive payments under this Note will be called the "Note Holder".

2. INTEREST

Interest on this Note shall be zero percent (0%) per annum.

3. PAYMENTS

No Principal payment shall be made until the house is sold or ceases to be the individual/family's primary residence or other CDBG default parameters. In the event that I/We sell, transfer, or rent my/our home, or in the event I/We cease to occupy the home as the individual/family's primary residence for any voluntary or involuntary reason, or violate any CDBG requirements as outlined in the 2nd mortgage and explained or set forth to me/us in the qualification process, I/We agree to immediately pay the entire sum due under this Note. My/Our total payment shall be in accordance with the scale below based on the CDBG period of affordability in relation to the total assistance provided in the CDBG mortgage: **Rehabilitation: $15,001.00 to $40,000.00 10 years forgiven 20% annually after 1st 5 years.**

Should it come due, I/We will make my/our payment at Lender's address as stated in Section 1 above, or at different place if required by the Note Holder.

4. ***BORROWER'S PAYMENT BEFORE THEY ARE DUE***

I/We have the right to make payment, in full, on this Note based on the above scale at any time before it is due if it is the owner intent to default in any manner the terms set forth in the CDBG mortgage or any CDBG requirements of ownership, residency, and affordability. Such payment is known as a "full prepayment". No partial prepayments can be made at any time on the principal or scaled amount owed on the loan. When I/We make full payment, I/We will inform the Note Holder in a letter that I/We am/are doing so.

5. ***BORROWER'S FAILURE TO PAY AS REQUIRED***

A) DEFAULT:

If I/We do not pay the full amount as required in Section 3 above, I/We will be in default. If I/We am/are in default, the Note Holder may bring about any action not prohibited by applicable law and require me/us to pay Holder's cost and expenses as described in Section B below.

B) PAYMENT OF NOTE HOLDER'S COST AND EXPENSES

Under any circumstance if the Note Holder takes such actions as described above the Note Holder will have the right to be paid back for all of its costs and expenses, including but not limited to reasonable attorney's fees.

6. ***THIS NOTE SECURED BY A MORTGAGE***

In addition to the protection given to the Note Holder under this Note, a CDBG Mortgage, dated November 25th, 2019, protects the Note Holder from possible losses which might result if I/We do not keep the promises which I/We make in this Note. That CDBG Mortgage describes how and under what conditions I/We may be required to make immediate payment in full of all amounts that I/We owe under this Note. This Note and the Second Mortgage are non-assumable.

7. ***BORROWER'S WAIVERS***

I/We waive my/our rights to require the Note Holder to do certain things. Those things are: a) to demand payment of the amount due (known as "presentment"); b) to give notice that amounts due have not been paid (known as "notice of dishonor"); and c) to obtain an official certification of nonpayment (known as a "protest"). Any co-signer, guarantor, surety or endorser who agrees to keep the promises I/We have made this Note, by signing this Note or by executing a separate agreement to make payments to the Note Holder if I/We fail to keep my/our promises under this Note, or who sign this Note to transfer it to someone else also waives these rights.

8. ***GIVING NOTICE***

Any notice that must be given to me/us under this Notice will be given by delivering it or by mailing it by certified or registered mail, postage prepaid, addressed to me/us at the Property Address above. A notice will be delivered or mailed to me/us at a different address if I/We give the Notice Holder a notice of an address change.

Any notice that must be given to the Note Holder under this Note will be given by mailing it by certified or registered mail, postage prepaid, to the Note Holder at the Lender's address stated in Section 1 above. A notice will be mailed to the Note Holder at a different address if I/We give a notice of an address change.

9. *RESPONSIBILITY OF PERSONS UNDER THIS NOTE*

If more than one person signs this Note, each of us is fully and personally obligated to pay the full amount owed and to keep all of the promises made in this Note. Any guarantor, surety, or endorser of this Note (as described in Section 7 above) is also obligated to do these things. The Note Holder may enforce its rights under this Note against each of us individually or against all of us together and may enforce its rights against any of us in any order. This means that any one of us may be required to pay all of the amounts owed under this Note.

10. *NOTICES TO BORROWER(S)*

This Promissory Note and the CDBG Mortgage Agreement securing payment of this Mortgage Note is expressly made subject and subordinate to the terms and conditions specified in any certain Promissory Note having any attachment legally linking the property at 22325 Whitman Rd. Brooksville, FL 34601 to any pre-existing First Mortgage (s) and/or Note(s).

The Lender consents to any agreement of arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note or the First Mortgage, including any provision requiring the repayment of money

If any provision of this Promissory Note or the CDBG Mortgage Agreement conflicts with any provision of the First Note or the First Mortgage Agreement, the terms and provision of the First Note and the First Mortgage Agreement shall govern.

NOTICE TO BORROWER(S)

DO NOT SIGN THIS NOTE IF IT CONTAINS BLANK SPACES.
ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN.

PREPARED BY: Antonio Jenkins
HERNANDO COUNTY HEALTH & HUMAN SERVICES CDBG
601 W JEFFERSON STREET
BROOKSVILLE, FL. 34601

Preparer ~~Signature~~:

ANTONIO JENKINS
Notary Public - State of Florida
Commission # GG 136756
My Comm. Expires Sep 12, 2021
Bonded through National Notary Assn.

Borrow Signature:

Co Borrower Signature:

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Health and Human Services
Prepared By: Velvet Burris
Initiator: Velvet Burris
DOC ID: 17344
Legal Request Number: 2026-187-1
Bid/Contract Number:

TITLE
Various Satisfactions of Second Mortgages Through State Housing Initiative Partnership Down Payment Assistance Program

BRIEF OVERVIEW
The recipients below received a second mortgage loan funded through Hernando County's State Housing Initiatives Partnership (SHIP) Program for either down payment assistance or housing rehabilitation. Payment was received for the loans and a Satisfaction of Mortgage for each is presented for Board approval:

- Charles H. Bernhardt & Achsa Anna Bernhardt - 4398 Hedgewood Avenue, Spring Hill - in the amount of $12,972.50
- Fredy J. Carias Aguilera & Nanci P. Carias - 12552 Corrine Ave., Spring Hill - in the amount of $19,200.00
- Karen A. Conti - 10444 Keystone St., Spring Hill - in the amount of $19,043.34

Funds in the amount of $30.00 were also collected to pay for the cost of recording.

STRATEGIC PLAN INITIATIVES
N/A

FINANCIAL IMPACT
Revenue in the amount of $51,215.84 to:

Fund: B133 - State Housing Initiatives Partnership, **Account 3699030** - Miscellaneous Revenue Other

Expenses in the amount of $30.00 to satisfy the cost of recording to:

Fund: B133 - State Housing Initiatives Partnership, **Account 202000** - Accounts Payable

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended that the Board approve and authorize the Chairman's signature on the attached Satisfactions of Mortgage.

REVIEW PROCESS

Veda Ramirez	Approved	04/14/2026	5:47 PM
Erin Briggs	Approved	04/15/2026	2:15 PM
Stephanie Stevens	Approved	04/16/2026	8:58 AM

Erin Dohren	Approved	04/26/2026 8:30 PM
Pamela Hare	Approved	04/27/2026 10:44 AM
Natasha Lopez Perez	Approved	04/28/2026 11:16 AM
Heidi Prouse	Approved	04/28/2026 11:31 AM
Toni Brady	Approved	04/30/2026 7:16 AM
Jeffrey Rogers	Approved	04/30/2026 5:12 PM
Jessica Wright	Approved	05/02/2026 8:36 PM

20100040750
LORINDA 2759/823
LT1-2-2010040750-1
LT2-2759-823-3

Return To:
Hernando County Housing Authority
1661 Blaise Road
Brooksville, FL 34601

R

OFFICIAL RECORDS
BK: 2759 PG: 823

RECORDING FEES $ 27.00
MORTGAGE DOC STAMP $ 45 50
08/02/2010 Deputy Clk

INTANGIBLE TAX EXEMPT
08/02/2010 Deputy Clk

08/02/2010 9:24AM # Pages 3
Filed & Recorded in Official Records of
HERNANDO COUNTY CLERK OF COURT
KAREN NICOLAI

Recording Fees and DOC Stamps **$72.50**

HERNANDO COUNTY HOUSING REHABILITATION PROGRAM DEFERRED PAYMENT LOAN AGREEMENT

THIS AGREEMENT, MADE THIS 26th day of May, 2010 and between **Charles H. Bernhardt and Achsa Anna Bernhardt (a married couple)** of **Hernando County** hereafter referred to as "Owner-Occupant", and HERNANDO COUNTY, a political subdivision of the State of Florida, through its Housing Rehabilitation Program, hereinafter referred to as "Housing Rehabilitation Program", relates to the real property lying in Hernando County, Florida, described as follows:

Legal Description:
Lot 5, Block 1129, SPRING HILL, Unit No. 17, as per plat thereof as recorded in Plat Book 9, Pages 31 through 46, Public Records of Hernando County, Florida.

Parcel ID # R32 323 17 5170 1129 0050

Property Address: 4398 Hedgewood Avenue, Spring Hill, FL 34608

WITNESSETH:

WHEREAS, the Owner-Occupant proposes to finance the cost of rehabilitation work on the above described property from the proceeds of a Deferred Payment Loan made, or to be made, available to the Owner-Occupant by the Housing Rehabilitation Program. The Loan is funded from the Hernando County SHIP Program, and

WHEREAS, as long as at least one of the Owner-Occupants who was awarded the Deferred Payment Loan under the Housing Rehabilitation Program remains the Owner-Occupant in the thirty year period from the date hereof. The Deferred Payment Loan requires repayment when the unit is sold, or no longer the primary residence of the loan recipient or at the end of the loan term.

NOW, THEREFORE, in consideration of the covenants and conditions contained herein and other good and valuable consideration, it is agreed as follows:

1. The principal amount of the Deferred Payment Loan is **TWELVE THOUSAND NINE HUNDRED SEVENTY TWO DOLLARS AND 15/100 ($12,972.50).** Receipt of which is hereby acknowledged by owner-occupant(s) and shall be based upon the final approved rehabilitation Contract price (unless other funds supplied by the Owner-Occupant, if any).

2. The term of the Deferred Payment Loan for rehabilitating the above described property shall be thirty years from the date hereof, at a zero percent (0%) annual rate of interest.

3. The amount of the Loan as herein provided shall also include any change orders approved expending

government funds and shall be a lien against the property as described herein. Said lien shall be due and payable after the Owner-Occupant has completed the full thirty-year term of this Agreement, or paid to the Housing Rehabilitation Program the balance of the Deferred Payment Loan that may become due to the Program as a result of the Owner-Occupant's default of the terms of this Agreement.

4. Sale or transfer of ownership of said property during the thirty-year term of this Agreement shall constitute a default.

5. Upon default, the Deferred Payment Loan principal amount by date of default levied hereby shall be payable in full to the Housing Rehabilitation Program within thirty (30) days after such default occurs; provided, however, that the governing authority of the municipality may, by resolution, provide for the payment of any lien in not more than ten (10) equal annual installments from the date of said resolution, with interest thereon not exceeding six (6%) percent per annum, on the unpaid balance. Nevertheless, the Owner-Occupant of the property may pay the full amount of principal then remaining unpaid, plus accrued interest only, at any time. All unpaid sums, penalties and interest shall be and remain a lien on the above described real property in favor of the Housing Rehabilitation Program and such lien shall have priority over all other liens and encumbrances whatsoever except any liens for federal, state and local taxes due on the property, and any liens (including mortgages) recorded before the recording of the Agreement.

If said lien shall be in fault for a period of thirty days (30), the Housing Rehabilitation Program may enforce the same by a suit in equity according to the provisions of the Florida Statutes or other applicable law, and the Owner shall be responsible for all costs incurred in such proceedings, including a reasonable attorney's fee.

6. Failure of the Housing Rehabilitation Program to exercise such default options shall not constitute a waiver of such options on any subsequent occasions.

7. The Owner-Occupant agrees to maintain flood hazard insurance if in a 100 year flood plain, flood insurance on the property for the full replacement value of the rehabilitated unit. Said flood insurance shall be maintained for the duration of the DPL and shall list the Housing Rehabilitation Program as a mortgagee in the loss - payable provision thereof as its interest may appear.

8. If at any time it is determined by the Program that the Owner-Occupant qualified for and received Housing Rehabilitation funds under fraudulent pretenses or statements, or by any other means of misrepresentation, the full amount of the Deferred Payment Loan shall immediately become due and payable to the Housing Rehabilitation Program by the Owner-Occupant.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year above first written.

Terri M Rodgers
Witness #1

Terri M Rodgers
Print Name

Maida Watkins
Witness#2

Maida Watkins
Print Name

Terri M Rodgers
Witness #1

Terri M Rodgers
Print Name

Maida Watkins
Witness#2

Charles Bernhardt
Owner-Occupant
Charles H. Bernhardt
Print Name

OFFICIAL RECORDS
BK: 2759 PG: 824

Achsa A Bernhardt
Co-Owner-Occupant
Achsa Anna Bernhardt
Print Name

Maida Watkins
Print Name

STATE OF FLORIDA

Before me, the undersigned authority, this 26 day of May 2010, personally appeared Charles + Alisa Bernhardt of Hernando County who acknowledges before me that they freely and voluntarily executed this Agreement for the purpose therein expressed.

(Seal)

Maida M Watkins
Notary Public, State of Florida
Maida M Watkins
Print Name

NOTARY PUBLIC-STATE OF FLORIDA
Maida M. Watkins
Commission # DD972207
Expires: MAR. 17, 2014
BONDED THRU ATLANTIC BONDING CO., INC.

Personally Known ____
Produced Identification ✓
FLDL B636-148-34-448-0
Type of I.D. B636-001-34-783-0

LOCAL GOVERNMENT AUTHORIZATION OF DEFERRED PAYMENT LOAN AGREEMENT:

Before me, the undersigned authority, this 26th day of May 2010, personally appeared Donald C. Singer of Hernando County who acknowledges before me that he freely and voluntarily executed this Agreement for the purpose therein expressed.

Attest: Donald C Singer
Donald C. Singer, Executive Director
Hernando County Housing Authority

Maida M Watkins
Notary Public, State of Florida
Maida M Watkins
Print Name

(Seal)

NOTARY PUBLIC-STATE OF FLORIDA
Maida M. Watkins
Commission # DD972207
Expires: MAR. 17, 2014
BONDED THRU ATLANTIC BONDING CO., INC.

Personally Known ✓
Produced Identification ____
Type of I.D. ____

SATISFACTION OF MORTGAGE

HERNANDO COUNTY, FLORIDA

State Housing Initiative Partnership (SHIP)

Housing Rehabilitation Deferred Payment Loan

-For Recording Use Only Above Line-

KNOWN ALL MEN BY THESE PRESENTS: That **HERNANDO COUNTY**, a political subdivision of the State of Florida, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604; the owner and holder of a certain loan agreement executed by **CHARLES H. BERNHARDT** and **ACHSA ANNA BERNHARDT** to **HERNANDO COUNTY**, bearing date of May 26. 2010, recorded in Official Records Book 2759, Page 823, in the Public Records of Hernando County, Florida, securing a certain note in the principal sum of Twelve Thousand Nine Hundred Seventy-Two and 50/100 Dollars ($12,972.50), and certain promises and obligations set forth in said mortgage, upon the property situated in Hernando County, Florida as follows, to wit:

LOT 5, BLOCK 1129, SPRING HILL, UNIT NO. 17, AS PER PLAT THEREOF AS RECORDED IN PLAT BOOK 9, PAGES 31 THROUGH 46, PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA
PARCEL ID #: R32 323 17 5170 1129 0050

Which has an address of: **4398 HEDGEWOOD AVENUE, SPRING HILL, FL 34608**

hereby acknowledges satisfaction of said agreement and surrenders the same as canceled and hereby directs the Clerk of the Circuit Court of Hernando County, Florida to cancel same of record.

IN WITNESS WHEREOF, Hernando County has set its hand and seal this _____ day of _____, 2026.

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

_____

Jerry Campbell, Chairman

ATTEST:

_____

Douglas A. Chorvat, Jr., Clerk of the Circuit Court

Approved for Form and Legal Sufficiency:

By: Natasha López Perez

County Attorney's Office

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2026, by Jerry Campbell, Chairman of the Hernando County Board of County Commissioners, who ☐ is personally known to me or ☐ has produced _____ as identification.

_____

(Signature of person taking acknowledgment)

_____

(Name typed, printed or stamped)

_____

(Title or rank) (Serial number, if any)

Prepared By & Return To: Hernando County Housing & Supportive Services, 621 West Jefferson Street, Brooksville, FL 34601

Instr #2017051760 BK: 3506 PG: 746, Filed & Recorded: 9/14/2017 8:20 AM VDD Deputy Clk, #Pgs:9
Don Barbee Jr,Clerk of the Circuit Court Hernando CO FL Rec Fees: $78.00 Mtg Stamp: $67.20 Int Tax Exempt

R.

Return To:
Republic Land & Title, Inc.
3391 Mariner Blvd.
Spring Hill, FL 34609

HERNANDO COUNTY
HOUSING AUTHORITY
1661 Blaise Drive
BROOKSVILLE, FL 34601

17-09970R

SECOND MORTGAGE UNDER HERNANDO COUNTY, FLORIDA HOMEOWNERSHIP PROGRAM DOWN PAYMENT ASSISTANCE PROGRAM

This is a Mortgage where the Balance is due at the time the home is sold, transferred, foreclosed upon or ceases to be the borrower/recipient's primary residence, which ever may occur first. After thirty (30) years, if the borrower/recipient continues to live in the unit the loan is forgiven.

THIS SECOND MORTGAGE is made this 15 day of August, 2017, between the Mortgagor, **Fredy J. Carias Aguilera and Nanci P. Carias, (a married couple)** (herein the "Borrower") and the Mortgagee, Hernando County, a political sub-division of the State of Florida whose address is 20 North Main Street, Brooksville, FL 34601-2800 (herein the "County").

WHEREAS, the Borrower has applied for a loan under the County's Down Payment Assistance Program for the purchase of the Property (as defined herein), which Mortgage Loan shall be secured by a first mortgage lien (the "First Mortgage") in favor of, **HOME POINT FINANCIAL CORPORATION, its successors and/or assigns, as their interest may appear.** The Borrower has applied to the County for a Down Payment Assistance Loan in the amount of **Nineteen Thousand Two Hundred Dollars and 00/100 ($19,200.00)** (the "Loan"). The Borrower, along with his/her/their family, intends to reside as a household in the Property (as defined herein), which Property is a single-family residence. The Borrower's total family income at the time of its application for the Loan is less than Eighty Percent (80%) of Hernando County's median family income. The Borrower is eligible to participate in the County's Down Payment Assistance Program, and the County has agreed to extend and has extended a loan to the Borrower pursuant to said program; and

WHEREAS, the Borrower is indebted to the County in the principal amount of **Nineteen Thousand Two Hundred Dollars and /100 ($19,200.00)**, which indebtedness is evidenced by the Borrower's Promissory Note dated August 25, 2017, and extensions, additions, fees and renewals dated thereof (herein "Note"), providing for payment of the principal indebtedness. If not sooner paid, the Note is due and payable on the sale of the property or when it is no longer the Borrower's primary residence.

TO SECURE to the County the repayment of the indebtedness evidenced by the Note; the payment of all other sums, advanced in accordance herewith to protect the security of this Mortgage; and the performance of the covenants and agreements of the Borrower herein contained, the Borrower does hereby mortgage, grant and convey to the County the following described property located in the County of Hernando, State of Florida:

Lot 7, Block 1839, A REPLAT OF PORTIONS OF SPRING HILL UNITS 18, 19 AND 20, AND A SECOND REPLAT OF SPRING HILL UNITS 18 AND 19, according to the plat thereof recorded at Plat Book 17, Pages 29 through 34, in the Public Records of Hernando County, Florida.

which has an address of **12552 Corrine Avenue, Spring Hill,**
(Street) *(City)*
Florida **34609** (herein the "Property Address"); Key **#00843047**
(Zip Code)

TOGETHER with all the improvements now or hereafter erected on the property, and all easements, rights, appurtenances and rents, all of which shall be deemed to be and remain a part of the property covered by this Mortgage; and all of the foregoing, together with said property (or the leasehold estate if this Mortgage is on a leasehold) are hereinafter referred to as the "Property."

BORROWER COVENANTS, represents and warrants to the County and its successors and assigns that Borrower is lawfully seized of the estate hereby conveyed and has the right to mortgage, grant and convey the Property and that the Property is unencumbered, except for the mortgage lien of the First Mortgage in favor **HOME POINT FINANCIAL CORPORATION, its successors and/or assigns, as their interest may appear** and for other encumbrances of record. Borrower covenants, represents and warrants to the County and its successors and assigns that Borrower will defend generally the title to the Property against all claims and demands, subject to the mortgage lien of the First Mortgage and other encumbrances of record.

BORROWER FURTHER COVENANTS and agrees with the County as follows:

1. Payment. The Borrower shall promptly pay when due the indebtedness evidenced by the Note. Recipients/Borrower(s) may repay their loan at any time in a lump sum payment.

2. Prior Mortgages and Deeds of Trust; Charges; Liens. The Borrower shall perform all of the Borrower's obligations under the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage, including the Borrower's covenants to make payments when due. The Borrower shall pay or cause to be paid all taxes, assessments and other charges, fines and impositions attributable to the Property which may attain a priority over this Mortgage, and leasehold payments or ground rents, if any.

3. Hazard Insurance. The Borrower shall keep the improvements now existing or hereafter erected on the Property insured against loss by fire, hazards included within the term "extended coverage", and such other hazards as the County may require and in such amounts and for such periods as the County may require.

The insurance carrier providing the insurance shall be chosen by the Borrower subject to approval by the County; provided, that such approval shall not be unreasonably withheld. All insurance policies and renewals thereof shall be in a form acceptable to the County and shall include a standard mortgage clause in favor of, and in a form acceptable to the County. The County shall have the right to hold the policies and renewals thereof, subject to the terms of the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

In the event of loss, the Borrower shall give prompt notice to the insurance carrier and to the County. The County may make proof of loss if not made promptly by the Borrower.

If the Property is abandoned by the Borrower, or if the Borrower fails to respond to the County within thirty (30) days from the date notice is mailed by the County to the Borrower that the insurance carrier offers to settle a claim for insurance benefits, the County is authorized to collect and apply the insurance proceeds at the County's option either to restoration or repair of the Property or to the sums secured by this Mortgage subject to the actions of First Mortgagee.

4. Preservation and Maintenance of Property, Leaseholds; Condominiums; Planned Unit Developments. The Borrower shall keep the Property in good repair and shall not commit waste or permit impairment or deterioration of the Property. If this Mortgage is on a unit in a condominium or a planned unit development, the Borrower shall perform all of the Borrower's obligations under the declaration or covenants creating or governing such condominium or planned unit development, the by-laws and regulations of the condominium or planned unit development, and constituent documents.

5. Protection of County's Security. If the Borrower fails to perform the covenants and agreements contained in this Mortgage, or if any action or proceeding is commenced which materially affects the County's interest in the Property, then the County may do and pay whatever is necessary to protect the value of the Property and County's rights in the Property, including payment of taxes, hazard insurance and other items as may be required by this Mortgage. Pursuant thereto, the County may disburse such sums on Borrower's behalf, including reasonable attorneys' fees, and take such action as is necessary to protect the County's interest in the Property. If the County required mortgage insurance as a condition of making the Loan secured by this Mortgage, the Borrower shall pay the premiums required to maintain such insurance in effect until such time as the requirement for such insurance terminates in accordance with the Borrower's and the County's written agreement or applicable law.

Any amounts disbursed by the County pursuant to this Paragraph 5, with interest thereon, at the rate of twelve percent (12%) per annum, shall become additional indebtedness of the Borrower secured by this Mortgage. Unless the parties agree to other terms of payment, such amounts shall be payable upon notice from the County to the Borrower requesting payment thereof. Nothing contained in this Paragraph 5 shall require the County to incur any expense or take any action hereunder.

6. Inspection. The County may make or cause to be made reasonable entries upon and inspections of the Property; provided that the County shall give the Borrower notice prior to any such inspection specifying reasonable cause therefore related to the County's interest in the Property.

7. Condemnation. The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation or other taking of the Property, or part thereof, or for conveyance in lieu of condemnation, are hereby assigned and shall be paid to the County, subject to the terms of any mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

8. Borrower Not Released; Forbearance By County Not a Waiver. Extension of the time for payment or modification of the sums secured by this Mortgage granted by the County to any successor in interest of the Borrower shall not operate to release, in any manner, the liability of the original Borrower and the Borrower's successors in interest. The County shall not be required to commence proceedings against such successor or refuse to extend time for payment or otherwise modify the sums secured by this Mortgage by reason of any demand made by the original Borrower and the Borrower's successors or remedy hereunder, or otherwise afforded by applicable law, shall not be a waiver of or preclude the exercise of any such right or remedy.

9. Successors and Assigns Bound; Joint and Several Liability, Co-signers. The covenants and agreements herein contained shall bind, and the rights hereunder shall insure to, the respective successors and assigns of the County subject to the provisions of Paragraph 14 hereof. If more than one Borrower executes this Mortgage, all covenants, representations, warranties and agreements of Borrower shall be joint and several. Any Borrower who co-signs this Mortgage, agrees that County and any other Borrower hereunder may agree to extend, modify, forbear, or make any other accommodations with regard to the terms of this Mortgage or the Note without that Borrower's consent and without releasing that Borrower or modifying this Mortgage as to that Borrower's interest in the Property.

10. Notice. Except for any notice required under applicable law to be given in another manner; (a) any notice to the Borrower provided for in this Mortgage shall be given by delivering it or by mailing such notice by certified or registered mail, postage prepaid, addressed to the Borrower at the Property Address or at such other address as the Borrower may designate by notice to the County as provided herein, and (b) any notice to the County shall be given by certified or registered mail, postage prepaid, to the County's address stated on page 1 hereof, or to such other address as the County may designate by notice to the Borrower as provided herein. Any notice provided for in this mortgage shall be deemed to have been given to the Borrower or the County when given in the manner designated herein.

11. Governing Law; Severability; Costs. This Mortgage shall be governed by the laws of the State of Florida, and, to the extent applicable hereto, the laws and regulations of the United States of America. In the event that any provision or clause of this Mortgage or the Note conflicts with applicable law, such conflict shall not affect other provisions of this Mortgage or the Note which can be given effect without the conflicting provision, and to this and the provisions of this Mortgage and the Note are declared to be severable. As used herein, "costs", "expenses" and "attorneys' fees" include all sums to the extent not prohibited by applicable law or limited herein.

12. Borrower's Copy. Borrower shall be furnished a conformed copy of the Notice and of this Mortgage at the time of execution or after recordation hereof.

13. Rehabilitation Loan Agreement. Borrower shall fulfill all of the Borrower's obligations under any home rehabilitation, improvement, repair, or other loan agreement which Borrower enters into. At the County's option, the County may require Borrower to execute and deliver to the County, in a form acceptable to the County, an assignment of any rights, claims or defenses which Borrower may have against parties who supply labor, materials or services in connection with improvements made to the Property.

14. Transfer of the Property. If all or any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Borrower is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the Property, or if the Property is leased or rented, the Note secured by this Mortgage shall immediately become due and payable as provided herein.

The County shall give Borrower notice of acceleration. The notice shall provide a period of not less than thirty

(30) days from the date the notice is given as provided in Paragraph 10 hereof within which the Borrower must pay all sums secured by this Mortgage. If Borrower fails to pay these sums prior to the expiration of this period, the County may invoke any remedies permitted by this Mortgage without further notice or demand on the Borrower.

15. Acceleration; Remedies. Except as provided in Paragraph 14 hereof, upon the Borrower's breach of any covenant or agreement of the Borrower in this Mortgage, including the covenants to pay when due any sums secured by this Mortgage, or in the event that the Borrower shall have made material misrepresentations or material omissions in his/her/their application for a Down Payment Assistance Loan, the County, at the County's option, may declare the Note secured by this Mortgage to be immediately due and payable without further demand and may foreclose this Mortgage by judicial proceeding. Prior to acceleration of the Note, the County shall give notice to the Borrower as provided in Paragraph 10, thereof specifying (1) the breach (if the breach is curable); (2) the action required to cure such breach; (3) a date, not less than ten (10) days from the date the notice is mailed to Borrower, by which such breach must be cured; and (4) that failure to cure such breach on or before the date specified in the notice may result in acceleration of the Note secured by this Mortgage, foreclosure by judicial proceeding, and sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to assert in the foreclosure proceeding the nonexistence of a default or any other defense of Borrower to acceleration and foreclosure. The County shall be entitled to collect in such proceeding all expenses of foreclosure, including, but not limited to, reasonable attorneys' fees, court costs, and cost of documentary evidence, abstracts and title reports.

16. Borrower's Right to Reinstate. Notwithstanding the County's acceleration of the Note secured by this Mortgage due to the Borrower's breach, the Borrower shall have the right to have any proceedings begun by the County to enforce this Mortgage discontinued at any time prior to entry of a judgment enforcing this Mortgage if: (a) the Borrower pays the County all sums which would then be due had no acceleration occurred; (b) the Borrower cures all breaches of any other covenants or agreements of the Borrower contained in this Mortgage; (c) the Borrower pays all reasonable expenses incurred by the County in enforcing the covenants and agreements of the Borrower contained in this Mortgage, and in enforcing the County's remedies as provided in Paragraph 15 hereof, including, but not limited to, reasonable attorneys' fees and court costs; and (d) the Borrower takes such action as the County may reasonably require to assure that the lien of this Mortgage, the County's interest in the Property and the Borrower's obligation to pay the Note secured by this Mortgage shall continue unimpaired. Upon such payment and cure by the Borrower, this Mortgage and the obligations secured hereby shall remain in full force and effect as if no acceleration had occurred.

17. Release. Upon payment of all sums secured by this Mortgage, the County shall release this Mortgage without charge to Borrower. Borrower shall pay all costs of recordation, if any.

18. Attorney's Fees. As used in this Mortgage and in the Note, "attorneys' fees" shall include attorneys' fees, if any, incurred in connection with the collection or enforcement of this Mortgage or of the Note, whether or not suit is brought and whether incurred at trial, on appeal, in bankruptcy proceedings or otherwise.

19. Refinancing of First Mortgage. In the event the borrower/homeowner refinances the first mortgage during the term of this loan, the County will only subordinate to the new first mortgage lender if the amount of the new mortgage does not exceed the total of the remaining principal balance of the original first mortgage plus reasonable and actually incurred refinancing costs (i.e. there can be no cash back to the homeowner or any payout not related to the original first mortgage payoff and actual refinancing costs).

20. Special Homeownership Assistance Program; Down Payment Assistance Program; Covenants, Representations. The Borrower covenants, represents and warrants to the County that: (a) the Borrower, along with his/her/their family, intends to reside as a household in the Property; (b) the Property is a single-family residence, (c) the Borrower's total family income at the time of its application for the Loan was less than eighty percent (80%) of Hernando County's median income and (d) the Borrower is eligible to participate in the County's Down Payment Assistance Program.

The County consents to any agreement or arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note and the First Mortgage, including any provision requiring the repayment of money.

If any provision of the Promissory Note secured by the Second Mortgage conflicts with any provision of the First Note or the First Mortgage, the terms and provisions of the First Note and the First Mortgage shall govern.

In the event of a foreclosure or a deed in lieu of foreclosure of the First Mortgage, any provision herein or in any

collateral agreement restricting the use of the Property or restricting the Borrower's ability to sell the Property shall have no further force or effect on subsequent owners or purchasers of the Property. Any person, including his successors and assigns (other than the Borrower or a related entity or person to the Borrower), receiving title to the Property through a foreclosure or deed in lieu of foreclosure of the First Mortgage shall receive title to the Property free and clear from such restrictions. Furthermore, if the First Lender acquires title to the Property pursuant to a deed in lieu of foreclosure, the lien of this Second Mortgage shall automatically terminate upon the First Lender's acquisition of title.

NOTICE TO BORROWER

DO NOT SIGN THIS MORTGAGE IF IT CONTAINS BLANK SPACES. ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN.

THIS IS A MORTGAGE WHERE THE PRINCIPAL BALANCE DUE IS $19,200.00 TOGETHER WITH ACCRUED INTEREST, IF ANY, UNDER THE TERMS OF THIS SECOND MORTGAGE.

Signed, sealed and delivered in the presence of:

Borrower

Fredy J. Carias Aguilera

Address

Signature

Witness #1 Walta Lateer

Name:

Witness #2 Joann Ball

Name:

Borrower

Nanci P. Carias

Address

Signature

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing was acknowledged before me this 25 day of August, 2017, by Fredy J. Carias & Aguilera and Nanci P. Carias, who is personally known to me or who has produced a valid driver's license as identification and who did not take an oath.

Signature Notary Walta Lateer

PREPARED BY:
HERNANDO COUNTY HOUSING AUTHORITY
1661 BLAISE DRIVE
BROOKSVILLE, FL 34601
(352)754-4160

WALTA LATEER
MY COMMISSION # FF 165679
EXPIRES: October 21, 2018
Bonded Thru Notary Public Underwriters

D/3/R.

Return To:
Republic Land & Title, Inc.
3391 Mariner Blvd.
Spring Hill, FL 34609

Hernando County Housing Authority
1661 Blaise Drive
Brooksville, Florida 34601
17-0997 OR

PROMISSORY NOTE
HERNANDO COUNTY, FLORIDA
HOMEOWNERSHIP ASSISTANCE PROGRAM
DOWN PAYMENT ASSISTANCE LOAN

Date: August 25, 2017, *Brooksville, Florida*

Borrower(s): **Fredy J. Carias Aguilera and Nanci P. Carias (a married couple)**
Property Address: **12552 Corrine Avenue, Spring Hill, FL 34609**
Property Legal Description:

Lot 7, Block 1839, A REPLAT OF PORTIONS OF SPRING HILL UNITS 18, 19 AND 20, AND A SECOND REPLAT OF SPRING HILL UNITS 18 AND 19, according to the plat thereof recorded at Plat Book 17, Pages 29 through 34, in the Public Records of Hernando County, Florida.

Parcel ID **#R32 323 17 5182 1839 0070**

1. ***BORROWERS PROMISE TO PAY***

I/We promise to pay **Nineteen Thousand Two Hundred Dollars and 00/100, ($19,200.00)** (this amount will be called "principal") to the order of HERNANDO COUNTY, FLORIDA, whose address is 20 North Main Street, Brooksville, Fl 34601-2800 (the "Lender") or to any other holder of this Note. I/We understand that the Lender may transfer this Note. The Lender or anyone who takes this Note by transfer and who is entitled to receive payments under this Note will be called the "Note Holder".

2. ***INTEREST***

Interest on this Note shall be zero percent (0%) per annum.

3. ***PAYMENTS***

After thirty (30) years, if the recipient continues to live in the unit the loan is forgiven. Otherwise, principal payments shall be deferred until the house is sold, transferred, foreclosed upon, Note accelerated, or ceases to be the recipient's primary residence whichever may occur first. In the event that I/We sell, transfer, or rent my/our home, or in the event I/We cease to occupy the home as the individual/family's primary residence for any voluntary or involuntary reason, I/We agree to immediately pay the entire sum due under this Note. My/Our total payment shall be **Nineteen Thousand Two Hundred Dollars and 00/100 ($19,200.00)**.

I/We will make my/our payment at Lender's address as stated in Section 1 above, or at a different place if required by the Note Holder.

4. ***BORROWER'S PAYMENT BEFORE THEY ARE DUE***

I/We have the right to make payment, in full, on this Note at any time before it is due. Such payment is known as a "full prepayment". No partial prepayments can be made at any time on the principal of the loan. When I/We make full payment, I/We will inform the Note Holder in a letter that I/We am/are doing so.

5. ***BORROWER'S FAILURE TO PAY AS REQUIRED***

A) DEFAULT:

If I/We do not pay the full amount as required in Section 3 above, I/We will be in default. If I/We am/are in default, the Note Holder may bring about any action not prohibited by applicable law and require me/us to pay Holder's cost and expenses as described in Section B below.

B) PAYMENT OF NOTE HOLDER'S COST AND EXPENSES

If the Note Holder takes such actions as described above, the Note Holder will have the right to be paid back for all of its costs and expenses, including but not limited to reasonable attorney's fees.

6. ***THIS NOTE SECURED BY A MORTGAGE***

In addition to the protection given to the Note Holder under this Note, a Second Mortgage, dated _____, 2017, protects the Note Holder from possible losses which might result if I/We do not keep the promises which I/We make in this Note. That Second Mortgage describes how and under what conditions I/We may be required to make immediate payment in full of all amounts that I/We owe under this Note. This Note and the Second Mortgage are non-assumable.

7. ***BORROWER'S WAIVERS***

I/We waive my/our rights to require the Note Holder to do certain things. Those things are: a) to demand payment of the amount due (known as "presentment"); b) to give notice that amounts due have not been paid (known as "notice of dishonor"); and c) to obtain an official certification of nonpayment (known as a "protest"). Any co-signer, guarantor, surety or endorser who agrees to keep the promises I/We have made this Note, by signing this Note or by executing a separate agreement to make payments to the Note Holder if I/We fail to keep my/our promises under this Note, also waives these rights.

8. ***GIVING NOTICE***

Any notice that must be given to me/us under this Notice will be given by delivering it or by mailing it by certified or registered mail, postage prepaid, addressed to me/us at the Property Address above. A notice will be delivered or mailed to me/us at a different address if I/We give the Notice Holder a notice of an address change.

Any notice that must be given to the Note Holder under this Note will be given by mailing it by certified or registered mail, postage prepaid, to the Note Holder at the Lender's address stated in Section 1 above. A notice will be mailed to the Note Holder at a different address if I/We give a notice of an address change.

9. RESPONSIBILITY OF PERSONS UNDER THIS NOTE

If more than one person signs this Note, each of us is fully and personally obligated to pay the full amount owed and to keep all of the promises made in this Note. Any guarantor, surety, or endorser of this Note (as described in Section 7 above) is also obligated to do these things. The Note Holder may enforce its rights under this Note against each of us individually or against all of us together and may enforce its rights against any of us in any order. This means that any one of us may be required to pay all of the amounts owed under this Note.

10. *NOTICES TO BORROWER(S)*

This Promissory Note and the Second Mortgage Agreement securing payment of the Note is expressly made subject and subordinate to the terms and conditions specified in that certain Promissory Note having an original principal face amount of **$150,130.00** dated 8-25-17, the ("First Note"), made by Borrower payable to **HOME POINT FINANCIAL CORPORATION, its successors and/or assigns, as their interest may appear** ("First Lender") and secured by that certain Mortgage from Borrower to the First Lender, dated 8-25-17, recorded in Official Record Books 3506, page 734, in the Clerk's Office of Hernando County, Florida(the First Mortgage).

The Lender consents to any agreement or arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note or the First Mortgage, including any provision requiring the repayment of money, with the exception of a "cash-out" refinance agreement.

If any provision of this Promissory Note or the Second Mortgage Agreement conflicts with any provision of the First Note or the First Mortgage Agreement, the terms and provision of the First Note and the First Mortgage Agreement shall govern.

NOTICE TO BORROWER(S)

DO NOT SIGN THIS NOTE IF IT CONTAINS BLANK SPACES.
ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN.

Signature: **Fredy J. Carias Aguilera**

Signature: **Nanci P. Carias**

Signature:

Notary Signature

WALTA LATEER
MY COMMISSION # FF 165679
EXPIRES: October 21, 2018
Bonded Thru Notary Public Underwriters

PREPARED BY:
Hernando County Housing Authority
1661 Blaise Drive
Brooksville, Florida 34601
(352) 754-4160

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SATISFACTION OF MORTGAGE

HERNANDO COUNTY, FLORIDA

State Housing Initiative Partnership (SHIP)

Down Payment Assistance Program

-For Recording Use Only Above Line-

KNOWN ALL MEN BY THESE PRESENTS: That **HERNANDO COUNTY**, a political subdivision of the State of Florida, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604; the owner and holder of a certain mortgage executed by **FREDY J. CARIAS AGUILERA** and **NANCI P. CARIAS** to **HERNANDO COUNTY**, bearing date of August 25, 2017, recorded in Official Records Book 3506, Page 746, in the Public Records of Hernando County, Florida, securing a certain note in the principal sum of Nineteen Thousand Two Hundred Dollars and 00/100 ($19,200), and certain promises and obligations set forth in said mortgage, upon the property situated in Hernando County, Florida as follows, to wit:

LOT 7, BLOCK 1839, A REPLAT OF PORTIONS OF SPRING HILL UNITS 18, 19 AND 20, AND A SECOND REPLAT OF SPRING HILL UNITS 18 AND 19, ACCORDING TO THE PLAT THEREOF RECORDED AT PLAT BOOK 17, PAGES 29 THROUGH 34, IN THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA

Which has an address of: **12552 Corrine Avenue, Spring Hill, Florida 34609**

hereby acknowledges satisfaction of said note and mortgage deed, and surrenders the same as canceled, and hereby directs the Clerk of the Circuit Court of Hernando County, Florida to cancel same of record.

IN WITNESS WHEREOF, Hernando County has set its hand and seal this _____ day of _____, 2026.

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

_____

Jerry Campbell, Chairman

ATTEST:

_____

Douglas A. Chorvat, Jr., Clerk of the Circuit Court

Approved for Form and Legal Sufficiency:

By: Natasha López Perez

County Attorney's Office

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2026, by Jerry Campbell, Chairman of the Hernando County Board of County Commissioners, who ☐ is personally known to me or ☐ has produced _____ as identification.

_____

(Signature of person taking acknowledgment)

_____

(Name typed, printed or stamped)

_____

(Title or rank) (Serial number, if any)

Prepared By & Return To: Hernando County Housing & Supportive Services, 621 West Jefferson Street, Brooksville, FL 34601

Instr #2015052089 BK: 3281 PG: 441, Filed & Recorded: 9/8/2015 10:53 AM CVG Deputy Clk, #Pgs:2
Don Barbee Jr,Clerk of the Circuit Court Hernando CO FL Rec Fees: $18.50

2/2

MODIFICATION OF MORTGAGE

HERNANDO COUNTY, FLORIDA
Homeownership Program
Down Payment Assistance Program

-For Recording Use Only Above Line-

THIS MODIFICATION OF MORTGAGE is made this 27th day of August, 2015, between **Karen A. Conti,** whose address is **10444 Keystone Street, Spring Hill, FL 34608** (hereinafter the "Mortgagor") and **Hernando County**, a political subdivision of the State of Florida, whose address is 20 North Main Street, Brooksville, FL 34601-2800 (hereinafter the "Mortgagee").

The Mortgagee is the owner and holder of that certain mortgage dated **March 9, 2015**, made by the Mortgagor, as recorded in **Official Records Book 3198, Pages 1763-1771**, in the Public Records of Hernando County, Florida, securing a debt evidenced by a certain promissory note of the same date, in the original amount of **$20,000.00**, and which mortgage encumbers the real property described as follows:

Lot 7, Block 1160, Spring Hill Unit 17, according to the map or plat thereof, as recorded in Plat Book 9, Page(s) 31 through 46, inclusive, of the Public Records of Hernando County, Florida.

Parcel ID# R32 323 17 5170 1160 0070

The Mortgagor and the Mortgagee have mutually agreed to modify the mortgage and promissory note as set forth herein.

THEREFORE, in consideration of the mutual covenants herein, the sufficiency of which is hereby acknowledged, the Mortgagor and the Mortgagee mutually covenant and agree as follows:

1. This Modification reflects a revision of the loan amount contained in the mortgage and promissory note due to unused down payment assistance funds.

2. Nothing herein shall invalidate or shall impair or release any covenants, condition, agreement or stipulation in the mortgage, and the mortgage as modified herein shall continue in full force and effect.

3. Nothing herein shall invalidate or shall impair or release any covenants, condition, agreement or stipulation in the promissory note, and the promissory note shall continue in full force and effect.

4. The Mortgagee reserves all rights under the mortgage and promissory note.

5. This Modification shall be effective when signed by the last party hereto and shall be recorded at the expense of the Mortgagor.

6. ***The prior loan amount of $20,000.00 is being modified to $19,043.34 to reflect the principal reduction for unused Homeownership Program/Down Payment Assistance Program funds.***

----------CONTINUED ON NEXT PAGE ----------

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Prepared by and Return to: Hernando County Housing Authority, 1661 Blaise Drive, Brooksville, FL 34601 / Tel: (352) 754-4160

IN WITNESS WHEREOF, the parties hereto have set their hands and seals below.

MORTGAGOR

Karen A Conti
Karen A. Conti

Karen A. Conti

WITNESS:

Terri Beverly
Terri Beverly
[Print name of witness]

WITNESS:

Maida Watkins
Maida Watkins
[Print name of witness]

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me this 27th day of August 20 15, by Karen A Conti who is personally known to me or who has produced FLDL# C530-501-46-947-0 as identification.

Maida M Watkins
(Signature of person taking acknowledgment)
Maida M Watkins
(Name typed, printed or stamped)

(Title or rank) (Serial number, if any)

MAIDA M WATKINS
MY COMMISSION #FF087461
EXPIRES March 17, 2018
(407) 398-0153 FloridaNotaryService.com

MORTGAGEE

Hernando County

Nicholas W. Nicholson, Chairman

ATTEST:

Donald C. Barbee, Jr., Clerk of the Circuit Court

Approved for Form and Legal Sufficiency:

By: _____
County Attorney's Office

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me this 11th day of August, 20 15, by Nicholas W. Nicholson, Chairman of the Hernando County Board of County Commissioners, who is personally known to me or who has produced _____ as identification.

Mary E. Spencer
(Signature of person taking acknowledgment)
Mary E. Spencer
(Name typed, printed or stamped)

(Title or rank) (Serial number, if any)

MARY E. SPENCER
Notary Public - State of Florida
Commission # FF 182790
My Comm. Expires Mar 31, 2019
Bonded through National Notary Assn.

Prepared by and Return to: Hernando County Housing Authority, 1661 Blaise Drive, Brooksville, FL 34601 / Tel: (352) 754-4160
Modification of Mortgage – Page 2 of 2

Instr #2015018385 BK: 3198 PG: 1763, Filed & Recorded: 3/26/2015 11:08 AM CVG Deputy Clk, #Pgs:9
Don Barbee Jr,Clerk of the Circuit Court Hernando CO FL Rec Fees: $78.00 Mtg Stamp: $70.00

Return to:
Brokers Title of Longwood, I, LLC
1110 Douglas Avenue, Ste. 3000
Altamonte Springs, FL 32714
15-115

HERNANDO COUNTY
HOUSING AUTHORITY
1661 Blaise Drive
BROOKSVILLE, FL 34601

SECOND MORTGAGE
UNDER
HERNANDO COUNTY, FLORIDA
HOMEOWNERSHIP PROGRAM
DOWN PAYMENT ASSISTANCE PROGRAM

This is a Mortgage where the Balance is due at the time the home is sold, transferred, foreclosed upon or ceases to be the borrower/recipient's primary residence, which ever may occur first. After thirty (30) years, if the borrower/recipient continues to live in the unit the loan is forgiven.

THIS SECOND MORTGAGE is made this 9 day of March, 2015 between the Mortgagor, Karen A. Conti, (herein the "Borrower") and the Mortgagee, Hernando County, a political sub-division of the State of Florida whose address is 20 North Main Street, Brooksville, FL 34601-2800 (herein the "County").

WHEREAS, the Borrower has applied for a loan under the County's Down Payment Assistance Program for the purchase of the Property (as defined herein), which Mortgage Loan shall be secured by a first mortgage lien (the "First Mortgage") in favor of, **Karen A. Conti, (a single woman)**. The Borrower has applied to the County for a Down Payment Assistance Loan in the amount of **Twenty Thousand Dollars and 00/100 ($20,000.00)** (the "Loan"). The Borrower, along with his/her/their family, intends to reside as a household in the Property (as defined herein), which Property is a single-family residence. The Borrower's total family income at the time of its application for the Loan is less than Eighty Percent (80%) of Hernando County's median family income. The Borrower is eligible to participate in the County's Down Payment Assistance Program and the County has agreed to make the Loan to the Borrower pursuant to said program; and

WHEREAS, the Borrower is indebted to the County in the principal Twenty Thousand Dollars and 00/100 **($20,000.00)**, which indebtedness is evidenced by the Borrower's Promissory Note dated March 9, 2015, and extensions, additions, fees and renewals dated thereof (herein "Note"), providing for payment of the principal indebtedness. If not sooner paid, the Note is due and payable on the sale of the property or when it is no longer the Borrower's primary residence.

TO SECURE to the County the repayment of the indebtedness evidenced by the Note, the payment of all other sums, advanced in accordance herewith to protect the security of this Mortgage; and the performance of the covenants and agreements of the Borrower herein contained, the Borrower does hereby mortgage, grant and convey to the County the following described property located in the County of Hernando, State of Florida:

Lot 7, Block 1160, Spring Hill Unit 17, according to the map or plat thereof, as recorded in Plat Book 9, Page(s) 31 through 46, inclusive, of the Public Records of Hernando County, Florida.

which has an address of 10444 Keystone Street, Spring Hill,
(Street) *(City)*
Florida 34608 (herein the "Property Address"); Key #00628182
(Zip Code)

TOGETHER with all the improvements now or hereafter erected on the property, and all easements, rights, appurtenances and rents, all of which shall be deemed to be and remain a part of the property covered by this Mortgage;

Note: This document was presented for Recording containing SOME ENTRIES THAT ARE OF POOR QUALITY AND MAY NOT BE LEGIBLE.

BEST COPY POSSIBLE

and all of the foregoing, together with said property (or the leasehold estate if this Mortgage is on a leasehold) are hereinafter referred to as the "Property."

BORROWER COVENANTS, represents and warrants to the County and its successors and assigns that Borrower is lawfully seized of the estate hereby conveyed and has the right to mortgage, grant and convey the Property and that the Property is unencumbered, except for the mortgage lien of the First Mortgage in favor Residential * _____, and for other encumbrances of record. Borrower covenants, represents and warrants to the County and its successors and assigns that Borrower will defend generally the title to the Property against all claims and demands, subject to the mortgage lien of the First Mortgage and other encumbrances of record.

BORROWER FURTHER COVENANTS and agrees with the County as follows:

1. Payment. The Borrower shall promptly pay when due the indebtedness evidenced by the Note. Recipients/Borrower(s) may repay their loan at any time in a lump sum payment.

2. Prior Mortgages and Deeds of Trust; Charges; Liens. The Borrower shall perform all of the Borrower's obligations under the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage, including the Borrower's covenants to make payments when due. The Borrower shall pay or cause to be paid all taxes, assessments and other charges, fines and impositions attributable to the Property which may attain a priority over this Mortgage, and leasehold payments or ground rents, if any.

3. Hazard Insurance. The Borrower shall keep the improvements now existing or hereafter erected on the Property insured against loss by fire, hazards included within the term "extended coverage", and such other hazards as the County may require and in such amounts and for such periods as the County may require.

The insurance carrier providing the insurance shall be chosen by the Borrower subject to approval by the County; provided, that such approval shall not be unreasonably withheld. All insurance policies and renewals thereof shall be in a form acceptable to the County and shall include a standard mortgage clause in favor of, and in a form acceptable to the County. The County shall have the right to hold the policies and renewals thereof, subject to the terms of the First Mortgage and any other mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

In the event of loss, the Borrower shall give prompt notice to the insurance carrier and to the County. The County may make proof of loss if not made promptly by the Borrower.

If the Property is abandoned by the Borrower, or if the Borrower fails to respond to the County within thirty (30) days from the date notice is mailed by the County to the Borrower that the insurance carrier offers to settle a claim for insurance benefits, the County is authorized to collect and apply the insurance proceeds at the County's option either to restoration or repair of the Property or to the sums secured by this Mortgage subject to the actions of First Mortgagee.

4. Preservation and Maintenance of Property, Leaseholds; Condominiums; Planned Unit Developments. The Borrower shall keep the Property in good repair and shall not commit waste or permit impairment or deterioration of the Property. If this Mortgage is on a unit in a condominium or a planned unit development, the Borrower shall perform all of the Borrower's obligations under the declaration or covenants creating or governing such condominium or planned unit development, the by-laws and regulations of the condominium or planned unit development, and constituent documents.

5. Protection of County's Security. If the Borrower fails to perform the covenants and agreements contained in this Mortgage, or if any action or proceeding is commenced which materially affects the County's interest in the Property, then the County may do and pay whatever is necessary to protect the value of the Property and County's rights in the Property, including payment of taxes, hazard insurance and other items as may be required by this Mortgage. Pursuant thereto, the County may disburse such sums on Borrower's behalf, including reasonable attorneys' fees, and take such action as is necessary to protect the County's interest in the Property. If the County required mortgage insurance as a condition of making the Loan secured by this Mortgage, the Borrower shall pay the premiums required to maintain such insurance in effect until such time as the requirement for such insurance terminates in accordance with the Borrower's and the County's written agreement or applicable law.

Any amounts disbursed by the County pursuant to this Paragraph 5, with interest thereon, at the rate of twelve percent (12%) per annum, shall become additional indebtedness of the Borrower secured by this Mortgage. Unless the parties agree to other terms of payment, such amounts shall be payable upon notice from the County to the Borrower requesting payment thereof. Nothing contained in this Paragraph 5 shall require the County to incur any expense or take any action hereunder.

* Acceptance Corporation

6. Inspection. The County may make or cause to be made reasonable entries upon and inspections of the Property; provided that the County shall give the Borrower notice prior to any such inspection specifying reasonable cause therefore related to the County's interest in the Property.

7. Condemnation. The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation or other taking of the Property, or part thereof, or for conveyance in lieu of condemnation, are hereby assigned and shall be paid to the County, subject to the terms of any mortgage, deed of trust or other security agreement with a lien which has priority over this Mortgage.

8. Borrower Not Released; Forbearance By County Not a Waiver. Extension of the time for payment or modification of the sums secured by this Mortgage granted by the County to any successor in interest of the Borrower shall not operate to release, in any manner, the liability of the original Borrower and the Borrower's successors in interest. The County shall not be required to commence proceedings against such successor or refuse to extend time for payment or otherwise modify the sums secured by this Mortgage by reason of any demand made by the original Borrower and the Borrower's successors or remedy hereunder, or otherwise afforded by applicable law, shall not be a waiver of or preclude the exercise of any such right or remedy.

9. Successors and Assigns Bound; Joint and Several Liability, Co-signers. The covenants and agreements herein contained shall bind, and the rights hereunder shall insure to, the respective successors and assigns of the County subject to the provisions of Paragraph 14 hereof. If more than one Borrower executes this Mortgage, all covenants, representations, warranties and agreements of Borrower shall be joint and several. Any Borrower who co-signs this Mortgage, agrees that County and any other Borrower hereunder may agree to extend, modify, forbear, or make any other accommodations with regard to the terms of this Mortgage or the Note without that Borrower's consent and without releasing that Borrower or modifying this Mortgage as to that Borrower's interest in the Property.

10. Notice. Except for any notice required under applicable law to be given in another manner, (a) any notice to the Borrower provided for in this Mortgage shall be given by delivering it or by mailing such notice by certified or registered mail, postage prepaid, addressed to the Borrower at the Property Address or at such other address as the Borrower may designate by notice to the County as provided herein, and (b) any notice to the County shall be given by certified or registered mail, postage prepaid, to the County's address stated on page 1 hereof, or to such other address as the County may designate by notice to the Borrower as provided herein. Any notice provided for in this mortgage shall be deemed to have been given to the Borrower or the County when given in the manner designated herein.

11. Governing Law; Severability; Costs. This Mortgage shall be governed by the laws of the State of Florida, and, to the extent applicable hereto, the laws and regulations of the United States of America. In the event that any provision or clause of this Mortgage or the Note conflicts with applicable law, such conflict shall not affect other provisions of this Mortgage or the Note which can be given effect without the conflicting provision, and to this and the provisions of this Mortgage and the Note are declared to be severable. As used herein, "costs", "expenses" and "attorneys' fees" include all sums to the extent not prohibited by applicable law or limited herein.

12. Borrower's Copy. Borrower shall be furnished a conformed copy of the Notice and of this Mortgage at the time of execution or after recordation hereof.

13. Rehabilitation Loan Agreement. Borrower shall fulfill all of the Borrower's obligations under any home rehabilitation, improvement, repair, or other loan agreement which Borrower enters into. At the County's option, the County may require Borrower to execute and deliver to the County, in a form acceptable to the County, an assignment of any rights, claims or defenses which Borrower may have against parties who supply labor, materials or services in connection with improvements made to the Property.

14. Transfer of the Property. If all or any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Borrower is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the Property, or if the Property is leased or rented, the Note secured by this Mortgage shall immediately become due and payable as provided herein.

The County shall give Borrower notice of acceleration. The notice shall provide a period of not less than thirty (30) days from the date the notice is given as provided in Paragraph 10 hereof within which the Borrower must pay all sums secured by this Mortgage. If Borrower fails to pay these sums prior to the expiration of this period, the County may invoke any remedies permitted by this Mortgage without further notice or demand on the Borrower.

15. Acceleration; Remedies. Except as provided in Paragraph 14 hereof, upon the Borrower's breach of any covenant or agreement of the Borrower in this Mortgage, including the covenants to pay when due any sums secured by

this Mortgage, or in the event that the Borrower shall have made material misrepresentations or material omissions in his/her/their application for a Down Payment Assistance Loan, the County, at the County's option, may declare the Note secured by this Mortgage to be immediately due and payable without further demand and may foreclose this Mortgage by judicial proceeding. Prior to acceleration of the Note, the County shall give notice to the Borrower as provided in Paragraph 10, thereof specifying (1) the breach (if the breach is curable); (2) the action required to cure such breach; (3) a date, not less than ten (10) days from the date the notice is mailed to Borrower, by which such breach must be cured; and (4) that failure to cure such breach on or before the date specified in the notice may result in acceleration of the Note secured by this Mortgage, foreclosure by judicial proceeding, and sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to assert in the foreclosure proceeding the nonexistence of a default or any other defense of Borrower to acceleration and foreclosure. The County shall be entitled to collect in such proceeding all expenses of foreclosure, including, but not limited to, reasonable attorneys' fees, court costs, and cost of documentary evidence, abstracts and title reports.

16. Borrower's Right to Reinstate. Notwithstanding the County's acceleration of the Note secured by this Mortgage due to the Borrower's breach, the Borrower shall have the right to have any proceedings begun by the County to enforce this Mortgage discontinued at any time prior to entry of a judgment enforcing this Mortgage if: (a) the Borrower pays the County all sums which would then be due had no acceleration occurred; (b) the Borrower cures all breaches of any other covenants or agreements of the Borrower contained in this Mortgage; (c) the Borrower pays all reasonable expenses incurred by the County in enforcing the covenants and agreements of the Borrower contained in this Mortgage, and in enforcing the County's remedies as provided in Paragraph 15 hereof, including, but not limited to, reasonable attorneys' fees and court costs; and (d) the Borrower takes such action as the County may reasonably require to assure that the lien of this Mortgage, the County's interest in the Property and the Borrower's obligation to pay the Note secured by this Mortgage shall continue unimpaired. Upon such payment and cure by the Borrower, this Mortgage and the obligations secured hereby shall remain in full force and effect as if no acceleration had occurred.

17. Release. Upon payment of all sums secured by this Mortgage, the County shall release this Mortgage without charge to Borrower. Borrower shall pay all costs of recordation, if any.

18. Attorney's Fees. As used in this Mortgage and in the Note, "attorneys' fees" shall include attorneys' fees, if any, incurred in connection with the collection or enforcement of this Mortgage or of the Note, whether or not suit is brought and whether incurred at trial, on appeal, in bankruptcy proceedings or otherwise.

19. Refinancing of First Mortgage. In the event the borrower/homeowner refinances the first mortgage during the term of this loan, the County will only subordinate to the new first mortgage lender if the amount of the new mortgage does not exceed the total of the remaining principal balance of the original first mortgage plus reasonable and actually incurred refinancing costs (i.e. there can be no cash back to the homeowner or any payout not related to the original first mortgage payoff and actual refinancing costs).

20. Special Homeownership Assistance Program; Down Payment Assistance Program; Covenants, Representations. The Borrower covenants, represents and warrants to the County that: (a) the Borrower, along with his/her/their family, intends to reside as a household in the Property; (b) the Property is a single-family residence, (c) the Borrower's total family income at the time of its application for the Loan was less than eighty percent (80%) of Hernando County's median income and (d) the Borrower is eligible to participate in the County's Down Payment Assistance Program.

The County consents to any agreement or arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note and the First Mortgage, including any provision requiring the repayment of money.

If any provision of the Promissory Note secured by the Second Mortgage conflicts with any provision of the First Note or the First Mortgage, the terms and provisions of the First Note and the First Mortgage shall govern.

In the event of a foreclosure or a deed in lieu of foreclosure of the First Mortgage, any provision herein or in any collateral agreement restricting the use of the Property or restricting the Borrower's ability to sell the Property shall have no further force or effect on subsequent owners or purchasers of the Property. Any person, including his successors and assigns (other than the Borrower or a related entity or person to the Borrower), receiving title to the Property through a foreclosure or deed in lieu of foreclosure of the First Mortgage shall receive title to the Property free and clear from such restrictions. Furthermore, if the First Lender acquires title to the Property pursuant to a deed in lieu of foreclosure, the

lien of this Second Mortgage shall automatically terminate upon the First Lender's acquisition of title.

NOTICE TO BORROWER

DO NOT SIGN THIS MORTGAGE IF IT CONTAINS BLANK SPACES. ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN.

THIS IS A MORTGAGE SECURING A PRINCIPAL BALANCE DUE ON A NOTE WHICH IS $20,000.00, TOGETHER WITH FEES, EXTENTIONS, RENEWALS OR ADDITIONS UNDER THE TERMS OF THIS SECOND MORTGAGE.

Signed, sealed and delivered in the presence of:

Witness #1

Name: Kimberly A Morrison

Witness #2

Name: Pauline L. Phillips

Borrower

Karen A Conti

Karen A. Conti

Address

Signature

Borrower

Address

Signature

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing was acknowledged before me this 9th day of March 2015, by Karen A. Conti, who is personally known to me or who has produced a valid drivers license as identification and who did not take an oath.

Signature Notary

PREPARED BY:
HERNANDO COUNTY HOUSING AUTHORITY
1661 BLAISE DRIVE
BROOKSVILLE, FL 34601
(352)754-4160

NOTARY PUBLIC STATE OF FLORIDA
KIMBERLY A. MORRISON
MY COMMISSION # EE 187255
EXPIRES: June 12, 2016

Hernando County Housing Authority
1661 Blaise Drive
Brooksville, Florida 34601

PROMISSORY NOTE
HERNANDO COUNTY, FLORIDA
HOMEOWNERSHIP ASSISTANCE PROGRAM
DOWN PAYMENT ASSISTANCE LOAN

Date: March 9 ,*2015* , *Brooksville, Florida*

Borrower(s): **Karen A. Conti (a single woman)**
Property Address: **10444 Keystone Street, Spring Hill, FL 34608**
Property Legal Description:

Lot 7, Block 1160, Spring Hill Unit 17, according to the map of plat thereof, as recorded in Plat Book 9, Page(s) 31 through 46, inclusive, of the Public Records of Hernando County, Florida.

Parcel ID **#R32 323 17 5170 1160 0070**

1. ***BORROWERS PROMISE TO PAY***

I/We promise to pay **Twenty Thousand Dollars and 00/100 ($20,000.00)** (this amount will be called "principal") to the order of HERNANDO COUNTY, FLORIDA, whose address is 20 North Main Street, Brooksville, Fl 34601-2800 (the "Lender") or to any other holder of this Note. I/We understand that the Lender may transfer this Note. The Lender or anyone who takes this Note by transfer and who is entitled to receive payments under this Note will be called the "Note Holder".

2. ***INTEREST***

Interest on this Note shall be zero percent (0%) per annum.

3. ***PAYMENTS***

After thirty (30) years, if the recipient continues to live in the unit the loan is forgiven. Otherwise, principal payments shall be deferred until the house is sold, transferred, foreclosed upon, Note accelerated, or ceases to be the recipient's primary residence whichever may occur first. In the event that I/We sell, transfer, or rent my/our home, or in the event I/We cease to occupy the home as the individual/family's primary residence for any voluntary or involuntary reason, I/We agree to immediately pay the entire sum due under this Note. My/Our total payment shall be **Twenty Thousand Dollars and 00/100 ($20,000.00)**.

I/We will make my/our payment at Lender's address as stated in Section 1 above, or at a different place if required by the Note Holder.

4. ***BORROWER'S PAYMENT BEFORE THEY ARE DUE***

I/We have the right to make payment, in full, on this Note at any time before it is due. Such payment is known as a "full prepayment". No partial prepayments can be made at any time on the principal of the loan. When I/We make full payment, I/We will inform the Note Holder in a letter that I/We am/are doing so.

5. ***BORROWER'S FAILURE TO PAY AS REQUIRED***

A) DEFAULT:

If I/We do not pay the full amount as required in Section 3 above, I/We will be in default. If I/We am/are in default, the Note Holder may bring about any action not prohibited by applicable law and require me/us to pay Holder's cost and expenses as described in Section B below.

B) PAYMENT OF NOTE HOLDER'S COST AND EXPENSES

If the Note Holder takes such actions as described above, the Note Holder will have the right to be paid back for all of its costs and expenses, including but not limited to reasonable attorney's fees.

6. ***THIS NOTE SECURED BY A MORTGAGE***

In addition to the protection given to the Note Holder under this Note, a Second Mortgage, dated March 9, 2015, protects the Note Holder from possible losses which might result if I/We do not keep the promises which I/We make in this Note. That Second Mortgage describes how and under what conditions I/We may be required to make immediate payment in full of all amounts that I/We owe under this Note. This Note and the Second Mortgage are non-assumable.

7. ***BORROWER'S WAIVERS***

I/We waive my/our rights to require the Note Holder to do certain things. Those things are: a) to demand payment of the amount due (known as "presentment"); b) to give notice that amounts due have not been paid (known as "notice of dishonor"); and c) to obtain an official certification of nonpayment (known as a "protest"). Any co-signer, guarantor, surety or endorser who agrees to keep the promises I/We have made this Note, by signing this Note or by executing a separate agreement to make payments to the Note Holder if I/We fail to keep my/our promises under this Note, also waives these rights.

8. ***GIVING NOTICE***

Any notice that must be given to me/us under this Notice will be given by delivering it or by mailing it by certified or registered mail, postage prepaid, addressed to me/us at the Property Address above. A notice will be delivered or mailed to me/us at a different address if I/We give the Notice Holder a notice of an address change.

Any notice that must be given to the Note Holder under this Note will be given by mailing it by certified or registered mail, postage prepaid, to the Note Holder at the Lender's address stated in Section 1 above. A notice will be mailed to the Note Holder at a different address if I/We give a notice of an address change.

9. *RESPONSIBILITY OF PERSONS UNDER THIS NOTE*

If more than one person signs this Note, each of us is fully and personally obligated to pay the full amount owed and to keep all of the promises made in this Note. Any guarantor, surety, or endorser of this Note (as described in Section 7 above) is also obligated to do these things. The Note Holder may enforce its rights under this Note against each of us individually or against all of us together and may enforce its rights against any of us in any order. This means that any one of us may be required to pay all of the amounts owed under this Note.

10. *NOTICES TO BORROWER(S)*

This Promissory Note and the Second Mortgage Agreement securing payment of the Note is expressly made subject and subordinate to the terms and conditions specified in that certain Promissory Note having an original principal face amount of **$63,186.00** dated March 9, 2015, the ("First Note"), made by Borrower payable to **Residential Acceptance Corporation, and/or The Secretary of Housing and Urban Development, ISAOA/ATIMA**, ("First Lender") and secured by that certain Mortgage from Borrower to the First Lender, dated March 9, 20_, recorded in Official Record Books 3198, page 1746, in the Clerk's Office of Hernando County, Florida(the First Mortgage).

The Lender consents to any agreement or arrangement in which the First Lender waives, postpones, extends, reduces or modifies any provisions of the First Note or the First Mortgage, including any provision requiring the repayment of money, with the exception of a "cash-out" refinance agreement.

If any provision of this Promissory Note or the Second Mortgage Agreement conflicts with any provision of the First Note or the First Mortgage Agreement, the terms and provision of the First Note and the First Mortgage Agreement shall govern.

NOTICE TO BORROWER(S)

DO NOT SIGN THIS NOTE IF IT CONTAINS BLANK SPACES.
ALL SPACES SHOULD BE COMPLETED BEFORE YOU SIGN.

Karen A Conk
Signature:

Signature:

Signature:

Notary Signature

PREPARED BY:
Hernando County Housing Authority
1661 Blaise Drive
Brooksville, Florida 34601
(352) 754-4160

NOTARY PUBLIC STATE OF FLORIDA
KIMBERLY A. MORRISON
MY COMMISSION # EE 187255
EXPIRES: June 12, 2016

SATISFACTION OF MORTGAGE

HERNANDO COUNTY, FLORIDA

State Housing Initiative Partnership (SHIP)

Down Payment Assistance Program

-For Recording Use Only Above Line-

KNOWN ALL MEN BY THESE PRESENTS: That **HERNANDO COUNTY**, a political subdivision of the State of Florida, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604; the owner and holder of a certain mortgage executed by **KAREN A. CONTI** to **HERNANDO COUNTY**, bearing date of March 9, 2015, recorded in Official Records Book 3198, Page 1763, in the Public Records of Hernando County, Florida, securing a certain note in the principal sum of Twenty Thousand and 00/100 Dollars ($20,000.00), and that modification of mortgage bearing date of August 27, 2015, recorded in Official Records Book 3281, Page 441, in the Public Records of Hernando County, Florida, securing that certain modified note in the principal sum of Nineteen Thousand Forty-Three and 34/100 Dollars ($19,043.34), and certain promises and obligations set forth in said mortgage, upon the property situated in Hernando County, Florida as follows, to wit:

LOT 7, BLOCK 1160, SPRING HILL UNIT 17, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 9, PAGE(S) 31 THROUGH 46, INCLUSIVE, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA
PARCEL ID #: R32 323 17 5170 1160 0070

Which has an address of: **10444 Keystone Street, Spring Hill, FL 34608**

hereby acknowledges satisfaction of said note and mortgage deed, and surrenders the same as canceled, and hereby directs the Clerk of the Circuit Court of Hernando County, Florida to cancel same of record.

IN WITNESS WHEREOF, Hernando County has set its hand and seal this _____ day of _____, 2026.

HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS

_____

Jerry Campbell, Chairman

ATTEST:

_____

Douglas A. Chorvat, Jr., Clerk of the Circuit Court

Approved for Form and Legal Sufficiency:

By: Natasha López Perez

County Attorney's Office

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2026, by Jerry Campbell, Chairman of the Hernando County Board of County Commissioners, who ☐ is personally known to me or ☐ has produced _____ as identification.

_____

(Signature of person taking acknowledgment)

_____

(Name typed, printed or stamped)

_____

(Title or rank) (Serial number, if any)

Prepared By & Return To: Hernando County Housing & Supportive Services, 621 West Jefferson Street, Brooksville, FL 34601

TITLE
Acceptance of Perpetual Utility Easement From 4685 Mazco, LLC, With Hernando County Water and Sewer District for Property Located at 4685 Commercial Way, Regency Oaks Commercial Subdivision

BRIEF OVERVIEW
Hernando County Water and Sewer District (HCUD) has received a Perpetual Utility Easement from 4685 Mazco, LLC. This easement is needed to provide development access for connection to existing HCUD utilities through the Regency Oaks Commercial Subdivision at 4685 Commercial Way, Key No. 1299516.

STRATEGIC PLAN INITIATIVES
N

FINANCIAL IMPACT
There is no financial impact.

LEGAL NOTE
The Board has authority to act on this matter pursuant to Chapter 125, Florida Statutes.

RECOMMENDATION
It is recommended that the Board accept the attached Perpetual Utility Easement from 4685 Mazco, LLC to Hernando County Water and Sewer District.

REVIEW PROCESS

Katrina Tejera	Escalated	04/23/2026 5:19 PM
Grace Sheppard	Approved	04/24/2026 8:34 AM
Grace Sheppard	Delegated	04/24/2026 8:37 AM
Katrina Tejera	Approved	04/24/2026 8:47 AM
Brad Smith	Approved	04/27/2026 7:57 AM
Stephanie Stevens	Approved	04/27/2026 2:32 PM
Erin Dohren	Approved	04/29/2026 7:03 AM
Pamela Hare	Approved	04/29/2026 10:17 AM
Jon Jouben	Approved	04/29/2026 12:24 PM
Heidi Prouse	Approved	04/30/2026 12:45 PM
Toni Brady	Approved	05/04/2026 8:12 AM
Jeffrey Rogers	Approved	05/04/2026 10:11 PM
Jessica Wright	Approved	05/05/2026 10:07 AM

Prepared by and Return to:
Hernando County Attorney's Office
20 North Main Street, Suite 462
Brooksville, Florida 34601

PERPETUAL UTILITY EASEMENT

THIS EASEMENT, made this 15th day of April, 2026, between **4685 MAZCO LLC**, a limited liability company, whose address is 7881 Wandering Way Orlando, Florida 32836 hereinafter referred to as the "Grantor", and **Hernando County Water and Sewer District**, a body corporate and politic of the State of Florida, by and through its Board of County Commissioners, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604, hereinafter referred to as the "Grantee":

WITNESSETH:

The Grantor in consideration of the sum of ten dollars and no cents ($10.00) and other good and valuable consideration in hand paid by the said Grantee to the Grantor, receipt whereof is hereby acknowledged, has granted, quitclaimed and conveyed unto the said Grantee, its successors and assigns forever, a Perpetual Utility Easement and right-of-way, hereinafter referred to as the "Easement", for the purpose of clearing, excavating, constructing, inspecting, improving, repairing and/or maintaining public utility facilities in, upon, under, over, across and through the following described land in the County of Hernando, State of Florida, to wit:

See **Exhibits "A" and "B"** (legal description and sketch consisting of 2 sheets) attached hereto and made a part hereof by reference.

Parcel ID Number: **R10 223 17 3254 00B0 0000**

TO HAVE AND TO HOLD the same unto said Grantee, its successors and assigns forever, together with the reasonable right to enter and depart over and upon adjoining lands of the Grantor for the purpose of exercising the rights herein granted, so long as the land is restored to as good or better condition than originally found upon completion of construction or maintenance.

Grantor covenants to the Grantee that it is lawfully seized of said land and that it has good, right and lawful authority to grant this Easement.

Grantor hereby covenants and agrees that the Grantor shall not locate, place, construct, install, create, permit or allow any buildings or permanent structures or obstacles (including but not limited to landscaping, trees, fences and walls) within the Easement and the Grantor shall not interfere with the Grantee's utility facilities within the Easement.

Grantor further covenants to indemnify and hold harmless Grantee from any and all damages and injuries, whether to persons or property, resulting from interference with the Grantee's utility facilities by the Grantor or its officers, directors, employees, agents, guests, heirs, successors, or assigns.

This Easement shall be recorded in the Public Records of Hernando County, Florida.

IN WITNESS WHEREOF, Grantor has caused these presents to be duly signed the day and year first above written.

Grantor(s):
4685 MAZCO LLC

By: Hamad Mazhir
Hamad Mazhir, Manager

Signed, sealed and delivered in the presence of:
(Signature of two witnesses required by Florida Law)

Witness: _____

Print Name: GAURANG PATEL
Address: 10151 university blvd
orlando, FL 32817.

Witness: _____

Print Name: DHWANI SHAH.
Address: 10151 university blvd
orlando, FL 32817

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me by means of X physical presence or ☐ online notarization this 15th day of April, 2026, by Hamad Mazhir, as Manager of 4685 Mazco LLC, a Florida limited liability company, on behalf of the company. He/~~She~~ is ☐ personally known to me or has X produced FLDL, as identification.

(NOTARY SEAL)

Notary Public State of Florida
Easha I. Shah
My Commission HH 714293
Expires 9/19/2029

Notary Public
Print Name: EASHA . I . SHAH
Commission No. HH714293
My Commission expires: Sept 19, 2029.

LEGAL DESCRIPTION – EXHIBIT A

A PORTION OF TRACT–B, REGENCY OAKS COMMERCIAL SUBDIVISION AS RECORDED IN PLAT BOOK 29, PAGES 22–23 OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA AND LYING IN SECTION 10, TOWNSHIP 23 SOUTH, RANGE 17 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE POINT OF INTERSECTION OF THE SOUTHWESTERLY RIGHT–OF–WAY LINE OF BREAKWATER BOULEVARD AS SHOWN ON THE PLAT OF SAID REGENCY OAKS COMMERCIAL, AND THE WESTERLY RIGHT–OF–WAY LINE OF U.S. HIGHWAY #19, SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF SAID TRACT–B; THENCE ALONG THE WESTERLY RIGHT–OF–WAY LINE OF SAID U.S. HIGHWAY #19, RUN S39°18'20"W, 67.67 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID RIGHT–OF–WAY LINE, S39°18'20"W, 202.33 FEET TO THE SOUTH BOUNDARY LINE OF SAID TRACT–B; THENCE LEAVING SAID WESTERLY RIGHT–OF–WAY LINE, RUN ALONG THE SOUTH BOUNDARY LINE OF SAID TRACT–B, N50°41'40"W, 15.00 FEET; THENCE N39°18'20"E, 202.33 FEET TO THE SOUTH BOUNDARY LINE OF TRACT B–1, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2457, PAGE 1052 OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA; THENCE ALONG THE SOUTH LINE OF SAID TRACT B–1, RUN S50°41'40"E, 15.00 FEET TO THE WESTERLY RIGHT–OF–WAY LINE OF U.S. HIGHWAY #19, AND THE POINT OF BEGINNING.

CONTAINING 0.07 ACRES MORE OR LESS.

LEGEND AND ABBREVIATIONS

C1 = SEE CURVE TABLE
L1 = SEE LINE TABLE
(C) = CALCULATED
(R) = RECORD OR PLAT
R/W = RIGHT OF WAY
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
SEC = SECTION
C.L.F. = CHAIN LINK FENCE
O.R. = OFFICIAL RECORD

P.G. = PAGE
FN&D = FOUND NAIL AND DISK
SIPC = SET IRON PIN AND CAP
FIPC = FOUND IRON PIN AND CAP
FCM = FOUND CONCRETE MONUMENT
= DESCRIPTIVE POINT
= FOUND CONCRETE MONUMENT (AS SHOWN)
= FOUND IRON PIN AND CAP (AS SHOWN)
= FOUND NAIL AND DISK (AS SHOWN)
FM = FORCEMAIN GATE VALVE

1. BEARINGS SHOWN HEREON BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983 (NAD 83), 2011 ADJUSTMENT, ESTABLISHING AN ASSUMED BEARING OF *** ALONG THE NORTH LINE OF THE SUBJECT PROPERTY. BEARINGS SHOWN HEREON ARE GRID BEARINGS.
2. BASIS FOR SURVEY IS DESCRIPTION, RECORD PLAT, AND MONUMENTATION FOUND IN PLACE.
3. NO UNDERGROUND IMPROVEMENTS OR UTILITIES HAVE BEEN LOCATED EXCEPT AS NOTED. THE HORIZONTAL LOCATION OF UNDERGROUND IMPROVEMENTS IS BASED ON THE FLAGGED LOCATION PROVIDED BY THE CONTRACTOR. SOFT DIGS TO CONFIRM SAID LOCATIONS WERE NOT PERFORMED EXCEPT WHERE TOP OF PIPE ELEVATIONS ARE INDICATED.
4. THIS SURVEY IS OF VISIBLE FEATURES ONLY. UNDERGROUND ENCROACHMENTS, IF ANY, WERE NOT LOCATED. GUTTERS, OVERHANGS, WINDOW SILLS, OR UNDERGROUND FOUNDATIONS NOT LOCATED.
5. THE OWNERSHIP OF FENCES, IF ANY EXIST, ON OR NEAR THE PROPERTY LINES IS NOT KNOWN BY THIS SURVEYOR.
6. ADDITIONS, DELETIONS REPRODUCTION OF SURVEY DRAWINGS BY OTHER THAN THE SIGNED PARTY OR PARTIES IS PROHIBITED BY LAW WITHOUT WRITTEN CONSENT OF THE SIGNED PARTY OR PARTIES.
7. THIS SURVEY MAP IS VALID ONLY TO THOSE PERSONS OR ENTITIES NAMED HEREON. COASTAL ENGINEERING ASSOCIATES, INC. WILL ASSUME NO RESPONSIBILITY FOR THE UNAUTHORIZED REPRODUCTION AND/OR REDISTRIBUTION OF THIS SURVEY MAP.
8. THIS SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A COMPLETE TITLE REPORT OR TITLE ABSTRACT AND THEREFORE MAY NOT NECESSARILY SHOW ALL RIGHT–OF–WAYS, EASEMENTS OR OTHER ENCUMBRANCES OF RECORD.
9. THIS PROPERTY IS SUBJECT TO ANY DEDICATION, LIMITATIONS, RESERVATIONS, RESTRICTIONS, AND/OR EASEMENTS OF RECORD AND NOT OF RECORD.
10. THE EXPECTED USE OF THE PROPERTY AS DESCRIBED HEREON, AS CLASSIFIED IN THE STANDARDS OF PRACTICE (5J–17 OF THE FLORIDA ADMINISTRATIVE CODE), IS "SUBURBAN". THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS TYPE OF BOUNDARY SURVEY IS 1 FOOT IN 7,500 FEET. THE ACCURACY OBTAINED BY MEASUREMENT AND CALCULATION OF A CLOSED GEOMETRIC FIGURE WAS FOUND TO MEET OR EXCEED THIS REQUIREMENT.
11. THE PROPERTY DESCRIBED HEREON APPEARS TO BE IN FLOOD ZONE X (AREA DETERMINED TO FALL OUTSIDE OF THE 1% CHANCE ANNUAL FLOODPLAIN) AS SCALED FROM THE FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 120110, MAP NUMBER 12053C, PANEL NUMBER 0000–D, EFFECTIVE DATE 02/02/2012.

JOB No: 25088–4 UTIL–1

SHEET 1 OF 2

DATE	DRAWN BY	SURVEYOR	
03/30/26	TJC	SMD	

REVISION	
DATE	COMMENTS

REUSE OF DOCUMENT

THIS DOCUMENT, COMPRISED OF THE INCORPORATED IDEAS AND DESIGNS, AS AN INSTRUMENT OF PROFESSIONAL SERVICE, IS THE PROPERTY OF COASTAL ENGINEERING ASSOCIATES, INC. AND IS NOT TO BE USED, IN WHOLE OR IN PART FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN AUTHORIZATION OF COASTAL ENGINEERING ASSOCIATES, INC.

Coastal engineering associates, inc.
Engineering
Planning
Surveying
Environmental
Transportation
Construction Management

966 Candlelight Boulevard - Brooksville - Florida 34601
(352) 796-9423 - Fax (352) 799-8359
EB-0000142

SURVEYORS CERTIFICATE

THIS SURVEY MEETS ALL APPLICABLE REQUIREMENTS OF THE FLORIDA STANDARDS OF PRACTICE AS CONTAINED IN CHAPTER 5J–17 OF THE FLORIDA ADMINISTRATIVE CODE.

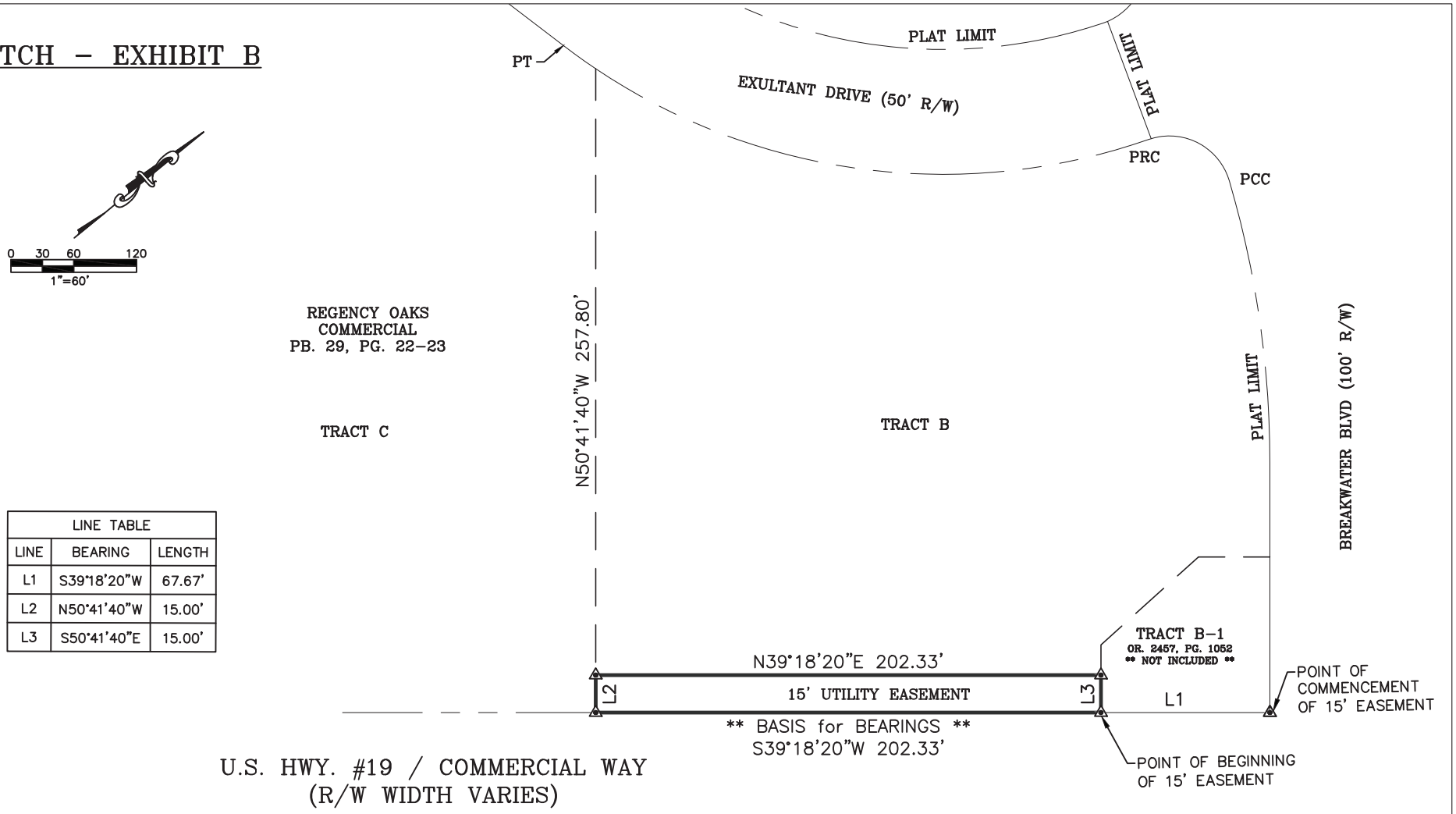
SCOTT M. OSBORNE, PSM — DATE SIGNED
PROFESSIONAL SURVEYOR AND MAPPER, FLORIDA CERTIFICATE NO. LS 6028
SURVEY NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER FOR HARD COPIES OR DIGITIZED SIGNATURE AND SEAL ACCOMPANIED BY A VALID ELECTRONIC SIGNATURE OF A FLORIDA LICENSED SURVEYOR AND MAPPER FOR ELECTRONIC COPIES

SKETCH ONLY

FOR LEGAL DESCRIPTION OF A UTILITY EASEMENT
**** NOT A BOUNDARY SURVEY ****
SECTION 10, TOWNSHIP 23 SOUTH, RANGE 17 EAST
HERNANDO COUNTY, FLORIDA

PREPARED FOR AND CERTIFIED TO: MAZCO, LLC

SKETCH – EXHIBIT B



LINE TABLE		
LINE	BEARING	LENGTH
L1	S39°18'20"W	67.67'
L2	N50°41'40"W	15.00'
L3	S50°41'40"E	15.00'

LEGEND AND ABBREVIATIONS

C1 = SEE CURVE TABLE
L1 = SEE LINE TABLE
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(R) = RECORD OR PLAT
R/W = RIGHT OF WAY
P.O.C. = POINT OF COMMENCEMENT
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O.R. = OFFICIAL RECORD
P.G. = PAGE
FN&D = FOUND NAIL AND DISK
SIPC = SET IRON PIN AND CAP
FIPC = FOUND IRON PIN AND CAP
FCM = FOUND CONCRETE MONUMENT
▲ = DESCRIPTIVE POINT
□ = FOUND CONCRETE MONUMENT (AS SHOWN)
○ = FOUND IRON PIN AND CAP (AS SHOWN)
△ = FOUND NAIL AND DISK (AS SHOWN)
FM = FORCEMAIN GATE VALVE

1. BEARINGS ARE BASED ON THE WESTERLY RIGHT–OF–WAY LINE OF U.S. HIGHWAY #19, ESTABLISHING AN ASSUMED BEARING OF S39°18'20"W AS SHOWN ON THE PLAT OF RECORD. BEARINGS SHOWN HEREON ARE BASED ON ASSUMED COORDINATES AND ARE NOT GRID BEARINGS.
2. BASIS FOR SKETCH IS SITE PLAN, RECORD PLAT, AND MONUMENTATION FOUND IN PLACE.
3. NO UNDERGROUND IMPROVEMENTS OR UTILITIES HAVE BEEN LOCATED EXCEPT AS NOTED. THE HORIZONTAL LOCATION OF UNDERGROUND IMPROVEMENTS IS BASED ON THE FLAGGED LOCATION PROVIDED BY THE CONTRACTOR. SOFT DIGS TO CONFIRM SAID LOCATIONS WERE NOT PERFORMED EXCEPT WHERE TOP OF PIPE ELEVATIONS ARE INDICATED.
4. UNDERGROUND ENCROACHMENTS, IF ANY, WERE NOT LOCATED. GUTTERS, OVERHANGS, WINDOW SILLS, OR UNDERGROUND FOUNDATIONS NOT LOCATED.
5. THE OWNERSHIP OF FENCES, IF ANY EXIST, ON OR NEAR THE PROPERTY LINES IS NOT KNOWN BY THIS SURVEYOR.
6. ADDITIONS, DELETIONS REPRODUCTION OF SKETCH DRAWINGS BY OTHER THAN THE SIGNED PARTY OR PARTIES IS PROHIBITED BY LAW WITHOUT WRITTEN CONSENT OF THE SIGNED PARTY OR PARTIES.
7. THIS SKETCH MAP IS VALID ONLY TO THOSE PERSONS OR ENTITIES NAMED HEREON. COASTAL ENGINEERING ASSOCIATES, INC. WILL ASSUME NO RESPONSIBILITY FOR THE UNAUTHORIZED REPRODUCTION AND/OR REDISTRIBUTION OF THIS SKETCH MAP.
8. ELEVATIONS AS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.
9. THIS SKETCH WAS CONDUCTED WITHOUT THE BENEFIT OF A COMPLETE TITLE REPORT OR TITLE ABSTRACT AND THEREFORE MAY NOT NECESSARILY SHOW ALL RIGHT–OF–WAYS, EASEMENTS OR OTHER ENCUMBRANCES OF RECORD.
10. THIS PROPERTY IS SUBJECT TO ANY DEDICATION, LIMITATIONS, RESERVATIONS, RESTRICTIONS, AND/OR EASEMENTS OF RECORD AND NOT OF RECORD.
11. THE EXPECTED USE OF THE PROPERTY AS DESCRIBED HEREON, AS CLASSIFIED IN THE STANDARDS OF PRACTICE (5J–17 OF THE FLORIDA ADMINISTRATIVE CODE), IS "SUBURBAN". THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS TYPE OF BOUNDARY SURVEY IS 1 FOOT IN 7,500 FEET. THE ACCURACY OBTAINED BY MEASUREMENT AND CALCULATION OF A CLOSED GEOMETRIC FIGURE WAS FOUND TO MEET OR EXCEED THIS REQUIREMENT.
12. THE PROPERTY DESCRIBED HEREON APPEARS TO BE IN FLOOD ZONE "X" (AREA DETERMINED TO FALL OUTSIDE OF THE 1% CHANCE ANNUAL FLOODPLAIN) AS SCALED FROM THE FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 120110, MAP NUMBER 12053C, PANEL NUMBER 0301–E, EFFECTIVE DATE 01/15/2021.

JOB No.25088-4 UTIL-1

SHEET 1 OF 2

DATE	DRAWN BY	SURVEYOR	
03/30/26	TJC	SMO	
REVISION			
DATE	COMMENTS		

REUSE OF DOCUMENT

THIS DOCUMENT, COMPRISED OF THE INCORPORATED IDEAS AND DESIGNS, AS AN INSTRUMENT OF PROFESSIONAL SERVICE, IS THE PROPERTY OF COASTAL ENGINEERING ASSOCIATES, INC. AND IS NOT TO BE USED, IN WHOLE OR IN PART FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN AUTHORIZATION OF COASTAL ENGINEERING ASSOCIATES, INC.

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EB-0000142

SURVEYORS CERTIFICATE

THIS SURVEY MEETS ALL APPLICABLE REQUIREMENTS OF THE FLORIDA STANDARDS OF PRACTICE AS CONTAINED IN CHAPTER 5J–17 OF THE FLORIDA ADMINISTRATIVE CODE.

SCOTT M. OSBORNE, PSM — DATE SIGNED
PROFESSIONAL SURVEYOR AND MAPPER, FLORIDA CERTIFICATE NO. LS 6028
SURVEY NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER FOR HARD COPIES OR DIGITIZED SIGNATURE AND SEAL ACCOMPANIED BY A VALID ELECTRONIC SIGNATURE OF A FLORIDA LICENSED SURVEYOR AND MAPPER FOR ELECTRONIC COPIES

SKETCH ONLY

FOR LEGAL DESCRIPTION OF A UTILITY EASEMENT
**** NOT A BOUNDARY SURVEY ****
SECTION 10, TOWNSHIP 23 SOUTH, RANGE 17 EAST
HERNANDO COUNTY, FLORIDA

PREPARED FOR AND CERTIFIED TO: MAZCO, LLC

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Finance
Prepared By: Shanon Aguayo
Initiator: Joshua Stringfellow
DOC ID: 17272
Legal Request Number:
Bid/Contract Number:

TITLE
Notice of Purchasing Policy Exceptions for April 2026

BRIEF OVERVIEW

Vendor	Exception	Amount	Department
Shamrock Environmental Corp	PO was closed prior to processing payment	$5,106.23	Landfill
Integrated Environmental Tech	Services provided before PO being issued	$77,850.00	Solid Waste
Charlie's Plumbing	Services provided before PO being issued & exceeded Blanket PO single repair limit	$21,676.12	Facilities
Integrated Environmental Tech	Services provided before PO being issued	$25,950.00	Solid Waste
Integrated Environmental Tech	Services provided before PO being issued	$8,255.91	Solid Waste
South Florida Emergency Vehicles	Services provided before PO being issued	$11,501.67	Fleet

FINANCIAL IMPACT
N/A

LEGAL NOTE
N/A

RECOMMENDATION
For informational purposes only; no action is required by the Board.

REVIEW PROCESS

Josh Stringfellow	Escalated	05/04/2026 5:21 PM
Ashley Larramore	Approved	05/05/2026 10:06 AM
Douglas Chorvat - FYI	Notified - FYI	05/05/2026 10:06 AM
Pamela Hare	Approved	05/06/2026 10:44 AM
Heidi Prouse	Approved	05/06/2026 11:44 AM
Toni Brady	Approved	05/06/2026 5:13 PM
Jeffrey Rogers	Approved	05/07/2026 5:17 AM

Jessica Wright	Approved	05/07/2026 11:36 AM

PD 04/02/26
VN 109444
CK 292785

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 3/16/2026
DEPARTMENT: Landfill
VENDOR: Shamrock Environmental Corporation

DEPT DIRECTOR/
MGR SIGNATURE: _____ DATE: 3/18/2026

Amount of Invoice: $5,106.23 **Invoice Date:** 7/17/2025

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

This is a Piggy-Back Contract 25-P0200/FH and invoice 428069 dated 7/17/2025 did not get paid in Fiscal Year 2025. Purchase order was closed prior to processing payment.
PO #25000594

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

_____ Date: 3/24/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): _____
DATE: 3/25/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR _____ Date: _____

APPROVED
By Joshua Stringfellow at 10:13 am, Mar 27, 2026

#10444 PO #25000594

AQUACLEAN
A SHAMROCK COMPANY

Michaela Gambrel
Hernando County Bocc-swd
14450 Landfill Road
Attn: Michaela Gambrel
Brooksville, FL 34614

Invoice Number 428069
Invoice Date July 17, 2025

Contract
Project 17-WNB-25-0019
Terms: Net 30 Days
Customer ID: 17004204
Page 1 of 1

Line 1: 07602 - 5303401
B421-220-14201-40-53400-533400

RECEIVED FEB 19 2026

Manager Elise Rothweiler
Salesperson Roger Morganett

	Current Qty	Unit of Measure	Rate	Current Amount
Waste Non-Hazardous Bulk T&D				
Date of Service 07/03/2025 PO #25000594				
Pump, transport and dispose of Leachate, Manifest Id: 378286	6,499.00	GALLON	0.230	1,494.77
Date of Service 07/05/2025 PO #25000594				
Pump, transport and dispose of Leachate, Manifest Id: 379902	7,208.00	GALLON	0.230	1,657.84
Pump, transport and dispose of Leachate, Manifest Id: 379903	8,494.00	GALLON	0.230	1,953.62
Invoice Total				5,106.23

Biller:

Approved By:

Please remit payment to our new remittance address :

Dept #330
PO Box 1431
Charlotte, NC 28201

Terms: Payment not received within 30 days is subject to a finance charge of 11/2% per month or fraction thereof.

If you would like to sign up to pay via ACH please contact:
Shamrock AR Department and/or your CSR
receivables@shamrockenviro.com
336-375-1989

6106 Corporate Park Dr. Browns Summitt, NC 27214 336-375-1989
800-881-1098 Fax 336-375-1801

NON-HAZARDOUS WASTE MANIFEST

Please print / type

NON-HAZARDOUS WASTE MANIFEST	1. Generator's US EPA ID No.	Manifest Document No. 378286	2. Page 1 of
3. Generator's Name and Mailing Address 14450 Landfill rd Hernando County Landfill Brooksville, Fl 34614		Job # 17WWB250019	
4. Generator's Phone ( )		Approval # 2021-0277 Waste Code HM02	
5. Transporter 1 Company Name: Aqua Clean Environmental	6. US EPA ID Number: FLR 000034033	A. State Transporter's ID	
7. Transporter 2 Company Name	8. US EPA ID Number	B. Transporter 1 Phone C. State Transporter's ID D. Transporter 2 Phone	
9. Designated Facility Name and Site Address: Aqua Clean Environmental 3210 Whitten Rd. Lakeland, FL 33811	10. US EPA ID Number: FLR 000034033	E. State Facility's ID F. Facility's Phone: (863) 644-0665	

	11. WASTE DESCRIPTION	12. Containers No.	12. Containers Type	13. Total Quantity	14. Unit Wt./Vol.
a	NON HAZARDOUS NON REGULATED	1	TT	6499	G
b	Leachate Water				
c					
d					

G. Additional Descriptions for Materials Listed Above

H. Handling Codes for Wastes Listed Above

15. Special Handling Instructions and Additional Information: 8.34

NON-HAZARDOUS WASTE

GENERATOR

16. **GENERATOR'S CERTIFICATION:** I hereby certify that the contents of this shipment are fully and accurately described and are in all respects in proper condition for transport. The materials described on this manifest are not subject to federal hazardous waste regulations. I also certify that the above named materials are properly classified, described, packaged, marked and labeled and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Printed/Typed Name	Signature	Date (Month / Day / Year)
KEVIN PEGGY		7 / 3 / 25

TRANSPORTER

17. Transporter 1 Acknowledgement of Receipt of Materials

Printed/Typed Name	Signature	Date (Month / Day / Year)
Jeff Martin		7 / 3 / 25

18. Transporter 2 Acknowledgement of Receipt of Materials

Printed/Typed Name	Signature	Date (Month / Day / Year)

FACILITY

19. Discrepancy Indication Space

20. Facility Owner or Operator: Certification of receipt of the waste materials covered by this manifest, except as noted in item 19.

Printed/Typed Name	Signature	Date (Month / Day / Year)
Rubin Rotchil	Rubin Rotchil	7 / 3 / 25

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Rev. 9/12

NON-HAZARDOUS WASTE MANIFEST

Please print or type

NON-HAZARDOUS WASTE MANIFEST

1. Generator's US EPA ID No.

Manifest Document No. 379502

2. Page 1 of

3. Generator's Name and Mailing Address: HERNANDO LANDFILL BROOKSVILLE FL

4. Generator's Phone ( )

Job # 17-W003.25-009

Approval # 2021-0277 Waste Code HM02C

5. Transporter 1 Company Name: Aqua Clean Environmental

6. US EPA ID Number: FLR 000034033

A. State Transporter's ID

B. Transporter 1 Phone

7. Transporter 2 Company Name: I CHAVEZ TRUCKING

8. US EPA ID Number

C. State Transporter's ID

D. Transporter 2 Phone

9. Designated Facility Name and Site Address: Aqua Clean Environmental, 3210 Whitten Rd., Lakeland, FL 33811

10. US EPA ID Number: FLR 000034033

E. State Facility's ID

F. Facility's Phone: (863) 644-0665

11. WASTE DESCRIPTION	12. Containers No	Type	13. Total Quantity	14. Unit Wt./Vol.
a. NON HAZARDOUS NON REGULATED	1	TT	7208	G
b.				
c.				
d.				

GENERATOR

NON-HAZARDOUS WASTE

G. Additional Descriptions for Materials Listed Above

H. Handling Codes for Wastes Listed Above

15. Special Handling Instructions and Additional Information

16. GENERATOR'S CERTIFICATION: I hereby certify that the contents of this shipment are fully and accurately described above in all respects in proper condition for transport. The materials described on this manifest are not subject to federal hazardous waste regulations. I also certify that the above named materials are properly classified, described, packaged, marked and labeled and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Printed/Typed Name: Kevin Fergus — Signature — Date: Month 7 Day 15 Year 25

TRANSPORTER

17. Transporter 1 Acknowledgement of Receipt of Materials

Printed/Typed Name: YOANDER DOMINGUEZ — Signature — Date: Month 7 Day 15 Year 25

18. Transporter 2 Acknowledgement of Receipt of Materials

Printed/Typed Name — Signature — Date: Month Day Year

FACILITY

19. Discrepancy Indication Space

20. Facility Owner or Operator: Certification of receipt of the waste materials covered by this manifest, except as noted in Item 19

Printed/Typed Name: Chan Dan — Signature: Chan Dan — Date: Month 7 Day 15 Year 25

F-14 © 2002

Rev. 6/12

NON-HAZARDOUS WASTE MANIFEST

Please print or type

15

NON-HAZARDOUS WASTE MANIFEST

1. Generator's US EPA ID No.

Manifest Document No: 379403

2. Page 1 of

3. Generator's Name and Mailing Address: Hernando Land Dev LLC, Brooksville FL

Job #: 17-WWB-25-0019

4. Generator's Phone ( ):

Approval #: 2021-0279 Waste Code: HM02C

5. Transporter 1 Company Name: Aqua Clean Environmental

6. US EPA ID Number: FLR 000034033

A. State Transporter's ID:

B. Transporter 1 Phone:

7. Transporter 2 Company Name: T. Chan Trucking

8. US EPA ID Number:

C. State Transporter's ID:

D. Transporter 2 Phone:

9. Designated Facility Name and Site Address: Aqua Clean Environmental, 1006 N. 19th St., Tampa, FL 33605

10. US EPA ID Number: FLR 000034033

E. State Facility's ID:

F. Facility's Phone: (863) 644-0665

11. WASTE DESCRIPTION	12. Containers No	12. Containers Type	13. Total Quantity	14. Unit Wt./Vol.
a. NON HAZARDOUS NON REGULATED	1	TT	8.494	G
b.				
c.				
d.				

NON-HAZARDOUS WASTE

GENERATOR

G. Additional Descriptions for Materials Listed Above

H. Handling Codes for Wastes Listed Above

15. Special Handling Instructions and Additional Information

16. **GENERATOR'S CERTIFICATION:** I hereby certify that the contents of this shipment are fully and accurately described and are in all respects in proper condition for transport. The materials described on this manifest are not subject to federal hazardous waste regulations. I also certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Printed/Typed Name: Kevin Ferguson — Signature — Date: Month 7 Day 5 Year 25

TRANSPORTER

17. Transporter 1 Acknowledgement of Receipt of Materials

Printed/Typed Name: [illegible] — Signature — Date: Month 7 Day 5 Year 25

18. Transporter 2 Acknowledgement of Receipt of Materials

Printed/Typed Name — Signature — Date: Month Day Year

FACILITY

19. Discrepancy Indication Space

20. Facility Owner or Operator: Certification of receipt of the waste materials covered by this manifest, except as noted in item 19.

Printed/Typed Name: [illegible] — Signature: [illegible] — Date: Month 7 Day 5 Year 25

F-14 © 2002

Rev. 5/12

Outlook

RE: Shamrock Environmental Corp Inv #428069 & #448730

From Jeff Howley <jhowley@co.hernando.fl.us>
Date Tue 2/24/2026 12:04 PM
To Shannon Welge <swelge@co.hernando.fl.us>

OK TO PAY

From: Shannon Welge <swelge@co.hernando.fl.us>
Sent: Tuesday, February 24, 2026 11:31 AM
To: Jeff Howley <jhowley@co.hernando.fl.us>
Cc: Scott Harper <SHarper@co.hernando.fl.us>
Subject: Shamrock Environmental Corp Inv #428069 & #448730

Good morning,

Please advise if the attached invoice can be processed for payment.

Thanks!

Best regards,

Shannon Welge
Accounting Clerk III
Hernando County Solid Waste & Recycling
15365 Cortez Blvd, 2nd Floor
Brooksville, FL 34613
Phone: (352) 754-4112 Ext. 35153
Email: swelge@co.hernando.fl.us

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER NO. 25000594

PDF Copy

VENDOR
kkinney@shamrockenviro.com
87728
SHAMROCK ENVIRONMENTAL CORPORATION
AQUA CLEAN ENVIRONMENTAL CO LLC
6106 CORPORATE PARK DR
BROWNS SUMMIT NC 27214

SHIP TO
NORTHWEST LANDFILL
14450 LANDFILL ROAD
BROOKSVILLE FL 34614

ORDER DATE: 03/12/25	BUYER: M. SCHMIDT	REQ. NO.: RQ250657	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: DISPOSAL AND TRANSPORTATI	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			This Purchase is a Piggy-Back off Agency Named: Hillsborough County with Shamrock Environmental Co DBA Aquaclean Environmental Co., LLC, in accordance with its Contract No. 23-24386, Hernando County File No. 25-P0200/FH, BOCC Use Approved on: 01/28/2025, Doc ID No. 15035. The Contract Terms and Conditions apply, andthe Purchase Order terms and conditions (This PO) do not apply to this purchase. Hillsborough County awarded contract on 09/07/23 for a three-year term with no renewals. Contact will expire on 09/07/2026. Purchase order is for Leachate hauling and disposal services. County Contact: Scott Harper, 352-754-4112 Contractor Contact: Robert Torok, 863-712-6631, bbtorok@acelkd.com		
01	150000.00	LOT	DISPOSAL AND TRANSPORTATION OF LEACHATE ON AN AS-NEEDED BASIS.	1.0000	150,000.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE
01	07602 5303401	150,000.00	

PAGE TOTAL	$	150,000.00
TOTAL	$	150,000.00

PDF Copy

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: _____
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

PAYMENT

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

MATERIAL SAFETY DATA SHEET

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at www.hernandocounty.us/pur/.

INSURANCE

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

Coverage	Minimum Amounts and Limits
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	$ 100,000 each accident
	$ 100,000 by employee
	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier Of Subrogation)	$ 2,000,000 Products-Comp. Ops Agg.
	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

PD 04/02/26
VN 104052
CK 531442

PURCHASING POLICY EXCEPTION FORM

FROM:
DATE: 3/3/2026
DEPARTMENT: Solid Waste
VENDOR: Integrated Environmental Technology (IET)

DEPT DIRECTOR/
MGR SIGNATURE: Scott Harper DATE: 3/3/2026

Amount of Invoice: 77,850.00 **Invoice Date:** 2/4/2026

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

P.O. was not issued until 3/2/2026, work/maintenance continued through Oct, Nov. Dec.

see attached

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

Date: 3/9/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee):
DATE: 3/12/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR

APPROVED
By Joshua Stringfellow at 10:16 am, Mar 27, 2026

Date:

RECEIVED
By Denise Flores at 10:53 am, Mar 13, 2026

DEPARTMENT OF SOLID WASTE
SOLID WASTE ◇ RECYCLING ◇ SW CODE ENFORCEMENT ◇ FINANCE ◇ HOUSEHOLD HAZARDOUS WASTE

14450 LANDFILL RD ◆ BROOKSVILLE, FLORIDA 34614
P 352.754.4112 ◆ F 352.754.4118 ◆ W www.HernandoCounty.us

Date: March 3, 2026

To: Carla Rossiter-Smith
Procurement and Contracts

From: Scott Harper
Solid Waste & Recycling

Subject: Purchasing Policy Exceptions Integrated Environmental Technology

The Solid Waste Department has requested two PPE's for work that was done during the current fiscal year. Contract 20-T00034 between the County and IET expired August 24, 2025 and the corresponding purchase order, PO25000280, was closed and no continuing purchase order was issued until March 2, 2026.

Invoice 2751 dated February 4, 2026 was received for payment without a purchase order being issued, however, the work/maintenance from October through December had to occur. The same can be stated for invoice 2782 dated February 23, 2026 for work/maintenance for the month of January 2026.

The Procurement Department issued Invitation to Bid (ITB) No. 25-TF01018/JC (Re-Bid) on June 11, 2025, at the request of the Hernando County Solid Waste & Recycling Department, to obtain bids for the purchase of Leachate & Gas Collection System Maintenance Services. The previous solicitation, 24-TF00883/JC, was closed so the scope of work and the specifications could be revised to better serve the needs of the County. The award was not until September 23, 2025. The transitioning of the accounting clerk III's within the solid waste department to the utilities department was ongoing during this time frame. Training was occurring and job duties were being vetted out. All that was going on, the follow up for what was issued and not issued did not occur in a timely manner.

6450 Bendelow Drive
Lakeland, FL 33810
863-868-8348
www.IETteam.com

Invoice

Invoice Date: 2/4/2026

Invoice No: 2751

Bill To:

Hernando County
Solid Waste Department
14450 Landfill Rd.
Brooksville, FL 34614

Ship To:

Scott Harper
Hernando County Landfill
14450 Landfill Road
Brooksville, FL 34614-0806
352-754-4112

P.O. No:	Terms:	Due Date:	Project:
25-TF01018/JC	Net 30	3/6/2026	25112210 Hernando County Service Contract

Item	Description	Qty	U/M	Rate	Amount
	Hernando County Landfill Leachate & Gas Collection System Maintenance Services Contract # 25-TF01018/JC Progress Billing: Invoice #1 Progress Thru: 12/31/2025 **Schedule of Values Attached** This Invoice is for October, November, and December 2025				
1	Line Item # 1: Monthly General Systems Maintenance	3	EA	9,000.00	27,000.00
2	Line Item # 2: Monthly Flare Unit Preventive Maintenance	3	EA	4,800.00	14,400.00
3	Line Item # 3: Monthly Blower Preventive Maintenance	3	EA	3,200.00	9,600.00
4	Line Item # 4: Monthly Control Panel, Gas Analyzer, Flow Meters, and Sensors Preventive Maintenance	3	EA	1,350.00	4,050.00
5	Line Item # 5: NSPS and Well Monitoring Reporting	0	Mo...	3,200.00	0.00
18	Line Item # 18: Rental Equipment 1000 SCFM Flare Cell 3	3	EA	7,600.00	22,800.00

We Appreciate Your Business
Thank you.

Total: $77,850.00

Balance Due: $77,850.00

6450 Bendelow Drive
Lakeland, FL 33810
863-868-8348

Integrated Environmental Technology, LLC

Schedule of Values
Hernando Co
Leachate and Gas Collection Sytem
Maintenance Services
Contract # 25-TF01018/JC

INVOICE SUMMARY

Job Name: Hernando Co Leachate & Gas Collection System Maintenance Services
Job Number: IET Job No. 25112210 Contract # ITB No.25-TF01018/JC

Contact: Randy Adkins
Invoice Date 01/23/26

Customer Name: Scott Harper
Hernando County
14450 Landfill Road
Brooksville, FL 34614

Invoice #: 001

Progress Billing # 1

[ ] Material Disposition [x] Progress Billing [ ] Project Completed

Progress Thru 12/31/2025

Item #	Item Description	Supply Install	Budget Quantities	U/M	Unit Cost	Budget Amount	Completed to Date Quantity	Completed to Date Amount	Previous Billing Quantity	Previous Billing Amount	Current Billing Quantity	Current Billing Amount
1	Monthly General Systems Maintenance		12.00	EA	$9,000.000	$ 108,000.00	3.00	$ 27,000.00	N/A	N/A	3.00	$ 27,000.00
2	Monthly Flare Unit Preventive Maintenance		12.00	EA	$4,800.000	$ 57,600.00	3.00	$ 14,400.00	N/A	N/A	3.00	$ 14,400.00
3	Monthly Blower Preventive Maintenance		12.00	EA	$3,200.000	$ 38,400.00	3.00	$ 9,600.00	N/A	N/A	3.00	$ 9,600.00
4	Monthly Control Panel, Gas Analyzer, Flow Meters, and Sensors Preventive Maintenance		12.00	EA	$1,350.000	$ 16,200.00	3.00	$ 4,050.00	N/A	N/A	3.00	$ 4,050.00
5	NSPS and Well Monitoring Reporting		2.00	EA	$3,200.000	$ 6,400.00		$ -	N/A	N/A		$ -
18	Rental Equipment 1000 SCFM Flare Cell 3		12.00	EA	$7,600.000	$ 91,200.00	3.00	$ 22,800.00	N/A	N/A	3.00	$ 22,800.00
					Total Budgeted Amount	$ 317,800.00	Subtotal	$ 77,850.00	Subtotal	N/A	Subtotal	$ 77,850.00
							Completed to Date		Previous Billing		Current Billing	
					Invoice Total To Date			$ 77,850.00	Previous	N/A	Current	$ 77,850.00

Total of Current Invoice $ 77,850.00

PD 04/10/26
CK 292821
VN 101638

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 1/29/26
DEPARTMENT: FACILITIES
VENDOR: CHARLIE'S PLUMBING

DEPT DIRECTOR/
MGR SIGNATURE: Jason Cueto DATE: 1/29/26

Amount of Invoice: $21,676.12 **Invoice Date:** 1/28/26

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

To pay for the replacement of the boiler at the County Jail. A Po was not issued prior to replacement of the new boiler and it exceeds the blanket contract PO single repair limit.

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

Date: 2/2/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee):
DATE: 2/3/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR APPROVED By Joshua Stringfellow at 10:17 am, Mar 27, 2026 Date:

form 20.purchpolexcep.3.17.14.doc 3/18/2014

RECEIVED
By Denise Flores at 1:49 pm, Mar 13, 2026

Charlie's Plumbing, Inc.
321 West Jefferson Street
Brooksville, FL 34601
Phone # (352)754-8400 Fax# (352)754-8669
Toll Free 1-800-495-3307
State License # CFC1428991

Invoice

Date	Invoice #
1/28/2026	156454

Bill To

HERNANDO COUNTY FACILITIES

P.O. No.	TECHNICIAN
	COUNTER SALE

Description	Quantitiy	Rate	Amount
LOCATION: HERNANDO COUNTY JAIL			
REPLACED BOILER IN JAIL			
MATERIAL PER ATTACHED LIST	1	17,756.12	17,756.12
RUBEN 12/3/25	10	80.00	800.00
MARK 12/3/25	10	80.00	800.00
RUBEN 12/4/25	11	80.00	880.00
MARK 12/4/25	11	80.00	880.00
RUBEN 12/5/25	3.5	80.00	280.00
MARK 12/5/25	3.5	80.00	280.00
ALL CHARGES DUE IN 10 DAYS			

Thank you for your business!

Subtotal	$21,676.12
Sales Tax (6.5%)	$0.00
Total	$21,676.12

Past due accounts will be subject to a service charge of 1 1/2% per month. The buyer agrees that in the event of default by non-payment of the overdue account, he shall be liable for collection charges, including reasonable attorney fees, and all court costs.

PD 4/17/26
VN 104052
CK 531592

PURCHASING POLICY EXCEPTION FORM

FROM:
DATE: 3/3/2026
DEPARTMENT: Solid Waste
VENDOR: Integrated Environmental Technology (IET)

DEPT DIRECTOR/
MGR SIGNATURE: Scott Harper DATE: 3/3/2026

Amount of Invoice: 25,950.00 **Invoice Date:** 2/23/2026

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

P.O. was not issued until 3/2/2026, work/maintenance continued through Jan

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

Date: 3/9/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee):
DATE: 3/12/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR

APPROVED
By Joshua Stringfellow at 10:15 am, Mar 27, 2026

Date:

form 20 purchpolexcep.3.17.14.doc 3/18/2014

RECEIVED
By Denise Flores at 10:54 am, Mar 13, 2026

DEPARTMENT OF SOLID WASTE
SOLID WASTE ◆ RECYCLING ◆ SW CODE ENFORCEMENT ◆ FINANCE ◆ HOUSEHOLD HAZARDOUS WASTE

14450 LANDFILL RD ◆ BROOKSVILLE, FLORIDA 34614
P 352.754.4112 ◆ F 352.754.4118 ◆ W www.HernandoCounty.us

Date: March 3, 2026

To: Carla Rossiter-Smith
Procurement and Contracts

From: Scott Harper
Solid Waste & Recycling

Subject: Purchasing Policy Exceptions Integrated Environmental Technology

The Solid Waste Department has requested two PPE's for work that was done during the current fiscal year. Contract 20-T00034 between the County and IET expired August 24, 2025 and the corresponding purchase order, PO25000280, was closed and no continuing purchase order was issued until March 2, 2026.

Invoice 2751 dated February 4, 2026 was received for payment without a purchase order being issued, however, the work/maintenance from October through December had to occur. The same can be stated for invoice 2782 dated February 23, 2026 for work/maintenance for the month of January 2026.

The Procurement Department issued Invitation to Bid (ITB) No. 25-TF01018/JC (Re-Bid) on June 11, 2025, at the request of the Hernando County Solid Waste & Recycling Department, to obtain bids for the purchase of Leachate & Gas Collection System Maintenance Services. The previous solicitation, 24-TF00883/JC, was closed so the scope of work and the specifications could be revised to better serve the needs of the County. The award was not until September 23, 2025. The transitioning of the accounting clerk III's within the solid waste department to the utilities department was ongoing during this time frame. Training was occurring and job duties were being vetted out. All that was going on, the follow up for what was issued and not issued did not occur in a timely manner.

6450 Bendelow Drive
Lakeland, FL 33810
863-868-8348
www.IETteam.com

Invoice

Invoice Date: 2/23/2026

Invoice No: 2782

Bill To:

Hernando County
Board of County Commissioners
15470 Flight Path Dr
Brooksville, FL 34604

Ship To:

Scott Harper
Hernando County Landfill
14450 Landfill Road
Brooksville, FL 34614-0806
352-754-4112

P.O. No:	Terms:	Due Date:	Project:
26000504	Net 30	3/25/2026	25112210 Hernando County Service Contract

Item	Description	Qty	U/M	Rate	Amount
	Hernando County Landfill Leachate & Gas Collection System Maintenance Services Contract # 25-TF01018/JC Progress Billing # 1 Progress Thru: 01/31/2026 **Schedule of Values Attached** January 2026				
1	Line Item # 1: Monthly General System Preventative Maintenance	1	EA	9,000.00	9,000.00
2	Line Item # 2: Monthly Flare Unit Preventive Maintenance	1	EA	4,800.00	4,800.00
3	Line Item # 3: Monthly Blower Preventive Maintenance	1	EA	3,200.00	3,200.00
4	Line Item # 4: Monthly Control Panel, Gas Analyzer, Flow Meters, and Sensors Preventive Maintenance	1	EA	1,350.00	1,350.00
5	Line Item # 5: NSPS and Well Monitoring Reporting	0	Mo...	3,200.00	0.00
18	Line Item # 18: Rental Equipment - 1000 SCFM Flare Cell 3	1	EA	7,600.00	7,600.00

We Appreciate Your Business
Thank you.

Total: $25,950.00

Balance Due: $25,950.00

6450 Bendelow Drive
Lakeland, FL 33810
863-868-8348

Integrated Environmental Technology, LLC

Schedule of Values
Hernando County
Leachate and Gas Collection Maintenance Services
Contract # 25-TF01018JC

INVOICE SUMMARY

Job Name: Hernando Co Leachate & Gas Collection System Maintenance Services
Job Number: IET Job No. 25112210 Contract # ITB No.25-TF01018JC
Contact: Randy Adkins
Invoice Date 02/23/26
Customer Name: Scott Harper
Hernando County
14450 Landfill Road
Brooksville, FL 34614
Invoice #: 2782
PO # 26000634
Progress Billing # 1
[ ] Material Disposition [x] Progress Billing [ ] Project Completed
Progress Thru 1/31/2026

Item #	Item Description	Supply Install	Budget Quantities	U/M	Unit Cost	Budget Amount	Completed to Date Quantity	Completed to Date Amount	Previous Billing Quantity	Previous Billing Amount	Current Billing Quantity	Current Billing Amount
1	Monthly General System Preventative Maintenance		8.00	EA	$9,000.000	$ 72,000.00	1.00	$ 9,000.00	-	-	1.00	$ 9,000.00
2	Monthly Flare Unit Preventive Maintenance		8.00	EA	$4,800.000	$ 38,400.00	1.00	$ 4,800.00	-	-	1.00	$ 4,800.00
3	Monthly Blower Preventive Maintenance		8.00	EA	$3,200.000	$ 25,600.00	1.00	$ 3,200.00	-	-	1.00	$ 3,200.00
4	Monthly Control Panel, Gas Analyzer, Flow Meters, and Sensors Preventive Maintenance		8.00	EA	$1,350.000	$ 10,800.00	1.00	$ 1,350.00	-	-	1.00	$ 1,350.00
5	NSPS and Well Monitoring Reporting		2.00	EA	$3,200.000	$ 6,400.00	-	$ -	-	-		$ -
18	Rental Equipment - 1000 SCFM Flare Cell 3		8.00	EA	$7,600.000	$ 60,800.00	1.00	$ 7,600.00	-	-	1.00	$ 7,600.00
					Total Budgeted Amount	$ 214,000.00	Subtotal	$ 25,950.00	Subtotal	$ -	Subtotal	$ 25,950.00
							Completed to Date		Previous Billing		Current Billing	
					Invoice Total To Date		$ 25,950.00		Previous	N/A	Current	$ 25,950.00

Total of Current Invoice $ 25,950.00

PD 4/24/26
VN 104052
CK 531592

PURCHASING POLICY EXCEPTION FORM

FROM:
DATE: 3/19/2026
DEPARTMENT: Solid WASTE
VENDOR: Integrated Environmental Technology (IET)

DEPT DIRECTOR/
MGR SIGNATURE: [signature] DATE: 3/19/2026

Amount of Invoice: 8,255.91 **Invoice Date:** 11/21/2025

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

P.O. was not issued until 3/2/2026, work/maintenance continued throug oct, Nov, Dec.
See Attached

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

[signature] Date: 3/24/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): [signature]
DATE: 3/25/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR APPROVED By Joshua Stringfellow at 10:14 am, Mar 27, 2026 Date:

form 20 purchpolexcep 3.17.14.doc 3/18/2014

6450 Bendelow Drive
Lakeland, FL 33810
863-868-8348
www.IETteam.com

Invoice

Invoice Date: 11/21/2025

Invoice No: 2685

Bill To:

Hernando County
Solid Waste Department
14450 Landfill Road
Brooksville, FL 34614

Ship To:

Attn: Scott Harper
Hernando County Landfill
14450 Landfill Road
Brooksville, FL 34614-0806
352-754-4112

P.O. No:	Terms:	Due Date:	Project:
25-TF01018/JC	Net 30	12/21/2025	25112206 HernandoCo Cell 3B/3D Panel Repr

Item	Description	Qty	U/M	Rate	Amount
	Hernando County Landfill - Cell 3B, 3C, & 3D Panel Repairs -Cell 3B: Troubleshooting identified a failed liquid level sensor. IET supplied and replaced the liquid level sensor and provided (2) spare level sensors to be stored on-site for future repairs. System is functioning normally. -Cell 3C: Troubleshooting identified a failed DC power supply and a failed IS barrier. IET supplied and installed a new DC power supply and IS barrier. System is functioning normally. -Cell 3D: Troubleshooting identified a broken wire preventing the pump from running. The wire was re-landed, restoring system operation. System is functioning normally.				
1	Labor	22	HRS	125.00	2,750.00
2	Materials ($4,787.75 + 15%)	1	LS	5,505.91	5,505.91

We Appreciate Your Business
Thank you.

Total: $8,255.91

Balance Due: $8,255.91

DEPARTMENT OF SOLID WASTE
SOLID WASTE • RECYCLING • SW CODE ENFORCEMENT • FINANCE • HOUSEHOLD HAZARDOUS WASTE
14450 LANDFILL RD • BROOKSVILLE, FLORIDA 34614
P 352.754.4112 • F 352.754.4118 • W www.HernandoCounty.us

Date: March 19, 2026

To: Carla Rossiter-Smith
Procurement and Contracts

From: Scott Harper SOH
Solid Waste & Recycling

Subject: Purchasing Policy Exceptions Integrated Environmental Technology

The Solid Waste Department is requesting one PPE for work that was done during the current fiscal year. Contract 20-T00034 between the County and IET expired August 24, 2025 and the corresponding purchase order, PO25000280, was closed and no continuing purchase order was issued until March 2, 2026.

Invoice 2685 dated November 21, 2025 was received for payment without a purchase order being issued, however, the work/maintenance from October through December had to occur.

The Procurement Department issued Invitation to Bid (ITB) No. 25-TF01018/JC (Re-Bid) on June 11, 2025, at the request of the Hernando County Solid Waste & Recycling Department, to obtain bids for the purchase of Leachate & Gas Collection System Maintenance Services. The previous solicitation, 24-TF00883/JC, was closed so the scope of work and the specifications could be revised to better serve the needs of the County. The award was not until September 23, 2025. The transitioning of the accounting clerk III's within the solid waste department to the utilities department was ongoing during this time frame. Training was occurring and job duties were being vetted out. All that was going on, the follow up for what was issued and not issued did not occur in a timely manner.

PD 4/24/26
CK 293159
VN 109661

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 3/26/26
DEPARTMENT: Fleet Management
VENDOR: South FL Emergency Vehicles

DEPT DIRECTOR/
MGR SIGNATURE: _____ DATE: 3/26/26

Amount of Invoice: 11,501.67 **Invoice Date:** 12/24/25

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

Aerial ladder truck #22908 was sent to SFLEV for accident repairs in November 2025. Fleet was under the impression all repairs would be paid directly to the vendor. Insurance sent the funds to the County instead. Fleet has requested that all accident repairs be paid directly to the vendor.

Please attach to this form any quote, invoice, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

_____ Date: 4/1/26

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): _____
DATE: 4/2/26

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR _____ Date: _____

APPROVED
By Joshua Stringfellow at 8:37 am, Apr 11, 2026

06/03/2025

RECEIVED
By Denise Flores at 4:08 pm, Apr 06, 2026

South Florida Emergency Vehicles LLC.
4655 Cummins Ct
Fort Myers, FL 33905
239-267-5300

Invoice: 33215
Date: 12/24/2025

Bill To
HERNANDO COUNTY FIRE & EMERGENCY SERVICES
15470 Flight Path Drive
Brooksville, FL 34604
P: 352-428-0662

Remit Payment To
South Florida Emergency Vehicles
4655 Cummins Ct
Fort Myers, FL 33905

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
20251513	Net 30	1/23/2026			Rubias, John	HS-7348 T-14

Item	Description	Quantity	Rate	Amount
Return from unit				
Labor	Return Unit From SFEV to Hernando 12/18/25 (2 CDL DRIVERS)	6.75000	$65.00 -65% ~~$185.00~~	$438.75 ~~$1,248.75~~
			Subtotal	$438.75
Complaint: BUCKET CRASH DAMAGE **Cause:** Platform striking building **Type:** Accident				
Labor	**Correction:** Aerial / Aerial Structure / Replace platform and assoc. parts damaged during accident. DT diag bucket leveling. found Danfoss module not communicating with leveling system, ordered new controller and was received un-programmed, was shipped out for additional programming 12-9-25	22.50000	$185.00	$4,162.50
Parts	3RD PARTY AERIAL TESTING - AERIAL TESTING	1.00000	$1,377.50	$1,377.50
Parts	PLATFORM (BUCKET) HANDRAIL - SUT-10066234	1.00000	$578.04	$578.04
Parts	71658216 (SQ10029247)-1Z4772240141976586=11/12 - SHIPPING - OVERNIGHT	1.00000	$226.99 -31% ~~$329.14~~	$226.99 ~~$329.14~~
Parts	LIGHT POLE, SIDE MOUNT, PULL UP, SUTPHEN A/C - FRC-LTP547-AC1-X6-H-T100	1.00000	$771.7821	$771.78
Parts	FRC PO#94779294-S0120971-FED EX 445082262272=11/18 - SHIPPING	1.00000	$40.96749	$40.97
Parts	GUARDIAN SERIES POLE MOUNTED LED SCENE LIGHT, BLACK HOUSING, ON-OFF SWITCH, 20K LM - FT-SL-GESM-110-SW-B	1.00000	$1,446.433	$1,446.43
Parts	FIRE TECH PO#11847941-SO#52616- 1ZJ7W1760325772581=11/21 - SHIPPING	1.00000	$74.733	$74.73
Parts	BASE, CONTROLLER, MC050-110 (PROGRAM 11130954) (PGR11131280) - SUT-10173701	1.00000	$1,927.24719	$1,927.25
Parts	SUTPHEN PO#61684891-SO#20113099-(SQ10029592) -1Z7R22X30351468896=12/9 - SHIPPING - OVERNIGHT	1.00000	$17.98 -31% ~~$26.07~~	$17.98 ~~$26.07~~
			Subtotal	$10,624.17
Return from unit				

Item	Description	Quantity	Rate	Amount
Labor	Return from unit from Hernando to SFEV 12/18/25	6.75000	$65.00 -65% ~~$185.00~~	$438.75 ~~$1,248.75~~
			Subtotal	$438.75

Unit: HS-7348 T-14 **VIN:** 1S9A3JNE7P1003009
2023 Sutphen SPH-100
In Service Date: 7/17/2023
Aerial: 15.50 Hours
Chassis: 23,774 Miles
Engine: 1,725.70 Hours
Fire Pump: 0 Hours

Labor	$5,040.00
Parts	$6,461.67
Pre-Charge Subtotal	$11,501.67
Exempt (0% of $0.00)	$0.00
Total	$11,501.67
Payments & Credits	$0.00
Balance Due	$11,501.67

Total Savings: $1,730.24

Hernando County
Accident/Incident Report

	Damage or Loss to Government Property	Complete Sections 1, 2, 5, 6, & 7
	County Motor Vehicle Accident	Complete Sections 1, 3, 5, 6, & 7
	Public Accident/Injury	Complete Sections 1, 4, 5, 6, & 7
	Other	Complete All Appropriate Sections

NOTE: All injured employees must complete a Worker's Comp, First Report of Injury

1. General Information			
Date & Time of Incident:	October 28, 2025 2015 hrs		
Location of Incident:	85 Veterans Ave. Brooksville, Fl. 34601	Dept. #:	
2. Damage To, Loss of Government Property (Materials/Equipment Stolen, Destroyed or Damaged)			
Property #:		Name of Item:	
3. County Motor Vehicle Accident			
Year, Make & Model of Vehicle:	5/2023 Suphen SPH-100		
Driver's Name:	Thomas Nickola	Driver's License #:	N240-830-89-191-0
Vehicle Property #:	22908	Vin #:	Estimated Repair:
Extent of Damage:	Damage to bucket handrail and light		
Police called to scene?	Yes	No X	Name of Agency: HCFR
Who was charged with the incident?		Case #:	
4. Public Accident/Injury			
Person Injured (Name):		Phone #:	
Address:			
Nature/Extent of Injury:		Taken to Home or Hospital	
Property Damage: Year, Make & Model of Vehicle Damaged:			
Tag #	Owner's Name:		
Street Address:		Phone #:	
City:	State:	Zip	
Owner's Insurance Company & Policy #			

Hernando County
Accident/Incident Report

5. Description of Accident/Incident
While entering the bay at station 10 , the aerial bucket was in the non-leveled position
which caused the handrail to point up above the roofline. The handrail of the bucket struck the roof of the building, bending intself up
,catching the light and damaging both the handrail and building.
Name, address & phone # of any witnesses:
Daniel Papa
25231 Ash street, Brooksville, Fl 34601 352-238-1157
6. Supervisor's Comments
While at special detail this evening ,aerial was up and self-level was operating properly.
When the aerial was lowered, the self-leveler did not work causing bucket to remain in tilted position.
When truck arrived back at station and pulled into bay, handle caught outer roof line of station causing handle
and light to bend and minor damage to roof line of building. Bucket or aerial has no other damage.
Suggestions to prevent similar accident/incident:
Stop apparatus prior to entering bay to assure clearance.

Corrective Action Taken:	Yes		No	✔	If yes, describe:	

7. Signatures

Signature of Employee Involved in Accident/Incident:	[signature]	Date:	10/25/25
Signature & Title of Supervisor:	Daniel Papa Captain	Date:	10/25/25
Signature of Assistant Director:		Date:	
Signature of Department Director:		Date:	

Remainder of Form to be completed by County Insurance Department

Date Completed Form Received in Insurance Department:	
Date Processed to Insurance Company:	
Signature of County Processor:	

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17379
Legal Request Number:
Bid/Contract Number:

TITLE
Transmittal of Minutes From Delegation on Government Efficiency a/k/a DOGE Committee Meetings of February 2026

BRIEF OVERVIEW
Staff received the attached, approved minutes from the Delegation on Government Efficiency (DOGE) Committee for meetings held on February 9, 2026, and February 23, 2026.

FINANCIAL IMPACT
No financial impact.

LEGAL NOTE
N/A

RECOMMENDATION
For informational purposes only; no action is required by the Board.

REVIEW PROCESS

Jessica Wright	Approved	04/14/2026 10:36 AM
Pamela Hare	Approved	04/14/2026 10:59 AM
Heidi Prouse	Approved	04/14/2026 11:03 AM
Toni Brady	Approved	04/15/2026 7:51 PM
Jeffrey Rogers	Approved	04/16/2026 9:09 AM
Jessica Wright	Approved	04/16/2026 9:26 PM

DELEGATION ON GOVERNMENT EFFICIENCY (DOGE) COMMITTEE

MONDAY, FEBRUARY 9, 2026 – 4:00 P.M.

Meeting

MEETING MINUTES

Attendees:
Paul Passarelli, Chairman
Douglas Huberts, Vice Chairman
Brandon Mowatt, Committee Member
Nordra Brown, Committee Member
Robert Morgan, Committee Member
Kevin Passafiume, Committee Member
Richard Ross, Committee Member
Keith Kolasa, Committee Member
Christina Botto, Committee Member
Ryan Amsler, Hernando County Commissioner
Jeffrey Rogers, Hernando County Administration
Jessica Wright, Hernando County Administration
Dominique Holmes, Public Information Office
Dawn Triconi – Brooksville Main Street

The meeting was called to order at 4:00 P.M. Introductions were made.

Meeting Minutes
Mr. Passarelli – Invocation
Mr. Passarelli – Pledge of Allegiance
Mrs. Botto – Brought
Mr. Passarelli – asked for a motion to approve the minutes. **Mr. Ross** motioned to approve the minutes. **Mr. Huberts** seconded the motion. All voted yes, no nays.

Citizen Comments
N/A

Presentations:
Lobbyist by Dominique Holmes
Mrs. Holmes – Our lobbyist team provides updates and guidance on legislative matters affecting Hernando County, including information on how we receive funding. Recently, Representative Jeff Holcomb and Senator Ralph Massullo met with the lobbyists to discuss key issues. The team sends weekly updates, ensuring the County stays informed about daily changes in laws that are important for compliance and decision-making.
Mr. Ross - does our lobbyist have anything to do with unfunded mandates coming down from Tallahassee?

Mr. Rogers – Our lobbyist provides input on committee meetings, whether we agree with it or not, and keeps us notified of developments. Most of the important work happens behind the scenes to minimize impact on Hernando County. This includes identifying the sponsors of a bill, understanding their motivations, and determining the County's position and reasons for supporting or opposing it.
Mrs. Holmes – The lobbyist is currently working on legislation related to electric vehicles, including tax considerations due to heavier vehicles. They are also monitoring policies on land application of biosolids, which are being spread on properties. The legislation addresses concerns such as biosolids potentially leaking into the aquifer, and there are efforts to establish safety and distance guidelines, such as keeping applications 3 to 5 miles away from schools.
Mr. Morgan – I know sunrise works for multiple Counties. Do they send the same information to everyone?
Mrs. Holmes – it's both. They tailor reports to us also.
Mr. Morgan – are they lobbyist or are they consulting.
Mr. Rogers – Sunrise Consulting is retained by the Board of County Commissioners (BOCC), while Todd Lewis is hired by Rogers specifically for the legislative session and specializes in fire services. Each year, a large number of bills are filed related to fire services, including those addressing pensions, firefighter cancer coverage, and the CIP (Capital Improvement Program) index, which must be funded. Legislative decisions are typically signed in June, with discussions about fire rates taking place in May; however, officials rarely indicate any reduction in rates. Ad valorem fire rates on property taxes have not decreased, and the lobbyist team assists the County with negotiating new fire service contracts**.**
Mr. Morgan – do both lobbyists provide separate updates?
Mr. Rogers – no, the lobbyist primarily provides updates via telephone calls. Citizens can monitor/watch the Florida Channel daily to stay informed on legislative developments.
Brooksville Main Street by Dawn Triconi
Ms. Triconi –The Tangerine Festival attracted approximately 89,000 attendees, selling out 5,000 pounds of product in just a few hours. The festival is organized by Brooksville Main Street (BMS), a private, not-for-profit organization with a Board of Directors focused on economic development and revitalization of downtown Brooksville. BMS works to support local businesses, organize events, and bring visitors to the area to strengthen the community's economy. The organization has two paid employees—Event Director Cassandra and Executive Director Dawn—and relies on a large team of volunteers. One of the biggest questions each year is attendance, and they now use an AI system to track visitors, reporting 254,000 attendees from December 31, 2025, to January 31, 2026, with 63,000 specifically for Brooksville Main Street and the Tangerine Festival. Dawn focuses on organizing events that help the community and local businesses thrive, bringing people to the area while allowing businesses to capitalize on the increased foot traffic. She has been with BMS for almost three years, previously working with the Chamber of Commerce and United Way, and is passionate about seeing local businesses grow and succeed.

Mr. Morgan – why do we ask for allocations from the City and County instead of relying solely on private sponsorships?
Ms. Triconi – all the non-profits are chasing the same dollar.
Mr. Ross – Brooksville Main Street contributes more to the city than the Chamber of Commerce does.
Mr. Mowatt – to keep accreditation you have to work within the boundaries.
Ms. Brown – discussed email shared regarding Brooksville Main Street from a citizen's point of view.
Mr. Morgan – Reviewed and discussed a citizen comment related to Brooksville Main Street.
Mr. Passarelli – How businesses directly benefit from your events?
Ms. Triconi – attendance varies by event, typically drawing 160 guests inside the main area and 350 pop-up vendors, for a total of 510 participants.
Mr. Ross – who created the geo map? This represents a significant portion of the data.
Mrs. Triconi – she manages one of the largest geo maps in the state of Florida and remains committed to her mission. Her role is to raise awareness of BMS, showcasing the organization and increasing its visibility and engagement within the community.
Mr. Passarelli – how do you get your accreditation?
Ms. Triconi – you must provide documentation such as budgets, strategic plans, and other relevant materials. If your organization aligns with BMS America's standards, you will receive accreditation. If requirements are not met, she risks financial loss.
Mr. Passarelli – what money?
Ms. Triconi – sponsorship money, grant money.
Mr. Passarelli – explained to new member about team sessions and that she would be on team 1.

Team Sessions
N/A

DOGE Information Requests Update and other communications:
Mrs. Wright – provided an update on outstanding information requests.

- **Mr. Passarelli –** library department meeting
- **Mr. Passafiume –** veterans department meeting
- **Mr. Kolasa –** waterways department meeting

DOGE member comments:
Ms. Botto – your expected to be at every meeting. talked about attendance.
Mr. Kolasa – asked chair when does he need presentations to take to BOCC.
Commissioner Amsler – suggested to March 9th.
Mr. Passarelli – standing invitation open to anyone to attend Starcom.

Next Meeting
February 23, 2026 @ 4:00pm

Mr. Passarelli – asked for a motion to adjourn the meeting. **Mr. Ross** has motioned to adjourn the meeting. **Mr. Morgan** seconded the motion. All voted yes, no nays.

The meeting adjourned at 6:08 p.m.

DELEGATION ON GOVERNMENT EFFICIENCY (DOGE) COMMITTEE

MONDAY, FEBRUARY 23, 2026 – 4:00 P.M.

Meeting

Revised - MEETING MINUTES

Attendees:
Paul Passarelli, Chairman
Douglas Huberts, Vice Chairman
Brandon Mowatt, Committee Member
Nordra Brown, Committee Member
Robert Morgan, Committee Member
Kevin Passafiume, Committee Member
Richard Ross, Committee Member
Keith Kolasa, Committee Member
Christina Botto, Committee Member
Ryan Amsler, District 1 Commissioner
Jeffrey Rogers, Hernando County Administrator
Jessica Wright, Executive Office Manager
Jan Houser, Human Resources Director
Chris Linsbeck, Community Services Director
Debbie Merritt, Finance and Budget Technician
Brittany Scharf, County Extension Director
Mary GaNun, Administrative Support II
Lauren Rouhana, Hernando County Public Library System
Julia Duke, Hernando County Public Library System
Carla Burrmann, Natural Resources Manager
Matthew Harrington, Natural Resources Field supervisor
Robert Talmage, Parks and Recreation Administrator
Robert Werts, Veteran's Services Officer Manager

The meeting was called to order at 4:00 P.M. Introductions were made.

Meeting Minutes
Mr. Passarelli – Invocation
Mr. Passarelli – Pledge of Allegiance
Mr. Passarelli – asked for a motion to approve the minutes. **Ms. Botto** motioned to approve the minutes. **Mr. Huberts** seconded the motion. All voted yes, no nays.

Citizen Comments
N/A

Presentations:
Community Services
Mr. Linsbeck – Introductions were made for all Community Service Departments.

Ms. Scharf – presentation on University of Florida IFAS Extension. The University of Florida's Institute of Food and Agricultural Sciences (IFAS) is a federal, state, and county partnership dedicated to developing knowledge in agriculture, human and natural resources, and the life sciences and to making that knowledge accessible to sustain and enhance the quality of human life**.** They can help you test your soil, identify pests, frow your own vegetables, prepare for emergencies, enrich your child's education, protect our environment, workforce development training, lower your monthly bills, find volunteer opportunities and much more.

Ms. Rouhana – presentation on Library Services. The Hernando County Public Library System is an innovative center for lifelong community enrichment, education, and entertainment providing quality resources and services in a welcoming, customer friendly environment. The library offers hotspots, chrome books, bird watching kits, nooks from other libraries with interlibrary loans, and steam kits. You can download eBooks, eAudiobooks, and music.

Ms. Burrmann – presentation on Natural Resources Department. The Hernando County Natural Resources Department safeguards the well-being of Hernando County residents and visitors by preserving and conserving its unique natural resources. Our newly unified department integrates staff expertise in coastal and open water habitats, environmental resource management, and conservation land restoration and enhancement. The Natural Resources Department addresses the complexities of our dynamic environmental conditions through comprehensive and proactive solutions. The program is responsible for the management of five County-owned or managed preserves: Chinsegut Hill, Cypress Lakes, Fickett Hammock, Lake Townsen, and Peck Sink. This includes habitat restoration and enhancement, nuisance and exotic vegetation management, maintenance of educational kiosks, and trail maintenance. The program also oversees waterways management, including maintenance of the County's network of aids-to-navigation, docks and piers, boat ramps, kayak launches, navigation lights, and buoys in accordance with state and federal regulations. Staff respond to public safety emergencies such as waterway hazards and conduct aquatic plant harvesting. In addition, the program carries out marine habitat restoration and enhancement activities and works cooperatively with partner agencies such as the Florida Fish and Wildlife Conservation Commission (FWC), Southwest Florida Water Management District (SWFWMD), and the Florida Department of Environmental Protection (FDEP).

Mr. Talmage – presentation on Parks and Recreation. The Parks and Recreation Department is responsible for providing safe, clean and functional Parks and recreation facilities, and to assist in the planning and development of new and improved facilities to meet continued growth within the County. We are committed to fulfilling our mission through visionary leadership, individual dedication, and the responsible use of our available resources. The Parks & Recreation Department operates and maintains 26 parks, boat ramps and preserves. Our parks provide passive and active recreation opportunities for people of all ages and abilities. Hernando County parks feature facilities that support organized sports such as flag football, soccer, softball, and baseball. Other activities we provide facilities for are pickleball, handball, and basketball. Passive recreation opportunities include walking trails at parks as well as in our nature preserves. Our Recreation Department coordinates the use of athletic fields with local sports leagues, oversees the rentals at two community centers, and promotes community events such as the Father Daughter Dance and Camp Funshine.

Mr. Werts – The mission of a Veteran Service Officer (VSO) is to assist veterans, service members, and their families in accessing the benefits and services they have earned. VSOs serve as advocates, helping veterans navigate the often-complex process of applying for benefits through the Department of Veterans Affairs (VA) and other government agencies. They provide personalized and confidential assistance to help veterans understand eligibility requirements and the claims process. VSOs are trained and accredited by the VA or other recognized organizations, ensuring they can help veteran's complete applications correctly and avoid delays caused by missing documentation or improperly submitted forms. They also provide information about state-specific benefits, such as property tax reductions and educational programs. VSOs serve individuals connected to military service, including veterans from all eras.

DOGE member comments:

Mr. Passafiume – How many employees do you have vs what you need to be effective and efficient to serve our vets?

Mr. Werts – We currently have 3 employees, 2 are certified Veteran Service Officers (1 department manager, 1 service officer) and we have 1 Admin assistant.

Mr. Passafiume – The current building you're in what other departments do you share it with?

Mr. Werts – The current building we are in is located at 621 W. Jefferson Street in Brooksville. We share this building with the Hernando County Housing Authority, and they have 5 employees, and the Hernando County Health and Human Services and they have 10 employees at this location. We currently only have 3 offices and no adequate storage for office supplies.

Mr. Passafiume – Your current building is it adequate to handle your clients as far as space and parking? What issues have you had?

Mr. Werts – The current building that we are in is not adequate to handle the parking for employees as well as clients. We have been able to park in the field next to the parking lot to open spaces for clients.

Mr. Passafiume – With your current budget what have you had to sacrifice in the helping of our veterans with such little budget?

Mr. Werts – We have had to sacrifice a timely response to our clients either by phone call, emails, and scheduling time for them to come in. We also have to sacrifice time in the field for reaching out to our clients. Being able to go to the local communities and speak to our different veteran groups about what we do and what the county has to offer for veterans.

Mr. Passafiume – Do some or all your clients have or need transportation to the VA and are you able to provide that with current budget ?

Mr. Werts – We do have veterans that do have transportation difficulties, and under the current budget we do not have any transportation services to offer.

Mr. Passafiume – What programs or grants do you have to help veterans?

Mr. Werts – The only thing that we offer are outreach to any of the local communities (if we can have the office closed to go to the event). We do not offer or have any grants to our veterans.

Mr. Passafiume – What do you feel you need for staff, budget, building size or anything else to help you effectively and efficiently serve or veterans?

Mr. Werts – With our growing community and the growing population of veterans to our county, I believe we would be able to serve our veterans more effectively and in a timeline

fashion if we had three more Veteran Service officers. Currently our registered veteran population with the Florida Department of Veterans Affairs is approximately 20,000, currently that's 1 vet6rreans service officer for every 10,000 veterans. This would allow us to have better appointment times; more calls and emails would be answered and returned in a timely manner. Our budget would need to be increased not only for personnel, but for a larger facility that could have office space and appropriate parking for us and our clients.
Mr. Morgan – asked about funding for University of Florida IFAS Extension.
Ms. Scharf – different per agent. Case by case.
Mr. Mowatt – How many programs are in each class?
Ms. Scharf –it ranges from 10 to 15 in drone class and depends on who is your target audience. They do better with smaller classes.
Mr. Ross – How does the University of Florida IFAS Extension promote Florida-Friendly Landscaping and help residents identify and manage invasive species?
Ms. Scharf – we don't tell Lowe's or anyone they can't sell invasive species. We teach right plant, right place.
Mr. Passarelli – are we generating revenue from horseshoe crabs?
Ms. Scharf – no.
Mr. Morgan – Why doesn't Hernando County conduct inspections for gopher tortoises on development sites?
Ms. Scharf – my department does sea turtles.
Ms. Burrmann – she is an authorized user to move them and relocate them. Hernando County relies on FWC for this.
Mr. Morgan – we rely on the honor system.
Mr. Kolasa – has question on artificial reef after deployment was done. Did you pay contractor?
Ms. Burrmann – yes, we paid them.
Mr. Kolasa – why don't someone know there is missing materials. We made sure reefs were deployed correctly.
Mr. Kolasa – asked Ms. Burrmann to contact the Contractor to aks where the materials were deployed.
Ms. Burrmann – agreed she would.
Mr. Kolasa – asked Ms. Burrmann to contact FWC and the USACE to let them know about the deployment issue.
Ms. Burrmann – stated she would follow up with them.
Ms. Smith – the library budget grew in 2024-2025.
Ms. Rouhana – CIP project master plan project. The meeting is coming up at Utilities this Thursday.
Mr. Huberts – where is the Community Services Director funded from.
Mr. Linsbeck – split between all departments.
Mr. Mowatt – more cost effective to own or outsource the clean up of the tussock removal of the lakes.
Ms. Burrmann – it cost $150,000 to take tussock out of just Hunter's Lake.
Ms. Botto – are you planning any other projects like you did with United Way.
Ms. Burrmann – no.
Ms. Smith – Do you inspect parks to make sure the work that was done is being maintained?
Mr. Talmage – we have a foreman that inspects daily.
Mr. Huberts – are park sponsor signs part of a monthly or annual sponsorship program?

Mr. Talmage – program has been dissolved.
Mr. Ross – we spent a lot of money on peck sink. Why isn't it open to the public?
Ms. Burrmann – we are currently working on a project out there to restore planting flowers.
Mr. Ross – he thinks we should raise fees on camps and leagues.
Mr. Kolasa – who is responsible to oversee permit compliance.
Mr. Rogers – we have grant compliance and then other permits the department manager. We don't permit craftmanship or quality.

Team Sessions
N/A

DOGE Information Requests Update and other communications:
Mrs. Wright – provided an update on outstanding information requests.
Mr. Hubert – would like to know where his request is.

Next Meeting
March 9, 2026 @ 4:00pm

Mr. Passarelli – asked for a motion to adjourn the meeting. **Mr. Ross** has motioned to adjourn the meeting. **Mr. Huberts** seconded the motion. All voted yes, no nays.

The meeting adjourned at 6:03 p.m.

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17387
Legal Request Number:
Bid/Contract Number:

TITLE
Transmittal of Minutes From Library Advisory Committee Meeting of March 10, 2026

BRIEF OVERVIEW
Staff received the attached, approved minutes from the Library Advisory Committee meeting of March 10, 2026.

FINANCIAL IMPACT
No financial impact.

LEGAL NOTE
N/A.

RECOMMENDATION
For informational purposes only; no action is required by the Board.

REVIEW PROCESS

Pamela Hare	Approved	04/10/2026	1:05 PM
Heidi Prouse	Approved	04/10/2026	1:19 PM
Toni Brady	Approved	04/15/2026	7:47 PM
Jeffrey Rogers	Approved	04/16/2026	9:11 AM
Jessica Wright	Approved	04/18/2026	8:47 AM

Hernando County
Library Advisory Committee

Meeting Minutes

Tuesday, March 10, 2026

CALL TO ORDER

A meeting of the Hernando County Library Advisory Committee (LAC) was held on Tuesday, March 10, 2026, at the East Hernando Library, 6457 Windmere Rd., Brooksville, FL 34602. Alysha Smith, President, called the meeting to order at 1:00 p.m.

Attendee Name, Title
Alysha Smith, President
Jessica Haher, Member
Joannah Holt, Member
Cynthia Loftis-Culp, Library Services Manager
Helen Bakomihalis, Accounting Clerk III

APPROVAL OF AGENDA

Motion
To approve the agenda as presented

RESULT: APPROVED
MOVER: Jessica Haher
SECONDER Joannah Holt

APPROVAL OF MINUTES

Motion
To approve the minutes of January 13, 2026, as presented. The motion carried unanimously.

RESULT: APPROVED
MOVER: Jessica Haher
SECONDER: Alysha Smith

OLD BUSINESS

No old business to discuss

Branch Services Update

Cindy provided branch services update

- Working on budget. Will know more at the end of the month.
- Welcomed our newest member to the LAC, Joannah Holt
- The eaves project at the East branch is out for bid, the next branch to be addressed is Springhill
- 3 grants were approved: Seeds of Knowledge, Science Across America and FL Humanities Grants

Friends of the Library

FOL is doing very well.

NEW BUSINESS

Kimley Horn will present their Master Plan at the next LAC meeting on May 12, 2026

CITIZENS COMMENTS

- Jennifer Sullivan of Springhill brought up that privatization of the libraries is a bad thing, and we need more support
- Joannah Holt introduced Gary, who was in attendance, and thanked him for applying to the open LAC position

UPCOMING MEETING

The next Library Advisory Committee meeting is scheduled for Tuesday, May 12, 2026 at 1:00 p.m. at the Main Library, 238 Howell Ave., Brooksville, FL 34601.

ADJOURNMENT

The meeting was adjourned at 1:15p.m.

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Demetris Williams-Fagin
Initiator: Jeffrey Rogers
DOC ID: 17408
Legal Request Number:
Bid/Contract Number:

TITLE
Transmittal of Minutes From Planning and Zoning Commission Meeting of March 9, 2026

BRIEF OVERVIEW
Staff received the attached, approved meeting minutes for the March 9, 2026, Planning and Zoning Commission meeting.

FINANCIAL IMPACT
No financial impact.

LEGAL NOTE
N/A

RECOMMENDATION
For informational purposes only; no action is required by the Board.

REVIEW PROCESS

Pamela Hare	Approved	04/15/2026 9:53 AM
Heidi Prouse	Approved	04/16/2026 12:34 PM
Toni Brady	Approved	04/20/2026 10:50 AM
Jeffrey Rogers	Approved	04/20/2026 3:45 PM
Jessica Wright	Approved	04/20/2026 8:30 PM

Hernando County

Planning & Zoning Commission

Regular Meeting

Minutes

March 9, 2026

CALL TO ORDER

The public meeting was called to order at 9:00 a.m. on Monday, March 09, 2026, in the John Law Ayers Room, Government Center, Brooksville, Florida. This meeting was advertised in the Hernando Sun newspaper and the Agenda Packet was available online at www.hernandocounty.us.

Attendee Name	Title
Kathryn Birren	Chairwoman
Nicholas Holmes	Vice Chairman
Steven Markford	Regular Member
Jonathan McDonald	Regular Member
Justin Noe	Regular Member
James Lipsey	Ex Officio Non-voting Member (School Board Rep.)
Natasha Lopez Perez	Assistant County Attorney
Michelle Miller	Planning Manager
Scott Herring	Public Works Director
Scott Rimby	Interim Capital Program Manager
Robin Reinhart	Planner I
Haydee Padin Alvarez	Community Development Specialist
Victoria Via	Agenda Coordinator

Invocation

Pledge of Allegiance

Poll Commission for Ex Parte Communications

Members McDonald and Noe announced that they had had no ex parte communications concerning the quasi-judicial petitions being considered at this meeting.

Chairwoman Birren, Vice Chairman Holmes, and Member Markford announced the ex parte communications that they had had concerning the quasi-judicial petitions being considered at this meeting.

County Attorney Statement

Administering of the Oath

STAFF ANNOUNCEMENTS

Presentation on Florida Sunshine Law and Ex Parte Communications

APPROVAL/MODIFICATION OF AGENDA

Motion
To approve the Agenda.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Jonathan McDonald
AYES:	Birren, Holmes, Markford, McDonald and Noe

ADOPTION OF THE INFORMATION PACKETS INTO EVIDENCE

Motion
To adopt the information packets info evidence.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Steven Markford
AYES:	Birren, Holmes, Markford, McDonald and Noe

PUBLIC HEARINGS

UNIFIED AGENDA

Approval of Minutes for Regular Meeting of October 09, 2023

Approval of Minutes for Regular Meeting of February 09, 2026

Conditional Plat File # 1504234 Lake Mirage

Special Exception Use Permit Submitted by Yarelis Gonzalez (SE2603)

This item was pulled and voted and on separately.

Conditional Use Permit Petition for a Temporary Structure Submitted by Robert Best (CU2603)

Conditional Use Permit Petition Submitted by Richard and Debra Deroxtro (CU2606)

Motion
To approve the Unified Agenda and pull Agenda Item No. 17214 [Special Exception Use Permit Submitted by Yarelis Gonzalez (SE2603)] to the Standard Agenda.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Steven Markford
AYES:	Birren, Holmes, Markford, McDonald and Noe

STANDARD AGENDA

Special Exception Use Permit Submitted by Yarelis Gonzalez (SE2603)

There was no public input.

Motion
To postpone to a date uncertain with all advertising costs paid by the applicant.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Steven Markford
AYES:	Birren, Holmes, Markford, McDonald and Noe

RECESS/RECONVENE

The Board recessed at 9:20 a.m. and reconvened at 9:25 a.m.

Presentation on the Final Proposed South Brooksville Community Redevelopment Plan

There was no public input.

Motion
To approve.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Jonathan McDonald
AYES:	Birren, Holmes, Markford, McDonald and Noe

RECESS/RECONVENE

The Board recessed at 9:45 a.m. and reconvened at 9:50 a.m.

Rezoning Petition Submitted by Veronica Johnson (H2604)

There was no public input.

Motion
To approve the staff recommendation.

RESULT:	**ADOPTED**
MOVER:	Nicholas Holmes
SECONDER:	Steven Markford
AYES:	Birren, Holmes, Markford, McDonald and Noe

Master Plan Revision Petition Submitted by ART ERI, LLC (H2607)

The Board accepted public input on this matter.

Motion
To approve the staff recommendation.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Jonathan McDonald
AYES:	Birren, Holmes, Markford, McDonald and Noe

Master Plan Revision Petition Submitted by 15464 Cortez Blvd, LLC (H2541)

The Board accepted public input on this matter.

Motion
To approve the staff recommendation.

RESULT:	**ADOPTED**
MOVER:	Justin Noe
SECONDER:	Nicholas Holmes
AYES:	Birren, Holmes, McDonald and Noe
NAYES:	Markford

RECESS/RECONVENE

The Board recessed at 10:30 a.m. and reconvened at 10:40 a.m.

Rezoning Petition Submitted by Dirt Doctor 11011 LLC (H2550)

The Board accepted public input on this matter.

Motion
To approve the staff recommendation with modifications.

(Note: The Motion pertained to Modified Performance Condition Nos. 14 and 15 as approved by the Planning Department).

RESULT:	**ADOPTED**
MOVER:	Nicholas Holmes
SECONDER:	Justin Noe
AYES:	Holmes, McDonald and Noe
NAYES:	Birren and Markford

RECESS/RECONVENE

The Board recessed at 11:20 a.m. and reconvened at 11:30 a.m.

Rezoning Petition Submitted by Jack Melton Family, Inc (H2540)

The Board accepted public input on this matter.

Member McDonald temporarily left the meeting.

RECESS/RECONVENE

The Board recessed at 1:10 p.m. and reconvened at 1:20 p.m.

Rezoning Petition Submitted by Jack Melton Family, Inc (H2540)

Motion
To approve the staff recommendation with modifications.

(Note: The Motion pertained to Modified Performance Condition Nos. 16, 20, 21, 23, and 24 as approved by the Planning Department).

RESULT:	**ADOPTED**
MOVER:	Nicholas Holmes
SECONDER:	Jonathan McDonald
AYES:	Birren, Holmes, McDonald and Noe
NAYES:	Markford

Rezoning Petition Submitted by Jack Melton Family Inc (H2539)

The Board accepted public input on this matter.

Motion
To approve the staff recommendation with modifications.

(Note: The Motion pertained to Modified Performance Condition Nos. 6, 7, and 8 as approved by the Planning Department).

RESULT:	**ADOPTED**
MOVER:	Nicholas Holmes
SECONDER:	Justin Noe
AYES:	Birren, Holmes, Markford and Noe
NAYES:	McDonald

COMMISSIONERS AND STAFF ISSUES

The Board and staff discussed various issues.

ADJOURNMENT

The meeting was adjourned at 2:30 p.m.

UPCOMING MEETINGS

The next regular meeting of the Planning and Zoning Commission is scheduled for Monday, April 13, 2026, beginning at 9:00 AM, in the Commission Chambers

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Natural Resources
Prepared By: Carla Burrmann
Initiator: Carla Burrmann
DOC ID: 17369
Legal Request Number:
Bid/Contract Number:

TITLE
Weeki Wachee River Submerged Aquatic Vegetation Restoration Project Maintenance Report for Month Nine

BRIEF OVERVIEW
The ninth monthly maintenance event for the Weeki Wachee River SAV Restoration Project occurred on February 10, 2026. The GrowSAV™ Herbivory Exclusion Devices exhibited light levels of biofouling, consisting mainly of settled sediments, filamentous algae and entrapped leaf litter. Sea & Shoreline biologists removed biofouling from the top and side mesh of the devices using stiff-bristled brushes.

There remains evidence of steady erosion around parts of the planting area, with more rapid erosion noticed on the outside bends of the river. If erosion continues to worsen, supplemental planting in areas that experience less water flow may be recommended. The supplemental planting units at site 5 will continue to be monitored and sediment inside devices will continue to be removed as necessary. Salinity data will be recorded at site 5 during the next maintenance event to determine if it is still a rate limiting factor to plant growth. Maintenance will continue for the next three months, with the next event taking place in March of 2026.

STRATEGIC PLAN INITIATIVES
Strategic Theme: C - Stewardship of Natural Resources
GOAL C.1 Protect Water Quality
OBJECTIVE C.1.1 Establish and promote policies or projects aimed at promong the health and longevity of water resources, with measurable progress reviewed annually and aligned with state and federal guidance.

FINANCIAL IMPACT
None at this time.

LEGAL NOTE
Not applicable.

RECOMMENDATION
For informational purposes only. No action is required from the Board.

REVIEW PROCESS

Christopher Linsbeck	Approved	04/07/2026 2:48 PM
Pamela Hare	Approved	04/07/2026 3:08 PM
Heidi Prouse	Approved	04/08/2026 8:30 AM
Toni Brady	Approved	04/08/2026 11:15 AM
Jeffrey Rogers	Approved	04/09/2026 9:00 PM
Jessica Wright	Approved	04/14/2026 10:38 AM

Weeki Wachee River SAV Restoration Project

Month 9 Maintenance Report

FDEP PERMIT NUMBER: 27-0192455-004-EI

USACE PERMIT NUMBER: SAJ-2019-01203

Prepared On:
February 10th, 2026

Prepared For:
Fish & Wildlife Foundation of Florida
P.O. Box 1101
Tallahassee, Florida 32302
Attn: Tindl Rainey

Prepared By:
Xander Maness
Sea & Shoreline, LLC
4331 Cockroach Bay Rd
Ruskin, FL 33570

Date of Work Accomplished

The ninth monthly maintenance event for the Weeki Wachee River SAV Restoration Project was performed on February 10th, 2026.

Tasks Accomplished

1. Monitored Plant Growth and Survival

2. Removed biofouling from the GrowSAV™ Herbivory Exclusion Devices

Task Description

1. **Monitored Plant Growth and Survival –** A team of Sea & Shoreline biologists monitored planting units. Plant growth and survival were noted, and any displaced planting units were carefully replanted by hand. Monitoring was performed in water using a mask and snorkel.

2. **Removed biofouling from the GrowSAV™ Herbivory Exclusion Devices –** Biofouling that had accumulated on the top and side mesh of the GrowSAV™ Herbivory Exclusion Devices was removed by a team of Sea & Shoreline biologists using stiff-bristled scrub brushes. All biofouling removal was performed in water using a mask and snorkel.

Notes and Event Summary

Month 9 Maintenance and Monitoring Event

The ninth monthly maintenance event for the Weeki Wachee River SAV Restoration Project occurred on February 10th, 2026. The GrowSAV™ Herbivory Exclusion Devices exhibited light levels of biofouling, consisting mainly of settled sediments, filamentous algae and entrapped leaf litter. Sea & Shoreline biologists removed biofouling from the top and side mesh of the devices using stiff-bristled brushes (**Figures 1 & 2)**.

The estimated success rate of *V. neotropicalis* within GrowSAV™ Herbivory Exclusion Devices remained similar to that of past maintenance events, with roughly 80% of the devices exhibiting successful growth. *V. neotropicalis* coverages ranged from 0.5 to 4 on the Braun-Blanquet coverage scale (<5% - 75%). The blade height of protected units varied from 10 cm to upwards of 55 cm. Canopy heights were noted to be slightly lower than previous months, likely due to increased grazing pressure (**Figure 3)**. As manatees and turtles migrate out of the river during the coming warmer months, grazing pressure should decrease, promoting greater vertical growth of *V. neotropicalis*.

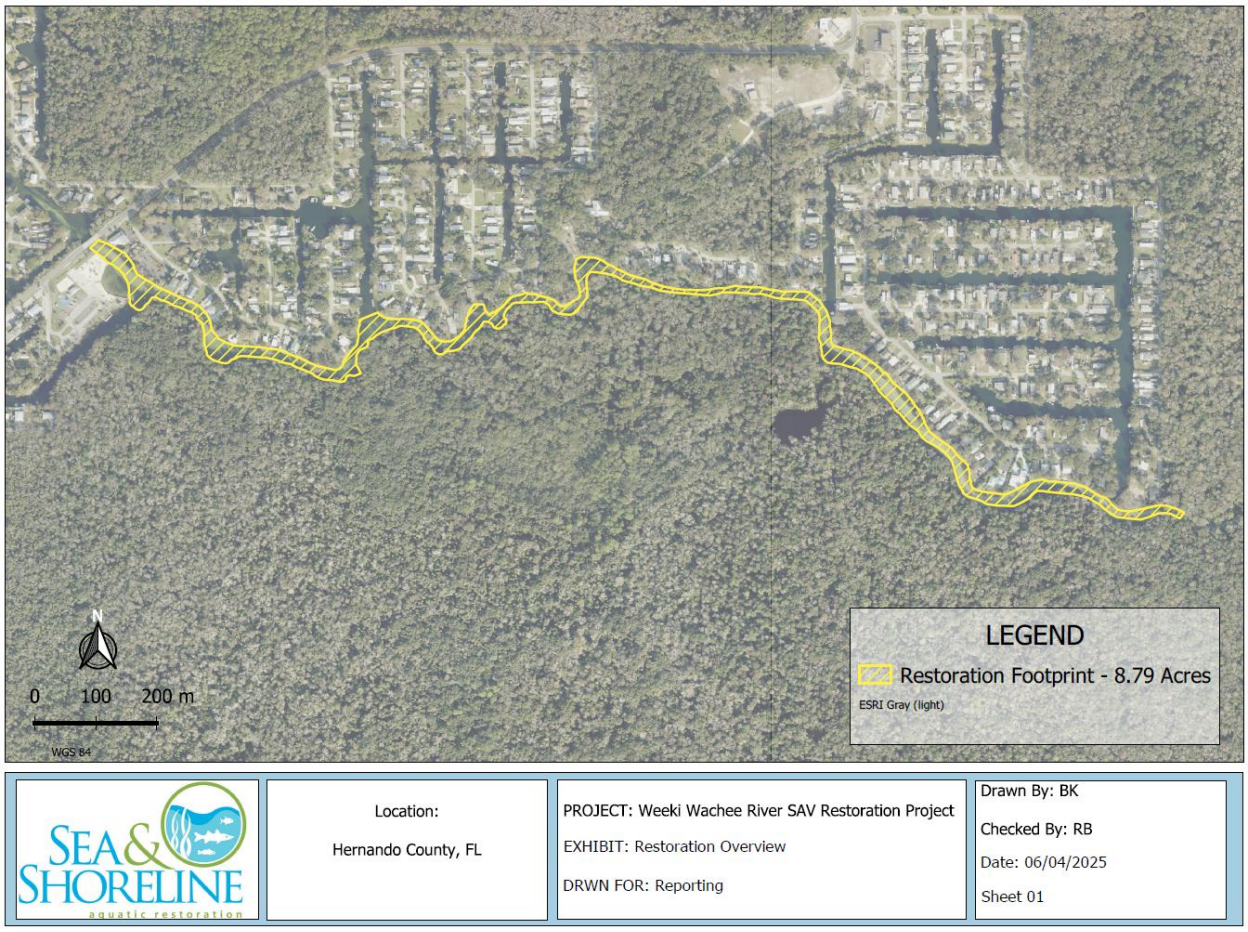
Supplemental planting units installed at site 5 were observed in approximately 30% of the GrowSAV™ Devices. Protected units were covered by approximately 5-7 cm of settled sediment and were only revealed once this sediment was gently brushed away. The observed slower growth rate can be attributed to colder weather and shorter days, as it is currently outside of the growing season. An overall increase in the biomass of submerged aquatic vegetation is anticipated in coming months as we move into the growing season of late March and early April.

Unprotected planting units remain short but are continuing to laterally expand throughout the deeper portions of the river (**Figures 4 & 5**). The canopy height of unprotected units remains relatively unchanged, ranging from 2-15 cm. Unprotected units were observed at coverages of 0.5 to 3 on the Braun-Blanquet coverage scale (<5% - 50%).

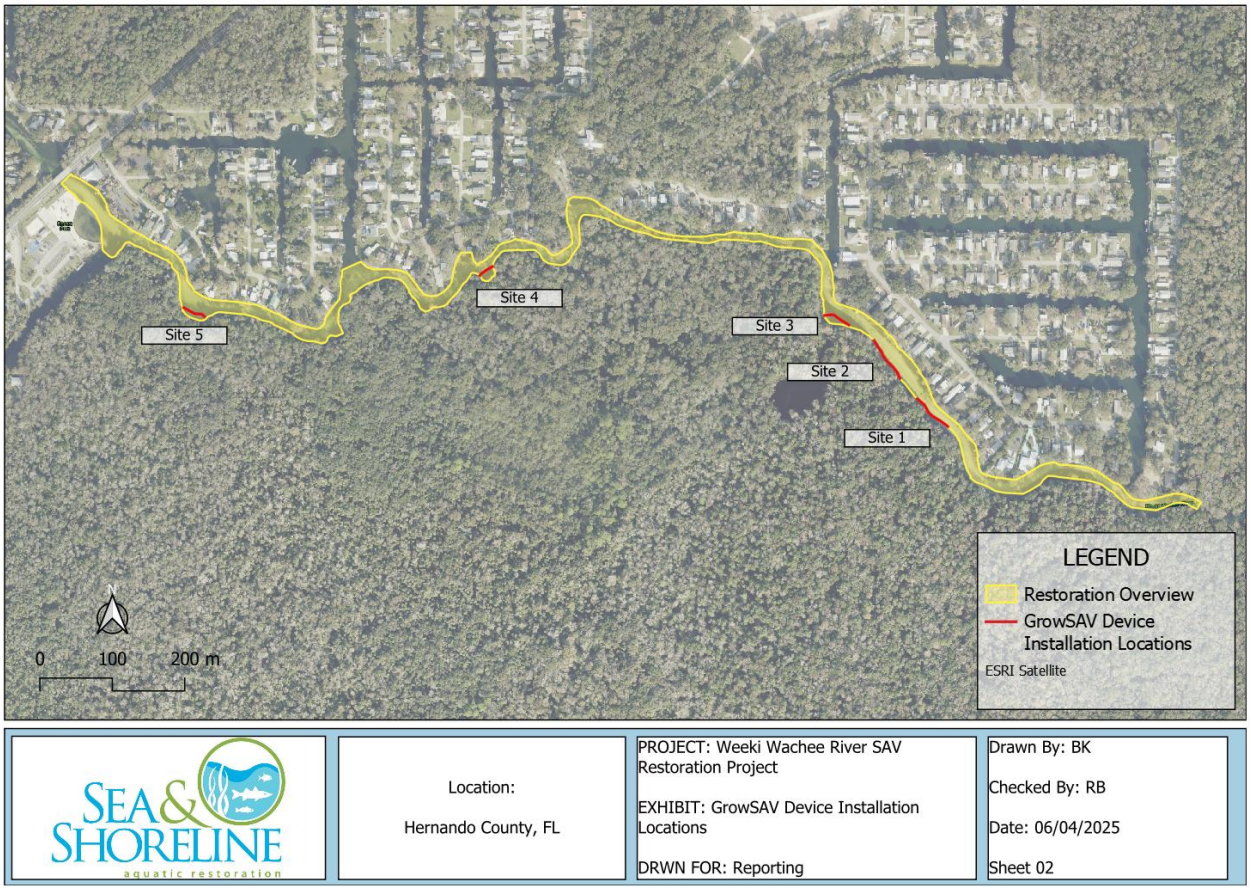
Recommendations and Rectifications

There remains evidence of steady erosion around parts of the planting area, with more rapid erosion noticed on the outside bends of the river (**Figure 6)**. If erosion continues to worsen, supplemental planting in areas that experience less water flow may be recommended. The supplemental planting units at site 5 will continue to be monitored and sediment inside devices will continue to be removed as necessary. Salinity data will be recorded at site 5 during the next maintenance event to determine if it is still a rate limiting factor to plant growth. Maintenance will continue for the next three months, with the next event taking place in March of 2026.

Maps.



Map 1 – Overview of Restoration Area.



Map 2 – Overview of GrowSAV™ Herbivory Exclusion Device Installation Locations.

Figures.



Figure 1. Example of biofouling on GrowSAV™ device

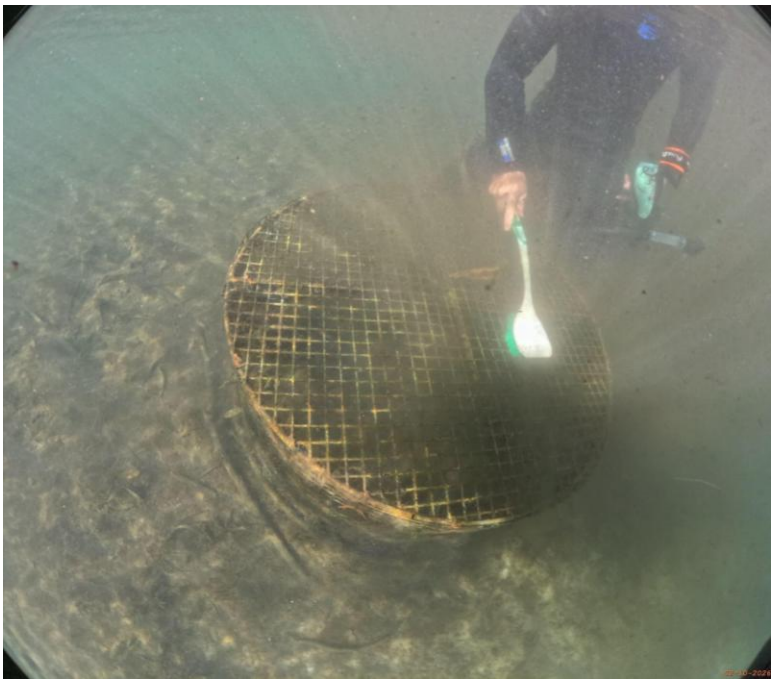


Figure 2. Example of biofouling removal of GrowSAV™ Device by Sea & Shoreline biologist



Figure 3. Example of protected units.



Figure 4. Example of unprotected units showing signs of lateral expansion.



Figure 5. Example of unprotected planting units.

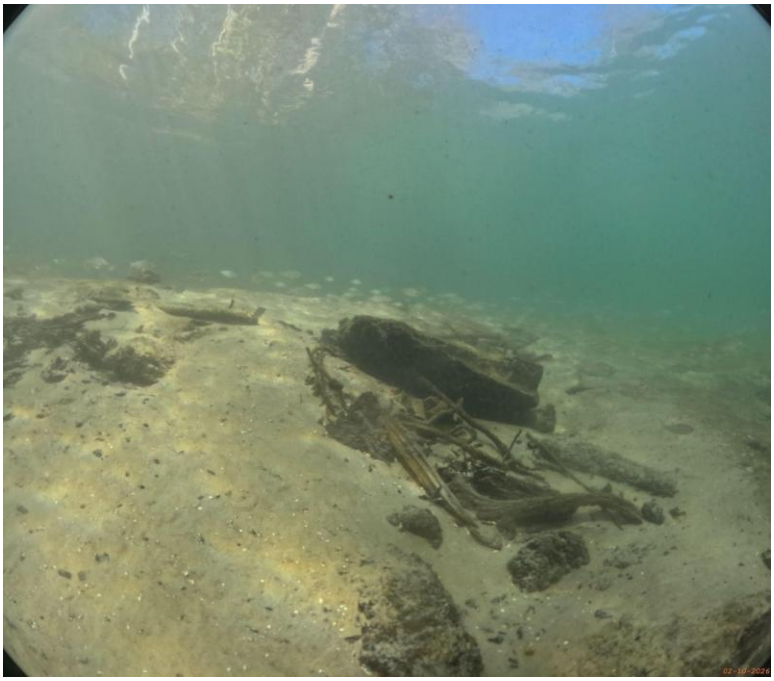


Figure 6. Example of an area experiencing increased sediment relocation due to current.

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Procurement Department
Prepared By: Joseph Goulart
Initiator: Carla Rossiter-Smith
DOC ID: 17413
Legal Request Number: 2025 526-1
Bid/Contract Number: 26-T1302

TITLE

Award of Term Contract to American Standard Landscaping, LLC, for Mowing Services for Brooksville-Tampa Bay Regional Airport (Amount: $134,820.00)

BRIEF OVERVIEW

The Procurement Department issued Invitation to Bid (ITB) No. 26-T01302 on March 4, 2026, at the request of the Airport Operations Department, to obtain bids for the purchase of Mowing Services for Brooksville Airport.

The Procurement Department placed the legal advertisement in the Hernando Sun on March 6, 2026, and the OpenGov website on March 4, 2026. The bid was sent to four thousand seven (4007) matching vendor/contractors in OpenGov, the e-procurement web portal. The bid document was downloaded by sixty-one (61) vendor/contractors, and twelve (12) submissions were received.

BIDs RECEIVED:

AB5 Enterprises	$23,680.00
American Standard Landscaping LLC	$44,940.00*
JDMF LLC	$45,516.14
Big King Services	$48,350.00
Lortie Lawn and Landscaping LLC Perfect Green	$49,245.06
Triple Crown C Lawn Jockeys LLC	$49,740.00
NDL LLC	$54,268.08
Central Florida Landscaping, Inc.	$62,917.80
Emprise Partners LLC	$69,999.88
Amazing national Services Group, LLC	$77,970.00
T&M Lawn-Fence Service, Inc.	$100,050.00
Superior Landscaping & Lawn Service Inc.	$128,040.50

Bids were reviewed and evaluated by the Procurement Department to determine if bids were responsive and responsible. The bids were then reviewed and evaluated by the Airport Operations Department for award recommendation based on price, conformance with specifications and the Bidder's ability to perform the contract in accordance with the terms, conditions and specifications required. One vendor's response was deemed non-responsive and was disqualified.

A Notice of Intent to Award the contract to American Standard Landscaping LLC dated April 28, 2026, was posted to the OpenGov website. The award is for a three (3) year contract term with two (2), one (1) year unilateral renewals. No challenges to the Notice of Intent to Award were received.

The Chief Procurement Officer has reviewed this requirement for conformance to Procurement Ordinance and Purchasing Policies and Procedures.

STRATEGIC PLAN INITIATIVES
Strategic Theme: D - Quality of Life
GOAL D.1 Well-maintained existing community assets

FINANCIAL IMPACT
Funding in the amount of $44,940.00 is available in the following:

Expence:

Fund: Airport Operations Fund - B402, **Department:** Airport - 131 **Account:** Opertaing-Repairs&Maintenance Services - 534600

LEGAL NOTE
In accordance with Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION
It is recommended the Board approve and authorize the Chairman's signature on the attached agreement for award to American Standard Landscaping LLC for Contract No. 26-T01302 in the estimated three-year contract amount of $134,820 **with an estimated annual spend of** $44,940.00.

It is further recommended the Board authorize the Chief Procurement Officer to approve change orders as necessary and required up to the allowable budgeted amounts, and to renew the contract with the same terms and conditions.

REVIEW PROCESS

Steve Miller	Approved	04/28/2026 1:58 PM
Gina Grimmer	Approved	05/01/2026 11:35 AM
Stephanie Stevens	Approved	05/04/2026 9:51 AM
Erin Dohren	Approved	05/05/2026 7:10 AM
Felicia Holmes	Approved	05/05/2026 10:45 AM
Carla Rossiter-Smith	Approved	05/06/2026 8:55 AM
Pamela Hare	Approved	05/06/2026 9:51 AM
Melissa Tartaglia	Approved	05/06/2026 12:48 PM
Heidi Prouse	Approved	05/06/2026 2:03 PM
Toni Brady	Approved	05/06/2026 5:14 PM
Jeffrey Rogers	Approved	05/07/2026 5:20 AM
Jessica Wright	Approved	05/07/2026 12:02 PM

County of Hernando
Procurement Department
Carla Rossiter-Smith, Chief Procurement Officer
15470 Flight Path Drive, Brooksville, FL 34604

EVALUATION TABULATION

ITB No. 26-T01302

Mowing Services for Brooksville - Tampa Bay Regional Airport

RESPONSE DEADLINE: April 6, 2026 at 10:00 am

Report Generated: Monday, April 6, 2026

SELECTED VENDOR TOTALS

Vendor	Total
AB5 Enterprises	$23,680.00
American Standard Landscaping LLC	$44,940.00
JDMF llc	$45,516.14
BigKing Services LLC	$48,350.00
Lortie Lawn & Landscaping LLC Perfect Green	$49,245.06
Triple crown c lawn jockeys llc	$49,740.00
NDL LLC	$54,268.08
Central Florida Landscaping, Inc.	$62,917.80
Emprise Partners LLC	$69,999.88
Amazing National Services Group, LLC	$77,970.00

Vendor	Total
T&M Lawn-Fence Service, Inc.	$100,050.00
Superior Landscaping & Lawn Service Inc.	$128,040.50

BID TABLE (Table 1 of 3)

BID TABLE					AB5 Enterprises		Amazing National Services Group, LLC		American Standard Landscaping LLC		BigKing Services LLC		Central Florida Landscaping, Inc.	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	1	Airport Industrial Park (Exhibit A)	26	EA	$350.00	$9,100.00	$1,300.00	$33,800.00	$600.00	$15,600.00	$450.00	$11,700.00	$759.00	$19,734.00
X	2	Aerial Way/Aviation Loop Drive (Exhibit B)	26	EA	$130.00	$3,380.00	$400.00	$10,400.00	$300.00	$7,800.00	$280.00	$7,280.00	$488.25	$12,694.50
X	3	Aerial Way (Exhibit C)	26	EA	$20.00	$520.00	$85.00	$2,210.00	$150.00	$3,900.00	$180.00	$4,680.00	$69.00	$1,794.00
X	4	Corporate Blvd (Exhibit D)	18	EA	$175.00	$3,150.00	$385.00	$6,930.00	$200.00	$3,600.00	$320.00	$5,760.00	$418.50	$7,533.00
X	5	SGT Lea Mills Blvd (Exhibit E)	18	EA	$175.00	$3,150.00	$750.00	$13,500.00	$260.00	$4,680.00	$320.00	$5,760.00	$552.00	$9,936.00
X	6	Defense Lane/Radial Drive (Exhibit F)	18	EA	$150.00	$2,700.00	$385.00	$6,930.00	$170.00	$3,060.00	$265.00	$4,770.00	$379.50	$6,831.00

BID TABLE					AB5 Enterprises		Amazing National Services Group, LLC		American Standard Landscaping LLC		BigKing Services LLC		Central Florida Landscaping, Inc.	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	7	Airport Administration Office - 15800 Flight Path Drive (Exhibit G)	42	EA	$40.00	$1,680.00	$100.00	$4,200.00	$150.00	$6,300.00	$200.00	$8,400.00	$104.65	$4,395.30
Total						$23,680.00		$77,970.00		$44,940.00		$48,350.00		$62,917.80

BID TABLE (Table 2 of 3)

BID TABLE					Emprise Partners LLC		JDMF llc		NDL LLC		Lortie Lawn & Landscaping LLC Perfect Green		Superior Landscaping & Lawn Service Inc.	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	1	Airport Industrial Park (Exhibit A)	26	EA	$1,050.00	$27,300.00	$653.85	$17,000.10	$430.75	$11,199.50	$830.26	$21,586.76	$1,569.30	$40,801.80
X	2	Aerial Way/Aviation Loop Drive (Exhibit B)	26	EA	$495.00	$12,870.00	$200.00	$5,200.00	$430.75	$11,199.50	$235.62	$6,126.12	$630.00	$16,380.00
X	3	Aerial Way (Exhibit C)	26	EA	$68.00	$1,768.00	$200.00	$5,200.00	$430.75	$11,199.50	$48.32	$1,256.32	$220.00	$5,720.00
X	4	Corporate Blvd (Exhibit D)	18	EA	$365.00	$6,570.00	$266.67	$4,800.06	$277.77	$4,999.86	$198.50	$3,573.00	$1,050.00	$18,900.00

BID TABLE					Emprise Partners LLC		JDMF llc		NDL LLC		Lortie Lawn & Landscaping LLC Perfect Green		Superior Landscaping & Lawn Service Inc.	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	5	SGT Lea Mills Blvd (Exhibit E)	18	EA	$430.00	$7,740.00	$311.11	$5,599.98	$277.77	$4,999.86	$279.20	$5,025.60	$1,050.00	$18,900.00
X	6	Defense Lane/Radial Drive (Exhibit F)	18	EA	$360.00	$6,480.00	$200.00	$3,600.00	$277.77	$4,999.86	$191.59	$3,448.62	$722.52	$13,005.36
X	7	Airport Administration Office - 15800 Flight Path Drive (Exhibit G)	42	EA	$173.14	$7,271.88	$98.00	$4,116.00	$135.00	$5,670.00	$195.92	$8,228.64	$341.27	$14,333.34
Total						$69,999.88		$45,516.14		$54,268.08		$49,245.06		$128,040.50

BID TABLE (Table 3 of 3)

BID TABLE					T&M Lawn-Fence Service, Inc.		Triple crown c lawn jockeys llc	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	1	Airport Industrial Park (Exhibit A)	26	EA	$575.00	$14,950.00	$200.00	$5,200.00
X	2	Aerial Way/Aviation Loop Drive (Exhibit B)	26	EA	$575.00	$14,950.00	$200.00	$5,200.00
X	3	Aerial Way (Exhibit C)	26	EA	$575.00	$14,950.00	$200.00	$5,200.00

BID TABLE					T&M Lawn-Fence Service, Inc.		Triple crown c lawn jockeys llc	
Selected	Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price	Price Per Mow	Total Annual Price
X	4	Corporate Blvd (Exhibit D)	18	EA	$575.00	$10,350.00	$10.00	$180.00
X	5	SGT Lea Mills Blvd (Exhibit E)	18	EA	$575.00	$10,350.00	$10.00	$180.00
X	6	Defense Lane/Radial Drive (Exhibit F)	18	EA	$575.00	$10,350.00	$10.00	$180.00
X	7	Airport Administration Office - 15800 Flight Path Drive (Exhibit G)	42	EA	$575.00	$24,150.00	$800.00	$33,600.00
Total						$100,050.00		$49,740.00

Felicia Holmes
For: Carla Rossiter-Smith MSM, PMP, GPC
Chief Procurement Officer

DEPARTMENT OF PURCHASING AND CONTRACTS

15470 FLIGHT PATH DRIVE • BROOKSVILLE, FLORIDA 34604
P 352.754.4020 • F 352.754.4199 • W www.HernandoCounty.us

DATE: 4/28/26

TO: Andrew Johns

FROM: Joseph Goulart, Contracting Agent II

SUBJECT: Recommendation for Award Bid No. 26-T01302
Project Name: Mowing Services for Brooksville - Tampa Bay Regional Airport

The attached bid received from American Standard Landscaping for the above referenced project/solicitation is submitted for your review, evaluation, and award recommendation. In accordance with the Hernando County Ordinance No. 93.16, Section 2-105 (6) and Purchasing and Contracts Department Policies and Procedures Manual, Procedure No. 130F, Paragraph 3. (D), Policy140I, Paragraph 2(H), please complete items 2 through 6 and return this award recommendation form with your technical evaluation attached, approved by your department director/manager.

1. Total Contract Bid Price is: $ 44,940.00
2. Reference checks are satisfactory: X YES ☐ NO
   If no, provide an explanation using the space provided below and/or attached to this form.
3. Recommend award as responsive and responsible bidder X YES ☐ NO
   If no, provide a detailed explanation using the space provided below and/or attached to this form.
4. Request Next Bidder? ☐ YES X NO
5. Provide a statement that addresses the reason(s) for your recommendation or rejection. Include your basis for determining that pricing is fair and reasonable and that the Bidder has the ability and resources to perform in accordance with the bid terms, conditions and scope.

   Contractor provided all the necessary prerequisites to fulfil this role.

6. Provide the funding information: Fund 13100 Dept B402 Account 534600

Recommendation Approved By: _____ Date: 4/28/26
Department Director/Manager

Enclosure

REFERENCE

Reference For (Firm/Company): American Standard Landscaping, LLC

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: Terra Management Services, LLC

First Name, Last Name: John Curtis, Association Manager

PHONE #: 813-374-2363 Email : jcurtis@terramanagers.com

1. Describe the work contracted to firm/company. American Standard performs the landscaping duties for River Run Condominium Association

2. Was the work completed on time? - Yes

3. Were you satisfied with the final results? - Yes

4. Did you implement their recommendations? – Yes

5. Did you encounter any problems? - No

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

   Professionalism 5

   Qualifications 5

   Final Product 5

   Cooperation 5

   Reliability 5

7. Would you contract with this company again?

   Yes X No Maybe

Hernando County Use Only
Reference checked by: Date: 4/24/26

REFERENCE

Reference For (Firm/Company): American Standard Landscaping LLC

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: Palmwood Commercial

First Name, Last Name: Al Isnetto

PHONE #: (352) 597-2100 Email: Al@Palmwoodcommercial.com

1. Describe the work contracted to firm/company.

   Grounds maintenance for commercial properties managed. Predominently mowing, flower bed detail, parking lot debris removal, landscaping update projects and yearly mulching

2. Was the work completed on time?
   Yes.

3. Were you satisfied with the final results?
   Yes.

4. Did you implement their recommendations?
   Yes, when we requested ideas for landscaping.

5. Did you encounter any problems?

   Only during Florida's rainy season, but it is a common problem, due to excessive weed growth, and fewer dry scheduled working hours for the crews to accomplish the work

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

   Professionalism 5

   Qualifications 5

   Final Product 5

   Cooperation 5

   Reliability 5

7. Would you contract with this company again?

   Yes X No _____ Maybe _____

Hernando County Use Only
Reference checked by: _____ Date: 4/22/26

From: Al Isnetto
To: Christine Schmidt
Subject: FW: Reference for American Standard Landscaping
Date: Wednesday, April 8, 2026 4:16:57 PM
Attachments: Reference 1- American Standard.pdf

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Christine,

We are still extremely happy with the Crew at American Landscaping. I have been referring this company out to some of my newer clients, and they are very satisfied with their work.

Alfred A. Isnetto, PA
Broker Associate

Palmwood Realty, Inc.
Commercial Investment Division

8245 River Country Drive
Weeki Wachee, Florida 34607
tel: 352.597.2500 ext. 202
fax: 352.597.4487
www.palmwoodcommercial.com

From: Christine Schmidt <CSchmidt@co.hernando.fl.us>
Sent: Tuesday, April 7, 2026 9:07 AM
To: Al Isnetto <Al@palmwoodcommercial.com>
Cc: Andrew Johns <AJohns@co.hernando.fl.us>
Subject: Reference for American Standard Landscaping

Good Morning Mr. Isnetto,

Please see the attached reference that you provided for American Standard Landscaping, LLC. At your convenience, please review the reference and make any changes, if needed. Once the changes are made, please send the revised reference form back to me. If no changes are needed simply respond to this email stating as such.

Thank you, in advance, for your time.

Best Regards,

Christine Schmidt

REFERENCE

Reference For (Firm/Company): American Standard Landscaping, LLC

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: Auro Property Management

First Name, Last Name: Nelia Kirby

PHONE #: 352-593-5920 Email: Nelia@auropm.com

1. Describe the work contracted to firm/company. American Standard has been one of our preferred Vendors since 2017 completing commercial lawn services.

2. Was the work completed on time? Yes, all scheduled work is completed on time.

3. Were you satisfied with the final results? Yes, this company provides quality work.

4. Did you implement their recommendations? Yes for some properties if budget permitted.

5. Did you encounter any problems? No, if they broke anything, they fixed it right away and provided proper notification to us.

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

Professionalism	5
Qualifications	5
Final Product	5
Cooperation	5
Reliability	5

7. Would you contract with this company again?

Yes X No _____ Maybe _____

Hernando County Use Only
Reference checked by: _____ Date: 4/22/26

Administration Assistant III
Brooksville-Tampa Bay Regional Airport
15800 Flightpath Drive
Brooksville, FL 34604
352-754-4061

TECHNICAL EVALUATION FOR BID AWARD

ITB# 26-T01302 ITB Name Mowing Services for Brooksville - Tampa Bay Regional Airport

This document has been developed to facilitate your evaluation. Your evaluation should be limited to the attached. **Purchasing will ensure that all documents required by the solicitation are contained for evaluation. This documentation will be included with the bid submitted for evaluation. Bids that are determined non-responsive by the Purchasing Division will not be submitted to you for evaluation.** Please note that you should focus your attention on the areas contained within this document. Your evaluation will be a major consideration as to the responsiveness and/or responsibility of a bidder.

A. Is the amount of the bid reasonable and realistic for the services to be performed or the item or equipment to be purchased?

Yes.

If the bid is considered reasonable/realistic, provide justification for your conclusion.

The bid corresponds with historical data.

If you consider the bid to be unreasonable and/or unrealistic, please explain in detail.

N/A.

B. Was an independent County estimate developed prior to soliciting for the procurement?

N/A.

If affirmative, submit this estimate with your evaluation in the same format as the bid schedule and describe the extent the estimate was used in the analysis of the bid.

N/A.

C. Do the resources (manpower, equipment, supplies, etc.) proposed by the bidder meet the minimum requirements, if any, established by the solicitation?

Yes.

If minimums were not identified in the solicitation, you may request information on proposed resources from the bidder **through Purchasing.**

When specific types and quantities of equipment are required to meet minimum standards, the bidder may address this requirement by providing purchasing with a pro-forma invoice with confirmation from a bank or lending institution to the effect that they are prepared to finance the lease or purchase of equipment necessary to perform the services if the bidder is awarded the contract. N/A.

D. Does the bidder have a satisfactory record of performance?

Yes.

At a minimum, the bidder's record on previous county contracts must be considered and an attempt must be made to contact all references. The reference form attached is to be used for your documentation of your reference check. If references cannot be contacted, the Department shall contact Purchasing for additional references. Purchasing shall request from the bidder in writing of this fact and inform that the reference must contact the project person within two business days or it will negatively impact the evaluation the bid.

Three references have beer

E. Provide your overall recommendation on the Recommendation for Award Form.

The recommendation for this award goes to American Standard Landscaping.

Note: At no time will the user/project person/bid evaluator discuss responsiveness, responsibility or withdrawal from the bidding process with any bidder. Moreover, it is strictly prohibited for any County representative involved in the bidding process to attempt to negotiate bids, influence or otherwise impact the business decisions of a bidder.

County of Hernando
Procurement Department
Carla Rossiter-Smith, Chief Procurement Officer
15470 Flight Path Drive, Brooksville, FL 34604
(352) 754-4020

NOTICE OF INTENT TO AWARD

ITB No. 26-T01302

Mowing Services for Brooksville - Tampa Bay Regional Airport

RESPONSE DEADLINE: April 6, 2026 at 10:00 am

Tuesday, April 28, 2026

TO: All Interested Parties

After a thorough review of the bid(s)/proposal(s) received, Hernando County Government staff intends to recommend to the Board of County Commissioners of Hernando County, Florida, a contract award for the above solicitation be approved with:

American Standard Landscaping

2253 Champlain Avenue

Spring Hill, FL 34609

The tentative date for this recommendation is May 12, 2026. The final contract award is subject to funding availability, insurance coverage, and approval by the Board of County Commissioners of Hernando County, Florida.

Any Bidder who protests the Bid Specifications or Award or Intent to Award, must file with the County a notice of protest and formal written protest in compliance with the Hernando County Procurement Manual, Section 22, which can be found at https://www.hernandocounty.us/media/vwnjxtgp/procurement-manual_v-july-2025.pdf. Failure to timely file such documents will constitute a waiver of proceedings. Failure to file a protest within the time prescribed by, or failure to post the bond or other security in strict accordance with, the Hernando County Procurement Manual, Section 22, shall constitute a waiver of protest proceedings."

Thank you for your interest in conducting business with Hernando County Government.

Sincerely,

Carla Rossiter-Smith, MSM, PMP, GPC
Director of Procurement & Strategic Initiatives

SOLICITATION - OFFER - AWARD

SOLICITATION NO:	SOLICITATION TITLE:	DATE ISSUED:	CONTRACT NO:
26-T01302	**Mowing Services for Brooksville - Tampa Bay Regional Airport**	**March 4, 2026**	**26-T01302**

ISSUED BY:	SUBMIT BID OFFER TO:
BOARD OF COUNTY COMMISSIONERS **HERNANDO COUNTY, FLORIDA** **Brian Hawkins, Chair** **Jerry Campbell, Vice Chair** **John Allocco, Second Vice Chair** **Steve Champion** **Ryan Amsler**	**HERNANDO COUNTY** **PROCUREMENT DEPARTMENT** **15470 FLIGHT PATH DRIVE** **BROOKSVILLE, FL 34604** Carla Rossiter-Smith Chief Procurement Officer

SOLICITATION

SEALED OFFERS, FOR FURNISHING THE SERVICES, SUPPLIES OR EQUIPMENT DESCRIBED HEREIN WILL BE RECEIVED AT THE OFFICE OF Procurement DEPARTMENT, VIA HERNANDO COUNTY'S EPROCUREMENT PORTAL AT: http://secure.procurenow.com/portal/hernandocounty, ON **March 4, 2026.** NO BID OFFERS WILL BE ACCEPTED AFTER THE ABOVE STIPULATED DATE AND TIME. THIS IS AN ADVERTISED SOLICITATION AND THE RESPONDING BIDDERS WILL BE PUBLICLY READ IN THE PURCHASING AND CONTRACTS CONFERENCE ROOM AT **10:00 A.M. ON March 4, 2026.** PURSUANT TO FS 119.071, SEALED BIDS, PROPOSALS, OR REPLIES RECEIVED BY AN AGENCY PURSUANT TO A COMPETITIVE SOLICITATION ARE EXEMPT FROM FINAL INSPECTION UNTIL SUCH TIME AS THE AGENCY PROVIDES NOTICE OF AN INTENDED DECISION OR UNTIL THIRTY (30) DAYS AFTER OPENING THE BIDS, PROPOSALS, OR FINAL REPLIES, WHICHEVER IS EARLIER.

ITEM NO.	DESCRIPTION OF SERVICE/SUPPLIES/EQUIPMENT	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT
1	The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the Mowing Services for Brooksville - Tampa Bay Regional Airport , as described in the specifications. (SEE ATTACHED SPECIFICATIONS)	x	xxxxx	xxxxxxxxx	$ 44940.00

OFFER

(TERMS, CONDITIONS AND SPECIFICATIONS ARE INCLUDED AS PARTS HEREOF)

IN COMPLIANCE WITH THE ABOVE, THE UNDERSIGNED, BEING DULY AUTHORIZED TO SIGN THIS BID FOR THE BIDDER, AGREES THAT IF THIS OFFER IS ACCEPTED WITHIN Ninety (90) DAYS FROM THE BID OPENING DATE, TO FURNISH TO HERNANDO COUNTY ANY AND ALL ITEMS FOR WHICH PRICES ARE OFFERED IN THIS BID SOLICITATION AT THE PRICE(S) SO OFFERED, DELIVERED AT DESIGNATED POINT(S), WITHIN THE TIME PERIOD SPECIFIED, AND AT THE TERMS AND CONDITIONS SO STIPULATED IN THE SOLICITATION FOR BIDS.

DISCOUNT FOR PROMPT PAYMENT: ____% 10 CALENDAR DAYS ____% 20 CALENDAR DAYS ____% ____ CALENDAR DAYS

BIDDER'S INFORMATION	NAME AND TITLE OF PERSON AUTHORIZED TO SIGN BID OFFER:	
American Standard Landscaping LLC Company Name 2253 Champlain Avenue Address Spring Hill FL 34609 City State Zip Code 352-398-4295 american_standard_landscaping@yahoo.com Phone Number Fax Number Email Address	BIDDER'S SIGNATURE Print Name: Richard Golder Title: President	OFFER DATE 4/6/2026

AWARD

(TO BE COMPLETED BY COUNTY)

REVIEWED FOR LEGAL SUFFICIENCY 10/6/2025	LR NO.: 2025 596-1	BY: Melissa Tartaglia
ACCEPTED AS TO ITEM(S) NO:	AMOUNT:	ACCOUNTING CODE:
SUBMIT INVOICES TO: **Hernando County Airport** **15800 Flight Path Dr** **Brooksville, FL 34604**	NAME AND TITLE OF PERSON AUTHORIZED TO SIGN ACCEPTANCE AND AWARD FOR THE COUNTY:	
	SIGNATURE:	AWARD DATE:

MOWING SERVICES FOR BROOKSVILLE - TAMPA BAY REGIONAL AIRPORT

26-T01302

County of Hernando

15470 Flight Path Drive

Brooksville, FL 34604

County of Hernando

Mowing Services for Brooksville - Tampa Bay Regional Airport

I. SOLICITATION .....
II. INTRODUCTION.....
III. AWARD .....
IV. DEFINITIONS AND SOLICITATION INSTRUCTIONS.....
V. GENERAL CONDITIONS.....
VI. SPECIAL CONDITIONS.....
VII. SCOPE AND SPECIFICATIONS.....
VIII. PRICING PROPOSAL.....
IX. VENDOR QUESTIONNAIRE .....

Attachments:

A - Exhibit A - Airport Industrial Park

B - Exhibit B - Aerial Way-Aviation Loop Drive

C - Exhibit C- Aerial Way

D - Exhibit D - Corporate Blvd

E - Exhibit E - SGT Lea Mills Blvd

F - Exhibit F - Defense Lane-Radial Drive

G - Exhibit G - Airport Administration Office - 15800 Flight Path Drive

1. SOLICITATION

ISSUED BY:

BOARD OF COUNTY COMMISSIONERS

HERNANDO COUNTY, FLORIDA

Jerry Campbell, Chairman

Ryan Amsler, Vice Chairman

Steve Champion, Second Vice Chairman

John Allocco

Brian Hawkins

SUBMIT BID OFFER TO:

HERNANDO COUNTY

PROCUREMENT DEPARTMENT

via Hernando County's ePROCUREMENT PORTAL

Carla Rossiter-Smith

Chief Procurement Officer

SEALED OFFERS, FOR FURNISHING THE SERVICES, SUPPLIES OR EQUIPMENT DESCRIBED HEREIN WILL BE RECEIVED BY THE OFFICE OF PROCUREMENT, VIA THE COUNTY'S ePROCUREMENT PORTAL UNTIL 10:00 a.m., LOCAL TIME ON Monday, April 6, 2026. NO BID OFFERS WILL BE ACCEPTED AFTER THE ABOVE STIPULATED DATE AND TIME. THIS IS AN ADVERTISED SOLICITATION AND THE RESPONDING BIDDERS WILL BE PUBLICLY READ AT 15470 FLIGHT PATH DRIVE BROOKSVILLE, FL 34604 IN THE ADMINISTRATIVE CONFERENCE ROOM AT 10:00 a.m. ON Monday, April 6, 2026. PURSUANT TO FS 119.071 SEALED BIDS, PROPOSALS, OR REPLIES RECEIVED BY AN AGENCY PURSUANT TO A COMPETITIVE SOLICITATION ARE EXEMPT FROM INSPECTION UNTIL SUCH TIME AS THE AGENCY PROVIDES NOTICE OF AN INTENDED DECISION OR UNTIL THIRTY (30) DAYS AFTER OPENING THE BIDS, PROPOSALS, OR FINAL REPLIES, WHICHEVER IS EARLIER.

Procurement Contact Information:

Joe Goulart, Contracting Agent II

(352) 754-4020

jgoulart@co.hernando.fl.us

2. INTRODUCTION

2.1. ADVERTISEMENT OF BID

INVITATION TO BID

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Hernando County, Florida, is accepting Bids for:

ITB # 26-T01302

FOR

Mowing Services for Brooksville - Tampa Bay Regional Airport

Hernando County Board of County Commissioners is soliciting Vendors/Contractors that are experienced in providing moderate scale mowing services to also provide mowing services for the Brooksville (BKV) Airport.

Offers for furnishing the above will be received and accepted up to 10:00 a.m. (local time), Monday, April 6, 2026, via Hernando County's eProcurement Portal. Only electronic submittals through the eProcurement Portal shall be accepted by the County.

The Board of County Commissioners of Hernando County, Florida reserves the right to accept or reject any or all bids and waive informalities and minor irregularities in offers received in accordance with the bid documents and the Hernando County Procurement Ordinance.

Interested firms may secure the bid documents and plans and drawings and all other pertinent information by visiting the County's eProcurement Portal. For additional project information, please visit the Hernando County Board of County Commissioners Procurement Department at www.hernandocounty.us, or by submitting a question via the Q&A Tab in the County's eProcurement Portal.

Ex Parte Communication: Please note that to ensure the proper and fair evaluation of a submittal, the County prohibits ex parte communication (i.e., unsolicited) initiated by the Respondent to the County official or employee evaluating or considering the submittals prior to the time a decision has been made. Communication between Respondent and the County will be initiated by the appropriate County official or employee in order to obtain information or clarification needed to develop a proper and accurate

evaluation of the submittal. Ex Parte communication may be grounds for disqualifying the offending Respondent from consideration or award of the solicitation or any future solicitation.

The Procurement Department will post addenda on ePROCUREMENT PORTAL to all questions in accordance with the Solicitation Instructions. It is the responsibility of prospective Bidders to visit the County's portal to ensure that they are aware of all Addenda issued relative to this Solicitation.

Pursuant to Florida Statutes 119.071 sealed bids, proposals or replies received by an agency pursuant to a competitive Solicitation are exempt from inspection until such time as the agency provides notice of an intended decision or until thirty (30) days after opening the bids, proposals, or final replies whichever is earlier.

NOTICE TO BIDDERS

To ensure that your bid is responsive, you are urged to request clarification or guidance on any issues involving this Solicitation before submission of your response. Your method of contact for this solicitation is the Q&A Tab in the County's ePROCUREMENT PORTAL.

2.2. NON-MANDATORY PRE-BID CONFERENCE SITE VISIT

A Non-Mandatory Pre-Bid Conference will be held Wednesday, March 11, 2026 at 10:00 am at the

BKV Airport Administration Building 15800 Flight Path Dr. Brooksville, FL 34604

A Site Visit will immediately follow the Pre-Bid Conference.

3. AWARD

UPON AWARD, PLEASE SUBMIT INVOICES TO:

Hernando County

Airport

15800 Flight Path Drive

Brooksville, FL 34604

4. DEFINITIONS AND SOLICITATION INSTRUCTIONS

4.1. DEFINITION OF TERMS

Where the following terms, or their pronouns, occur herein, the intent and meaning shall be as follows:

A. **BIDDER:** The dealer/manufacturer, Vendor/Contractor or business organization submitting a bid to the County in response to this solicitation. Sometimes referred to as "proposer" or "respondent".

B. **CHANGE ORDER:** The written order issued by the County, County Designated Representative or Engineer, to the Vendor/Contactor and signed by the Vendor/Contractor and County authorizing an addition, deletion, or revision in the goods, services and/or work to be provided under the Contract or an adjustment in the contract price or contract time, after the effective date of the signed contract.

C. **CONTRACT DOCUMENTS:** The written agreement executed by the County and Vendor/Contractor for the performance of work and the other documents (including but not limited to the Solicitation-Offer-Award in its entirety, and the plans, specifications, notice to bidders, proposal, surety bonds, addenda, bid documents and other documents) whether attached thereto or not.

D. **COUNTY:** The Board of County Commissioners, Hernando County, or its duly authorized representative.

E. **F.S.:** Florida Statutes version in effect on the effective date of the contract, unless otherwise indicated.

F. **PUBLIC OPENING**: The opening of the bids or proposals received in response to this solicitation, and the announcing of the bidders/proposers that submitted the bids/proposals received in response to this solicitation, in the presence of the public.

G. **SOLICITATION:** This Invitation to Bid ("ITB"), Request for Proposals ("RFP") or Request for Quotes ("RFQ"), whichever applies.

H. **VENDOR/CONTRACTOR:** The bidder awarded a contract by the County for the furnishing of goods or services.

4.2. AVAILABILITY OF BIDDING DOCUMENTS

Interested firms may secure bid documents, plans, drawings, site locations, and other pertinent information by visiting Hernando County's eProcurement Portal. For additional information please contact the Hernando County Board of County Commissioners, Procurement Department via the County's eProcurement Portal Q&A Tab.

4.3. PREPARATION OF BID

To ensure acceptance of your bid, please follow these instructions:

A. Interested firms are required to register via the County's eProcurement Portal . Once registered, to submit a response please click on the "DRAFT RESPONSE" button and provide an answer to all of the prompts/questions. You must respond to all required questions, and, if any, acknowledge addenda so that your response will be considered complete by the County. Bidders submitting more than one (1) bid with different pricing shall cause the Bidder to be rejected. All bids are subject to the conditions specified herein. Those that do not comply with these conditions may be subject to rejection.

B. Submit Bids via the Hernando County's eProcurement Portal. The Bidder is solely responsibility for delivering the bid to the County on or before the time and date for public opening. The County is in no way responsible for delays caused by wi-fi connection or speed, power outage or any other occurrence.

1. Bids will be rejected unless submitted electronically via the County's eProcurement Portal along with all required bid line items. All bid forms enclosed are required to be completed and submitted using the instructions listed herein.

2. The County will not honor any explanation or change in the bid documents unless a written addendum authorizing such has been issued.

3. The County reserves the right to reject any and all bids and to waive any informalities related thereto.

4. All bids must be firm for a period of ninety (90) days after the time set for opening bids. Upon award, prices quoted will be in effect for the term of the contract.

5. No material, labor, or facilities will be furnished by the County unless specifically stated.

6. Blank spaces in the bid must be properly filled in and the phraseology of the bid must not be changed. Additions must not be made to items mentioned therein and any unauthorized conditions, limiting any provision, attached to a bid shall render irregular and may cause its rejection.

7. Bidders are expected to make all investigations necessary to thoroughly inform themselves regarding all drawings, specifications, delivery requirements, performance requirements, site locations and all solicitation instructions to satisfy themselves of conditions affecting submission of their bid and the terms and cost of performing the contract. No pleas of ignorance by the Bidder of conditions that exist or may hereafter exist as a result of failure or omission on the part of the Bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis of varying the requirements of the County or the compensation of the Bidder. Bidder agrees that submittal of a bid for the work is prima facie evidence they have conducted such examinations.

8. Communications: All technical, scope, and/or project related questions shall be submitted through the project Q&A Tab before the deadline and according to these specifications herein. Any and all other bidding communications shall only be to the County's Procurement representative using the contact information herein. Companies bidding on this project shall not communicate with any other County Staff members or they risk being disqualified.

4.4. BID OPENING:

Bids that are not received in a timely manner through the eProcurement portal will not be accepted. Bids will be opened immediately after the deadline for bid submittal and will remain binding upon the Bidder for a period of ninety (90) days thereafter. Pursuant to Florida Statutes 119.071 sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from inspection until such time as the agency provides notice of an intended decision or until thirty (30) days after public opening the bids, proposals, or final replies whichever is earlier.

4.5. QUESTIONS REGARDING SPECIFICATIONS OR BIDDING PROCESS

To ensure fair consideration for all Bidders, the County prohibits communication to or with any department, division or employee during the bid process, except as provided below:

A. All questions relative to interpretation of the specifications or the bid process shall be addressed in writing via Hernando County's County's eProcurement Portal Q&A Tab, prior to the date set for submittal and opening of the bids.

B. Any interpretation or clarification made to prospective Bidders will be expressed in the form of an addendum which, if issued, will be posted on the County's eProcurement Portal Q&A tab:. Oral answers will not be authoritative.

C. It will be the responsibility of the Bidder to visit https://secure.procurenow.com/portal/hernandocounty to insure they are aware of all addenda issued for this solicitation.

D. Questions will only be accepted through the period specified as the Question Submission Deadline: Monday, March 16, 2026

E. All addenda must be acknowledged via the County's eProcurement Poral. Failure of any Bidder to acknowledge any addenda may be found non-responsive and subject to rejection.

4.6. COMMUNICATION

There shall be no communication between the Vendor/Contractor, their employees or subcontractors and County employees and elected officials (hereafter referred to as “County Representative”), except through the Procurement Department. Any attempt to communicate with any County Representative outside the Procurement Department will be considered a violation of the Procurement Policy and may result in the rejection of your bid.

4.7. WITHDRAWAL OF BIDS:

Bids may be withdrawn via the County's eProcurement Portal prior to the time fixed for opening. Negligence on the part of the Bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened. Faxed or electronically mailed withdrawals will not be recognized.

4.8. BID PROTESTS:

Any Bidder who protests the Bid Specifications or Award or Intent to Award, must file with the County a notice of protest and formal written protest in compliance with the Hernando County Procurement Manual, Section 22, which can be found at https://www.hernandocounty.us/home/showpublisheddocument/10509/638893844081930000. Failure to timely file such documents will constitute a waiver of proceedings. Failure to file a protest within the time prescribed by, or failure to post the bond or other security in strict accordance with, the Hernando County Procurement Manual, Section 22, shall constitute a waiver of protest proceedings.

4.9. FOREIGN COUNTRIES OF CONCERN

Pursuant to 287.138 F.S., effective July 1, 2023, the County may not enter into contracts which grants the Vendor/Contractor access to personal identifiable information if: a) the Contractor is owned by the government of a Foreign Country of Concern (as defined by the statute): (b) the government of a Foreign Country of Concern has a controlling interest in the entity; or (c) the Contractor is organized under the law of or has its principal place of business in a Foreign Country of Concern. Bidders/Proposers must provide a response to the section titled VENDOR QUESTIONNAIRE, Foreign Countries of Concern included in this solicitation.

Pursuant to 287.138 F.S., Beginning July 1, 2025, a governmental entity is prohibited from extending or renewing a contract with an entity meeting the requirements of (a), (b), or (c) above, if the contract would give such entity access to an individual's personal identifying information.

5. GENERAL CONDITIONS

5.1. CONTRACT PERIOD:

A. The Contract resulting from this solicitation shall be a term contract for the time period specified herein. During the specified time period, the County may order services/supplies as the requirements generate and the Vendor/Contractor will deliver the services/supplies ordered. It is understood that the County is not obligated to purchase any specific amount of services/supplies under this agreement.

B. The period of the Contract shall extend for 3 years from contract effective date.

C. **Renewal Option (Unilateral)**: At the sole option of the County, through the Board of County Commissioners or Chief Procurement Officer or Designee, this Contract may be unilaterally renewed, for 2 (two) additional year periods at the same prices, terms, and conditions. The County alone will determine whether or not this renewal option will be exercised based on its convenience and its best interest. The County will notify the Vendor/Contractor, in writing, no later than thirty (30) days prior to expiration of its decision to exercise this Contract renewal option and/or options. Any request by the Vendor/Contractor for consideration of a price adjustment must be submitted in writing to the County at the time of County notice of its decision to exercise Contract renewal (this provision), and the Vendor/Contractor must provide written evidence based on increased costs to the Vendor/Contractor. Documentation of these increases must be furnished to the County upon request. Any price adjustment (increase or decrease) approved by the County shall impose upon the Vendor/Contractor the requirement to advise and extend to the County price reductions when costs similarly decrease.

D. Either party may cancel this Contract, in whole or in part, by giving ninety (90) days prior notice in writing. However, the Vendor/Contractor shall not be authorized to exercise this cancellation option during the first one-hundred eighty (180) days of the Contract. The number of days within which, or the dates by which, the work is to be substantially completed and ready for final payment are set forth in the agreement.

5.2. BID PRICE/SUBMITTAL REQUIREMENTS:

A. The prices bid shall remain firm during the period of the Contract. The prices bid shall be inclusive of all labor, equipment, and materials as specified within this solicitation. The price bid constitutes the total compensation payable to the Vendor/Contractor for performing the work.

B. Unless otherwise stated, the prices bid shall include all costs of packing, transporting, delivery, and services to the designated point within Hernando County.

C. The Bidder hereby certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials,

supplies, services, or equipment and is in all respects fair and without collusion or fraud. Further, the Bidder hereby agrees to abide by all terms and conditions of this bid and certifies that the person executing the Bid Form is authorized to sign this bid for the Bidder.

D. The Bidder warrants that the prices of the items set forth herein do not exceed those charged by the Bidder under a contract with the State of Florida or any of its agencies.

E. **Bidder must submit the solicitation document in its entirety, including the Solicitation-Offer-Award cover sheet, Bid Specifications, Bid Form, and all required forms/certifications. Failure to submit these forms may render its bid as non-responsive.**

5.3. QUALIFICATION OF BIDDERS:

A. This bid shall be awarded to a responsive, responsible bidder, qualified by experience to provide the work specified. The Bidder will submit the following information with their bid:

1. List and brief description of substantially similar work (size and scope) for at least three (3) references of firms, and/or governmental agencies/entities satisfactorily completed with location, dates of contract, names, addresses, telephone numbers and email addresses of owners (see Questionnaire). These references must be for work performed within the past seven (7) years.
2. List of equipment and facilities available to do work.
3. List of personnel, by name and title, contemplated to perform the work.

B. **Failure to submit this information may be cause for rejection of your bid.**

5.4. BID EVALUATION AND AWARD:

Bid evaluation will be based on price, conformance with specifications and the Bidder's ability and resources to perform the contract in accordance with the terms and conditions required. Bidders must submit all data necessary to evaluate and determine the quality of the item(s) and/or services they are bidding. A Vendor/Contractor shall not be qualified to bid when investigation by the Chief Procurement Officer reveals that the Vendor/Contractor is either delinquent on a previously awarded contract or is in litigation with Hernando County regarding a previously awarded contract.

5.5. BID EVALUATION AND AWARD (continued) "Lowest Price"

The County reserves the right to make multiple awards to the lowest, responsive, and responsible Bidders based on group or the unit item price, whichever is the most advantageous to the County. However, the County reserves the sole right to reject any and all bids in accordance with the Hernando County Procurement Ordinance.

5.6. BID EVALUATION AND AWARD (continued)

A. If two (2) or more fully responsive, responsible bids are received for the same total amount or unit price, quality and service being equal, the County reserves the right to award the contract to the Bidder whose place of business is located within the boundaries of Hernando County, Florida. Should tie bids, as described above, be received from either two (2) or more Hernando County Bidders or from non-local Bidders when no Hernando County Bidder has submitted a tie bid, then the Board of County Commissioners shall award the contract to one (1) Vendor/Contractor by drawing lots in a public meeting.

B. The County shall be the sole judge as to the relative merits of the bids received.

C. If a separate written contract is not required by the County; a written letter of award, mailed or otherwise furnished to the successful Bidder, shall result in a binding contract without further action by either party.

D. Discounts for payments within less than twenty (20) days will not be considered in evaluation of bids, however, offered discounts will be taken for less than twenty (20) days if payment is made within the discount period.

E. Bidders/Proposers are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the County or the County's Board will not request documentation of or consider a Bidder's/Proposer's social, political, or ideological interests when determining if the Bidder/Proposer is responsible and may not give preference to a Bidder/Proposer based on the Bidder's/Proposer's social, political, or ideological interests.

5.7. LOCAL PREFERENCE:

A. Purpose and Findings: These provisions apply to purchases using Formal Bids, Request for Proposals or Quotes. The County annually spends significant dollars on purchasing personal property, materials, and services, and in constructing improvements to real property or existing structures. The dollars used in making those purchases are derived, in large part, from taxes, fees and utility revenues paid by businesses located within Hernando County, and the County Commission has determined that funds generated in the community should, to the extent possible, be placed back into the local economy. Therefore, the County Commission has determined that it is in the best interest of the County to give a preference to local businesses in making such purchases whenever the application of such a preference is reasonable in light of the dollar-value of bids and quotes received in relation to such expenditures.

B. Application:

1. In bidding for or letting contracts for procurement of supplies, materials, equipment, and services, as described in the procurement policies of the County, the Board of County

Commissioners may give a preference to local businesses in making purchases or awarding contracts in an amount not to exceed:

a. Five percent (5%) of the local business' total bid price if the cost differential does not exceed $10,000.00 for procurement activities in amounts over $50,000.00

2. The total bid price shall include not only the base bid price, but also all alterations to the base bid price resulting from alternates which were both part of the bid and actually purchased or awarded by the Board of County Commissioners.

3. In the case of requests for proposals or qualification, letters of interest, or other solicitations and competitive negotiations and selections in which objective factors are used to evaluate the responses, local businesses shall be assigned five percent (5%) of the total points of the total evaluation points.

C. Definitions:

1. Local vendor means a person or business entity which has maintained a permanent place of business with full-time employees within Hernando County for a minimum of twelve (12) months prior to the date bids or quotes were received for the purchase or contract at issue, and which generally provides from such permanent place of business the kinds of goods or services solicited, and which at the time of the solicitation fully complies with the local vendor eligibility identified below.

2. Local Vendor Affidavit of Eligibility shall accompany the quotation or bid submittal in order to be considered valid and shall include, but not be limited to, the following current information:

a. A physical business and location address.

b. Proof of payment of real property tax due to Hernando County.

c. A copy of the firm's most recent annual corporation report to the Florida Division of Corporations.

d. Any additional information necessary to verify local vendor status.

D. Competitive Bids/Quotes: The County reserves the exclusive right to compare, contrast and otherwise evaluate the qualifications, character, responsibility and financial qualifications of all persons, firms, partnerships, companies, or corporations submitting formal bids or formal quotes in any procurement for goods and services when making an award in the best interests of the County.

E. Exemptions:

1. Purchases resulting from exigent emergency conditions where any delay in completion or performance would jeopardize public health, safety, or welfare of the citizens of the County,

or where in the judgment of the County the operational effectiveness or a significant County function would be seriously threatened if a purchase was not made expeditiously.

2. Purchases with any sole source supplier for supplies, materials, or other equipment.
3. Purchases made through cooperative purchasing arrangements utilized by the Procurement Department as identified in the Procurement Policy.
4. Purchases that are funded in whole or in part by assistance from any Federal, State, or local agency where the program guidelines do not permit local preference.
5. Purchases with an estimated cost of less than $10,000.00 or less.
6. Appeal: If an application for a "local vendor/contractor" designation is denied, the applicant may appeal such decision to the County Administrator for review and further consideration.

5.8. HOURS:

Work may be performed between the hours of 8:00 am to 5:00 pm, Monday through Friday, except County holidays. The County may, on certain occasions, approve work outside of these times. Such exception(s) must be approved in writing by the County at least one (1) day in advance. Services will not be permitted when operations would cause a traffic or safety hazard.

5.9. WARRANTIES:

The Bidder agrees that the supplies and services furnished under this award shall be covered by the most favorable commercial warranties the Bidder gives to any customer for comparable quantities of such supplies or services and that the rights and remedies provided herein are in addition to and do not limit any rights afforded to the County by any other provision of this award.

5.10. DELIVERY AND ACCEPTANCE:

A. The County will order services by issuance of a Hernando County numbered purchase order (PO). Each purchase order will specify the scope of work, location and date(s) for service required.

B. Receipt of services/supplies shall not constitute acceptance. Final acceptance and authorization of payment shall be given only after thorough inspection indicates that the services/supplies delivered meet bid specifications and conditions. Should the services/supplies differ in any respect from the specifications, payment will be withheld until such time as the Vendor/Contractor takes necessary corrective action. If the proposed corrective action is not acceptable to the County, final acceptance of the services may be refused, in which case the

services shall remain the property of the Vendor/Contractor and the County shall not be liable for payment for any portion thereof.

C. Unless otherwise specified, services shall be performed as described in these contract documents.

D. Vendor/Contractor(s) shall not commence work prior to the County's receipt and acceptance of the certification of insurance, and any other required documents/certificates as specified by these contract documents.

5.11. REJECTION OF BID:

The County reserves the sole right to reject any and all bid submissions. Bids which are incomplete, unbalanced, conditional, obscure or which contain additions not required, or irregularities of any kind, or which do not comply with every aspect of this solicitation, may be rejected at the option of the County. A Vendor/Contractor shall not be qualified to bid when an investigation by the Chief Procurement Officer finds the Vendor/Contractor delinquent on a previously awarded contract or in litigation with Hernando County regarding a previously awarded contract.

5.12. MINOR INFORMALITIES AND IRREGULARITIES:

Hernando County has the right to waive minor defects or variations of a bid from the exact requirements of the specifications that do not affect price, quality, quantity, delivery, or performance time of the services being procured. If insufficient information is submitted by a Bidder with the bid for Hernando County to properly evaluate the bid, Hernando County has the sole right to require such additional information it deems necessary after the time set for receipt of bids, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured. The Board of County Commissioners reserves the sole right to reject any or all bids in whole or in part; to award by any item, group(s) of items or in the aggregate whichever is most advantageous to the County.

5.13. NON-EXCLUSIVE CONTRACT:

Award of a contract resulting from this bid imposes no obligation on the County to utilize the Vendor/Contractor for all work of this type, which may develop during the contract period. This is not an exclusive contract. The County specifically reserves the right to contract with another company for similar work if it deems such action to be in the County's best interest.

5.14. NON-PERFORMANCE:

Time is of the essence in this Contract and failure to deliver the services specified within the time period required shall be considered a default.

A. In case of default, the County may procure the services from other sources and hold the Vendor/Contractor responsible for all costs occasioned thereby and may immediately cancel the contract. The Chief Procurement Officer reserves the sole right to impose and debar Vendor/Contractors, as a direct result of Vendor/Contractor default and termination for a

period of twelve (12) months to twenty-four (24) months depending upon the severity of the default resulting in contract termination. The Vendor/Contractor and its sureties (if any) shall be liable for any damage to the County resulting from the Vendor/Contractor's default of the contract. This liability includes any increased costs incurred by the County in completing contract performance.

5.15. ASSIGNMENT:

The successful Bidder is required to perform this contract and may not assign, transfer, convey, sublet, or otherwise dispose of any award or any or all of its rights, title, or interest therein, or the resulting contractual agreement in whole or in part without prior written authorization given at the sole discretion of Hernando County.

5.16. PUBLIC ENTITY CRIMES:

Any person submitting a bid or proposal in response to this Invitation to Bid certifies that they are aware of, and in compliance with, all requirements under Section 287.133, Florida Statutes, on public entity crimes. Bidders must provide a response to the section titled VENDOR QUESTIONNAIRE, Sworn Statement to Public Entity Crimes included in these bid documents.

5.17. LICENSES AND PERMITS:

Prior to furnishing the requested product(s) or service(s), it shall be the responsibility of the awarded Vendor/Contractor to obtain, at no additional cost to Hernando County, any and all licenses and permits required to complete this contractual service. These licenses and permits shall be readily available for review by the Chief Procurement Officer or their designee.

5.18. LAWS, REGULATIONS, PERMITS AND TAXES:

Vendor/Contractor shall comply with County's jobsite procedures and regulations and with all applicable local, State, and Federal laws, rules and regulations and shall obtain all permits required for any of the work performed hereunder. Vendor/Contractor shall procure and pay for all permits and inspections required for any of the work performed hereunder and shall furnish any bonds, security or deposits required to permit performance of the work. Vendor/Contractor shall, to the extent permissible under applicable law, comply with the jobsite provisions which validly and lawfully apply to work on the specific jobsite being performed under this contract. The County of Hernando is exempt from Federal excise taxes and all sales taxes.

5.19. MODIFICATIONS/AMENDMENTS AND CHANGE ORDERS:

Without invalidating the contract, the County may, at any time or from time to time, through its Chief Procurement Officer or designee, order additions, deletions, or revisions in the work, the same being authorized by change order or contract modification/amendment. The cumulative total of change orders and/or modifications/amendments to this contract under $50,000.00 (cap) will be approved by the Chief Procurement Officer or its designee. Once the $50,000.00 cap is reached, all other additions, or revisions to this contract that exceed the "cap" are subject to approval by the Hernando County Board of County Commissioners through Board agenda item. Only upon receipt of a change order, or modification/amendment executed by the Vendor/Contractor and County (subject to approval by the

Chief Procurement Officer and/or Board of County Commissioners – as applicable) shall the Vendor/Contractor be authorized to proceed with the work involved. All such work shall be executed under the applicable terms and conditions contained in the contract documents. In addition:

A. The County will execute an appropriate modification/amendment to the contract if such modification/amendment to the contract is approved by the Chief Procurement Officer or Board of County Commissioners (as approvable) and,

B. It is the Vendor/Contactor's responsibility to notify its surety of any changes affecting the general scope of the work/services or change of the contract price, and amount of the applicable bond(s) shall be adjusted accordingly.

5.20. TAXES:

A. The Board of County Commissioners, Hernando County, Florida, has the following Tax Exemption Certificates assigned:

1. **Florida Sales and Use Tax Exemption Certificate No. 85-8012556945C-8, effective 1/31/2024 – expiring on 1/31/2029.**

B. This exemption does not apply to purchases of tangible personal property made by Vendor/Contractor(s) who use the tangible personal property in the performance of contracts for improvements of County owned real property (Chapters 192 and 212, F.S. and applicable rules of the Department of Revenue).

5.21. LITIGATION/WAIVER OF JURY TRIAL:

This agreement shall be governed by and construed according to Florida law. Venue for any dispute or formal litigation concerning this agreement shall be in the appropriate court with territorial jurisdiction over Hernando County, Florida. In the event of a dispute or litigation, each party to such dispute or litigation shall be solely responsible for its own attorneys' fees and costs. This agreement shall not be construed for or against any party hereto, without regard to which party is wholly or partly responsible for its drafting. Each party acknowledges that it is aware of and has had the opportunity to seek advice of counsel of its choice with respect to its rights to trial by jury, and each party, for itself and its successors, creditors, and assigns, does hereby expressly and knowingly waive and release all such rights to trial by jury in any action, proceeding or counterclaim brought by any party hereto against the other (and/or against its officers, directors, employees, agents, or subsidiary or affiliated entities) on or with regard to any matters whatsoever arising out of or in any way connected with this contract and/or any other claim of injury or damage.

5.22. TERMINATION:

A. Termination for Default:

1. The County may, by written notice to the Vendor/Contractor, terminate this contract for default in whole or in part (delivery orders, if applicable) if the Vendor/Contractor fails to:

a. Provide products or services that comply with the specifications herein or fails to meet the County's performance standards.

b. Deliver the supplies or to perform the services within the time specified in this contract or any extension.

c. Make progress so as to endanger performance of this contract.

d. Perform any of the other provisions of this contract.

2. Prior to termination for default, the County will provide adequate written notice to the Vendor/Contractor through the Chief Procurement Officer, Procurement Department, affording them the opportunity to cure the deficiencies or to submit a specific plan to resolve the deficiencies within ten (10) days (or the period specified in the notice) after receipt of the notice. Failure to adequately cure the deficiency shall result in termination action and possible debarment. Such termination may also result in suspension or debarment of the Vendor/Contractor for a period of twelve (12) to twenty-four (24) months depending upon the severity of the Vendor/Contractor's action that caused the default in accordance with the County's Procurement Ordinance. The Vendor/Contractor and its sureties (if any) shall be liable for any damage to the County resulting from the Vendor/Contractor's default of the contract. This liability includes any increased costs incurred by the County in completing contract performance.

3. In the event of termination by the County for any cause, the Vendor/Contractor will have, in no event, any claim against the County for lost profits or compensation for lost opportunities. After a receipt of a Termination Notice and except as otherwise directed by the County the Vendor/Contractor shall:

a. Stop work on the date and to the extent specified.

b. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

c. Transfer all work in process, completed work, and other materials related to the terminated work as directed by the County.

d. Continue and complete all parts of that work that have not been terminated.

4. If the Vendor/Contractor's failure to perform the contract arises from causes beyond the control and without the fault or negligence of the Vendor/Contractor, the contract shall not be terminated for default. Examples of such causes include (1) acts of God or the public enemy, (2) acts of a government in its sovereign capacity, (3) fires, (4) floods, (5) epidemics, (6) strikes and (7) unusually severe weather.

B. Termination for Convenience: The County, by written notice, may terminate this contract, in whole or in part, when it is in the County's interest. If this contract is terminated, the County

shall be liable only for goods or services delivered and accepted. The County Notice of Termination may provide the Vendor/Contractor ninety (90) days prior notice before it becomes effective. A termination for convenience may apply to individual delivery orders, purchase orders or to the contract in its entirety.

5.23. FISCAL NON-FUNDING

In the event sufficient budgeted funds are not available for a new fiscal period, the County must notify the Vendor/Contractor of such occurrence and the contract shall terminate on the last day of current fiscal period without penalty or expense to the County.

5.24. USE OF CONTRACT BY OTHER GOVERNMENT AGENCIES:

A. At the option of the Vendor/Contractor, the use of the contract resulting from this solicitation may be extended to other governmental agencies, including the State of Florida, its agencies, political subdivisions, counties, and cities.

B. Each governmental agency allowed by the Vendor/Contractor to use this contract shall do so independent of any other governmental entity. Each agency shall be responsible for its own purchases and shall be liable only for goods or services it ordered, received, and accepted. No agency incurs any liability by virtue of any other government entity using the contract resulting from this bid.

5.25. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

By submitting a bid, the Bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, that:

A. The prices in the bid, or as to any matter relating to such prices, have been arrived at independently without consultation, collusion, communication, or agreement with any other Bidder or with any other competitor for the purpose of restricting competition.

B. Unless otherwise required by law, the prices quoted in the bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed, directly or indirectly, by the Bidder prior to opening to any other Bidder or to any competitor.

5.26. INTERIM EXTENSION OF PERFORMANCE:

If it is determined that interim performance is required to allow for the solicitation and award of a new contract, the County may unilaterally extend the contract for a maximum period of up to six (6) months. Current pricing, delivery and all other terms and conditions of the contract shall apply during this interim period.

5.27. COMPETENCY OF BIDDERS:

The County reserves the right to make such investigations it deems necessary to establish the competency and financial ability of any Bidder to perform the work; and if after investigation, the evidence of a Bidder's competency or financial ability is not satisfactory, the County reserves the right to reject such Bidder's bid.

5.28. MAINTENANCE OF RECORDS:

The Vendor/Contractor will keep adequate records and supporting documents applicable to this contract. Said records and documentation will be retained by the Vendor/Contractor for a minimum of five (5) years from the date of final payment on this contract. The County and its authorized agents shall have the right to audit, inspect and copy records and documentation as often as the County deems necessary during the period of this contract and a period of five (5) years after completion of contract performance; provided however, such activity shall be conducted only during normal business hours. The County during the period of time defined by the preceding sentence, shall also have the right to obtain a copy of and otherwise inspect any audit made at the direction of the Vendor/Contractor as concerns the aforesaid records and documentation. Pursuant to Section 119.0701, Florida Statutes, Vendor/Contractor shall comply with the Florida Public Records' laws and shall:

A. Keep and maintain records that ordinarily and necessarily would be required by the public agency in order to perform the service.

B. Provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in Chapter 119, F.S. , or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirement are not disclosed except as authorized by law; and,

D. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the Vendor/Contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

E. Failure to comply with this section shall be deemed a breach of the contract and enforceable as set forth in Section 119.0701, Florida Statutes .

IF THE VENDOR/CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR/CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-754-4020, PURCHASING@HERNANDOCOUNTY.US, WITH AN OFFICE LOCATED AT 15470 FLIGHT PATH DRIVE, BROOKSVILLE, FL 34604.

Per Florida Statute 20.055(5), it is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing pursuant to this section.

5.29. PAYMENT:

A. Payment for services received will be accomplished by submission of an invoice, in duplicate, with purchase order number referenced thereon at the completion of each specified job. Said invoice(s) shall be submitted to: **Hernando County Airport 15800 Flight Path Drive Brooksville, FL 34604**

B. Each invoice shall give a detailed breakdown of the services provided.

C. The Vendor/Contractor may invoice the County after each work order is complete. Invoice shall reference and be based upon the quantity report received after project completion.

D. Payment will be made in no less than forty-five (45) days, per Florida Statute 218.74. Payment terms in conflict with the payment terms of the Contract are not acceptable and may be cause for rejection.

E. Payment to Vendor/Contractor by Electronic Payment Solution: ACH (Direct Deposit): If the Vendor/Contractor is enrolled in the County's ACH electronic payment solution, all payments will be made using the direct deposit which may or may not include a pre-note transaction. The Vendor/Contractor's bank account information will remain confidential to the extent provided by law and necessary to make direct deposit payments. Once the County has approved payment, an electronic remittance advice will be sent to the Vendor/Contractor via e-mail.

5.30. CONFLICT OF INTEREST:

A. Conflict of Interest of Officers or Employees of the Contracting Entity/Local Jurisdiction, Members of the Local Governing Body, or Other Elected Officials: No member or employee of the contracting entity/local jurisdiction or its designees or agents; no member of the governing body; and no other public official of Hernando County who exercises any function or responsibility with respect to this Contract, during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed. Further, the Vendor/Contractor shall cause to be incorporated in all Sub-contracts, the language set forth in this paragraph prohibiting conflict of interest.

B. Employee Conflict of Interest: It shall be unethical for any Hernando County employee to participate directly or indirectly in a procurement contract when Hernando County employee knows that:

1. Hernando County employee or any member of Hernando County employee's immediate family has a financial interest in the procurement contract; or

2. Any other person, business, or organization with whom Hernando County employee or any member of a Hernando County employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract.

C. A Hernando County employee or any member of a Hernando County employee's immediate family who holds a financial interest in a disclosed blind trust shall not be deemed to have a conflict of interest with regard to matters pertaining to that financial interest.

D. Former Employee Conflict of Interest: It shall be a violation for any person, business or organization contracting with County to employ in any capacity, any former County employee or member of County employee's immediate family within one (1) year of that employee's separation from employment with the County, unless the employer or the former County employee files with this solicitation, the County's Employment Disclosure Statement. The penalty for this violation may include disqualification of the bid submission.

5.31. GRATUITIES AND KICKBACKS:

A. Gratuities: It shall be unethical for any person to offer, give, or agree to give any Hernando County employee or former Hernando County employee, or for any Hernando County employee or former Hernando County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, or to influence the content of any specification or procurement standard, or to act in an render advisory, investigative or auditing capacity. The County in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or sub-contract, or to any solicitation or proposal therefor, shall not accept any gratuities.

B. Kickbacks: It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime Vendor/Contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

5.32. E-VERIFY:

A. Vendor/Contractor is advised that the County has entered into an agreement with U.S. Immigration and Customs Enforcement (ICE) wherein the County will, in part, seek to promote

the principles of ethical business conduct, prevent the knowing hiring of unauthorized workers through self-governance, and encourage voluntary reporting of the discovery of unauthorized workers to ICE (the IMAGE Agreement). Accordingly, by submitting your bid, Vendor/Contractor represents and warrants (a) that the Vendor/Contractor is in compliance with all applicable Federal, State and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States, (b) that all of the Vendor/Contractor employees are legally eligible to work in the United States, and (c) that the Vendor/Contractor has actively and affirmatively verified such eligibility utilizing the Federal Government's Employment Verification Eligibility Form (I-9 Form).

B. A mere allegation of Vendor/Contractor's intent to use and/or current use of unauthorized workers may not be a basis to delay the County's award of a contract to the Vendor/Contractor unless such an allegation has been determined to be factual by Immigration and Customs Enforcement (ICE) pursuant to an investigation conducted by ICE prior to the date the contract is scheduled to be awarded by the County.

C. Legitimate claims of the Vendor/Contractor's use of unauthorized workers must be reported to both of the following agencies:

   1. The County's Purocurement Department at (352) 754-4020: and

   2. Immigration and Customs Enforcement (ICE) at 1-866-DHS-2-ICE

D. In the event it is discovered that the Vendor/Contractor's employees are not legally eligible to work in the United States, the County may, in its sole discretion, demand that the Vendor/Contractor cure this deficiency within a specified time frame, and/or immediately terminate the contract without any cost or penalty to the County, and/or debar the Vendor/Contractor from bidding on all County contracts for a period up to twenty-four (24) months, and/or take any and all legal action deemed necessary and appropriate.

E. Vendor/Contractor is required to incorporate the following IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors:

   1. Use the Department of Homeland Security employment eligibility verification program (E-Verify) to verify the employment eligibility of all new hires.

   2. Use the Social Security Number verification service and make good faith effort to correct and verify the names and Social Security Numbers of the current workforce.

   3. Establish a written hiring and employment eligibility verification policy.

   4. Establish an internal compliance and training program related to the hiring and employment verification process, to include, but not limited to, completion of Form I-9, how to detect

fraudulent use of documents in the verification process, and how to use E-Verify and the Social Security Number Verification Service.

5. Require the Form I-9 and E-Verify process to be conducted only by individuals who received appropriate training and include secondary review as of each employee's verification to minimize the potential for a single individual to subvert the process.
6. Arrange for annual Form I-9 audits by an external auditing firm or a trained employee not otherwise involved in the Form I-9 process.
7. Establish a procedure to report to ICE credible information of suspected criminal misconduct in the employment eligibility verification process.
8. Establish a program to assess subcontractors' compliance with employment eligibility verification requirements. Encourage Vendor/Contractors to incorporate the IMAGE best practices contained in this article and, when practicable, incorporate the verification requirements in subcontractor agreements.
9. Establish a protocol for responding to letters received from Federal and State government agencies indicating that there is a discrepancy between the agency's information and the information provided by the employer or employee; for example, "no match" letters received from the Social Security Administration.
10. Establish a tip line mechanism (inbox, e-mail, etc.) for employees to report activity relating to the employment of unauthorized workers, and a protocol for responding to employee tips.
11. Establish and maintain appropriate policies, practices, and safeguards against use of the verification process for unlawful discrimination, and to ensure that U.S. citizens and authorized workers do not face discrimination with respect to hiring, firing, recruitment or referral for a fee because of citizenship status or national origin.
12. Maintain copies of any documents accepted as proof of identify and/or employment authorization for all new hires.

5.33. SCRUTINIZED COMPANIES PURSUANT TO FLORIDA STATUTE 287.135 AND 215.473:

Vendor/Contractor must certify that the company is not participating in a boycott of Israel. Vendor/Contractor must also certify that Vendor/Contractor is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or has been engaged in business operations in Cuba or Syria. Subject to limited exceptions provided in State law, the County will not contract for the provision of goods or services with any scrutinized company referred to above. Vendor/Contractor must submit the certification form included as an attachment to this solicitation.

Submitting a false certification shall be deemed a material breach of contract. The County shall provide notice, in writing, to the Vendor/Contractor of the County's determination concerning the false certification. The Vendor/Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, the Vendor/Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Vendor/Contractor does not demonstrate that the County's determination of false certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

5.34. INSURANCE REQUIREMENTS:

A. INDEMNITY, SAFETY AND INSURANCE PROVISIONS:

1. Indemnity: To the fullest extent permitted by Florida law, the Vendor/Contractor covenants, and agrees that it will indemnify and hold harmless the County and all of the County's officers, agents, and employees from any claim, loss, damage, cost, charge, attorney's fees and costs, or any other expense arising out of any act, action, neglect, or omission by Vendor/Contractor during the performance of the contract, whether direct or indirect, and whether to any person or property to which the County or said parties may be subject, except that neither the Vendor/Contractor nor any of its subcontractors, or assignees, will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the County or any of its officers, agents, or employees.

2. Protection of Person and Property:

   a. The Vendor/Contractor will take all reasonable precautions for, and will be responsible for initiating, maintaining and supervising all programs relating to the safety of all persons and property affected by, or involved in, the performance of his operations under this Contract.

   b. The Vendor/Contractor will take all reasonable precautions to prevent damage, injury or loss to: (a) all persons who may be affected by the performance of his operations, including employees; (b) all materials and equipment; and (c) all property at or surrounding the work site. In an emergency affecting the safety of persons or property, the Vendor/Contractor will act, with reasonable care and discretion, to prevent any threatened damage, injury or loss.

B. MINIMUM INSURANCE REQUIREMENTS: Vendor/Contractor shall procure, pay for and maintain at least the following insurance coverage and limits. Said insurance shall be evidenced by delivery to the County of a certificate(s) of insurance executed by the insurers listing coverage and limits, expiration dates and terms of policies and all endorsements whether or not required by the County, and listing all carriers issuing said policies. The insurance requirements shall remain in effect throughout the term of this Contract.

1. Workers' Compensation: As required by law:
    a. State.....Statutory
    b. APPLICABLE FEDERAL.....Statutory
    c. EMPLOYER'S LIABILITY.....Minimum:
        i. $100,000.00 each accident
        ii. $100,000.00 by employee
        iii. $500,000.00 policy limit
    d. Exemption per Florida Statute 440: If a Vendor/Contractor has less than three (3) employees and states that they are exempt per Florida Statute 440, they must provide an exemption certificate from the State of Florida. Otherwise, they will be required to purchase Workers' Compensation Insurance and provide a copy of Workers Compensation Insurance.
    https://www.myfloridacfo.com/Division/WC/Employer/Exemptions/
2. General Liability: Comprehensive General Liability including, but not limited to, Independent Contractor, Contractual Premises/Operations, and Personal Injury covering the liability assumed under indemnification provisions of this Contract, with limits of liability for personal injury and/or bodily injury, including death.
    a. Coverage as follows:
        i. EACH OCCURRENCE.....$1,000,000.00
        ii. GENERAL AGGREGATE $2,000,000.00
        iii. PERSONAL/ADVERTISING INJURY.....$1,000,000.00
        iv. PRODUCTS-COMPLETED OPERATIONS AGGREGATE.....$2,000,000.00 Per Project Aggregate (if applicable)
    b. ALSO, include in General Liability coverage for the following areas based on limits of policy, with:
        i. FIRE DAMAGE (Any one (1) fire.....$50,000.00
        ii. MEDICAL EXPENSE (Any one (1) person)..... $5,000.00
3. Additional Insured: Vendor/Contractor agrees to endorse Hernando County as an additional insured on the Comprehensive General Liability. The Additional Insured shall read "Hernando County Board of County Commissioners." Proof of Endorsement is required.
4. Waiver of Subrogation: Vendor/Contractor agrees by entering into this Contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a

policy condition not permit Vendor/Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Vendor/Contractor aggress to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Vendor/Contractor enter into such an agreement on a pre-loss basis.

5. AUTOMOBILE LIABILITY: Comprehensive automobile and truck liability covering any auto, all owned autos, scheduled autos, hired autos, and non-owned autos. Coverage shall be on an "occurrence" basis. Such insurance to include coverage for loading and unloading hazards. Coverage as follows:
    a. COMBINED SINGLE LIMIT (CSL)..... $1,000,000.00 or:
        i. BODILY INJURY (Per Person)..... $1,000,000.00
        ii. BODILY INJURY (Per Accident)..... $1,000,000.00
        iii. PROPERTY DAMAGE.....$1,000,000.00
6. PROFESSIONAL LIABILITY (if applicable it will be noted below separately):
7. BUILDERS RISK INSURANCE (if applicable it will be noted below separately):
8. CRIME PREVENTION – BOND (if applicable it will be noted below separately):
9. EXCESS/UMBRELLA LIABILITY (if applicable it will be noted below separately):
10. POLLUTION LIABILITY (if applicable it will be noted below separately):
11. SUBCONTRACTORS (if applicable): All subcontractors hired by said Contractor are required to provide Hernando County Board of County Commissioners a Certificate of Insurance with the same limits required by the County as required by the Contract. All subcontractors are required to name Hernando County Board of County Commissioners as additional insured and provide a Waiver of Subrogation in regards to General Liability.
12. RIGHT TO REVISE OR REJECT: County reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, County reserves the right, but not the obligation, to review and reject any insurer providing coverage due of its poor financial condition or failure to operating legally.

C. <u>EACH INSURANCE POLICY SHALL INCLUDE THE FOLLOWING CONDITIONS BY ENDORSEMENT TO THE POLICY</u>:

1. Vendor/Contractor agrees to provide County with a Certificate of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and the Certificate of Insurance shall provide a minimum thirty (30) day endeavor to

notify, when available by Vendor/Contractor's insurer. If the Vendor/Contractor receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives noticed that coverage no longer complies with the insurance requirements herein, Vendor/Contractor agrees to notify the County by email within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance. The Certificate Holder shall read: **Hernando County Board of County Commissioners Attention: Human Resources/Risk Department 15470 Flight Path Drive, Brooksville, Florida 34604**

2. Companies issuing the insurance policy, or policies, shall have no recourse against the County for payment of premiums or assessments for any deductibles which all are the sole responsibility and risk of Vendor/Contractor.

3. The term "County" or "Hernando County" shall include all authorities, boards, bureaus, commissions, divisions, departments, and offices of the County and individual members, employees and agents thereof in their official capacities, and/or while acting on behalf of Hernando County.

4. The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County, to any such future coverage, or to County's Self-Insured Retentions of whatever nature.

D. The Vendor/Contractor shall be required to provide a current Certificate of Insurance to the County prior to commencement of services.

E. Bidders may, at the County's request, be required to provide proof that their firm meets the preceding insurance requirements, by submission of a Certificate Of Insurance coverage(s), prior to award of the Contract.

F. Failure of the Owner to demand such certificates or other evidence of full compliance with these insurance requirements or failure of the Owner to identify a deficiency from evidence provided shall not be construed as a waiver of Vendor/Contractor's obligation to maintain such insurance.

5.35. MINIMUM WAGE RATES:

A. The Vendor/Contractor shall be required to pay their employees no less than the Federal minimum wage rate.

B. If the contract should be renewed, the contract shall be adjusted for benefit of the Vendor/Contractor in proportion with Federal law governing wage rates during the period of the contract for labor-related costs only.

C. The County reserves the right, in its sole discretion, to inspect the payroll records of the Vendor/Contractor to determine whether the Vendor/Contractor is complying with Federal wage and hour law.

5.36. SAFETY PRECAUTIONS:

A. The Vendor/Contractor shall be responsible for instructing their workmen in appropriate safety measures with respect to all services provided under this contract and shall not permit them to place equipment in traffic lanes or other locations in such a manner as to create a safety hazard.

B. All equipment shall be equipped with all necessary safety equipment to satisfy all applicable Florida Department of Transportation (FDOT) and Occupational Safety and Health Administration (OSHA) requirements.

5.37. RESPONSIVE/RESPONSIBLE:

The County requires that the **Bidder be properly licensed and registered to do business in the State of Florida in accordance with applicable Florida Statutes (F.S.)** at the time the Bidder submits its bid**.** Bid responses that fail to provide the required forms listed in these bid documents may be rejected as non-responsive. **Bidders whose responses, past performance, or current status do not reflect the capability, integrity or reliability to fully and in good faith perform the requirements of the bid may be rejected as non-responsible.** The County reserves the sole right to determine which responses meet the requirements of this solicitation, and which Bidders are responsive and responsible. The County reserves the sole right, before awarding the bid, to require a Bidder to submit evidence of their qualifications that the County deems necessary. The County may consider any evidence available to it of the financial, technical, and other qualifications and abilities of a Bidder to perform the work in a satisfactory manner and within the time specified. The Bidder is assumed to be familiar with all Federal, State, or local laws, ordinances, rules, and regulations that in any manner affect the work, and to abide thereby if awarded the bid/contract. Ignorance of legal requirements on the part of the Bidder/Vendor/Contactor will in no way relieve the Bidder/Vendor/Contractor of such responsibility.

5.38. CONE OF SILENCE

A. This Solicitation falls under the Hernando County Procurement Ordinance 93-16. All Vendors and Bidders, and representatives of same, are hereby placed on formal notice that a lobbying cone of silence period shall commence upon issuance of this Solicitation until the Board selects the successful Bidder. If Board is not involved in selecting the successful Bidder, the cone of

silence period commences upon issuance of Solicitation and concludes upon award of Contract. During the cone of silence period, no Vendor/Bidder, or representative of the Vendor/Bidder, to this Solicitation may seek information or clarification or in any way contact any official or employee of the County concerning this Solicitation with the exception of the Chief Procurement Officer, County Attorney, or an individual specifically designated in this document for dissemination of information. A copy of any written communication concerning this Solicitation shall be filed with the Procurement Department and shall be made available to the public upon request. A violation of the cone of silence renders any award voidable at the discretion of the Chief Procurement Officer with approval from the Board and may subject the Vendor/Bidder who violated it to debarment. Nothing in the Ordinance prevents a Vendor/Bidder or representative from taking part in a public meeting concerning the Solicitation.B. Neither the members of the Board nor candidates for County Commission, nor any employees from the Hernando County Government, Hernando County staff members, nor any members of the evaluation team are to be lobbied, either individually or collectively, before or during the cone of silence concerning this project. Vendors/Bidders, or representatives of same, who intend to submit bids, or have submitted bids, for this project are hereby placed on formal notice that they are not to contact County personnel for such purposes as holding meetings of introduction, meals, or meetings relating to the selection process outside of those specifically scheduled by the County. Any such lobbying activities may cause immediate disqualification of this project.

5.39. CLAIMS

A. Chief Procurement Officer's Decision Required: All claims, except those waived, shall be referred to the Chief Procurement Officer for decision.

B. Notice: Written notice stating the general nature of each claim shall be delivered by the claimant to the Chief Procurement Officer and the other party to the contract promptly but in no event later than thirty (30) days after the start of the event giving rise thereto. The responsibility to substantiate a claim shall rest with the party making the claim. Notice of the amount or extent of the claim, with supporting data, shall be delivered to the Chief Procurement Officer and the other party to the contract within sixty (60) days after the start of such event (unless the Chief Procurement Officer allows additional time for claimant to submit additional or more accurate data in support of such claim). A claim for an adjustment in contract price shall be prepared in accordance with the provisions of Section titled "PRICE ADJUSTMENT". Each claim shall be accompanied by claimant's written statement that the adjustment claimed is the entire adjustment to which the claimant believes it is entitled as a result of said event. The opposing party shall submit any response to the Chief Procurement Officer and the claimant within thirty (30) days after receipt of the claimant's last submittal (unless the Chief Procurement Officer allows additional time).

C. Chief Procurement Officer's Action: Chief Procurement Officer will review each claim and, within thirty (30) days after receipt of the last submittal of the claimant or the last submittal of the opposing party, if any, take one (1) of the following actions in writing:

   1. Deny the claim in whole or in part,

   2. Approve the claim, or

   3. Notify the parties that the Chief Procurement Officer is unable to resolve the claim if, in the Chief Procurement Officer's sole discretion, it would be inappropriate for the Chief Procurement Officer to do so. For purposes of further resolution of the claim, such notice shall be deemed a denial.

D. In the event that Chief Procurement Officer does not take action on a claim within said thirty (30) days, the claim shall be deemed denied.

E. Chief Procurement Officer's written action or denial will be final and binding upon Owner and Vendor/Contractor, unless Owner or Vendor/Contractor invoke the dispute resolution procedure set forth in Section titled "DISPUTE RESOLUTION" within thirty (30) days of such action or denial.

5.40. DISPUTE RESOLUTION:

A. Owner and Vendor/Contractor may mutually request mediation of any claim submitted to the Owner for a decision before such decision becomes final and binding. The mediation will be governed by the Construction Industry Mediation Rules of the American Arbitration Association in effect as of the effective date of the agreement. The request for mediation shall be submitted in writing to the American Arbitration Association. Timely submission of the request shall stay the effect.

B. Owner and Vendor/Contractor shall participate in the mediation process in good faith. The process shall be concluded within sixty (60) days of filing of the request. The date of termination of the mediation shall be determined by application of the mediation rules referenced above.

C. If the claim is not resolved by mediation, Chief Procurement Officer's action or denial pursuant to Section titled "CLAIMS" shall become final and binding thirty (30) days after termination of the mediation unless, within that time period, Owner or Vendor/Contractor:

   1. Agrees with the other party to submit the claim to another dispute resolution process, or

   2. Gives written notice to the other party of their intent to submit the claim to a court of competent jurisdiction.

6. SPECIAL CONDITIONS

6.1. INSPECTION OF FACILITIES/AREAS:

It is the Bidder's responsibility to become fully informed as to the nature and extent of the work required, local site conditions, and any other factors that may impact performance of the contract. The responsibility to inspect the worksite is the sole responsibility of the Bidder. Arrangement for Bidder's inspection of facilities and/or activity schedule may be secured by calling 352-754-4020. Failure to visually inspect the facilities may be cause for disqualification of your bid. After contract award, no additional compensation will be made as a result of the differences between actual labor and materials required to complete the project and the contract amount.

6.2. LICENSES AND PERMITS:

A. Prior to furnishing the requested product(s) or service(s), it shall be the responsibility of the awarded Vendor/Contractor to obtain, at no additional cost to the County, any and all licenses and permits required to complete this contractual service. These licenses and permits shall be readily available for review by the Chief Procurement Officer or their designee.

B. Said licenses shall be in the Bidder's name as it appears on the official Bid Form. Bidder shall supply appropriate license numbers, with expiration dates, as part of their bid. Failure to hold and provide proof of a proper active license, certification and registration may be grounds for rejection of the bid.

C. Upon notification, Bidder shall provide copies of all applicable active and current licenses.

6.3. PRE-WORK MEETING

Within fourteen (14) days after the effective date of the contract, Vendor/Contractor shall meet with the County's representative(s) to discuss job procedures and scheduling.

6.4. CODES AND REGULATIONS:

The awarded Vendor/Contractor must strictly comply with all Federal, State, and local building and safety codes.

6.5. INFORMATION AND DESCRIPTIVE LITERATURE

Bidders must furnish all information requested and in the space provided on the Bid Form, if any. Furthermore, each Bidder offering an equal to the brand(s) specified (or if no brand is specified) must submit with their bid, descriptive literature and/or detailed specifications covering the products offered. Reference to literature submitted with a previous bid will not satisfy this provision. Bids which do not comply with these requirements will be rejected.

6.6. DRAWINGS

Drawing(s) labeled **Exhibits A through G**, are included in this Invitation for Bid. The County shall not be responsible for the accuracy of such drawings. Bidders shall be responsible for verification of the accuracy, and the total bid offer shall be at the Bidder's risk.

6.7. DEBRIS

Awarded Vendor/Contractor shall be responsible for the prompt removal of all debris which is a result of this contractual service.

6.8. PROTECTION OF PROPERTY/SECURITY:

A. The Vendor/Contractor shall provide barricades if necessary and take all necessary precautions to protect buildings and personnel. All work shall be completed in every respect and accomplished in a professional manner and the Vendor/Contractor shall provide for removal of all debris from County property.

B. The Vendor/Contractor shall at all times, guard against damage or loss to property of Hernando County, or of other Vendor/Contractors, and shall be held responsible for replacing or repairing any such loss or damage. The County may withhold payment or make such deductions as deemed necessary to insure reimbursement or replacement for loss of damage to property through negligence of the Vendor/Contractor or their agent.

C. The Vendor/Contractor will not hold Hernando County responsible and releases Hernando County from any liability costs and expenses in connection with, resulting from or arising out of damage, loss, or theft of any machinery, equipment, tools, supplies and/or materials owned by the Vendor/Contractor and stored on County property.

6.9. PRICING-FFP

The County requires a firm fixed price for the entire contract period. Invoices will be reviewed to confirm compliance with bid pricing. Failure to hold prices firm shall be grounds for immediate termination of the contract.

6.10. PRICE ADJUSTMENT:

Written request for price adjustments may be made every twelve (12) months at time of renewal and no less than thirty (30) days prior to the requested effective date. Any increased price adjustment(s) must be accompanied by written justification attesting that the request is a bona fide cost increase to the Vendor/Contractor. The base period for any requested adjustment shall be the beginning of the latest period during which an adjustment may have been made. All requests for price adjustment(s) shall be supported by Consumer Price Index and/or Producer Price Index documentation supporting the requested increase. The Chief Procurement Officer shall consider price adjustment requests and, if agreed to, the price adjustment shall be accomplished by written amendment to this contract, subject to the section in this solicitation titled: MODIFICATIONS/AMENDMENTS AND CHANGE ORDERS. Any such price adjustment (increase or decrease) shall impose upon the Vendor/Contractor the requirement to advise and extend to the County price reductions when costs similarly decrease.

6.11. MARKET CONDITIONS:

The County reserves the right to purchase on the open market should lower market prices prevail, at which time the Vendor/Contractor shall have the option of meeting the lower price or relieving the County of any obligation previously understood.

6.12. CHANGES - SERVICE CONTRACTS:

A. The County may at any time by issuance of an executed change order make changes within the general scope of the contract in any of the following areas:

   1. Description of services to be performed.

   2. Time of performance (i.e., hours of the day, days of the week, etc.).

   3. Place of performance of the services.

B. If additional work or other changes are required in the areas described above, a price proposal will be required from the Vendor/Contractor. Upon negotiation of the proposal, execution and receipt of the change order, the Vendor/Contractor shall commence performance of the work as specified.

C. The Vendor/Contractor shall not commence the performance of additional work or other changes not covered by this contract without an executed change order issued by the Purchasing and Contracts Department. If the Vendor/Contractor performs additional work beyond the specific requirements of this contract without an executed change order, it shall be at their own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed change order.

6.13. METHOD OF ORDERING:

The County will issue purchase orders against the contract on an as-needed-basis for the supplies or services listed on the Bid Form.

6.14. REQUIREMENTS CONTRACT:

This is a requirements contract and the County shall order from the Vendor/Contractor all of the supplies and/or services specified in the contract's price schedule that are required to be purchased by the County, except as otherwise provided herein. If the County urgently requires delivery of goods or services before the earliest date that delivery may be required under this contract, and if the Vendor/Contractor will not accept an order providing for accelerated delivery, the County may acquire the goods or services from another source. Except as this contract may otherwise provide, if the County's requirements do not result in orders in the quantities described as "estimated" in the contract's price schedule, that fact shall not constitute the basis for an equitable adjustment.

6.15. ESTIMATED QUANTITIES:

Hernando County reserves the right to increase or decrease estimated quantities as required. Estimated quantities are shown on the Bid Form attached to these bid documents. It is understood by all Bidder's that these are only estimated quantities and the County is not obligated to purchase any minimum or maximum amount during the life of this contract. The contract resulting from this solicitation shall be non-exclusive and the County may procure the goods or services covered by the contract from other sources at its discretion.

6.16. SITE DAMAGE:

The Vendor/Contractor shall be held responsible for damage to any site feature including, but not limited to: irrigation equipment, trees, shrubs, signs, vehicles, etc. caused by the Vendor/Contractor. It shall be the Vendor/Contractor's responsibility to clean-up and/or rectify, to the County's satisfaction, any damage to County property caused by any individual(s) connected with the Vendor/Contractor. The Vendor/Contractor shall be notified of the specific nature of the damage and cost of repair. The County shall, at its option, invoice the Bidder for payment or reduce the next regular payment to the Vendor/Contractor, for the cost of repairs, materials, and labor.

6.17. EQUIPMENT LIST:

Bidders shall submit with the bid a listing of all equipment which Bidders will use in the performance of this contract, including (as applicable) rolling stock, loaders, tractors, mowers, and any other specified equipment. The Vendor/Contractor is also required to indicate which equipment is company-owned. Failure to submit said equipment list may render Bidder's response non-responsive.

6.18. FINAL SITE INSPECTON:

Final inspection of each site by County staff will be performed within ten (10) days after receipt of notification from the Vendor/Contractor that services at such site are complete. The site must meet all requirements as stated in the scope of work issued prior to payment processing.

7. SCOPE AND SPECIFICATIONS

7.1. GENERAL REQUIREMENTS:

A. The Vendor/Contractor shall mow all grass along all rights-of-way and grassed medians, as shown on the attached maps. All mowing operations shall include litter pick-up within the areas to be mowed to ensure a neat appearance after the work is complete.

B. Vendor/Contractor Access and Availability: The Contractor will have access to the fenced in areas to be mowed during normal business hours Monday through Friday, 8:00 AM to 5:00 PM except County Holidays. Grounds outside of the fenced area, may be mowed on weekends. Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.

7.2. SCOPE OF WORK:

A. Areas of Work: All roadways as depicted on Exhibits A to G within the Brooksville - Tampa Bay Regional Airport.

1. Exhibit A: Airport Industrial Park - 18.4 Acres - 26 Mowing events per year (approximately every 9-10 days).
2. Exhibit B: Aerial Way/Aviation Loop Drive. - 5.9 Acres - 26 Mowing events per year (approximately every 9-10 days).
3. Exhibit C: Aerial Way - 6,400 Square Feet - 26 Mowing events per year (approximately every 9-10 days).
4. Exhibit D: Corporate Boulevard. - 4.7 Acres - 18 Mowing events per year (approximately every 13-14 days).
5. Exhibit E: Sgt. Lea Mills Boulevard - 6.4 Acres - 18 Mowing events per year (approximately every 13-14 days).
6. Exhibit F: Dispense Lane and Radial Road - 4.5 Acres - 18 Mowing events per year (approximately every 13-14 days).
7. Exhibit G: Airport Administration, 15800 Flight Path Drive - 42 Mowing events per year (approximately every 5-6 days).
8. The total area to be mowed per cycle is **approximately 41 acres**.

B. MOWING REQUIREMENTS:

1. Mowing Season: Estimated to begin on April 1st and end on November 30th (approximately 35 weeks or 244 days) of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions.

2. The areas to be mowed and trimmed include median strips, and right-of-way areas. The entire grassy sections of each area are to be mowed. The Vendor/Contractor must run equipment as close to structures as practical. All vegetation within the mowing area must be cut to a height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours.

3. The Contractor shall edge around sidewalks, parking lots, and roadways.

4. The Contractor shall trim grass and weeds in places a mower cannot reach, such as along fences, trees, and other obstacles.

5. Upon completion of the mowing, the Contractor shall remove all grass clippings that are not uniformly distributed and detract from the lawn's appearance. The Contractor shall ensure a tidy, professional finished cut. The cost of grass clipping removal shall be included in the unit prices quoted for mowing.

6. The Vendor/Contractor must complete mowing requirements within fifteen (15) calendar days upon being notified. The Vendor/Contractor must begin mowing within three (3) calendar days of notification, weather permitting.

C. TRASH AND DEBRIS REMOVAL REQUIREMENTS:

1. All liter and debris are to be removed prior to and upon completion of all services. The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. At no time shall litter or trash be allowed to accumulate. The intent is to eliminate debris and any objectionable appearance.

7.3. EQUIPMENT SPECIFICATIONS:

A. Equipment shall be in good repair and be maintained to always produce a clean sharp cut and uniform distribution of cuttings. It is understood by the Vendor/Contractor that equipment required to meet the terms of this Agreement include the equipment listed here:

1. **The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement.** This includes, at a minimum, the following equipment:

   a. Tractor(s);

   b. Batwing mower(s) (flex-wing rotary cutter(s));

c. Rotary deck mower(s);

d. Zero-Turn mower(s);

e. String trimmer(s) (weedeater(s));

f. Edger(s);

g. Blower(s) and

h. Utility trailer(s) and/or truck(s) suitable for transporting this equipment.

2. The Vendor/Contractor must complete and submit the equipment list (Section 10, Question 4.3) with their Bid.

B. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.

C. All tractors and riding mowers, of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.

8. PRICING PROPOSAL

ITB NO.26-T01302. - Mowing Services for Brooksville - Tampa Bay Regional Airport

The Vendor/Contractor shall provide all labor and other resources necessary to provide the supplies, equipment and/or services in strict accordance with the specifications defined in this solicitation for the amounts specified in this Bid Form, inclusive of overhead, profit, and any other costs.

There are no guarantees that the County will utilize the per year estimates as that number may increase or decrease due to weather variations.

BID TABLE

Line Item	Site/Location	Mowings Per Year	Unit of Measure	Price Per Mow	Total Annual Price
1	Airport Industrial Park (Exhibit A)	26	EA	$600.00	$15,600.00
2	Aerial Way/Aviation Loop Drive (Exhibit B)	26	EA	$300.00	$7,800.00
3	Aerial Way (Exhibit C)	26	EA	$150.00	$3,900.00
4	Corporate Blvd (Exhibit D)	18	EA	$200.00	$3,600.00
5	SGT Lea Mills Blvd (Exhibit E)	18	EA	$260.00	$4,680.00
6	Defense Lane/Radial Drive (Exhibit F)	18	EA	$170.00	$3,060.00
7	Airport Administration Office - 15800 Flight Path Drive (Exhibit G)	42	EA	$150.00	$6,300.00
TOTAL					**$44,940.00**

EQUIPMENT & FACILITIES LISTING

Bidders shall indicate below a complete listing of all equipment said Bidders will use in the performance of this Contract, including rolling stock, loaders, tractors, mowers, and any other specialized equipment. INDICATE WHETHER SUCH EQUIPMENT IS OWNED BY THE COMPANY. Failure to complete and return this section may render Bidder's proposal non-responsive. The County reserves the right to perform a site visit at the Vendor/Contractor's location for purpose of verification of equipment listed and visual observation of equipment condition.

EQUIPMENT DESCRIPTION	**COMPANY-OWNED?**
2011 Chevy Silverado 2500	YES x NO _____
2013 Chevy Silverado 2500	YES x NO _____
2017 GMC Sierra 3500 (Dump Bed)	YES x NO _____
2023 Enclosed Black Dual Axle Trailer (7x14)	YES x NO _____
2023 Enclosed Black Dual Axel Trailer (8x16)	YES x NO _____
2021 Triple Crown 16K Dump Dual Axel Trailer (7x14)	YES x NO _____
John Deer 5075E	YES x NO _____
John Deere FC12E Flex (10FT)	YES x NO _____
2023 Exmark Vertex 52"	YES x NO _____
2023 Exmark Vertex 60"	YES x NO _____
Blowers (Stihl BR700)	YES x NO _____
Exmark Stairs 52"	YES x NO _____
Exmark Stairs 60"	YES x NO _____
Blowers (Sthl BR700)	YES x NO _____
Edgers, Weed-eaters, hedge trimmers, extended hedge Trimmers, chain saws, power prunners, augers, power Shovels, jack hammers, backpack sprayer – manual, Ladders, pole sales, wheel barrows, etc.	YES x NO _____

FACILITIES LOCATION ADDRESSES & DESCRIPTION

2253 Champlain Avenue, Spring Hill FL 34609, this is the main shop where all equipment, trailers and trucks are stored.

American Standard Landscaping LLC

BIDDER'S COMPANY NAME	Richard Golder President/Owner CONTACT PERSON (Name) (Title)
2253 Champlain Ave MAILING ADDRESS	352-585-1838 TELEPHONE NO. – FAX NO.
Spring Hill, Fl 34609 CITY, STATE AND ZIP CODE	american_standard_landscaping@yahoo.com EMAIL ADDRESS

This document must be completed and returned with your submittal.

List of Personnel

Employee	Birth Date	Job Title	Status
Cooper, James	08/02	Laborer	Active
Dougherty, James P	11/19	Driver	Active
Eggers, David A	02/28	Laborer	Active
Golder, Jordan L	12/09	Admin	Active
Golder, Richard E	12/13	Owner	Active
Haller, Zachary	03/11	Laborer	Active
Pogue, Kyle	08/21	Laborer	Active
Strother, Anthony	11/07	Laborer	Active
Walcott, Herbert G	08/26	Driver	Active
Williams, Preston L	06/08	Laborer	Active
Zuilkoski, Jonathan	10/29	Laborer	Active

HERNANDO COUNTY EMPLOYMENT DISCLOSURE CERTIFICATION STATEMENT

04/06/2026
(date)

Hernando County
Purchasing and Contracts Department
15470 Flight Path Drive
Brooksville, FL 34604

The undersigned certifies that to the best of his/her knowledge:

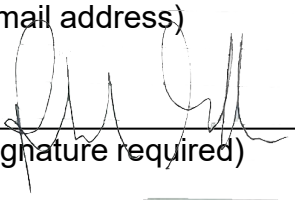
Is any officer, partner, director, proprietor, associate or member of the business entity a former employee of Hernando County within the last two (2) years? No ☐ Yes ☐

Is any officer, partner, director, proprietor, associate or member of the business entity a relative or member of the household of a current Hernando County employee that had or will have any involvement with this procurement or contract authorization?

No ☒ Yes ☐

If the answer to either of the above questions is "Yes", complete the "Relatives and Former Hernando County Employees - Roles and Signatures" table (Part A and/or Part B, as applicable).

Bidder:

american_standard_landscaping@yahoo.com	2253 Champlain Ave, Spring Hill 34609
(Email address)	(Address)
	352-398-4295
(Signature required)	(Phone)
Richard Golder	
(Print name)	(Fax)
President	81-4612417
(Print title)	(Federal Taxpayer ID Number)

Relatives and Former Hernando County Employees – Roles and Signatures

Part A: Employees that left Hernando County in the last two years.			
Employee Name/Signature	**Job Performed for Hernando County**	**Current Role with Business Entity**	**Date Left Hernando County**
Name:_____ **Sign:** _____ • **Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐** • **Involved with proposal development for this procurement? No ☐ Yes ☐**			
Name:_____ **Sign:** _____ • **Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐** • **Involved with proposal development for this procurement? No ☐ Yes ☐**			
Name:_____ **Sign:** _____ • **Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐** • **Involved with proposal development for this procurement? No ☐ Yes ☐**			

Part B: Identify officers, partners, directors, proprietors, associates or members of the business entity that are relatives or members of the household of Hernando County employees currently working for Hernando County, if Hernando County employee had or will have any involvement with this procurement of contract.

Firm Officer, Partner, Director, Proprietor, Associate or Member Name	**Name and Relationship of Relative or Member of Household Employed at Hernando County**	**Role at Hernando County**	**Hernando County employee's Role with this Procurement**

(Make copies of this form as needed to list additional employees.)

This document should be completed and returned with your submittal.

Anti-Human Trafficking Affidavit

In compliance with Fla. Stat. § 787.06(13), this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Hernando County or any of its subordinate units (the "Governmental Entity").

1. My name is Richard Golder and I am over eighteen years of age. The following information is given from my own personal knowledge.

2. I am an officer or representative with American Standard Landscaping, LLC, a non-governmental entity (the "Nongovernmental Entity"). I am authorized to provide this affidavit on behalf of Nongovernmental Entity.

3. Neither Nongovernmental Entity, nor any of its subsidiaries or affiliates, uses *coercion* for *labor* or *services*, as such italicized terms are defined in Fla. Stat. § 787.06, as it may be amended from time to time.

4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.

5. This declaration is made pursuant to Fla, Stat. § 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Richard Golder, declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

FURTHER AFFIANT SAYETH NAUGHT.

American Standard Landscaping, LLC

Name of Nongovernmental Entity

Richard Golder

Printed Name of Affiant

Owner/President

Title of Affiant



Signature of Affiant

April 3 2026

Date

County of Hernando
Procurement Department
Carla Rossiter-Smith, Chief Procurement Officer
15470 Flight Path Drive, Brooksville, FL 34604
(352) 754-4020

ADDENDA REPORT

ITB No. 26-T01302

Mowing Services for Brooksville - Tampa Bay Regional Airport

RESPONSE DEADLINE: April 6, 2026 at 10:00 am

Tuesday, April 7, 2026

Addenda Issued:

Addendum #1

Mar 9, 2026 9:35 AM

Addendum #1 for 26-T01302 Mowing Services for Brooksville - Tampa Bay Regional Airport

Attachments:

· Addendum 1 26-T01302

Addenda Acknowledgements:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Triple crown c lawn jockeys llc	X	Mar 18, 2026 3:19 PM	Clarence Clark
JDMF llc	X	Mar 11, 2026 1:12 PM	Joseph fannin
BigKing Services	X	Mar 30, 2026 2:11 AM	Talita Ferreira
Amazing National Services Group, LLC	X	Apr 5, 2026 5:18 PM	Daniel Hutcheson
AB5 Enterprises	X	Mar 14, 2026 12:10 AM	Aaron Blake
T&M Lawn-Fence Service, Inc.	X	Apr 3, 2026 10:16 AM	Antonio Carreno
perfect green	X	Mar 18, 2026 10:16 AM	luc lortie
Superior Landscaping & Lawn Service Inc.	X	Apr 1, 2026 2:58 PM	Jesenia Otero
Emprise Partners LLC	X	Mar 13, 2026 2:13 PM	Ednel Saint Jean
Central Florida Landscaping, Inc.	X	Apr 6, 2026 8:34 AM	MARY GRECO
American Standard Landscaping	X	Mar 10, 2026 7:26 PM	Richard Golder
NDL LLC	X	Apr 6, 2026 8:05 AM	Matthew Thibeau

PROCUREMENT DEPARTMENT
15470 FLIGHT PATH DRIVE ◆ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ◆ F 352.754.4199 ◆ W www.HernandoCounty.us

ADDENDUM # ONE (1)

TO
THE CONTRACT DOCUMENTS
FOR THE

Mowing Services for Brooksville - Tampa Bay Regional Airport

IN
HERNANDO COUNTY, FLORIDA

SOLICITATION NO. 26-T01302

Bidders are required to acknowledge receipt of this Addendum via OpenGov prior to the time of the Bid Opening.

The following changes, additions are hereby made a part of the Contract Documents for the above-referenced Solicitation as fully and completely as if the same were fully set forth therein:

A. QUESTIONS AND ANSWERS

1.Q. Why was the last intent to award not awarded?

1.A. This solicitation is being reissued, because the contractor withdrew from the agreement after award.

2.Q. *1.* Was there a previous incumbent? *2.* If so, can you share their price proposal? *3.* Has there been any changes to the scope from the last? *4.* Did the previous incumbent complete the project term? *5.* Is this solicitation the same length of time?

2.A. *1.* Yes, there was a previous contractor.
2. For official information of prior awards, please submit a Public Records Request via the County's records portal located at https://hernandocountyfl.nextrequest.com/ Bidders may also search the OpenGov Contracts portal; however, please note this is not an exhaustive listing: https://www.hernandocounty.us/county-government/procurement/solicitations/
3. No, there have not been any changes to the Scope of Work.
4. See answer to Part 2 of this question.
5. According to Section 5.1.B & C "The length of the Contract shall extend for three (3) years with two (2) one (1) year renewals."

3.Q. 1. Can you share the previous bid tabulation? 2. Are the specifications the same?

3.A. 1. See answer to Part 2 of Question 2 of this Addendum #1.
2. See answer to Part 3 of Question 2 of this Addendum #1.

4.Q. Is there a set budget for this solicitation?

4.A. Yes, the budget for this solicitation is $50,000.00 annually.

15470 FLIGHT PATH DRIVE ◆ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ◆ F 352.754.4199 ◆ W www.HernandoCounty.us

5.Q. Is there a projected award and start date?

5.A. The projected award and start dates are as soon as possible after the solicitation has been completed.

6.Q. Copies of previous bid tabs please.

6.A. See answer to Part 2 of Question 2 of this Addendum #1.

7.Q. For the firm fixed pricing, will we get the same pay per month even if there are more or less visits due to weather? Paperwork states on the pricing sheet "There are no guarantees that the County will utilize the per year estimates as that number may increase or decrease due to weather variations."

7.A. The vendor will be compensated for completed mowings based on invoices submitted by same. There is no compensation for work not completed due to weather or otherwise.

BOARD OF COUNTY COMMISSIONERS
OF HERNANDO COUNTY, FLORIDA

Felicia Holmes, CPPO, CPPB, NIGP-CPP
For: Carla Rossiter-Smith MSM, PMP, GPC
Chief Procurement Officer

G/L ACCOUNT - MASTER INQUIRY

Org code: B4441001 AIRPORT OPERATIONS FUND Type: E
Object code: 534600 OPERATING-REPAIRS&MAINT SRVS Status: A
Project code: Budgetary: Y

Fund	B402	AIRPORT OPERATIONS FUND
Department	131	AIRPORT
Group	00000	UNDEFINED
Area of Op	44	ECONOMIC DEVELOPMENT
Function	54200	AIRPORTS
		*UNKNOWN
		*UNKNOWN

Full description: OPERATING-REPAIRS&MAINT SRVS Short desc: 534600
Reference Acct: Auto-encumber? (Y/N) N

--- CURRENT YEAR MONTHLY AMOUNTS ---

PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	1,551.11	.00	.00	606,200.00
02	36,003.80	.00	-95,000.00	-95,000.00
03	12,235.78	.00	.00	.00
04	8,807.70	.00	9,437.00	9,437.00
05	24,303.31	59,460.71	.00	.00
06	39,819.83	-5,271.83	.00	.00
07	3,410.72	-3,260.72	.00	.00
08	.00	.00	.00	.00
09	.00	.00	.00	.00
10	.00	.00	.00	.00
11	.00	.00	.00	.00
12	.00	.00	.00	.00
13	.00	.00	.00	.00
Tot:	126,132.25	50,928.16	-85,563.00	520,637.00

--- CURRENT YEAR TOTAL AMOUNTS ---

Actual (Memo)	155,163.00	Original Budget	606,200.00
Encumbrances	51,655.27	Budget Tranfr In	9,437.00
Requisitions	.00	Budget Tranfr Out	-95,000.00
Total	206,818.27	Carry Fwd Budget	.00
Available Budget	313,818.73	Carry Fwd Bud Tfr	.00
Percent Used	39.72	Revised Budget	520,637.00
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00		.00
Actual-Last Yr	.00		.00
Estim-Actual	520,637.00		.00
	.00		.00
			.00

TITLE

Addition of Contingency Funding and Change Order No. 4 Due to Delay In Implementation of Payroll Services With Tyler Technologies, Inc., For Public Sector and Education Administration Software Solutions With Related Services for Dedicated Project Manager Services and Remote Implementation (Contract No. 25-P0191C; Change Order Amount: $738,400.00)

BRIEF OVERVIEW

On December 3, 2024, the BOCC approved award of Contract No. 25-P0191C to Tyler Technologies, Inc., for the Tyler Technologies ERP EPL for $6,299,320.00 and $143,550 in estimated travel expenses for Tyler personnel to provide onsite services.

The purchase order was originally issued for $6,442,870.00.

Hernando County Office of Management and Budget has requested Change Order No. 4 for Project Manager and Remote Implementation services. Change Order No. 4 in the amount of $108,400.00, would increase the purchase order to $6,794,171.00.

Staff is also requesting a contingency amount of $630,000 (10% of original contract award) for any future changes, which would increase the purchase order to $7,424,171.00.

Change Order No. 1 was a no-cost administrative change to move funds to multiple lines due to Finance Plus system limits per line of $999,999.99. Change Order No. 1 was approved by the Chief Procurement Officer on March 3, 2025, for an administrative change.

Change Order No. 2 was to increase the purchase order to add additional services of Open Finance and Pattern Stream in the amount of $110,260.00.

Change Order No. 3 was to increase the purchase order to add Enterprise Permitting & Licensing Users in the amount of $132,641.00.

STRATEGIC PLAN INITIATIVES

NA

FINANCIAL IMPACT

Funding will be available from the following account after approval of the budget transfer:

Expense:

Fund: General Fund - B001, **Department:** Board of County Commissioners - 100, **Account:** Capital Software > $150K - 566801

CIP Project: 110270 Comprehensive ERP Software, included in FY 26 CIP.

LEGAL NOTE

The Board has the authority to act on this item pursuant to Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve the attached budget transfer and Change Order No. 4 in the amount of $108,400.00 and the $630,000 contingency to Tyler Technologies, Inc., for Purchase Order No. 25000437, bringing the total purchase order amount to $7,424,171.00.

It is further recommended the Board authorize the Chief Procurement Officer to approve change orders, as necessary and required up to the allowable budgeted amounts.

REVIEW PROCESS

Stephanie Stevens	Approved	04/15/2026 12:08 PM
Erin Dohren	Delegated	04/15/2026 4:52 PM
Fran Hallet	Approved	04/15/2026 6:27 PM
Erin Dohren	Approved	04/19/2026 7:00 PM
Carla Rossiter-Smith	Delegated	04/20/2026 9:29 AM
Erin Dohren	Delegated	04/20/2026 4:59 PM
Carla Rossiter-Smith	Approved	04/21/2026 6:43 AM
Pamela Hare	Approved	04/30/2026 12:07 PM
Melissa Tartaglia	Approved	04/30/2026 4:38 PM
Heidi Prouse	Approved	05/01/2026 8:59 AM
Toni Brady	Approved	05/04/2026 8:13 AM
Jeffrey Rogers	Approved	05/06/2026 6:18 AM
Jessica Wright	Approved	05/07/2026 12:26 PM

TITLE

Utilization of Sourcewell Contract With Tyler Technologies for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Amount: $6,299,320.00)

Utilization of Sourcewell Contract With Tyler Technologies for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Amount: $6,299,320.00)

BRIEF OVERVIEW

On October 31, 2024, Hernando County Administration submitted a request to the Procurement Department to piggyback Sourcewell Contract No. 090320-TTI, to provide Software and Services for various County Departments and Entities with a contract expiration of November 2, 2025.

The initial term of this Agreement is equal to five (5) years, commencing on the first day of the first month following the Effective Date as stated in the Tyler Software Service Agreement . Upon expiration of the initial term, this Agreement will renew automatically for an additional one (1) year renewal term.

Hernando County is requesting the use of this contract for Enterprise Resource Planning (ERP) and Enterprise Permitting & Licensing (EPL) Software and Related Services for Hernando County Departments and Entities with Tyler Technologies, in the estimated annual spend amount of $819,573.00, Estimated One-Time spend amount $2,202,715.00 and a total estimated spend of $6,299,320.00.

- Estimated Recurring Annual Fees: $819,573.00
- Estimated One-Time: $2,202,715.00
- Estimated Contract Total: $6,299,320.00
- Estimated Travel Expense Allowance (not included in Contract Total): $143,550.00

Hernando County Procurement Department has assigned File No. 25-P0191C to this Contract for tracking purposes.

The Chief Procurement Officer has reviewed this requirement for conformance to Procurement Ordinance and Purchasing Policies and Procedures.

FINANCIAL IMPACT

Funding will be from the budget funds in Hernando County.

Fund: 0011 - General Fund, **Department: 01051** - BOCC, **Account: 5606801** - Capitalized Software

CIP Project: 110270 Comprehensive ERP Software

FY25 - $3,500,000.00
FY26-FY29 - $2,942,870.00 Unfunded

LEGAL NOTE

In accordance with Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve the utilization of Sourcewell Contract No. 090320-TTI (Hernando County File No. 25-P0191C) with Tyler Technologies, Inc., in the estimated spend amount of $6,299,320.00, with an additional allowance of $143,550.00 in estimated travel expenses for Tyler personnel to provide onsite services.

It is further recommended the Board authorize the Chief Procurement Officer to renew the contract with the same terms and conditions.

REVIEW PROCESS

Carla Rossiter-Smith	Approved	11/19/2024 4:00 PM
Albert Bertram	Approved	11/20/2024 2:42 PM
Pamela Hare	Approved	11/22/2024 9:42 AM
Melissa Tartaglia	Approved	11/22/2024 10:48 AM
Heidi Kurppe	Approved	11/25/2024 12:14 PM
Jeffrey Rogers	Approved	11/25/2024 1:32 PM
Colleen Conko	Approved	11/25/2024 2:29 PM

DocuSign Envelope ID: 53B16E1A-E395-497E-80EE-1B2CAC17DC0E

Solicitation Number: RFP #090320

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Tyler Technologies, 5101 Tennyson Pkwy., Plano, TX 75024 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires November 2, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.

C. SURVIVAL OF TERMS. Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in

DocuSign Envelope ID: 53B16E1A-E395-497E-80EE-1B2CAC17DC0E

Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTIES. During the term of a current Maintenance or SaaS Agreement, Vendor makes the following warranties:

1. Tyler Software Warranty - Vendor's software will substantially conform to the functional descriptions of the Vendor software contained in Vendor's Proposal or their functional equivalent. Future functionality may be updated, modified, or otherwise enhanced through Vendor's maintenance and support services and the governing functional descriptions for such future functionality will be set forth in Vendor's then-current documentation.
2. Tyler Services Warranty - Vendor warrants that it will perform services in a professional, workmanlike manner, consistent with industry standards. In the event Vendor provides services that do not conform to this warranty, Vendor will re-perform the services at no additional cost.
3. Third Party Warranties – Unless otherwise indicated, Vendor does not warrant the condition of any third party products or services resold through Vendor's reseller agreement. Vendor will pass through any 3rd party warranties it receives for such items and will reasonably cooperate and coordinate for access to warranty service for 3rd party items Vendor resells.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

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Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Contract Administrator. This form is available from the assigned Sourcewell Contract Administrator. At a minimum, the request must:

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- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will be become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential members to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this

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Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entitles may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract. The foreging notwithstanding Vendor may require (i) execution of a software and services agreement in a form substantially similar to the one included with Vendor's proposal and/or (ii) require agreement to terms required by 3rd party product providers.

C. PERFORMANCE BOND. If requested by a Participating Entity, Vendor will provide a performance bond that meets the requirements set forth in the Participating Entity's order subject to Vendor's approval, not to be unreasonably withheld and payment by Participating Entity of the fee for the performance bond.

D. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

E. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or

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3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity, subject to the terms of an executed software and services agreement between the Vendor and the Participating Entity.

F. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;

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- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit a check payable to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Sourcewell-assigned contract number in the memo and must be mailed to the address above "Attn: Accounts Receivable." Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. ASSIGNMENT. Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

B. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

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C. WAIVER. If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

D. CONTRACT COMPLETE. This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

E. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. AUDITS

Sourcewell reserves the right to review the books, records, documents, and accounting procedures and practices of the Vendor relevant to this Contract for a minimum of 6 years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

13. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract. Sourcewell and Vendor acknowledge that compliance with the Minnesota Government Data Practices Act extends only to that data to which the Act applies.

If the Vendor receives a request to release the data referred to in this article, the Vendor must comply with the Minnesota Government Data Practices Act, including any appropriate notice to Sourcewell. In such event, Sourcewell will assist with how the Vendor should respond to the request.

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14. INDEMNIFICATION

Vendor will defend, indemnify, and hold harmless Sourcewell and/or a Participating Entity from third-party claims that the Vendor's software and/or documentation infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets and will pay the amount of any resulting adverse final judgment (or settlement to which Vendor consents). Sourcewell or a Participating Entity must notify Vendor promptly in writing of the claim and give Vendor sole control over its defense or settlement. Sourcewell or a Participating Entity agree to provide reasonable assistance, cooperation, and information in defending the claim at Vendor's expense. If an infringement or misappropriation claim is fully litigated and Sourcewell or a Participating Entity's use of Vendor's Software is enjoined by a court of competent jurisdiction, in addition to paying any adverse final judgment (or settlement to which Vendor consents) Vendor will, at Vendor's option either: (a) procure the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent.

15. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

   a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use theTrademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.

   b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.

2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

   a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.

   b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.

   c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party,

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the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. ENDORSEMENT. The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

16. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

17. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

18. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

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19. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

20. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

$500,000 each accident for bodily injury by accident

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$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for Products-Completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Professional Liability*. During the term of this Contract, Vendor will maintain coverage for all claims the Vendor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Vendor's professional services required under this Contract.

Minimum Limits:
$2,000,000 per claim or event
$2,000,000 – annual aggregate

6. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The

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coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Vendor must provide 30 days notice of any change in insurance coverage at variance with the contract requirements and promptly remedy any such variance.

Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

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E. UMBRELLA/EXCESS LIABILITY. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

21. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Participating Entities.

22. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

23. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-

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1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is

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hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures

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required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

24. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal.

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Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:
Jeremy Schwartz
C0FD2A139D06489...

By: _____

Jeremy Schwartz

Title: Director of Operations & Procurement/CPO

12/10/2020 | 9:55 AM CST

Date: _____

Approved:

DocuSigned by:
Chad Coauette
7E42B8F817A64CC...

By: _____

Chad Coauette

Title: Executive Director/CEO

12/15/2020 | 11:07 AM CST

Date: _____

Tyler Technologies

DocuSigned by:
Andrea Fravert
F9BA6001D8B34DA...

By: _____

Andrea Fravert

Title: Director of Legal Affairs

12/15/2020 | 8:49 AM PST

Date: _____

RFP 090320 - Public Sector and Education Administration Software Solutions with Related Services

Vendor Details

Company Name:	Tyler Technologies
Does your company conduct business under any other name? If yes, please state:	Maine
Address:	1 Tyler Drive Yarmouth, Maine 04096
Contact:	Ehren Morse
Email:	ehren.morse@tylertech.com
Phone:	800-772-2260 4662
Fax:	207-712-6025
HST#:	75-2303920

Submission Details

Created On:	Thursday July 16, 2020 08:36:29
Submitted On:	Thursday September 03, 2020 16:18:31
Submitted By:	Ehren Morse
Email:	ehren.morse@tylertech.com
Transaction #:	2a2dd418-38ed-4881-94f8-bc0bd29d824c
Submitter's IP Address:	207.182.208.2

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark "NA" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (and applicable d/b/a, if any):	Tyler Technologies	*
2	Proposer Address:	5101 Tennyson Pkwy, Plano, TX 75024	*
3	Proposer website address:	www.tylertech.com	*
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Andrea Fravert Director of Legal Affairs 1 Tyler Drive Yarmouth, Maine 04096 1-800-772-2260 Andrea.Fravert@tylertech.com	*
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Ehren Morse Sales Operations Manager 1 Tyler Drive Yarmouth, Maine 04096 Ehren.Morse@tylertech.com 1-800-772-2260 ext. 4662	*
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Peter Rickett VP Sales Enablement 1 Tyler Drive Yarmouth, Maine 04096 Peter.Rickett@tylertech.com 1-800-772-2260	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Partnering with government and schools to deliver the best technology solutions is our passion at Tyler. We have decades of experience providing software and services – beginning our exclusive focus on the public sector in 1997 – no one in the market has the breadth or the experience we have. Public sector software is not just what we do, it's all we do. At Tyler, we imagine a world where all city, county, and regional government services are connected within a healthy digital infrastructure. Connecting data, processes, and people makes communities safer, smarter, and more responsive to the needs of residents. When technology works seamlessly, citizens connect to their communities and are more engaged, and government and schools can efficiently serve their constituents. What are our values? Purpose – we are purpose driven. Tyler has built its brand by delivering value for clients, creating a strong workplace culture, ensuring transparency in our operations, and empowering strong, vibrant communities. We take great pride in the Tyler brand and what it stands for. Respect – we respect our resources. Respect for the environment is more than a mindset; it requires real investment and focus. In 2019, we continued to make meaningful changes to our operations,	

infrastructure, and product offerings to better conserve natural resources and address environmental concerns at global and local levels.

Community – we are committed to building community.

A spirit of community is a common thread that runs through every interaction, inside and outside our organization.For our communities, this means generous giving through the Tyler Foundation, our endowment for charitable giving. It also means continuing our unique relationship with Both Ends Believing, Tyler's nonprofit partner benefiting children in institutional care around the world.

For our company, this means support for the wellness and fulfilment of our employees, as well as for a wide range of causes they care about. In 2019, our commitment to employee engagement earned us inclusion in Forbes' America's Best Midsize Employers for the second straight year.

For our clients and shareholders, this means providing peace of mind by investing in security, compliance, and privacy initiatives that meet or exceed software industry standards. We publish specific guidance on these programs on the Compliance page of our website.

Integrity – we refuse to compromise on integrity.

Every aspect of our business begins and ends with integrity. In adhering to corporate governance standards, integrity is our guiding principle and our number one requirement for success — with our team members, our clients, our shareholders, and even with our competitors. We consider integrity to be at the heart of our success and uphold it on a daily basis through careful listening, thoughtful analysis, and responsible decision making.

Company Background

Tyler Technologies is the largest and most established provider of integrated software and technology services focused on the public sector. Tyler's end-to-end solutions empower local, state, and federal government entities to operate more efficiently and connect more transparently with their constituents and with each other. By connecting data and processes across disparate systems, Tyler's solutions are transforming how clients gain actionable insights that solve problems in their communities.

Tyler empowers government and schools to create safer, smarter, and more vibrant communities through integrated solutions ranging from Appraisal & Tax, Civic Services, Courts & Justice, Data & Insights, ERP, Land & Official Records to Public Safety and K-12 Education, and has been exclusively focused on the public sector since 1997.
Tyler was founded in 1966, incorporated in Delaware in November 1989 and is a publicly traded corporation on the NYSE (TYL) and is headquartered in Plano, TX, with 28 office locations across the U.S. and Canada.

With a client retention rate of 98%, Tyler has more than 21,000 successful installations across 10,000 sites, with clients in all 50 states, Canada, the Caribbean, Australia, and other international locations. Tyler offers scalable products with the smallest jurisdiction (Loving County, TX with a Population of 82) to the largest (Los Angeles County, CA with a population of 10.1M), and reinvests annually into research and development ($64M in 2019).

Our Products

With decades of exclusive public sector experience, Tyler is the market leader providing integrated software and services. Subject matter experts and in-depth products result in a sustainable client partnership that delivers the industry's most comprehensive solution. We provide the industry's broadest line of software products and offer clients a single source for all their information technology needs in several major areas: Appraisal & Tax, ERP, Civic Services, Land & Official Records, Courts & Justice, Public Safety, Data & Insights, and K-12 Education. We are known for long-standing client relationships, functional and feature-rich products, and the latest technology. In addition to software products, Tyler provides related professional services including installation, data conversion, consulting, training, customization, support, disaster recovery, and application and data hosting.

Public Sector Focus

Tyler's business units have provided software and services to customers for more than fifty years and have long-standing reputations in the local government market for quality products and customer service. Tyler is the largest company in the United States focused solely on providing software solutions to the public sector. While many of our competitors compete in multiple vertical markets, Tyler is singularly focused on

		the public sector. It's 100 percent of our business. Tyler recognizes that the public sector is generally stable, risk averse, and craves community accessibility, security, and transparency. That is why local government and school entities seek reliable and efficient software and services from Tyler—a vendor who is professional, reputable, dedicated, and achieves results. Tyler has the experience to understand the unique requirements of the public sector, the necessary resources to invest in its products, and the ability to deliver quality services. Our Experience Tyler Technologies' solutions offer the widest breadth of products in the industry, the latest technology available, and an integrated system that can operate in diverse offices throughout a jurisdiction. More importantly, Tyler's vision and skill in executing that vision is what ultimately leads to a successful implementation and long-term solution for our customers. Our experienced team consists of industry leaders that keep our team moving and making sure we can give you the tools to succeed.	
8	What are your company's expectations in the event of an award?	Tyler is invested in continuing to promote and foster usage of the contract. Tyler has been able to market the benefits of our existing contract internally and externally so sales staff are empowered with knowledge to promote its use and prospective clients are aware of its availability and benefit to their agency.	*
9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Tyler consistently maintains a solid balance sheet and strong cash flow and low debt, experiencing consistent revenue growth with 29 consecutive quarters of profitability, and a total revenue for 2019 of $1.08 billion. While experiencing significant growth opportunities from an increase in staff and expanding territories, we anticipate additional product offerings and new technology will accelerate this growth substantially in the future. We believe a debt-free balance sheet, substantial cash reserves, and a committed customer base put Tyler in a great position in our industry to weather any unexpected turbulence in the economy. For additional revenue information please visit www.tylertech.com. Tyler's continued success validates our strategy of a singular focus of serving mission-critical needs of the public sector, backed by a strong balance sheet and strategic investments that bolster our market leadership. This singular focus is executed though multiple dimensions of products and services. In June of this year, Tyler was named to the S&P 500® index. This is a major achievement and milestone for Tyler reflecting Tyler's consistent growth and expanding market capitalization over the last two decades. Tyler's commitment to providing essential software and services to support the public sector remains stronger than ever. Please visit tylertech.irpass.com/Annual_Report_Financials to view our current annual report.	*
10	What is your US market share for the solutions that you are proposing?	Gartner estimates the total market for state/local government and education (excluding higher education) to be approximately $21B. Tyler currently estimates our addressable market in the US to be $9 billion, of which our current market share is around 13%.	*
11	What is your Canadian market share for the solutions that you are proposing?	Tyler has an established presence in Canada with an increasing footprint and pipeline for new business. More than a third of our business units have existing clients in Canada and a strategic focus on increasing market share.	*
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	Tyler has never petitioned for bankruptcy protection and as described above is very proud of it's financial strength with consistent long term revenue growth, a strong cash position and no current debt.	*
13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Tyler is best described as a manufacturer and service provider. A great benefit to Sourcewell members as Tyler not only develops and supports our software in house, we also have an impressive implementation team that works directly with our clients to ensure a smooth implementation. These internal teams work together seamlessly to ensure that all our products and services offered provide the best solutions to the public sector's evolving needs. Tyler offers a variety of solutions designed specifically for the public sector. From ERP and community development to public safety and school transportation, we provide solutions for all the public sector's needs. For Sourcewell members, that means one partner – one company to work with and solutions that were designed to work together.	*

14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	The scope of services provided by Tyler do not include required licenses or certifications. Our proposal otherwise includes information related to certifications held by some of our personnel.	*
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	Tyler is not, and has not been over the last ten years, suspended or debarred from procurements in its various markets.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
16	Describe any relevant industry awards or recognition that your company has received in the past five years	Tyler strives to provide the best client services in the industry. Our products undergo testing by trained quality assurance and certified usability analysts; therefore our clients benefit from products that work logically based upon user experience and input. We also focus our implementation and support professionals on specific groups of applications so they can offer more specialized services. Our commitment at Tyler is to ensure the highest level of client satisfaction through the efforts of Tyler's most valued resource: its people. We challenge our employees to pursue new initiatives aggressively and become industry leaders in their respective fields. Tyler employs over 5,500+ individuals, many of whom are seasoned professionals with unique and proprietary skills and years of industry experience. In fact, our employee turnover rate is very low—in recent years, about half of the industry average. Company Recognition Tyler Technologies has earned the reputation as an industry leader based on our products and commitment to our clients. These factors, along with our financial strength and industry partnerships, have resulted in numerous accolades. Tyler has been named to the following prestigious lists alongside some of the most innovative and influential companies in the United States. Innovative and Strong: - Included in the S&P 500 (2020) - Government Technology Magazine's "GovTech Top 100 List" (2020) - ORBIE's "CIO of the Year" award (2020) - D Magazine's "CEO Financial Executives" award (2020) - Dallas Business Journal ranked Tyler's Plano office #8 in its "North Texas Fastest-Growing Public Companies" list (2017) - Forbes' "Most Innovative Growth Companies" list (2016, 2017) - Forbes' "America's Best Small Companies" list (nine times) - Barron's 400 Index ranking, a measure of the most promising companies in America (six times) - Software Magazine's "Software 500" ranking of the world's largest software and service suppliers (seven times) - Audit Integrity's "America's Most Trustworthy Companies" list (2007) Employer of Choice: - Forbes' "Best Employers for Diversity" (2019, 2020) - Forbes' "Best Employers for Women" list (2018) - Forbes' "Best Midsize Employers" list (2018) - Tyler's three Maine offices recognized as "Best Places to Work in Maine" (nine times since 2007) - The Atlanta Journal Constitution's "Top Workplaces" list (2020) - The Washington Post's "Top Workplaces" List (2020) - Dallas Morning News' "Best in DFW: Top Workplaces" recognized Tyler's Plano, Texas, office (five times) - Dayton Daily News' "Top Workplaces in the Dayton Metro Area" recognized Tyler's Moraine, Ohio, office - Tyler's Lubbock, Texas, office named to the "Best of Lubbock" list by the Lubbock Avalanche-Journal (2016 and 2017) - Detroit Free Press named Tyler's Troy, Michigan, office a top workplace (2017) - Phoenix Business Journal named Tyler's Tempe, AZ, office on Best Places to Work list (2017)	*
17	What percentage of your sales are to the governmental sector in the past three years	87% or Tyler's sales have been focused on the governmental sector in the past three years.	*
18	What percentage of your sales are to the education sector in the past three years	11+% of Tyler sales focused on the education sector in the past three years. More than 37% of all of Tyler's clients are education sector related organizations.	*
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Tyler is associated with CES, TIPS, TX DIR, MESC. OECM, TX Buyboard, NASPO (via Carahsoft). Additional state contracts include: Massachusetts ITS42, Missouri, New Jersey, Rhode Island, Virginia.	*
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Our federal division leverages GSA IT-70 which markets Tyler's Micropact solutions and our Data & Insights division has GSA Schedule 70 GS-35F-0119Y which markets Tyler's Socrata solutions.	*

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Brevard County Sheriff's Ofice, FL	Bob Urie - Information Technology Manager	321.607.2697	*
North Carolina Judicial Branch	Bob Fowler -Chief Business Officer	919-890-1223	*
City of Hartford, CT	Mary Pippin - ERP Manager	860-757-9430	*

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
State of North Carolina	Government	North Carolina - NC	eCitations, eWarrants, Online Court Management System, eFiling	26 line items under 3 Suites	$30,209,174	*
State of South Carolina	Education	South Carolina - SC	Transportation – Routing and Planning, GPS, Mobile Data Terminal, Business Intelligence Dashboard	1 Suite	$14,500,000	*
Bexar County, TX	Government	Texas - TX	Online Court Management System, Civil Process Software, Probation Software, Jury Software, Corrections Software	24 line items under 5 Suites	$10,995,593	*
Dallas County, TX	Government	Texas - TX	Civil Process Software, Jury Software, Court Management System	46 line items under 3 Suites	$10,008,902	*
Franklin County, OH	Government	Ohio - OH	Appraisal Services, ePayments, ERP, Court Management Systems	4 suites	$9,415,143	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

23	Sales force.	Tyler's organization is broken down into specific business units with focused and tenured sales teams successfully supporting each business unit. Sales departments are strategically structured with ample resources that focus on Tyler's existing clients and staff that focus exclusively on prospective new clients. Tyler is very proud of and benefits from its sales force being healthily tenured. This meaningfully supports the effectiveness of our sales organization, our consultative approach to selling and our clients' satisfaction when conducting business with Tyler. This undoubtedly helps to drive Tyler's client retention rate of 98%. In Tyler's largest division the average tenure of our sales team is 14 years and on average across the organization sales resources have spent 9+ working at Tyler and many have had careers with applicable experience doing business with the public sector. Additionally, one out of three of Tyler's employees has worked in the public sector. Our sales organization consists of nearly 400 resources who help to successfully operate Tyler's sales functions and support our growing customer base with knowledgeable and focus on each and every product that is purchased by our customers. Tyler product divisions are divided into seven distinct areas: Appraisal & Tax, Courts & Justice, Data & Insights, ERP, Federal, Local Government & Public Safety and five focused solution groups: Courts & Justice, Health & Human Services, K-12 Education, Public Administration and Transformative Technology. Tyler has offices across the United States to accommodate our growing employee & customer base and provide exceptional regional support for our existing clients. Tyler is headquartered in Plano, Texas. We have offices throughout the U.S., two in Canada, and one in the Philippines. With Sourcewell more recent expansion into Canada, Tyler looks to continue to build on this partnership and leverage this contract and Sourcewell's partnerships to expand business in Canada going forward. Tyler has a growing number of clients in Canada. Internal and external sales employees are cognizant of the effectiveness and purchasing vehicles and are specifically trained on the process for utilizing Sourcewell so they can provide information efficiently and effectively to our client and prospective clients. Tyler's clients have utilized the Tyler/Sourcewell contract more than any other means of cooperative purchasing, and Tyler looks to continue to grow the partnership and the volume of business that leverages this procurement method.	*
24	Dealer network or other distribution methods.	Tyler does not leverage a dealer network. We have proven success with selling direct to our customers and seamlessly integrating additional departments into each and every client relationship as customers continue their partnership with Tyler.	*
25	Service force.	Tyler actively seeks the best talent to help us implement our solutions for our clients. Our staff consists of seasoned professionals with unique and proprietary skills, and years of industry experience, who are focused on specific products and in dedicated regions. Assembling a quality project team that suits for project needs is important. Upon award of contract, Tyler assigns a project manager and quality project team to ensure your implementation success. Tyler staff perform services in a professional, workman-like manner, consistent with industry standards.	*

26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Customer satisfaction is of the utmost importance to Tyler. That's why we've designed our customer support model to ensure that issues that arise are resolved within a timely manner. Tyler provides online and continuing education resources on its support website at www.tylertech.com/client-support. Support Organization Tyler technical support is organized by business process. Our product-specific teams allow support staff to focus on a distinct group of products and services by business process so they can handle calls quickly and accurately. The support product manager is responsible for the day- to-day operations of the team and ensures delivery of exceptional technical support to our clients. The team analysts and leads are responsible for assisting the team with client issues and providing ongoing team training. Technical support specialists are responsible for diagnosing and resolving client issues in a timely and courteous manner. Contacting Us to Make a Support Request The most efficient way to reach us is to log a support request online through Tyler's online support incidents at www.tylertech.com/client-support. You can log a case for support anytime. All data is available in real-time. Your existing contact information defaults when you create a new support case. You provide: Description, Priority, Product suite, group, and module. Best practice is to enter as the product suite and to start with the application module for all issues – the application support team will collaborate with other groups as needed for resolution. The case create-form provides unlimited space for you to describe the question or problem in detail, and you can attach files or screen capture that may be helpful to support. Use the My View screen capture tool to record the issue and attach it to the support case. As you enter your request, potential solutions are offered in the Answer Panel to the right of the case entry form. If you do not find an answer while entering your request, continue with the submit. The case is routed to the team with the experts best matched to your request. Once submitted, you will receive an automated email that includes the case number for reference. A Focus on Client Success Our mission is to deliver superior service by providing a timely response, issue resolution, and operational support, resulting in a high-level of client satisfaction. Unlike some companies who outsource their application support to a third party, Tyler offers a complete solution of customer support services provided by our in-house experts. When you contact technical support, your request is responded to by a technical support specialist who begins working on the request at first contact. Every contact from you is logged into our customer relationship management system. This system tracks the history of each case, including the time of first contact, priority of the issue, description of the request, support recommendations, client feedback, and resolution. A list of cases is available in real time on Tyler's support website. Case Priorities To best assist clients, we triage and monitor cases by priority. The case priority is based on your needs and deadlines. Priority identifies the impact of the issue and sets expectations for support and for you. You are responsible for communicating the priority of the case and must contact support if the priority of an issue changes. Support resources are available 8:00 AM to 5:00 PM across four standard time zones (EST, CST, MST, and PST). Tyler has established escalation paths and severity levels that range from Critical to Non-Critical. Critical priority means an issue is severe and requires immediate resolution. A critical issue is one where there is a complete work stoppage, or a loss of multiple essential system functions for all users. Tyler aims for resolution in 1 day or less. High priority issues are ones where there is a repeated, consistent failure of essential functionality affecting more than one user, or the loss or corruption of data; your system is operational, but an essential piece of functionality is not working. Tyler aims for resolution in 10 days or less. Medium priority issues are non-severe issues that Tyler aims to resolve in 30 days or less. Non-Critical priority issues are a lower priority and you will work with Support as time permits. Tyler aims for resolution in 60 days or less. Critical Issues If you are experiencing a severe work stoppage that requires immediate resolution, you can log a critical case through the portal, or you can call Tyler's toll-free number (800.772.2260). If all technicians are on the line assisting other clients, you can press "0" to be redirected to the operator to page the team. Following-up on Open Cases You can monitor the status of an open issue in Tyler's online support incidents. In the portal, you can review support's last action on the case and enter new information to share with support. You can request an update by entering a note on the case in the portal, or by calling support and speaking with the assigned technician. Escalating a Support Case If your situation or issue priority has changed, or if you feel you are not receiving the service you need, please contact the appropriate support product manager to escalate. The manager will follow up on your open issue and determine the necessary action.

27	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Since 1997, Tyler Technologies' singular focus has been providing software and technology services to the public sector, While this remains our focus, 2019 was a year that highlighted and amplified the multiple dimensions of our growing company. We serve multiple levels of public sector clients from local to national. The 2019 acquisition of Micropact added federal clients such as NASA and the Department of Justice to our extensive roster of municipalities, counties, state and other government entities. We engage with multiple levels of technology, from back-office systems of record that feed, access and aggregate data, to process integration with workflows across systems, to the applications that provide better access to government for community residents. We provide end-to-end software and services options designed to accommodate each client's unique situation, whether they're moving from manual processes or already engaged in advanced digital workflow. We deliver solutions in multiple ways. From locally installed, client-hosted systems to secure reliable cloud-based offerings, we facilitate hosting environments that work best for our clients. We envision a dynamic future. Our visions of helping our clients create connected communities – where data, processes, and people work together to make communities safer, smarter, and more responsive – is multilayered, with a long-term roadmap for connecting data between departments and agencies and across jurisdictions and geographical boundaries. We are accountable to multiple stakeholders, including public servants, community residents, our employees, and our shareholders, and we take our responsibilities to each of these groups very seriously. We empower the people who serve the public in multiple ways every day. Tyler's 5,500+ employees work hard every day to support our 26,000+ installations in 10,000 locations. We have public sector clients in all 50 states plus Canada, the Caribeean, Australia, Europe, and other international locations. Moreover, Tyler offers the widest range of solutions for the public sector, including: Appraisal & Tax, Civic Services, Corrections, Courts & Justing, Cybersecurity, Data & Insights, ERP Financial, Health and Human Services, Land & Official Records, Public Safety, Regulatory, School Financial, Student Information & Student Transportation. Tyler is willing and able to sell our best of breed products across the United States. We provide solutions to support all sizes of entities in the public sector and pride ourselves on providing unparalleled support to each and every customer with a growing array of support services to ensure that our clients' needs are met expeditiously and resolved quickly. This is appreciated by our clients and supports our client retention rate of 98%.	*
28	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Tyler's EnerGov, MyCivic, Socrata, Versatrans, Odyssey and iasWorld products are all sold in Canada with dedicated sales resources focusing on this market and continuing to build market share. Specific to Tyler's A&T division , Tyler's experience is both deep and broad in terms of its footprint within Canada. We have been providing property assessment solutions to the Canadian market since 1992, starting with the Province of Nova Scotia. The Province of Newfoundland initially installed the Tyler solution in 1998. Along with these longtime clients, Tyler is currently in the process of implementing the iasWorld CAMA solution for British Columbia Assessment (BCA). BCA is widely regarded as one of the most advanced assessment agencies in the world, assessing nearly two million properties with a total assessed value nearing $1.3 trillion. BCA selected Tyler's iasWorld after a competitive review process to help improve assessment quality, reduce operational and overhead costs, enhance data flow between agencies and improve employee productivity. In addition, Tyler is currently implementing the iasWorld solution in the City of Calgary. The City chose Tyler's iasWorld solution due to our experience in Canada, our appraisal expertise, the overall financial strength of the company, and our singular focus on the public section. Tyler is supporting the City of Calgary's vision of becoming a leading annual market value assessment jurisdiction.	*
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Tyler is intent on marketing it's software & service solutions across all states in the US and across Canada.	*
30	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Tyler provides solutions predominantly to Schools, Cities, Counties, Special Districts, States and Federal Organizations and is intent on maketing its solutions to these organizations across all of Sourcewell's applicable entity sectors.	*

31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	There are no restrictions on Tyler's ability to conduct business in Hawaii, Alaska, or other US territories.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	As a proud Sourcewell partner, Tyler Technologies actively embraces and promotes this partnership to our clients and prospects. Tyler's broad portfolio of solutions empowers the public sector to deliver quality and efficient service to their constituency — through software that provides greater transparency and accessibility, sustainable office practices, and secure data that is easy to manage and maintain. Through our Sourcewell partnership, we can deliver on this mission one step further by helping the public sector make critical software procurement decisions while reducing stress and allowing them to find a solution at the most competitive price point. To drive awareness of the Sourcewell agreement, we have strategically integrated the partnership into our corporate marketing strategy in several ways, including the following: • Tyler has developed multiple collateral resources that speak to the advantages of using Sourcewell as a procurement tool. Our Tyler Technologies Sourcewell Flyer lives in our customer-facing resource center on Tylertech.com. We've also created a brochure titled "Making the Right Long-Term Decision: A Six-Step Approach to Purchasing New Technology" which discusses the various ways agencies begin the procurement process, which speaks to utilizing a purchasing agent like Sourcewell to help save significant time, paperwork, administration fees, and legal costs. Our Munis ERP Case Study directly references the benefits of using a Sourcewell contract in the words of Tyler's client the city of Redding, California. All these resources are available on our website Tylertech.com, but are also Google indexed, making them accessible to anyone looking for resources on these subjects or active keywords. • Our Tyler Technologies Sourcewell Flyer is also available in our sales enablement platform which enables our marketing and sales organization to send important decision-making assets to prospects and clients. • Tyler promotes Sourcewell at hundreds of trade shows nationwide every year, including industry-leading events like GFOA, where our Sourcewell banner is placed proudly in our Tyler-branded booth. Because the Sourcewell brand is so highly regarded within the public sector, this helps strengthen the brand identity of both Sourcewell and Tyler in the eyes of public sector decision makers and allows them to feel confident in the value they are receiving in the partnership. • Tyler's annual Connect client user conference draws over 6,000 government officials and decision makers in attendance. Tyler offers Sourcewell access to our Connect conference, a valuable opportunity to interact with and promote to Tyler's client base. In continuing the partnership, Tyler is open and willing to explore further opportunities where the brand missions align, including: • Upon award of contract, Tyler will produce and distribute a press release to all pertinent media outlets, and the news will be amplified via our social media channels. • Once a year, Tyler will create a thought leadership piece on the significance, benefits, and value of cooperative procurement agreements. This piece will be stored in the resource center on Tylertech.com and will be amplified via social media channels. • Tyler will continue to integrate mentions of the Sourcewell partnership into existing collateral and presentations, further promoting the partnership to both clients and prospects during webinars or in product collateral. • Tyler will incorporate Sourcewell branding into our virtual trade show exhibitor booth at various events throughout the year. When we can attend events in-person, we will incorporate the Sourcewell banner into our booth design where applicable.	*
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	As part of our corporate marketing strategy, Tyler Technologies is active on social media platforms including Twitter, LinkedIn, Facebook, and Instagram. We strategically use each platform to amplify key corporate messages through mediums like blog posts, press releases, and downloadable assets as links with UTMs. Digital marketing is a priority at Tyler Technologies, and we continue to grow our influencer network to include key partners and influential voices within our industry and verticals. Tyler is consistently featured prominently in industry and mainstream publications that reach decision makers in target markets. Tyler Technologies and Sourcewell, in this partnership, can leverage and amplify each other's industry expertise on social media, in print, and on digital platforms to hit all prospective audiences.	*

34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	With a continued partnership, Tyler will look to Sourcewell to continuously market the value of their program and the applicability of cooperative procurement to their customer base. Sourcewell should continue to elevate their image in the marketplace, attracting valuable prospects for both brands, through opportunities like trade shows and events. Tyler reps propose usage of the Sourcewell contract when clients are intent on purchasing from cooperative vehicles for procurement of their software and services. Usage volume of the Sourcewell contract exceeds that of all other contracts and our clients appreciate the expeditious process and ease of use of the contract.	*
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Tyler provides e-procurement solutions to its clients. Tyler's eProcurement solutions increase efficiency by streamlining the purchasing process, resulting in shorter processing times. The easy flow of information and the ability to customize processes ensures purchasing requirements and needs are met while improving the organization's purchasing power. Tyler has provided an eprocurement punch-out to vendor-hosted websites in Tyler's Munis Purchasing and Requisition applications. This makes Munis eProcurement even more useful. Vendor punch-out allows for online shopping on a vendor's website which can be accessed and launched directly from the Munis Requisition application. When accessed, Munis users can shop the vendor's website, creating a virtual shopping cart of items. For example, a Munis user shops on the Staples.com website and builds a shopping cart of items. Once shopping is complete, the virtual shopping cart of items is instantly transferred to Munis and automatically populates a Munis requisition. Once the virtual shopping cart has been transferred to a Munis requisition, the regular Munis requisition process will be enforced. This includes allocating the requisition line items to GL accounts, checking and enforcing available budgets, following Munis requisition workflow and eventually converting to a purchase order. Once a purchase order has been created, sites have the optional functionality to electronically submit the created purchase order to the vendor. Currently, Tyler's own products currently are not offered via an e-procurement ordering process but Tyler is continually looking for ways to improve processes and methods for purchasing Tyler's products. The purchase of Tyler's software and service solutions is a consultative process which involves working with our customers to determine their needs and determining how best they can utilize Tyler's solutions to optimize business at their organization's operations. Tyler has a long history partnering with Sourcewell to improve procurement timelines to provide best in class software and services to the Public Sector.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Everyone's learning style is different. That's why Tyler offers several training formats to accommodate our diverse clients' needs. Training by Tyler staff provides hands-on learning in your own labs. Your resources receive consultative knowledge transfer sessions that are a combination of lecture and hands-on education, using your organization's own data. Tyler believes in a train-the-trainer approach to implementation. This approach allows your resources (i.e. power users and functional leads) to be involved in the initial training and software configuration while limiting the amount of time that end users are involved in the project. The power users and functional leads are then involved in training the end user community after all configuration is complete, which helps to increase adoption, solidify knowledge transfer, and lessen resistance to training and process changes. A mutually developed education plan lays out the process of transferring knowledge between you and Tyler. The purpose of the education plan is to: • Communicate the process to stakeholders and functional leaders • Answer specific questions (where classrooms will be established, what database environment will be utilized, etc.) • Establish action items and link project personnel as owners • Define measurement criteria to ensure the plan has been successfully followed Your organization is set up for success with Tyler's train the trainer approach to training and education plan developed over years of industry experience. Additionally, we do offer Tyler-led end user training for circumstances where the train the trainer approach is not feasible. You may contact us at any time for training on future functionality, train new users, or refresh knowledge; However, your team will have access to the tools and services designed to support your internal training leads - TylerU, Tyler Community, client support, state user groups, annual user conference, KnowledgeBase and online help. More information on these resources is provided below. Tyler has a longstanding track record delivering virtual implementation services. With our strong virtual capabilities, Tyler has adjusted to the current Covid-19 climate. Tyler plans to continue to deliver all training virtually, including Go Lives, until health and travel conditions stabilize. Please visit our Virtual Munis Implementations homepage for additional information regarding our proven success delivering this model. At this time local, state, and federal governments within the United States (US) are limiting travel within our borders and abroad. When the local and state governments start lifting restrictions, we will evaluate each project and determine which, if any, sessions cannot be delivered effectively and efficiently through virtual consultation, and only those sessions will be	

		considered for travel. Tyler's standard approach, under normal circumstances, is to conduct roughly 25% of all project days on-site in your facilities. A typical day of training is from 9:00 to 4:30 (or 8:30 to 4:00), allowing for a break for lunch and short breaks in the morning and afternoon as needed. We've found that allowing users time to return to their daily responsibilities before and after classes or sessions allows for more productivity during the session. It also allows the Tyler Implementation staff time to prepare upon arrival and follow-up afterward. The start and stop times for the training will be discussed and agreed upon by Project Management during the planning portion of the project and will be published as standard session times throughout the project. Class size should be limited to twelve (12) users in attendance to the training is critical to gain hands-on experience with the system. Both teams collaborate on all aspects of training, discussed, and documented during the planning stage of the project. The expectation is for Tyler to provide one or more occurrence of each scheduled training. You will be responsible for the logistics of the training by completing such tasks as scheduling resources and ensuring facilities are available. These sessions are to be attended by your key staff members (i.e. functional leads and power users) so that they can then disseminate the information they learn to others in your organization if or when necessary. Our mission is to deliver superior service by providing a timely response, issue resolution and operational support, resulting in a high-level of client satisfaction. Unlike some companies who outsource their application support to a third party, Tyler offers a complete solution of customer support services provided by our in-house experts. Transparency is important, that's why every support incident is logged into Tyler's Customer Relationship Management System and given a unique incident number. This system tracks the history of each incident and each incident is assigned a priority number, which corresponds to your needs and deadlines. Clients can track the progress of these incidents online using Tyler's support portal. Tyler provides online and continuing education resources for our clients, including but not limited to the following resources. • Tyler Search – an online query tool that provides answers for your questions by culling through all Tyler's online resources using Knowledge Centered Service • Tyler Knowledgebase- a documentation library in a single, easily accessible location • Tyler Community – Tyler's online forum available 24/7 • Tyler University- Tyler's e-learning solution to enhance support and training of your employees using your data • Tyler Release Management Console- Shows all release version information, with a summary of each release and associated enhancements, open, closed and non-critical issues • Online Help- context sensitive field help and procedural information to assist your team in completing program tasks • Answer Panel- As you begin entering your case details, Tyler Search presents results in the panel that matches your question. Answers provided are the most relevant to your question, regardless of the source of the information. • MyView- MyView is a screen capture tool to give Support more information to assist clients with a case. The recording is linked to the case and visible in the Online Support Incidents portal. • Online Support Portal- log or manage incidents and attach documentation and screenshots • GoToAssist & Bomgar- remote assistance from Support used to connect to your desktop • Phone- Tyler provides a dedicated 800 number that places no limits on who from your team may contact Support, or the number of calls placed • State User Groups – forums organized by Tyler staff and attended by existing clients to get the latest information on Tyler products • Annual Conference – Tyler Connect features online courses taught by Tyler subject matter experts hosted in a different city each year	*
37	Describe any technological advances that your proposed products or services offer.	Tyler is committed to providing the best software and services to the public sector. Tyler separates our research and core development groups to ensure that Tyler remains focused on the needs of existing customers while also envisioning and executing on what our prospects will expect from our products and services in the future. Our evergreen philosophy ensures we continually provide returns on our clients' investment by refreshing the features and their underlying technology in a planned and non-disruptive approach. Our ultimate goal is for our software to be the last software license you purchase or lease. Tyler is the industry leader in this space and all efforts are geared towards increasing that leadership position. One question codifies our position, "If our clients were to re-enter the market looking for a replacement solution would the most likely outcome by them purchasing our product?" Our 98% retention rate and market leading selection rate are the metrics we use to measure the answer to this question. Providing ever increasing value for your maintenance dollars is the goal. Tyler values the importance of choices to our clients and is the only pure public sector provider that provides deployment options spanning on-premises, virtualized our hosted in our private cloud. Tyler also supports your right to choose the timing your upgrade so it makes sense operationally and provides tools such as Managed Internet Updater, Tyler Upgrade Assistant, Tyler University eLearning, Release/Defect Transparency Tool, Tyler Community, and Tyler Client Portal to help you not only make this decision but also prepare for it. AREAS OF FOCUS	

Evergreen Philosophy

As we continuously refresh our features and their underlying technology in a planned and non-disruptive approach, we provide our product upgrades free with an annual maintenance agreement. This ensures that our clients always have the latest technology.

Consumer grade User Experience

Tyler's products are designed and developed by industry experts solely focused on the public sector. This includes a conscious focus and direction that ranges from usability studies and design by our in-house experts certified by Human Factors International, to User Group and client feedback. We've reached a tipping point, for the first time in decades Baby Boomers are outnumbered in the workforce by Generation X and Millennials. Community and School Leaders of tomorrow will never remember a time when technology was not a part of their everyday lives. These generations think definitely and expect to be able to pick new systems up and make them work much like downloading a new app on their phone. Our experts understand this and are working on solutions that meet these expectations.
Getting the Technology to where the work happens
Too often today technology is used as a "back-office" system of record than an enabling tool that improves efficiency. Tyler understands this and is the only sole-focused public-sector/education solution that is predominantly based on HTML5. This allows access to the application on any device that can interpret HTML5. We also understand that workers can no longer be tied to their desk in order to work with the system. They go to meetings, conferences and other work related travel where they need system access in order to keep up with their work. Tyler delivers this through responsive solutions that are optimized for mobile form factors like tablets and phones eliminating the need for something to "wait until I get back to my desk."

RECENT ADVANCEMENTS / PRODUCT PLANS

Business Intelligence

Both Microsoft and Tyler understand business intelligence (BI). What's more, we understand that the public sector needs sound reporting options from their ERP system, and a viable means to display different views of their data quickly and easily. Together, and through the use of the widely-familiar Microsoft Excel, Tyler applications offer versatile BI and reporting solutions. Using Microsoft Services, users can use the available, pre-developed application-specific "cubes" to report on key applications areas. These cubes then let users to easily select, slice, drill into, organize, and report on exactly the data they need, in meaningful spreadsheet, chart, and graph formats. *

SaaS

The SaaS model is unique and powerful in its ability to meet a variety of end-user needs. Tyler's SaaS solution allows organizations to utilize software that is hosted and administered by Tyler Technologies at a remote data center—over an Internet connection via a dedicated Virtual Private Network (VPN). With SaaS users receive built-in disaster recovery services including backup and storage of all system, data and image files in a secure off site location. This reduces their concerns about potential hardware failure, a failed or forgotten backup, or damaged and/or lost data due to a natural disaster.

Technology

Technology evolves along with our clients' needs. We continually research and test our technology delivery processing and storage methods to ensure our clients have the right tools to do their jobs quickly and efficiently. We do this by adding or enhancing hardware and software to streamline processes and provide a richer, deeper experience. Tyler will continue to provide our clients with the proper tools that meet their unique needs for each solution – looking to customer feedback to create and enhance our solutions to better fit the needs of the public sector.

HTML5

Many of Tyler's web based solutions have been to HTML5, enabling a consistent and versatile deployment on computers and mobile devices alike.

Security

We continually work toward embracing the latest industry and cloud standards in order to ensure a reliable set of practices and controls are in place to protect your proprietary data.

Working with Geospatial Data

Tyler applications are designed to help you meet your ultimate goals of guiding orderly growth, promoting safety and livability, fostering economic vitality and encouraging community

		collaboration. The future direction for Tyler software leverages the latest web technologies, spatial capabilities and industry standards while remaining focused on your goals to help you attain the success you require. Long Term Considerations We've built our reputation by successfully serving thousands of clients for decades, providing industry knowledge with a professional team of experts, and committing to long-term investments that focus on our products and services. Guided by our vision to create solutions that are productive, integrated, flexible and efficient, our direction is clear: we will invest in remarkable applications, greater user experiences, and leading technology for robust, efficient management and delivery of our solutions. Going forward we will remain true to our mission statement of empowering people who serve the public, in order to make ongoing strategic investments	
38	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Tyler has built its brand by delivering value for clients, creating a strong workplace culture, ensuring transparency in our operations, and empowering strong, vibrant communities. We take great pride in the Tyler brand and what it stands for. Respect for the environment is more than a mindset; it requires real investment and focus. In 2019, we continued to make meaningful changes to our operations, infrastructure, and product offerings to better conserve natural resources and address environmental concerns at global and local levels. With approximately 5,350 team members in 2019 spread across 35 office locations, we appreciate the significance of our footprint. Our office locations represent cities and towns from coast to coast, as well as international locations. In addition, our products are in use at more than 10,000 client sites across the public sector, greatly extending the reach of Tyler's environmental impact. Our software is designed to increase efficiency throughout our clients' organizations, with many of our electronic solutions producing a dramatic reduction in fuel use and paper waste. In 2019, our electronic filing solution helped our clients save nearly 2.3 million pounds of paper, the equivalent of more than 25,000 trees. Through the use of document management tools with embedded workflow to reduce paper usage, we have helped save approximately 35,000 pounds of wood, 95,000 gallons of water, 80,000 pounds of carbon dioxide, and 5,000 pounds of waste. Environmental programs and policies in place across Tyler's major offices include: • Installation of motion sensors and energy-efficient lighting for interior and exterior spaces • Use of building automation systems (BAS) to manage power usage • High-efficiency heating and air conditioning systems • Installation of low-flow plumbing fixtures • Commercial recycling programs • Extensive use of document management tools with embedded workflow to reduce paper usage Additional environmental programs at select Tyler office locations include: • Installation of solar panels, energy-efficient windows, and additional insulation • Incorporation of LEED standards into building improvements and new construction • Office green teams • Use of recycled and compostable paper products in cafeterias and breakrooms • Use of natural aquifers for corporate campus irrigation • Fuel-delivery service with carbon-neutral fleet to reduce carbon dioxide emissions and groundwater contamination	*
39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Tyler products assist their clients with amassing date, formulating decisions and validating results in areas of results. One major focus area of conservation in the reduction of printed paper usage. With Tyler's content management, data & insights solution, online workflow and mobile solutions, there is significantly less reliance on the necessity for printed content which saves money and provides measurable efficiencies.	*
40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Tyler has previously worked with these type organizations to meet agency needs and requirements and successfully complete awarded projects. Tyler would not be applicable for these certifications.	*

41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	We imagine that many of the solution providers evaluated by Sourcewell will have overlapping product and service offerings, but how many can say that they are solely focused on the public sector? Just one. Tyler – It's all we do. Our expertise in this area allows us to provide quality products and customer service that are in line with most needs in public sector software. Not to mention, many of our employees came directly from public sector roles – meaning our products are designed and supported by the people who know what the public sector needs. Solution areas: - Appraisal & Tax - Civic Services - Corrections - Courts & Justice - Cybersecurity - Data & Insights - Disability & Benefits - ERP - Land & Official Records - Productivity Tools - Public Safety - Regulatory - School ERP - Student Information - Student Transportation When you purchase software solutions from Tyler, you aren't just getting the latest software as of the date you sign your contract. You are also getting the benefit of perpetual upgrades as they happen. We deliver this without additional license fees. Both on-premises and SaaS clients receive new releases and upgrades for the life of their maintenance or subscription agreements. Our products are continually enhanced through a process of perpetual upgrades. This steady stream of significant yet manageable changes is deployed with minimal disruption to your operations. Our evergreen philosophy is a commitment to our clients. • Your investment in our products is long term. • Your product will continue to evolve and remain a market leader. • We are continuously enhancing our products with underlying technology. • We are constantly adding new features, adding value and increasing efficiency in the public sector workplace. One of our core values is community, that's why we've created many spaces, digitally and in-person, to better connect our client base with each other. Resources like our online Tyler Community platform, annual Tyler Connect user conference, and product specific state user groups meetings allow clients and staff to gather, learn, and collaborate on a variety of topics and initiatives. Each year thousands of clients come to learn about Tyler, our products, and to connect with peers and staff. This premier event helps clients get the maximum use of their Tyler software. You learn more about existing or proposed functionality through dozens of classes over several days. Development product managers attend the event to share their plans for the next upgrade and to solicit feedback from clients. Our clients' input from past conferences continues to significantly impact the direction of software enhancements and changes. Client attendance each year ensures that appropriate needs are reflected in product development strategies. Connect is held in different locations every year to accommodate our geographically diverse client base and to provide fresh and exciting activities for our clients outside of the classes and labs. Tyler is proud of the tenure of our employees. Many employees have come directly from the public sector or have worked in roles at Tyler like implementation and support that provides them with firsthand experience and knowledge of what the public sector needs. This experience paired with the extensive hands on training provided makes our in-house experts excellent resources for our clients to rely on during implementation and beyond.	*

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
42	Do your warranties cover all products, parts, and labor?	Tyler warrants its software and services as indicated in the software and services agreements included with our proposal. With few exceptions, Tyler does not warrant hardware or other 3rd party products but passes through those warranties to Participating Entities.	*
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Our software warranty requires clients have an active Maintenance or SaaS agreement.	*
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Tyler software warranty support is provided remotely If we need to travel to a client site for warranty support, it will be at no charge to the client unless the onsite trip is caused by the client's failures to perform under the agreement. Warranty coverage for third party products and services is subject to the suppliers' terms.	*
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	We can provide warranty service for our software and services throughout the United States and Canada. As noted above, warranty coverage for third party products and services is subject to the suppliers' terms	*
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	With very few exceptions, we do not offer warranties for third party software, hardware, or services.	*
47	What are your proposed exchange and return programs and policies?	Tyler Software: So long as the client has an active software maintenance or SaaS agreement, Tyler will cure Defects in its software, as defined in the applicable agreement, in accord with the applicable support call process. Tyler Services: In the event Tyler provides services not in accordance with appliable industry standards, Tyler will reperform those services at no additional cost to the client. 3rd Party Products: Warranty and exchange policies are determined by the applicable supplier and/or manufacturer. Tyler will reasonably coordinate support and warranty claims for 3rd party products resold by Tyler.	*
48	Describe any service contract options for the items included in your proposal.	Tyler does not warrant hardware or other 3rd party products but passes through those warranties to Participating Entities. Extended warranties can the leverage through 3rd Party providers.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
49	What are your payment terms (e.g., net 10, net 30)?	45 days following invoice date.	*
50	Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?	While we do not offer leasing or financing options directly, Tyler has occasionally coordinated client requests in order to obtain funding for their procurements. Additionally, Tyler will reasonably cooperate with clients who have exigent financial restraints in order to structure payment terms that allocate the total cost of ownership over the term of the agreement.	*
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell participating entities' purchase orders.	Tyler sales are logged into a CRM system with . appropriate fields denoting Sourcewell related sales, that track deal progression and specifics. This database store data on all sales details and pertinent information. Reports can be generated from this system to produce the report format requested by Sourcewell.	*
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes, Tyler accepts Visa/Mastercard. Charges can be five thousand dollars or less.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can

be made during the term of an awarded Contract as desribed in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Tyler is providing a broad range of best in class software solutions with comprehensive service offerings to the support the successful implementation of our products and continued optimization of our solutions at client sites so that they truly benefit and empower the users, their organization and their constituencies. Tyler's remains committed to meeting the software needs of our clients and provides both on-premise and SaaS based software offerings to support their varied needs. Our subscription based software offerings made up the majority of our new contracts in 2019 and this trend will continue upwards. Tyler's subscription based pricing lowers the cost of entry by eliminating large up-front fees and spreading costs over time. Tyler can help our clients compare all software deployment options to determine what the best investment is for their particular organization. Tyler provides comprehensive enterprise software that is configured specifically for each client's unique needs. The individual line items and MSRP prices are derived from a series of proprietary calculations. All pricing proposals offered to Sourcewell members will clearly show the MSRP and the applicable Sourcewell discount. This discount is limited to Tyler Software Licenses and Tyler Software License Subscriptions (SaaS) portions of the proposal and do not apply to services, annual maintenance, custom programming, third party products and services and other components of the clients proposal that are not listed as Tyler Software Licenses or Tyler Software Subscription. Tyler has provided a pricing summary to Sourcewell that conveys the overall discount structure and pricing examples for the offerings that Tyler will be providing on the contract. Determining the needs of our customers and the software that will be suit their organization to optimize processes is a consultative process and pricing formulation is multi-factored and involves both software and service offerings. Tyler strives to work closely with all of its prospects and clients to best understand their needs and propose services and solutions to appropriately serve their needs. Tyler's quotes to our customers will clearly present the actual list price and proposed discounts that have been expressed in Tyler's proposal.	*
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Tyler will discount then-current pricing by 10% for software licenses and SaaS fees for the initial term. Tyler's Socrata SaaS product offering fees will be discounted by 5% for the initial term. This discount does not extend to services pricing, (implementation focused training, project management, product development services, service subscriptions) software maintenance, or hardware.	*
55	Describe any quantity or volume discounts or rebate programs that you offer.	Much of Tyler's pricing is based on a volume discount pricing construct. With increase in the purchase amounts of licenses or users in our subscription based pricing, the cost per license/user decreases. Client may also choose to purchase a site license for many of our subscription arrangements which allows an innumerable amounts of users access to Tyler's solution and is a appropriate and cost-savings approach for many of Tyler's clients.	*
56	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Not applicable to the products and services offered by Tyler.	*
57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Elements associated with cost of acquisition will be detailed on the quote and further supported by commentary on the quote and within the contract.	*

58	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight, delivery or shipping are additional costs and not covered by the Sourcewell agreement. All associated costs will be detailed in the clients proposal	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Freight, delivery or shipping are additional costs and not covered by the Sourcewell agreement. All associated costs will be detailed in the clients proposal	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	N/A	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments	
61	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.		

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	Tyler has a quoting tool that has been programmed to factor in automated discount minimums when sales resources are generating quotes associated with Sourcewell. There tool appropriate generates quotes that are then automatically posted in Tyler's CRM database. There is full transparency as to what was quoted for each client and quotes can easily accessed and reviewed for compliancy. In CRM all quote components can be reported and a report can be generated to pull all previous quarter activity to be reviewed and analyzed for compliancy by sales, finance and legal resources.	*
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Tyler is proposing a 2% admin fee on contracted on-premise software licenses costs and software related SaaS fees. Tyler additionally proposes a reduction in the admin fee when contracted on-premise software licenses and software related SaaS fees exceed 500K per contract.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Tyler's broad solutions and product offering empowers you to deliver better and faster assistance to the public with greater transparency and accessibility, sustainable office practices, and secure data that's easy to manage and maintain. Tyler Technologies is committed to providing the best and broadest array of software and services to the public sector. Dedicated research and core development groups ensure Tyler remains focused on the needs of existing customers while also envisioning and executing on what prospects will expect from products and services in the future. Tyler's Evergreen Philosophy continually provides returns on our clients' investment by refreshing the features and underlying technology in a planned and non-disruptive approach. Tyler is please to provide to Sourcewell members a broad and comprehensive offering of Software, Services and hardware that is necessary to operate Tyler's software solutions. Our Software offerings are broken down into distinct solution groups: Appraisal & Tax: CAMA - Our CAMA software helps you manage all property data and every phase of the property appraisal process, including assessment administration, property maintenance, and valuation and appeals. Tyler additionally offers Comprehensive Tax Billing & Collection Software Product Solutions - iasWorld, Eagle Appraiser & Assessor, Eagle Treasurer, Incode	

Property Tax Management, Munis Tax Billing & Collection

Civic Services

Tyler provides comprehensive business management, community development, community health, enterprise asset management, parks & recreation & Utility CIS solutions to thoroughly satisfy the needs of the public sector

Product Solutions – DHD, EnerGov, Incode Utility Billing, Munis Utility Billing CIS, Tyler 311, Tyler EAM, Tyler Parks & Rec, Tyler Notify

Courts & Justice

Tyler offers a comprehensive suite of software and services focused on Corrections and Courts & Justice

Product Solutions – Odyssey, Modria, Softcode, Tyler Supervision, Tyler Corrections, Incode Court

Cybersecurity

Tyler provides managed threat detection and complementary services to confront rising security risks in the public sector.

Product Solutions – Tyler Detect and additional services

Data & Insights

The Data & Insights division of Tyler provides the Socrata software-as-a-service (SaaS) platform, which is powered by the industry-leading Amazon Web Services (AWS) Cloud infrastructure. We also provide outstanding experience and solutions across planning, implementing, and executing Data and Performance management initiatives with international, federal, provincial, and local initiatives.

Product Solution - Socrata

ERP

Tyler provides Financial Management for Simplified Accounting Operations, Human Capital Management and Revenue Management solutions to facilitate community engagement and easy payment processing.

Product Solutions – ExecuTime, Incode, Munis, New World ERP, Infinite Visions, Tyler CAFR, Tyler Cashiering, Tyler HUB, Tyler Meeting Manger

Land & Official Records

Tyler provides robust county records management software and self-service applications for increased transparency and accessibility

Product Solutions – Eagle, Tyler Content Management

Public Safety

Tyler's Public Safety Solutions focus on Citation Management, Computer Aided Dispatch, Fire & EMS, Mobile Public Safety & Records

Product Solutions – Brazos, Incode Public Safety, MobileEyes, New World Public Safety

K-12 Education

Focused on schools, Tyler provides comprehensive ERP solutions targeted specifically at K-12 as well as robust SIS and Student Transportation solutions.

Product Solutions – Tyler SIS, Versatrans, Traversa, Munis, Infinite Visions, Incode

Transformative Technology

Tyler solutions provide a continuous spectrum of case management and business management solutions giving organizations the flexibility to commence application development initiatives from a variety of starting points.

Product Solutions - entellitrak

65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Tyler has a comprehensive offering of product solutions to service the public sector's needs. These solution are broken down into the following areas : Appraisal & Tax, Civic Services, Courts & Justice, Cybersecurity, Data & Insights, ERP, Land & Official Records, Public Safety, K-12 Education & Transformative Technology.	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
66	Enterprise resource planning (ERP) solutions	(•) Yes ( ) No	Tyler provides broad, varied and comprehensive ERP solutions for the public sector	*
67	Human resource information systems (HRIS)	(•) Yes ( ) No	Tyler provides broad, varied and comprehensive HRIS solutions for the public sector	*
68	Financial management systems	(•) Yes ( ) No	Tyler provides broad, varied and comprehensive Financial solutions for the public sector	*
69	Enterprise content management (ECM) solutions	(•) Yes ( ) No	Tyler provides broad and comprehensive ECM solutions for the public sector	*
70	Student information systems (SIS)	(•) Yes ( ) No	Tyler provides broad and comprehensive SIS solutions for the public sector	*
71	Facility management software (FMS)	(•) Yes ( ) No	Tyler provides broad and comprehensive CMMS and FMS solutions for the public sector	*
72	Court, corrections, law enforcement, or justice system software solutions	(•) Yes ( ) No	Tyler provides broad and comprehensive Courts and Justice and Public Safety related software solutions.	*
73	Municipal services, inspections, and permitting management solutions	(•) Yes ( ) No	Tyler provides broad and comprehensive solutions to satisfy the Civic Service needs of the public sector	*
74	Equipment and accessories related to the offering of systems or solutions described above.	(•) Yes ( ) No	Hardware is provided that is necessary to operate Tyler's solutions	*
75	Services related to the offering of systems or solutions described above.	(•) Yes ( ) No	Tyler offers comprehensive service offerings to support product development and implementation services to successfully implement our products	*

Table 15: Industry Specific Questions

Line Item	Question	Response *	

76	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Tyler has been a long time partner of Sourcewell and past benchmarks will immediately inform current contract success. As stated earlier in contract the mix of divisional usage is broadening and Tyler will continue to work to broaden divisional usage. From a operational perspective, Tyler is incredibly focused on detailed metrics that relate to our customer's satisfaction and our engagement level of support with each and every customer. Tyler conducts a number of surveys to compile and analyze data and shape ongoing improvements to it's support model. Annual Customer Satisfaction Survey –every client who has contacted us at least once in the past year receives an on-line, anonymous survey. Results are published to senior management and also reviewed at the annual user conference with clients. * Remote support survey – each time we connect with a client using our remote support access tool, we ask for feedback regarding our responsiveness and knowledge for that issue. Incident Survey – We have a 3rd party survey organization who takes a sample of our daily incidents and surveys clients. They measure Courtesy, Knowledge, Timeliness Quality, and overall satisfaction. Each month we take our average monthly customer satisfaction scores and compare them to the industry average. This report gets reviewed by senior management.
77	Describe connectivity and integration capabilities between your offered solution(s) and other software systems.	Tyler solutions offer a variety of methods of interfacing with external third-party systems, including file-based import and exports and real-time web service integration through plug-and-play App Connectors, and API Toolkits and Connectors. Full Integrated Solutions When evaluating a new ERP system, it is very common clients are looking to replace several disparate systems with a single, integrated ERP solution. Since Tyler solutions are integrated with one another, many existing interfaces are commonly eliminated when moving from several disparate systems. File-based integration Multiple file-based interfaces are included, and all are integrated as part of the application, designed for end users. Unlike systems that require a database administrator to import or export data with their system, users can easily import or export data through point-and-click user interface. User-defined templates specify the data layout for a specific system, so users can quickly choose the appropriate template at the time of import/export. Templates for commonly used third-party systems are also included out of the box. File-based interfaces can be scheduled for one-time or recurring, automated processing. Many imports can be configured with Workflow to send automated notifications or approval requests before the data updates a record. Workflow business rules can be set on a variety of data conditions specific to the imported data. Only after all workflow rules are been approved does the import update production data. Depending on the process, imports can also be rejected at the item or file level; rejected imports can be resubmitted at any time. Microsoft Office Integration Tyler applications are designed to easily integrate with the Microsoft Office suite. Data can be exported to Microsoft Word directly from many Tyler applications. Some applications also leverage Word's mail merge functionality allowing users to easily create and maintain form templates for completely customized presentation of application data. Word Mail Merge exports can also be automatically archived to Tyler Content Manager for quick retrieval at any time. Applications include a variety of integrations with Microsoft Excel. Users can easily export application data directly to Microsoft Excel from most applications. Excel exports are not just raw data dumps; exported data maintains the same formatting as the application including dates and currency. Many exports include a link back to the corresponding record in application. Microsoft Excel is also one of many formats supported for bulk data exports and imports, which can be scheduled for automated processing. * Finally, many Tyler applications include integration with Microsoft Exchange calendars for appointments and meetings. Email notifications and alerts can be sent using most email servers, including Microsoft Exchange . 'Plug-and-Play' Application Support Tyler solutions include plug-and-play integrations for a variety of third-party applications

		through pre-packaged web services. Tyler develops and maintains these integrations, requiring no development expertise from the client to configure. API Toolkits and API Connectors API (Application Programming Interface) Toolkits and API Connectors add value to your organization by enabling you to create your own integrations to share data between Tyler and non-Tyler applications. API Toolkits contain all exposed resources (or endpoints) available in a specific Tyler application module. API Connectors contain a subset or cross-section of API Toolkit resources with the purpose of facilitating a specific type of integration such as third-party cashiering, IVR, or applicant tracking systems. Tyler's API Developer Portal serves as a powerful RESTful API gateway that makes accessing Tyler application data and processes through Toolkits and Connectors easy and intuitive. The Portal conforms to OpenAPI 3.0 and is secured with OAuth 2.0 through Tyler Identity. API resources include example calls and produce properly formatted commands, allowing you to easily exercise them against your data. The API Developer Portal features include: • Simplified, structured API documentation • Industry standard OpenAPI 3.0 interface • OAuth 2.0 API authentication through Tyler Identity • Data models and examples for each resource • Produces HTTP URI and CURL commands to exercise resources from within the documentation and return data • Real-time validation • Standard HTTP status codes • Documentation to aid in identifying and understanding normal resources used to complete a given integration.		

78	Describe your migration, customization, and upgrade processes.	The data conversion process can be the most time-critical element of your project plan. Tyler develops crucial steps in our implementation process to support a successful data conversions plan. Our resources conduct hundreds of data conversions every year mapping legacy data through custom written programs. Your Tyler implementation team guides you through the process, starting with conversion analysis and mapping, followed by interactive data conversions and validations, and ending with final testing and loading into your production environment. Within three implementation stages, critical data conversion work packages outline the steps needed. Client technical lead(s) are responsible for exporting data from your legacy system. They present this export in the required format to Tyler's data expert(s). Tyler's data experts use custom written programs to convert your legacy data into conversion packages. Conversion passes are sent back to client conversion lead(s) for proofing, validation, and balancing. Client technical lead(s) may be re-engaged by client conversion lead(s) where necessary to modify legacy data in your current system. Once the final conversion pass is approved and signed off, it is ready to be loaded into production for processing. Data Conversion Standards & Responsibilities While Tyler's data conversions team has extensive experience with data mining, conversion, and migration, it is your responsibility to provide Tyler with readable conversion data and to review the converted data for accuracy and completeness. Tyler recommends that you conduct due diligence to ensure that your team delivers clean data, to make data validation efforts seamless resulting in a high-quality migration. Customization Client feedback is essential to Tyler and we value our clients time and effort to documenting suggestions. Every year the Munis product incorporates more than 1,000 specific functional enhancements. Your suggestions are the driving force behind these changes. While some modifications are determined and scheduled at the time of contract signing, more commonly, additional ideas and needs may become evident as users utilize the software during implementation and beyond. Tyler offers two options for clients to voice their product feedback: (a) client product suggestions, and (b) requests for quotes. Upgrades Upgrades occur periodically and are initiated by the client at any time via the Internet through a process called Live Update, making the process as convenient as possible for our clients. Patches and fixes are provided to the client through Live Update as well. Our evergreen development philosophy has been a strong differentiator that separates us from our competitors and provides a significant cost savings to our family of clients. Through evergreen, our clients receive the latest technology developments, releases, and updates without paying additional license fees – for the life of their Tyler product. While this has provided our clients with a return on investment that is unrivaled in our industry, the frequency and complexity of software releases can sometimes create a consumption gap for our clients. The gap exists when new features are released and, over time, users don't learn and apply these features to their work environments. EverGuide® is a Tyler-wide continuous improvement initiative to address the consumption gap. With EverGuide, our goal is to help our clients continue to grow and evolve their use of the functionality and enhancements of their Tyler product over time. Through our EverGuide initiative, we will: • Help clients better leverage product enhancements • Provide a workflow "maturity model" for clients to follow • Offer strategic planning services and training resources • Offer a client executive program to help clients build and implement a continuous • improvement plan • Provide domain expertise, with defined integration points and common support methodology
79	Describe your data integrity and protection standards, data backup, recovery and secure storage solutions.	Tyler applications use a combination of database constraints and robust application level business logic to ensure data integrity. Due to the integrated nature of Tyler applications, single "master records" are shared across multiple products. This ensures one data record is maintained across multiple applications, eliminating the need to "sync" or manually entering duplicate data in multiple areas. Most data entry involved choosing records from pre-defined tables maintained by application administrators rather than entering data free form. Tyler applications follow best practice database rules for transaction rollbacks. Any in-flight transactions that are interrupted between a begin work and commit work, will roll back to the previous commit.

Tyler Security Controls

Tyler employs a full-time application security team dedicated to continuously reviewing and enhancing the security posture of Tyler's products. Tyler uses enterprise level dynamic and static security scanning tools as part of our software development life cycle. In addition to scanning tools, Tyler's application security team executes manual assessments on all products using a testing methodology based upon the OWASP Testing Framework.

Application Security Controls

In-transit application data is encrypted over HTTPS and at-rest data encrypted through storage array level encryption.
Tyler applications require end-user authentication through Active Directory or application accounts, and employ a comprehensive Role Based Access Control (RBAC) security model. Integrated RBAC controls facilitate the management of application access through groups of permissions - roles - and assigning those roles to any number of users. This allows administrators to maintain access for multiple users who may share common responsibilities simultaneously rather than on an individual, user basis.
Roles can be created and customized to offer an extremely flexible level of access control within each application suite. This includes product, module and menu item access (i.e. what programs can users open), functional access (i.e. what processes can users perform) and finally, record-based and, where available, field level access (i.e. what data can users see). Role permissions can also span multiple modules within each application providing easy administration for those individuals who may "wear multiple hats". If overlapping or conflicting permissions are applied to a user, the highest priority / least restrictive access is granted to that user.
Once application roles are created, user accounts are added to the system, either manually or imported from Active Directory and roles are then assigned to a user, providing access to the system. All of this is done using easy-to-use, integrated applications, requiring very little technical expertise.

Administrative Security Controls

Tyler's Human Resource department follows standard recruitment, hiring, and termination processes. Every employee is subject to a background check prior to hire. Upon hire, all employees are required to sign an employee handbook acknowledgement, which includes security policies, and sign a confidentiality/non-disclosure agreement. All employees must complete and acknowledge corporate security awareness training annually.
Tyler implements a role-based access control methodology to ensure only authorized people with a need for access are given it. To the extent Tyler users have access, Tyler employs a least-privileged access strategy, meaning that individuals are given and use only the least administrative rights possible to do the task at hand. Tyler compliments these strategies with controls and monitoring to ensure only those authorized users can access the systems allowed.

Tyler SaaS Hosting Security Controls

Tyler SaaS Hosting Operations employ best practice security controls and are subject to annual assurance audits. Audits include SOX-404 Financial and IT General Control conducted by an independent CPA firm, SOC 1 Type 2 and SOC 2 Type 2 conducted by an independent AICPA firm, and PCI Security Council PA-DSS and PCI-DSS validation for Tyler's payment and payment gateway applications. *

Physical Security Controls

Using proximity key card entry systems and cameras, access to Tyler SaaS data centers is restricted to authorized personnel only. Data center entry attempts audited regularly by internal staff and external auditors. Tyler hosting services also include a dedicated Network Operations Center (NOC) for 24x7 monitoring of system utilization and network activity.

Technical Security Controls

Tyler SaaS employs a variety of industry-standard solutions for monitoring and intrusion detection and prevention. Firewalls include Intrusion Protection System (IPS) modules to detect and prevent intrusions. A variety of routine scans are performed regularly including vulnerability scans, anti-malware monitoring, external penetration tests, and static and dynamic security scanning. Tyler also leverages a third-party service for DDoS detection and mitigation.

On-premises Hosting

Tyler applications are based on industry standard technologies, supported in a variety

		of deployments. Tyler recommends any industry standard third-party backup solution to manage on-premises backups. Backup procedures can be customized to the clients' expectations of recovery and down time in the event of a disaster. Tyler Disaster Recovery Services for On-premises Hosting Tyler Disaster Recovery Services is an optional disaster recovery (DR) service for on-premises hosted clients provided by Tyler Technologies. This service ensures continued access to client hosted Tyler product data in the event of a natural or man-made disaster. Tyler Disaster Recovery Services takes nightly backups of your organization's Tyler product data and, in the event of a disaster declaration, works in conjunction with Tyler Hosting Services to create a temporary hosted environment that can be accessed remotely throughout the disaster event, minimizing lost operating time. Tyler SaaS Tyler maintains two primary datacenters for hosted customers. One is owned by Tyler, located in Yarmouth, ME, and the other is a colocation facility, DataBank, located in Dallas, TX in the old Federal Reserve Building, originally built to withstand a nuclear disaster. Tyler SaaS data centers are built around enterprise compute systems running virtualized Windows Server and SQL Server environments. Three Tiers of storage are utilized providing varying levels of performance resiliency. Firewalls, routers, and storage are all setup in a highly available configuration. Tyler data centers are serviced by multiple power providers and include backup power in the event of power loss from all power providers. Multiple internet service providers are employed across multiple hub sources bandwidth is drawn from different hub locations and to mitigate the risk of a data center Internet outage. Data center servers, HVAC units, and smart devices on cabinet power strips all have the capabilities of notifying appropriate personnel of events such as power outages, server over-heating, humidity, and room temperature abnormalities. Full server snapshots are performed daily after normal business hours. Through the Tyler SaaS Cloud Admin Portal, clients can also create on-demand application database backups at any time. Clients can request data restored from backups as defined through application-specific retention policies. Data is replicated between each data center nightly using an enterprise backup solution through virtual infrastructure snapshots. Tyler employs a documented Disaster Recovery Plan which is tested annually, and backup restore tests are performed weekly. Guaranteed recovery point objective (RPO) and recovery time objective (RTO) are 24 hours with standard services. Business continuity options with lower RTO and RPO are available for an additional fee.	
80	Describe your strategy related to implementation, integration and use of installation partners.	Tyler utilizes its depth of implementation experience, working in tandem with our clients to put our methodology into practice. While each Project is unique, all will follow Tyler's six-stage methodology: Initiate and Plan, Assess and Define, Prepare Solution, Production Readiness, Production, and Close. Each of the six stages is comprised of multiple work packages, and each work package includes a narrative description, objectives, tasks, inputs, outputs/deliverables, assumptions, and a responsibility matrix. Tailored specifically for Tyler's public sector clients, the project methodology contains Stage Acceptance Control Points throughout each Phase to ensure adherence to scope, budget, timeline controls, effective communications, and quality standards. Clearly defined, the project methodology repeats consistently across Phases, and is scaled to meet the Client's complexity and organizational needs. The methodology adapts to both single-phase and multiple-phase projects. To achieve Project success, it is imperative that both Client and Tyler commit to including the necessary leadership and governance. During each stage of the Project, it is expected that Client and Tyler Project teams work collaboratively to complete tasks. An underlying principle of Tyler's Implementation process is to employ an iterative model where Client's business processes are assessed, configured, validated, and refined cyclically in line with the project budget. The delivery approach is systematic, which reduces variability and mitigates risks to ensure Project success. As illustrated, some stages, along with work packages and tasks, are intended to be overlapping by nature to, efficiently and effectively complete the Project. Tyler has vetted third parties we partner with to enhance our client experience. Unless otherwise stated all installation and services are provided by Tyler staff.	*

81	Identify any mobile applications available for your offered solutions, if applicable.	Tyler provides web-based platform agnostic solutions, offering end-users with on-the-go access from virtually anywhere. Responsive web applications automatically orient screen layout for optimal user experience, whether accessed from a desktop monitor or mobile device. Tyler also offers a variety of native mobile apps to better leverage device resources such as GPS or camera and integrated store-and-forward functionality allow using apps without a data connection and automatically syncs when back online.	*

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- Financial Strength and Stability - Tyler Technologies - 2019 Annual Report.pdf - Thursday September 03, 2020 13:58:23
- Marketing Plan/Samples - Tyler Technologies Product Brochures.pdf - Thursday September 03, 2020 15:09:07
- WMBE/MBE/SBE or Related Certificates - Enterprise_Group_Form_Contract_-_3Q19.pdf - Thursday September 03, 2020 15:21:18
- Warranty Information - Enterprise_Group_Form_Contract_-_SAAS_-_4Q19.pdf - Thursday September 03, 2020 15:21:25
- Pricing - Tyler Technologies _Sourcewell Pricing_Discount Summary.pdf - Thursday September 03, 2020 15:10:41
- Additional Document - 2020 NWPS Pricebook Revision 1 081720.pdf - Thursday September 03, 2020 15:12:07

Proposer's Affidavit

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:

    a. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    b. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://www.sam.gov/portal/3; or

    c. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Andrea Fravert, Director of Legal Affairs, Tyler Technologies

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_7_Public_Sector_Admin_Software_RFP_090320 Thu August 20 2020 03:52 PM	☑	4
Addendum_6_Public_Sector_Admin_Software_RFP_090320 Mon August 17 2020 07:56 AM	☑	2
Addendum_5_Public_Sector_Admin_Software_RFP_090320 Mon August 10 2020 02:35 PM	☑	1
Addendum_4_Public_Sector_Admin_Software_RFP_090320 Thu August 6 2020 10:34 AM	☑	2
Addendum_3_Public_Sector_Admin_Software_RFP_090320 Thu July 30 2020 03:38 PM	☑	3
Addendum_2_Public_Sector_Admin_Software_RFP_090320 Thu July 23 2020 12:34 PM	☑	1
Addendum_1_Public_Sector_Admin_Software_RFP_090320 Fri July 17 2020 09:18 AM	☑	1

SOFTWARE AS A SERVICE AGREEMENT

This Software as a Service Agreement is made between Tyler Technologies, Inc. and Client.

WHEREAS, Client is a member of Sourcewell (formerly known as National Joint Powers Alliance) ("Sourcewell") under member number 19571.

WHEREAS, Tyler participated in the competitive bid process in response to Sourcewell RFP #090320 by submitting a proposal, on which Sourcewell awarded Tyler a Sourcewell contract, numbered 090320-TTI (hereinafter, the "Sourcewell Contract");

WHEREAS, documentation of the Sourcewell competitive bid process, as well as Tyler's contract with and pricing information for Sourcewell is available at https://www.sourcewell-mn.gov/cooperative-purchasing/090320-tti; and

WHEREAS, Client desires to purchase off the Sourcewell Contract to procure certain software functionality from Tyler, which Tyler agrees to deliver pursuant to the Sourcewell Contract and under the terms and conditions set forth below;

WHEREAS, Client selected Tyler to provide certain products and services set forth in the Investment Summary, including providing Client with access to Tyler's proprietary software products, and Tyler desires to provide such products and services under the terms of this Agreement;

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Tyler and Client agree as follows:

SECTION A – DEFINITIONS

- **"Agreement"** means this Software as a Service Agreement.
- **"Business Travel Policy"** means our business travel policy. A copy of our current Business Travel Policy is attached as Schedule 1 to Exhibit B.
- **"Client"** means Hernando County, Florida and includes the County's component units
- **"Data"** means your data necessary to utilize the Tyler Software.
- **"Data Storage Capacity"** means the contracted amount of storage capacity for your Data identified in the Investment Summary.
- **"Defect"** means a failure of the Tyler Software to substantially conform to the functional descriptions set forth in the Documentation including Tyler's responses to the Client's Functional Requirements attached to this Agreement as Exhibit F. Future functionality may be updated, modified, or otherwise enhanced through our maintenance and support services, and the governing functional descriptions for such future functionality will be set forth in our then-current Documentation.

- **"Defined Users"** means the number of users that are authorized to use the SaaS Services. The Defined Users for the Agreement are as identified in the Investment Summary. If Exhibit A contains Enterprise Permitting & Licensing labeled software, defined users mean the maximum number of named users that are authorized to use the Enterprise Permitting & Licensing labeled modules as indicated in the Investment Summary.
- **"Deliverable"** means the items identified in the Statement of Work (Exhibit E) and produced for you.
- **"Developer"** means a third party who owns the intellectual property rights to Third Party Software.
- **"Documentation"** means any online or written documentation related to the use or functionality of the Tyler Software that we provide or otherwise make available to you, including instructions, user guides, manuals and other training or self-help documentation.
- **"Effective Date"** means the date by which both your and our authorized representatives have signed the Agreement.
- **"Force Majeure"** means an event beyond the reasonable control of you or us, including, without limitation, governmental action, war, riot or civil commotion, fire, natural disaster, or any other cause that could not with reasonable diligence be foreseen or prevented by you or us.
- **"Investment Summary"** means the agreed upon cost proposal for the products and services attached as Exhibit A.
- **"Invoicing and Payment Policy"** means the invoicing and payment policy, attached hereto as Exhibit B.
- **"Order Form"** means an ordering document that includes a quote or investment summary and specifying the items to be provided by Tyler to Client, including any addenda and supplements thereto.
- **"SaaS Fees"** means the fees for the SaaS Services identified in the Investment Summary.
- **"SaaS Services"** means software as a service consisting of system administration, system management, and system monitoring activities that Tyler performs for the Tyler Software, and includes the right to access and use the Tyler Software, receive maintenance and support on the Tyler Software, including Downtime resolution under the terms of the SLA, and Data storage and archiving. SaaS Services do not include support of an operating system or hardware, support outside of our normal business hours, or training, consulting or other professional services.
- **"SLA"** means the service level agreement. A copy of our current SLA is attached hereto as Exhibit C.
- **"Statement of Work"** means the industry standard implementation plan describing how our professional services will be provided to implement the Tyler Software, and outlining your and our roles and responsibilities in connection with that implementation. The Statement of Work is attached as Exhibit E.
- **"Support Call Process"** means the support call process applicable to all of our customers who have licensed the Tyler Software. A copy of our current Support Call Process is attached as Schedule 1 to Exhibit C.
- **"Third Party Hardware"** means the third party hardware, if any, identified in the Investment Summary.
- **"Third Party Products"** means the Third Party Software and Third Party Hardware.
- **"Third Party SaaS Services"** means software as a service provided by a third party, if any, identified in the Investment Summary.
- **"Third Party Services"** means the third party services, if any, identified in the Investment Summary.

- **"Third Party Software"** means the third party software, if any, identified in the Investment Summary.
- **"Third Party Terms"** means, if any, the end user license agreement(s) or similar terms for the Third Party Products or other parties' products or services, as applicable, and attached or indicated at Exhibit D.
- **"Tyler"** means Tyler Technologies, Inc., a Delaware corporation.
- **"Tyler Software"** means our proprietary software, including any integrations, custom modifications, and/or other related interfaces identified in the Investment Summary and licensed by us to you through this Agreement.
- **"we", "us", "our"** and similar terms mean Tyler.
- **"you"** and similar terms mean Client.

SECTION B – SAAS SERVICES

1. Rights Granted. We grant to you the non-exclusive, non-assignable limited right to use the SaaS Services solely for your internal business purposes for the number of Defined Users only. The Tyler Software will be made available to you according to the terms of the SLA. You acknowledge that we have no physical delivery obligations and we will not ship copies of the Tyler Software as part of the SaaS Services. You may use the SaaS Services to access updates and enhancements to the Tyler Software, as further described in Section C(9). Furthermore, your consultants, contractors, and business partners may access the Tyler Software, Documentation and Deliverables under your direction to the extent required for them to provide services to you. Any such use by, or disclosure to, said third parties is strictly subject to the terms and conditions of this Agreement. To the extent that disclosure of the Tyler Software or Documentation is necessary to facilitate integration between any third party software and the Tyler Software, you will provide notice to Tyler of your intent to disclose the Tyler Software or Documentation and Tyler shall have a right to require any such third party to sign a nondisclosure agreement ("NDA") with Tyler in the event an NDA is reasonably required for Tyler to protect its intellectual property rights in the Tyler Software and Documentation. The foregoing notwithstanding, to the extent we have sold you perpetual licenses for Tyler Software, if and listed in the Investment Summary, for which you are receiving SaaS Services, your rights to use such Tyler Software are perpetual, subject to the terms and conditions of this Agreement including, without limitation, Section B(4). We will make any such software available to you for download.

2. SaaS Fees. You agree to pay us the SaaS Fees for the SaaS Services. Those amounts are payable in accordance with our Invoicing and Payment Policy. The SaaS Fees are based on the number of Defined Users and amount of Data Storage Capacity. You may add additional users or additional data storage capacity on the terms set forth in Section H(1). In the event you regularly and/or meaningfully exceed the Defined Users or Data Storage Capacity, we reserve the right to charge you additional fees commensurate with the overage(s) from the date Tyler provides written notice that an overage exists.

3. Ownership.

   3.1 We retain all ownership and intellectual property rights to the SaaS Services, the Tyler Software, and anything developed by us under this Agreement. To the extent any Deliverable is created by Tyler under this Agreement, Tyler shall grant a perpetual license for you to use, copy, modify,

and create derivative works from said Deliverable for your reasonable business purposes. Such reasonable business purposes shall not include the distribution or sale outside of your organization or that of your consultants, contractors, and business partners pursuant to Section B(1). Your rights to use the Deliverables are perpetual throughout the terms of this Agreement but may be revoked if you do not comply with the terms of this Agreement. You do not acquire under this Agreement any license to use the Tyler Software in excess of the scope and/or duration of the SaaS Services.

3.2 The Documentation is licensed to you and may be used and copied by your employees for internal, non-commercial reference purposes only.

3.3 You retain all ownership and intellectual property rights to the Data. You expressly recognize that except to the extent necessary to carry out our obligations contained in this Agreement, we do not create or endorse any Data used in connection with the SaaS Services.

4. Restrictions. You may not: (a) make the Tyler Software or Documentation resulting from the SaaS Services available in any manner to any third party for use in the third party's business operations; (b) modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the SaaS Services; (c) access or use the SaaS Services in order to build or support, and/or assist a third party in building or supporting, products or services competitive to us; or (d) license, sell, rent, lease, transfer, assign, distribute, display, host, outsource, disclose, permit timesharing or service bureau use, or otherwise commercially exploit or make the SaaS Services, Tyler Software, or Documentation available to any third party other than as expressly permitted by this Agreement.

5. Software Warranty. We warrant that the Tyler Software will perform without Defects during the term of this Agreement. If the Tyler Software does not perform as warranted, we will use all reasonable efforts, consistent with industry standards, to cure the Defect in accordance with the maintenance and support process set forth in Section C(9), below, the SLA and our then current Support Call Process.

6. SaaS Services.

6.1 Our SaaS Services are audited at least yearly in accordance with the AICPA's Statement on Standards for Attestation Engagements ("SSAE") No. 21. We have attained, and will maintain, SOC 1 and SOC 2 compliance, or its equivalent, for the duration of this Agreement.. The scope of audit coverage varies for some Tyler Software solutions. Upon execution of a mutually agreeable Non-Disclosure Agreement ("NDA"), we will provide you with a summary of our compliance report(s) or its equivalent. Every year thereafter, for so long as the NDA is in effect and in which you make a written request, we will provide that same information. If our SaaS Services are provided using a 3rd party data center, we will provide available compliance reports for that data center.

6.2 You will be hosted on shared hardware in a Tyler data center or in a third-party data center. In either event, databases containing your Data will be dedicated to you and inaccessible to our other customers. Any data center hosting Client's Data will be located in the United States.

6.3 Our Tyler data centers have fully-redundant telecommunications access, electrical power, and the required hardware to provide access to the Tyler Software in the event of a disaster or component failure. In the event of a data center failure, we reserve the right to employ our disaster recovery plan for resumption of the SaaS Services. In that event, we commit to a Recovery Point Objective ("RPO") of 24 hours and a Recovery Time Objective ("RTO") of 24 hours. RPO represents the maximum duration of time between the most recent recoverable copy of your hosted Data and subsequent data center failure. RTO represents the maximum duration of time following data center failure within which your access to the Tyler Software must be restored.

6.4 We conduct annual penetration testing of either the production network and/or web application to be performed. We will maintain industry standard intrusion detection and prevention systems to monitor malicious activity in the network and to log and block any such activity. We will provide you with a written or electronic record of the actions taken by us in the event that any unauthorized access to your database(s) is detected as a result of our security protocols. We will undertake an additional security audit, on terms and timing to be mutually agreed to by the parties, at your written request. You may not attempt to bypass or subvert security restrictions in the SaaS Services or environments related to the Tyler Software. Unauthorized attempts to access files, passwords or other confidential information, and unauthorized vulnerability and penetration test scanning of our network and systems (hosted or otherwise) is prohibited without the prior written approval of our IT Security Officer.

6.5 We test our disaster recovery plan on an annual basis. Our standard test is not client-specific.

6.5.1 In the event the Client conducts testing of its disaster recovery process as required by Client policy or in coordination with other regional and/or state government agencies in preparation for hurricane season and other risk events facing the Client, Tyler will support the Client's efforts to run the Client's disaster recovery testing, as appropriate and necessary, with thirty (30) days advance notice up to two (2) times per year at no additional cost.

6.6 We will be responsible for importing back-up and verifying that you can log-in. You will be responsible for running reports and testing critical processes to verify the returned Data.

6.7 We provide secure Data transmission paths between each of your workstations and our servers.

6.8 Tyler data centers are accessible only by authorized personnel with a unique key entry. All other visitors to Tyler data centers must be signed in and accompanied by authorized personnel. Entry attempts to the data center are regularly audited by internal staff and external auditors to ensure no unauthorized access.

6.9 Where applicable with respect to our applications that take or process card payment data, we are responsible for the security of cardholder data that we possess, including functions relating to storing, processing, and transmitting of the cardholder data and affirm that, as of the Effective Date, we comply with applicable requirements to be considered PCI DSS compliant and have performed the necessary steps to validate compliance with the PCI DSS. We agree to supply the current status of our PCI DSS compliance program in the form of an official Attestation of Compliance, which can be found at https://www.tylertech.com/about-

us/compliance, and in the event of any change in our status, will comply with applicable notice requirements.

SECTION C – PROFESSIONAL SERVICES

1. Professional Services. We will provide you the various implementation-related services itemized in the Investment Summary and described in the Statement of Work.

2. Professional Services Fees. You agree to pay us the professional services fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy. You acknowledge that the fees stated in the Investment Summary are good-faith estimates of the amount of time and materials required for your implementation. We will bill you the actual fees incurred based on the in-scope services provided to you. Any discrepancies in the total values set forth in the Investment Summary will be resolved by multiplying the applicable hourly rate by the quoted hours.

3. Additional Services. The Investment Summary contains, and the Statement of Work describes, the scope of services and related costs (including programming and/or interface estimates) required for the project based on our understanding of the specifications you supplied. If additional work is required, or if you use or request additional services, we will provide you with an addendum or change order, as applicable, outlining the costs for the additional work. The price quotes in the addendum or change order will be valid for thirty (30) days from the date of the quote. For avoidance of doubt, no services beyond those listed in the Investment Summary will be added to the Agreement without mutual written consent of the parties.

4. Cancellation. If you cancel services less than four (4) weeks in advance (other than for Force Majeure or breach by us), you will be liable for all (a) daily fees associated with cancelled professional services if we are unable to reassign our personnel and (b) any non-refundable travel expenses already incurred by us on your behalf. For the avoidance of doubt, if Tyler receives credits for expenses paid, and Client pays for those expenses pursuant to this provision, Tyler will apply those credits to the Client's project. We will make all reasonable efforts to reassign personnel, including pursuing options for remote work, in the event you cancel within four (4) weeks of scheduled commitments.

5. Services Warranty. We warrant that we will (a) perform the services in a professional, workmanlike manner, consistent with industry standards, (b) perform the services in a manner that complies with all applicable State and Federal laws and regulations (c) staff the project with a sufficient number of resources with skills and resources to perform services in accordance with the requirements of this Agreement; and (d) comply with applicable functional requirements in the Statement of Work or other plans or specifications approved by Tyler and the Client in any approved Deliverables. In the event we provide services that do not conform to this warranty, we will re-perform such services at no additional cost to you.

6. Site Access and Requirements. At no cost to us, you agree to provide us with necessary access to your personnel, facilities, and equipment as may be reasonably necessary for us to provide implementation services, subject to any reasonable security protocols or other written policies provided to us as of the Effective Date, and thereafter as mutually agreed to by you and us.

7. Background Checks. For at least the past twelve (12) years, all of our employees have undergone criminal background checks prior to hire. All employees sign our confidentiality agreement and security policies.

8. Client Assistance. You acknowledge that the implementation of the Tyler Software is a cooperative process requiring the time and resources of your personnel. You agree to use all reasonable efforts to cooperate with and assist us as may be reasonably required to meet the agreed upon project deadlines and other milestones for implementation. This cooperation includes at least working with us to schedule the implementation-related services outlined in this Agreement. We will not be liable for failure to meet any deadlines and milestones when such failure is due to Force Majeure or to the failure by your personnel to provide such cooperation and assistance (either through action or omission).

9. Maintenance and Support. For so long as you timely pay your SaaS Fees according to the Invoicing and Payment Policy, then in addition to the terms set forth in the SLA and the Support Call Process, we will:

   9.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (subject to any applicable release life cycle policy);

   9.2 provide support during our established support hours;

   9.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;

   9.4 make available to you all releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and

   9.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with any applicable release life cycle policy.

We will use all reasonable efforts to perform support services remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. All travel expenses incurred pursuant to this Agreement will follow the Business Travel Policy. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain your VPN for backup connectivity purposes.

For the avoidance of doubt, SaaS Fees do not include the following services: (a) onsite support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (b) application design; (c) other consulting services; or (d) support outside our normal business hours as listed in our then-current Support Call Process. Requested services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) week's advance notice. For avoidance of doubt, no services beyond those listed in the Investment Summary will be added to the Agreement without mutual written consent of the parties.

10. Assignment and Removal of Personnel. After the Effective Date, and in coordination with the project kick-off activities identified in the Statement of Work, we will make our project staffing assignments. Upon request, Tyler will provide the County with project resumes, demonstrating relevant past project experience and make resources available for interviews for project team members that are identified to serve as "key personnel" roles on the project as defined by the Statement of Work. You agree that those resumes are for your information and planning purposes only. All interviews will be conducted remotely unless the parties otherwise agree. The Client will be responsible for all travel expenses associated with any in-person interviews, which will be billed separately and in accordance with Tyler's Business Travel Policy.

    Once the Tyler project team is assembled and your counterparts have been identified, both parties agree that, except for reasons outside of their control, they will not remove key personnel from their assigned project roles without reasonable advance notice and good cause, and that they will work together to mitigate project impacts after any such removal. The parties shall work together to minimize the project impact resulting from the temporary unavailability of project staff from either party. We agree to use commercially reasonable efforts to maintain consistency of project personnel and commit to replacement resources having sufficient project knowledge, without additional cost to you, in order to render services in accordance with contractual requirements.

    In the event our personnel is/are not providing services consistent with our services warranty or are otherwise negatively impacting the project, you will notify us of that deficiency and give us a reasonable opportunity to correct it. If the deficiency persists, we will replace that project member, upon written request and demonstration of good cause. Replacement staff will be assigned following the same processes set forth above. The foregoing notwithstanding, if the replacement personnel is providing services onsite, you shall remain liable for travel expenses incurred by such personnel, to be invoiced in accordance with the Business Travel Policy.

11. Tyler Software Acceptance. The Client will use the following acceptance process for each Phase, as defined in the SOW: Client will have a maximum of a thirty (30) calendar day "Test Period" to test the System in a live production environment for and report documented Defects. If there are no Defects reported during the Test Period the Client shall issue "Acceptance." Upon Acceptance of the last Phase of the project, Client shall also grant "Project Closure." If Client reports a documented Defect during the Test Period, Client will notify Tyler in writing. Tyler will correct the Defect(s) or provide a mutually agreeable plan for future resolution of any Defect(s) at no additional cost to the Client. A dispute with respect to the plan shall be addressed pursuant to the Dispute Resolution Process of this Agreement. Upon resolution of a Defect during the Test Period, Client may re-perform testing for a maximum of fifteen (15) calendar days. This procedure shall repeat until all Defects have either been resolved or the Client and Tyler, reasonably cooperating, have developed a

mutually agreeable schedule for Defect resolution, at which point the Client shall issue Project Closure.

SECTION D – THIRD PARTY PRODUCTS

1. Third Party Hardware. We will sell, deliver, and install onsite the Third Party Hardware, if you have purchased any, for the price set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.

2. Third Party Software. As part of the SaaS Services, you will receive access to the Third Party Software and related documentation for internal business purposes only. Your rights to the Third Party Software will be governed by the Third Party Terms.

3. Third Party Products Warranties.

   3.1 We are authorized by each Developer to grant access to the Third Party Software.

   3.2 The Third Party Hardware will be new and unused, and upon payment in full, you will receive free and clear title to the Third Party Hardware.

   3.3 You acknowledge that we are not the manufacturer of the Third Party Products. We do not warrant or guarantee the performance of the Third Party Products. However, we grant and pass through to you any warranty that we may receive from the Developer or supplier of the Third Party Products.

4. Third Party Services. If you have purchased Third Party Services, those services will be provided independent of Tyler by such third-party at the rates set forth in the Investment Summary and in accordance with our Invoicing and Payment Policy.

SECTION E - INVOICING AND PAYMENT; INVOICE DISPUTES

1. Invoicing and Payment. We will invoice you the SaaS Fees and fees for other professional services in the Investment Summary per our Invoicing and Payment Policy, subject to Section E(2).

2. Invoice Disputes. If you believe any delivered software or service does not conform to the warranties in this Agreement, you will provide us with written notice within thirty (30) days of your receipt of the applicable invoice. The written notice must contain reasonable detail of the issues you contend are in dispute so that we can confirm the issue and respond to your notice with either a justification of the invoice, an adjustment to the invoice, or a proposal addressing the issues presented in your notice. We will work with you as may be necessary to develop an action plan that outlines reasonable steps to be taken by each of us to resolve any issues presented in your notice. You may withhold payment of the amount(s) actually in dispute, and only those amounts, until we complete the action items outlined in the plan. If we are unable to complete the action items outlined in the action plan because of your failure to complete the items agreed to be done by you, then you will remit full payment of the invoice. We reserve the right to suspend delivery of all SaaS Services, including maintenance and support services, if you fail to pay an invoice not disputed as described above within fifteen (15) days of notice of our intent to do so.

SECTION F – TERM AND TERMINATION

1. Term. The initial term of this Agreement is equal to five (5) years, commencing on the first day of the first month following the Effective Date, unless earlier terminated as set forth below. Upon expiration of the initial term, this Agreement will renew automatically for additional one (1) year renewal terms at our then-current SaaS Fees unless terminated in writing by either party at least sixty (60) days prior to the end of the then-current renewal term. Your right to access or use the Tyler Software and the SaaS Services will terminate at the end of this Agreement.

2. Termination. This Agreement may be terminated as set forth below. In the event of termination, you will pay us for all undisputed fees and expenses related to the software, products, and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Disputed fees and expenses in all terminations other than your termination for cause must have been submitted as invoice disputes in accordance with Section E(2).

   2.1 Failure to Pay SaaS Fees. You acknowledge that continued access to the SaaS Services is contingent upon your timely payment of SaaS Fees. If you fail to timely pay the SaaS Fees, we may discontinue the SaaS Services and deny your access to the Tyler Software. We may also terminate this Agreement if you don't cure such failure to pay within forty-five (45) days of receiving written notice of our intent to terminate.

   2.2 For Cause. If you believe we have materially breached this Agreement, you will invoke the Dispute Resolution clause set forth in Section H(3). You may terminate this Agreement for cause in the event we do not cure, or create a mutually agreeable action plan to address, a material breach of this Agreement within the thirty (30) day window set forth in Section H(3).

   2.3 Force Majeure. Either party has the right to terminate this Agreement if a Force Majeure event suspends performance of the SaaS Services for a period of forty-five (45) days or more.

   2.4 For Convenience. Client may elect to terminate for convenience without payment of early termination fees if Actual Attainment, as defined in the SLA, is below 98.5% in three (3) or more months in any six (6) month period.

   2.5 Lack of Appropriations. If you should not appropriate or otherwise make available funds sufficient to utilize the SaaS Services, you may unilaterally terminate this Agreement upon thirty (30) days written notice to us. You will not be entitled to a refund or offset of previously paid, but unused SaaS Fees. You agree not to use termination for lack of appropriations as a substitute for termination for convenience.

   2.6 Return of Data. In the event of termination of the Agreement for any reason, and upon reasonable advance notice, Tyler shall promptly make all Data available to Client in the format of the database or other such format as may be mutually agreed upon, provided through Tyler's FTP server or such other secure method reasonably selected by Tyler. Such Data will be provided at no additional cost.

SECTION G – INDEMNIFICATION, LIMITATION OF LIABILITY AND INSURANCE

1. Intellectual Property Infringement Indemnification.

   1.1 We will defend you against any third party claim(s) if the Tyler Software or Documentation infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets, and will pay the amount of any resulting adverse final judgment (or settlement to which we consent). You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

   1.2 Our obligations under this Section G(1) will not apply to the extent the claim or adverse final judgment is based on your use of the Tyler Software in contradiction of this Agreement, including with non-licensed third parties, or your willful infringement.

   1.3 If we receive information concerning an infringement or misappropriation claim related to the Tyler Software, we may, at our expense and without obligation to do so, either: (a) procure for you the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent, in which case you will stop running the allegedly infringing Tyler Software immediately. Alternatively, we may decide to litigate the claim to judgment, in which case you may continue to use the Tyler Software consistent with the terms of this Agreement.

   1.4 If an infringement or misappropriation claim is fully litigated and your use of the Tyler Software is enjoined by a court of competent jurisdiction, in addition to paying any adverse final judgment (or settlement to which we consent), we will, at our option, either: (a) procure the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent. This section provides your exclusive remedy for third party copyright, patent, or trademark infringement and trade secret misappropriation claims.

2. General Indemnification.

   2.1 We will indemnify and hold harmless you and your agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by our negligence or willful misconduct; or (b) our violation of PCI-DSS requirements or a law applicable to our performance under this Agreement. You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

   2.2 To the extent permitted by applicable law, you will indemnify and hold harmless us and our agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by your negligence or willful misconduct; or (b) your violation of a law applicable to your performance under this Agreement. We will notify you promptly in writing of the claim and will give you sole control over its defense or settlement. We agree to provide you with reasonable assistance, cooperation, and information in defending the claim at your expense.

3. DISCLAIMER. **EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED IN THIS AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WE HEREBY DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. CLIENT UNDERSTANDS AND AGREES THAT TYLER DISCLAIMS ANY LIABILITY FOR ERRORS THAT RELATE TO USER ERROR.**

4. LIMITATION OF LIABILITY. **EXCEPT AS OTHERWISE EXPRESSLY SET FORTH IN THIS AGREEMENT, OUR LIABILITY FOR DAMAGES ARISING OUT OF THIS AGREEMENT, WHETHER BASED ON A THEORY OF CONTRACT OR TORT, INCLUDING NEGLIGENCE AND STRICT LIABILITY, SHALL BE LIMITED TO YOUR ACTUAL DIRECT DAMAGES, NOT TO EXCEED (A) DURING THE INITIAL TERM, AS SET FORTH IN SECTION F(1), TOTAL FEES PAID AS OF THE TIME OF THE CLAIM; OR (B) DURING ANY RENEWAL TERM, THE THEN-CURRENT ANNUAL SAAS FEES PAYABLE IN THAT RENEWAL TERM. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE PRICES SET FORTH IN THIS AGREEMENT ARE SET IN RELIANCE UPON THIS LIMITATION OF LIABILITY AND TO THE MAXIMUM EXTENT ALLOWED UNDER APPLICABLE LAW, THE EXCLUSION OF CERTAIN DAMAGES, AND EACH SHALL APPLY REGARDLESS OF THE FAILURE OF AN ESSENTIAL PURPOSE OF ANY REMEDY. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO CLAIMS THAT ARE SUBJECT TO SECTIONS G(1) AND G(2).**

5. EXCLUSION OF CERTAIN DAMAGES. **TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL WE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**

6. Insurance. During the course of performing services under this Agreement, we agree to maintain the following levels of insurance: (a) Commercial General Liability of at least $1,000,000; (b) Automobile Liability of at least $1,000,000; (c) Professional Liability of at least $1,000,000; (d) Workers Compensation complying with applicable statutory requirements; and (e) Excess/Umbrella Liability of at least $5,000,000. We will add you as an additional insured to our Commercial General Liability and Automobile Liability policies, which will automatically add you as an additional insured to our Excess/Umbrella Liability policy as well. We will provide you with copies of certificates of insurance upon your written request.

SECTION H – GENERAL TERMS AND CONDITIONS

1. Additional Products and Services. You may purchase additional products and services at the rates set forth in the Investment Summary for twelve (12) months from the Effective Date by executing a mutually agreed addendum. If no rate is provided in the Investment Summary, or those twelve (12) months have expired, you may purchase additional products and services at our then-current list price, also by executing a mutually agreed addendum. The terms of this Agreement will control any such additional purchase(s), unless otherwise specifically provided in the addendum.

2. Optional Items. Pricing for any listed optional products and services in the Investment Summary will be valid for twelve (12) months from the Effective Date.

3. Dispute Resolution. You agree to provide us with written notice within thirty (30) days of becoming aware of a dispute. You agree to cooperate with us in trying to reasonably resolve all disputes,

including, if requested by either party, appointing a senior representative to meet and engage in good faith negotiations with our appointed senior representative. Senior representatives will convene within thirty (30) days of the written dispute notice, unless otherwise agreed. All meetings and discussions between senior representatives will be deemed confidential settlement discussions not subject to disclosure under Federal Rule of Evidence 408 or any similar applicable state rule. If we fail to resolve the dispute, then the parties shall participate in non-binding mediation in an effort to resolve the dispute. If the dispute remains unresolved after mediation, then either of us may assert our respective rights and remedies in a court of competent jurisdiction. Nothing in this section shall prevent you or us from seeking necessary injunctive relief during the dispute resolution procedures.

During the pendency of a dispute between the parties pursuant to either Section E(2) or H(3) of this Agreement, Tyler will not interrupt or suspend or terminate the provision of Services to the Client or perform any action that prevents, impedes, or reduces in any way the provision of Services or the Client's ability to conduct its activities, unless authority to do so is granted by the Client or conferred by a court of competent jurisdiction or the nature of the dispute makes progress of the Services infeasible. Client will also continue to perform under this Agreement during the pendency of a dispute between the parties pursuant to either Section E(2) or H(3) of this Agreement unless the nature of the dispute makes performance infeasible.

4. Taxes. The fees in the Investment Summary do not include any taxes, including, without limitation, sales, use, or excise tax. If you are a tax-exempt entity, you agree to provide us with a tax-exempt certificate. Otherwise, we will pay all applicable taxes to the proper authorities and you will reimburse us for such taxes. If you have a valid direct-pay permit, you agree to provide us with a copy. For clarity, we are responsible for paying our income taxes, both federal and state, as applicable, arising from our performance of this Agreement.

5. Nondiscrimination. We will not discriminate against any person employed or applying for employment concerning the performance of our responsibilities under this Agreement. This discrimination prohibition will apply to all matters of initial employment, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. We will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.

6. E-Verify. We have complied, and will comply, with the E-Verify procedures administered by the U.S. Citizenship and Immigration Services Verification Division for all of our employees assigned to your project.

7. Subcontractors. We will not subcontract any services under this Agreement without your prior written consent, not to be unreasonably withheld.

8. Binding Effect; No Assignment. This Agreement shall be binding on, and shall be for the benefit of, either your or our successor(s) or permitted assign(s). Neither party may assign this Agreement without the prior written consent of the other party; provided, however, your consent is not required for an assignment by us as a result of a corporate reorganization, merger, acquisition, or purchase of substantially all of our assets.

9. Force Majeure. Except for your payment obligations, neither party will be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure; provided, however, that within ten (10) business days of the Force Majeure event, the party whose performance is delayed provides the other party with written notice explaining the cause and extent thereof, as well as a request for a reasonable time extension equal to the estimated duration of the Force Majeure event.

10. No Intended Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of you and us. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement. This provision does not affect the rights of third parties under any Third Party Terms.

11. Entire Agreement; Amendment. This Agreement represents the entire agreement between you and us with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Purchase orders submitted by you, if any, are for your internal administrative purposes only, and the terms and conditions contained in those purchase orders will have no force or effect. This Agreement may only be modified by a written amendment signed by an authorized representative of each party.

12. Severability. If any term or provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement will be considered valid and enforceable to the fullest extent permitted by law.

13. No Waiver. In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement will not act as or be deemed to act as a waiver or modification of this Agreement, nor will such non-enforcement prevent such party from enforcing each and every term of this Agreement thereafter.

14. Independent Contractor. We are an independent contractor for all purposes under this Agreement.

15. Notices. All notices or communications required or permitted as a part of this Agreement, such as notice of an alleged material breach, for a termination for cause or a dispute that must be submitted to dispute resolution, must be in writing and will be deemed delivered upon the earlier of the following: (a) actual receipt by the receiving party; (b) upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the receiving party; (c) upon receipt by sender of proof of email delivery; or (d) if not actually received, five (5) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the other party at the address set forth on the signature page hereto or such other address as the party may have designated by proper notice. The consequences for the failure to receive a notice due to improper notification by the intended receiving party of a change in address will be borne by the intended receiving party.

16. Client Lists. You agree that we may identify you by name in client lists, marketing presentations, and promotional materials.

17. Confidentiality. Both parties agree and acknowledge that this Agreement is subject to the Florida Public Records Act as set forth in Chapter 119, Florida Statutes. Therefore, Chapter 119, Florida

Statutes, shall govern as to what information is deemed confidential and/or as trade secrets and subject to disclosure. Both parties recognize that their respective employees and agents, in the course of performance of this Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities, including the parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and includes, without limitation, personal identifying information (*e.g.*, social security numbers) and trade secrets, each as defined by applicable state law and any information, passcodes, or electronic keys necessary to access City facilities or systems or their security policies or processes. Subject to applicable law, each party agrees that it will not disclose any confidential information of any party, including any private individuals and entities, and further agrees to take all reasonable and appropriate action to prevent such disclosure by its employees or agents. Both parties will make reasonable efforts to identify confidential information with a label indicating that the information is confidential. The confidentiality covenants contained herein will survive the termination or cancellation of this Agreement. This obligation of confidentiality will not apply to information that:

(a) is in the public domain, either at the time of disclosure or afterwards, except by breach of this Agreement by a party or its employees or agents;
(b) a party can establish by reasonable proof was in that party's possession at the time of initial disclosure;
(c) a party receives from a third party who has a right to disclose it to the receiving party; or
(d) is the subject of a legitimate disclosure request under the open records laws or similar applicable public disclosure laws governing this Agreement; provided, however, that in the event Client receives an open records or other similar applicable request, Client will give Tyler prompt notice and otherwise perform the functions required by applicable law.

18. Quarantining of Client Data. Some services provided by Tyler require us to be in possession of your Data. In the event we detect malware or other conditions associated with your Data that are reasonably suspected of putting Tyler resources or other Tyler clients' data at risk, we reserve the absolute right to move your Data from its location within a multi-tenancy Tyler hosted environment to an isolated "quarantined" environment without advance notice. Your Data will remain in such quarantine for a period of at least six (6) months during which time we will review the Data, and all traffic associated with the Data, for signs of malware or other similar issues. If no issues are detected through such reviews during the six (6) month period of quarantine, we will coordinate with you the restoration of your Data to a non-quarantined environment. In the event your Data must remain in quarantine beyond this six (6) month period through no fault of Tyler's, we reserve the right to require payment of additional fees for the extended duration of quarantine. We will provide an estimate of what those costs will be upon your request.

19. Business License. In the event a local business license is required for us to perform services hereunder, you will promptly notify us and provide us with the necessary paperwork and/or contact information so that we may timely obtain such license.

20. Governing Law. This Agreement will be governed by and construed in accordance with the laws of your state of domicile, without regard to its rules on conflicts of law.

21. Multiple Originals and Authorized Signatures. This Agreement may be executed in multiple originals, any of which will be independently treated as an original document. Any electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as if an original signature.

Each party represents to the other that the signatory set forth below is duly authorized to bind that party to this Agreement.

22. Data & Insights Solution Terms. Your use of certain Tyler solutions includes Tyler's Data & Insights data platform. Your rights, and the rights of any of your end users, to use Tyler's Data & Insights data platform is subject to the Data & Insights SaaS Services Terms of Service, available at https://www.tylertech.com/terms/data-insights-saas-services-terms-of-service. By signing a Tyler Agreement or Order Form, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms.

23. Contract Documents. This Agreement includes the following exhibits:

Exhibit A	Investment Summary
Exhibit B	Invoicing and Payment Policy
	Schedule 1: Business Travel Policy
Exhibit C	Service Level Agreement
	Schedule 1: Support Call Process
Exhibit D	Third Party Terms
Exhibit E	Statement of Work
Exhibit F	Functional Requirements
Exhibit G	Interface List

24. Sovereign Immunity. The Client is a political subdivision of the State of Florida as defined in Section 768.28, Florida Statutes. Nothing herein is intended, nor shall it be interpreted or construed, to serve as a waiver of sovereign immunity by the Client.

Public Records.

A. Public Records: Tyler shall comply with The Florida Public Records Act. Specifically, if and to the extent Chapter 119 is applicable to Tyler's performance pursuant to this Agreement, Tyler shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by Client in order to perform the service.

2. Upon request by Client's records custodian, provide Client with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement.

4. Upon completion of this Agreement or in the event of termination of this Agreement by either party, any and all public records relating to this Agreement in the possession of Tyler shall be delivered by Tyler to Client, at no cost to Client, within seven business days. All records stored electronically by Tyler shall be delivered to Client in a format that is compatible with Client's information

technology systems. Once the public records have been delivered to Client upon completion or termination of this Agreement, Tyler shall destroy any and all duplicate public records that are exempt or confidential and exempt from public record disclosure requirements.

5. Tyler's failure or refusal to comply with the provisions of this Section may result in the immediate termination of this Agreement by the Client.

IF TYLER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO TYLER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PHONE (352) 754-5875, EMAIL ADDRESS PUBLICINFORMATION@HERNANDOCOUNTY.US OR MAILING ADDRESS 15470 FLIGHT PATH DR., BROOKSVILLE, FL 34604

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Agreement as of the date(s) set forth below.

Tyler Technologies, Inc.

By: Tina Mize

Name: Tina Mize

Title: Group General Counsel

Date: Nov. 19, 2024

Address for Notices:
Tyler Technologies, Inc.
One Tyler Drive
Yarmouth, ME 04096
Attention: Chief Legal Officer

Hernando County, Florida

By: _____

Name: Brian Hawkins

Title: Chairman

Date: December 3, 2024

BOARD OF COUNTY COMMISSIONERS SEAL HERNANDO COUNTY, FLORIDA

Address for Notices:
Hernando County
County Government Center
20 N. Main Street
Brooksville, Florida 34601
Attention: _____

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: Melissa Tartaglia
County Attorney's Office



Exhibit A
Investment Summary

The following Investment Summary details the software and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date.

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Quoted By:	Phil Sharp
Quote Expiration:	11/22/24
Quote Name:	Hernando County-ERP-Munis
Quote Description:	Hernando County - ERP/EPL Combined Procurement
Saas Term	5.00

Sales Quotation For:

Hernando County
County Government Center
Brooksville FL 34601

Shipping Address:

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Financial Management			
Accounting	1	256	$ 102,467.00
Accounts Payable	1	88	$ 28,475.00
Assets Mobile	1	24	$ 5,333.00
Bid Management	1	72	$ 12,577.00
Budgeting	1	112	$ 28,475.00
Capital Assets	1	128	$ 25,154.00
Cash Management	1	88	$ 20,009.00
Contract Management	1	72	$ 12,577.00
eProcurement (Vendor Access and Punch-Out)	1	80	$ 19,320.00
Inventory	1	128	$ 25,154.00
Inventory Mobile	1	24	$ 5,333.00
Project & Grant Accounting	1	104	$ 17,151.00
Purchasing	1	280	$ 46,878.00
Human Resources Management			

Advanced Scheduling w Mobile Access - Up to 250 Employees	1	80	$ 12,351.00
Employee Expense Reimbursement	1	88	$ 10,290.00
Human Resources & Talent Management	1	144	$ 22,053.00
Payroll with Employee Access	1	240	$ 30,583.00
Recruiting	1	32	$ 5,228.00
Risk Management	1	32	$ 5,942.00
Time & Attendance w Mobile Access - Up to 1500 Employees	1	216	$ 21,696.00
Revenue Management			
Accounts Receivable	1	192	$ 22,051.00
Cashiering	1	96	$ 32,667.00
General Billing	1	112	$ 11,842.00
Resident Access	1	96	$ 22,080.00
Civic Services			
Business Management Suite	1	376	$ 19,000.00
Community Development Suite	1	816	$ 19,000.00
Decision Engine	1	8	$ 15,000.00
Enterprise Permitting & Licensing Foundation	1	152	$ 23,000.00
Enterprise Permitting & Licensing User	65	40	$ 149,500.00
Enterprise Service Requests	1	80	$ 13,942.00
eReviews	1	120	$ 29,000.00
My Civic	1	96	$ 18,400.00
Enterprise Asset Management			
Asset Maintenance & Performance - Per User	25	488	$ 40,125.00
Internal Requests License	1	0	$ 3,774.00
Content Management			
Content Manager Core includes Onboarding	1	88	$ 40,834.00
Data Insights			
Enterprise Analytics and Reporting w Executive Insights	1	128	$ 46,630.00
Additional			
ACFR Statement Builder	1	40	$ 13,611.00
Enterprise Forms Processing Software (including Common Form Set)	1	0	$ 14,950.00
GIS	25	16	$ 7,400.00
Integrations			

API Toolkit Bundle		1	48	$ 37,177.00
	Sub-Total:			$ 1,037,029.00
	Less Discount:			$ 217,771.00
	TOTAL		**5280**	**$ 819,258.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
50% Dedicated Community Development Project Management	15	$ 14,800.00	$ 0.00	$ 222,000.00	$ 0.00
50% Dedicated EAM Project Management	8	$ 14,800.00	$ 0.00	$ 118,400.00	$ 0.00
50% Dedicated FINS & HCM Project Management	17	$ 14,800.00	$ 0.00	$ 251,600.00	$ 0.00
Advanced Scheduling - Project Management	32	$ 200.00	$ 0.00	$ 6,400.00	$ 0.00
Business Management Enterprise Forms Library (6 Enterprise Forms)	1	$ 10,200.00	$ 0.00	$ 10,200.00	$ 0.00
Community Development Enterprise Forms Library (5 Enterprise Forms)	1	$ 8,925.00	$ 0.00	$ 8,925.00	$ 0.00
Cross Project Post Go Live Support	288	$ 225.00	$ 0.00	$ 64,800.00	$ 0.00
Enterprise Change Management Consulting	1	$ 75,000.00	$ 0.00	$ 75,000.00	$ 0.00
Executive Insights Implementation	1	$ 10,500.00	$ 0.00	$ 10,500.00	$ 0.00
Integration Assistance (monthly)	12	$ 7,650.00	$ 0.00	$ 91,800.00	$ 0.00
Conversions – See Detailed Breakdown Below				$ 128,650.00	$ 0.00
Onsite Implementation	2168	$ 225.00	$ 0.00	$ 487,800.00	$ 0.00
Remote Implementation	3112	$ 200.00	$ 0.00	$ 622,400.00	$ 0.00
TOTAL				**$ 2,098,475.00**	**$ 0.00**

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS

Barcode Printer Kit	1	$ 1,445.00	$ 0.00	$ 1,445.00	$ 145.00	$ 0.00	$ 145.00
Barcode Scanner - NX6 Rugged Mobile Scanning Device	1	$ 1,695.00	$ 0.00	$ 1,695.00	$ 170.00	$ 0.00	$ 170.00
Cash Drawer	1	$ 260.00	$ 0.00	$ 260.00	$ 0.00	$ 0.00	$ 0.00
Hand Held Scanner Stand	1	$ 30.00	$ 0.00	$ 30.00	$ 0.00	$ 0.00	$ 0.00
Koa Hills - Data Conversion Assistance - Finance	1	$ 47,562.00	$ 0.00	$ 47,562.00	$ 0.00	$ 0.00	$ 0.00
Koa Hills - Data Conversion Assistance - HCM	1	$ 51,625.00	$ 0.00	$ 51,625.00	$ 0.00	$ 0.00	$ 0.00
Printer (TM-S9000II)	1	$ 1,623.00	$ 0.00	$ 1,623.00	$ 0.00	$ 0.00	$ 0.00
TOTAL				**$ 104,240.00**			**$ 315.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 819,258.00
Total Tyler Services	$ 2,098,475.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 104,240.00	$ 315.00
Summary Total	**$ 2,202,715.00**	**$ 819,573.00**
Contract Total	**$ 6,299,320.00**	
Estimated Travel Expenses excl in Contract Total	**$ 143,550.00**	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Accounting				

AC - Actuals up to 3 years	1	$ 3,000.00	$ 0.00	$ 3,000.00
AC - Budgets up to 3 years	1	$ 3,000.00	$ 0.00	$ 3,000.00
AC Standard COA	1	$ 3,500.00	$ 0.00	$ 3,500.00
Accounts Payable				
AP - Checks up to 5 years	1	$ 5,200.00	$ 0.00	$ 5,200.00
AP - Invoice up to 5 years	1	$ 6,500.00	$ 0.00	$ 6,500.00
AP Standard Master	1	$ 3,000.00	$ 0.00	$ 3,000.00
Capital Assets				
CA - History	1	$ 3,000.00	$ 0.00	$ 3,000.00
CA Std Master	1	$ 4,500.00	$ 0.00	$ 4,500.00
Contract Management				
Contracts	1	$ 6,000.00	$ 0.00	$ 6,000.00
Conversions				
Business Management	1	$ 14,100.00	$ 0.00	$ 14,100.00
Community Development	1	$ 30,550.00	$ 0.00	$ 30,550.00
General Billing				
GB Std CID	1	$ 2,500.00	$ 0.00	$ 2,500.00
Inventory				
IN Std Master	1	$ 4,500.00	$ 0.00	$ 4,500.00
Payroll				
HR Human Resources - Certifications	1	$ 2,000.00	$ 0.00	$ 2,000.00
HR Human Resources - Education	1	$ 2,000.00	$ 0.00	$ 2,000.00
HR Human Resources - PM Action History up to 5 years	1	$ 2,000.00	$ 0.00	$ 2,000.00
HR Human Resources - Position Control	1	$ 2,000.00	$ 0.00	$ 2,000.00
HR Human Resources - Recruiting	1	$ 2,000.00	$ 0.00	$ 2,000.00
PR Payroll - Accrual Balances	1	$ 2,500.00	$ 0.00	$ 2,500.00
PR Payroll - Accumulators up to 5 years	1	$ 2,000.00	$ 0.00	$ 2,000.00
PR Payroll - Check History up to 5 years	1	$ 2,000.00	$ 0.00	$ 2,000.00
PR Payroll - Deductions	1	$ 2,800.00	$ 0.00	$ 2,800.00
PR Payroll - Earning/Deduction Hist up to 5 years	1	$ 3,500.00	$ 0.00	$ 3,500.00
PR Payroll - Standard	1	$ 3,000.00	$ 0.00	$ 3,000.00
Project & Grant Accounting				
PG - Actuals up to 3 years	1	$ 3,000.00	$ 0.00	$ 3,000.00

PG - Budgets up to 3 years	1	$ 3,000.00	$ 0.00	$ 3,000.00
PGA Standard	1	$ 3,500.00	$ 0.00	$ 3,500.00
Purchasing				
Purchase Orders - Standard	1	$ 4,000.00	$ 0.00	$ 4,000.00
TOTAL				**$ 128,650.00**

Optional Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Additional			
Notify Additional Block of 12,000 Messages Per Year	1	0	$ 300.00
Notify includes 150,000 Msgs and 5,000 Mins per year	1	16	$ 27,600.00
TOTAL:		**16**	**$ 27,900.00**

Optional Professional Services

Description	Quantity	Unit Price	Ext. Discount	Extended Price	Maintenance
Conversion – See Detailed Breakdown Below				$ 27,500.00	$ 0.00
Onsite Implementation	8	$ 225.00	$ 0.00	$ 1,800.00	$ 0.00
Remote Implementation	8	$ 200.00	$ 0.00	$ 1,600.00	$ 0.00
TOTAL				**$ 30,900.00**	**$ 0.00**

Optional Transaction Fees

Description
Enterprise ERP Payments
Enterprise Permitting & Licensing Payments

Optional 3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS
Koa Hills - Historical Archive Database Module - Financials - Annual Hosting (SaaS)	1	$ 0.00	$ 0.00	$ 24,115.00	$ 24,115.00	$ 0.00	$ 0.00
Koa Hills - Historical Archive Database Module - HRM - Annual Hosting (SaaS)	1	$ 0.00	$ 0.00	$ 18,070.00	$ 18,070.00	$ 0.00	$ 0.00
Pattern Stream Automated Document System	1	$ 38,000.00	$ 0.00	$ 38,000.00	$ 7,600.00	$ 0.00	$ 7,600.00
Pattern Stream Automated Document System - Implementation	80	$ 185.00	$ 0.00	$ 14,800.00	$ 0.00	$ 0.00	$ 0.00
Pattern Stream Automated Document System - SaaS	1	$ 0.00	$ 0.00	$ 27,360.00	$ 27,360.00	$ 0.00	$ 0.00
Payments Lane 7000 Terminal Purchase	1	$ 529.00	$ 0.00	$ 529.00	$ 0.00	$ 0.00	$ 0.00
Payments PCI Service Fee (Per Device)	1	$ 0.00	$ 0.00	$ 180.00	$ 180.00	$ 0.00	$ 0.00
Touchscreen 10: Biometric and Prox Reader	1	$ 3,175.00	$ 0.00	$ 3,175.00	$ 318.00	$ 0.00	$ 318.00
TOTAL				**$ 56,504.00**			**$ 77,643.00**

Optional Conversion Details (Prices Reflected Above)

Description	Quantity	Unit Price	Discount	Total
Enterprise Asset Management				
AM - Closed WO History No Cost Data	1	$ 7,500.00	$ 0.00	$ 7,500.00
AM - WO History With Cost Data	1	$ 7,500.00	$ 0.00	$ 7,500.00
General Billing				
GB - Bills up to 5 years	1	$ 5,500.00	$ 0.00	$ 5,500.00
GB - Recurring Invoices	1	$ 4,500.00	$ 0.00	$ 4,500.00
Inventory				
IN - Commodity Codes	1	$ 2,500.00	$ 0.00	$ 2,500.00
TOTAL				**$ 27,500.00**

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Annual Fee	Annual Fee Discount	Annual Fee Net
Financial Management			
Accounting	$ 102,467.00	$ 21,518.00	$ 80,949.00
Accounts Payable	$ 28,475.00	$ 5,980.00	$ 22,495.00
Assets Mobile	$ 5,333.00	$ 1,120.00	$ 4,213.00
Bid Management	$ 12,577.00	$ 2,641.00	$ 9,936.00
Budgeting	$ 28,475.00	$ 5,980.00	$ 22,495.00
Capital Assets	$ 25,154.00	$ 5,282.00	$ 19,872.00
Cash Management	$ 20,009.00	$ 4,202.00	$ 15,807.00
Contract Management	$ 12,577.00	$ 2,641.00	$ 9,936.00
eProcurement (Vendor Access and Punch-Out)	$ 19,320.00	$ 4,057.00	$ 15,263.00
Inventory	$ 25,154.00	$ 5,282.00	$ 19,872.00
Inventory Mobile	$ 5,333.00	$ 1,120.00	$ 4,213.00
Project & Grant Accounting	$ 17,151.00	$ 3,602.00	$ 13,549.00
Purchasing	$ 46,878.00	$ 9,844.00	$ 37,034.00
Human Resources Management			
Advanced Scheduling w Mobile Access - Up to 250 Employees	$ 12,351.00	$ 2,594.00	$ 9,757.00
Employee Expense Reimbursement	$ 10,290.00	$ 2,161.00	$ 8,129.00
Human Resources & Talent Management	$ 22,053.00	$ 4,631.00	$ 17,422.00
Payroll with Employee Access	$ 30,583.00	$ 6,422.00	$ 24,161.00
Recruiting	$ 5,228.00	$ 1,098.00	$ 4,130.00
Risk Management	$ 5,942.00	$ 1,248.00	$ 4,694.00
Time & Attendance w Mobile Access - Up to 1500 Employees	$ 21,696.00	$ 4,556.00	$ 17,140.00
Revenue Management			
Accounts Receivable	$ 22,051.00	$ 4,631.00	$ 17,420.00
Cashiering	$ 32,667.00	$ 6,860.00	$ 25,807.00
General Billing	$ 11,842.00	$ 2,487.00	$ 9,355.00
Resident Access	$ 22,080.00	$ 4,637.00	$ 17,443.00
Civic Services			
Business Management Suite	$ 19,000.00	$ 3,990.00	$ 15,010.00
Community Development Suite	$ 19,000.00	$ 3,990.00	$ 15,010.00

Decision Engine	$ 15,000.00	$ 3,150.00	$ 11,850.00
Enterprise Permitting & Licensing Foundation	$ 23,000.00	$ 4,830.00	$ 18,170.00
Enterprise Permitting & Licensing User	$ 149,500.00	$ 31,395.00	$ 118,105.00
Enterprise Service Requests	$ 13,942.00	$ 2,928.00	$ 11,014.00
eReviews	$ 29,000.00	$ 6,090.00	$ 22,910.00
My Civic	$ 18,400.00	$ 3,864.00	$ 14,536.00
Enterprise Asset Management			
Asset Maintenance & Performance - Per User	$ 40,125.00	$ 8,425.00	$ 31,700.00
Internal Requests License	$ 3,774.00	$ 793.00	$ 2,981.00
Content Management			
Content Manager Core includes Onboarding	$ 40,834.00	$ 8,575.00	$ 32,259.00
Data Insights			
Enterprise Analytics and Reporting w Executive Insights	$ 46,630.00	$ 9,792.00	$ 36,838.00
Additional			
ACFR Statement Builder	$ 13,611.00	$ 2,858.00	$ 10,753.00
Enterprise Forms Processing Software (including Common Form Set)	$ 14,950.00	$ 3,140.00	$ 11,810.00
GIS	$ 7,400.00	$ 1,550.00	$ 5,850.00
Integrations			
API Toolkit Bundle	$ 37,177.00	$ 7,807.00	$ 29,370.00
TOTAL	**$ 1,037,029.00**	**$ 217,771.00**	**$ 819,258.00**

Comments

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

As a new Tyler client, you are entitled to a 14-day or a 30-day trial of the Managed Detection and Response cybersecurity service. Please reference https://www.tylertech.com/services/tyler-detect for more information on the service and contact CybersecuritySales@tylertech.com to initiate the trial.

Tyler currently supports the following identity providers (IdP's) for use with Tyler back-office solutions: Microsoft Active Directory through Azure AD, ADFS or Okta AD agent, Google Cloud Identity, Okta, and Identity Automation Rapid Identity. Any requirement by you to use an IdP not supported by Tyler will require additional costs, available upon request.

Business Management: Tyler leads and owns the "Assess and Define" and "Configuration" of 11 unique business transactions, 11 template business transactions, 5 geo-rules and 5 automation events. Configuration elements beyond this will be owned by the client.

Community Development: Tyler leads and owns the "Assess and Define" and "Configuration" 15 unique business transactions, 15 template business transactions, 10 geo-rules and 10 automation events. Configuration elements beyond this will be owned by the client.

Content Manager Core includes up to 1TB of storage. Should additional storage be needed it may be purchased as needed at an annual fee of $5,000 per TB.

The SaaS fees for product that are not named users are based on 200 concurrent users. Should the number of concurrent users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.

Business Management Forms Library Includes: 1 Licensing - Business License, 1 Licensing - Business License Renewal, 1 Licensing - Business License Delinquent, 1 Licensing - Profession License, 1 Licensing - Profession License Renewal, 1 Licensing Profession License Delinquent.

Community Development Forms Library Includes: standard Permits - Building, standard Permits - Trade, standard Planning - Certificate, standard Permits - Occupancy/Completion, standard Code - Violation Notice.

Enterprise Permitting & Licensing Foundation includes GIS for EPL Users, Core Foundation Bundle, Advanced Automation Bundle, Data & Reporting Access, Report Toolkit, EPL API Toolkit and 1 TB of Storage

Business Management Suite includes Civic Access for Business Management and Business Management Executive Insights

Community Development Suite includes Civic Access for Community Development and Community Development Executive Insights

Enterprise Permitting & Licensing User includes back-office and EP&L Mobile access

Your use of Payments and any related items included on this order is subject to the terms found at: https://www.tylertech.com/terms/payment-card-processing-agreement. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Payments fee schedule.

Each API Toolkit or Connector comes with 8 free hours of API Development Consulting hours. Each API Bundle comes with 16 free API Development Consulting hours. Additional hours can be purchased beyond this standard offering.

Fees for year one of hardware maintenance will be invoiced as of the first day of the calendar month following the date the hardware is delivered and may be prorated to end coterminous with the Annual Support Maintenance term. Subsequent annual hardware maintenance fees shall be invoiced together with the Annual Support Maintenance term in accordance with the terms of the Agreement.

Financial library includes: standard A/P check, standard EFT/ACH, standard Purchase order, standard Contract, 1099M, 1099INT, 1099S, 1099NEC and 1099G.

General Billing library includes: standard invoice, standard statement, standard general billing receipt and standard miscellaneous receipt.

Personnel Actions Forms Library includes: standard Personnel Action form - New and standard Personnel Action Form - Change.

Your rights, and the rights of any of your end users, to use Tyler's Data & Insights SaaS Services, or certain Tyler solutions which include Tyler's Data & Insights data platform, are subject to the Terms of Services, available at https://www.tylertech.com/terms/data-insights-saas-services-terms-of-service. By signing this sales quotation, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms.

In the event Client acquires from Tyler any edition of Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Content Manager software with non-Tyler applications, Client must purchase or upgrade to Content Manager Enterprise Edition.

Payroll library includes: standard PR check, standard direct deposit, standard vendor from payroll check, standard vendor from payroll direct deposit, W2, W2c, ACA 1095B, ACA 1095C and 1099 R.

Your payment of the annual subscription or SaaS fee for Tyler Notify will include an identified amount of messages and/or minutes annually. Additional messages and/or minutes may be purchased from Tyler in defined packages at our then-current rates. Tyler Notify will not restrict use of messages and/or minutes that exceed the allotted messages but reserves the right to invoice you for documented overages occurring during the annual term. Any unused messages or minutes remaining at the end of your annual subscription term expire.

Your acquisition of clocks and/or clock maintenance is subject to the following terms: https://www.tylertech.com/terms/executime-clock-terms.

All hardware related to Assets Mobile and Inventory Mobile will be under a standard maintenance plan which starts when they are shipped. This includes replacement of your current hardware if it cannot be fixed through the standard helpdesk process.

Exhibit B
Invoicing and Payment Policy

We will provide you with the software and services set forth in the Investment Summary of the Agreement. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

Invoicing: We will invoice you for the applicable software and services in the Investment Summary as set forth below. Your rights to dispute any invoice are set forth in the Agreement.

1. SaaS Fees. SaaS Fees are invoiced on an annual basis, beginning on the commencement of the initial term as set forth in Section F (1) of this Agreement. Your annual SaaS fees for the initial term are set forth in the Investment Summary. Upon expiration of the initial term, your annual SaaS fees will be at our then-current rates.

2. Other Tyler Software and Services.
   2.1 *Implementation and Other Professional Services (including training)*: Implementation and other professional services (including training) are billed and invoiced as delivered, at the rates set forth in the Investment Summary.
   2.2 *Consulting Services*: If you have purchased any Business Process Consulting services, if they have been quoted as fixed-fee services, they will be invoiced 50% upon your acceptance of the Best Practice Recommendations, by module, and 50% upon your acceptance of custom desktop procedures, by module. If you have purchased any Business Process Consulting services and they are quoted as an estimate, then we will bill you the actual services delivered on a time and materials basis.
   2.3 *Conversions*: Fixed-fee conversions are invoiced 50% upon initial delivery of the converted Data, by conversion option, and 50% upon Client acceptance to load the converted Data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.
   2.4 *Requested Modifications to the Tyler Software*: Requested modifications to the Tyler Software are invoiced 50% upon delivery of specifications and 50% upon delivery of the applicable modification. You must report any failure of the modification to conform to the specifications within thirty (30) days of delivery; otherwise, the modification will be deemed to be in compliance with the specifications after the 30-day window has passed. You may still report Defects to us as set forth in this Agreement.
   2.5 *Other Fixed Price Services*: Other fixed price services are invoiced as delivered, at the rates set forth in the Investment Summary. For the avoidance of doubt, where "Project Planning Services" are provided, payment will be due upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be billed monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
   2.6 Web Services: Annual fees for web services are payable in advance, commencing upon the availability of the service. Your annual fees for the initial term are set forth in the

Investment Summary. Upon expiration of the initial term, your annual fees will be at our then-current rates.

2.7 *Annual Services*: Unless otherwise indicated in this Exhibit B, fees for annual services are due annually, in advance, commencing on the availability of the service. Your annual fees for the initial term are set forth in the Investment Summary. Upon expiration of the initial term, your annual fees will be at our then-current rates.

3. Third Party Products and Hardware.
   3.1 *Third Party Software License Fees*: License fees for Third Party Software, if any, are invoiced when we make it available to you for downloading.
   3.2 *Third Party Software Maintenance*: The first year maintenance fee for the Third Party Software is invoiced when we make it available to you for downloading. Subsequent annual maintenance fees for Third Party Software are invoiced annually, in advance, at then-current rates, upon each anniversary thereof.
   3.3 *Hardware*: Third Party Hardware costs, if any, are invoiced upon delivery.
   3.4 *Hardware Maintenance*: The first year maintenance fee for Hardware is invoiced upon delivery of the hardware. Subsequent annual maintenance fees for hardware are invoiced annually, in advance, at then-current rates, upon each anniversary thereof.
   3.5 *Third Party Services:* Fees for Third Party Services, if any, are invoiced as delivered, along with applicable expenses, at the rates set forth in the Investment Summary.
   3.6 *Third Party SaaS*: Third Party SaaS Services fees, if any, are invoiced annually, in advance, commencing with availability of the respective Third Party SaaS Services. Pricing for the first year of Third Party SaaS Services is indicated in the Investment Summary. Pricing for subsequent years will be at the respective third party's then-current rates.

4. Transaction Fees. Unless paid directly by an end user at the time of transaction, per transaction (call, message, etc.) fees are invoiced on a quarterly basis. Fees are indicated in the Investment Summary and may be increased by Tyler upon notice of no less than thirty (30) days.

5. Expenses. The service rates in the Investment Summary do not include travel expenses. Expenses for Tyler delivered services will be billed as incurred and only in accordance with our then-current Business Travel Policy, plus a 10% travel agency processing fee. Our current Business Travel Policy is attached to this Exhibit B as Schedule 1. Copies of receipts will be provided upon request; we reserve the right to charge you an administrative fee depending on the extent of your requests. Receipts for miscellaneous items less than twenty-five dollars and mileage logs are not available.

Payment. Payment for undisputed invoices is due within forty-five (45) days of the invoice date. We prefer to receive payments electronically. Our electronic payment information is available by contacting AR@tylertech.com.

Exhibit B
Schedule 1
Business Travel Policy

1. Air Travel

A. Reservations & Tickets

The Travel Management Company (TMC) used by Tyler will provide an employee with a direct flight within two hours before or after the requested departure time, assuming that flight does not add more than three hours to the employee's total trip duration and the fare is within $100 (each way) of the lowest logical fare. If a net savings of $200 or more (each way) is possible through a connecting flight that is within two hours before or after the requested departure time and that does not add more than three hours to the employee's total trip duration, the connecting flight should be accepted.

Employees are encouraged to make advanced reservations to take full advantage of discount opportunities. Employees should use all reasonable efforts to make travel arrangements at least two (2) weeks in advance of commitments. A seven (7) day advance booking requirement is mandatory. When booking less than seven (7) days in advance, management approval will be required.

Except in the case of international travel where a segment of continuous air travel is six (6) or more consecutive hours in length, only economy or coach class seating is reimbursable. Employees shall not be reimbursed for "Basic Economy Fares" because these fares are non-refundable and have many restrictions that outweigh the cost-savings.

B. Baggage Fees

Reimbursement of personal baggage charges are based on trip duration as follows:

- Up to five (5) days = one (1) checked bag
- Six (6) or more days = two (2) checked bags

Baggage fees for sports equipment are not reimbursable.

2. Ground Transportation

A. Private Automobile

Mileage Allowance – Business use of an employee's private automobile will be reimbursed at the current IRS allowable rate, plus out of pocket costs for tolls and parking. Mileage will be calculated by using the employee's office as the starting and ending point, in compliance with IRS regulations. Employees who have been designated a home office should calculate miles from their home.

B. Rental Car

Employees are authorized to rent cars only in conjunction with air travel when cost, convenience, and the specific situation reasonably require their use. When renting a car for Tyler business, employees should select a "mid-size" or "intermediate" car. "Full" size cars may be rented when three or more employees are traveling together. Tyler carries leased vehicle coverage for business car rentals; except for employees traveling to Alaska and internationally (excluding Canada), additional insurance on the rental agreement should be declined.

C. Public Transportation

Taxi or airport limousine services may be considered when traveling in and around cities or to and from airports when less expensive means of transportation are unavailable or impractical. The actual fare plus a reasonable tip (15-18%) are reimbursable. In the case of a free hotel shuttle to the airport, tips are included in the per diem rates and will not be reimbursed separately.

D. Parking & Tolls

When parking at the airport, employees must use longer term parking areas that are measured in days as opposed to hours. Park and fly options located near some airports may also be used. For extended trips that would result in excessive parking charges, public transportation to/from the airport should be considered. Tolls will be reimbursed when receipts are presented.

3. Lodging

Tyler's TMC will select hotel chains that are well established, reasonable in price, and conveniently located in relation to the traveler's work assignment. Typical hotel chains include Courtyard, Fairfield Inn, Hampton Inn, and Holiday Inn Express. If the employee has a discount rate with a local hotel, the hotel reservation should note that discount and the employee should confirm the lower rate with the hotel upon arrival. Employee memberships in travel clubs such as AAA should be noted in their travel profiles so that the employee can take advantage of any lower club rates.

"No shows" or cancellation fees are not reimbursable if the employee does not comply with the hotel's cancellation policy.

Tips for maids and other hotel staff are included in the per diem rate and are not reimbursed separately.

Employees are not authorized to reserve non-traditional short-term lodging, such as Airbnb, VRBO, and HomeAway. Employees who elect to make such reservations shall not be reimbursed.

4. Meals and Incidental Expenses

Employee meals and incidental expenses while on travel status within the continental U.S. are in accordance with the federal per diem rates published by the General Services Administration. Incidental expenses include tips to maids, hotel staff, and shuttle drivers and other minor travel expenses. Per diem rates are available at www.gsa.gov/perdiem.

Per diem for Alaska, Hawaii, U.S. protectorates and international destinations are provided separately by the Department of State and will be determined as required.

A. Overnight Travel

For each full day of travel, all three meals are reimbursable. Per diems on the first and last day of a trip are governed as set forth below.

Departure Day

Depart before 12:00 noon	Lunch and dinner
Depart after 12:00 noon	Dinner

Return Day

Return before 12:00 noon	Breakfast
Return between 12:00 noon & 7:00 p.m.	Breakfast and lunch
Return after 7:00 p.m.*	Breakfast, lunch and dinner

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.

The reimbursement rates for individual meals are calculated as a percentage of the full day per diem as follows:

Breakfast	15%
Lunch	25%
Dinner	60%

B. Same Day Travel

Employees traveling at least 100 miles to a site and returning in the same day are eligible to claim lunch on an expense report. Employees on same day travel status are eligible to claim dinner in the event they return home after 7:00 p.m.*

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.

5. Internet Access – Hotels and Airports

   Employees who travel may need to access their e-mail at night. Many hotels provide free high speed internet access and Tyler employees are encouraged to use such hotels whenever possible. If an employee's hotel charges for internet access it is reimbursable up to $10.00 per day. Charges for internet access at airports are not reimbursable.

6. International Travel

   All international flights with the exception of flights between the U.S. and Canada should be reserved through TMC using the "lowest practical coach fare" with the exception of flights that are six (6) or more consecutive hours in length. In such event, the next available seating class above coach shall be reimbursed.

   When required to travel internationally for business, employees shall be reimbursed for photo fees, application fees, and execution fees when obtaining a new passport book, but fees related to passport renewals are not reimbursable. Visa application and legal fees, entry taxes and departure taxes are reimbursable.

   The cost of vaccinations that are either required for travel to specific countries or suggested by the U.S. Department of Health & Human Services for travel to specific countries, is reimbursable.

   Section 4, Meals & Incidental Expenses, and Section 2.b., Rental Car, shall apply to this section.

Exhibit C
SERVICE LEVEL AGREEMENT

I. Agreement Overview

This SLA operates in conjunction with, and does not supersede or replace any part of, the Agreement. It outlines the information technology service levels that we will provide to you to ensure the availability of the application services that you have requested us to provide. All other support services are documented in the Support Call Process. This SLA does not apply to any Third Party SaaS Services. All other support services are documented in the Support Call Process.

II. Definitions. Except as defined below, all defined terms have the meaning set forth in the Agreement.

Actual Attainment: The percentage of time the Tyler Software is available during a calendar month, calculated as follows: (Service Availability – Downtime) ÷ Service Availability.

Client Error Incident: Any service unavailability resulting from your applications, content or equipment, or the acts or omissions of any of your service users or third-party providers over whom we exercise no control.

Downtime: Those minutes during Service Availability, as defined below, when all users cannot launch, login, search or save primary data in the Tyler Software. Downtime does not include those instances in which only a Defect is present.

Emergency Maintenance Window: (1) maintenance that is required to patch a critical security vulnerability; (2) maintenance that is required to prevent an imminent outage of Service Availability; or (3) maintenance that is mutually agreed upon in writing by Tyler and the Client.

Planned Downtime: Downtime that occurs during a Standard or Emergency Maintenance window.

Service Availability: The total number of minutes in a calendar month that the Tyler Software is capable of receiving, processing, and responding to requests, excluding Planned Downtime, Client Error Incidents, denial of service attacks and Force Majeure. Service Availability only applies to Tyler Software being used in the live production environment.

Standard Maintenance: Routine maintenance to the Tyler Software and infrastructure. Standard Maintenance is limited to five (5) hours per week.

III. Service Availability

a. Your Responsibilities

Whenever you experience Downtime, you must make a support call according to the procedures outlined in the Support Call Process. You will receive a support case number.

b. Our Responsibilities

When our support team receives a call from you that Downtime has occurred or is occurring, we will work with you to identify the cause of the Downtime (including whether it may be the result of Planned Downtime, a Client Error Incident, denial of service attack or Force Majeure). We will also work with you to resume normal operations.

c. Client Relief

Our targeted Attainment Goal is 100%. You may be entitled to credits as indicated in the Client Relief Schedule found below. Your relief credit is calculated as a percentage of the SaaS Fees paid for the calendar month.

In order to receive relief credits, you must submit a request through one of the channels listed in our Support Call Process within fifteen (15) days of the end of the applicable month. We will respond to your relief request within thirty (30) days of receipt.

The total credits confirmed by us will be applied to the SaaS Fee for the next billing cycle. Issuing of such credit does not relieve us of our obligations under the Agreement to correct the problem which created the service interruption.

Credits are only payable when Actual Attainment results in eligibility for credits in consecutive months and only for such consecutive months.

Client Relief Schedule	
Actual Attainment	**Client Relief**
99.99% - 99.70%	Remedial action will be taken
99.69% - 98.50%	2% of SaaS Fees paid for applicable month
98.49% - 97.50%	4% of SaaS Fees paid for applicable month
97.49% - 96.50%	6% of SaaS Fees paid for applicable month
96.49% - 95.50%	8% of SaaS Fees paid for applicable month
Below 95.50%	10% of SaaS Fees paid for applicable month

* Notwithstanding language in the Agreement to the contrary, Recovery Point Objective is one (1) hour.

IV. Maintenance Notifications

We perform Standard Maintenance during limited windows that are historically known to be reliably low-traffic times. If and when maintenance is predicted to occur during periods of higher traffic, we will provide advance notice of those windows and will coordinate to the greatest extent possible with you.

Not all maintenance activities will cause application unavailability. However, if Tyler anticipates that activities during a Standard or Emergency Maintenance window may make the Tyler Software unavailable, we will provide advance notice, as reasonably practicable, that the Tyler Software will be unavailable during the maintenance window.

Exhibit C
Schedule 1
Support Call Process

Support Channels

Tyler Technologies, Inc. provides the following channels of software support for authorized users*:

(1) On-line submission (portal) – for less urgent and functionality-based questions, users may create support incidents through the Tyler Customer Portal available at the Tyler Technologies website. A built-in Answer Panel provides users with resolutions to most "how-to" and configuration-based questions through a simplified search interface with machine learning, potentially eliminating the need to submit the support case.
(2) Email – for less urgent situations, users may submit emails directly to the software support group.
(3) Telephone – for urgent or complex questions, users receive toll-free, telephone software support.

** Channel availability may be limited for certain applications.*

Support Resources

A number of additional resources are available to provide a comprehensive and complete support experience:

(1) Tyler Website – www.tylertech.com – for accessing client tools, documentation, and other information including support contact information.
(2) Tyler Search -a knowledge based search engine that lets you search multiple sources simultaneously to find the answers you need, 24x7.
(3) Tyler Community –provides a venue for all Tyler clients with current maintenance agreements to collaborate with one another, share best practices and resources, and access documentation.
(4) Tyler University – online training courses on Tyler products.

Support Availability

Tyler Technologies support is available during the local business hours of 8 AM to 5 PM (Monday – Friday) across four US time zones (Pacific, Mountain, Central and Eastern). Tyler's holiday schedule is outlined below. There will be no support coverage on these days.

New Year's Day	Labor Day
Martin Luther King, Jr. Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

For support teams that provide after-hours service, we will provide you with procedures for contacting support staff after normal business hours for reporting Priority Level 1 Defects only. Upon receipt of

such a Defect notification, we will use commercially reasonable efforts to meet the resolution targets set forth below.

We will also make commercially reasonable efforts to be available for one pre-scheduled Saturday of each month to assist your IT staff with applying patches and release upgrades, as well as consulting with them on server maintenance and configuration of the Tyler Software environment.

Incident Handling

Incident Tracking

Every support incident is logged into Tyler's Customer Relationship Management System and given a unique case number. This system tracks the history of each incident. The case number is used to track and reference open issues when clients contact support. Clients may track incidents, using the case number, through Tyler's Customer Portal or by calling software support directly.

Incident Priority

Each incident is assigned a priority level, which corresponds to the Client's needs. Tyler and the Client will reasonably set the priority of the incident per the chart below. This chart is not intended to address every type of support incident, and certain "characteristics" may or may not apply depending on whether the Tyler software has been deployed on customer infrastructure or the Tyler cloud. The goal is to help guide the Client towards clearly understanding and communicating the importance of the issue and to describe generally expected response and resolution targets in the production environment only.

References to a "confirmed support incident" mean that Tyler and the Client have successfully validated the reported Defect/support incident.

Priority Level	Characteristics of Support Incident	Resolution Targets*
1 Critical	Support incident that causes (a) complete application failure or application unavailability; (b) application failure or unavailability in one or more of the client's remote location; or (c) systemic loss of multiple essential system functions.	Tyler shall provide an initial response to Priority Level 1 incidents within one (1) business hour of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within one (1) business day. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the Client in restoring its last available database.

Priority Level	Characteristics of Support Incident	Resolution Targets*
2 High	Support incident that causes (a) repeated, consistent failure of essential functionality affecting more than one user or (b) loss or corruption of data.	Tyler shall provide an initial response to Priority Level 2 incidents within four (4) business hours of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within ten (10) business days. For non-hosted customers, Tyler's responsibility for loss or corrupted data is limited to assisting the Client in restoring its last available database.
3 Medium	Priority Level 1 incident with an existing circumvention procedure, or a Priority Level 2 incident that affects only one user or for which there is an existing circumvention procedure.	Tyler shall provide an initial response to Priority Level 3 incidents within one (1) business day of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents without the need for a circumvention procedure with the next published maintenance update or service pack, which shall occur at least quarterly. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the Client in restoring its last available database.
4 Non-critical	Support incident that causes failure of non-essential functionality or a cosmetic or other issue that does not qualify as any other Priority Level.	Tyler shall provide an initial response to Priority Level 4 incidents within two (2) business days of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents, as well as cosmetic issues, with a future version release.

**Response and Resolution Targets may differ by product or business need*

Incident Escalation

If Tyler is unable to resolve any priority level 1 or 2 defect as listed above or the priority of an issue has elevated since initiation, you may escalate the incident to the appropriate resource, as outlined by each product support team. The corresponding resource will meet with you and any Tyler staff to establish a mutually agreeable plan for addressing the defect.

Remote Support Tool

Some support calls may require further analysis of the Client's database, processes or setup to diagnose a problem or to assist with a question. Tyler will, at its discretion, use an industry-standard remote support tool. Tyler's support team must have the ability to quickly connect to the Client's system and view the site's setup, diagnose problems, or assist with screen navigation. More information about the remote support tool Tyler uses is available upon request.

Exhibit D
Third Party Terms

DocOrigin Terms. Your use of Tyler Forms software and forms is subject to the DocOrigin End User License Agreement available for download here: https://eclipsecorp.us/eula/. By signing a Tyler Agreement or Order Form including Tyler forms software or forms, or accessing, installing, or using Tyler Forms software or forms, you agree that you have read, understood, and agree to such terms.

ThinPrint Terms. Your use of Tyler Forms software and forms is subject to the End User License Agreement terms for ThinPrint Engine, ThinPrint License Server, and Connected Gateway found here: https://www.thinprint.com/en/legal-notes/eula/. By signing a Tyler Agreement or Order Form, or accessing, installing, or using Tyler Forms software or forms, you agree that you have read, understood, and agree to such terms.

Exhibit E
Statement of Work

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Hernando County, FL

SOW from Tyler Technologies, Inc.

11/07/2024

Presented to:
Hernando County, FL
County Government Center
Brooksville, FL 34601

Contact:
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Director, Implementation
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Part 1: Executive Summary

1. Project Overview

1.1 Introduction

Tyler Technologies ("Tyler") is the largest and most established provider of integrated software and technology services focused solely on the public sector. Tyler's end-to-end solutions empower public sector entities including local, state, provincial and federal government, to operate more efficiently and connect more transparently with their constituents and with each other. By connecting data and processes across disparate systems, Tyler's solutions transform how clients gain actionable insights that solve problems in their communities.

1.2 Project Goals

This Statement of Work ("SOW") documents the methodology, implementation stages, activities, and roles and responsibilities, and project scope listed in the Investment Summary of the Agreement between Tyler and the County (collectively the "Project").

The overall goals of the project are to:

- Successfully implement the contracted scope on time and on budget
- Increase operational efficiencies and empower users to be more productive
- Improve accessibility and responsiveness to external and internal customer needs
- Overcome current challenges and meet future goals
- Streamlining business processes through automation, integration, and workflows
- Provide a user-friendly user interface to promote system use and productivity
- Eliminate redundant data entry

1.3 Methodology

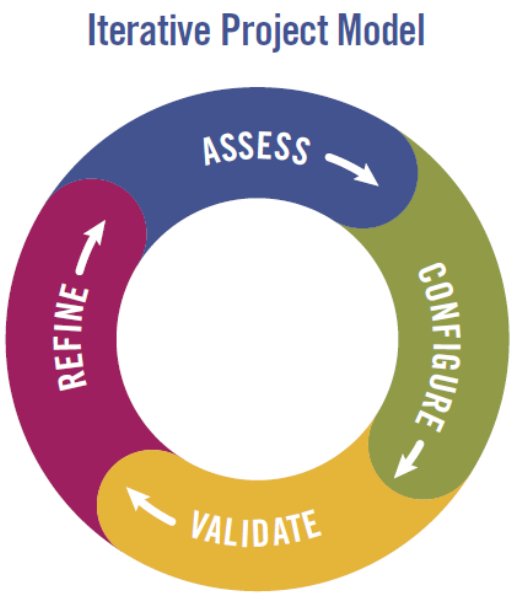
This is accomplished by the County and Tyler working as a partnership and Tyler utilizing its depth of implementation experience. While each Project is unique, all will follow Tyler's six-stage methodology. Each of the six stages is comprised of multiple work packages, and each work package includes a narrative description, objectives, tasks, inputs, outputs/deliverables, assumptions, and a responsibility matrix.

Tailored specifically for Tyler's public sector clients, the project methodology contains Stage Acceptance Control Points throughout each Phase to ensure adherence to scope, budget, timeline controls, effective communications, and quality standards. Clearly defined, the project methodology repeats consistently across Phases and is scaled to meet the County's complexity and organizational needs.



The methodology adapts to both single-phase and multiple-phase projects.

To achieve Project success, it is imperative that both the County and Tyler commit to including the necessary leadership and governance. During each stage of the Project, it is expected that the County and Tyler Project teams work collaboratively to complete tasks, by doing a weekly call with Tyler and Hernando project management team. An underlying principle of Tyler's Implementation process is to employ an iterative model where the County's business processes are assessed, configured, validated, and refined cyclically in line with the project budget. This approach is used in multiple stages and work packages as illustrated in the graphic below.



The delivery approach is systematic, which reduces variability and mitigates risks to ensure Project success. As illustrated, some stages, along with work packages and tasks, are intended to be overlapping by nature to complete the Project efficiently and effectively.

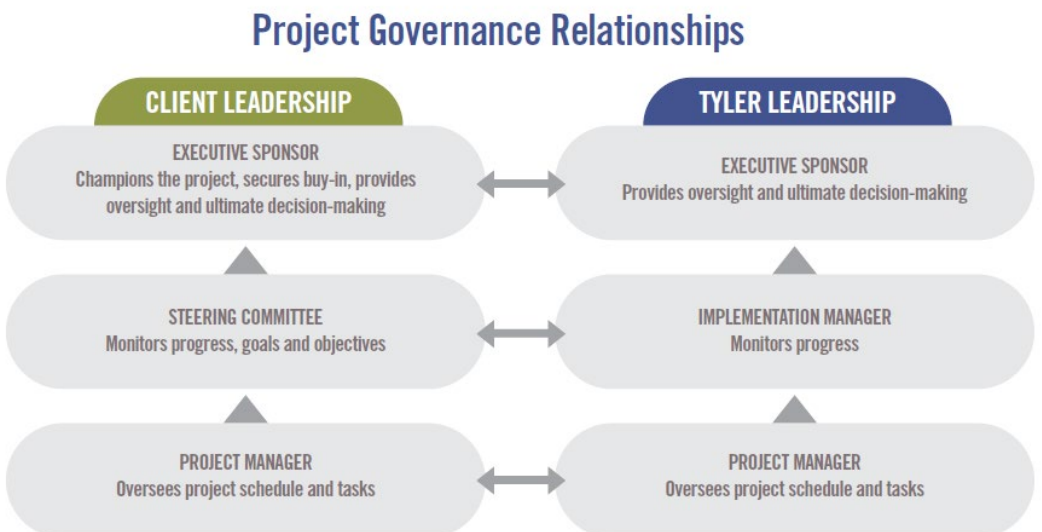
Part 2: Project Foundation

2. Project Governance

Project governance is the management framework within which Project decisions are made. The role of Project governance is to provide a decision-making approach that is logical, robust, and repeatable. This allows organizations to have a structured approach for conducting its daily business in addition to project related activities.

This section outlines the resources required to meet the business needs, objectives, and priorities for the Project, communicate the goals to other Project participants, and provide support and guidance to accomplish these goals. Project governance defines the structure for escalation of issues and risks, Change Control review and authority, and Organizational Change Management activities. Throughout the Statement of Work Tyler has provided RACI Matrices for activities to be completed throughout the implementation which will further outline responsibilities of different roles in each stage. Further refinement of the governance structure, related processes, and specific roles and responsibilities occurs during the Initiate & Plan Stage.

The chart below illustrates an overall team perspective where Tyler and the County collaborate to resolve Project challenges according to defined escalation paths. If project managers do not possess authority to determine a solution, resolve an issue, or mitigate a risk, Tyler implementation management and the County Steering Committee become the escalation points to triage responses prior to escalation to the County and Tyler executive sponsors. As part of the escalation process, each Project governance tier presents recommendations and supporting information to facilitate knowledge transfer and issue resolution. The County and Tyler executive sponsors serve as the final escalation point.



3. Project Scope Control

3.1 Managing Scope and Project Change

Project Management governance principles contend that there are three connected constraints on a Project: budget, timeline, and scope. These constraints, known as the "triple constraints" or project management triangle, define budget in terms of financial cost, labor costs, and other resource costs. Scope is defined as the work performed to deliver a product, service or result with the specified features and functions, while time is simply defined as the schedule. The Triple Constraint theory states that if you change one side of the triangle, the other two sides must be correspondingly adjusted. For example, if the scope of the Project is increased, cost and time to complete will also need to increase. The Project and executive teams will need to remain cognizant of these constraints when making impactful decisions to the Project. A simple illustration of this triangle is included here, showing the connection of each item and their relational impact to the overall Scope.



A pillar of any successful project is the ability to properly manage scope while allowing the appropriate level of flexibility to incorporate approved changes. Scope and changes within the project will be managed using the change control process outlined in the following section.

3.2 Change Control

It may become necessary to change the scope of this Project due to unforeseeable circumstances (e.g., new constraints or opportunities are discovered). This Project is being undertaken with the understanding that Project scope, schedule, and/or cost may need to change to produce optimal results for stakeholders. Changes to contractual requirements will follow the change control process specified in the final contract, and as described below.

3.3 Change Request Management

Should the need for a change to Project scope, schedule, and/or cost be identified during the Project, the change will be brought to the attention of the Steering Committee and an assessment of the change will occur. While such changes may result in additional costs and delays relative to the schedule, some changes may result in less cost to the County; for example, the County may decide it no longer needs a deliverable originally defined in the Project. The Change Request will include the following information:

- The nature of the change.
- A good faith estimate of the additional cost or associated savings to the County, if any.
- The timetable for implementing the change.
- The effect on and/or risk to the schedule, resource needs or resource responsibilities.

The County will use its good faith efforts to either approve or disapprove any Change Request within ten (10) Business Days (or other period as mutually agreeable between Tyler and the County). Tyler understands that official decision on Change Request may require approval by the County Steering Committee and/or Board of Commissioners and be subject to dates for scheduled meetings. Any changes to the Project scope, budget, or timeline must be documented and approved in writing using a Change Request form. These changes constitute a formal amendment to the Statement of Work and will ~~supersede any conflicting term in the Statement of Work~~ amend the Statement of Work.



4. Acceptance Process

The implementation of a Project involves many decisions to be made throughout its lifecycle. Decisions will vary from higher level strategy decisions to smaller, detailed Project level decisions. It is critical to the success of the Project that each County office or department designates specific individuals for making decisions on behalf of their offices or departments.

Both Tyler and the County will identify representative project managers. These individuals will represent the interests of all stakeholders and serve as the primary contacts between the two organizations.

The coordination of gaining County feedback and approval on Project deliverables will be critical to the success of the Project. The County project manager will strive to gain deliverable and decision approvals from all authorized County representatives. Given that the designated decision-maker for each department may not always be available, there must be a designated proxy for each decision point in the Project. Assignment of each proxy will be the responsibility of the leadership from each County department. The proxies will be named individuals that have the authorization to make decisions on behalf of their department.

The following process will be used for accepting Deliverables and Control Points:

- The County shall have twenty-five (25) business days from the date of delivery, or as otherwise mutually agreed upon by the parties in writing, to accept, reject, or otherwise acknowledge each Deliverable or Control Point. If the County does not provide acceptance, rejection, or acknowledgement within twenty-five (25) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted and notify the County that work requiring acceptance of that deliverable will begin in twenty-five (25) business days.
- If the County does not agree the Deliverable or Control Point meets requirements, the County shall notify Tyler project manager(s), in writing, with reasoning within twenty-five (25) business days, or the otherwise agreed-upon timeframe, not to be unreasonably withheld, of receipt of the Deliverable.
- Tyler shall address any deficiencies and redeliver the Deliverable or Control Point. The County shall then have Twenty-five (25) business days from receipt of the redelivered Deliverable or Control Point to accept or again submit written notification of reasons for rejecting the milestone. If the County does not provide acceptance within twenty-five (25) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted and notify the County that work requiring acceptance of that deliverable will begin in twenty-five (25) business days.

5. Roles and Responsibilities

The following defines the roles and responsibilities of each Project resource for the County and Tyler. Roles and responsibilities may not follow the organizational chart or position descriptions at the County, but are roles defined within the Project. It is common for individual resources on both the Tyler and County project teams to fill multiple roles. Similarly, it is common for some roles to be filled by multiple people.

5.1 Tyler Roles & Responsibilities

Tyler assigns a project manager prior to the start of each Phase of the Project (some Projects may only be one Phase in duration). Additional Tyler resources are assigned as the schedule develops and as needs arise.

5.1.1 Tyler Executive Manager

Tyler executive management has indirect involvement with the Project and is part of the Tyler escalation process. This team member offers additional support to the Project team and collaborates with other Tyler department managers as needed to escalate and facilitate implementation Project tasks and decisions.

- Provides clear direction for Tyler staff on executing on the Project Deliverables to align with satisfying the County 's overall organizational strategy.
- Authorizes required Project resources.
- Resolves all decisions and/or issues not resolved at the implementation management level as part of the escalation process.
- Acts as the counterpart to the County 's executive sponsor.

5.1.2 Tyler Implementation Manager

- Tyler implementation management has indirect involvement with the Project and is part of the Tyler escalation process. The Tyler project managers consult implementation management on issues and outstanding decisions critical to the Project. Implementation management works toward a solution with the Tyler Project Manager or with County management as appropriate. Tyler executive management is the escalation point for any issues not resolved at this level.
- Assigns Tyler Project personnel.
- Provides support for the Project team.
- Provides management support for the Project to ensure it is staffed appropriately and staff have necessary resources.
- Monitors Project progress including progress towards agreed upon goals and objectives.

5.1.3 Tyler Project Manager

- The Tyler project manager(s) provides oversight of the Project, coordination of Tyler resources between departments, management of the Project budget and schedule, effective risk, and issue management, and is the primary point of contact for all Project related items. As requested by the County, the Tyler Project Manager provides regular updates to the County Steering Committee and other Tyler governance members. Tyler Project Manager's role includes responsibilities in the following areas:

5.1.3.1 Contract Management

- Validates contract compliance throughout the Project.
- Ensures Deliverables meet contract requirements.
- Acts as primary point of contact for all contract and invoicing questions.
- Prepares and presents contract milestone signoffs for acceptance by the County project manager(s).
- Coordinates Change Requests, if needed, to ensure proper Scope and budgetary compliance.

5.1.3.2 Planning

- Delivers project planning documents.
- Defines Project tasks and resource requirements.
- Develops initial Project schedule and Project Management Plan.
- Collaborates with the County project manager(s) to plan and schedule Project timelines to achieve on-time implementation.

5.1.3.3 Implementation Management

- Tightly manages Scope and budget of Project to ensure Scope changes and budget planned versus actual are transparent and handled effectively and efficiently.
- Establishes and manages a schedule and Tyler resources that properly support the Project Schedule and are also in balance with Scope/budget.
- Establishes risk/issue tracking/reporting process between the County and Tyler and takes all necessary steps to proactively mitigate these items or communicate with transparency to the County any items that may impact the outcomes of the Project.
- Collaborates with the County 's project manager(s) to establish key business drivers and success indicators that will help to govern Project activities and key decisions to ensure a quality outcome of the project.
- Collaborates with the County 's project manager(s) to set a routine communication plan that will aide all Project team members, of both the County and Tyler, in understanding the goals, objectives, status, and health of the Project.

5.1.3.4 Resource Management

- Acts as liaison between Project team and Tyler manager(s).
- Identifies and coordinates all Tyler resources across all applications, Phases, and activities including development, forms, installation, reports, implementation, and billing.
- Provides direction and support to Project team.
- Manages the appropriate assignment and timely completion of tasks as defined in the Project Schedule, task list, and Go-Live Checklist.
- Assesses team performance and adjusts, as necessary.
- Consulted on in Scope 3rd party providers to align activities with ongoing Project tasks.

5.1.4 Tyler Implementation Consultant

- Completes tasks as assigned by the Tyler project manager(s).
- Documents activities for services performed by Tyler.
- Guides the County through software validation process following configuration.
- Assists during Go-Live process and provides support until the County transitions to Client Services.
- Facilitates training sessions and discussions with the County and Tyler staff to ensure adequate discussion of the appropriate agenda topics during the allotted time.
- May provide conversion review and error resolution assistance.

5.1.5 Tyler Sales

- Supports Sales to Implementation knowledge transfer during Initiate & Plan.
- Provides historical information, as needed, throughout implementation.
- Participates in pricing activities if additional licensing and/or services are needed.

5.1.6 Tyler Technical Services

- Maintains Tyler infrastructure requirements and design document(s).
- Involved in system infrastructure planning/review(s).
- Provides first installation of licensed software with initial database on servers.
- Supports and assists the project team with technical/environmental issues/needs.
- Deploys Tyler products.

- Conducts GIS Planning.
- Reviews GIS data and provides feedback to the County.
- Loads County provided GIS data into the system.

5.1.7 Tyler API Services

- Provides training in the use of the API Toolkit.
- Provides consulting services in the use of the API Toolkit to the County, as the County builds interfaces.

5.1.8 Tyler Cloud Operations

- Sets up Tyler-hosted servers.
- Provides maintenance of hosted infrastructure.
- Provides IT-related services for server environment.
- Provides remote technical assistance and tracks issues.
- Provides system management and disaster recovery services within hosting services.

5.2 County Roles & Responsibilities

County resources will be assigned prior to the start of each Phase of the Project. One person may be assigned to multiple Project roles.

5.2.1 County Executive Sponsor

The County executive sponsor provides support to the Project by providing strategic direction and communicating key issues about the Project and its overall importance to the organization. When called upon, the executive sponsor also acts as the final authority on all escalated Project issues. The executive sponsor engages in the Project, as needed, to provide necessary support, oversight, guidance, and escalation, but does not participate in day-to-day Project activities. The executive sponsor empowers the County steering committee, project manager(s), and functional leads to make critical business decisions for the County.

- Champions the project at the executive level to secure buy-in.
- Authorizes required project resources.
- Actively participates in organizational change communications.

5.2.2 County Steering Committee

The County steering committee understands and supports the cultural change necessary for the Project and fosters an appreciation for the Project's value throughout the organization. The steering committee oversees the County project manager and Project through participation in regular internal meetings. The County steering committee remains updated on all Project progress, Project decisions, and achievement of Project milestones. The County steering committee also serves as primary level of issue resolution for the Project.

- Works to resolve all decisions and/or issues not resolved at the project manager level as part of the escalation process.
- Attends all scheduled steering committee meetings.
- Provides support for the project team.

- Assists with communicating key project messages throughout the organization.
- Prioritizes the project within the organization.
- Ensures the project staffed appropriately and that staff have necessary resources.
- Monitors project progress including progress towards agreed upon goals and objectives.
- Has the authority to approve or deny changes impacting the following areas:
    - Cost
    - Scope
    - Schedule
    - Project Goals
    - County Policies
    - Needs of other client projects

5.2.3 County Project Manager

The County shall assign project manager(s) prior to the start of this project with overall responsibility and authority to make decisions related to Project Scope, scheduling, and task assignment. The County Project Manager should communicate decisions and commitments to the Tyler project manager(s) in a timely and efficient manner. When the County project manager(s) do not have the knowledge or authority to make decisions, he or she engages the necessary resources to participate in discussions and make decisions in a timely fashion to avoid Project delays. The County project manager(s) are responsible for reporting to the County steering committee and determining appropriate escalation points.

5.2.3.1 Contract Management

- Validates contract compliance throughout the project.
- Ensures that invoicing and Deliverables meet contract requirements.
- Acts as primary point of contact for all contract and invoicing questions. Collaborates on and approves Change Requests, if needed, to ensure proper scope and budgetary compliance.

5.2.3.2 Planning

- Reviews and accepts project planning documents.
- Defines project tasks and resource requirements for the County project team.
- Collaborates in the development and approval of the project schedule.
- Collaborates with Tyler project manager(s) to plan and schedule project timelines to achieve on-time implementation.

5.2.3.3 Implementation Management

- Tightly manages project budget and scope.
- Collaborates with Tyler project manager(s) to establish a process and approval matrix to ensure that scope changes and budget (planned versus actual) are transparent and handled effectively and efficiently.
- Collaborates with Tyler project manager to establish and manage a schedule and resource plan that properly supports the project schedule as a whole and is also in balance with scope and budget.
- Collaborates with Tyler project manager(s) to establish risk and issue tracking and reporting process between the County and Tyler and takes all necessary steps to proactively mitigate these items or communicate with transparency to Tyler any items that may impact the outcomes of the project.
- Collaborates with Tyler project manager(s) to establish key business drivers and success indicators that will help to govern project activities and key decisions to ensure a quality outcome of the project.

- Routinely communicates with both the County staff and Tyler, aiding in the understanding of goals, objectives, current status, and health of the project by all team members.
- Manages the requirements gathering process and ensure timely and quality business requirements are being provided to Tyler.

5.2.3.4 Resource Management

- Acts as liaison between project team and stakeholders.
- Identifies and coordinates all County resources across all modules, phases, and activities including data conversions, forms design, hardware and software installation, reports building, and satisfying invoices.
- Provides direction and support to project team.
- Builds partnerships among the various stakeholders, negotiating authority to move the project forward.
- Manages the appropriate assignment and timely completion of tasks as defined.
- Assesses team performance and takes corrective action, if needed.
- Provides guidance to County technical teams to ensure appropriate response and collaboration with Tyler Technical Support Teams to ensure timely response and appropriate resolution.
- Owns the relationship with in-Scope 3rd party providers and aligns activities with ongoing project tasks.
- Ensures that users have appropriate access to Tyler project toolsets as required.
- Conducts training on proper use of toolsets.
- Validates completion of required assignments using toolsets.

5.2.4 County Functional Leads

- Makes business process change decisions under time sensitive conditions.
- Communicates existing business processes and procedures to Tyler consultants.
- Assists in identifying business process changes that may require escalation.
- Contributes business process expertise for Current & Future State Analysis.
- Identifies and includes additional subject matter experts to participate in Current & Future State Analysis.
- Validates that necessary skills have been retained by end users.
- Provides End Users with dedicated time to complete required homework tasks.
- Acts as an ambassador/champion of change for the new process and provide business process change support.
- Identifies and communicates any additional training needs or scheduling conflicts to the County project manager.
- Actively participates in all aspects of the implementation, including, but not limited to, the following key activities:
    - Task completion
    - Stakeholder Meeting
    - Project Management Plan development
    - Schedule development
    - Maintenance and monitoring of risk register
    - Escalation of issues
    - Communication with Tyler project team
    - Coordination of County resources
    - Attendance at scheduled sessions
    - Change management activities

- Modification specification, demonstrations, testing and approval assistance
- Data analysis assistance
- Decentralized end user training
- Process testing
- Solution Validation

5.2.5 County Power Users

- Participate in project activities as required by the project team and project manager(s).
- Provide subject matter expertise on the County business processes and requirements.
- Act as subject matter experts and attend Current & Future State Analysis sessions as needed.
- Attend all scheduled training sessions.
- Participate in all required post-training processes as needed throughout project.
- Test all application configuration to ensure it satisfies business process requirements.
- Become application experts.
- Participate in Solution Validation.
- Adopt and support changed procedures.
- Complete all deliverables by the due dates defined in the project schedule.
- Demonstrate competency with Tyler products processing prior to Go-live.
- Provide knowledge transfer to the County staff during and after implementation.
- Participate in conversion review and validation.

5.2.6 County End Users

- Attend all scheduled training sessions.
- Become proficient in application functions related to job duties.
- Adopt and utilize changed procedures.
- Complete all deliverables by the due dates defined in the project schedule.
- Utilize software to perform job functions at and beyond Go-live.

5.2.7 County Technical Lead

- Coordinates updates and releases with Tyler as needed.
- Coordinates the copying of source databases to training/testing databases as needed for training days.
- Coordinates and adds new users, printers and other peripherals as needed.
- Validates that all users understand log-on process and have necessary permission for all training sessions.
- Coordinates interface development for County third party interfaces.
- Develops or assists in creating reports as needed.
- Ensures on-site system meets specifications provided by Tyler.
- Assists with software installation as needed.
- Extracts and transmits conversion data and control reports from the County's legacy system per the conversion schedule set forth in the project schedule.

5.2.7.1 County GIS

- Participates in GIS planning activities.
- Responsible for management and maintenance of County GIS infrastructure and data.
- Ensures GIS data/service endpoints are in alignment with Tyler software requirements.

- Provides Tyler implementation team with GIS data/service access information.

5.2.7.2 County Upgrade Coordination

- Becomes familiar with the software upgrade process and required steps.
- Becomes familiar with Tyler's releases and updates.
- Utilizes Tyler resources to stay abreast of the latest Tyler releases and updates, as well as the latest helpful tools to manage the County's software upgrade process.
- Assists with the software upgrade process during implementation.
- Manages software upgrade activities post-implementation.
- Manages software upgrade plan activities.
- Coordinates software upgrade plan activities with County and Tyler resources.
- Communicates changes affecting users and department stakeholders.
- Obtains department stakeholder acceptance to upgrade production environment.

5.2.8 County Change Management Lead

- Validates that users receive timely and thorough communication regarding process changes.
- Provides coaching to supervisors to prepare them to support users through the project changes.
- Identifies the impact areas resulting from project activities and develops a plan to address them proactively.
- Identifies areas of resistance and develops a plan to reinforce the change.
- Monitors post-production performance and new process adherence.

Part 3: Project Plan

6. Project Stages

Work Breakdown Structure

The Work Breakdown Structure (WBS) is a hierarchical representation of a Project or Phase broken down into smaller, more manageable components. The top-level components are called "Stages," and the second level components are called "Work Packages." The work packages, shown below each stage, contain the high-level work to be done. The detailed Project Schedule, developed during Project/Phase Planning and finalized during subsequent stages, lists the tasks to be completed within each work package. Each stage ends with a "Control Point," confirming the work performed during that stage of the Project has been accepted by the County.

Work Breakdown Structure (WBS)

1. Initiate & Plan	2. Assess & Define	3. Prepare Solution	4. Production Readiness	5. Production	6. Close
1.1 Initial Coordination	2.1 Solution Orientation	3.1 Initial System Deployment	4.1 Solution Validation	5.1 Go Live	6.1 Phase Close Out
1.2 Project/Phase Planning	2.2 Current & Future State Analysis	3.2 Configuration	4.2 Go Live Readiness	5.2 Transition to Client Services	6.2 Project Close Out
1.3 GIS Planning*	2.3 Modification Analysis	3.3 Process Refinement	4.3 End User Training	5.3 Post Go Live Activities	
1.4 Infrastructure Planning	2.4 Conversion Assessment	3.4 Conversion Delivery			
1.5 Stakeholder Meeting	2.5 Data Assessment	3.5 Data Delivery			
		3.6 Modifications*			

**Items noted with an asterisk in the graphic above relate to specific products and services. If those products and services are not included in the scope of the contract, these specific work packages will be noted as "This work package is not applicable" in Section 6 of the Statement of Work.*

6.1 Initiate and Plan

The Initiate and Plan stage involves Project initiation, infrastructure, and planning. This stage creates a foundation for the Project by identifying and establishing sequence and timing for each Phase as well as verifying scope for the Project. This stage will be conducted at the onset of the Project, with a few unique items being repeated for the additional Phases as needed.

6.1.1 Initial Coordination

Prior to Project commencement, Tyler management assigns project manager(s). Additional Project resources will be assigned later in the Project as a Project schedule is developed. Tyler provides the County with initial Project documents used to gather names of key personnel, their functional role as it pertains to the Project, as well as any blackout dates to consider for future planning. the County gathers the information requested by the provided deadline ensuring preliminary planning and scheduling can be conducted moving the Project forward in a timely fashion. Internally, the Tyler Project Manager(s) coordinate with sales to ensure transfer of vital information from the sales process prior to scheduling a Project Planning Meeting with the County's team. During this step, Tyler will work with the County to establish the date(s) for the Project and Phase Planning session.

Objectives:

- Formally launch the project.
- Establish project governance.
- Define and communicate governance for Tyler.
- Identify County project team.

STAGE 1	Initial Coordination																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Tyler project team is assigned	A	R	C	I	I	I	I		I		I						
County project team is assigned									A	I	R	I	I	I			
Provide initial project documents to the County		A	R	C			C		I		I						
Gather preliminary information requested			I						A		R	C		C		C	C
Sales to implementation knowledge transfer		A	R	I	I	I	I				I						
Create Project Portal to store project artifacts and facilitate communication		A	R								I						

Inputs	Contract documents
	Statement of Work

Outputs/Deliverables	Working initial project documents
	Project portal

Work package assumptions:

- Project activities begin after the agreement has been fully executed.

6.1.2 Project/Phase Planning

Project and Phase planning provides an opportunity to review the contract, software, data conversions and services purchased, identify applications to implement in each Phase (if applicable), and discuss implementation timeframes.

During this work package Tyler will work with the County to coordinate and plan a formal Project planning meeting(s). This meeting signifies the start of the Project and should be attended by all County Project team members and the Tyler Project Manager. The meeting provides an opportunity for Tyler to introduce its implementation methodology, terminology, and Project management best practices to the County's Project Team. This will also present an opportunity for project managers and Project sponsors to begin to discuss Project communication, metrics, status reporting and tools to be used to measure Project progress and manage change.

Tyler will work with the County Project Team to prepare and deliver the Project Management Plan as an output of the planning meeting. This plan will continue to evolve and grow as the Project progresses and will describe how the project will be executed, monitored, and controlled.

During project planning, Tyler will introduce the tools that will be used throughout the implementation. Tyler will familiarize the County with these tools during project planning and make them available for review and maintenance as applicable throughout the project. Some examples are Solution validation plan, issue log, and go-live checklist.

STAGE 1	Project/Phase Planning															
	Tyler								County							
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Schedule and conduct planning session(s)		A	R						I		C	C	I				

Develop Project Management Plan		A	R						I		C	C	I				
Develop initial project schedule		A	R	I	I	I	I		I	I	C	C	I	I	C		I

Inputs	Contract documents
	Statement of Work
	Guide to Starting Your Project

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Project Management Plan	Delivery of document
	Project Operational Plan	Delivery of document
	Initial Project Schedule	County provides acceptance of schedule based on resource availability, project budget, and goals.

Work package assumptions:

- County has reviewed and completed the Guide to Starting Your Project document.

6.1.3 GIS Planning

GIS data is a core part of many Tyler applications. Other County offices/products may also use this data and have different GIS requirements. A key focus of this preparation will be the process for developing the GIS data for use with Tyler applications. This can be an iterative process, so it is important to begin preparation early.

Objectives:

- Identify all County GIS data sources and formats.
- Tyler to understand the County's GIS needs and practices.
- Ensure the County's GIS data meets Tyler product requirements.

STAGE 1	GIS Preparation																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Initial GIS Planning Meeting		A	R				C				C						C

Determine all GIS Data Sources			I				I		A		R						C
Provide Source GIS Data			I				I		A		R						C
Review GIS Data and Provide Feedback		A	R				C				I						C

Inputs	GIS Requirements Document

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Production Ready Map Data	Meets Tyler GIS Requirements.

Work package assumptions:

- GIS data provided to Tyler is accurate and complete.
- GIS data provided to Tyler is current.
- County is responsible for maintaining the GIS data.

6.1.4 Infrastructure Planning

Procuring required hardware and setting it up properly is a critical part of a successful implementation. Tyler will be responsible for building the environments for a hosted/SaaS deployment, unless otherwise identified in the Agreement. The County is responsible for the installation, setup, and maintenance of all peripheral devices.

Objectives:

- Ensure the County's infrastructure meets Tyler's application requirements.
- Ensure the County's infrastructure is scheduled to be in place and available for use on time.

STAGE 1	Infrastructure Planning																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Initial Infrastructure Communication		A	R		C		C				C						C
Schedule Environment Availability		A	R				C				I						

Inputs	Initial Infrastructure Requirements

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Completed Infrastructure Requirements	Delivery of Requirements

6.1.5 Stakeholder Meeting

Communication of the Project planning outcomes to the County Project team, executives and other key stakeholders is vital to Project success. The Stakeholder meeting is a strategic activity to inform, engage, gain commitment, and instill confidence in the County team. During the meeting, the goals and objectives of the Project will be reviewed along with detail on Project scope, implementation methodology, roles and responsibilities, Project timeline and schedule, and keys to Project success.

Objectives:

- Formally present and communicate the project activities and timeline.
- Communicate project expectations.

STAGE 1	Stakeholder Meeting																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Create Stakeholder Meeting Presentation	I	A	R	I	I				I	I	C		I				
Review Stakeholder Meeting Presentation		I	C						A		R		C				
Perform Stakeholder Meeting Presentation	I	A	R	I	I				I	I	C	I	I	I	I	I	I

Inputs	Agreement
	SOW
	Project Management Plan

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Stakeholder Meeting Presentation	

Work package assumptions:

- None

6.1.6 Control Point 1: Initiate & Plan Stage Acceptance

Acceptance criteria for this stage includes completion of all criteria listed below.

Note: Advancement to the Assess & Define stage is not dependent upon Tyler's receipt of this stage acceptance.

Initiate & Plan Stage Deliverables:

- Project Management Plan
- Project Operational Plan
- Initial Project Schedule

Initiate & Plan stage acceptance criteria:

- All stage deliverables accepted based on acceptance criteria previously defined
- Project governance defined
- Project portal made available to the County
- Stakeholder meeting complete
- GIS Data Production Ready
- Completed Infrastructure Requirements and Design Document
- System Passes Infrastructure Audit (as applicable)

6.2 Assess & Define

The Assess & Define stage will provide an opportunity to gather information related to current County business processes. This information will be used to identify and define business processes utilized with Tyler software. The County collaborates with Tyler providing complete and accurate information to Tyler staff and assisting in analysis, understanding current workflows and business processes.

6.2.1 Solution Orientation

The Solution Orientation provides the Project stakeholders a high-level understanding of the solution functionality prior to beginning the current and future state analysis. The primary goal is to establish a foundation for upcoming conversations regarding the design and configuration of the solution.

Tyler utilizes a variety of tools for the Solution Orientation, focusing on County team knowledge transfer such as: eLearning, documentation, or walkthroughs. The County team will gain a better understanding of the major processes and focus on data flow, the connection between configuration options and outcome, integration, and terminology that may be unique to Tyler's solution.

Objectives:

- Provide a basic understanding of system functionality.
- Prepare the County for current and future state analysis.

STAGE 2	Solution Orientation	
	Tyler	County

RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Provide pre-requisites			A	R							I	I		I	I		I
Complete pre-requisites											A	R		C			C
Conduct orientation			A	R							I	I		I	I		I

Inputs	Solution orientation materials
	Training Plan

6.2.2 Current & Future State Analysis

The Current & Future State Analysis provides the Project stakeholders and Tyler an understanding of process changes that will be achieved with the new system.

The County and Tyler will evaluate current state processes, options within the new software, pros, and cons of each based on current or desired state and make decisions about the future state configuration and processing. This may occur before or within the same timeframe as the configuration work package. ~~The options within the new software will be limited to the scope of this implementation and will make use of standard Tyler functionality.~~ Any additional out of scope items will be evaluated and approved collaboratively by both parties to determine impact to project timeline and budget.

~~The County will adopt the existing Tyler solution wherever possible to avoid project schedule and quality risk from over customization of Tyler products.~~ It is the County's responsibility to verify that in-scope requirements are being met throughout the implementation if functional requirements are defined as part of the contract. The following guidelines will be followed when evaluating if a modification to the product is required:

- A reasonable business process change is available.
- Functionality exists which satisfies the requirement.
- Configuration of the application satisfies the requirement.
- An in-scope modification satisfies the requirement.

Requirements that are not met will follow the agreed upon change control process and can have impacts on the project schedule, scope, budget, and resource availability.

STAGE 2	Current & Future State Analysis	
	Tyler	County

RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Current State process review			A	R	I	I	I				C	C	C	C			C
Discuss future-state options			A	R	C	C	C				C	C	C	C			C
Make future-state decisions (non-COTS)			C	C	C	C	C				A	R	I	C			C
Document anticipated configuration options required to support future state			A	R	C	C	C				I	I	I	I			I

Inputs	County current state documentation
	Solution Orientation completion

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Documentation that describes future-state decisions and configuration options to support future-state decisions.	Delivery of document

Work package assumptions:

- County attendees possess sufficient knowledge and authority to make future state decisions.
- The County is responsible for any documentation of current state business processes.
- The County can effectively communicate current state processes.

6.2.3 Data Assessment

Given the completion of the Current & Future State Analysis, the Data Assessment will provide the implementation team the design for data delivery prior to configuration. The data Assessment will also allow the Tyler and the County teams to identify the data that will be configured within the Tyler System. The team will develop and map out dataset structures to ensure that data is structured in a way that allows maximum utility.

The teams will review any existing data publish and metadata standards for the County's current data program to determine any necessary adjustments or configuration needs. Finally, the implementation team develops data workflows to map data from the source system(s) into the Tyler system, discussing any additional data requirements as needed.

Objectives:

- Communicate a common understanding of the project goals with respect to data.
- Ensure complete and accurate source data is available for review/transfer.
- Map the data from the source to the Tyler system.
- Document the data conversion/loading approach.

STAGE 2	Data Conversion Assessment															
	Tyler								County							
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Extract Data from Source Systems			I		C						A						R
Complete Data Analysis/Mapping		A	R	C	C						I	C		C			I
Review and Scrub Source Data			I	I	I						A	R		C			I
Build/Update Data Conversion Plan			R	C	C						C	I	I	I			I

Inputs	County Source data
	County Source data Documentation (if available)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Data Conversion Plan built/updated (if applicable}	County Acceptance of Data Conversion Plan, if Applicable
		County acceptance of Solution Design Document

Work package assumptions:

- Tyler will be provided with data from the Legacy system(s) in a mutually agreed upon format.
- Tyler will work with the County representatives to identify business rules before writing the conversion.
- County subject matter experts and resources most familiar with the current data will be involved in the data conversion planning effort.

6.2.4 Conversion Assessment

Data Conversions are a major effort in any software implementation. Tyler's conversion tools facilitate the predictable, repeatable conversion process that is necessary to support a successful transition to the Tyler system. The first step in this process is to perform an assessment of the existing ("legacy") system(s), to better understand the source data, risks, and options available. Once the data has been analyzed, the plan for data conversion is completed and communicated to the appropriate stakeholders.

Objectives:

- Communicate a common understanding of the project goals with respect to data.
- Ensure complete and accurate source data is available for review/transfer.
- Map the data from the source to the Tyler system.
- Document the data conversion/loading approach.

STAGE 2	Data Conversion Assessment																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Extract Data from Source Systems			I		C						A						R
Review and Scrub Source Data			I	I	I						A	R		C			I
Build/Update Data Conversion Plan			R	C	C						C	I	I	I			I

Inputs	County Source data
	County Source data Documentation (if available)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Data Conversion Plan built/updated	County Acceptance of Data Conversion Plan, if Applicable

Work package assumptions:

- Tyler will be provided with data from the Legacy system(s) in a mutually agreed upon format.
- Tyler will work with the County representatives to identify business rules before writing the conversion.

- County subject matter experts and resources most familiar with the current data will be involved in the data conversion planning effort.

6.2.5 Control Point 2: Assess & Define Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below.

Note: Advancement to the Prepare Solution Stage is dependent upon Tyler's receipt of the Stage Acceptance.

Assess & Define Stage Deliverables:

- Documentation of future state decisions and configuration options to support future state decisions.
- Modification specification document.
- Assess & Define Stage Acceptance Criteria:
- All stage deliverables accepted based on criteria previously defined.
- Solution Orientation is delivered.
- Conversion data extracts are received by Tyler.
- Data conversion plan built.

6.3 Prepare Solution

During the Prepare Solution stage, information gathered during the Initiate & Plan and Assess & Define stages will be used to install and configure the Tyler software solution. Software configuration will be validated by the County against future state decisions defined in previous stages and processes refined as needed to ensure business requirements are met.

6.3.1 Initial System Deployment

The timely availability of the Tyler Solution is important to a successful Project implementation. The success and timeliness of subsequent work packages are contingent upon the initial system deployment of Tyler Licensed Software on an approved network and infrastructure. Delays in executing this work package can affect the project schedule.

Objectives:

- All licensed software is installed and operational.
- The County can access the software.

STAGE 3	Initial System Deployment (Hosted/SaaS) *	
	Tyler	County

RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Prepare hosted environment			A				R				I						C
Install Licensed Software for Included Environments			A				R				I						C
Install Licensed Software on County Devices (if applicable)			I				C				A						R
Tyler System Administration Training (if applicable)			A				R				I						C

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Licensed Software is Installed on the Server(s)	Software is accessible
	Licensed Software is Installed on County Devices (if applicable)	Software is accessible
	Installation Checklist/System Document	

Work package assumptions:

- The most current available version of the Tyler Licensed Software will be installed.
- The County will provide network access for Tyler modules, printers, and Internet access to all applicable County and Tyler Project staff.

6.3.2 Configuration

The purpose of Configuration is to prepare the software product for validation.

Tyler staff collaborates with the County to complete software configuration based on the outputs of the future state analysis performed during the Assess and Define Stage. The County collaborates with Tyler staff iteratively to validate software configuration.

Objectives:

- Software is ready for validation.
- Educate the County Power User how to configure and maintain software.

- Prepare standard interfaces for process validation (if applicable).

STAGE 3	Configuration																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Conduct configuration training			A	R							I	C		C			
Complete Tyler configuration tasks (where applicable)			A	R							I	I		I			
Complete County configuration tasks (where applicable)			I	C							A	R		C			
Standard interfaces configuration and training (if applicable)			A	R			C				I	C		C			C
Updates to Solution Validation testing plan			C	C							A	R		C			C

Inputs	Documentation that describes future state decisions and configuration options to support future state decisions.

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Configured System	

Work package assumptions:

- Tyler provides guidance for configuration options available within the Tyler software. The County is responsible for making decisions when multiple options are available.

6.3.3 Process Refinement

Tyler will educate the County users on how to execute processes in the system to prepare them for the validation of the software. The County collaborates with Tyler staff iteratively to validate software configuration options to support future state.

Objectives:

- Ensure that the County understands future state processes and how to execute the processes in the software.

- Refine each process to meet the business requirements.
- Validate standard interfaces, where applicable.
- Validate forms and reports, where applicable.

STAGE 3	Process Refinement																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Conduct process training			A	R							I	C	I	C			
Confirm process decisions			I	C						A	R	C	I	C			
Test configuration			I	C							A	R		C			
Refine configuration (County Responsible)			I	C							A	R		C			
Refine configuration (Tyler Responsible)			A	R							I	I		I			
Validate interface process and results			I	C			C				A	R		C			C
Update County-specific process documentation (if applicable)			I	C							A	R		C			
Updates to Solution Validation testing plan			C	C							A	R		C			C

Inputs	Initial Configuration
	Documentation that describes future state decisions and configuration options to support future state decisions.
	Solution validation test plan

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated solution validation test plan	
	Completed County-specific process documentation (completed by County)	

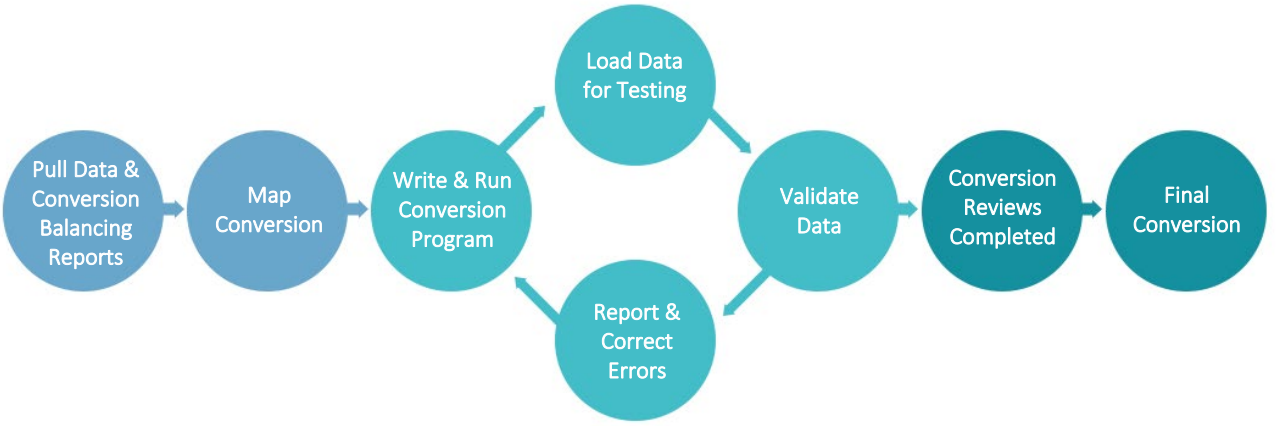
Work package assumptions:

- None

6.3.4 Conversion Delivery

The purpose of this task is to transition the County's data from their source ("legacy") system(s) to the Tyler system(s). The data will need to be mapped from the legacy system into the new Tyler system format. A well-executed data conversion is key to a successful cutover to the new system(s).

With guidance from Tyler, the County will review specific data elements within the system and identify / report discrepancies. Iteratively, Tyler will collaborate with the County to address conversion discrepancies. This process will allow for clean, reconciled data to transfer from the source system(s) to the Tyler system(s). Reference Conversion Appendix for additional detail.



Objectives:

- Data is ready for production (Conversion).

STAGE 3	Data Delivery & Conversion																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power Users)	Department Heads	End Users	Technical Leads
Provide data crosswalks/code mapping tool			A	C	R						I	I		I			
Populate data crosswalks/code mapping tool			I	C	C						A	R		C			

Iterations: Conversion Development			A	C	R						I						I
Iterations: Deliver converted data			A		R		I				I						I
Iterations: Proof/Review data and reconcile to source system			C	C	C						A	R		C			C

Inputs	
	Data Conversion Plan
	Configuration

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Code Mapping Complete / Validated	
	Conversion Iterations / Reviews Complete	Conversion complete, verified, and ready for final pass

Work package assumptions:

- The County will provide a single file layout per source system as identified in the investment summary.
- The County subject matter experts and resources most familiar with the current data will be involved in the data conversion effort.
- The County project team will be responsible for completing the code mapping activity, with assistance from Tyler.

6.3.5 Control Point 3: Prepare Solution Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below in each Work Package.

Note: Advancement to the Production Readiness Stage is dependent upon Tyler's receipt of the Stage Acceptance.

Prepare Solution Stage Deliverables:

- Licensed software is installed.
- Installation checklist/system document.
- Conversion iterations and reviews complete.

Prepare Solution Stage Acceptance Criteria:

- All stage deliverables accepted based on criteria previously defined.
- Software is configured.
- Solution validation test plan has been reviewed and updated if needed.

6.4 Production Readiness

Activities in the Production Readiness stage will prepare the County team for go-live through solution validation, the development of a detailed go-live plan and end user training. A readiness assessment will be conducted with the County to review the status of the project and the organizations readiness for go-live.

6.4.1 Solution Validation

Solution Validation is the end-to-end software testing activity to ensure that the County verifies all aspects of the Project (hardware, configuration, business processes, etc.) are functioning properly, and validates that all features and functions per the contract have been deployed for system use.

Objectives:

- Validate that the solution performs as indicated in the solution validation plan.
- Ensure the County organization is ready to move forward with go-live and training (if applicable).

STAGE 4	Solution Validation																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Update Solution Validation plan			A	R	C						C	C		C			
Update test scripts (as applicable)			C	C	C						A	R		C			
Perform testing			C	C	C						A	R		C			
Document issues from testing			C	C	C						A	R		C			
Perform required follow-up on issues			A	R	C						C	C		C			

Inputs	Solution Validation plan
	Completed work product from prior stages (configuration, business process, etc.)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Solution Validation Report	County updates report with testing results

Work package assumptions:

- Designated testing environment has been established.

- Testing includes current phase activities or deliverables only.

6.4.2 Go-Live Readiness

Tyler and the County will ensure that all requirements defined in Project planning have been completed and the Go-Live event can occur, as planned. A go-live readiness assessment will be completed identifying risks or actions items to be addressed to ensure the County has considered its ability to successfully Go-Live. Issues and concerns will be discussed, and mitigation options documented. Tyler and the County will jointly agree to move forward with transition to production. Expectations for final preparation and critical dates for the weeks leading into and during the Go-Live week will be planned in detail and communicated to Project teams.

Objectives:

- Action plan for go-live established.
- Assess go-live readiness.
- Stakeholders informed of go-live activities.

STAGE 4	Go-Live Readiness																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Perform Readiness Assessment	I	A	R	C	C	I	C	I	I	I	I		I				I
Conduct Go-Live planning session		A	R	C							C	C	C	C	C		C
Order peripheral hardware (if applicable)			I							A	R						C
Confirm procedures for Go-Live issue reporting & resolution		A	R	I	I	I	I				C	C	I	I	I	I	I
Develop Go-Live checklist		A	R	C	C						C	C	I	C			C
Final system infrastructure review (where applicable)			A				R				C						C

Inputs	Future state decisions
	Go-live checklist

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated go-live checklist	Updated Action plan and Checklist for go-live delivered to the County

Work package assumptions:

- None

6.4.3 End User Training

End User Training is a critical part of any successful software implementation. Using a training plan previously reviewed and approved, the Project team will organize and initiate the training activities.

Train the Trainer: Tyler provides one occurrence of each scheduled training or implementation topic. County users who attended the Tyler sessions may train additional users. Additional Tyler led sessions may be contracted at the applicable rates for training.

Tyler will provide standard application documentation for the general use of the software. It is not Tyler's responsibility to develop County specific business process documentation. County-led training labs using County specific business process documentation if created by the County can be added to the regular training curriculum, enhancing the training experiences of the end users.

Objectives:

- End users are trained on how to use the software prior to go-live.
- The County is prepared for on-going training and support of the application.

STAGE 4	End User Training																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Update training plan		A	R	C							C		I		C		
End User training (Tyler-led)		A	R	C							C	C	I	C	C	C	
Train-the-trainer		A	R	C							C	C	I	C			
End User training (County-led)			C	C							A	R	I	C	C	C	

Inputs	Training Plan
	List of End Users and their Roles / Job Duties
	Configured Tyler System

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	End User Training	County signoff that training was delivered

Work package assumptions:

- The County project team will work with Tyler to jointly develop a training curriculum that identifies the size, makeup, and subject-area of each of the training classes.
- Tyler will work with the County as much as possible to provide end-user training in a manner that minimizes the impact to the daily operations of County departments.
- The County will be responsible for training new users after go-live (exception—previously planned or regular training offerings by Tyler).

6.4.4 Control Point 4: Production Readiness Stage Acceptance

Acceptance criteria for this stage includes all criteria listed below. Advancement to the Production stage is dependent upon Tyler's receipt of the stage acceptance.

Production Readiness stage deliverables:

- Solution Validation Report.
- Update go-live action plan and/or checklist.
- End user training.

Production Readiness stage acceptance criteria:

- All stage deliverables accepted based on criteria previously defined.
- Go-Live planning session conducted.

6.5 Production

Following end user training the production system will be fully enabled and made ready for daily operational use as of the scheduled date. Tyler and the County will follow the comprehensive action plan laid out during Go-Live Readiness to support go-live activities and minimize risk to the Project during go-live. Following go-live, Tyler will work with the County to verify that implementation work is concluded, post go-live activities are scheduled, and the transition to Client Services is complete for long-term operations and maintenance of the Tyler software.

6.5.1 Go-Live

Following the action plan for Go-Live, defined in the Production Readiness stage, the County and Tyler will complete work assigned to prepare for Go-Live.

The County provides final data extract and Reports from the Legacy System for data conversion and Tyler executes final conversion iteration, if applicable. If defined in the action plan, the County manually enters any data added to the Legacy System after final data extract into the Tyler system.

Tyler staff collaborates with the County during Go-Live activities. The County transitions to Tyler software for day-to day business processing.

Some training topics are better addressed following Go-Live when additional data is available in the system or based on timing of applicable business processes and will be scheduled following Go-Live per the Project Schedule.

Objectives:

- Execute day to day processing in Tyler software.
- County data available in Production environment.

STAGE 5	Go-Live																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Provide final source data extract, if applicable			C		C						A						R
Final source data pushed into production environment, if applicable			A	C	R						I	C		C			C
Proof final converted data, if applicable			C	C	C						A	R		C			
Complete Go-Live activities as defined in the Go-Live action plan			C	C	C					A	R	C	I	C			
Provide Go-Live assistance			A	R	C	C		I			C	C	I	C		I	C

Inputs	Comprehensive Action Plan for Go-Live
	Final source data (if applicable)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Data is available in production environment	County confirms data is available in production environment

Work package assumptions:

- The County will complete activities documented in the action plan for Go-Live as scheduled.
- External stakeholders will be available to assist in supporting the interfaces associated with the Go-Live live process.
- The County business processes required for Go-Live are fully documented and tested.
- The County Project team and subject matter experts are the primary point of contact for the end users when reporting issues during Go-Live.
- The County Project Team and Power User's provide business process context to the end users during Go-Live.

6.5.2 Transition to Client Services

This work package signals the conclusion of implementation activities for the Phase or Project with the exception of agreed-upon post Go-Live activities. The Tyler project manager(s) schedules a formal transition of the County onto the Tyler Client Services team, who provides the County with assistance following Go-Live, officially transitioning the County to operations and maintenance.

Objectives:

- Ensure no critical issues remain for the project teams to resolve.
- Confirm proper knowledge transfer to the County teams for key processes and subject areas.

STAGE 5	Transition to Client Services																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Transfer County to Client Services and review issue reporting and resolution processes	I	I	A	I	I			R	I	I	C	C		C			
Review long term maintenance and continuous improvement			A					R			C	C		C			

Inputs	Open item/issues List

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Client Services Support Document	

Work package assumptions:

- No material project issues remain without assignment and plan.

6.5.3 Post Go-Live Activities

Some implementation activities are provided post-production due to the timing of business processes, the requirement of actual production data to complete the activities, or the requirement of the system being used in a live production state.

Objectives:

- Schedule activities that are planned for after Go-Live.
- Ensure issues have been resolved or are planned for resolution before phase or project close.

STAGE 5	Post Go-Live Activities																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Schedule contracted activities that are planned for delivery after go-live		A	R	C	C	C	C	I			C	C	I	C			C
Determine resolution plan in preparation for phase or project close out		A	R	C	C	C		I			C	C	I	C			

Inputs	List of post Go-Live activities

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated issues log	

Work package assumptions:

- System is being used in a live production state.

6.5.4 Control Point 5: Production Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below:

- Advancement to the Close stage is not dependent upon Tyler's receipt of this Stage Acceptance.
- Converted data is available in production environment.

Production Stage Acceptance Criteria:

- All stage deliverables accepted based on criteria previously defined.
- Go-Live activities defined in the Go-Live action plan completed.
- Client services support document is provided.

6.6 Close

The Close stage signifies full implementation of all products purchased and encompassed in the Phase or Project. The County transitions to the next cycle of their relationship with Tyler (next Phase of implementation or long-term relationship with Tyler Client Services).

6.6.1 Phase Closeout

This work package represents Phase completion and signals the conclusion of implementation activities for the Phase. The Tyler Client Services team will assume ongoing support of the County for systems implemented in the Phase.

Objectives:

- Agreement from Tyler and the County teams that activities within this phase are complete.

STAGE 6	Phase Close Out																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Reconcile project budget and status of contract Deliverables	I	A	R						I	I	C						
Hold post phase review meeting		A	R	C	C	C	C				C	C	C	C			C
Release phase-dependent Tyler project resources	A	R	I								I						

Participants	Tyler	County
	Project Leadership	Project Manager
	Project Manager	Project Sponsor(s)
	Implementation Consultants	Functional Leads, Power Users, Technical Leads
	Technical Consultants (Conversion, Deployment, Development)	
	Client Services	

Inputs	Contract
	Statement of Work
	Project artifacts

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Final action plan (for outstanding items)	
	Reconciliation Report	
	Post Phase Review	

Work package assumptions:

- Tyler deliverables for the phase have been completed.

6.6.2 Project Closeout

Completion of this work package signifies final acceptance and formal closing of the Project.

For "pre-live testing" the County shall have a minimum of thirty (30) calendar days to test the System in a non-production environment for any defects. If there are no defects identified during pre-live testing, County shall notify Tyler that "Conditional Acceptance" has been achieved. In the event that County identifies any defects, County shall notify Tyler in writing. County will correct the defect(s) or provide a mutually agreeable plan for future resolution of any defect(s)

Once the System has been moved and County begins using the System in a production environment, County will begin "post-live testing." County will have a minimum of sixty (60) calendar days to test the System in in a live production environment for any defects and to verify that all Services have been completed and that the System conforms to the Functional Requirements and any approved Deliverables (the Project Requirements). If there are no defects identified during post-live testing or any outstanding Project Requirements, County shall issue "Final Acceptance." If County determines that there is a defect or outstanding Project Requirement, County will notify Tyler in writing. VENDOR will correct the defect(s) and resolve outstanding issues or provide a mutually agreeable plan for future resolution of any Defect(s) or Project Requirement. Upon resolution, County may repeat the post-live testing for a mutually agreeable time period, not to exceed fifteen (15) days. This procedure shall repeat until all defects have been resolved and Project Requirements satisfied or County and Tyler in their reasonable discretion mutually agree to an alternative schedule for issue resolution and modification of milestone pricing and the County issues Final Acceptance.

At this time, the County may choose to begin working with Client Services to look at continuous improvement Projects, building on the completed solution.

Objectives:

- Confirm no critical issues remain for the project teams to resolve.
- Determine proper knowledge transfer to the County teams for key processes and subject areas has occurred.
- Verify all deliverables included in the Agreement are delivered.

STAGE 6	Project Close Out	
	Tyler	County

RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (Power	Department Heads	End Users	Technical Leads
Conduct post project review		A	R	C	C	C	C				C	C	C	C			C
Deliver post project report to County and Tyler leadership	I	A	R						I	I	C						
Release Tyler project resources	A	R	I								I						

Inputs	Contract
	Statement of Work

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Post Project Report	County acceptance: Completed report indicating all project Deliverables and milestones have been completed

Work package assumptions:

- All project implementation activities have been completed and approved.
- No critical project issues remain that have not been documented and assigned.
- Final project budget has been reconciled and invoiced.
- All Tyler deliverables have been completed.

6.6.3 Control Point 6: Close Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below.

Close Stage Deliverables:

- Post Project Report.

Close Stage Acceptance Criteria:

- Completed report indicating all Project deliverables and milestones have been completed.

7. Additional Project Requirements

Tyler and the County will use this SOW as a guide for managing the implementation of the Tyler Project as provided and described in the Agreement. Additional requirements related to specific work packages are

documented throughout the SOW. Included here are general project requirements which should be considered throughout the overall implementation process.

7.1 Project

- Project activities will begin after the Agreement has been fully executed.
- The County and Tyler Project Team will complete their necessary assignments in a mutually agreed upon timeframe to meet the scheduled go-live date, as outlined in the Project Schedule.
- Sessions will be scheduled and conducted at a mutually agreeable time.
- Additional services, software modules and modifications not described in the SOW or Agreement will be considered a change to this Project and will require a Change Request Form as previously referenced in the definition of the Change Control Process. Tyler shall not deliver any out-of-scope services without an agreed upon Change Request.
- Tyler will provide a written agenda and notice of any prerequisites to the County project manager(s) ten (10) business days or as otherwise mutually agreed upon time frame prior to any scheduled on-site or remote sessions, as applicable.
- Tyler will provide written or recorded trainings as guides for configuration and processing options available within the Tyler software. If multiple options are presented by Tyler, the County is responsible for making decisions based on the options available.
- Implementation of new software may require changes to existing processes, both business and technical, requiring the County to make process changes.
- The County is responsible for defining, documenting, and implementing their policies that result from any business process changes.

7.2 Organizational Change Management

Unless otherwise contracted by Tyler or defined in this SOW, County is responsible for managing Organizational Change. Impacted County resources will need consistent coaching and reassurance from their leadership team to embrace and accept the changes being imposed by the move to new software. An important part of change is ensuring that impacted County resources understand the value of the change, and why they are being asked to change.

7.3 Resources and Scheduling

- County resources will participate in scheduled activities as assigned in the Project Schedule.
- The County team will complete prerequisites prior to applicable scheduled activities. Failure to do so may affect the schedule.
- Tyler and the County will provide resources to support the efforts to complete the Project as scheduled and within the constraints of the Project budget.
- Abbreviated timelines and overlapped Phases require sufficient resources to complete all required work as scheduled.
- Changes to the Project Schedule, availability of resources or changes in Scope will be requested through a Change Request. Impacts to the triple constraints (scope, budget, and schedule) will be assessed and documented as part of the change control process.
- The County will ensure assigned resources will follow the change control process and possess the required business knowledge to complete their assigned tasks successfully. Should there be a change in resources, the replacement resource should have a comparable level of availability, change control process buy-in, and knowledge.

- The County makes timely Project related decisions to achieve scheduled due dates on tasks and prepare for subsequent training sessions. Failure to do so may affect the schedule, as each analysis and implementation session is dependent on the decisions made in prior sessions.
- The County will respond to information requests in a comprehensive and timely manner, in accordance with the Project Schedule.
- The County will provide adequate meeting space or facilities, including appropriate system connectivity, to the project teams including Tyler team members.
- For on-site visits, Tyler will identify a travel schedule that balances the needs of the project and the employee.

7.4 Data

- Data will be converted as provided and Tyler will not create data that does not exist.
- The County is responsible for the quality of legacy data and for cleaning or scrubbing erroneous legacy data.
- Tyler will work closely with the County representatives to identify business rules before writing the conversion. The County must confirm that all known data mapping from source to target have been identified and documented before Tyler writes the conversion.
- All in-scope source data is in data extract(s).
- Each legacy system data file submitted for conversion includes all associated records in a single approved file layout.
- The County will provide the legacy system data extract in the same format for each iteration unless changes are mutually agreed upon in advance. If not, negative impacts to the schedule, budget and resource availability may occur and/or data in the new system may be incorrect.
- The County Project Team is responsible for reviewing the converted data and reporting issues during each iteration, with assistance from Tyler.
- The County is responsible for providing or entering test data (e.g., data for training, testing interfaces, etc.)

7.5 Facilities

- The County will provide dedicated space for Tyler staff to work with County resources for both on-site and remote sessions. If Phases overlap, County will provide multiple training facilities to allow for independent sessions scheduling without conflict.
- The County will provide staff with a location to practice what they have learned without distraction.

8. Glossary

Word or Term	Definition
Acceptance	Confirming that the output or deliverable is suitable and conforms to the agreed upon criteria.
Accountable	The one who ultimately ensures a task or deliverable is completed; the one who ensures the prerequisites of the task are met and who delegates the work to those responsible. [Also see RACI]
Application	A computer program designed to perform a group of coordinated functions, tasks, or activities for the benefit of the user.
Application Programming Interface (API)	A defined set of tools/methods to pass data to and received data from Tyler software products
Agreement	This executed legal contract that defines the products and services to be implemented or performed.
Business Process	The practices, policy, procedure, guidelines, or functionality that the client uses to complete a specific job function.
Business Requirements Document	A specification document used to describe Client requirements for contracted software modifications.
Change Request	A form used as part of the Change Control process whereby changes in the scope of work, timeline, resources, and/or budget are documented and agreed upon by participating parties.
Change Management	Guides how we prepare, equip and support individuals to successfully adopt change in order to drive organizational success & outcomes
Code Mapping [where applicable]	An activity that occurs during the data conversion process whereby users equate data (field level) values from the old system to the values available in the new system. These may be one to one or many to one. Example: Old System [Field = eye color] [values = BL, Blu, Blue] maps to New Tyler System [Field = Eye Color] [value = Blue].
Consulted	Those whose opinions are sought, typically subject matter experts, and with whom there is two-way communication. [Also see RACI]
Control Point	This activity occurs at the end of each stage and serves as a formal and intentional opportunity to review stage deliverables and required acceptance criteria for the stage have been met.
Data Mapping [where applicable]	The activity determining and documenting where data from the legacy system will be placed in the new system; this typically involves prior data analysis to understand how the data is currently used in the legacy system and how it will be used in the new system.
Deliverable	A verifiable document or service produced as part of the Project, as defined in the work packages.
Go-Live	The point in time when the Client is using the Tyler software to conduct daily operations in Production.
Informed	Those who are kept up to date on progress, often only on completion of the task or deliverable, and with whom there is just one-way communication. [Also see RACI]

Infrastructure	The composite hardware, network resources and services required for the existence, operation, and management of the Tyler software.
Interface	A connection to and potential exchange of data with an external system or application. Interfaces may be one way, with data leaving the Tyler system to another system or data entering Tyler from another system, or they may be bi-directional with data both leaving and entering Tyler and another system.
Integration	A standard exchange or sharing of common data within the Tyler system or between Tyler applications
Legacy System	The software from which a client is converting.
Modification	Custom enhancement of Tyler's existing software to provide features or functions to meet individual client requirements documented within the scope of the Agreement.
On-site	Indicates the work location is at one or more of the client's physical office or work environments.
Organizational Change	The process of changing an organization's strategies, processes, procedures, technologies, and culture, as well as the effect of such changes on the organization.
Output	A product, result or service generated by a process.
Peripheral devices	An auxiliary device that connects to and works with the computer in some way. Some examples: scanner, digital camera, printer.
Phase	A portion of the Project in which specific set of related applications are typically implemented. Phases each have an independent start, Go-Live and closure dates but use the same Implementation Plans as other Phases of the Project. Phases may overlap or be sequential and may have different Tyler resources assigned.
Project	The delivery of the software and services per the agreement and the Statement of Work. A Project may be broken down into multiple Phases.
RACI	A matrix describing the level of participation by various roles in completing tasks or Deliverables for a Project or process. Individuals or groups are assigned one and only one of the following roles for a given task: Responsible (R), Accountable (A), Consulted (C), or Informed (I).
Remote	Indicates the work location is at one or more of Tyler's physical offices or work environments.
Responsible	Those who ensure a task is completed, either by themselves or delegating to another resource. [Also see RACI]
Scope	Products and services that are included in the Agreement.

Solution	The implementation of the contracted software product(s) resulting in the connected system allowing users to meet Project goals and gain anticipated efficiencies.
Stage	The top-level components of the WBS. Each Stage is repeated for individual Phases of the Project.
Standard	Software functionality that is included in the base software (off-the-shelf) package; is not customized or modified.
Statement of Work (SOW)	Document which will provide supporting detail to the Agreement defining Project-specific activities, services, and Deliverables.
System	The collective group of software and hardware that is used by the organization to conduct business.
Test Scripts	The steps or sequence of steps that will be used to validate or confirm a piece of functionality, configuration, enhancement, or Use Case Scenario.
Training Plan	Document(s) that indicate how and when users of the system will be trained relevant to their role in the implementation or use of the system.
Validation (or to validate)	The process of testing and approving that a specific Deliverable, process, program, or product is working as expected.
Work Breakdown Structure (WBS)	A hierarchical representation of a Project or Phase broken down into smaller, more manageable components.
Work Package	A group of related tasks within a project.

Part 4: Appendices

9. Conversion

9.1 Enterprise Permitting & Licensing Conversion Summary

9.1.1 Business Management

- Up to 10 years of business master information, license information, contacts linked to licenses. We will convert fees and payments linked to licenses.
    - Business Entity (Only for Business Licensing)
    - License Master basic information
    - License Contacts
    - Unique (keyed) contacts converted to global contacts
    - Non-keyed contacts converted to a Memo Custom Field or standard note
    - Reviews and Approvals – Converted to Activity
    - Fees
    - Bonds and Escrow
    - Activities and Actions
    - Conditions
    - Notes
    - Holds
    - Workflow based on configured Enterprise Permitting & Licensing template customized only by inclusion/exclusion based on status, type or class of the associated license, code case, etc.
    - Contractors
    - Business Types and NAICS Codes
    - Payment and Fee History
    - Code Case Master basic information
    - Code Requests
    - Code Case Contacts and Properties
    - Unique (keyed) contacts converted to global contacts
    - Non-keyed contacts converted to a Memo Custom Field or standard note
    - Parcels and Addresses
    - Meetings and Hearings
    - Violations
    - Fees
    - Payments
    - Notes

9.1.2 Community Development

- Up to 10 years of permit and plan master information with contact information. Contractor information, inspections, parcel information along with fees and payments linked to permits.
    - Permit Master basic information
    - Plan Master basic information

- Plan & Permit Contacts
- Unique (keyed) contacts converted to global contacts
- Non-keyed contacts converted to a Memo Custom Field or standard note
- Sub-permit Associations – Visible in Workflow and Attached Records
- Reviews and Approvals
- Projects
- Permit Renewals
- Bonds and Escrow
- Contractors
- Workflow based on configured Enterprise Permitting & Licensing template customized only by inclusion/exclusion based on status, type or class of the associated permit, plan, etc.
- Inspections and Inspection Cases
- Meetings and Hearings
- Activities and Actions
- Conditions
- Fees
- Holds
- Notes
- Parcels and Addresses
- Payments and Fee History
- Zones
- Code Case Master basic information
- Code Requests
- Code Case Contacts and Properties
- Unique (keyed) contacts converted to global contacts
- Non-keyed contacts converted to a Memo Custom Field or standard note
- Violations
- Fees
- Payments
- Notes

9.1.3 Enterprise ERP & EPL – Conversion Activity Roles & Responsibilities

Conversion Activity	Tyler	Client
Conversion Analysis	Leads	Participates
Crosswalk Development	Participates	Participates
Provide Data Conversion	Participates	Leads
Provide File Layouts/Data Maps	None	Leads
Proof Data Provided	Assists	Leads
Analysis of Data to be Converted	Leads	Assists
Developing & Testing Conversions	Leads	Assists
Review & Correct Errors	Shares	Shares
Load Converted Data*	Participates	Participates
Confirmation of Converted Data	Assists	Leads
Approval/Sign-Off in Train DB	None	Lead
Load Converted Data into Live DB	Lead	Participate
Confirmation of Converted Data into Live DB	None	Lead
Approval/Sign-Off of Converted Data into Live DB	None	Lead

9.2 Enterprise ERP

9.2.1 Accounting

9.2.1.1 Accounting - Actuals

- Summary account balances
- Up to 5 years

9.2.2 Accounting - Budgets

- Original budget, budget adjustments, revised budget summaries for accounts
- Up to 5 years

9.2.3 Accounts Payable

- Vendor Master file including names, addresses, SSN/FID, contacts, phone numbers
- Multiple remittance addresses
- Year-to-date 1099 amounts

9.2.4 Accounts Payable - Checks

- Check header data including vendor, warrant, check number, check date, overall check amount, GL cash account and clearing information
- Check detail data including related document and invoice numbers for each check
- Up to 5 years

9.2.5 Accounts Payable - Invoices

- Invoice header data containing general information for the invoice
- Invoice detail data containing line-specific information for the invoice
- Up to 5 years

9.2.6 Contracts

- Contract header detail with many fields available to convert including fiscal year and period, vendor number, department code, description, enforcement method code, dates for award, approval, entry and expiration, retention information, user-defined type and review codes, status code, user id for entry and approver. Additional fields are also available. A balance forward contract amount is converted, if original amount is required there will be an additional charge and contracts, po's and invoices must be converted together.

9.2.7 Capital Assets Master

- Asset description, status, acquisition quantity, date and amount, codes for asset class, subclass, department, custodian, flags for capitalization and depreciation, estimated life, serial number, model, model year, depreciation method, life-to-date depreciation amount, last depreciation date, disposal information (if any), purchase information, if any (vendor, PO, Invoice)

9.2.8 General Billing

- Customer information

9.2.9 Inventory

- General master data includes item, description, commodity code, purchase vendor and date, date received, GL information, hazard code, etc. Location master includes item, location, bin, various quantities (on-hand, last, committed, standard purchase, re-order), lead time; count, count date, and variance; GL information; plus, many accumulator buckets (MTD/YTD/SOY/SOM/LY received /issued

/adjusted /cost /value), etc. FIFO data includes item, location, date, qty-received, unit cost, and quantity on hand.

9.2.10 Project Accounting

- Segments, account strings and fund string allocation table
- Requires the use of a Tyler provided (Chart of Accounts) spreadsheet for design and entry of the data to be converted

9.2.11 Project Grant Accounting - Actuals

- Summary project ledger string balances. If linking to GL, must be converted at the same time.
- Up to 3 years

9.2.12 Project Grant Accounting – Budget

- Original project ledger budget amounts. If linking to GL, must be converted at the same time.
- Up to 3 years

9.2.13 Human Resources Management

- Payroll Employee Master data including data such as name, address, SSN, legacy employee ID, date of birth, hire date, activity status (such as active/inactive), leave/termination code and date, phone(s), e-address, marital status, gender, race, personnel status (such as full-time, part-time, etc.), highest degree, advice-delivery (print/email/both) and check location, plus primary group, job, location, and account information

9.2.14 Payroll – Certifications

- Certification area and certification type codes, certification number and effective date, expiration date, and required-by date, codes for certification level and subjects

9.2.15 Payroll – Education

- Codes, for institution, type of degree, and area(s) of study

9.2.16 Payroll – PM Action History

- A variety of Personnel actions, such as job or salary changes and dates these events occurred.
- Up to 5 years

9.2.17 Payroll – Position Control

- Position, description, status, job code, bargaining group, location, number of employees allowed for each, FTE percentage, GL account, and max/min grade and step

9.2.18 Payroll – Recruiting

- Application requisition applicant master data, plus applicant references, certifications, education, skills, tests, work history, and interviews

9.2.19 Payroll – Accrual Balances

- Employee Accrual Balances including Vacation, Holiday, and other Leave balances
- Start of year balance, earned to date, used to date

9.2.20 Payroll – Accumulators

- YTD, QTD, MTD amounts for employee pay and deductions
- Needed for mid-calendar-year go-live
- May not be needed if converting earnings/deductions history
- Up to 5 years

9.2.21 Payroll - Deductions

- Employee Deductions - including employee ID, deduction codes, tax information, and direct deposit information

9.2.22 Payroll – Check History

- Up to 5 years, additional years must be quoted. We convert amounts for earnings and deductions in employee check history, check number and date.

9.2.23 Payroll – Earning/Deduction Hist.

- Up to 5 years, additional years must be quoted. Earning and deduction history broken down my individual codes (earnings and deduction) and amounts per pay period, the detail of these lines, sums the check history in opt 4.

9.2.24 Purchase Orders

- Open purchase orders header data including vendor, buyer, date, accounting information, etc.
- Open purchase orders detail data including line-item descriptions, quantities, amounts, etc.
- Closed purchase orders header data including vendor, buyer, date, accounting information, etc.
- Closed purchase orders detail data including line-item descriptions, quantities, amounts, etc.

9.3 Koa Hills Conversion Assistance

9.3.1 Finance Data Conversion

Data Conversion Assistance Scope of Work

Introduction

Data conversion is an important activity to improve data storage and retrieval processes, ensuring that data is converted with minimal effort, in a well-planned and organized manner. It is beneficial to use proven solutions and methods, so that users will be able to make an informed decision on the solution to be implemented for data conversion.

This effort will utilize a defined process to convert data from a legacy system format through flat file extracts to Tyler Technologies' system. Business rule logic will be applied to legacy flat file data as necessary for data conversion.

Modules Included

1. Accounting
    a. AC – Actuals up to 3 years
    b. AC - Budgets up to 3 years
2. Accounts Payable
    a. AP Standard Master
    b. AP Checks - up to 5 years
    c. AP Invoices - up to 5 years
3. Capital Assets
    a. CA Standard Master
    b. CA History
4. Contracts
5. General Billing – GB Standard CID
6. Inventory Standard Master
7. Project & Grant Accounting
    a. PG – Actuals up to 3 years
    b. PG – Budgets up to 3 years
8. Purchasing - Standard

Project Scope

Koa Hills will work in conjunction with Tyler Technologies and the Customer to determine the data conversion plan for the above modules. The plan will outline the conversion of legacy data by extracting the data from the legacy system into the standardized Munis format along with a plan to load data into the Munis system, in a repeatable and verifiable manner using our established data conversion methodology.

The Customer will choose the data window timeframe to convert into the Tyler systems. Converting current data rather than all historical data is recommended, due to potential data format modifications in the legacy system. The timeframe for the data to be converted into the Tyler systems should match the timeframe from the Tyler contract.

Koa Hills will lead the data mapping and will apply business rules to filter or modify data, as necessary. This process will proceed in an iterative manner, so that when new data is created in the legacy system it will flow easily during the conversion process.

Koa Hills will assist the Customer with data validation between systems, as needed once the data has been loaded into Tyler systems.

Conversion Plan

Koa Hills will:

1. Clearly define the scope of the conversion
2. Actively refine the scope through targeted profiling and auditing
3. Minimize the amount of data to be converted
4. Meet with the Customer to understand any data issues which may need special mapping
5. Map legacy data into new Tyler formats, as needed
6. Provide data clean-up services, as needed
7. Define a realistic timeline, based on knowledge of data issues
8. Secure sign-off on each stage from a senior business representative
9. Prioritize modules for conversion with a top-down, target-driven approach
10. Aim to volume-test all data in the scope as early as possible at the unit level
11. Allow time for volume testing and issue resolution
12. Segment the project into manageable, incremental chunks
13. Keep a total focus on the business objectives and cost/benefits throughout

Once a go-live date has been chosen, the data conversion will be broken up into prioritized work groups to facilitate manageable segments of the project. A data conversion tracking document will be created and shared, to facilitate the data conversion team's ability to achieve a successful go-live date.

The Tyler Technologies conversion team will upload the data provided and return modification requests to be applied during the following data load. The expectation is that the converted data per module will improve between iterations, so that 100% of the legacy data will be present in Tyler systems for validation.

As with all data conversions, the integration between the data owners and the technology team is critical for a successful project. Koa Hills will keep the lines of communication open and transparent throughout the process.

Roles and Responsibilities

Conversion task	Responsible Party
Data Conversion planning	Koa Hills, Tyler, Customer

Provide necessary crosswalks	Customer
Data mapping	Koa Hills, Customer
Extract legacy data	Koa Hills, Customer
Run proofing reports in legacy system	Customer
Ensure data is in Tyler format	Koa Hills
Clean up data formatting	Koa Hills
Submit legacy data to Tyler	Koa Hills
Convert legacy data and deliver to client	Tyler, Koa Hills (for data imports)
Load Conversion data and review in Tyler system (test)	Customer, Koa Hills
Refine legacy data and submit to Tyler (final)	Koa Hills
Convert legacy data and deliver to client (final)	Tyler, Koa Hills (for data imports)
Load Conversion data and review in Tyler system (final)	Customer, Koa Hills
Final approval of converted data	Customer
Load data (final)	Customer, Koa Hills

Assumptions

- Legacy system data will be converted from a single source. If there are multiple legacy systems, then additional professional services may be required.
- Koa Hills will have full access to the legacy system data
- Koa Hills will have full access to the legacy system user interface
- Koa Hills will have full access to Munis
- The Customer will provide legacy system database documentation (ex. Data dictionary, schemas, etc.). If no documentation is available, then additional professional services may be required.
- All work will be performed remotely. Travel costs are not included and will be billed as incurred if travel is required.

9.3.2 HRM Data Conversion

Data Conversion Assistance Scope of Work

Introduction

Data conversion is an important activity to improve data storage and retrieval processes, ensuring that data is converted with minimal effort, in a well-planned and organized manner. It is beneficial to use proven solutions and methods, so that users will be able to make an informed decision on the solution to be implemented for data conversion.

This effort will utilize a defined process to convert data from a legacy system format through flat file extracts to Tyler Technologies' system. Business rule logic will be applied to legacy flat file data as necessary for data conversion.

Modules Included

1. Human Resources
    a. Certifications
    b. Education
    c. PM Action History up to 5 years
    d. Position Control
    e. Recruiting
2. Payroll
    a. Accrual Balances
    b. Accumulators up to 5 years
    c. Check History up to 5 years
    d. Deductions

e. Earnings/Deduction History up to 5 years
f. Standard

Project Scope

Koa Hills will work in conjunction with Tyler Technologies and the Customer to determine the data conversion plan, to convert the data for the above modules. The plan will outline the conversion of legacy data by extracting the data from the legacy system into the standardized Munis format along with a plan to load data into the Munis system, in a repeatable and verifiable manner using our established data conversion methodology.

The Customer will choose the data window timeframe to migrate into the Tyler systems. Converting current data, rather than all historical data is recommended, due to potential data format modifications in the legacy system. The timeframe for the data to be converted into the Tyler systems should match the timeframe from the Tyler contract.

Koa Hills will lead the data mapping and will apply business rules to filter or modify data, as necessary. This process will proceed in an iterative manner, so that when new data is created in the legacy system it will flow easily during the conversion process.

Koa Hills will assist the Customer with data validation between systems, as needed once the data has been loaded into Tyler systems.

Project Plan

Koa Hills will:

1. Clearly define the scope of the project
2. Actively refine the scope through targeted profiling and auditing
3. Minimize the amount of data to be converted
4. Meet with the Customer to understand any data issues which may need special mapping
5. Map legacy data into new Tyler formats, as needed
6. Provide data clean-up services, as needed
7. Define a realistic timeline, based on knowledge of data issues
8. Secure sign-off on each stage from a senior business representative
9. Prioritize modules for conversion with a top-down, target-driven approach
10. Aim to volume-test all data in the scope as early as possible at the unit level
11. Allow time for volume testing and issue resolution
12. Segment the project into manageable, incremental chunks
13. Keep a total focus on the business objectives and cost/benefits throughout

Once a go-live date has been chosen, the data conversion will be broken up into prioritized work groups to facilitate manageable segments of the project. A data conversion calendar will be created and shared, to facilitate the data conversion team's ability to achieve a successful go-live date.

The Tyler Technologies conversion team will upload the data provided and return modification requests to be applied during the following data load. The expectation is that the converted data per module will improve between iterations, so that 100% of the legacy data will be present in Tyler systems for validation.

As with all data conversions, the integration between the data owners and the technology team is critical for a successful project. Koa Hills will keep the lines of communication open and transparent throughout the process.

Roles and Responsibilities

Conversion task	Responsible Party
Data conversion planning	Koa Hills, Customer
Provide necessary crosswalks	Customer
Data mapping	Koa Hills, Customer
Extract legacy data	Koa Hills, Customer
Run proofing reports in legacy system	Customer
Ensure data is in Tyler format	Koa Hills
Clean up data formatting	Koa Hills
Submit legacy data to Tyler	Koa Hills
Convert legacy data and deliver to client	Tyler, Koa Hills (for data imports)
Load conversion data and review in Tyler system (test)	Customer, Koa Hills

Refine legacy data and submit to Tyler (final)	Koa Hills
Convert legacy data and deliver to client (final)	Tyler, Koa Hills (for data imports)
Load conversion data and review in Tyler system (final)	Customer, Koa Hills
Final approval of converted data	Customer
Load data (final)	Customer, Koa Hills

Assumptions

- Legacy system data will be converted from a single source. If there are multiple legacy systems, then additional professional services may be required.
- Koa Hills will have full access to the legacy system data
- Koa Hills will have full access to the legacy system user interface
- Koa Hills will have full access to Munis
- The Customer will provide legacy system database documentation (ex. Data dictionary, schemas, etc.). If no documentation is available, then additional professional services may be required.
- All work will be performed remotely. Travel costs are not included and will be billed as incurred if travel is required.

10. Additional Appendices

10.1 Enterprise Permitting & Licensing Definitions

10.1.1 "Template Business Transactions"

- A pre-defined and pre-configured Enterprise Permitting & Licensing business process from Enterprise Permitting & Licensing's "Best Management Template."
- The following modifications to Template Business Transactions are considered within scope:
  - Any changes to required inspections within the workflow
  - Any changes to the required plan reviews within the workflow
  - Adding up to 2 additional actions to the workflow
  - Configuration of fees, allowing creation of up to 3 new fees to accommodate
  - Any changes to custom field layouts that are directly related to fees or included reports
- Customization/Configuration of any of these parameters beyond the scope listed above will require the respective business process to be considered a "Unique Business Transaction," as described below.

Note: All transaction counts are quantified in the comments of the Investment Summary.

10.1.2 "Unique Business Transactions"

- Unique configuration of workflow or business process steps & actions, including output actions
- Unique Fee configuration
- Unique Custom field configuration

10.1.3 "Geo-Rules"

- An automation event that references GIS data. Current geo-rule action types are:

Alert	Displays a pop-up with a custom message to the user, notifying them of certain spatial data (i.e., noise abatement zones; flood zones; etc.).
Block	Places a block on the case and prevents any progress or updates from occurring on the record (i.e., no status changes can be completed, no fees can be paid, the workflow cannot be managed, etc.)
Block with Override	Places a block on the case and prevents any progress or updates from occurring on the record (i.e., no status changes can be completed, no fees can be paid, the workflow cannot be managed, etc.) However, the block can be overridden by end-users who have been given the proper securities.
Fee Date	Populates the CPI vesting date on the record if vesting maps are used by the jurisdiction.
Field Mapping	A custom field or any field inherent in the Enterprise Permitting & Licensing application can automatically populate with information based on spatial data.
Required Action	A workflow action can automatically populate in the workflow details for the particular record (i.e., plan, permit, code case, etc.) that requires the action based on certain spatial data related to the case.
Required Step	A workflow step can automatically populate in the workflow details for the particular record (i.e., plan, permit, code case, etc.) that requires the step based on certain spatial data related to the case.
Zone Mapping	The zone(s) automatically populate on the "Zones" tab of the record (i.e., plan, permit, code case, etc.).

10.1.4 "Automation Events"

10.1.4.1 "Intelligent Objects (IO)"

- Key components for automatically and reactively triggering geo-rules, computing fees, and generating emails, alerts, and other notifications.

10.1.4.2 "Intelligent Automation Agents (IAA)"

- A tool designed to automate task in a proactive manner by setting values and generating emails and other tasks. On a nightly basis, a Windows service sweeps the Enterprise Permitting & Licensing system looking for IAA tasks that need to be run, then the associated actions are performed. The IAA does not generate alerts or errors. Custom SQL queries are not Tyler deliverables.

10.1.5 "Enterprise Permitting & Licensing SDK/API (Toolkits)"

- APIs developed by Tyler Technologies for extending the Enterprise Permitting & Licensing Framework and functionality to external agencies and systems. Full documentation is available for each toolkit upon request.

Note: The Enterprise Permitting & Licensing toolkits and related documentation are simply tools that allow clients to create applications and integrations. The purchase of a toolkit/API does not imply any development related services from Tyler Technologies. The County is responsible for working with their IT staff and VARs to develop any necessary applications and integrations except as otherwise noted in the Investment Summary or for any "in-scope" integrations.

10.2 Change Management Services - Enterprise

10.2.1 General Assumptions

- The Tyler Change Management Lead will assist, coach, and monitor the County Change Management Lead and Change Management activities for Phase 1 of the project only.
- The Project Sponsor will be engaged in Change Management activities throughout the project.
- A County Change Management Lead will be assigned to the project and will develop the expertise and capacity to execute Change Management tasks throughout all phases of the project.
- A County Change Management Team will be formed with representation from all impacted areas of the organization.
- Change Management activities will be integrated with the Project Plan and alignment reviewed and modified regularly, as needed.
- The County will identify all stakeholders impacted by the project at the start of the project.
- The County will put feedback mechanisms in place.
- The County will encourage invited staff to participate in surveys used for assessment and monitoring.
- Lessons Learned sessions will be held at the start of each Stage, beginning with Stage 3.

10.2.2 Roles and Responsibilities

10.2.2.1 Tyler Change Management Lead

- Performs a Change Management Assessment of the County and provides detailed results.
- Collaborates with the County to establish an integrated Change Management Guide and related Communication strategies.
- Delivers Change Management Fundamentals training to County Change Management Lead.
- Delivers Change Management coaching presentations to the Sponsor, Change Management Lead, and Change Management Team.
- Assists, trains, and coaches the County Change Management Lead in setting up and maintaining the Change Management Tracking Templates.
- Provides training on Change Management coaching concepts and methodologies.
- Builds Change Management capacity in the County to sustain Change Management activities in future phases of the project.
- Assists the County with the execution of the Change Management Plan in Phase 1 of the project.

10.2.2.2 County Change Management Lead

- Validates users receive timely and thorough communication regarding process changes.
- Provides coaching to supervisors to prepare them to support users through the project changes.
- Identifies the impact areas resulting from project activities and develops a plan to address them proactively.
- Identifies areas of resistance and develops a plan to reinforce the change.

- Monitors post-production performance and new process adherence.

10.2.3 Change Management

The following Change Management sections follow the same implementation methodology as defined in Section 6: Project Stages. Each deliverable and acceptance criteria outlined in the Change Management section therefore becomes part of the overall Project Acceptance and Acknowledgement process for each Stage.

10.2.3.1 Initiate and Plan (Stage 1)

N/A

10.2.3.2 Assess and Define (Stage 2)

10.2.3.2.1 Organizational Change Readiness Assessment

Tyler Change Management Lead will use survey tools and interviews to gather information and data to understand the scope and organizational readiness for the planned implementation of the project.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Prepare CM Capacity Surveys for Analysis			C	R						C		C		A						
Take Surveys			A							R	R	R	R	R	R	R	R	R	R	R
Prepare and Deliver Assessment			A	R						I		I		I						I

10.2.3.2.2 Fundamentals Change Management Introduction

The Tyler Change Management Lead will meet and conduct presentations to the County CM Lead, the County Sponsor, and the County CM Team. The County CM Lead will also attend a change management fundamentals training session provided by the Tyler CM Lead. These presentations and the training will form the foundation and initial Change Management capacity building for the organization.

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	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Sponsor Meeting			A	R						R		A		I						
CM Lead Meeting			A	R								A		R						
CM Team Meeting			A	R								A		I						R

10.2.3.2.3 Change Management Plan Preparation

The Tyler Change Management Lead will work with the County CM Lead to complete the Change Management Plan and tools templates.

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	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Change Management Preparation			A	R								A		R						I

10.2.3.2.4 Change Management Plan Alignment

The Tyler Change Management Lead will review the Change Management Section of the Implementation Plan with the County CM Lead to note any changes that have occurred which will impact the Change Management

Plan. Any changes will be captured, and the Change Management and Project Plans will be updated, with any material changes following the Project Change Control process.

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	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Review Change Management Plan		C	A	R						C	I	A		R						I

10.2.3.2.5 Control Point 2: Assess & Define Stage Acceptance

10.2.3.2.6 Assess & Define Stage Deliverables

Organizational Change Readiness Assessment

- Objective: Determine the organizations preparedness for change activities and determine the ability of the various stakeholders impacted by the change to adopt the change and move toward the future state.
- Scope: Utilize surveys, interviews, and evaluation methodologies to gauge and score the readiness for change, risk of change, and sponsor positioning for the project.
- Acceptance criteria: Added to the control point for the project level Stage 2 acceptance.

Fundamentals Change Management Introduction

- Objective: Begin the process of developing capacity for change within the organization by helping the organization gain an understanding of Change Management concepts and the various roles utilized to assist in successful Change Management
- Scope: Provide three presentations and reference documents to different audiences; 1) Sponsor, CM Lead, and the Change Management Team, as an overview of their specific roles in Change Management.
- Acceptance criteria: Added to the control point for the project level Stage 2 acceptance.

Change Management Plan Preparation

- Objective: Change Management Plan with strategies, tactics, and best practices to address specific areas of Change Management based on the Organizational Change Readiness Assessment.

- Scope: Sponsor Strategy, CM Lead Strategy, Coach Strategy, Team Leads Strategy, Communication Strategy, Resistance Management Strategy, Lessons Learned Strategy, and Project Reinforcement Strategy. Sponsor Guide with a Sponsor Messaging Template. Procedural Change Management Guide with a Process Change Tracking Template. Resistance Management Guide with a Resistance Management Tracking Template. Recognition and Lessons Learned Guide with a Lessons Learned Review Template.
- Acceptance criteria: Added to the control point for the project level Stage 2 acceptance.

Change Management Plan Alignment

- Objective: Ensure the Change Management Plan is in alignment with the Project Plan and that activities and milestones are coordinated with project activities.
- Scope: Modify the Change Management or Project Plan, as required, any material changes follow the project change control process.
- Acceptance criteria: Added to the control point for the project level Stage 2 acceptance.

10.2.3.2.7 Assess & Define Stage Acceptance Criteria

- Sponsor Role Presentation
- Change Management Lead Role Development Presentation
- Change Management Team Coaching Presentation
- Organizational Change Readiness Assessment
- Change Management Plan
- Alignment of the Change Management Plan with the Project Plan

10.2.3.3 Prepare Solution (Stage 3)

10.2.3.3.1 Change Management Stage Reinforcement and Lessons Learned Review from Stage 2

A Lessons Learned Review is a process used by a team to capture the lessons learned from past successes and failures or the preceding stage of the project, with the goal of improving future performance. It is a survey of the project team to examine what worked well and what Specific Actionable Recommendations can be put in place for the next Stage of the project.

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	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Recognition of Successes			I	C	I	I				R	A	C	I	C		I		I		I
Take Surveys			A										R	C				R		
Prepare and Deliver Results			A	R						I	I	I		I						I

10.2.3.3.2 Change Management Coach Development

Coach Development supports the current project change; but more importantly builds a capacity for change within the organization for future changes. This is a Train-the-Trainer approach whereas the Tyler Change Management Lead provides training, information, and tools for the County Change Management Lead to facilitate sessions for line Managers and Supervisors to gain an understanding of Change Management for use in the Testing and Training Stage of the project.

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	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Ensure Participation			R							R	A	R				R				
Facilitate Sessions			A	A	I							A		R						R

10.2.3.3.3 Stage 3 Change Management Program Monitoring Collaboration

The Tyler CM Lead will review the CM Tracking Tools with the County CM Lead to ensure they are up to date and coach the County CM Lead, Sponsor, or CM Team on any tactics, strategies, or best practices that can be utilized to increase the effectiveness of the Change Management Program.

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	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Manage CM Tracking Tools			A	I								A		R						
Have access to CM Tracking Tools		I	I	I	I					I	I	I		R						I

10.2.3.3.4 Process Change Management Rollout

The current state/future state analysis sessions will drive the information to be captured in the Process Change Tracking tool by functional area (important that Functional Module Leads/SMEs are involved). Major process changes will be captured by the County project team and upon completion of the Process Change Tracking tool by the Project Team, the Tyler CM Lead will coach and help design the process change rollout with County Change Management Lead.

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	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Develop Process Change Rollout			I	A						I	I	I		R						I
Communicate Process Changes through-out Testing and Training			R	R	R					R	R	R	R	R	R	R		R	R	R

10.2.3.3.5 Control Point 3: Prepare Solution Stage Acceptance

10.2.3.3.6 Build and Validate Stage Deliverables

Stage Reinforcement and Lessons Learned

- Objective: Capture the lessons learned from past successes and failures, with the goal of improving future performance with Specific Actionable Recommendations.
- Scope: Help plan and execute the Lessons Learned session.
- Acceptance Criteria: Added to the control point for the project level Stage 3 acceptance.

Change Management Coach Development

- Objective: Train and coach, the County CM Lead and provide a template presentation for the County CM Lead to build Change Management capacity in the organization, inform, and train line managers and supervisors on Change Management concepts in preparation for the Testing and Training stage of the project.
- Scope: Build additional change capacity in the County CM and the organization for the remainder of the project and future change initiatives.

- Acceptance Criteria: Added to the control point for the project level Stage 3 acceptance.

Change Management Program Monitoring

- Objective: Ensure performance of the change activities by monitoring and coaching delivery of Change Management components.
- Scope: Tyler CM Lead will review the tracking tools on each visit to ensure timely updates and active monitoring is occurring. Coaching and mentoring of Best Practices of the County Change Management Lead will also occur during these visits.
- Acceptance Criteria: Added to the control point for the project level Stage 3 acceptance.

Process Change Management Rollout

- Objective: Capture significant and critical process changes and develop a plan to communicate and prepare end-users for these changes before and during end-user training.
- Scope: All significant and critical process changes brought about by the implementation of the new ERP system.
- Acceptance Criteria: Added to the control point for the project level Stage 3 acceptance.

10.2.3.3.7 Prepare Solution Stage Acceptance Criteria

- Lessons Learned Session with Specific Actionable Recommendations Captured
- Template for the Coach Presentation
- Change management Program Monitoring Collaboration Visit(s)
- Completed Process Change Tracking Tool

10.2.3.4 Production Readiness (Stage 4)

10.2.3.4.1 Change Management Stage Reinforcement and Lessons Learned Review from Stage 3

A Lessons Learned Review is a process used by a team to capture the lessons learned from past successes and failures or the preceding stage of the project, with the goal of improving future performance. It is a survey of the project team to examine what worked well and what Specific Actionable Recommendations can be put in place for the next Stage of the project.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Recognition of Successes			I	C	I	I				R	A	C	I	C		I		I		I
Take Surveys			A										R	C				R		
Prepare and Deliver Results			A	R						I	I	I		I						I

10.2.3.4.2 Stage 4 Change Management Program Monitoring Collaboration

The Tyler CM Lead will review the CM Tracking Tools with the County CM Lead to ensure they are up to date and coach the County CM Lead, Sponsor, or CM Team on any tactics, strategies, or best practices that can be utilized to increase the effectiveness of the Change Management Program.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Manage CM Tracking Tools			A	I								A		R						
Have access to CM Tracking Tools		I	I	I	I					I	I	I		R						I

10.2.3.4.3 Change Management Go-Live Plan

The Tyler CM Lead will work with the Client CM Lead, CM Team, and Project Team to develop and execute a plan to ensure all affected Departments are made aware of the upcoming go-live and activities following go-live. This will include communications (for example: posters, email blasts, countdown clock, Departmental briefings, etc.…), as well as capturing and funneling feedback to the Project Team for any rapid resistance management response needed, Sponsor messaging, and achievement celebrations.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County									
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Develop Communication Elements			C	R	I					I	I	C	I	R						R
Deliver Communication Elements			C	C	I					R	A	C	I	R	I	I	I	I	I	R
Capture Feedback and Mitigate Resistance		I	C	R	R						I	A	R	R	R	R	I	I	I	R

10.2.3.4.4 Control Point 4: Production Readiness

Production Readiness Stage Deliverables

Stage Reinforcement and Lessons Learned

- Objective: Capture the lessons learned from past successes and failures, with the goal of improving future performance with Specific Actionable Recommendations.
- Scope: Help plan and execute the Lessons Learned session.
- Acceptance Criteria: Added to the control point for the project level Stage 4 acceptance.

Change Management Program Monitoring

- Objective: Ensure performance of the change activities by monitoring and coaching delivery of Change Management components.

- Scope: Tyler CM Lead will review the tracking tools on each visit to ensure timely updates and active monitoring is occurring. Coaching and mentoring of Best Practices of the County Change Management Lead will also occur during these visits.
- Acceptance Criteria: Added to the control point for the project level Stage 4 acceptance.

Change Management Go-Live Process

- Objective: Communicate the schedule of the cutover from the current system and state to the new system and future state, including new processes and mitigation of any resistance.
- Scope: All impacted users.
- Acceptance Criteria: Added to the control point for the project level Stage 4 acceptance.

Production Readiness Stage Acceptance Criteria

- Lessons Learned Session with Specific Actionable Recommendations Captured
- Change management Program Monitoring Collaboration Visit(s)
- Completed Cutover Communications

10.2.3.5 Production (Stage 5)

10.2.3.5.1 Change Management Stage Reinforcement and Lessons Learned Review from Stage 4

A Lessons Learned Review is a process used by a team to capture the lessons learned from past successes and failures or the preceding stage of the project, with the goal of improving future performance. It is a survey of the project team to examine what worked well and what Specific Actionable Recommendations can be put in place for the next Stage of the project.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Recognition of Successes			I	C	I	I				R	A	C	I	C		I		I		I
Take Surveys			A										R	C				R		
Prepare and Deliver Results			A	R						I	I	I		I						I

10.2.3.5.2 Stage 5: Change Management Program Reinforcement

The Tyler CM Lead will review the CM Tracking Tools with the County CM Lead to ensure they are up to date and coach the County CM Lead, Sponsor, or CM Team on any tactics, strategies, or best practices that can be utilized to increase the effectiveness of the Change Management Program.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Manage CM Tracking Tools			A	I								A		R						
Have access to CM Tracking Tools		I	I	I	I					I	I	I		R						I

10.2.3.5.3 Control Point 5: Production

Production Stage Deliverables

Stage Reinforcement and Lessons Learned

- Objective: Capture the lessons learned from past successes and failures, with the goal of improving future performance with Specific Actionable Recommendations.
- Scope: Help plan and execute the Lessons Learned session.
- Acceptance Criteria: Added to the control point for the project level Stage 5 acceptance.

Change Management Program Reinforcement

- Objective: Ensure sustained utilization, adoption, and proficiency by monitoring compliance of procedural changes and continue to build Change Management capacity within the organization.
- Scope: Tyler CM Lead will review the tracking tools on each visit to ensure timely updates and active monitoring is occurring. Coaching and mentoring of Best Practices of the County Change Management Lead will also occur during these visits.
- Acceptance Criteria: Added to the control point for the project level Stage 5 acceptance.

Production Stage Acceptance Criteria

- Lessons Learned Session with Specific Actionable Recommendations Captured

- Change management Program Reinforcement Visit(s)

10.2.3.6 Close (Stage 6)

10.2.3.6.1 Change Management Stage Reinforcement and Lessons Learned Review from Stage 5

A Lessons Learned Review is a process used by a team to capture the lessons learned from past successes and failures or the preceding stage of the project, with the goal of improving future performance. It is a survey of the project team to examine what worked well and what Specific Actionable Recommendations can be put in place for the next Stage of the project.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler									County										
	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Recognition of Successes			I	C	I	I				R	A	C	I	C		I		I		I
Take Surveys			A										R	C				R		
Prepare and Deliver Results			A	R						I	I	I		I						I

10.2.3.6.2 Change Management Program Transition (End of Phase 1 of the Project)

The Tyler CM Lead transitions all monitoring and review of CM tracking tools from the project to the County CM Lead. The Tyler CM Lead ensures the County CM Lead has all the tools, presentations, and guides. The County should have adequate organizational change management capacity to continue monitoring the adoption of the new system and create a CM Program for use in future project phases or change initiatives.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

	Tyler	County

	Executive Manager	Implementation Manager	Project Manager	Change Management Lead	Implementation Consultant	Data Conversion Experts	Forms & Reports Experts	Modification Programmers	Technical Support	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Lead	Power Users	Department Heads	End Users	Technical Leads	Project Toolset Coordinator	Change Management Team
Ensure County has all CM tools, presentations, and guides.			A	R								A		R						I

10.2.3.6.3 Control Point 6: Close

Close Stage Deliverables

Stage Reinforcement and Lessons Learned

- Objective: Capture the lessons learned from past successes and failures, with the goal of improving future performance with Specific Actionable Recommendations.
- Scope: Help plan and execute the Lessons Learned session.
- Acceptance Criteria: Added to the control point for the project level Stage 6 acceptance.

Change Management Program Transition

- Objective: Transition execution of all Change Management tasks to the County CM Lead.
- Scope: Tyler CM Lead provides all tools, guides, and presentations from Phase 1 for the County CM Lead to use in subsequent project Phases or other change initiatives for the organization.
- Acceptance Criteria: Added to the control point for the project level Stage 6 acceptance.

Close Stage Acceptance Criteria

- Lessons Learned Session with Specific Actionable Recommendations Captured
- All CM tools, guides, and presentations

10.3 Enterprise ERP Standard 3rd Party Data Exchange & Application Programming Interfaces

10.3.1 Planning

An Integration is a real-time or automated exchange of data between two systems. Standard Data Exchange tools are available to fulfill Integrations with external systems by allowing clients to get data in and out of the Tyler system. Data exchange tools can take the form of Imports and Exports, and Application Programming Interfaces (APIs)*. APIs may require additional licensing and may have some restrictions on use. Please refer to your licensing agreement and investment summary for further information.

Imports and Exports

The County and Tyler project manager(s) will work together to define/confirm which Imports and Exports are needed (if not outlined in the Agreement). Tyler will provide an Excel or ASCII file layouts for each Standard Data Exchange.

APIs*

Additional API licensing and data sharing agreements are required for integration with third-party applications. If APIs have been purchased, Tyler may provide integration assistance to understand API services and provide necessary support to complete the integration of Tyler software to the County internal applications. Tyler will not provide any hands-on development unless expressly specified in the Agreement. It is Tyler's responsibility to ensure the API services operate correctly. It is the Client's responsibility to fulfill integrations using Tyler's API services and ensure operation of the third-party API services.

STAGE 2	Current & Future State Analysis - Data Exchange																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (SMEs)	Department Heads	End Users	Technical Leads
Review Standard or contracted Data Exchanges			A	R	I		I				C	C		I			C
Define or confirm needed Data Exchanges			I	C	C		C				A	C		C			R

10.3.2 Validation

Tyler provides training on Data Exchange(s) (for both Import and Export, and APIs*) and the County tests each Data Exchange.

STAGE 3	Process Refinement – Data Exchange Validation																
	Tyler								County								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts (SMEs)	Department Heads	End Users	Technical Leads
Train standard or contracted Data Exchange(s) processing in Tyler software			A	R	I		I				C	I		I			C
Coordinate 3rd Party Data Exchange activities			I	I	I		I				A	C		C			R
Test all Standard 3rd party Data Exchange(s)			I	I	I		I				A	C		R			C

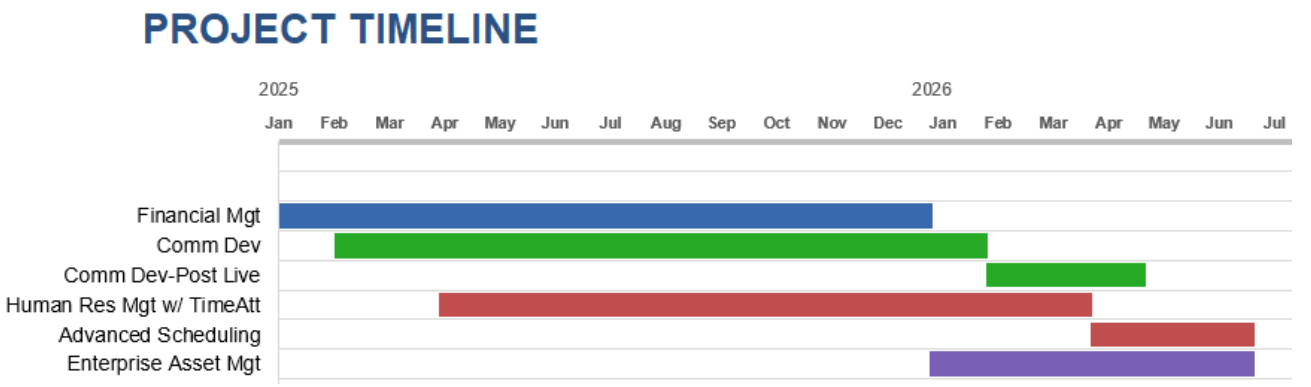
* API services, available thru Enterprise ERP OpenAPI Toolkits and Connectors, are not part of the core Enterprise ERP applications and are only applicable if included in the license agreement.

11. Project Timeline

11.1 ERP Project Timeline

The Project Timeline establishes a start and end date for each Phase of the Project. The timeline needs to account for resource availability, business goals, size and complexity of the Project, and task duration requirements. These will be reviewed and adjusted, if needed, during the Initiate and Plan Stage. Refer to the Project Stages section of this SOW for information on work packages associated with each stage of the implementation.

The following dates may be revised based on the date the Agreement is signed and further refined during the course of the project. Tyler requires up to forty-five (45) days to move from Agreement signing to the Initiate & Plan Stage.



Phase	Functional Area(s)	Modules	Start Date	Go-Live Date
1	**Financials**	• Accounting • Accounts Payable • Bid Management • Budgeting • Cash Management • Contract Management • eProcurement (Vendor Access & Punch-Out) • Purchasing • Project & Grant Accounting • Accounts Receivable • General Billing • Cashiering • Resident Access • ACFR Statement Builder *(post live)* • API Toolkit (tbd) *(Additional post-live services as requested)*	Jan 2025 *or as defined in the Project Plan and mutually agreed upon*	Jan 2026 *or as defined in the Project Plan and mutually agreed upon.*

	System Wide	• Enterprise Analytics & Reporting w/ Executive Insights • Enterprise Forms • Content Manager Core		
2	**Comm Dev**	• Business Management Suite • Community Development Suite • Decision Engine • Enterprise Permitting & Licensing Foundation • Enterprise Permitting & Licensing User • Enterprise Service Requests • eReviews • MyCivic *Includes 3-months post-live support (Feb-May)*	Feb 2025 *or as defined in the Project Plan and mutually agreed upon*	Feb 2026 *or as defined in the Project Plan and mutually agreed upon.*
3	**Enterprise Human Resources Management with Time and Attendance**	• Payroll w/ Employee Access • Recruiting • HR & Talent Management • Risk Management • Employee Expense Reimbursement • Time & Attendance w/ Mobile Access • Advanced Scheduling w/ Mobile Access *(Additional post-live services as requested)*	April 2025 *or as defined in the Project Plan and mutually agreed upon* Apr 2026	Apr 2026 *or as defined in the Project Plan and mutually agreed upon.* July 2026
4	**Enterprise Asset Management**	• Asset Maintenance and Performance • Capital Assets • Assets Mobile • Inventory • Inventory Mobile • GIS *(Additional post-live services as requested)*	Jan 2026 *or as defined in the Project Plan and mutually agreed upon*	July 2026 *or as defined in the Project Plan and mutually agreed upon.*

11.2 Project Staffing Matrix

Project Staffing Levels

The below chart shows the estimated full-time employees (FTEs) associated with each role. Within each phase time will vary from one stage of the project to another (e.g. functional leads are more involved in the early analysis and planning, whereas power users are more involved later in the project).

Your Project Team Hours

Hernando County, FL Project Team	% Full Time Employment				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Project Manager	0.50	0.50	0.50	0.50	0.50
Technical Lead*	0.11	0.11	0.11	0.11	0.11
Functional Leads	0.89	0.43	0.76	0.44	0.15
Power Users	1.20	0.59	1.02	0.58	0.20
Conversion Lead**	0.36	0.20	0.28	0.00	0.00

*Assumes SaaS/TSM
** Will vary site by site due to conversion volume

Tyler Hours

Tyler Project Team	% Full Time Employment				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Project Manager	0.50	0.50	0.50	0.50	0.50
Technical Services*	0.11	0.11	0.11	0.11	0.11
Implementation Consultant	0.80	0.39	0.68	0.39	0.13
Data Expert	0.18	0.10	0.14	0.00	0.00

Exhibit F
Functional Requirements

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Hernando County, FL

Attachment 7: Functional Requirements

Column E: Available Responses

Y	Requirement Met and Proposed (Standard features in the generally available product)
Y-ND	Requirement Met and Proposed (Features that are not offered as a generally available product or require custom development)
N	Requirement Not Met with Proposal
I	Need More Information/Discussion

Column F: Available Responses

S	Requirement and Feature Supported by Software Developer
TPS	Requirement and Feature Supported by Third Party
NS	Requirement and Feature Not Supported

NOTE: All exceptions and assumptions should be listed in Comments Field

Req #	Function	Process	Requirement	Implementation Response	Support Response	Module / System	Comments
1	SYSTEM	General Requirements	System allows attached documents to be stored directly in system	Y	S	Enterprise ERP	
2	SYSTEM	General Requirements	System Toolsets are available for the following: (specify name of toolset in comment field):				
3	SYSTEM	General Requirements	Workflow development	Y	S	Enterprise ERP	
4	SYSTEM	General Requirements	Security administration	Y	S	Enterprise ERP	
5	SYSTEM	General Requirements	Report development	Y	S	Enterprise ERP	
6	SYSTEM	General Requirements	Audit Log (turn on / turn off)	Y	S	Enterprise ERP	
7	SYSTEM	General Requirements	Query development	Y	S	Enterprise ERP	
8	SYSTEM	General Requirements	Form development	Y	S	Enterprise ERP	
9	SYSTEM	General Requirements	Adding/changing fields	Y	S	Enterprise ERP	Applicable fields can be re-named
10	SYSTEM	General Requirements	Change control (identify changes when updates are applied)	Y	S	Enterprise ERP	
11	SYSTEM	General Requirements	Scheduling of batch jobs	Y	S	Enterprise ERP	
12	SYSTEM	General Requirements	Data import/export	Y	S	Enterprise ERP	
13	SYSTEM	General Requirements	System documentation	Y	S	Enterprise ERP	
14	SYSTEM	General Requirements	Software release / patch tools	Y	S	Enterprise ERP	
15	SYSTEM	General Requirements	Mobile device toolset (configure mobile device)	Y	S	Enterprise ERP	
16	SYSTEM	General Requirements	Content can be delivered to a mobile device (e.g., tablet or smartphone)	Y	S	Enterprise ERP	
17	SYSTEM	General Requirements	Data for transactions can be entered from a mobile device	Y	S	Enterprise ERP	
18	SYSTEM	General Requirements	System supports mobile devices that run on Android	Y	S	Enterprise ERP	
19	SYSTEM	General Requirements	System supports mobile devices that run on iOS	Y	S	Enterprise ERP	
20	SYSTEM	General Requirements	System can accommodate effective dating capabilities	Y	S	Enterprise ERP	
21	SYSTEM	General Requirements	System can report on all history of changes (include all effective dating scenarios /	Y	S	Enterprise ERP	
22	SYSTEM	General Requirements	System provides short cut key functionality (i.e. users do not need to enter the full	Y	S	Enterprise ERP	
23	SYSTEM	General Requirements	ERP System has well documented, publicly accessible API	Y	S	Enterprise ERP	that makes accessing Tyler application data and processes through Toolkits and Connectors easy and intuitive. The Portal conforms to the OpenAPI Specification, including using Swagger UI to generate interactive API documentation, securing resources with OAuth 2.0 through Tyler Identity. API resources include example calls and produce properly formatted commands, allowing you to easily exercise them against your data. The API Developer Portal features include: -Conforms to Industry standard OpenAPI 3.0 Specification -Swagger UI generates interactive API documentation that lets your users try out the API calls directly in the browser. -Authentication using OAuth 2.0 standard, offering multiple login flows to suit different app implementation scenarios. -Data models and examples for each resource -Produces HTTP URI and CURL commands to exercise resources from within the documentation and return data -Real-time validation -Standard HTTP status codes
24	SYSTEM	Records Retention	System accommodates the following record retention processes:				
25	SYSTEM	Records Retention	Retains records by record type	Y	S	Enterprise ERP	
26	SYSTEM	Records Retention	Does not delete record, or any referenced metadata without user approva	Y	S	Enterprise ERP	
27	SYSTEM	Document Management	System has the ability to track versions of documents, if stored in the system	y	s	Content Manager	Audits are available via Content Manager for documents
28	SYSTEM	Date Entry	All imported information is validated using same business rules as if information w	Y	S	Enterprise ERP	
29	SYSTEM	Data Entry	System allows for any field to have security or be masked. (i.e. Masking fields or sc	Y	S	Enterprise ERP	Where applicable.
30	SYSTEM	Data Entry	System provides/allows the following for easier data entry:				
31	SYSTEM	Data Entry	Template based entry for common entries	Y	S	Enterprise ERP	
32	SYSTEM	Data Entry	Batch entry (process multiple entries at one time)	Y	S	Enterprise ERP	
33	SYSTEM	Data Entry	Copy existing records to create new ones	Y	S	Enterprise ERP	
34	SYSTEM	Data Entry	System allows any field to be designated as required	Y	S	Enterprise ERP	In applicable programs, i.e. Online
35	SYSTEM	Data Entry	System makes fields required based on content in other fields	Y	S	Enterprise ERP	Where appropriate
36	SYSTEM	Data Entry	System has the ability to create custom list for custom fields	Y	S	Enterprise ERP	Custom fields via User Defined Fields. Custom List via export and/or Via SQL Server Reporting Services
37	SYSTEM	Attachments and Notes	System allows attachment of documents (e.g., PDF, Excel, Word, JPEG) to transac	Y	S	Enterprise ERP	Via Content Manager
38	SYSTEM	Attachments and Notes	System allows attached documents to be stored directly in system	Y	S	Enterprise ERP	Via Content Manager
39	SYSTEM	Attachments and Notes	System provides an indicator to inform user that there is an attachment	Y	S	Enterprise ERP	
40	SYSTEM	Security	System supports Single Sign On	Y	S	Enterprise ERP	
41	SYSTEM	Security	System supports Active Directory integration	Y	S	Enterprise ERP	
42	SYSTEM	Security	System uses role based security where security roles are tied to:				
43	SYSTEM	Security	Positions	Y	S	Enterprise ERP	
44	SYSTEM	Security	Users	Y	S	Enterprise ERP	
45	SYSTEM	Security	Security profiles can be assigned to provide access/permission based on	Y	S	Enterprise ERP	
46	SYSTEM	Security	User	Y	S	Enterprise ERP	
47	SYSTEM	Security	Role	Y	S	Enterprise ERP	
48	SYSTEM	Security	Position	Y	S	Enterprise ERP	
49	SYSTEM	Security	Job Function	Y	S	Enterprise ERP	

50	SYSTEM	Security	Group of users, roles, or positions	Y	S	Enterprise ERP	
51	SYSTEM	Security	Security settings can be set for:	Y	S	Enterprise ERP	
52	SYSTEM	Security	Module	Y	S	Enterprise ERP	
53	SYSTEM	Security	Screen and menu	Y	S	Enterprise ERP	
54	SYSTEM	Security	Report	Y	S	Enterprise ERP	
55	SYSTEM	Security	Process/Transaction	Y	S	Enterprise ERP	
56	SYSTEM	Security	Record	Y	S	Enterprise ERP	
57	SYSTEM	Security	Field	Y	S	Enterprise ERP	Where applicable (ie SSN)
58	SYSTEM	Security	System identifies potential internal control issues (e.g., same user with access to i	Y	S	Enterprise ERP	Settings where applicable to prevent this but no automated notification.
59	SYSTEM	Security	Security supports leading Identity Management methods (2 factor authentication)	Y	S	Enterprise ERP	
60	SYSTEM	Security	Security integrates with Exchange for email and calendaring	Y	S	Enterprise ERP	
61	SYSTEM	Security	All data has capability of being encrypted when stored	Y	S	Enterprise ERP	
62	SYSTEM	Security	All data is encrypted when accessed via:				
63	SYSTEM	Security	At rest	Y	S	Enterprise ERP	
64	SYSTEM	Security	In transit	Y	S	Enterprise ERP	Transport Layer Security (TLS) encryption protects communication with Tyler applications, including end-user access through TLS-protected HTTPS. This widely adopted protocol secures sensitive data by preventing reading or modifying information transferred
65	SYSTEM	Security	Disconnects or locks out user session after designated period of inactivity	Y	S	Enterprise ERP	
66	SYSTEM	Security	System to lock out or disconnect a user after a specified number of invalid login at	Y	S	Enterprise ERP	
67	SYSTEM	Security	System supports strong passwords (combination of letters, numbers, and symbols	Y	S	Enterprise ERP	
68	SYSTEM	Security	Prevents users from using same password	Y	S	Enterprise ERP	
69	SYSTEM	Security	System to require users to change their password after a specified length of time	Y	S	Enterprise ERP	
70	SYSTEM	Security	System administrator can set a role based security profile to define a user's authorization to:				
71	SYSTEM	Security	Log on	Y	S	Enterprise ERP	
72	SYSTEM	Security	Log on Times - for example, certain positions can be prevented from access	Y	S	Enterprise ERP	Based on IdP group policy
73	SYSTEM	Security	Add data	Y	S	Enterprise ERP	
74	SYSTEM	Security	Delete data	Y	S	Enterprise ERP	
75	SYSTEM	Security	Change data	Y	S	Enterprise ERP	
76	SYSTEM	Security	View data	Y	S	Enterprise ERP	
77	SYSTEM	Security	Change fields / add fields	Y	S	Enterprise ERP	
78	SYSTEM	Workflow	Workflow (electronic approval) is available for (list any limitations in the comment	Y	S	Enterprise ERP	
79	SYSTEM	Workflow	All functional modules	Y	S	Enterprise ERP	
80	SYSTEM	Workflow	All administrative modules	Y	S	Enterprise ERP	
81	SYSTEM	Workflow	All functional transactions	Y	S	Enterprise ERP	
82	SYSTEM	Workflow	All proposed third party software functions	Y	S	Enterprise ERP	
83	SYSTEM	Workflow	Workflow can be routed to the following for approval:				
84	SYSTEM	Workflow	User	Y	S	Enterprise ERP	
85	SYSTEM	Workflow	Role	Y	S	Enterprise ERP	
86	SYSTEM	Workflow	Position	Y	S	Enterprise ERP	
87	SYSTEM	Workflow	Alternate or Backup Position	Y	S	Enterprise ERP	
88	SYSTEM	Workflow	Supervisor / Organizational Hierarchy	Y	S	Enterprise ERP	
89	SYSTEM	Workflow	System allows for a minimum of 15 levels of workflow approval. Please explain lim	Y	S	Enterprise ERP	99 steps of workflow and multiple approvals can be made at each step
90	SYSTEM	Workflow	Workflow approval can be:				
91	SYSTEM	Workflow	Sequential (person B can't approve before person A)	Y	S	Enterprise ERP	
92	SYSTEM	Workflow	Concurrent (person A and person B can approve at the same time - approval from t	Y	S	Enterprise ERP	
93	SYSTEM	Workflow	Group approval (approval required from person A or person B -or anyone with simil	Y	S	Enterprise ERP	
94	SYSTEM	Workflow	Can be rerouted on an ad hoc basis by workflow administrator	Y	S	Enterprise ERP	
95	SYSTEM	Workflow	Approver notified of workflow items through:				
96	SYSTEM	Workflow	Email	Y	S	Enterprise ERP	
97	SYSTEM	Workflow	Email with direct link to system where approval action is required	Y	S	Enterprise ERP	
98	SYSTEM	Workflow	System notification through dashboard/work list	Y	S	Enterprise ERP	Hub
99	SYSTEM	Workflow	Mobile push notification (ability to turn on or off)	Y	S	Enterprise ERP	
100	SYSTEM	Workflow	Notification should contain summary and detailed field information of the docume	Y	S	Enterprise ERP	
101	SYSTEM	Workflow	Approver can perform the following actions during workflow process:				
102	SYSTEM	Workflow	Approve	Y	S	Enterprise ERP	
103	SYSTEM	Workflow	Deny	Y	S	Enterprise ERP	
104	SYSTEM	Workflow	On Hold	Y	S	Enterprise ERP	
105	SYSTEM	Workflow	Send back	Y	S	Enterprise ERP	Can reject to send back
106	SYSTEM	Workflow	Forward to additional approver/reviewer	Y	S	Enterprise ERP	
107	SYSTEM	Workflow	Enter notes to be seen by requestor	Y	S	Enterprise ERP	
108	SYSTEM	Workflow	Enter notes to be seen by subsequent approvers/reviewers	Y	S	Enterprise ERP	
109	SYSTEM	Workflow	Original requestor can view status of workflow approval path	Y	S	Enterprise ERP	
110	SYSTEM	Workflow	Any user within workflow string can view status	Y	S	Enterprise ERP	
111	SYSTEM	Workflow	System records date and time of approvals (workflow status - denial, reject, appro	Y	S	Enterprise ERP	
112	SYSTEM	Workflow	Workflow approvals can be re-routed to secondary approver without having to re-in	Y	S	Enterprise ERP	
113	SYSTEM	Workflow	Primary approver is out (example: on vacation, sick)	Y	S	Enterprise ERP	
114	SYSTEM	Workflow	Primary approver does not respond in pre-defined period of time	Y	S	Enterprise ERP	Via forward from user with role access
115	SYSTEM	Workflow	System allows for temporary / short-term delegations (e.g. assign alternate workflo	Y	S	Enterprise ERP	only 1 type. Turning on workflow fowarding from user or sys admin level.
116	SYSTEM	Workflow	System allows workflow to be re-activated if cancelled	Y	S	Enterprise ERP	
117	SYSTEM	Workflow	Workflow approvals can be made from a mobile device	Y	S	Enterprise ERP	
118	SYSTEM	Help	System contains help features to guide users though transactions	Y	S	Enterprise ERP	Walk-me application tutorials
120	SYSTEM	Reporting	System allows ad-hoc query on any field in system (i.e. ranges, non-sequential list	Y	S	Enterprise ERP	Via SQL Server Reporting Services
121	SYSTEM	Reporting	Queries can be saved	Y	S	Enterprise ERP	Via SQL Server Reporting Services
122	SYSTEM	Reporting	Saved queries and reports are only accessible by users with appropriate security (i	Y	S	Enterprise ERP	
123	SYSTEM	Reporting	System provides dash boarding tools to present data	Y	S	Enterprise ERP	Hub Cards
124	SYSTEM	Reporting	Reports can be scheduled and automatically distributed (via email or dashboard)	Y	S	Enterprise ERP	Via Scheduler
125	SYSTEM	Reporting	System has drill-down capabilities to access source data in the system	Y	S	Enterprise ERP	
126	SYSTEM	Reporting	system supports external reporting solutions through direct data access (Sql repor	Y	S	Enterprise ERP	Via SQL Server Reporting Services
127	SYSTEM	Reporting	System can create data/information outputs in various formats (Adobe, Excel, MS	Y	S	Enterprise ERP	
128	SYSTEM	Reporting	System provide option to defined or customize KPI thresholds on any reportable fie	Y	S	Enterprise ERP	**Via Hub reporting and SQL Server Analysis Server and OLAP Cubes.**
129	SYSTEM	Purge/Archive	System allows users to select information to purge by:				
130	SYSTEM	Purge/Archive	Type of transaction	Y	S	Enterprise ERP	
131	SYSTEM	Purge/Archive	Type of record	Y	S	Enterprise ERP	Documents within Content Manager
132	SYSTEM	Purge/Archive	Date	Y	S	Enterprise ERP	Documents within Content Manager
133	SYSTEM	Purge/Archive	System can flag any records and hold for audit or litigation and prevent deletion	Y	S	Enterprise ERP	For Content Manager Documents only
134	SYSTEM	Purge/Archive	Archived data should be readily available and include the same reporting tools as q	Y	S	Enterprise ERP	History tables of data are available for reporting

135	SYSTEM	Purge/Archive	Archived data should be able to be un-archived if necessary and put back into acti	Y	S	Enterprise ERP	Archived data (content management and history records of data) are always available to the ERP unless actively purged to remove. Deleted content management documents are saved in audit and can be recovered unless purged.
136	SYSTEM	Purge/Archive	Archived data can be marked with a predefined or customized retention policy	Y	S	Content Manager	Content Manager includes integrated document retention schedules to help customers manage document inventory while meeting county or state mandates.
137	SYSTEM	Audit	System creates audit log that tracks changes to existing records, new records, and	Y	S	Enterprise ERP	
138	SYSTEM	Audit	Audit log tracks user making change, time, date of change	Y	S	Enterprise ERP	
139	SYSTEM	Audit	Audit log tracks user level logging	Y	S	Enterprise ERP	
140	SYSTEM	Audit	System has audit log retention policy or log "shipping" options (i.e. take audit log a	Y	S	Enterprise ERP	Tyler applications include comprehensive auditing integrated directly within the application. This assists clients in supporting internal control requirements and includes system and program level auditing. Process auditing allows an administrator to see who ran what, when, where, and for how long. Change audits allow the viewing of who changed what, where, when, and both the old and new values. Select applications also include query audits that can be optionally enabled to log who looked at what and when. Process and query audits can be turned on and off by the client and can be purged by client users with appropriate permissions at any time. Change audits cannot be turned off and cannot be purged from the system.
141	SYSTEM	Audit	System has the ability to audit deactivated accounts, and their permissions	Y	S	Enterprise ERP	
142	ACC	General Ledger Organizations	System supports fund account structures	Y	S	Accounting	
143	ACC	General Ledger Organizations	System accommodates component units as separate business units within the Co	Y	S	Accounting	
144	ACC	General Ledger Organizations	System accommodates a single chart of accounts for multiple business units and/	Y	S	Accounting	Assuming proper account restrictions and entity code setup
145	ACC	General Ledger Organizations	System has the ability to run processes separately for specific entities and can maintain and generate reports for 1099s, W-2s etc. for entity specific reporting.	Y	NS		
146	ACC	General Ledger Organizations	System maintains transaction history so that data is reported based upon past org	Y	S	Accounting	
147	ACC	General Ledger Organizations	System supports roll-up financial reporting based upon organization hierarchy	Y	S	Accounting	
148	ACC	General Ledger Set Up	System provides chart of account structure with multiple independent segments	Y	S	Accounting	
149	ACC	General Ledger Set Up	Independent segments combined on transaction to form valid account	Y	S	Accounting	
150	ACC	General Ledger Set Up	Chart of accounts supports alpha numeric accounts	Y	S	Accounting	
151	ACC	General Ledger Set Up	System supports segments representing programs that can extend across multiple departments/business units/agency	Y	S	Accounting	
152	ACC	General Ledger Set Up	System supports project/job ledger for tracking projects and grants	Y	S	Accounting	
153	ACC	General Ledger Set Up	Segments of the Chart of Accounts can be grouped on a user-defined basis into multiple reporting hierarchies (full string?)	Y	S	Accounting	
154	ACC	General Ledger Set Up	Object code segments can be reported using roll up of similar object codes (example: All salary accounts)	Y	S	Accounting	
155	ACC	General Ledger Set Up	System allows effective dating for changes to the general ledger (i.e. fund becomes available for use or closes at future date)	Y	S	Accounting	
156	ACC	General Ledger Set Up	System can designate an account as active (available for posting), or inactive (not available for posting)	Y	S	Accounting	
157	ACC	General Ledger Set Up	System can designate an account as active (available for budgeting / not available for posting)	Y	S	Accounting	
158	ACC	General Ledger Set Up	System only allows transactions to post to active accounts within any open period	Y	S	Accounting	
159	ACC	Budget Control	Budget control can be set to soft error (Warn user but allow)	Y	S	Accounting, Budgeting	
160	ACC	Budget Control	Budget control can be set to hard error (Do not allow)	Y	S	Accounting, Budgeting	
161	ACC	Budget Control	System allows for budgeting at one level and controlling at a different level (Example: budget by account/object but conduct budget control at program level)	Y	S	Accounting, Budgeting	
162	ACC	Budget Control	System allows budget control at summary roll up of account/object	Y	S	Accounting, Budgeting	
163	ACC	Budget Control	System allows budget control at summarized roll up categories	Y	S	Accounting, Budgeting	
164	ACC	Budget Control	Budget control level can be set differently by department/business unit/agency	Y	S	Accounting, Budgeting	
165	ACC	Journal Entry	System allows journal entries to be entered by departments/business units/agency/etc. and routed through workflow for approval	Y	S	Accounting	
166	ACC	Journal Entry	System supports multiple line items for journal entries (please indicate any limitations in the notes column)	Y	S	Accounting	
167	ACC	Journal Entry	Journal entries are validated against the chart of account structure for valid accounts	Y	S	Accounting	
168	ACC	Journal Entry	Journal entries are validated against: Available funds (budget check or cash availability check)	Y	S	Accounting	
169	ACC	Journal Entry	Journal entries are validated as balancing by fund	Y	S	Accounting	
170	ACC	Journal Entry	Journal entries can be auto balanced by fund	Y	S	Accounting	
171	ACC	Journal Entry	System allows user with appropriate security to post journal entries to override errors (i.e. available funds, out of balance JE)	Y	S	Accounting	
172	ACC	Journal Entry	Users can import journal entries from spreadsheet (e.g., Microsoft Excel)	Y	S	Accounting	
173	ACC	Journal Entry	Imported transactions from spreadsheets are validated using the same business rules as transactions made in the system	Y	S	Accounting	
174	ACC	Journal Entry	System allows creation and modification of a journal entry from previously entered journal entry format (copy journal), by: Line item or Entire journal entry	Y	S	Accounting	Copy journal but not by line. Lines can be deleted/added in copied journal
175	ACC	Journal Entry	System allows users to reverse journal entry with proper security and approvals	Y	S	Accounting	
176	ACC	Journal Entry	System allows the scheduling of accrual auto-reversals	Y	S	Accounting	Journals can be marked for auto reverse but the process is user initiated

177	ACC	Journal Entry	Journal entries support "required" data fields and prevents transaction from posting until all "required" fields are completed	Y	S	Accounting	
178	ACC	Journal Entry	Users can attach files for documentation to journal entry	Y	S	Accounting	Attachments via Content Manager
179	ACC	Journal Entry	Users can save journal entries that have not yet been posted or cleared for all validation errors	Y	S	Accounting	
180	ACC	Journal Entry	System allows posting of transactions for multiple fiscal periods or years at the same time	Y	S	Accounting	
181	ACC	Journal Entry	When working in multiple fiscal years the detail transactions are maintained for each year	Y	S	Accounting	
182	ACC	Journal Entry	System restricts accounts that user can post journal entries to by security	Y	S	Accounting	
183	ACC	Journal Entry	System restricts user from both preparing and approving journal entry	Y	S	Accounting	
184	ACC	Journal Entry	Journal transactions can be entered and scheduled using effective dates (e.g., posting does not occur until effective date)	Y	S	Accounting	
185	ACC	Journal Entry	System assigns a unique identifier (such as a number) for each journal entry, and it can be viewed by the end-user	Y	S	Accounting	
186	ACC	Recurring Journal Entry	System provides templates and notifications for recurring journal entries	Y	S	Accounting	
187	ACC	Recurring Journal Entry	System provides templates and notifications for recurring journal entries with the same dollar value	Y	S	Accounting	
188	ACC	Recurring Journal Entry	System provides templates and notifications for recurring journal entries with varying dollar amounts	Y	S	Accounting	
189	ACC	Recurring Journal Entry	Recurring journal entries occur at regular frequency (can set start and stop dates)	Y	S	Accounting	
190	ACC	Recurring Journal Entry	System allows journal entries to be scheduled (example: lease/debt schedules)	Y	S	Accounting	
191	ACC	Recurring Journal Entry	Ability to create Journal Entries by calculating from transactions, using formulas/criteria.	Y	S	Accounting	
192	ACC	Recurring Journal Entry	System has the ability to calculate and allocate interest earnings based on pooled cash balances, using Avg Daily Balance calculations	Y	S	Accounting	
195	ACC	Annual Close Process	System allows more than 12 accounting periods (please specify)	Y	S	Accounting	0-13
196	ACC	Annual Close Process	System rolls encumbrances to next year carrying forward budget based on user selections	Y	S	Accounting	
197	ACC	Annual Close Process	System rolls encumbrances to next year carrying forward encumbrance based on user selections	Y	S	Accounting	
198	ACC	Annual Close Process	Ability to roll purchase order is closed in new year, system removes any unspent carry forward budget	Y	S	Accounting	
200	ACC	Annual Close Process	System allows the creation of Balance Forward entries from previous year-end balances to the new fiscal year: Assets/Deferred Outflows/Liabilities/Deferred Inflows/Fund Balances (include closing of Revenues/Expenditures/Transfers to Fund Balance)	Y	S	Accounting	
201	ACC	Financial Reporting	System provides all Annual Financial Report statements	Y	S	ACFR Statement Builder, Accounting	
202	ACC	Financial Reporting	System provides monthly interim report (budget/actual information/encumbrance)	Y	S	ACFR Statement Builder, Accounting	
203	ACC	Financial Reporting	Ability to require that all transactions are two sided and balanced within an individual fund, even if multiple funds are involved	Y	S	ACFR Statement Builder, Accounting	
204	ACC	Financial Reporting	System should support fund or business unit having multiple bank accounts	Y	S	ACFR Statement Builder, Accounting	
205	ACC	Financial Reporting	System should support cash transfers between bank accounts	Y	S	ACFR Statement Builder, Accounting	
206	ACC	Financial Reporting	Ability to designate each general ledger account by a user definable "Account type" as follows:				
207	ACC	Financial Reporting	Asset Account	Y	S	ACFR Statement Builder, Accounting	
208	ACC	Financial Reporting	Liability Account	Y	S	ACFR Statement Builder, Accounting	
209	ACC	Financial Reporting	Clearing Account	Y	S	ACFR Statement Builder, Accounting	
210	ACC	Financial Reporting	Interfund Account	Y	S	ACFR Statement Builder, Accounting	
211	ACC	Financial Reporting	Revenue Account	Y	S	ACFR Statement Builder, Accounting	
212	ACC	Financial Reporting	Expense Account	Y	S	ACFR Statement Builder, Accounting	
213	ACC	Financial Reporting	Equity Account	Y	S	ACFR Statement Builder, Accounting	
214	ACC	Financial Reporting	Allocation Accounts (for offsets and indirect costs)	Y	S	ACFR Statement Builder, Accounting	
215	ACC	Financial Reporting	Expense Budgets	Y	S	ACFR Statement Builder, Accounting	
216	ACC	Financial Reporting	Revenue Budgets	Y	S	ACFR Statement Builder, Accounting	
217	ACC	Financial Reporting	Provide for wild card searches on chart of accounts	Y	S	ACFR Statement Builder, Accounting	
218	ACC	Financial Reporting	Outflow Inflow - Balance Sheet	Y	S	ACFR Statement Builder, Accounting	

219	ACC	Financial Reporting	Purchase Cards	Y	S	ACFR Statement Builder, Accounting	
220	P&G	Grant Applications	Departments enter grant application into the system with the ability to attach supporting documentation	Y	S	Project & Grant Accounting	Attachments via Content Manager
221	P&G	Grant Applications	Grant application identifies any local funding match or fund match from other source (i.e. state, federal, in kind contribution, donations)	Y	S	Project & Grant Accounting	through Project Accounting, can set up expense types and use revenue allocation
222	P&G	Grant Applications	Grant applications routed through workflow for approval	Y	S	Project & Grant Accounting	
223	P&G	Grant Applications	Grant applications can be linked to capital projects or capital project (budget) request	Y	S	Project & Grant Accounting	
224	P&G	Grant Applications	Allow identification of grants by multiple user-defined identifiers (e.g., external grant number, Assistance Listing Number, and/or other user-defined identification number)	Y	S	Project & Grant Accounting	
225	P&G	Grant Applications	Ability to support federal (with Assistance Listing Number), state, local and private grants.	Y	S	Project & Grant Accounting	
226	P&G	Grant Applications	Support budgeting grants at varying user-defined levels and combinations of classification structure elements (i.e., grant, function, fund, object, organization number, project and work order).	Y	S	Project & Grant Accounting	
227	P&G	Grant Applications	Define the program or budget year of the grant/project differently than the system established fiscal year	Y	S	Project & Grant Accounting	
228	P&G	Grant Applications	System supports multi-year grant and allows for a budget-to-actual by County fiscal year, and project to grant life-to-date.	Y	S	Project & Grant Accounting	
229	P&G	Grant Applications	Provide a grant budget that is separate and independent of all other budgets (i.e., state budget that is different from the County's)	Y	S	Project & Grant Accounting	
230	P&G	Grant Applications	Calculate on a user defined basis indirect costs associated with any grant and to provide system generated entries	Y	S	Project & Grant Accounting	
231	P&G	Grant Applications	Calculate on a user defined basis cash matching fund requirements associated with any grant and provide system generated entries	Y	S	Project & Grant Accounting	
232	P&G	Grant Applications	Calculate on a user-defined basis in-kind matching fund requirements associated with any grant and provide system generated entries	Y	S	Project & Grant Accounting	
233	P&G	Grant Applications	Provide the ability to roll over appropriations, revenue sources, and expenditures from one grant year to the next, until the grant expires	Y	S	Project & Grant Accounting	
234	P&G	Grant Applications	System maintains and reports on the following information in respect to grants. Required data fields are as follows: (but may be user-defined if needed)				
235	P&G	Grant Applications	Assistance Listing Number (to identify all grants that have Federal funding)	Y	S	Project & Grant Accounting	
236	P&G	Grant Applications	Grant, Capital Project, or Board-approved Contract Number or Reporting Category	Y	S	Project & Grant Accounting	
237	P&G	Grant Applications	Date of Board of Supervisor approval	Y	S	Project & Grant Accounting	
238	P&G	Grant Applications	Start/End and extension dates	Y	S	Project & Grant Accounting	
239	P&G	Grant Applications	Status of grant (pending, funded, expired, rejected, etc.)	Y	S	Project & Grant Accounting	
240	P&G	Grant Applications	Allowable expenditures (by type/category/class/percentage etc.)	Y	S	Project & Grant Accounting	
241	P&G	Grant Applications	Chart of Account codes for expenditures and revenue	Y	S	Project & Grant Accounting	
242	P&G	Grant Applications	Program administrator name	Y	S	Project & Grant Accounting	
243	P&G	Grant Applications	Other individuals with responsibilities for portions of a grant	Y	S	Project & Grant Accounting	
244	P&G	Grant Applications	Comment field	Y	S	Project & Grant Accounting	
245	P&G	Grant Applications	Date of Last Audit	Y	S	Project & Grant Accounting	
246	P&G	Grant Applications	Details of last audit (text field)	Y	S	Project & Grant Accounting	
247	P&G	Grant Applications	Approved budget, broken out by expenditure codes	Y	S	Project & Grant Accounting	
248	P&G	Grant Applications	Date and details of any Budget Adjustments processed	Y	S	Project & Grant Accounting	
249	P&G	Grant Applications	Matching funds amount	Y	S	Project & Grant Accounting	
250	P&G	Grant Applications	Entity responsible for matching funds	Y	S	Project & Grant Accounting	
251	P&G	Grant Applications	State or Other Agency for Pass-Through Funding	Y	S	Project & Grant Accounting	
252	P&G	Grant Applications	Sources of Funding	Y	S	Project & Grant Accounting	
253	P&G	Grant Applications	System can link grants to projects and have the grant look up a project when the transaction is entered	Y	S	Project & Grant Accounting	
254	P&G	Grant Applications	System can link grants to multiple projects	Y	S	Project & Grant Accounting	
255	P&G	Grant Applications	System can link multiple grants to a single project	Y	S	Project & Grant Accounting	
256	P&G	Grant Applications	System can differentiate, by revenue source, between federal, state, County , and other department grants for audit purposes.	Y	S	Project & Grant Accounting	
257	P&G	Grant Applications	System can support subrecipient monitoring	Y	S	Project & Grant Accounting	
259	P&G	Grant Applications	System has the ability to track original grant application data, and final award data, and compare the two with analytical tools	Y	S	Project & Grant Accounting	
260	P&G	Project Set Up	Supports multiple-year projects and grants	Y	S	Project & Grant Accounting	
261	P&G	Project Set Up	Supports parent/child relations for projects and sub-projects (list any limitations in the comments column)	Y	S	Project & Grant Accounting	
262	P&G	Project Set Up	System has the ability to define an owner, manager or administrator	Y	S	Project & Grant Accounting	
263	P&G	Project Set Up	Ability to enter description, comments/narrative for projects	Y	S	Project & Grant Accounting	
264	P&G	Project Set Up	System tracks funding Sources (multiple funding sources for each project if needed)	Y	S	Project & Grant Accounting	

265	P&G	Project Set Up	System allows decentralized project set up	Y	S	Project & Grant Accounting	
266	P&G	Project Set Up	System provides workflow notification/approval for project set up	Y	S	Project & Grant Accounting	
267	P&G	Project Set Up	Project tracks start date and end date, allowing for amendments to both	Y	S	Project & Grant Accounting	
268	P&G	Project Set Up	System uses project start date and end date for determining eligible expenditures and doesn't allow transactions outside project eligibility period	Y	S	Project & Grant Accounting	
269	P&G	Project Set Up	Projects can be established across multiple funds and departments	Y	S	Project & Grant Accounting	
270	P&G	Project Set Up	System will identify and track user-defined multiple sub-levels of a project (e.g. design, pre construction, construction, post construction, completed)	Y	S	Project & Grant Accounting	
271	P&G	Project Set Up	User-defined sub-levels of project can be different for each project	Y	S	Project & Grant Accounting	
272	P&G	Project Set Up	Ability to relate work orders to projects or vice versa	Y	S	Project & Grant Accounting	
273	P&G	Project Set Up	Ability to track projects by type (paving, building, ADA barrier removal, etc.)	Y	S	Project & Grant Accounting	
274	P&G	Project Set Up	Ability to increase or decrease project funding through appropriate security and maintain audit trail (history) of the changes	Y	S	Project & Grant Accounting	
275	P&G	Project Set Up	Ability to move funding sources from one project to another, with appropriate security control.	Y	S	Project & Grant Accounting	
276	P&G	Project Set Up	Budget forecasting tools support multiple fiscal years for capital budget planning	Y	S	Project & Grant Accounting	
277	P&G	Project Set Up	Ability to carry forward or not to carry forward fiscal year appropriation at year-end for multi-year projects	Y	S	Project & Grant Accounting	
278	P&G	Project Set Up	Master project data can be copied for set-up of new projects in system	Y	S	Project & Grant Accounting	
279	P&G	Project Set Up	Maintains historical data for all projects throughout the life of the project and for a user-specified period after project close	Y	S	Project & Grant Accounting	
280	P&G	Project Set Up	Prevents deletion of a project that has an available balance for spending and has not been closed	Y	S	Project & Grant Accounting	
281	P&G	Project Set Up	System has the ability to save/archive all information related to grants (for a user defined period of time) to satisfy record retention purposes.	Y	S	Project & Grant Accounting	can set status of a grant
282	P&G	Project Budget	System allows creation of project budget for select projects (not required for all projects)	Y	S	Project & Grant Accounting	
283	P&G	Project Budget	Project budgets are established for entire project	Y	S	Project & Grant Accounting	
284	P&G	Project Budget	Project budgets have capability to extend 10+ years	Y	S	Project & Grant Accounting	
285	P&G	Project Budget	Project budgets identify expected ongoing operating impact	Y	S	Project & Grant Accounting	Can create adjustments to project budget. Can also build out a project budget for unlimited future years.
286	P&G	Project Budget	Project budgets are established by fiscal year within multi-year project	Y	S	Project & Grant Accounting	
287	P&G	Project Budget	Project budgets populate CIP budget totals in budget module	Y	S	Project & Grant Accounting	
288	P&G	Project Budget	Budget control for a project can be set for calendar year	Y	S	Project & Grant Accounting	
289	P&G	Project Budget	Budget control for a project can be set for fiscal year	Y	S	Project & Grant Accounting	
290	P&G	Project Budget	Budget control for a project can be set for other organization's fiscal year (federal government)	Y	S	Project & Grant Accounting	
291	P&G	Project Budget	Budget control for a project can be set for entire Life of Project (multi-Year)	Y	S	Project & Grant Accounting	
292	P&G	Project Budget	System can control budget at project level	Y	S	Project & Grant Accounting	
293	P&G	Project Budget	System can control budget at sub-project level (example: phase, task, etc.)	Y	S	Project & Grant Accounting	
294	P&G	Project Budget	System can control budget where budget equals funding source (and prevent project expenditures from exceed project funding sources)	Y	S	Project & Grant Accounting	If the budget is created with the expense string budget matching the funding source string budget.
295	P&G	Project/Grant Tracking	System tracks project milestones and sends auto reminders to relevant stakeholders based on user defined criteria	Y	S	Project & Grant Accounting	milestones
296	P&G	Project/Grant Tracking	System allows project managers to update milestone completion status	Y	S	Project & Grant Accounting	
297	P&G	Project/Grant Tracking	System provides cash flow projections for projects using anticipated revenue, project expenditures, and milestone payment dates	Y	S	Project & Grant Accounting	
298	P&G	Project/Grant Tracking	System allows for tracking direct costs (encumbrance) to project through purchasing	Y	S	Project & Grant Accounting	
299	P&G	Project/Grant Tracking	System allows for tracking of grant eligible expenses	Y	S	Project & Grant Accounting	
300	P&G	Project/Grant Tracking	System allows for tracking direct costs (expense) to project through accounts payable	Y	S	Project & Grant Accounting	
301	P&G	Project/Grant Tracking	System allows for tracking direct costs and indirect costs (encumbrance and expense) to project through journal entries	Y	S	Project & Grant Accounting	
302	P&G	Project/Grant Tracking	System allows for tracking salary and benefit costs (expense) to projects through payroll (based upon actuals, not budgeted amount)	Y	S	Project & Grant Accounting	
303	P&G	Project/Grant Tracking	System will split the cost of projects across various funding sources by Percentage (e.g. 70% grant, 30% bond)	Y	S	Project & Grant Accounting	
304	P&G	Project/Grant Tracking	System will split the cost of projects across various funding sources by Priority (Grant first, local funds next)	Y	S	Project & Grant Accounting	
305	P&G	Project/Grant Tracking	System will split the cost of projects across various funding sources by priority up to limit (example: Charge grant first up to $10,000 then charge local funds)	Y	S	Project & Grant Accounting	
306	P&G	Project/Grant Tracking	Ability to tag certain project costs as reimbursable (e.g., FEMA reimbursements)	Y	S	Project & Grant Accounting	
307	P&G	Project/Grant Tracking	Ability to accumulate and bill for all reimbursable portions of projects	Y	S	Project & Grant Accounting	
308	P&G	Project/Grant Tracking	Track retainage paid to a third party escrow agent that holds money on behalf of the contractor/vendor (Letter of Credit).	Y	S	Project & Grant Accounting	
309	P&G	Project/Grant Tracking	Prevent charges from being allocated to a closed project, sub-project, or phase with the ability to override with the proper security	Y	S	Project & Grant Accounting	

310	P&G	Project/Grant Tracking	Allow or disallow spending of anticipated revenue for each project	Y	S	Project & Grant Accounting	
311	P&G	Project/Grant Tracking	Ability to support retainage on construction projects with appropriate accounting	Y	S	Project & Grant Accounting	
312	P&G	Project/Grant Tracking	Track projected funds set aside for anticipated expenditures in projects (e.g., set aside funds for planned activities as they become known)	Y	S	Project & Grant Accounting	
313	P&G	Project/Grant Tracking	Keep track of the detail related to planned activities (e.g., item description, responsibility, estimated cost, contractor proposal cost, etc.)	Y	S	Project & Grant Accounting	
314	P&G	Project/Grant Tracking	Account for advance planning activities prior to the establishment of a project and transfer the costs to the project after it is established	Y	S	Project & Grant Accounting	
316	P&G	Project/Grant Tracking	System has the ability to maintain an audit trail through the life of the grant	Y	S	Project & Grant Accounting	
317	P&G	Project/Grant Tracking	System has the ability to track income generated by the grant or project	Y	S	Project & Grant Accounting	can track the revenue or expenses through GL accounts or PL strings
318	P&G	Project Revenue	System allows revenue source to be split across multiple projects	Y	S	Project & Grant Accounting	
319	P&G	Project Revenue	System can assign multiple revenues sources to be used for single project	Y	S	Project & Grant Accounting	
320	P&G	Project Revenue	System allows multiple revenue sources to be split across multiple projects (each project has multiple sources)	Y	S	Project & Grant Accounting	
321	P&G	Project Revenue	System will track advance payments on projects/grants	Y	S	Project & Grant Accounting	
322	P&G	Project Revenue	Ability to track, post, and notify for interest related to projects or grants, as applicable (i.e. state or federal grants)	Y	S	Project & Grant Accounting	Interest allocation custom report creation. No nofifications but can accomplish the tracking and posting.
323	P&G	Project Billing	Generates revenue/receivable transactions from grants expenditure data	Y	S	Project & Grant Accounting	
324	P&G	Project Billing	Produces an invoice based on the direct and indirect costs	Y	S	Project & Grant Accounting	
325	P&G	Project Billing	System can generate invoice to bill for any project costs (bill to contractor, citizen, other government, or grant)	Y	S	Project & Grant Accounting	
326	P&G	Project Billing	System can generate invoice for appropriate billable expenses at end of project	Y	S	Project & Grant Accounting	
327	P&G	Project Billing	System can generate invoice for appropriate billable expenses at completion of milestone / phase	Y	S	Project & Grant Accounting	
328	P&G	Project Billing	System can generate invoice for appropriate billable expenses at any point (bill current charges)	Y	S	Project & Grant Accounting	
329	P&G	Project Close	System allows closing sub-project (example: phase) separately from close of entire project	Y	S	Project & Grant Accounting	
330	P&G	Project Close	Allow soft close to project that doesn't allow new expenditures but does allow final cost adjustments	Y	S	Project & Grant Accounting	Could give a user permission to post to closed projects. This will allow them to post the final cost adjustments while other users cannot post to it.
331	P&G	Project Close	Allow the user to specify and control the project closing process through user tables and security	Y	S	Project & Grant Accounting	
332	P&G	Project Close	System has the ability to set account strings as inactive throughout a project lifecycle.	Y	NS		can set certain strings as inactive
333	P&G	Project Close	System provides an automated procedure to purge and archive data for closed projects	Y	S	Project & Grant Accounting	
334	P&G	Project Close	Ability to identify inactive projects as possible closing candidates	Y	S	Project & Grant Accounting	
335	P&G	Project Close	Close and capitalize or expense each project as completed or at end of the fiscal year and make required entries to the asset or expense accounts and work-in-progress accounts and/or construction in progress	Y	S	Project & Grant Accounting	
336	P&G	Project Close	Ability to re-open a closed project with proper security	Y	S	Project & Grant Accounting	
337	P&G	Project Close	Ability to transfer construction-in-progress accounts to fixed asset accounts at project close or completion	Y	S	Project & Grant Accounting	
338	P&G	Project Capitalization	Expenditures for capital project can be identified as capitalized expenses	Y	S	Project & Grant Accounting	
339	P&G	Project Capitalization	Transfers construction-in-progress accounts to fixed asset accounts at project close or completion	Y	S	Project & Grant Accounting	
340	P&G	Project Capitalization	Ability to capitalize asset prior to completion of project	Y	S	Project & Grant Accounting	
341	P&G	Project Capitalization	Ability to cancel incomplete projects that are not capitalized	Y	S	Project & Grant Accounting	
342	P&G	Project Capitalization	System allows creation of asset before project close	Y	S	Project & Grant Accounting	
343	P&G	Project Capitalization	System allows users to determine what costs should be capitalized	Y	S	Project & Grant Accounting	
344	PUR	Purchase Requisition	Each department initiates purchasing process through requisition entry into the system	Y	S	Purchasing	
345	PUR	Purchase Requisition	System accommodates discrete purchase orders (purchase order for specific quantity of good or service)	Y	S	Purchasing	
346	PUR	Purchase Requisition	System accommodates blanket purchase order (purchase order with vendor for specified dollar amount)	Y	S	Purchasing	
347	PUR	Purchase Requisition	Requestor can attach files to requisition at header level, files can be individually printed or printed with document	Y	S	Purchasing	
348	PUR	Purchase Requisition	Purchase requisition allows user to add NIGP commodity code to line item	Y	S	Purchasing	
349	PUR	Purchase Requisition	Purchase requisition allows user to identify project account code on line item	Y	S	Purchasing	
350	PUR	Purchase Requisition	Purchase requisition allows user to allocate a single line item across multiple account codes by percentage	Y	S	Purchasing	
351	PUR	Purchase Requisition	Purchase requisition allows user to identify contract number for requisition	Y	S	Purchasing	
352	PUR	Purchase Requisition	System limits accounts that requestor is available to charge to by role/department with approval from applicable user departments	Y	S	Purchasing	
353	PUR	Purchase Requisition	Allow purchase requisition templates to be created for routine purchases	Y	S	Purchasing	
354	PUR	Purchase Requisition	Allows creation and modification of purchase requisition from existing purchase requisition - (clone entire requisition)	Y	S	Purchasing	

355	PUR	Purchase Requisition	System allows copying and duplicating lines on a purchase requisition	Y	S	Purchasing	
356	PUR	Purchase Requisition	When purchase requisition is submitted, system provides budget check (against account (multiple levels), project, contract)	Y	S	Purchasing	
357	PUR	Purchase Requisition	Budget control can be set to soft error (Warn user but allow)	Y	S	Purchasing	
358	PUR	Purchase Requisition	Budget control can be set to hard error (stops user)	Y	S	Purchasing	
359	PUR	Purchase Requisition	System tracks pre-encumbrances with effective dating (purchase requisitions)	Y	S	Purchasing	
360	PUR	Purchase Requisition	Allow users to create and workflow PO/Service Agreement/Contracts in system prior to beginning of fiscal year. Encumbrance occurs at final approval from Purchasing	Y	S	Purchasing	
361	PUR	Purchase Requisition	System saves purchase requisitions that have not been submitted for workflow	Y	S	Purchasing	
362	PUR	Purchase Requisition	System pre-encumbers saved purchase requisitions	Y	S	Purchasing	
363	PUR	Purchase Requisition	Budget control warnings can be sent through workflow or email to other users (supervisor)	Y	S	Purchasing	
364	PUR	Purchase Requisition	System routes purchase requisition for approval/notification by total dollar amount	Y	S	Purchasing	
365	PUR	Purchase Requisition	System routes purchase requisition for approval/notification by chart of account information (example: department)	Y	S	Purchasing	
366	PUR	Purchase Requisition	System allows users to cancel requisition before it is approved at header or line item level	Y	S	Purchasing	
367	PUR	Purchase Requisition	Cancelled requisitions or cancelled requisition line items release pre-encumbrance	Y	S	Purchasing	
368	PUR	Purchase Requisition	Purchase requisitions can be converted to purchase order	Y	S	Purchasing	
369	PUR	Purchase Requisition	Purchase requisitions can be converted to contracts	Y	S	Purchasing	
370	PUR	Purchase Requisition	Notification sent to end user/requestor after conversion from requisition	Y	S	Purchasing	
371	PUR	Purchase Order	System allows creation of purchase order directly (no purchase requisition)	Y	S	Purchasing	
372	PUR	Purchase Order	System provides audit trail of transactions to show how long it takes to process transactions	Y	S	Purchasing	
373	PUR	Purchase Order	System allows for flexible approval authority (i.e. Legal reviews certain PO's)	Y	S	Purchasing	
374	PUR	Purchase Order	System allows encumbrances to be split across multiple fiscal years (user can identify encumbrance in each fiscal year)	Y	S	Purchasing	
375	PUR	Purchase Order	System performs budget check for purchase orders created without requisition	Y	S	Purchasing	
376	PUR	Purchase Order	Creation of purchase order creates encumbrance	Y	S	Purchasing	
377	PUR	Purchase Order	System provides for approval process for purchase order prior to being sent to vendor:	Y	S	Purchasing	
378	PUR	Purchase Order	Approval process for purchase order can be routed by dollar amount	Y	S	Purchasing	
379	PUR	Purchase Order	System allows for encumbrance of shipping and freight and allows user to add shipping and freight to purchase order	Y	S	Purchasing	
380	PUR	Purchase Order	User can attach files to purchase order at header level, files can be individually printed or printed with document	Y	S	Purchasing	
381	PUR	Purchase Order	Ability to modify or delete attachments prior to final approval	Y	S	Purchasing	
382	PUR	Purchase Order	Purchase order sent to vendor through Email	Y	S	Purchasing	
383	PUR	Purchase Order	Purchase order sent to vendor through hard copy (print and mail)	Y	S	Purchasing	
384	PUR	Purchase Order	Purchase order identifies originator of PO and contact information	Y	S	Purchasing	
385	PUR	Purchase Order	Purchase order identifies alternate contact for PO (other than originator)	Y	S	Purchasing	Requested by field
386	PUR	Purchase Order	Purchase order prints with default contract terms based on type of purchase and commodity code and allow modifications to forms	Y	S	Purchasing	
387	PUR	Purchase Order	System allows purchase orders to be re-sent - System identifies re-printed purchase orders as duplicates	Y	S	Purchasing	
388	PUR	Purchase Order	System has the ability to make payments against a PO or contract in multiple fiscal years at the same time (i.e. pay lines on a PO for this year and last year)	Y	S	Purchasing	with proper permissions
389	PUR	Modify PO/Change Order	Any open purchase order can be modified by change order	Y	S	Purchasing	
390	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for increase quantity or amount	Y	S	Purchasing	
391	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for decrease quantity or amount	Y	S	Purchasing	
392	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for canceling line items	Y	S	Purchasing	
393	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for close entire PO with central Purchasing approval	Y	S	Purchasing	
394	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for adding line items	Y	S	Purchasing	
395	PUR	Modify PO/Change Order	Departments can initiate request for a change to purchase order for change of chart of account string	Y	S	Purchasing	
396	PUR	Modify PO/Change Order	Requests to change purchase order routed through workflow	Y	S	Purchasing	
397	PUR	Modify PO/Change Order	Request to change purchase order (for increase) pre-encumbers funds	Y	S	Purchasing	
398	PUR	Modify PO/Change Order	Request to change purchase order (for decrease) release encumbrance when change request is approved	Y	S	Purchasing	
399	PUR	Modify PO/Change Order	Approval of change to purchase order encumbers funds or releases encumbrance of funds	Y	S	Purchasing	
400	PUR	Modify PO/Change Order	Printing of modified purchase order clearly labels that purchase order has been changed	Y	S	Purchasing	
401	PUR	Modify PO/Change Order	Purchase order identifies information that was changed on header and line item	Y	S	Purchasing	
402	PUR	Modify PO/Change Order	System identifies revised purchase orders and indicates all changes that have been made	Y	S	Purchasing	
403	PUR	Modify PO/Change Order	When printing modified purchase order, all information and comments on original purchase order are reproduced on modified purchase order	Y	S	Purchasing	
404	PUR	Modify PO/Change Order	Ability to track the number of times a PO has been modified	Y	S	Purchasing	
405	PUR	Purchasing Cards	System provides automatic transfer of information from bank with purchasing card transaction details	Y	S	Purchasing	
406	PUR	Purchasing Cards	System allows customizable fields to add description of purchase	Y	S	Purchasing	
407	PUR	Purchasing Cards	System allows users to identify correct account for each p-card transaction	Y	S	Purchasing	

408	PUR	Purchasing Cards	System allows users to identify correct project (including sub-project) for each p-card transaction	Y	S	Purchasing	
409	PUR	Purchasing Cards	System allows users to identify correct contract for each p-card transaction	Y	S	Purchasing	
410	PUR	Purchasing Cards	System allows users to identify correct purchase order for each p-card transaction	Y	S	Purchasing	
411	PUR	Purchasing Cards	System allows users to identify correct vendor for each p-card transaction	Y	S	Purchasing	
412	PUR	Purchasing Cards	System allows users to identify correct Work order for each p-card transaction	Y	S	Purchasing	
413	PUR	Purchasing Cards	System allows payment of purchase order with p-card	Y	S	Purchasing	
414	PUR	Purchasing Cards	System allows multiple accounts for each p-card transaction	Y	S	Purchasing	
415	PUR	Purchasing Cards	System automatically identifies vendor based on file from bank	Y	S	Purchasing	
416	PUR	Purchasing Cards	System provides workflow approval of p-card transactions	Y	S	Purchasing	
417	PUR	Purchasing Cards	Add purchase documentation	Y	S	Purchasing	
418	PUR	End of Year Process	Any open purchase orders at year end can be rolled to next fiscal year	Y	S	Purchasing	
419	PUR	End of Year Process	Any open purchase order rolled to next fiscal year can roll associated encumbered budget to next fiscal year	Y	S	Purchasing	
420	PUR	End of Year Process	Any open purchase order can be paid out of old fiscal year in new year prior to old fiscal year close	Y	S	Purchasing	
421	PUR	End of Year Process	Closed purchase orders at end of year release encumbrance on budget and contract	Y	S	Purchasing	
422	PUR	Contract Set Up	Workflow approval process for establishing contract is determined by chart of accounts (example: department)	Y	S	Contract Management	
423	PUR	Contract Set Up	Workflow approval process for establishing contract is determined by type of contract, thresholds, applicable departments, etc.	Y	S	Contract Management	
424	PUR	Contract Set Up	Workflow approval process for establishing contract is determined by dollar amount	Y	S	Contract Management	
425	PUR	Contract Set Up	Contract module can track payment schedules	Y	S	Contract Management	
426	PUR	Contract Set Up	System allows option of encumbering value of contract or not encumbering	Y	S	Contract Management	
427	PUR	Contract Set Up	System allows encumbrances to be split across multiple fiscal years (user can identify encumbrance in each fiscal year)	Y	S	Contract Management	
428	PUR	Contract Set Up	System allows users to attach files to contract	Y	S	Contract Management	
429	PUR	Contract Set Up	System tracks non-purchasing contracts (example: economic development agreements)	Y	S	Contract Management	
431	PUR	Contract Administration	System can apply purchase orders/requisitions against contracts	Y	S	Contract Management	
432	PUR	Contract Administration	Purchase orders encumber funds against a contract	Y	S	Contract Management	
433	PUR	Contract Administration	The system tracks service performance against a contract (e.g., milestones and/or deliverables).	Y	S	Contract Management	
434	PUR	Contract Administration	The system tracks and auto flag contract expiration dates with sufficient lead time to extend or re-solicit contract.	Y	S	Contract Management	
435	PUR	Contract Administration	Contract tracks and manages payment schedule required by contract and creates payment request automatically	Y	S	Contract Management	
436	PUR	Contract Administration	System tracks contract renewal options	Y	S	Contract Management	
437	PUR	Contract Administration	System notifies users of upcoming renewal or expiration with customizable time periods	Y	S	Contract Management	
438	PUR	Contract Administration	System tracks contract bonding information	Y	S	Contract Management	
439	PUR	Contract Administration	System has the ability to accommodate electronic signatures for contractual purposes, (for internal and external users)	Y	TPS	Contract Management	With Tyler Secure Signature Services connected to a third party signature routing product (like docusign)
440	PUR	Bid & Quote	System can send bid notices electronically	Y	S	Bid Management	
441	PUR	Bid & Quote	System sends bid invitations to be sent to pre-approved vendors	Y	S	Bid Management	
442	PUR	Bid & Quote	System allows registered vendors to request a solicitation not linked to their commodity code	Y	S	Bid Management	
443	PUR	Bid & Quote	System allows a buyer to create a list of vendors to be invited for a specific bid/ quote regardless of commodity code	Y	S	Bid Management	
444	PUR	Bid & Quote	Stores contract terms for creation of solicitations in the system	Y	S	Bid Management	
445	PUR	Bid & Quote	Vendors can submit questions, clarifications, requests for information regarding a specific bid to the buyer in the bid/ quote/ proposal portal	Y	S	Bid Management	
446	PUR	Bid & Quote	Buyer can reply to vendor question via bid/quote/proposal portal, either directly to vendor, or post to quote/bid/proposal for all vendors	Y	S	Bid Management	
447	PUR	Bid & Quote	System allows for creation of distribution lists by type (commodity code, location of vendor, service, product type, pre-qualified vendors)	Y	S	Bid Management	Auto-find or manually added vendors
448	PUR	Bid & Quote	System allows bid document (that is sent to vendors) to be created in the system that includes:				
449	PUR	Bid & Quote	Standard contract terms and conditions (multiple)	Y	S	Bid Management	
450	PUR	Bid & Quote	Bid instructions	Y	S	Bid Management	
451	PUR	Bid & Quote	Bid specifications	Y	S	Bid Management	
452	PUR	Bid & Quote	Pricing submission specifications	Y	S	Bid Management	
453	PUR	Bid & Quote	Bid guidelines	Y	S	Bid Management	
454	PUR	Bid & Quote	Other documents that are uploaded into system	Y	S	Bid Management	
455	PUR	Bid & Quote	System allows vendors to submit revised bid	Y	S	Bid Management	
456	PUR	Bid & Quote	System allows vendors to submit multiple bids	Y	S	Bid Management	
457	PUR	Bid & Quote	System has the ability to restrict vendors from submitting multiple bids for the same project without approval	Y	S	Bid Management	Within Vendor Access, only 1 proposal can be submitted for a specific bid per vendor.
458	PUR	Bid & Quote	System can record and maintain time, date of submitted bids	Y	S	Bid Management	
459	PUR	Vendor Performance	Tracks vendor performance including number of complaints	Y	S	Purchasing	
460	PUR	Vendor Performance	Allow vendors to be flagged as "debarred" or "not to do business with", etc. - At a department level.	Y	S	Purchasing	
461	PUR	Vendor Self-Service	Vendors are required to submit certain data when registering (example: W-9, contact info, payment information, etc.)	Y	S	Vendor Access	
462	PUR	Vendor Self-Service	System will notify user through workflow or notification of a duplicate vendor entry.	Y	S	Vendor Access	Users in Vendor Acccess will be notified that the vendor already exists and prevented from re-registering. A separate path is offered for additional accounts associated with the same vendor.

463	PUR	Vendor Self-Service	Vendor self-service transactions require County approval prior to posting	Y	S	Vendor Access	
464	PUR	Vendor Self-Service	Vendor self-service capabilities allows vendors to perform the following actions:				
465	PUR	Vendor Self-Service	Register with County	Y	S	Vendor Access	
466	PUR	Vendor Self-Service	Change address	Y	S	Vendor Access	
467	PUR	Vendor Self-Service	Update email address	Y	S	Vendor Access	
468	PUR	Vendor Self-Service	Identify appropriate email address or addresses for purchase orders, bids, other notifications, etc.	Y	S	Vendor Access	
469	PUR	Vendor Self-Service	Add alternate address and all information for alternate site	Y	S	Vendor Access	
470	PUR	Vendor Self-Service	Confirm vendor certification category	Y	S	Vendor Access	
471	PUR	Vendor Self-Service	Indicate type of work offered (type, commodity code)	Y	S	Vendor Access	
472	PUR	Vendor Self-Service	Contact information (phone, web, email) for multiple contacts	Y	S	Vendor Access	
473	PUR	Vendor Self-Service	Identity payment preference and information (ach, p-card)	Y	S	Vendor Access	
474	PUR	Vendor Self-Service	Submit bids electronically	Y	S	Vendor Access	
475	PUR	Vendor Self-Service	Vendors can view and open upcoming solicitations	Y	S	Vendor Access	
477	PUR	Vendor File	System uses one vendor file for purchasing and accounts payable	Y	S	Purchasing	
478	PUR	Vendor File	System prevents duplicate vendors by preventing duplicate vendor tax ID	Y	S	Purchasing	
481	PUR	Vendor File	System allows users (with security access) to temporarily deactivate a vendor separately from the purchasing and AP process	Y	S	Purchasing	
482	PUR	Vendor File	System allows users (with security access) to merge two vendors	Y	S	Purchasing	
483	PUR	Vendor File	Supports Parent/Child relationships for vendor records	Y	S	Purchasing	
484	PUR	Vendor File	Maintains multiple address types	Y	S	Purchasing	
485	PUR	Vendor File	Maintains multiple location addresses for each vendor	Y	S	Purchasing	
486	PUR	Vendor File	System can accommodate foreign addresses	Y	S	Purchasing	
487	PUR	Vendor File	System identifies default payment remittance address	Y	S	Purchasing	
488	PUR	Vendor File	System identifies 1099 vendors	Y	S	Purchasing	
489	PUR	Vendor File	System identifies cumulative purchase history by vendor to identify common vendors	Y	S	Purchasing	
490	PUR	Vendor File	System identifies one time vendors - vendors set up in normal vendor file but identified as one-time vendor for easier data entry and system search functions	Y	S	Purchasing	
491	PUR	Vendor File	System allows changing status of one time vendor to "real" vendor	Y	S	Purchasing	
492	PUR	Vendor File	System allows placing all payments to vendor on hold	Y	S	Purchasing	
493	PUR	Vendor File	Vendor file stores vendor payment preference (ACH or check)	Y	S	Purchasing	
494	PUR	Vendor File	System allows payment by wire to be segregated from normal AP process	Y	S	Purchasing	
495	PUR	Vendor File	Vendor file needs to hold EFT information such as bank account and routing information, account type and file type (CCD, CTX, etc.)	Y	S	Purchasing	
496	PUR	Vendor File	Vendor has the ability to add attachments (i.e. W-9, EFT authorization form, etc.)	Y	S	Purchasing	
497	PUR	Vendor File	Vendor files can identify terms and conditions that are applied to purchase orders for that vendor	Y	S	Purchasing	
498	PUR	Vendor File	System supports vendor assignment of payables (i.e. sub-contractor is paid instead of primary vendor or tax liens are paid first before vendor)	Y	S	Purchasing	
499	PUR	Refunds	System processes refunds to one time customers	Y	S	Purchasing	
500	PUR	Refunds	System allows upload of refund payments from other system	Y	S	Purchasing	
501	PUR	Refunds	System interfaces to third party system to upload refund payments	Y	S	Purchasing	
502	PUR	Receiving/ Matching	Supports 2 way matching (purchase order, invoice)	Y	S	Purchasing	
503	PUR	Receiving/ Matching	Supports 3 way matching (purchase order, invoice, packing slip/receiving doc)	Y	S	Purchasing	
504	PUR	Receiving/ Matching	System provides workflow approval for invoice for services and other purchase goods/services without receipt	Y	S	Purchasing	
505	PUR	Receiving/ Matching	Matching occurs at line item detail level	Y	S	Purchasing	
506	PUR	Receiving/ Matching	System allows tolerance on PO price and invoice price for matching based on Percentage (example: invoice can't be greater than 110% of purchase order)	Y	S	Purchasing	
507	PUR	Receiving/ Matching	System allows tolerance on PO price and invoice price for matching based on Percentage and limit (example: invoice can't be greater than 110% of purchase order or $500 (whichever is greater)	Y	S	Purchasing	
508	PUR	Receiving/ Matching	System provides notification when match does not occur	Y	S	Purchasing	
509	PUR	Accounts Payable	System fills information for invoice from purchase order	Y	S	Accounts Payable	
510	PUR	Accounts Payable	System allows entering of direct claims without purchase order	Y	S	Accounts Payable	
511	PUR	Accounts Payable	System provides workflow approval path for Invoices from purchase orders	Y	S	Accounts Payable	
512	PUR	Accounts Payable	System provides workflow approval path for Invoices without purchase orders	Y	S	Accounts Payable	
513	PUR	Accounts Payable	Invoices routed through workflow for approval based on amount	Y	S	Accounts Payable	
514	PUR	Accounts Payable	Invoice routed through workflow based on point of entry (entered by department vs. AP)	Y	S	Accounts Payable	
515	PUR	Accounts Payable	Invoices routed through workflow for approval based on PO vs no PO	Y	S	Accounts Payable	
516	PUR	Accounts Payable	Invoices routed through workflow for approval based on chart of account information	Y	S	Accounts Payable	
517	PUR	Accounts Payable	Supports partial payments (partial payment of invoice - for example not all items on invoice received)	Y	S	Accounts Payable	
518	PUR	Accounts Payable	System supports applying credit memo to invoice for incorrect invoices	Y	S	Accounts Payable	
519	PUR	Accounts Payable	Allow payment of multiple purchase orders from one invoice	Y	S	Accounts Payable	
520	PUR	Accounts Payable	Allow multiple invoices to be received and processed for one purchase order	Y	S	Accounts Payable	
521	PUR	Accounts Payable	System will automatically check for duplicate invoice numbers from the same vendor and give a warning	Y	S	Accounts Payable	
522	PUR	Accounts Payable	System allows files to be attached in the system to the invoice (scanned image of invoice)	Y	S	Accounts Payable	
523	PUR	Accounts Payable	System allows for terms and discount and will calculate/process automatically	Y	S	Accounts Payable	
524	PUR	Accounts Payable	Allow partial payments against a single line even if quantity is one	Y	S	Accounts Payable	
525	PUR	Accounts Payable	After approval, schedule invoices for payment based on invoice date (example: 45 days after invoice date)	Y	S	Accounts Payable	
526	PUR	Accounts Payable	After approval, schedule invoices for payment based on date entered by AP clerk	Y	S	Accounts Payable	
527	PUR	Accounts Payable	After approval, schedule invoices for payment based on grouping of invoices (example: employee reimbursement)	Y	S	Accounts Payable	

528	PUR	Accounts Payable	The system prints checks on blank check stock	Y	S	Accounts Payable	
529	PUR	Accounts Payable	System produces check with business name	Y	S	Accounts Payable	
530	PUR	Accounts Payable	The system prints checks with MICR encoding	Y	S	Accounts Payable	
531	PUR	Accounts Payable	The system prints checks with electronic signatures	Y	S	Accounts Payable	
532	PUR	Accounts Payable	System has the ability to hide electronic signature based on a parameter (i.e. all checks over $5000 should be hand signed)	Y	S	Accounts Payable	
533	PUR	Accounts Payable	System will pay vendors electronically (ACH, wire transfer, etc.) using standard NACHA formats (ctx).	Y	S	Accounts Payable	
534	PUR	Accounts Payable	System allows printing of checks without any impact on other users in system	Y	S	Accounts Payable	
535	PUR	Accounts Payable	The system prints checks based on regular schedule	Y	S	Accounts Payable	
536	PUR	Accounts Payable	The system prints on-demand checks (single check printing)	Y	S	Accounts Payable	
537	PUR	Accounts Payable	The system creates/sorts checks based upon chart of account information (example: fund or department)	Y	S	Accounts Payable	
538	PUR	Accounts Payable	The system creates/sorts checks based upon vendor	Y	S	Accounts Payable	
539	PUR	Accounts Payable	The system creates/sorts checks based upon payment type (employee reimbursement, one time vendors, refund, etc.)	Y	S	Accounts Payable	
540	PUR	Accounts Payable	System sends electronic remittance advice for EFT payments to vendor through email	Y	S	Accounts Payable	
541	PUR	Accounts Payable	Electronic remittance should be encrypted and verified through security and workflow.	Y	S	Accounts Payable	
542	PUR	Accounts Payable	System permits users to select to pay one invoice per check (issue multiple checks to one vendor in a single check run).	Y	S	Accounts Payable	
543	PUR	Accounts Payable	System combines multiple invoice payments onto one check (issue one check for multiple invoices in a single check run)	Y	S	Accounts Payable	
544	PUR	Accounts Payable	System itemizes invoices (including the vendor invoice number) on the remittance advice	Y	S	Accounts Payable	
545	PUR	Accounts Payable	System allows users to place a payment on hold	Y	S	Accounts Payable	
546	PUR	Accounts Payable	Enter broadcast messages which appears on all AP check stubs	Y	S	Accounts Payable	
547	PUR	Accounts Payable	System allows for importing of transactional data from spreadsheet	Y	S	Accounts Payable	
548	PUR	Accounts Payable	Users may enter a message for one specific vendor which appears on that specific check stub	Y	S	Accounts Payable	
549	PUR	Accounts Payable	System supports positive pay	Y	S	Accounts Payable	
550	PUR	Accounts Payable	System Supports Payee positive pay	Y	S	Accounts Payable	
551	PUR	Accounts Payable	Import abilities - reoccurring monthly bills for multiple departments	Y	S	Accounts Payable	
552	PUR	Recurring Payments	System supports creation of template for recurring AP invoices with pre-defined account distribution	Y	S	Accounts Payable	
553	PUR	Retention	System automatically calculates retention amount and removes from invoice	Y	S	Accounts Payable	
554	PUR	Retention	System automatically applies retention amounts to invoice payments from vendor file	Y	S	Accounts Payable	
555	PUR	Retention	System automatically applies retention amounts to invoice payments from contract	Y	S	Accounts Payable	
556	PUR	Retention	System automatically applies retention amounts to invoice payments from purchase order	Y	S	Accounts Payable	
557	PUR	Retention	System can release retention by selected payments	Y	S	Accounts Payable	
558	PUR	Retention	System can release retention by amount	Y	S	Accounts Payable	
559	PUR	Retention	Ability to link third-party vendor (bank) holding retainage with vendor providing services	Y	S	Accounts Payable	
560	PUR	Retention	Allow support for retention payment to two separate vendors	Y	S	Accounts Payable	
561	PUR	Retention	System can change the retention percentage based on the amount of work completed in the project	Y	S	Contract Management	
562	PUR	Void and Cancel	System allows user to cancel warrant and system makes all correct accounting entries to reverse payment, including contract balances	Y	S	Accounts Payable	
563	PUR	Void and Cancel	System allows user to void check and re-issue replacement check	Y	S	Accounts Payable	
564	PUR	Void and Cancel	System allows users to cancel current and prior fiscal year checks and have the system automatically credit back designated accounts	Y	S	Accounts Payable	
565	PUR	Void and Cancel	System has capability to track and report on stale dated items	Y	S	Accounts Payable	
566	PUR	Void and Cancel	Ability to verify TIN's, names, and addresses prior to 1099 reporting to correct minor spelling errors etc.	Y	S	Accounts Payable	
567	PUR	Tax Reporting	Monitors cumulative payments to 1099 vendors	Y	S	Accounts Payable	
568	PUR	Tax Reporting	On-demand 1099 form generation	Y	S	Accounts Payable	
569	PUR	Tax Reporting	System generates 1099 for multiple entities	Y	S	Accounts Payable	
570	PUR	Tax Reporting	Collects necessary information for generation of Federal 1099s at year-end (both manually and per IRS approved file)	Y	S	Accounts Payable	
571	PUR	Tax Reporting	System generates 1099-Misc	Y	S	Accounts Payable	
572	PUR	Tax Reporting	System generates 1099-NEC	Y	S	Accounts Payable	
573	PUR	Tax Reporting	System generates 1099-G	Y	S	Accounts Payable	
574	PUR	Tax Reporting	System to print collected 1099 payments into appropriate reporting boxes, i.e., rent, non-employee compensation, etc.	Y	S	Accounts Payable	
575	PUR	Tax Reporting	System generates 1099 with a name associated with Federal ID	Y	S	Accounts Payable	
576	PUR	Tax Reporting	System included State related forms as well	Y	S	Accounts Payable	
577	PUR	Tax Reporting	System can produce electronic file to send 1099 related forms to IRS	Y	S	Accounts Payable	
578	AM	Asset Tracking	System is used to track capitalized items	Y	S	Capital Assets	
579	AM	Asset Tracking	System is used to track non-capitalized items	Y	S	Capital Assets	
580	AM	Asset Tracking	System used to track County owned land	Y	S	Capital Assets	
581	AM	Asset Tracking	System accommodates a continuing property record for capitalized assets that records at a minimum, department, # units, useful life, acquisition cost, funding source, category, comment section	Y	S	Capital Assets	
582	AM	Asset Tracking	System accommodates a continuing property record for mass assets	Y	S	Capital Assets	
583	AM	Asset Tracking	Ability to identify an assets as grant funded, and the specific funding source (i.e. grant)	Y	S	Capital Assets	
584	AM	Asset Tracking	Ability to categorize mass assets (i.e. thousands of assets but in an individualize group- example of 50ft pole.)	Y	S	Capital Assets	
585	AM	Asset Tracking	Ability to provide bar code labeling	Y	S	Assets Mobile	Via optionally proposed Assets Mobile
586	AM	Asset Tracking	Ability to record insurance information including:				
587	AM	Asset Tracking	Insurance company name	Y	S	Capital Assets	
588	AM	Asset Tracking	Insurance company address	Y	S	Capital Assets	
589	AM	Asset Tracking	Insurable value	Y	S	Capital Assets	
590	AM	Asset Tracking	Policy number	Y	S	Capital Assets	
591	AM	Asset Tracking	Policy period (term)	Y	S	Capital Assets	
592	AM	Asset Tracking	Type of coverage	Y	S	Capital Assets	
593	AM	Asset Tracking	Liability limits	Y	S	Capital Assets	
594	AM	Asset Tracking	Premium	Y	S	Capital Assets	
595	AM	Asset Tracking	Deductibles	Y	S	Capital Assets	

597	AM	Asset Tracking	System has the ability to track and manage and report on the replacement value of the asset	Y	S	Capital Assets	
598	AM	Asset Tracking	Ability to track lease purchases	Y	S	Capital Assets	
599	AM	Asset Tracking	County leases Building/property can be tracked	Y	S	Capital Assets	
600	AM	Asset Tracking	Ability to track warranty information	Y	S	Capital Assets	
601	AM	Asset Tracking	Ability to attach an image of the asset to the record	Y	S	Capital Assets	
602	AM	Asset Tracking	Ability to integrate or interface with GIS software	Y	S	GIS, Capital Assets	Via GIS
603	AM	Asset Tracking	Ability to maintain information about the condition of the asset (e.g., good, idle, obsolete and broken)	Y	S	Capital Assets	
604	AM	Asset Tracking	Ability to record assets into user-defined categories (e.g. annual financial report categories)	Y	S	Capital Assets	
605	AM	Asset Tracking	Ability to maintain accountability and reporting of fixed assets that have actually been granted to, or owned by, another entity.	Y	S	Capital Assets	
606	AM	Asset Tracking	Ability to track non-capitalized assets below the fixed asset threshold (i.e. $5,000).	Y	S	Capital Assets	
607	AM	Asset Tracking	Vehicle Tracking	Y	S	Capital Assets	
608	AM	Asset Tracking	System has the ability to link accounts payable data with the capital assets records	Y	S	Capital Assets	
609	AM	Asset Set Up	Identifies assets based on capitalization threshold (and different threshold for each asset type)	Y	S	Capital Assets	
610	AM	Asset Set Up	Asset can have multiple account distributions (including multiple funds)	Y	S	Capital Assets	
611	AM	Asset Set Up	System accommodates parent child relationships for assets	Y	S	Capital Assets	
612	AM	Asset Set Up	System must link component units (parent/child relationship) whereby each component maintains its own financial and historical information and depreciable life	Y	S	Capital Assets	
613	AM	Asset Set Up	If asset is replacement of other asset, it references old asset	Y	S	Capital Assets	
614	AM	Asset Set Up	Asset tracks expiration date of asset	Y	S	Capital Assets	
615	AM	Asset Set Up	Assets identify custodian for asset (employee linked to asset) (example: cell phone identifies user)	Y	S	Capital Assets	
616	AM	Asset Set Up	Assets identify non-employee for asset custodian	Y	S	Capital Assets	
617	AM	Asset Acquisition	Allows effective date posting for asset acquisition	Y	S	Capital Assets	
618	AM	Asset Acquisition	System identifies potential fixed assets from purchasing module by chart of accounts (example: purchased from capital account)	Y	S	Capital Assets	
619	AM	Asset Acquisition	System identifies potential fixed assets from purchasing module by dollar amount	Y	S	Capital Assets	
620	AM	Asset Acquisition	System identifies potential fixed assets from purchasing module manually (user flags purchase as fixed asset)	Y	S	Capital Assets	
621	AM	Asset Acquisition	System identifies potential fixed assets from accounts payable module by chart of accounts (example: payment from capital account)	Y	S	Capital Assets	
622	AM	Asset Acquisition	System identifies potential fixed assets from accounts payable module by dollar amount	Y	S	Capital Assets	
623	AM	Asset Acquisition	System allows creation of asset manually that does not flow through purchasing or accounts payable (for example: asset below threshold or donated asset)	Y	S	Capital Assets	
624	AM	Asset Acquisition	System is able to copy an asset record to create a similar asset record	Y	S	Capital Assets	
625	AM	Asset Acquisition	System is able to upload multiple assets from Excel file (or other flat file)	Y	S	Capital Assets	
626	AM	Asset Acquisition	System is able to identify/record all capitalize costs associated with the construction or purchase/acquisition of an asset (from project accounting)	Y	S	Capital Assets	
627	AM	Asset Acquisition	Ability to calculate and capitalize interest	Y	S	Capital Assets	
628	AM	Asset Acquisition	System allows users to identify/classify costs as capitalized costs / non capitalized costs	Y	S	Capital Assets	
629	AM	Asset Modification	System can track improvements to the asset and keep a detailed record of specific improvements	Y	S	Capital Assets	
630	AM	Physical Inventory	System produces asset list by department for physical inventory	Y	S	Inventory	
631	AM	Physical Inventory	System produces asset list by location for physical inventory	Y	S	Inventory	
632	AM	Physical Inventory	System produces asset list by category for physical inventory	Y	S	Inventory	
634	AM	Disposal	Upon disposal, system calculate partial period depreciation and generate appropriate profit/loss calculation	Y	S	Capital Assets	
635	AM	Disposal	System stores information on disposed assets	Y	S	Capital Assets	
636	AM	Disposal	System provides workflow approval/notification for disposed assets	Y	S	Capital Assets	
637	AM	Transfer	System allows assets to be transferred from one Department/ Fund to another	Y	S	Capital Assets	
638	AM	Depreciation	System automatically calculates depreciation in accordance with the depreciation method and convention designated for an asset	Y	S	Capital Assets	
639	AM	Depreciation	System can simulate depreciation calculations without being required to post the results	Y	S	Capital Assets	
640	AM	Depreciation	System provides the straight line depreciation method	Y	S	Capital Assets	
641	AM	Depreciation	System prevents the depreciating of an asset's value below zero	Y	S	Capital Assets	
642	AM	Depreciation	Depreciation calculated at End of fiscal Year	Y	S	Capital Assets	
643	AM	Depreciation	Depreciation calculated at End of Month	Y	S	Capital Assets	
644	AM	Depreciation	System calculates pro-rated depreciation for assets sold mid-year or mid-month	Y	S	Capital Assets	When an asset is retired the system will depreciate up to the month of retirement. Mid Month is not supported, only full months of depreciation can be taken.
645	AM	Depreciation	System can designate some assets as non-depreciable (i.e., land, assets not in use)	Y	S	Capital Assets	
646	AM	Depreciation	System has the ability to split a capital assets between multiple (two or more) departments and split the depreciation expense	Y	S	Capital Assets	
647	AM	Depreciation	Ability to reduce the value of a capital asset, and re-set the depreciation schedule accordingly. (i.e. county sales a piece of an assets, and the total value of the assets needs to be reduced)	Y	S	Capital Assets	
648	INV	General Requirements	System has the ability to create a journal entry to charge internal departments based upon inventory draw downs	Y	S	Inventory	
649	INV	General Requirements	System has the ability to create a receivable to charge external customers based upon inventory draw downs	Y	S	Inventory	With proper setup
650	INV	General Requirements	System can establish, maintain, adjust, delete and view inventory stock item records in real time with appropriate security.	Y	S	Inventory	
651	INV	General Requirements	System ties inventory functionality directly to work orders for the purpose of creating reservations and requisitions from inventory	Y	S	Asset Maintenance, Inventory	
652	INV	General Requirements	System must restrict and track an inventory requisition by:				

653	INV	General Requirements	WO number	Y	S	Asset Maintenance, Inventory	
655	INV	General Requirements	Requisition number	Y	S	Inventory	
656	INV	General Requirements	PO number	Y	S	Inventory	
657	INV	General Requirements	Transfers or other user defined fields	Y	S	Inventory	
658	INV	General Requirements	System supports online requisitioning of inventory items	Y	S	Inventory	Pick ticket
659	INV	General Requirements	Converts to shopping cart for order filling	Y	S	Inventory	
660	INV	General Requirements	System supports an online receiving process of vendor items	Y	S	Inventory	
661	INV	General Requirements	Supports online distribution of received orders to inventory placement	Y	S	Inventory	
662	INV	General Requirements	Ability to charge out stock withdrawn from inventory to the requesting department.	Y	S	Inventory	
663	INV	General Requirements	Ability to maintain and track the following information for inventory items:				
664	INV	General Requirements	Item description (short)	Y	S	Inventory	
665	INV	General Requirements	Text description (long)	Y	S	Inventory	
666	INV	General Requirements	Stock or Non-Stock Item	Y	S	Inventory	
667	INV	General Requirements	Unit of measure	Y	S	Inventory	
668	INV	General Requirements	Unit Cost	Y	S	Inventory	
669	INV	General Requirements	Actual price	Y	S	Inventory	
670	INV	General Requirements	Average price (calculated value)	Y	S	Inventory	
671	INV	General Requirements	Primary Vendors	Y	S	Inventory	
672	INV	General Requirements	Min-Max Points	Y	S	Inventory	
673	INV	General Requirements	Quantity on hand	Y	S	Inventory	
674	INV	General Requirements	Quantity on order	Y	S	Inventory	
675	INV	General Requirements	Commodity code	Y	S	Inventory	
676	INV	General Requirements	Other user defined fields	Y	S	Inventory	
677	INV	General Requirements	Ability to maintain an audit trail of all inventory processes.	Y	S	Inventory	Item audits, and transaction history
678	INV	General Requirements	Ability to allow inventory to be classified by purchasing commodity code.	Y	S	Inventory	
679	INV	General Requirements	Supports formalized receiving process	Y	S	Inventory	
680	INV	General Requirements	Supports an online inventory order fill process	Y	S	Inventory	
681	INV	General Requirements	Ability to provide the following inventory costing methods:				
682	INV	General Requirements	Actual cost	Y	S	Inventory	Normal average cost
683	INV	General Requirements	Average weighted cost	Y	S	Inventory	Average cost across locations
684	INV	General Requirements	Ability to provide a reorder process for all, or selected, stock items including electronic request and approval	Y	S	Inventory	
685	INV	General Requirements	Ability to perform the following transactions on stock requisitions:				
686	INV	General Requirements	Edit/modify	Y	S	Inventory	
687	INV	General Requirements	Return	Y	S	Inventory	
688	INV	General Requirements	Cancel	Y	S	Inventory	
689	INV	Physical Inventory	Ability to select and sequence physical inventory and cycle count documents.	Y	S	Inventory	
690	INV	Physical Inventory	System supports annual, monthly, biannual or on-demand inventory count processes	Y	S	Inventory	
691	INV	Physical Inventory	Ability to freeze inventory to prevent inventory action within the building.	Y	S	Inventory	
692	INV	Physical Inventory	Ability to print inventory worksheets by user selectable criteria (e.g., no zero quantity items)	Y	S	Inventory	
693	INV	Physical Inventory	Ability to issue parts or inventory while doing inventory counts	Y	S	Inventory	
694	INV	Physical Inventory	System generates worksheets for physical inventory of capitalized and non-capitalized assets.	Y	S	Inventory	
695	INV	Physical Inventory	At time of requisition, system generates scannable barcode/sticker for asset tracking	Y	S	Inventory	Inventory barcodes can be generated from the Item file. As long as the item exists, the barcode can be printed, but not from the requisition itself.
696	INV	Physical Inventory	System produces asset list by the following for physical inventory:				
697	INV	Physical Inventory	Location	Y	S	Inventory	
698	INV	Physical Inventory	Sub-Location	Y	S	Inventory	
699	CB	General	Ability to recognize or accommodate:				
700	CB	General	Revenue earned and billed	Y	S	Accounts Receivable, General Billing	
701	CB	General	Revenue earned, but not billed	Y	S	Accounts Receivable, General Billing	
702	CB	General	Revenue previously reported as deferred	Y	S	Accounts Receivable, General Billing	
703	CB	General	Estimated revenue	Y	S	Accounts Receivable, General Billing	
704	CB	General	Projecting cash flow of receipts based on historical data by accounts receivable type	Y	S	Accounts Receivable, General Billing	
705	CB	General	Payments received but not earned (i.e. advance grants, at the begin of a project)	Y	S	Accounts Receivable, General Billing	Deposits
706	CB	General	Ability to receive all forms all forms of payment including (EFTs, ACHs, wires, cash) for customer payments	Y	S	Accounts Receivable, General Billing	
707	CB	General	System has the ability to process credit card payments, online	Y	S	Resident Access, Tyler Payments	Via optionally proposed Resident Access
708	CB	General	Ability to support a centralized County Collections group, receiving payments for a wide variety of County goods and services using a single customer master file across all systems.	Y	S	Accounts Receivable, General Billing	
709	CB	General	Ability to have separate bank accounts	Y	S	Accounts Receivable, General Billing	
710	CB	General	System should provide method of user defined structures for classifying customers into unique groups (e.g., developer's hydrant meters usage)	Y	S	Accounts Receivable, General Billing	
711	CB	General	Ability to add attachments such as supporting documentation to transactions	Y	S	Accounts Receivable, General Billing	

712	CB	Customer File	Allow customer to create profile via online portal and cross reference to ensure the customer does not already have an account	Y	S	Resident Access	Via optionally proposed Resident Access
713	CB	Customer File	Ability to mask certain fields (e.g., social security number)	Y	S	Accounts Receivable, General Billing	
714	CB	Customer File	System has the ability to mask sensitive support documents that are uploaded into the system	Y	S	Content Manager	Via Content Manager
715	CB	Customer File	Ability to configure system for required data entry fields	Y	S	Accounts Receivable, General Billing	Where applicable, user defined
716	CB	Customer File	Ability to record the following customer information:				
717	CB	Customer File	Balance forward or open items	Y	S	Accounts Receivable, General Billing	
718	CB	Customer File	Last account activity	Y	S	Accounts Receivable, General Billing	
719	CB	Customer File	Multiple contact names	Y	S	Accounts Receivable, General Billing	
720	CB	Customer File	Multiple email addresses	Y	S	Accounts Receivable, General Billing	
721	CB	Customer File	Multiple ID's (cross reference to feeder systems)	Y	S	Accounts Receivable, General Billing	
722	CB	Customer File	Social Security Number or Tax ID Number	Y	S	Accounts Receivable, General Billing	
723	CB	Customer File	Tax exempt status	Y	S	Accounts Receivable, General Billing	
724	CB	Customer File	User-Defined ID Number (e.g., property index number)	Y	S	Accounts Receivable, General Billing	
725	CB	Customer File	Multiple Phone numbers (e.g., office, cell, etc.)	Y	S	Accounts Receivable, General Billing	
726	CB	Customer File	Multiple Addresses	Y	S	Accounts Receivable, General Billing	
727	CB	Customer File	Address Type	Y	S	Accounts Receivable, General Billing	
728	CB	Customer File	Current and unpaid late payment penalty and interest charges	Y	S	Accounts Receivable, General Billing	
729	CB	Customer File	Balance due	Y	S	Accounts Receivable, General Billing	
730	CB	Customer File	Last payment amount	Y	S	Accounts Receivable, General Billing	
731	CB	Customer File	Last payment date	Y	S	Accounts Receivable, General Billing	
732	CB	Customer File	Year-to-date payments	Y	S	Accounts Receivable, General Billing	
733	CB	Customer File	Number of times past due this year by user-defined periods (e.g., 30 days, 90 days, etc.)	Y	S	Accounts Receivable, General Billing	
734	CB	Customer File	Number of times past due last year by user-defined periods (e.g., 30 days, 90 days, etc.)	Y	S	Accounts Receivable, General Billing	
735	CB	Customer File	Highest past-due balance	Y	S	Accounts Receivable, General Billing	
736	CB	Customer File	Highest outstanding balance	Y	S	Accounts Receivable, General Billing	
737	CB	Customer File	Payment Arrangements	Y	S	Accounts Receivable, General Billing	
738	CB	Customer File	Late payment penalty and interest charges this year	Y	S	Accounts Receivable, General Billing	
739	CB	Customer File	Late payment penalty and interest charges last year	Y	S	Accounts Receivable, General Billing	
740	CB	Customer File	Average number of days to pay	Y	S	Accounts Receivable, General Billing	
741	CB	Customer File	Bad check or dunning status	Y	S	Accounts Receivable, General Billing	
742	CB	Customer File	Bankruptcy data:				
743	CB	Customer File	Status of process	Y	S	Accounts Receivable, General Billing	
744	CB	Customer File	Discharge status	Y	S	Accounts Receivable, General Billing	

745	CB	Customer File	Customer type (multiple)	Y	S	Accounts Receivable, General Billing	
746	CB	Customer File	Statement cycle (e.g., weekly, monthly)	Y	S	Accounts Receivable, General Billing	
747	CB	Customer File	Notes/comments (miscellaneous additional information)	Y	S	Accounts Receivable, General Billing	
748	CB	Customer File	Date customer was added	Y	S	Accounts Receivable, General Billing	
749	CB	Invoices	Ability to itemize by customer invoice	Y	S	Accounts Receivable, General Billing	
750	CB	Invoices	Ability to develop customized invoices (e.g., Sherriff's logo for public safety intergovernmental billings and County logo for misc. receivables)	Y	S	Accounts Receivable, General Billing	
751	CB	Invoices	Ability to produce one-time or recurring invoices.	Y	S	Accounts Receivable, General Billing	
752	CB	Invoices	Ability to generate invoices for internal customers.	Y	S	Accounts Receivable, General Billing	
753	CB	Invoices	Ability to invoice current employees and deduct the payment from payroll.	Y	S	Accounts Receivable, General Billing	
754	CB	Invoices	Ability to charge different rates for internal and external customers.	Y	S	Accounts Receivable, General Billing	
755	CB	Invoices	Ability to include the billing date range and/or period on invoices.	Y	S	Accounts Receivable, General Billing	
756	CB	Invoices	Ability to maintain and send invoices to multiple addresses for the same customer.	Y	S	Accounts Receivable, General Billing	
757	CB	Invoices	Ability to generate statements showing activity and beginning and ending balances for any user-defined time period.	Y	S	Accounts Receivable, General Billing	
758	CB	Invoices	Ability to generate account statements for the following:				
759	CB	Invoices	Specific accounts	Y	S	Accounts Receivable, General Billing	
760	CB	Invoices	Range of accounts within a department	Y	S	Accounts Receivable, General Billing	
761	CB	Invoices	Range of customers	Y	S	Accounts Receivable, General Billing	
762	CB	Invoices	Delinquent accounts with aging	Y	S	Accounts Receivable, General Billing	
763	CB	Invoices	Ability to generate consolidated statements for customers with multiple accounts	Y	S	Accounts Receivable, General Billing	
764	CB	Invoices	Ability to maintain detail of unbilled charges	Y	S	Accounts Receivable, General Billing	
765	CB	Invoices	Ability to exclude / include billing detail data elements, allowable charges, and overhead on specific bills or all bills	Y	S	Accounts Receivable, General Billing	
766	CB	Invoices	Ability to correct and reprint invoices and statements (with security approvals)	Y	S	Accounts Receivable, General Billing	
767	CB	Invoices	Ability to accommodate cancellation and automatic reversals of invoice entries (with security approvals)	Y	S	Accounts Receivable, General Billing	
768	CB	Invoices	Corrections or reversals update interfaced systems	Y	S	Accounts Receivable, General Billing	
769	CB	Invoices	Ability to print a duplicate bill on request	Y	S	Accounts Receivable, General Billing	
770	CB	Invoices	Ability to display on the invoice that it is a duplicate or reprint	Y	S	Accounts Receivable, General Billing	
771	CB	Invoices	Ability to store multiple user-defined dunning messages and/or letters, according to user-specified parameters.	Y	S	Accounts Receivable, General Billing	
772	CB	Invoices	Ability to classify dunning notices (e.g., groups of customers)	Y	S	Accounts Receivable, General Billing	
773	CB	Invoices	Ability to write-off small discrepancies between the amount due and the amount received with proper security.	Y	S	Accounts Receivable, General Billing	
774	CB	Invoices	Ability to generate an invoice with sufficient and flexible text area to adequately describe services provided	Y	S	Accounts Receivable, General Billing	
775	CB	Invoices	System should allow for a single invoice to be distributed to multiple accounting distributions based on a user-defined allocation (e.g., percentage)	Y	S	Accounts Receivable, General Billing	
776	CB	Invoices	Ability to retain history on written-off accounts for user-defined periods	Y	S	Accounts Receivable, General Billing	

777	CB	Invoices	Ability to require approval for project invoices (receivables)	Y	S	Accounts Receivable, General Billing	
778	CB	Invoices	Ability move an invoice to a collection or write-off document (with security approvals)	Y	S	Accounts Receivable, General Billing	
779	CB	Invoices	Ability to move a collection document to a write-off (with security approvals)	Y	S	Accounts Receivable, General Billing	
780	CB	Create Receivable	Receivables (and customer information) can be imported from subsidiary system via interface	Y	S	Accounts Receivable, General Billing	
781	CB	Create Receivable	System creates receivable for all general billing if requested by use	Y	S	Accounts Receivable, General Billing	
782	CB	Create Receivable	System allows users to create cash receipt without existing receivable	Y	S	Accounts Receivable, General Billing	
783	CB	Create Receivable	System allows for import of receivables (aggregate or by customer) from bills generated from external system (parks and rec and library, permit fees, etc.)	Y	S	Accounts Receivable, General Billing	
784	CB	Create Receivable	Attach supporting documentation at creation of receivable	Y	S	Accounts Receivable, General Billing	
785	CB	POS Interface	Payment module should integrate directly to the general ledger and can integrate to various Point of Sale systems and/or third party CRM systems	Y	S	Cashiering, Accounts Receivable, General Billing	Native integration with optionally proposed Cashiering module. Third party integration via Cashiering API Connector
786	CB	Miscellaneous Billing	Departments will use system to create bills for various charges	Y	S	Accounts Receivable, General Billing	
787	CB	Miscellaneous Billing	Departments can add supporting documentation to bill (i.e. facility rental costs)	Y	S	Accounts Receivable, General Billing	
788	CB	Miscellaneous Billing	Department created invoices are routed through workflow to central Finance	Y	S	Accounts Receivable, General Billing	
789	CB	Miscellaneous Billing	System accommodates one-time invoices	Y	S	Accounts Receivable, General Billing	
790	CB	Miscellaneous Billing	System allows users to create invoices for each type by entering dollar amount	Y	S	Accounts Receivable, General Billing	
791	CB	Miscellaneous Billing	System allows users to create invoices for each type by entering non-financial parameter and having system calculate appropriate fees according to pre-defined business rules (Including sales tax if applicable)	Y	S	Accounts Receivable, General Billing	
792	CB	Miscellaneous Billing	System allows users to create invoices for each type by identifying expenses from project accounting to reimburse (and grant accounting to reimburse)	Y	S	Accounts Receivable, General Billing	
793	CB	Miscellaneous Billing	Invoice prints with statement balance information	Y	S	Accounts Receivable, General Billing	
794	CB	Miscellaneous Billing	System generates customer account statements	Y	S	Accounts Receivable, General Billing	
795	CB	Miscellaneous Billing	Ability for customers to view account balance information via online portal	Y	S	Resident Access, Accounts Receivable, General Billing	Via optionally proposed Resident Access
796	CB	Recurring Billing	System accommodates recurring invoices (regular invoices to occur at set dates or duration) (example: rent)	Y	S	Accounts Receivable, General Billing	
797	CB	Recurring Billing	System allows recurring invoices to be set up to handle invoices scheduled at set dates for same amount (example: rent)	Y	S	Accounts Receivable, General Billing	
798	CB	Recurring Billing	System allows recurring invoices to be set up to handle invoices scheduled at set dates for different amounts (example: utilities on rental properties)	Y	S	Accounts Receivable, General Billing	
799	CB	Recurring Billing	System saves templates for generating invoices (different template for each AR type)	Y	S	Accounts Receivable, General Billing	
800	CB	Receivable Tracking	System provides receivable tracking and aging reporting capabilities	Y	S	Accounts Receivable, General Billing	
802	CB	Receivable Tracking	System stores schedule of penalties and interest to apply to open receivables	Y	S	Accounts Receivable, General Billing	
803	CB	Receivable Tracking	Penalties can be flat fee amounts	Y	S	Accounts Receivable, General Billing	
804	CB	Receivable Tracking	Penalties can be percentage of original amount or variable based on number of days or other factors	Y	S	Accounts Receivable, General Billing	
805	CB	Receivable Tracking	Interest charges can be applied based on days, months, years, etc.	Y	S	Accounts Receivable, General Billing	
806	CB	Receivable Tracking	System records payments against specific invoice	Y	S	Accounts Receivable, General Billing	
807	CB	Payment Receipt	System records payments against open receivables	Y	S	Accounts Receivable, General Billing	

808	CB	Payment Receipt	System records payments for point of sale transactions	Y	S	Accounts Receivable, General Billing	
809	CB	Payment Receipt	System can integrate directly to the general ledger and various Point of Sale systems and/or third party CRM systems	Y	S	Cashiering, Accounts Receivable, General Billing	Native integration with optionally proposed Cashiering module. Third party integration via Cashiering API Connector
810	CB	Payment Receipt	System can track and process payments from Third Party online systems	Y	S	Accounts Receivable, General Billing	
811	CB	Payment Receipt	System allows decentralized cash receipting via standard hardware/POS.	Y	NS		
812	CB	Payment Receipt	System generates deposit slip, which includes deposits for main ERP system and subsidiary systems	Y	S	Accounts Receivable, General Billing	
813	CB	Payment Receipt	System routes deposit slip for workflow approval	Y	S	Accounts Receivable, General Billing	
814	CB	Payment Receipt	System applies one payment to multiple receivables / point of sale transactions	Y	S	Accounts Receivable, General Billing	
815	CB	Payment Receipt	System allows using multiple payment types to pay for one invoice (example: cash and credit card)	Y	S	Accounts Receivable, General Billing	
816	CB	Payment Receipt	Automatically generate general ledger distribution entries needed to record receipts	Y	S	Accounts Receivable, General Billing	
817	CB	Payment Receipt	Ability to apply revenue to multiple funds and/or accounts.	Y	S	Accounts Receivable, General Billing	
818	CB	Payment Receipt	Ability to break out all payments to different account numbers	Y	S	Accounts Receivable, General Billing	
819	CB	Payment Receipt	Ability to accommodate single payments applied against multiple invoices.	Y	S	Accounts Receivable, General Billing	
820	CB	Payment Receipt	Ability to accommodate payments in excess of or less than the bill rendered.	Y	S	Accounts Receivable, General Billing	
821	CB	Payment Receipt	System will notify customer that credits or overpayment has been made.	Y	S	Accounts Receivable, General Billing	
822	CB	Payment Receipt	Ability, upon customer overpayment, to optionally select to carry a credit balance or to generate a refund, kicking off the payment process and associated approvals (and produce applicable accounting entries)	Y	S	Accounts Receivable, General Billing	
823	CB	Payment Receipt	Ability to systematically prevent refunds for less than a certain dollar amount, which can vary by type of refund.	Y	S	Accounts Receivable, General Billing	
824	CB	Payment Receipt	Ability to automatically move money to another account (i.e. escrow account) in the event of an overpayment from a customer	Y	S	Accounts Receivable, General Billing	
825	CB	Payment Receipt	Ability to calculate and accommodate user-defined discounts (i.e., a 2% discount for early payment, etc.)	Y	S	Accounts Receivable, General Billing	
826	CB	Payment Receipt	Ability to generate interest on overdue amounts	Y	S	Accounts Receivable, General Billing	
827	CB	Payment Receipt	Ability to generate late payment fees by either a percentage or flat amount	Y	S	Accounts Receivable, General Billing	
828	CB	Payment Receipt	Ability to accommodate different fee structures for different receivable types	Y	S	Accounts Receivable, General Billing	
829	CB	Payment Receipt	Ability to generate the following information on cash receipts:				
830	CB	Payment Receipt	Amount	Y	S	Accounts Receivable, General Billing	
831	CB	Payment Receipt	Customer Name (optional)	Y	S	Accounts Receivable, General Billing	
832	CB	Payment Receipt	Customer ID (optional)	Y	S	Accounts Receivable, General Billing	
833	CB	Payment Receipt	Customer address (optional)	Y	S	Accounts Receivable, General Billing	
834	CB	Payment Receipt	Default accounts (multiple)	Y	S	Accounts Receivable, General Billing	
835	CB	Payment Receipt	Date of service	Y	S	Accounts Receivable, General Billing	
836	CB	Payment Receipt	Current date	Y	S	Accounts Receivable, General Billing	
837	CB	Payment Receipt	Individual who received the payment	Y	S	Accounts Receivable, General Billing	
838	CB	Payment Receipt	Form of payment (check, cash, credit)	Y	S	Accounts Receivable, General Billing	
839	CB	Payment Receipt	Description of service (text and/or code) (multiple)	Y	S	Accounts Receivable, General Billing	

840	CB	Payment Receipt	Other fields as defined by user	Y	S	Accounts Receivable, General Billing	
841	CB	Payment Receipt	Ability to pull up an existing cash receipt entry and reverse it, with the appropriate accounting affect automatically.	Y	S	Accounts Receivable, General Billing	
842	CB	Payment Receipt	Ability to use payment templates with appropriate accounting and information defaulted by the template.	Y	S	Accounts Receivable, General Billing	
843	BUD	Budget Requests	Budgets preparation system accommodates entering budget detail for departmental budgets (by accounts within a department)	Y	S	Budgeting	
844	BUD	Budget Requests	System has the ability to manage separate budgets at various levels (i.e. fund, department, cost center, group of accounts, etc.)	Y	S	Budgeting	Future Budget Enforcement Levels
845	BUD	Budget Requests	Budgets preparation system accommodates entering budget detail for project budget (over multiple years - up to life of project)	Y	S	Budgeting	
846	BUD	Budget Requests	Budget preparation system supports entering ongoing operational impact of capital projects	Y	S	Budgeting	
847	BUD	Budget Requests	System pre-populates budget entry fields (numbers and text) from past budget version	Y	S	Budgeting	
848	BUD	Budget Requests	System supports zero-based budgeting	Y	S	Budgeting	
849	BUD	Budget Requests	System used to prepare budgets for revenues, expenses, and transfer	Y	S	Budgeting	
850	BUD	Budget Requests	Departments enter budget requests through system including requested budget amount	Y	S	Budgeting	
851	BUD	Budget Requests	Departments enter budget requests through system including changes/additions/deletions of positions	Y	S	Budgeting	
852	BUD	Budget Requests	System supports bi-annual budgeting	Y	S	Budgeting	
853	BUD	Budget Requests	Department budget requests can accommodate 10 year projections	Y	S	Budgeting	
854	BUD	Budget Requests	Department 10 year projections can be manually entered	Y	S	Budgeting	
855	BUD	Budget Requests	Department 10 year projections can be calculated with inflation factors	Y	S	Budgeting	
856	BUD	Budget Requests	Departments enter department narrative information along with budget requests including attaching documents (Example: department goals, challenges, highlights of major changes, etc.)	Y	S	Budgeting	
857	BUD	Budget Requests	Departments enter budget requests through system including notes/comments/narrative/attaching documents/ etc.	Y	S	Budgeting	
858	BUD	Budget Requests	Budget requests can be grouped into decision packages (multiple line items that go together)	Y	S	Budgeting	
859	BUD	Budget Requests	Budget requests can be identified as supplemental requests	Y	S	Budgeting	
860	BUD	Budget Requests	Post passage change requests can be entered outside of budget development process (revenue, Expense)	Y	S	Budgeting	
861	BUD	Budget Requests	Budget requests (decision packages) can be prioritized	Y	S	Budgeting	
862	BUD	Budget Requests	Users can flag one-time budget events and the system automatically removes them from the next years' budget	Y	S	Budgeting	
863	BUD	Budget Requests	System prevents budgeting in excess of pre-determined spending limit set by Chart of Account segment (example: parks and rec department budget can't exceed $10,000,000)	Y	S	Budgeting	
864	BUD	Budget Requests	Pre determined budget limit can be calculated as a percentage of previous year adopted budget	Y	S	Budgeting	
865	BUD	Budget Requests	Pre determined budget limit can be calculated as a percentage of previous year revised budget	Y	S	Budgeting	
866	BUD	Budget Requests	Pre determined budget limit can be calculated as a percentage of projected actual expenses	Y	S	Budgeting	
867	BUD	Budget Requests	Users can create multiple versions of a budget request for "what if" scenario simulation	Y	S	Budgeting	
868	BUD	Budget Requests	System allows users to prepare budgets by various Chart of Account segments (can be across multiple departments)	Y	S	Budgeting	
869	BUD	Budget Requests	County operating budget is roll up of all accepted organization budgets by specified categories	Y	S	Budgeting	
870	BUD	Budget Requests	System allows business unit budgets to be prioritized	Y	S	Budgeting	
871	BUD	Budget Requests	System allows business unit budgets to link to strategic goals	Y	S	Budgeting	
872	BUD	Budget Requests	System tracks performance measures on each business unit	Y	S	Budgeting	
873	BUD	Budget Requests	System tracks narrative and goals for each business unit and\or budget line	Y	S	Budgeting	
874	BUD	Budget Requests	System has set of predetermined fund splits user can choose from, and allow user to enter customer fund split.	Y	S	Budgeting	
875	BUD	Budget Development	Department budgets are automatically rolled into organization-wide master budget	Y	S	Budgeting	
876	BUD	Budget Development	System maintains history of multiple budget versions including requested Budget-including attachments and notes	Y	S	Budgeting	
877	BUD	Budget Development	System allows budget users to modify all department budget worksheets	Y	S	Budgeting	
878	BUD	Budget Development	System allows budget users to roll budget to new version	Y	S	Budgeting	
879	BUD	Budget Development	System maintains history of multiple budget versions including recommended Budget	Y	S	Budgeting	
880	BUD	Budget Development	System maintains history of multiple budget versions including adopted Budget	Y	S	Budgeting	
881	BUD	Budget Development	System maintains history of multiple budget versions including revised budget	Y	S	Budgeting	
882	BUD	Budget Development	Compare past budget notes or comments when in the current year (at least compare last year or 3)	Y	S	Budgeting	
883	BUD	Budget Development	Budget Status Reports (real time)	Y	S	Budgeting	
884	BUD	Budget Development	System allows departments to propose budget transfers within department authority with workflow approval	Y	S	Budgeting	
885	BUD	Budget Development	System provides workflow based on transfer to/from (example: within department/division/fund or between department/division/fund)	Y	S	Budgeting	
886	BUD	Budget Development	System provides workflow based on transfer based on within or between budget categories (example: salary/supplies/materials/etc.)	Y	S	Budgeting	
887	BUD	Budget Development	System validates and enforces rule that all budget amendments and transfers must balance by fund	Y	S	Budgeting	
888	BUD	Budget Development	System provides funds availability check when entering budget amendments	Y	S	Budgeting	
890	BUD	Budget Development	Ability to accommodate prioritization of capital projects in the budgeting process.	Y	S	Budgeting	
891	BUD	Budget Development	Ability to not make the prioritization (ranking) field a required field	Y	S	Budgeting	

892	BUD	Budget Development	Ability to accommodate multi-year (currently five) capital budget preparation.	Y	S	Budgeting	
893	BUD	Budget Development	Ability to access prior years(s) capital plan for planning of current capital budget	Y	S	Budgeting	
894	BUD	Budget Development	Ability to note items that will be funded through dedicated revenues	Y	S	Budgeting	
895	BUD	Budget Development	Ability to create budget relationships (i.e. salary changes automatically adjust benefits and vice versa).s	Y	S	Budgeting	
896	BUD	Budget Development	Ability to identify or flag department changes that impact other accounts after initial budget submission (i.e. salary change affect benefits), as defined by the Budget Department	Y	S	Budgeting	
897	BUD	Budget Development	Ability to track changes to the Budget with information stored on last user and date	Y	S	Budgeting	
898	BUD	Budget Development	Ability to review budget preparation status on-line by user defined queries (e.g., public safety budgets, etc.)	Y	S	Budgeting	
899	BUD	Budget Development	Ability to optionally utilize project and grant budgets created in those modules for creation or adjustment to department budget.	Y	S	Budgeting	
900	BUD	Budget Development	Ability for Budget Department to review progress of budget preparation (e.g., which preparers have submitted, total budget request, etc.)	Y	S	Budgeting	
901	BUD	Budget Development	Ability for departments to view progress of budget preparation within their own departments	Y	S	Budgeting	
902	BUD	Budget Development	Ability to prevent department level users from updating or viewing budget information after it has been submitted or as of a specific cut-off date.	Y	S	Budgeting	
903	BUD	Budget Development	Ability to "lock" (prevent other changes to and viewing of that budget version) budgets at any phase of the budget process, including after submission by departments.	Y	S	Budgeting	
904	BUD	Budget Development	Ability to unlock a frozen budget with the appropriate security control at the department level unless it has already been submitted to the Budget Department.	Y	S	Budgeting	
905	BUD	Budget Development	Ability to make narrative field in budget preparation worksheet a "required" field	Y	S	Budgeting	
906	BUD	Budget Development	Ability to record various "review" dates (e.g., departmental review, Budget Department review, Council approval, Amendments).	Y	S	Budgeting	
907	BUD	Budget Development	Ability to provide an "approved" or "not approved" flag to mark budget issues within a decision package by line item or by total	Y	S	Budgeting	
908	BUD	Budget Development	Ability to provide reports/inquiries, including graphs, to accommodate analysis of historical trends.	Y	S	Budgeting	
909	BUD	Budget Development	Ability for users to develop "key performance indicators" which they monitor on a user defined frequency	Y	S	Budgeting	
910	BUD	Budget Development	Ability to do analysis ("what if scenarios") with positions, individually by department and across the County as a whole. Analysis includes organizational changes.	Y	S	Budgeting	
911	BUD	Budget Development	Ability to perform "what-if" scenario analysis on bargaining units	Y	S	Budgeting	
912	BUD	Budget Development	System maintains history across multiple budget years for review and preparing of the current budget	Y	S	Budgeting	
913	BUD	Capital Budgeting	Capital budgets prepared by project	Y	S	Budgeting	
914	BUD	Capital Budgeting	Project budgets created roll up to create department capital budget and overall capital improvement plan	Y	S	Budgeting	
915	BUD	Capital Budgeting	System allows individual capital project budgets created in project module to feed budget module	Y	S	Budgeting	
916	BUD	Capital Improvement Plan	Project budgets populate CIP budget totals in budget module	Y	S	Budgeting	
917	BUD	Capital Improvement Plan	System users can view, remove, or change the cost of a project within the system and/or move the project to the operating budget when approved through workflow without duplicate data entry	Y	S	Budgeting	
918	BUD	Personnel Budgeting	System projects and budgets tax and benefit costs based on current employee salary and current benefit elections	Y	S	Budgeting, Human Capital Management	
919	BUD	Personnel Budgeting	System projects and budgets tax and benefit costs based on position salary range and default benefit elections (example: midpoint of range)	Y	S	Budgeting, Human Capital Management	
920	BUD	Personnel Budgeting	System provides ability to propose changing position status as part of budget development (funded - unfunded positions)	Y	S	Budgeting, Human Capital Management	
921	BUD	Personnel Budgeting	System provides ability to request new positions as part of budget process	Y	S	Budgeting, Human Capital Management	
922	BUD	Personnel Budgeting	System provides ability to request reclassification of existing positions as part of budget process	Y	S	Budgeting, Human Capital Management	
923	BUD	Personnel Budgeting	System allows users to propose changes to salary amounts as part of budgeting process	Y	S	Budgeting, Human Capital Management	
924	BUD	Personnel Budgeting	With changes to salary amounts, system automatically adjusts any benefits/tax amounts	Y	S	Budgeting, Human Capital Management	
925	BUD	Personnel Budgeting	System allows for the cost of a position to be allocated to multiple segments of the Chart of Accounts (i.e. organizational codes, programs, projects, grants, etc.)	Y	S	Budgeting, Human Capital Management	
926	BUD	Personnel Budgeting	System can budget for Overtime based on Employee/Position or at Business Unit Level	Y	S	Budgeting, Human Capital Management	
927	BUD	Personnel Budgeting	System can budget for temps based on Employee or Position or at Business Unit Level	Y	S	Budgeting, Human Capital Management	
928	BUD	Personnel Budgeting	System allows for salary and benefit increases based on "union". COLA's, Merit pools based on effective date	Y	S	Budgeting, Human Capital Management	
929	HR	General	System can track and manage the following employee types:				
930	HR	General	6 month employees (contract employees, similar to temp/Seasonal)(different rules)	Y	S	Human Capital Management	
931	HR	General	Regular / Part-time	Y	S	Human Capital Management	
932	HR	General	599 hour temp	Y	S	Human Capital Management	

933	HR	General	999 hour temp	Y	S	Human Capital Management	
934	HR	General	System has the ability to accommodate the following employee types:				
935	HR	General	Seasonal employee (rules by division)	Y	S	Human Capital Management	
936	HR	General	Retired annuitant	Y	S	Human Capital Management	
937	HR	General	Volunteers	Y	S	Human Capital Management	
938	HR	General	Contract	Y	S	Human Capital Management	
939	HR	General	System should apply different rules based on employee type	Y	S	Human Capital Management	
940	HR	General	Ability to produce form letters	Y	S	Human Capital Management	
941	HR	General	Ability to interface with mail merge functionality	Y	S	Human Capital Management	
942	HR	General	System generates EEO reports	Y	S	Human Capital Management	EEO4/5
943	HR	General	Ability to make a field required or optional	Y	S	Human Capital Management	Where available
944	HR	Employee Master	System maintains employee file for all employees	Y	S	Human Capital Management	
945	HR	Employee Master	System allows files to be attached to employee file	Y	S	Human Capital Management	
946	HR	Employee Master	System tracks all EEO information	Y	S	Human Capital Management	
947	HR	Employee Master	System tracks hire date and service date (first day of actual work)	Y	S	Human Capital Management	
948	HR	Employee Master	System tracks multiple hire and rehire dates	Y	S	Human Capital Management	
949	HR	Employee Master	Need system to provide org chart data by individual, position, department	Y	S	Human Capital Management	
950	HR	Employee Master	System to track all positions an employee worked (history of all jobs)	Y	S	Human Capital Management	
951	HR	Employee Master	System tracks positions an employee has currently assigned (can be multiple)	Y	S	Human Capital Management	
952	HR	Employee Master	System allows Work Permits (for youth) to be tracked	Y	S	Human Capital Management	May require attachments via Content Manager
953	HR	Employee Master	System should track the following key dates:				
954	HR	Employee Master	Date of Hire	Y	S	Human Capital Management	
955	HR	Employee Master	Progression Date	Y	S	Human Capital Management	
956	HR	Employee Master	Service Date	Y	S	Human Capital Management	
957	HR	Employee Master	Leave progression	Y	S	Human Capital Management	
958	HR	Employee Master	Pay progression	Y	S	Human Capital Management	
959	HR	Employee Master	Benefits progression	Y	S	Human Capital Management	
960	HR	Employee Master	Seniority Date (including ability to rank same day hires)	Y	S	Human Capital Management	
961	HR	Position Set Up	System maintains information on job classification and position	Y	S	Human Capital Management	
962	HR	Position Set Up	Positions are assigned to job classifications	Y	S	Human Capital Management	
963	HR	Position Set Up	System allows creation of positions within each job classification	Y	S	Human Capital Management	
964	HR	Position Set Up	Positions tied to funding source / chart of account information	Y	S	Human Capital Management	
965	HR	Position Set Up	System allows split funded position (funded from multiple accounts/departments/programs)	Y	S	Human Capital Management	
966	HR	Position Set Up	System tracks history of all position changes (reclassification)	Y	S	Human Capital Management	
967	HR	Position Set Up	System maintains position supervisor relationships and creates org chart with the ability to exclude certain positions (i.e. temporary employees)	Y	S	Human Capital Management	Org chart produced based on active find set
968	HR	Position Set Up	Each position identified by unique position control number	Y	S	Human Capital Management	
969	HR	Position Set Up	System allows for position reclassification (moving position to different classification)	Y	S	Human Capital Management	
970	HR	Position Set Up	Need all classification history changes to be available after a reclassification.	Y	S	Human Capital Management	
971	HR	Position Set Up	System stores default schedule for each position	Y	S	Human Capital Management	
972	HR	Position Set Up	System to report all employees that have held a position	Y	S	Human Capital Management	Report can be constructed by client utilizing the provided SQL Server Reporting Services (SSRS) toolset or created by Tyler's Professional Services group for a fee.
973	HR	Position Control	System requires each employee to be placed in a position (may not want to include temporary employees)	Y	S	Human Capital Management	Based on setup
974	HR	Position Control	One employee can have multiple positions	Y	S	Human Capital Management	
975	HR	Position Control	Multiple employees can share a single position	Y	S	Human Capital Management	
976	HR	Position Control	System can set FTE limit for position (not always 1)	Y	S	Human Capital Management	
977	HR	Position Control	System prevents FTE limit from being exceeded without proper approval	Y	S	Human Capital Management	
978	HR	Position Control	System can set headcount limit for position (not always 1)	Y	S	Human Capital Management	

979	HR	Position Control	System prevents headcount limit from being exceeded without proper approval	Y	S	Human Capital Management	
980	HR	Position Control	System to stop salary adjustments to go outside the allowed salary range	Y	S	Human Capital Management	
981	HR	Position Control	Ability to override salary adjustments outside the allowed salary range based on exceptions (i.e. out of class pay, Y rate, etc.)	Y	S	Human Capital Management	
982	HR	Position Control	Ability to track under-filled positions	Y	S	Human Capital Management	
983	HR	Position Budgeting	Tracks and reports all budgeted positions	Y	S	Human Capital Management	
984	HR	Position Budgeting	System can track unfunded and unbudgeted positions	Y	S	Human Capital Management	
985	HR	Position Budgeting	System to track authorized, budgeted, filled positions	Y	S	Human Capital Management	
986	HR	Position Budgeting	Tracks and reports incumbents by position, departments, status and report FTE's.	Y	S	Human Capital Management	
987	HR	Position Budgeting	Tracks and reports current and future vacant positions	Y	S	Human Capital Management	
988	HR	Position Budgeting	Ability to track historic vacant positions by rate and type	Y	S	Human Capital Management	
989	HR	Position Budgeting	Ability to validate position allocation against valid funding source or budget code.	Y	S	Human Capital Management	
990	HR	Position Budgeting	All personnel transactions will be linked to Position Control such that position data is verified/updated at the completion of each transaction (new hire, termination, transfer, etc. but may not want to use for temporary employees)	Y	S	Human Capital Management	
991	HR	Position Budgeting	Allows the assignment of an employee to multiple positions across organizational boundaries or funds	Y	S	Human Capital Management	
992	HR	Position Budgeting	Provides workflow that routes position change requests to designated staff members for approval	Y	S	Human Capital Management	
993	HR	Position Budgeting	Tracks a position based on authorization for creating position.	Y	S	Human Capital Management	
994	HR	Position Budgeting	Identifies the different position budget statuses (budgeted, filled, proposed, vacant, etc.)	Y	S	Human Capital Management	
995	HR	Employee Self-Service	Employees can use self service to view compensation package	Y	S	Human Capital Management	
996	HR	Employee Self-Service	Employees can use self service to view W-2, including history	Y	S	Human Capital Management	Select history
997	HR	Employee Self-Service	Employees can use self service to view W-4	Y	S	Human Capital Management	
998	HR	Employee Self-Service	System meets federal requirements for accepting online W-4	Y	S	Human Capital Management	
999	HR	Employee Self-Service	Employees can use self service to view pay stub	Y	S	Human Capital Management	
1000	HR	Employee Self-Service	Employees can use self service to view pay history	Y	S	Human Capital Management	
1001	HR	Employee Self-Service	Employees can use self service to view leave balances	Y	S	Human Capital Management	
1003	HR	Employee Self-Service	System provides web interface for employees to make changes to their employee data/information (form request, banking information, reprint of w-2 or paystub, leave request, address change, etc.)	Y	S	Human Capital Management	
1004	HR	Employee Self-Service	System provides web interface for employees to inquire employee data/information (leave balances, pay stubs, past w-2, personnel action history, etc.)	Y	S	Human Capital Management	
1005	HR	Employee Self-Service	HR department can specify which changes made by employees via the self-service module are routed to the appropriate supervisor for review and/or approval via workflow for notification	Y	S	Human Capital Management	
1006	HR	Employee Self-Service	When change requires documentation to be submitted, the system notifies employee that further action is required and change won't occur until that occurs	Y	S	Human Capital Management	
1007	HR	Employee Self-Service	System provide FAQs and tutorials/training to help employees use self service capabilities	Y	S	Human Capital Management	
1008	HR	Employee Self-Service	Employee Self Service should be accessible via mobile device.	Y	S	Human Capital Management	Employee Access is a mobile friendly self service site that can be accessed from a mobile device with proper setup.
1009	HR	Employee Self-Service	All changes made by employees via the self-service module is routed to the appropriate approver for review and approval via workflow before the change is posted	Y	S	Human Capital Management	
1010	HR	Benefit Set Up	System maintains multiple benefit plans each having multiple options	Y	S	Human Capital Management	
1011	HR	Benefit Set Up	System tracks benefits and manages payroll deductions for benefits for employees	Y	S	Human Capital Management	
1012	HR	Benefit Set Up	Benefit amount differs by job classification, bargaining unit, employee, and FTE	Y	S	Human Capital Management	
1013	HR	Benefit Set Up	System will give employees discounted premiums if they meet the County 's wellness goals	Y	S	Human Capital Management	Manual process
1014	HR	Benefit Set Up	System applies employer deposit for HSA periodically or lump sum	Y	S	Human Capital Management	
1015	HR	Benefit Set Up	System notifies HR of employee's eligibility for County contribution for HSA account	Y	S	Human Capital Management	Not an automated process
1016	HR	Benefit Set Up	System has the ability to make benefit dollars for an employee based off of certain deduction codes	Y	S	Human Capital Management	
1017	HR	Benefit Set Up	System automatically determines employee eligibility by employee status (full time vs. not full time)	Y	S	Human Capital Management	Based on setup
1018	HR	Benefit Eligibility	System automatically determines employee eligibility by job class (one bargaining unit may be in different plan)	Y	S	Human Capital Management	Based on setup
1019	HR	Benefit Eligibility	System limits enrollment in multiple plans of the same type at the same time	Y	S	Human Capital Management	
1020	HR	Benefit Eligibility	Dependent plans are linked to employee plans	Y	S	Human Capital Management	
1021	HR	Benefit Eligibility	System tracks demographic information for dependents	Y	S	Human Capital Management	
1022	HR	Benefit Eligibility	Ability to limit enrollment eligibility based on rules (married couples can't split kids on medical, opt out, etc.)	Y	S	Human Capital Management	

1023	HR	Benefit Eligibility	Track % of benefits by employee type (regular, 1000 hr. temporary, etc.)	Y	S	Human Capital Management	
1024	HR	Beneficiaries/Dependents	System tracks history of all dependent changes	Y	S	Human Capital Management	
1025	HR	Beneficiaries/Dependents	System has the ability to enforce required documentation and information when adding a dependent and notifying HR staff when information is missing	Y	S	Human Capital Management	
1026	HR	Beneficiaries/Dependents	System can identify employees with dependents that are no longer eligible for benefits based on age.	Y	NS		System doesnt notify automatically but Hub pages and reports can be run to identify these folks easily
1027	HR	Benefit Administration	Benefit deductions to occur for each pay period	Y	S	Human Capital Management	
1028	HR	Benefit Administration	Benefit deductions to occur for 1st pay period of the month	Y	S	Human Capital Management	
1029	HR	Benefit Administration	Benefit deductions to occur for 2nd pay period of the month	Y	S	Human Capital Management	
1030	HR	Benefit Administration	Benefit deductions to occur for 3rd pay period of the month	Y	S	Human Capital Management	
1031	HR	Benefit Administration	Benefit deductions to occur once per year	Y	S	Human Capital Management	
1032	HR	Benefit Administration	Benefit deductions to occur for off cycle pay cycles	Y	S	Human Capital Management	
1033	HR	Benefit Administration	System allows user to select each period individually (example: 1st and 2nd of month, but not 3rd.)	Y	S	Human Capital Management	
1034	HR	Benefit Administration	System deducts employer/employee paid amount and transfers funds to internal service funds	Y	S	Human Capital Management	
1035	HR	Benefit Administration	Deduction rate can be set as a flat amount	Y	S	Human Capital Management	
1036	HR	Benefit Administration	Deduction amount/rate can be set as a percentage of eligible pay (could be limited pay code types)	Y	S	Human Capital Management	
1037	HR	Benefit Administration	System tracks maximum deduction amounts and tracks deduction totals against maximum allowed per pay period	Y	S	Human Capital Management	
1038	HR	Benefit Administration	System tracks maximum deduction amounts and tracks deduction totals against maximum allowed per year	Y	S	Human Capital Management	
1039	HR	Benefit Administration	System tracks accumulated payments across multiple plans when comparing against a maximum amount	Y	S	Human Capital Management	
1040	HR	Benefit Administration	Track multiple payroll and benefit effective dates	Y	S	Human Capital Management	
1041	HR	Benefit Plan Administration	System allows all changes to benefit plans, rates, and eligibility be made through effective dating	Y	S	Human Capital Management	
1042	HR	Benefit Plan Administration	System allows changes in premium amounts to be made with effective dating	Y	S	Human Capital Management	
1043	HR	Benefit Plan Administration	System has the ability to manage Retiree and Cobar benefit and receivable tracking	Y	S	Human Capital Management	
1044	HR	Benefit Plan Administration	System has the ability to track spousal insurance for an employee	Y	S	Human Capital Management	
1045	HR	Benefit Self-Service	System allows employees to view the benefit elections, including cafeteria plans	Y	S	Human Capital Management	
1046	HR	Benefit Self-Service	System allows web portal for employees to select benefit options for New Hire and open enrollment	Y	S	Human Capital Management	
1047	HR	Benefit Self-Service	System provides web portal for employees to update benefit elections for qualifying life events.	Y	S	Human Capital Management	
1048	HR	Benefit Self-Service	System can confirm life event changes are completed with proof within 30 days.	Y	S	Human Capital Management	
1049	HR	Benefit Self-Service	When qualified for a life event, system calculates premium owed or refunded to employee based on effective date	Y	S	Human Capital Management	
1050	HR	Benefit Self-Service	System allows employee to view changes to premium calculations	Y	S	Human Capital Management	
1051	HR	Benefit Self-Service	System determines employee eligibility and only offers eligible benefit packages to employees through self service	Y	S	Human Capital Management	
1052	HR	Benefit Self-Service	Employees using self service for open enrollment can re-select all benefit elections	Y	S	Human Capital Management	
1053	HR	Benefit Self-Service	Employees using self service for open enrollment can confirm existing benefit elections (selections from previous year are carried over)	Y	S	Human Capital Management	No changes option
1054	HR	Benefit Self-Service	Employees not entering self service for open enrollment have previous selections applied to next year	Y	S	Human Capital Management	a process needs to be run on the Application side to make this happen however
1055	HR	Benefit Self-Service	System identifies employees that have not yet re-enrolled and provides notification to HR and employee	Y	S	Human Capital Management	
1056	HR	Benefit Self-Service	System capable of alerting employees that they need to re-enroll during open enrollment	Y	S	Human Capital Management	
1057	HR	Benefit Self-Service	Employees can make changes to dependents through self service:	Y	S	Human Capital Management	
1058	HR	Benefit Self-Service	Changes made through self service are routed through workflow for approval	Y	S	Human Capital Management	
1059	HR	Benefit Self-Service	Employees are able to attach documentation if necessary to benefit elections, dependent information, or qualifying life events (example: birth certificate)	Y	S	Human Capital Management	
1060	HR	Benefit Self-Service	System to allow checklists be used to track required documents for benefit plan enrollment and changes	Y	S	Human Capital Management	Checklists are not enabled for online enrollments or changes, but choices can be flagged as requiring documentation (on election or decline) preventing employees from submitting enrollment/change without proper enrollment. Checklists could be used if benefit changes are made via Personnel Actions within EERP.
1061	HR	Benefit Self-Service	System to provide a benefit calculator for what-if calculations and projections	Y	S	Human Capital Management	Paycheck simulator
1062	HR	Benefit Self-Service	System allows for wage and/or age based deductions	Y	S	Human Capital Management	
1063	HR	Risk Management	System used to track all incidents/injuries	Y	S	Risk Management, Human Capital Management	
1064	HR	Risk Management	System relates injuries/incidents to claims	Y	S	Risk Management, Human Capital Management	

1065	HR	Risk Management	System allows users to enter notes on claim and incident records	Y	S	Risk Management, Human Capital Management	
1066	HR	Risk Management	System allows users to track actions made on the claim including dates, actions, follow up dates)	Y	S	Risk Management, Human Capital Management	
1067	HR	Risk Management	System allows users to upload documents to incidents/claims	Y	S	Risk Management, Human Capital Management	
1068	HR	Risk Management	System provides notification for follow up actions including benefits staff	Y	S	Risk Management, Human Capital Management	depending on workflow config
1071	HR	Risk Management	System provides notification (to employee, supervisor, and HR) of maximum time reached for modified duty	Y	S	Risk Management, Human Capital Management	Could be done via Accrual Threshold and the emails associated
1072	HR	Risk Management	System tracks general liability claims	Y	S	Risk Management, Human Capital Management	
1073	HR	Risk Management	Create forms/Populate required OSHA forms, SOII Survey Occupational Injuries and Illness, OSHA forms 300, 301, and 302	Y	S	Risk Management, Human Capital Management	Form 300
1074	HR	Modified Duty	System tracks accommodations for each incident/claim (work accommodations, start/end date, alternate duty, etc.)	Y	S	Human Capital Management	
1075	HR	Modified Duty	System tracks multiple accommodation start/end date per case	Y	S	Human Capital Management	
1076	HR	Modified Duty	System tracks maximum time for modified duty by hours and day	Y	S	Human Capital Management	
1077	HR	Modified Duty	Workflow for approvals/sign-offs	Y	S	Human Capital Management	
1078	PA	Personnel Actions	System supports decentralized entry of personnel actions, each with pre-defined business rules/workflow	Y	S	Human Capital Management	
1079	PA	Personnel Actions	System effective dates employee transactions (example: add employee, remove employee, promote, etc.)	Y	S	Human Capital Management	
1080	PA	Personnel Actions	Comments or notes can be entered and reviewed in personnel action (based on security controls)	Y	S	Human Capital Management	
1081	PA	Personnel Actions	System maintains history of all personnel actions	Y	S	Human Capital Management	
1082	PA	Personnel Actions	System to allow users to track the status of the personnel action including current workflow status	Y	S	Human Capital Management	
1083	PA	Personnel Actions	Each personnel action type can have different workflow approval type	Y	S	Human Capital Management	
1084	PA	Personnel Actions	System allows identifying sequencing for multiple personnel actions that occur on same day, including multiple changes to salary (example: provide % COLA first, and then $.50 per hour merit increase)	Y	S	Human Capital Management	
1085	PA	Personnel Actions	Alerts or notifications are provided to alert approver that a personnel action is required/pending	Y	S	Human Capital Management	
1086	PA	Personnel Actions	System can accommodate out of class pay	Y	S	Human Capital Management	
1087	PA	Personnel Actions	Upon approval of the personnel action and effective date reached, changes are automatically made to the employee record.	Y	S	Human Capital Management	
1088	PA	Personnel Actions	System notifies HR if employee is not eligible for salary classification or pay certification based on personnel action	Y	S	Human Capital Management	Manual process
1089	PA	Personnel Actions	Employee transfers to a different department within the County (new hires, transfers in, and transfers out - different from termination) records are kept	Y	S	Human Capital Management	
1090	PA	Personnel Actions	Employee history of pay rates and transfers within County	Y	S	Human Capital Management	
1091	PA	Performance Evaluation	Performance evaluations completed in the system for: annual	Y	S	Human Capital Management	
1092	PA	Performance Evaluation	Performance evaluations completed in the system for: probationary	Y	S	Human Capital Management	
1093	PA	Performance Evaluation	System to allow for customized goals for each employee	Y	S	Human Capital Management	
1094	PA	Performance Evaluation	System tracks performance evaluation questions and evaluations (scores) for each question	Y	S	Human Capital Management	
1095	PA	Performance Evaluation	System allows information to be entered into performance evaluation forms by multiple contributors	Y	S	Human Capital Management	
1096	PA	Performance Evaluation	System allows for employee to provide self-evaluation	Y	S	Human Capital Management	
1097	PA	Performance Evaluation	System notifies supervisor (or next reviewer) when employee self-evaluation has been completed	Y	S	Human Capital Management	
1098	PA	Performance Evaluation	System allows an employee's supervisor to access comments from contributors and complete evaluation	Y	S	Human Capital Management	
1099	PA	Performance Evaluation	System's performance evaluation form has weighted categories that are used to calculate overall score	Y	S	Human Capital Management	
1100	PA	Performance Evaluation	System maintains schedule of performance evaluation by: specified date (of hire into current position)	Y	S	Human Capital Management	
1101	PA	Performance Evaluation	System maintains schedule of performance evaluation by: Set number of months after promotion (probation period)	Y	S	Human Capital Management	
1102	PA	Performance Evaluation	System generate reminder of upcoming evaluations (calendar yr., fiscal yr.)	Y	S	Human Capital Management	
1103	PA	Performance Evaluation	Evaluation scores trigger personnel action for salary change in the system	Y	S	Human Capital Management	
1104	PA	Performance Evaluation	Any pay adjustment resulting from an evaluation needs to follow personnel action workflow rules for approval	Y	S	Human Capital Management	
1105	PA	Performance Evaluation	System's performance evaluations are electronically routed to the appropriate users for approval via workflow and electronic signature.	Y	S	Human Capital Management	
1106	PA	Performance Evaluation	System allows employee to comment and enter information on their evaluation (i.e., comments, approve, sign)	Y	S	Human Capital Management	
1107	PA	Performance Evaluation	Employees sign-off on their final evaluation electronically in the system	Y	S	Human Capital Management	Employee Acknowledgement
1108	PA	Performance Evaluation	System tracks performance improvement plans for employees	Y	S	Human Capital Management	
1109	PA	Performance Evaluation	Generate randomized list and track employee drug testing	Y	S	Human Capital Management	Via Substance testing

1110	PA	Applicant Tracking General	System allows applicants to complete and submit applications & attachments on the Internet and via mobile	Y	S	Recruiting, Human Capital Management	
1113	PA	Applicant Tracking General	Open positions or job announcements can be posted to the Town Website.	Y	S	Recruiting, Human Capital Management	Assumes use of Applicant portal included with Recruiting module. Additional integration available with Monster and Indeed. Integration with other third party job boards would require leveraging of Recruiting API toolkit.
1114	PA	Job Announcement	Job announcements can be created to fill any open position	Y	S	Recruiting, Human Capital Management	
1115	PA	Job Announcement	Job announcements can be created to fill job classification	Y	S	Recruiting, Human Capital Management	
1116	PA	Job Announcement	Job announcement contains all County required data	Y	S	Recruiting, Human Capital Management	
1117	PA	Job Announcement	Pre-requisite information shall be classified as either mandatory or desired	Y	S	Recruiting, Human Capital Management	
1118	PA	Job Announcement	System should provide the ability to create a job posting announcement with information from position module and add/edit unique County information	Y	S	Recruiting, Human Capital Management	
1119	PA	Job Announcement	Salary/comp range of the position will be included into the job posting.	Y	S	Recruiting, Human Capital Management	
1120	PA	Job Announcement	System routes job announcement through workflow for proper approval prior to posting	Y	S	Recruiting, Human Capital Management	
1121	PA	Job Announcement	System tracks posting dates for job announcements	Y	S	Recruiting, Human Capital Management	
1122	PA	Job Application	System supports different application templates for different recruitment types (example: temporary, internal, full time, etc.)	Y	S	Recruiting, Human Capital Management	
1123	PA	Job Application	Job application templates contain standard information/questions by job classification	Y	S	Recruiting, Human Capital Management	
1124	PA	Job Application	Job application templates allow adding questions specific to the current recruitment	Y	S	Recruiting, Human Capital Management	
1125	PA	Job Application	System to allow applicants to save multiple resumes	Y	S	Recruiting, Human Capital Management	
1126	PA	Applicant Tracking	System must have ability to query applicant pool for certain characteristics (e.g., certification).	Y	S	Recruiting, Human Capital Management	
1127	PA	Applicant Tracking	System to sort applicant pool by minimum qualifications	Y	S	Recruiting, Human Capital Management	
1128	PA	Applicant Tracking	System pre-screens applicants to determine eligibility based on key requirements	Y	S	Recruiting, Human Capital Management	
1129	PA	Applicant Tracking	System identifies applicant as past or current employee	Y	S	Recruiting, Human Capital Management	
1130	PA	Applicant Tracking	System hides EEO information from users (age, gender, etc.) based on security role	Y	S	Recruiting, Human Capital Management	
1131	PA	Applicant Tracking	System only allows authorized users to view confidential information (criminal history, medical info, etc.)	Y	S	Recruiting, Human Capital Management	
1132	PA	Applicant Tracking	System will generate interview / appointment reminders to applicants and hiring managers	Y		Recruiting, Human Capital Management	
1133	PA	Applicant Self-Service	System allows users to apply for positions through the web	Y	S	Recruiting, Human Capital Management	
1134	PA	Applicant Self-Service	System sends automatic notification when application is completed, submitted by applicant and received. Allows customization of notifications for different openings	Y	S	Recruiting, Human Capital Management	
1135	PA	Applicant Self-Service	System email replies based on applicant status (email applicant after 10 days they are in "in review/pending", "other" status)	Y	S	Recruiting, Human Capital Management	
1136	PA	Applicant Self-Service	Users can upload files to web application (resume, certification, etc.)	Y	S	Recruiting, Human Capital Management	
1137	PA	Applicant Self-Service	System allows user to create profile and apply to multiple jobs without re-entering information	Y	S	Recruiting, Human Capital Management	
1138	PA	Applicant Self-Service	System to track interview dates	Y	S	Recruiting, Human Capital Management	
1139	PA	Applicant Self-Service	System allows applicants to review where they are in the process	Y		Recruiting, Human Capital Management	
1140	PA	New Hire	Information from applicant tracking system populates HR employee file	Y	S	Recruiting, Human Capital Management	
1141	PA	New Hire	System tracks completion of important tasks in pre-employment and hiring process (on boarding checklist)	Y	S	Recruiting, Human Capital Management	
1142	PA	New Hire	System tracks different checklists based on job classification, department, employee type, bargaining group, etc.	Y	S	Recruiting, Human Capital Management	

1143	PA	New Hire	Provides self service for initial enrollment in benefits	Y	S	Recruiting, Human Capital Management	
1144	PA	New Hire	Provides self service for on-line completion and auto processing of optional forms to Payroll	Y	S	Recruiting, Human Capital Management	
1145	PA	New Hire	System generates offer letter with data from system	Y	S	Recruiting, Human Capital Management	
1146	PA	New Hire	System routes employee information to user departments for access (i.e. IT, Facilities, etc.)	Y	S	Recruiting, Human Capital Management	
1147	PA	Separation	Upon separation, workflow notifies all appropriate departments (example: HR, Payroll, IT) of employee separation	Y	S	Human Capital Management	Based on workflow notification setup
1148	PA	Separation	System provide separation check list that notifies various County departments of pending tasks (example: IT turn off network access; HR conduct exit interview)	Y	S	Human Capital Management	
1149	PA	Separation	System updates benefit carriers/TPAs with termination of benefit information	Y	NS		834 export file
1150	PA	Separation	System generates notice to County 's COBRA TPA with necessary information	Y	NS		via email
1151	PA	Separation	On Separation the system should provide a list of assets to be recovered.	Y	S	Human Capital Management	
1152	PA	Separation	System generates an exit summary notification form/letter to each separated employee	Y	S	Human Capital Management	May require Mail Merge
1153	PA	Disciplinary Actions	System tracks disciplinary actions on employees	Y	S	Human Capital Management	
1154	PA	Disciplinary Actions	System tracks multiple types of disciplinary actions	Y	S	Human Capital Management	
1155	PA	Disciplinary Actions	System tracks work improvement plans for employees	Y	S	Human Capital Management	
1156	PA	Disciplinary Actions	System records follow up actions with notification to remind users of upcoming follow up action	Y	S	Human Capital Management	
1157	PA	Disciplinary Actions	System links disciplinary action to personnel action	Y	S	Human Capital Management	
1158	PA	Disciplinary Actions	System allows attachments of documents to disciplinary actions	Y	S	Human Capital Management	
1160	PA	Employee Relations	History of all grievances, and disciplinary actions stored in the system	Y	S	Human Capital Management	
1161	PA	Employee Relations	Flag all employees with pending disciplinary actions	Y	S	Human Capital Management	User defined fields
1162	PA	Employee Relations	System facilitates a multi-step grievance tracking process	Y	S	Human Capital Management	
1163	PA	Employee Relations	System allows users to enter notes and track all grievances	Y	S	Human Capital Management	
1164	PA	Employee Relations	System allows attachment of documents to grievance	Y	S	Human Capital Management	
1165	PA	Skills / Licenses / Certifications	System tracks employee skills and competency information	Y	S	Human Capital Management	
1166	PA	Skills / Licenses / Certifications	Proficiency level (in either numerical or alphabetical format)	Y	S	Human Capital Management	
1167	PA	Skills / Licenses / Certifications	System track an employee's memberships to professional organizations	Y	S	Human Capital Management	Certifications
1168	PA	Skills / Licenses / Certifications	System tracks employee awards/honors	Y	S	Human Capital Management	Assumes use of certifications and/or Attachments via Content Manager
1169	PA	Skills / Licenses / Certifications	System tracks employee continuing education requirements for certifications	Y	S	Human Capital Management	
1170	PA	Skills / Licenses / Certifications	System provides notification for HR and departments and employees with expiring certifications	Y	S	Human Capital Management	May require Hub card or SSRS
1171	PA	Skills / Licenses / Certifications	System tracks Driver's license and CDL information. HR updates after MVVRS audits	Y	S	Human Capital Management	
1172	PA	Salary Administration	System supports step (longevity) and grade (job classification/type) salary structure	Y	S	Human Capital Management	
1173	PA	Salary Administration	System records hourly rate for every employee	Y	S	Human Capital Management	
1174	PA	Salary Administration	System supports salary range (employee salary falls between min and max)	Y	S	Human Capital Management	
1175	PA	Salary Administration	System supports mass changes for COLA on step grade and/or salary ranges	Y	S	Human Capital Management	
1176	PA	Salary Administration	System has the ability to update pay rates for entire groups of employees (or all employees) based on various user defined criteria (or import a formula/calculation from MS Excel)	Y	S	Human Capital Management	
1177	PA	Salary Administration	System has the ability to run employee reports that show past employee statuses and the data the status changed (i.e. report showing all employees in the department and the date their pay changed)	Y	S	Human Capital Management	Report can be constructed by client utilizing the provided SQL Server Reporting Services (SSRS) toolset or created by Tyler's Professional Services group for a fee.
1178	PA	Salary Administration	Changes to salary tables made through effective dating	Y	S	Human Capital Management	
1179	PA	Salary Administration	System tracks history of changes to salary tables	Y	S	Human Capital Management	
1180	PA	Salary Administration	System Supports table driven pay based on progression.	Y	S	Human Capital Management	
1181	TE	General	The system has the ability accommodate punch rounding to the nearest quarter hour	Y	S	Time & Attendance	
1182	TE	General	System notifications based on specific business rules (i.e. leave balance maximums, workers comp usage, use of certain pay codes, etc.)	Y	S	Time & Attendance	
1183	TE	General	Time entry of 8 minutes will round up, 7 minutes will round down	Y	S	Time & Attendance	Rounding policies can be setup in 5 Minutes, 6 Minutes, 15 Minutes, 30 Minutes, 60 minutes, or None.
1184	TE	General	Leave time could be entered to the 3th decimal	Y	NS		Can only enter to 3 decimals and it will truncate (example: enter 5.555 and will show as 5.55)
1185	TE	General	System to track leaves that accrue and leaves that do not accrue	Y	S	Human Capital Management	
1186	TE	General	System allows banking or tracking of days/hours for:				

1187	TE	General	Vacation/Annual (1st 90 days barred)	Y	S	Human Capital Management	
1188	TE	General	Vacation Rollover	Y	S	Human Capital Management	
1189	TE	General	Sick Leave (1st 90 days barred)	Y	S	Human Capital Management	
1190	TE	General	Comp Time	Y	S	Human Capital Management	
1191	TE	General	Military Usage	Y	S	Human Capital Management	
1192	TE	General	Holiday	Y	S	Human Capital Management	
1193	TE	General	Management Leave (Leave without pay?)	Y	S	Human Capital Management	
1194	TE	General	Worker's Comp	Y	S	Human Capital Management	
1195	TE	General	FMLA Usage	Y	S	Human Capital Management	
1196	TE	General	FMLA Eligibility	Y	S	Human Capital Management	
1197	TE	General	Personal Leave	Y	S	Human Capital Management	
1198	TE	General	Modified Duty	Y	S	Human Capital Management	
1199	TE	General	User Defined	Y	S	Human Capital Management	
1200	TE	General	System configuration allows for tracking and report of any related ACA components	Y	S	Human Capital Management	
1201	TE	General	System allows for the expiration of accrued time based on the following:				
1205	TE	General	Employees can enter time in system by punch-in, punch-out	Y	S	Time & Attendance	
1206	TE	General	Time can be entered to any chart of account segment or position (fund, pay code, project, grants, program, division, department)	Y	S	Time & Attendance	
1208	TE	Time Entry	Ability to secondarily charge out to other account #s while primarily charging employees' home department	Y	S	Time & Attendance	
1209	TE	Time Entry	Employees can enter time in system by exception based hours entry (against pre-defined schedule)	Y	S	Time & Attendance	
1210	TE	Time Entry	Employees can enter time in system by hours worked per day	Y	S	Time & Attendance	
1211	TE	Time Entry	System provides workflow for review and approval of timesheets	Y	S	Time & Attendance	
1212	TE	Time Entry	Allow for supervisory approval of time on a daily basis	Y	S	Time & Attendance	
1213	TE	Time Entry	Additional workflow rules can be applied if hours are entered to a special project	Y	S	Time & Attendance	
1214	TE	Time Entry	Allow for supervisory approval of time on a pay period basis	Y	S	Time & Attendance	
1215	TE	Time Entry	System supports exception based workflow (alternate path) for approvals	Y	S	Time & Attendance	
1216	TE	Time Entry	System supports multiple approvals for timesheets or individual timesheet	Y	S	Time & Attendance	
1217	TE	Time Entry	System allows for the workflow approval of vacation or requests of time off	Y	S	Time & Attendance	
1218	TE	Time Entry	System to send out alerts/reminders that timecards incomplete. Send to employee and supervisor	Y	S	Time & Attendance	Notifications
1219	TE	Time Entry	System allows for timesheet level approval of leave (e.g. emergency where no leave request was submitted)	Y	S	Time & Attendance	
1220	TE	Time Entry	System to allow employees (Department) to decide if they want to earn comp time or pay for OT when entering / processing time.	Y	S	Time & Attendance	
1221	TE	Time Entry	System should allow for accounting time against a work order and time entered should interface into the work order system for labor costs	Y	S	Time & Attendance/Human Capital Management	Time & Attendance will integrate with work order information, allow for entry into Time & Attendance for job costing and send to payroll (back to EERP).
1222	TE	Time Entry	Approved Leave events should be automatically recorded on a timesheet	Y	S	Time & Attendance	
1223	TE	Time Entry	System supports multiple approval levels for specific time events (OT must be approved at higher level than regular time)	Y	S	Time & Attendance	
1224	TE	Time Entry	Time entry system should only show time events the employee is allowed to use per their position setup	Y	S	Time & Attendance	
1225	TE	Time Entry	Employees with more than one position (different departments/rate of pay)	Y	S	Time & Attendance	
1226	TE	Time Business Rules	Business rules in timesheet automatically apply correct: Shift differential	Y	S	Time & Attendance	
1227	TE	Time Business Rules	Business rules in timesheet automatically apply correct: Overtime	Y	S	Time & Attendance	
1228	TE	Time Business Rules	Business rules in timesheet automatically apply correct: Holiday Pay and Holiday Overtime	Y	S	Time & Attendance	
1229	TE	Time Business Rules	Business rules for timesheets can vary by employee type/group:	Y	S	Time & Attendance	
1230	TE	Time Business Rules	6 month employees (contract employees, temp employees)(different rules)	Y	S	Time & Attendance	
1231	TE	Time Business Rules	Regular / Part-time	Y	S	Time & Attendance	
1232	TE	Time Business Rules	599 hour temp	Y	S	Time & Attendance	
1233	TE	Time Business Rules	999 hour temp	Y	S	Time & Attendance	
1234	TE	Time Business Rules	Seasonal employee (rules by division)	Y	S	Time & Attendance	
1235	TE	Time Business Rules	Retired annuitant	Y	S	Time & Attendance	
1236	TE	Time Business Rules	Unpaid volunteers / interns	Y	S	Time & Attendance	
1237	TE	Time Business Rules	Limited Term	Y	S	Time & Attendance	
1238	TE	Time Business Rules	User defined (rules vary by group)	Y	S	Time & Attendance	
1239	TE	Time Business Rules	Time can be entered manually for those cases where business rules cannot be codified	Y	S	Time & Attendance	
1240	TE	Time Business Rules	Overtime is applied to each employee group (e.g. union)	Y	S	Time & Attendance	
1241	TE	Time Business Rules	System will calculate the FLSA overtime earnings benefit based on the actual worked hours by user-defined period by employee	Y	S	Time & Attendance	
1242	TE	Time Business Rules	System to track and flag when taking comp time is not allowed by business rule.(comp time is eligible for some pay types, not others.)	Y	S	Time & Attendance	
1243	TE	Time Business Rules	System allows user to define eligible pay types applied as hours worked for OT purposes by job classification	Y	S	Time & Attendance	
1244	TE	Time Business Rules	Overtime is applied to any hours worked in excess of: Scheduled hours for the day	Y	S	Time & Attendance	

1245	TE	Time Business Rules	Overtime is applied to any hours worked in excess of: 40 hours per week	Y	S	Time & Attendance	
1246	TE	Time Business Rules	Shift differential applied if minimum number of hours worked fits within shift period (shift differential applied to only hours worked after set time)	Y	S	Time & Attendance	
1247	TE	Time Business Rules	Shift differential is applied to hours worked only	Y	S	Time & Attendance	
1248	TE	Time Business Rules	System maintains holiday schedule and automatically applies holiday pay rules and updates employee timesheet based on eligibility rules (for each employee calendar)	Y	S	Time & Attendance	
1249	TE	Time Business Rules	System converts bank balances when schedule changes for individual employee (i.e. employee changes from 8-hour shift to 24-hr shift)	Y	S	Time & Attendance	via Factor Accrual Hours process, has to be run manually for each employee needing conversion.
1250	TE	Scheduling	System allows creation of flexible work schedules by defining hours worked per day by: Week	Y	S	Advanced Scheduling, Time & Attendance	
1251	TE	Scheduling	System allows creation of flexible work schedules by defining hours worked per day by: 2-Week Period	Y	S	Advanced Scheduling, Time & Attendance	
1252	TE	Scheduling	System allows creation of flexible work schedules by defining hours worked per day by: Month	Y	S	Advanced Scheduling, Time & Attendance	
1253	TE	Scheduling	System allows schedules with user defined number of hours per day (8,9,10,11,12,13,etc.)	Y	S	Advanced Scheduling, Time & Attendance	
1254	TE	Scheduling	System supports non-standard time schedules (24 hr.) Fire	Y	S	Advanced Scheduling, Time & Attendance	
1255	TE	Scheduling	System allows scheduling of hours differently in the weeks of a bi-weekly pay period	Y	S	Advanced Scheduling, Time & Attendance	
1256	TE	Scheduling	Accommodates light duty, restricted duty, etc. schedules	Y	S	Advanced Scheduling, Time & Attendance	
1257	TE	Scheduling	Accommodates fluctuating work weeks (32/48, 35/45, 9/80) and monitor against FLSA guidelines	Y	S	Advanced Scheduling, Time & Attendance	
1258	TE	Scheduling	Accommodates schedule types:				
1259	TE	Scheduling	5-8's	Y	S	Advanced Scheduling, Time & Attendance	
1260	TE	Scheduling	4-10's	Y	S	Advanced Scheduling, Time & Attendance	
1261	TE	Scheduling	9-80's	Y	S	Advanced Scheduling, Time & Attendance	
1262	TE	Scheduling	4-11,3-12's	Y	S	Advanced Scheduling, Time & Attendance	
1263	TE	Scheduling	Part-Time Flex	Y	S	Advanced Scheduling, Time & Attendance	
1264	TE	Scheduling	Part-Time Non-Flex	Y	S	Advanced Scheduling, Time & Attendance	
1265	TE	Scheduling	599 Temp	Y	S	Advanced Scheduling, Time & Attendance	
1266	TE	Scheduling	999 Temp	Y	S	Advanced Scheduling, Time & Attendance	
1267	TE	Scheduling	12 hour shift	Y	S	Advanced Scheduling, Time & Attendance	
1268	TE	Scheduling	Full-Time Flex	Y	S	Advanced Scheduling, Time & Attendance	
1269	TE	Scheduling	Swing	Y	S	Advanced Scheduling, Time & Attendance	
1270	TE	Scheduling	System to track and alert if leave requests negatively impact coverage	Y	S	Advanced Scheduling, Time & Attendance	
1271	TE	Scheduling	System will include employee accrual balance information when requesting leave	Y	S	Advanced Scheduling, Time & Attendance	
1272	TE	Scheduling	System will include leave taken in days information when requesting leave	Y	S	Advanced Scheduling, Time & Attendance	
1273	TE	Scheduling	System will include leave taken in hours information when requesting leave	Y	S	Advanced Scheduling, Time & Attendance	
1274	TE	Scheduling	System will include leave approved but not taken information when requesting leave	Y	S	Advanced Scheduling, Time & Attendance	
1276	TE	Scheduling	Ability for a manager to see their employees leaves on a calendar	Y	S	Advanced Scheduling, Time & Attendance	
1277	TE	Scheduling	Ability to schedule and track employees by location each hour of the day	Y	S	Advanced Scheduling, Time & Attendance	Can use who is here if user logs location with clock in. Geofencing is also available.
1278	TE	Scheduling	System notifies and publishes schedules when finalized by supervisor	Y	S	Advanced Scheduling, Time & Attendance	

1279	TE	Scheduling	Allow supervisors to send general announcements to employees	Y	S	Advanced Scheduling, Time & Attendance	
1280	TE	Scheduling	Individual employee can be associated with multiple positions/locations	Y	S	Advanced Scheduling, Time & Attendance	
1281	TE	Scheduling	Ability to validate schedules against labor laws/business rules (i.e. child labor laws, federal requirements, etc.)	Y	S	Advanced Scheduling, Time & Attendance	
1282	TE	Leave Accruals	Leave accruals can be different for employees with different levels of service	Y	S	Human Capital Management	
1283	TE	Leave Accruals	System allows override for employees to be hired with leave (pre-set amount)	Y	S	Human Capital Management	
1284	TE	Leave Accruals	Employees leave accrual rate based on: (earn X hours of leave per month)	Y	S	Human Capital Management	
1285	TE	Leave Accruals	Leave earned in hours	Y	S	Human Capital Management	
1286	TE	Leave Accruals	Leave accruals will adjust to a new accrual rate after incremental years of service (i.e. 5, 10, 15, etc.)	Y	S	Human Capital Management	
1287	TE	Leave Accruals	Employees earn leave according to defined business rules	Y	S	Human Capital Management	
1288	TE	Leave Accruals	Comp time can be earned according to business rules (i.e. 1.5, 2.0, etc.)	Y	S	Human Capital Management	
1289	TE	Leave Accruals	Leave balances can be set to roll over depending on leave type at end of anniversary year	Y	S	Human Capital Management	
1290	TE	Leave Accruals	Leave balances can be set to roll over depending on leave type at end of calendar year	Y	S	Human Capital Management	
1291	TE	Leave Accruals	Leave balances can be set to roll over depending on leave type at end of specified date	Y	S	Human Capital Management	
1292	TE	Leave Accruals	Leave balances can be set to not roll over depending on leave type at end of anniversary year	Y	S	Human Capital Management	
1293	TE	Leave Accruals	Leave balances can be set to not roll over depending on leave type at end of calendar year	Y	S	Human Capital Management	
1294	TE	Leave Accruals	Leave balances can be set to not roll over depending on leave type at end of specified date	Y	S	Human Capital Management	
1295	TE	Leave Accruals	Balances can be capped at maximum amount at any time	Y	S	Human Capital Management	
1296	TE	Leave Accruals	Balances can be capped at maximum amount at anniversary date	Y	S	Human Capital Management	
1297	TE	Leave Accruals	Balances can be capped at maximum amount on specified date	Y	S	Human Capital Management	
1298	TE	Leave Accruals	Balances can be capped at maximum amount at end of calendar year	Y	S	Human Capital Management	
1299	TE	Leave Accruals	Balances can be capped at fixed amount	Y	S	Human Capital Management	
1300	TE	Leave Accruals	All leave balances are printed on pay stub	Y	S	Human Capital Management	
1301	TE	Leave Accruals	Requests for negative leave accrual require workflow approval	Y	S	Human Capital Management	Based on setup of accrual table and associated workflow rule
1302	TE	Leave Accruals	System allows comp time to be earned up to limit by employee or employee group	Y	S	Human Capital Management	
1303	TE	Leave Accruals	System allows comp time to be earned up to limit by bargaining unit with in a contract year	Y	S	Human Capital Management	
1304	TE	Leave Accruals	If comp limit is reached, employee forced to take overtime payments	Y	S	Human Capital Management	
1306	TE	Leave Accruals	Adjustments to leave balance should allow comments to document the reason for the adjustment	Y	S	Human Capital Management	
1307	TE	Leave Payout	System coverts accrued vacation time to payout	Y	S	Human Capital Management	
1308	TE	Leave Payout	System has the ability to pay out leave time at different percentages (i.e. 25%, 50%, 100%, etc.)	Y	S	Human Capital Management	Defined during accrual buyout process
1309	TE	Leave Payout	System pays out any comp time earned on specific date over specified limit	Y	S	Human Capital Management	Enforced by accrual table limit and site determined processing date of accrual buyout
1310	TE	Leave Payout	System allows for sick time sell back	Y	S	Human Capital Management	
1311	TE	Leave Payout	Related to 1240 - Leave pay outs can be at a %. ie. Cash out all hours at 80% pay rate	Y	S	Human Capital Management	Leave can be paid out as a percentage, would require utilizing the factor field on pay types.
1312	TE	Leave Type	System tracks the following type of leave:				Leave types are site defined utilizing ranges A-Z, 0-9
1313	TE	Leave Type	FMLA	Y	S	Human Capital Management	
1314	TE	Leave Type	Paid parental leave	Y	S	Human Capital Management	
1315	TE	Leave Type	System tracks leave taken on rolling 12 month calendar	Y	S	Human Capital Management	
1316	TE	Leave Type	System accommodates forward and backward rolling calendars	Y	S	Human Capital Management	
1317	TE	Leave Type	System tracks multiple leave periods (multiple periods within rolling calendar)	Y	S	Human Capital Management	
1318	TE	Leave Type	System allows employees to take leave and sick leave (or other leave type) on the same day	Y	S	Human Capital Management	
1319	TE	Leave Type	System tracks leave taken intermittently (example: FMLA leave taken every other day of leave period)	Y	S	Human Capital Management	
1320	TE	Leave Type	System to track employees that have taken leave	Y	S	Human Capital Management	
1321	TE	Leave Type	System to track approved FMLA and when the employee starts to take FMLA	Y	S	Human Capital Management	
1322	TE	Leave Type	System can manage short and long term military leave	Y	S	Human Capital Management	
1323	PAY	Payroll Processing	Payroll process bi-weekly per payroll group (i.e. a payroll is run weekly for either County Pay)	Y	S	Human Capital Management	
1324	PAY	Payroll Processing	Payroll to process off cycle	Y	S	Human Capital Management	
1325	PAY	Payroll Processing	System will process pay for one employee with multiple jobs and employee will receive one paycheck	Y	S	Human Capital Management	

1326	PAY	Payroll Processing	System calculates overtime according to FLSA regulations taking into account: Special pays earned	Y	S	Human Capital Management	
1327	PAY	Payroll Processing	System calculates overtime according to FLSA regulations taking into account: Different positions worked	Y	S	Human Capital Management	
1328	PAY	Payroll Processing	System will run pay, deduction, withheld taxes, and net pay calculations as a "proof" run for review prior to final pay run	Y	S	Human Capital Management	
1329	PAY	Payroll Processing	System will cut special or immediate (on-demand) checks.	Y	S	Human Capital Management	
1330	PAY	Payroll Processing	System allows posting new adjustments/corrections for a prior period for tax reporting	Y	S	Human Capital Management	
1331	PAY	Payroll Processing	Ability to accommodate various pay codes such as the following:				Pay code range is site defined utilizing 1 -999 pay code range
1332	PAY	Payroll Processing	Differential Pay	Y	S	Human Capital Management	
1333	PAY	Payroll Processing	Benefit Dollars (i.e. 125 Cafeteria Plan)	Y	S	Human Capital Management	
1334	PAY	Payroll Processing	Regular (Full-Time, Part-Time, Temporary, etc.)	Y	S	Human Capital Management	
1335	PAY	Payroll Processing	Overtime	Y	S	Human Capital Management	
1336	PAY	Payroll Processing	Holiday	Y	S	Human Capital Management	
1337	PAY	Payroll Processing	Holiday Payout	Y	S	Human Capital Management	
1338	PAY	Payroll Processing	Floating holidays	Y	S	Human Capital Management	
1339	PAY	Payroll Processing	Personal days	Y	S	Human Capital Management	
1340	PAY	Payroll Processing	Vacation	Y	S	Human Capital Management	
1341	PAY	Payroll Processing	Vacation payout	Y	S	Human Capital Management	
1342	PAY	Payroll Processing	Sick leave payout	Y	S	Human Capital Management	
1343	PAY	Payroll Processing	Comp time accrual	Y	S	Human Capital Management	
1344	PAY	Payroll Processing	Comp time payout	Y	S	Human Capital Management	
1345	PAY	Payroll Processing	Comp time use	Y	S	Human Capital Management	
1346	PAY	Payroll Processing	Retroactive pay	Y	S	Human Capital Management	
1347	PAY	Payroll Processing	Jury duty	Y	S	Human Capital Management	
1348	PAY	Payroll Processing	Military	Y	S	Human Capital Management	
1349	PAY	Payroll Processing	Training	Y	S	Human Capital Management	
1350	PAY	Payroll Processing	FMLA leave	Y	S	Human Capital Management	
1351	PAY	Payroll Processing	Severance/termination pay	Y	S	Human Capital Management	
1352	PAY	Payroll Processing	Health and dependent care reimbursement	Y	S	Human Capital Management	
1353	PAY	Payroll Processing	Bereavement	Y	S	Human Capital Management	
1354	PAY	Payroll Processing	Leave without pay	Y	S	Human Capital Management	
1355	PAY	Payroll Processing	Docked/no pay	Y	S	Human Capital Management	
1356	PAY	Payroll Processing	Leave of absence	Y	S	Human Capital Management	
1357	PAY	Payroll Processing	Bonus:	Y	S	Human Capital Management	
1358	PAY	Payroll Processing	Dollars	Y	S	Human Capital Management	
1359	PAY	Payroll Processing	Hours	Y	S	Human Capital Management	
1360	PAY	Payroll Processing	Flat-rate Special Pays (e.g., specialized training/education, etc.)	Y	S	Human Capital Management	
1361	PAY	Payroll Processing	Auto Allowance:	Y	S	Human Capital Management	
1362	PAY	Payroll Processing	Flat allowance for personal use of car	Y	S	Human Capital Management	
1363	PAY	Payroll Processing	Business use of County vehicle (IRS rules)	Y	S	Human Capital Management	
1364	PAY	Payroll Processing	Uniform allowance	Y	S	Human Capital Management	
1365	PAY	Payroll Processing	Tool allowance	Y	S	Human Capital Management	
1366	PAY	Payroll Processing	Meal allowance	Y	S	Human Capital Management	
1367	PAY	Payroll Processing	Hazard Pay (multiple levels)	Y	S	Human Capital Management	
1368	PAY	Payroll Processing	Spray Painting Pay (multiple levels)	Y	S	Human Capital Management	
1369	PAY	Payroll Processing	Disaster recovery/Homeland Security	Y	S	Human Capital Management	
1370	PAY	Payroll Processing	Worker's Compensation	Y	S	Human Capital Management	
1371	PAY	Payroll Processing	Sick Sell Back	Y	S	Human Capital Management	
1372	PAY	Payroll Processing	Parental leave	Y	S	Human Capital Management	

1373	PAY	Payroll Processing	Safety Days	Y	S	Human Capital Management	
1374	PAY	Payroll Processing	Other user-defined pay codes (Please comment on any limit in the number of pay codes)	Y	S	Human Capital Management	999 total pay codes
1375	PAY	Payroll Processing	System can accommodate differential pay, benefit dollars	Y	S	Human Capital Management	
1376	PAY	Retro Pay	Retro pay calculation used to back date and correct for personnel actions	Y	S	Human Capital Management	
1377	PAY	Retro Pay	Retro pay calculation used to back date and correct for corrections to errors	Y	S	Human Capital Management	
1378	PAY	Retro Pay	Retro pay calculation used to back date and correct for changes to timesheet	Y	S	Human Capital Management	
1379	PAY	Retro Pay	Retro pay calculation used to back date and correct for back pay	Y	S	Human Capital Management	
1380	PAY	Retro Pay	Retro pay will automatically correct salary amounts	Y	S	Human Capital Management	
1381	PAY	Retro Pay	Retro pay will automatically correct tax deductions (additional income tax withheld)	Y	S	Human Capital Management	
1382	PAY	Retro Pay	Retro pay will automatically correct benefit deductions	Y	S	Human Capital Management	
1383	PAY	Retro Pay	Retro pay will automatically correct garnishments	Y	S	Human Capital Management	
1384	PAY	Retro Pay	Retro pay will automatically correct FLSA Calculations (Overtime)	Y	S	Human Capital Management	
1385	PAY	Retro Pay	Retro pay will automatically correct leave balances	Y	S	Human Capital Management	
1386	PAY	Retro Pay	System will retain previous salary and hours and days worked data and effective dates for use when calculating retroactive pay adjustments	Y	S	Human Capital Management	System retains pay history and effective dated Job/Salary records to properly calculate retroactive pay
1387	PAY	Retro Pay	System provide for multi tier and complex selection of Retro pay employee sets. (i.e.. Bargaining unit, position, date of hire, etc.)	Y	S	Human Capital Management	Emp Number, Location, and Group/BU are the 3 options available for selecting sets of records.
1388	PAY	Deductions	System handles deduction frequency of off cycle pay (on demand)	Y	S	Human Capital Management	
1389	PAY	Deductions	System tracks effective dated start and stop dates for benefit deductions	Y	S	Human Capital Management	
1390	PAY	Deductions	System tracks limit to deductions by year (System automatically stops taking deduction after limit is reached)	Y	S	Human Capital Management	
1391	PAY	Deductions	System will provide invoice to employees with deductions and garnishments greater than compensation	Y	S	Human Capital Management	via Benefit Arrears processing
1392	PAY	Deductions	System will alert and track for employees with net pay less than benefit deductions	Y	S	Human Capital Management	
1393	PAY	Deductions	Deductions and garnishments can be prioritized	Y	S	Human Capital Management	
1394	PAY	Deductions	System integrates to accounts payable and generates checks for deductions (to pay amount deducted to provider/vendor)	Y	S	Human Capital Management	
1395	PAY	Deductions	System automatically calculates deduction adjustments based on date driven changes	Y	S	Human Capital Management	
1396	PAY	Deductions	Show hourly base pay + hourly incentive pay (i.e.: education) = rate used. Rate may also be broken out. Base rate should be able to be updated individually.	Y	S	Human Capital Management	Add to base pays
1397	PAY	Deductions	Accrue hours prior to processing leave and vice versa. For example: Employees accruing leave in final check that includes leave payout.	Y	S	Human Capital Management	
1398	PAY	Deductions	Deduction maximums can be defined by different years (i.e. disability runs based on fiscal year)	Y	S	Human Capital Management	
1399	PAY	Garnishments	System records garnishments on employee and can accommodate multiple garnishments with priority order	Y	S	Human Capital Management	
1400	PAY	Garnishments	Garnishments calculated as percentage of disposable income	Y	S	Human Capital Management	
1401	PAY	Garnishments	Garnishments withheld and paid to appropriate agency/organization through accounts payable (integration between garnishment and accounts payable	Y	S	Human Capital Management	
1402	PAY	Special Pay	System supports rates for special pays, shift differentials, and other ad to pays	Y	S	Human Capital Management	
1403	PAY	Special Pay	System calculates add-to-pays and special pay amounts every pay period	Y	S	Human Capital Management	
1404	PAY	Special Pay	System automatically and accurately calculates multiple tax rate depending on the type of pay	Y	S	Human Capital Management	
1405	PAY	Special Pay	Special pay/add-to-pay is calculated as flat amount	Y	S	Human Capital Management	
1406	PAY	Special Pay	Special pay/add-to-pay is calculated as percentage of eligible pay (identify eligible pay for each special pay by pay code)	Y	S	Human Capital Management	
1407	PAY	Special Pay	System to accommodate multiple pay rates and positions during same period	Y	S	Human Capital Management	
1408	PAY	Special Pay	System automatically applies imputed income for employees receiving non-cash benefits	Y	S	Human Capital Management	
1409	PAY	Travel / Employee Reimbursement	System allows employees to enter pre-travel request (prior to travel) and travel advance request	Y	S	Employee Expense Reimbursement, Human Capital Management	
1410	PAY	Travel / Employee Reimbursement	System routes pre-travel and travel advance request through workflow for approval (prior to travel)	Y	S	Employee Expense Reimbursement, Human Capital Management	
1411	PAY	Travel / Employee Reimbursement	System supports per diem amounts for travel	Y	S	Employee Expense Reimbursement, Human Capital Management	
1412	PAY	Travel / Employee Reimbursement	System allows employees enter reimbursement request	Y	S	Employee Expense Reimbursement, Human Capital Management	
1413	PAY	Travel / Employee Reimbursement	System allows employees to upload receipt and documentation for travel/employee reimbursement	Y	S	Employee Expense Reimbursement, Human Capital Management	

1414	PAY	Travel / Employee Reimbursement	System links employee reimbursement request with travel advances	Y	S	Employee Expense Reimbursement, Human Capital Management	
1415	PAY	Check Printing	System support direct deposit for payroll	Y	S	Human Capital Management	
1416	PAY	Check Printing	System provides set up to provide direct deposit to multiple bank accounts based on amount and percentage	Y	S	Human Capital Management	
1417	PAY	Check Printing	System produces electronic file to multiple banks for direct deposit	Y	S	Human Capital Management	
1418	PAY	Check Printing	System allows broadcast messages which appears on check stubs for a defined group	Y	S	Human Capital Management	
1419	PAY	Check Printing	System produces positive pay file to send to bank	Y	S	Human Capital Management	
1420	PAY	Check Printing	System emails check advices to employees	Y	S	Human Capital Management	
1421	PAY	Check Printing	System should support printing paper check at discretion of payroll personnel	Y	S	Human Capital Management	
1422	PAY	End of Year Process	System will produce W-2s (and to reprint single W-2)	Y	S	Human Capital Management	
1423	PAY	End of Year Process	System will store W-2s	Y	S	Human Capital Management	
1424	PAY	End of Year Process	System will produce quarterly Form 941 report (IRS, State)	Y	S	Human Capital Management	
1425	PAY	End of Year Process	System will produce electronic (in the required format) unemployment tax report (gross wages, employee status)	Y	S	Human Capital Management	
1426	PAY	End of Year Process	System will produce amended W-2 for multiple years	Y	S	Human Capital Management	
1427	PAY	End of Year Process	System will produce a report showing FICA wages, by individual, and in total	Y	S	Human Capital Management	
1428	PAY	End of Year Process	System will produce report to produce all deductions by employee	Y	S	Human Capital Management	
1429	PAY	End of Year Process	System produces electronic files for social security and IRS and state of AZ	Y	S	Human Capital Management	
1430	PAY	End of Year Process	System provides social security verification file	Y	S	Human Capital Management	
1431	PAY	End of Year Process	Calculate accrued payroll based on certain pay codes	Y	S	Human Capital Management	
1432	PAY	End of Year Process	System should produce and store 1095 forms for ACA reporting as well as electronic files for the IRS	Y	S	Human Capital Management	
1433	PAY	End of Year Process	System allows for ability to modify/add records to W-2 file for submission and production.	Y	S	Human Capital Management	
1434	PAY	Pension	Records the pension data for reporting to the state pension system to include, but not limited to:				
1435	PAY	Pension	Program Type	Y			Tyler's proposed solution includes pension deduction tracking and processing utilizing standard payroll/benefit deduction functionality. Reporting is available on any data stored within the application and may require SQL Server Reporting Services. More information required to determine if third party solution would be required.
1436	PAY	Pension	FL Public Employees' Retirement System (FRS, Police, Fire)	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1437	PAY	Pension	SIP – Supplemental Contribution Program	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1438	PAY	Pension	SIP – 457 Plan	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1439	PAY	Pension	SIP – Peace Officers and Fire Fighters	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1440	PAY	Pension	SIP – 401(a) Plan	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1441	PAY	Pension	SIP Plan ID	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1442	PAY	Pension	Participant's Pension ID	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1443	PAY	Pension	Participant Name	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1444	PAY	Pension	Pay Rate	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1445	PAY	Pension	Reportable Earnings	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1446	PAY	Pension	Taxed Member Paid Contribution/Deduction	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1447	PAY	Pension	Tax Deferred Member Paid Contribution/Deduction	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1448	PAY	Pension	Tax Deferred Employer Paid Contribution/Deduction	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1449	PAY	Pension	Total Hours Worked	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality

1450	PAY	Pension	Includes the following in the pension report file:	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1451	PAY	Pension	Service Center Pension ID (Third-Party Payroll Processor ID)	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1452	PAY	Pension	Employer's Pension ID	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1453	PAY	Pension	Report Period Begin Date	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1454	PAY	Pension	Report Period End Date	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1455	PAY	Pension	System accommodates previous retro dates for retroactive adjustments	Y			Established via Implementation; leveraging Tyler EERP Set Personnel Up Codes and 3rd Party functionality
1456	WO	General Requirements	Provide status of all outstanding work requests based on user defined status codes.	Y	S	Asset Maintenance & Performance	
1457	WO	General Requirements	Ability to identify the type of work order:				
1458	WO	General Requirements	Preventative Maintenance	Y	S	Asset Maintenance & Performance	
1459	WO	General Requirements	Repair	Y	S	Asset Maintenance & Performance	
1460	WO	General Requirements	Corrective	Y	S	Asset Maintenance & Performance	
1461	WO	General Requirements	Turn-on/Turnoff	Y	S	Asset Maintenance & Performance	
1462	WO	General Requirements	Inspection	Y	S	Asset Maintenance & Performance	
1463	WO	General Requirements	Other user-defined types and fields (please provide any limitations in comments)	Y	S	Asset Maintenance & Performance	
1464	WO	General Requirements	Ability to identify work orders by billable status and track completed work orders through the Accounts Receivable module (e.g., warranty repair).	Y	S	Asset Maintenance & Performance	
1465	WO	General Requirements	Ability for the work order system to issue a purchase requisition when sufficient inventory is not available to complete task assigned on a work order.	Y	S	Asset Maintenance & Performance	
1466	WO	General Requirements	Ability to maintain customizable work order templates.	Y	S	Asset Maintenance & Performance	
1467	WO	General Requirements	Ability for Work orders to interface and record labor and fringe amounts for total work order cost.	Y	S	Asset Maintenance & Performance	
1468	WO	General Requirements	Support user defined fields within the work order defined by site or location.	Y	S	Asset Maintenance & Performance	
1469	WO	General Requirements	Support parent child relationship and the ability to report on all costs at the parent level.	Y	S	Asset Maintenance & Performance	
1470	WO	General Requirements	Ability to include chart of account elements in orders and requests for interfacing to finance.	Y	S	Asset Maintenance & Performance	
1471	WO	General Requirements	System should support multiple accounting lines per order. (e.g. PMC billing to multiple funds)	Y	S	Asset Maintenance & Performance	
1472	WO	General Requirements	Ability to assign and enforce workflow based on order type (e.g. work order, preventative, service, etc.)	Y	S	Asset Maintenance & Performance	
1473	WO	General Requirements	Ability to support custom status codes	Y	S	Asset Maintenance & Performance	
1474	WO	General Requirements	Ability to support custom work order types	Y	S	Asset Maintenance & Performance	
1475	WO	General Requirements	System is GIS centric and supports vertical assets	Y	S	Asset Maintenance & Performance	
1476	WO	General Requirements	Ability to automatically\manually notify other users on activity\action related to the work order within the work order (i.e. Personnel on shift can see notes from previous shift).	Y	S	Asset Maintenance & Performance	Comments, added tasks, and other work detail can be seen by multiple users.
1477	WO	General Requirements	System generates work order reminders based on user defined criteria.	Y	S	Asset Maintenance & Performance	Hub dashboard can provide visual reminders based on user defined information. Also emails via Event Notifications
1478	WO	Service Requests	Ability to accommodate service request generated by any of the following:				
1479	WO	Service Requests	Utility Billing	Y	S	Asset Maintenance & Performance	
1480	WO	Service Requests	Departments or Facilities	Y	S	Asset Maintenance & Performance	
1481	WO	Service Requests	System generated (e.g., preventative maintenance)	Y	S	Asset Maintenance & Performance	
1482	WO	Service Requests	Ability to limit work request capabilities to certain staff	Y	S	Asset Maintenance & Performance	
1483	WO	Service Requests	Ability to generate multiple work orders from one service request and maintain tracking of the original service requests	Y	S	Asset Maintenance & Performance	
1484	WO	Service Requests	Ability to limit self-service requests to drop-down menu of options, including other category.	Y	S	Asset Maintenance & Performance	Service requests can be entered by users with Enterprise Asset Management. If the desire is to allow public/residents to submit service requests, then some functionality is available with Resident Access. Depending on desired functionality, additional costs and/or solutions may be required.
1485	WO	Service Requests	Ability to require a "reason" or "description" field to be completed when "other" is chosen.	Y	S	Asset Maintenance & Performance	
1486	WO	Service Requests	Ability to track the following items for each service request:				
1487	WO	Service Requests	System-generated unique service request number	Y	S	Asset Maintenance & Performance	
1488	WO	Service Requests	Requestor	Y	S	Asset Maintenance & Performance	
1489	WO	Service Requests	Contact person (if different than requestor)	Y	S	Asset Maintenance & Performance	
1490	WO	Service Requests	Date of request	Y	S	Asset Maintenance & Performance	

1491	WO	Service Requests	Time of request	Y	S	Asset Maintenance & Performance	
1492	WO	Service Requests	Problem Code	Y	S	Asset Maintenance & Performance	
1493	WO	Service Requests	Problem description (short description field and long description free flow text)	Y	S	Asset Maintenance & Performance	
1494	WO	Service Requests	Location (support multiple location/sub location combinations)	Y	S	Asset Maintenance & Performance	
1495	WO	Service Requests	Ability to select a valid account code to charge a work order to (drop-down list)	Y	S	Asset Maintenance & Performance	
1496	WO	Service Requests	System must calculate cost estimate for service request prior to generating a work order	Y	S	Asset Maintenance & Performance	
1497	WO	Service Requests	Ability to create work order from service request.	Y	S	Asset Maintenance & Performance	
1498	WO	Service Requests	Ability to default information into the work order from the service request.	Y	S	Asset Maintenance & Performance	
1499	WO	Work Orders	Ability to generate work orders without a service request.	Y	S	Asset Maintenance & Performance	
1500	WO	Work Orders	System must have the ability to charge parts, labor and service charges to an individual work order	Y	S	Asset Maintenance & Performance	
1501	WO	Work Orders	Ability to automatically generate Preventive Maintenance (PM) work orders based on:				
1502	WO	Work Orders	Mileage	Y	S	Asset Maintenance & Performance	
1503	WO	Work Orders	Hours	Y	S	Asset Maintenance & Performance	
1504	WO	Work Orders	User defined Schedule or frequency	Y	S	Asset Maintenance & Performance	
1505	WO	Work Orders	Meter	Y	S	Asset Maintenance & Performance	
1506	WO	Work Orders	Ability to produce scheduled work orders on a weekly, monthly, quarterly, and annual basis for facilities and equipment.	Y	S	Asset Maintenance & Performance	
1507	WO	Work Orders	Provide for multiple, unique preventative maintenance schedules to be established for stationary equipment, facilities, or piece of equipment based on user-defined criteria	Y	S	Asset Maintenance & Performance	
1508	WO	Work Orders	Ability to track the following information associated with a work order:				
1509	WO	Work Orders	Unique work order number (system-generated)	Y	S	Asset Maintenance & Performance	
1510	WO	Work Orders	Asset number	Y	S	Asset Maintenance & Performance	
1511	WO	Work Orders	Requestor	Y	S	Asset Maintenance & Performance	
1512	WO	Work Orders	Location	Y	S	Asset Maintenance & Performance	
1513	WO	Work Orders	Date and time of request	Y	S	Asset Maintenance & Performance	
1514	WO	Work Orders	Complaint or problem	Y	S	Asset Maintenance & Performance	
1515	WO	Work Orders	Asset number and description	Y	S	Asset Maintenance & Performance	
1516	WO	Work Orders	Multiple contact names and information	Y	S	Asset Maintenance & Performance	
1517	WO	Work Orders	Problem Description	Y	S	Asset Maintenance & Performance	
1518	WO	Work Orders	Priority	Y	S	Asset Maintenance & Performance	
1519	WO	Work Orders	Task codes (specific tasks completed to correct problem)	Y	S	Asset Maintenance & Performance	
1520	WO	Work Orders	Actual start date	Y	S	Asset Maintenance & Performance	
1521	WO	Work Orders	Scheduled start date	Y	S	Asset Maintenance & Performance	
1522	WO	Work Orders	Status Code	Y	S	Asset Maintenance & Performance	
1523	WO	Work Orders	Completion date	Y	S	Asset Maintenance & Performance	
1524	WO	Work Orders	Department	Y	S	Asset Maintenance & Performance	
1525	WO	Work Orders	Assigned To (multiple assignments such as Crew chief, workman, etc.) (Please include limitations in the comment field)	Y	S	Asset Maintenance & Performance	
1526	WO	Work Orders	Ability for work orders to display and print special instructions	Y	S	Asset Maintenance & Performance	
1527	WO	Work Orders	Ability to store attachment on a work order (e.g. pictures, word document, etc.)	Y	S	Asset Maintenance & Performance	
1528	WO	Work Orders	Ability to attach drawings and pictures in the following formats (JPG, DWG, TIF)	Y	S	Asset Maintenance & Performance	
1529	WO	Work Orders	Ability to print attachment and drawings with the work order detail	Y	S	Asset Maintenance & Performance	
1530	WO	Work Orders	Ability to enter information specific to a job when a work order is created or executed	Y	S	Asset Maintenance & Performance	
1531	WO	Work Orders	Ability to assign work order to one person or multiple people	Y	S	Asset Maintenance & Performance	
1532	WO	Work Orders	Ability to assign work orders to supervisors, technicians, and/or crews	Y	S	Asset Maintenance & Performance	
1533	WO	Work Orders	Ability to track all dates throughout the work order life cycle (e.g., date received, date scheduled, date started, etc.)	Y	S	Asset Maintenance & Performance	
1534	WO	Work Orders	Ability to record date and time, changes made, and the user who made changes to any work order	Y	S	Asset Maintenance & Performance	
1535	WO	Work Orders	Ability to print out work orders for technician or field use	Y	S	Asset Maintenance & Performance	
1536	WO	Work Orders	Ability to create work orders that contain multiple tasks	Y	S	Asset Maintenance & Performance	
1537	WO	Work Orders	Ability to log progress on a work order through out the lifecycle of that work order	Y	S	Asset Maintenance & Performance	

1538	WO	Work Orders	Ability to transfer work order from one department to another	Y	S	Asset Maintenance & Performance	
1539	WO	Work Orders	Ability to create a schedule within a work order to track key dates and milestones	Y	S	Asset Maintenance & Performance	
1540	WO	Work Orders	Ability to update work order activity via mobile device	Y	S	Asset Maintenance & Performance	
1541	WO	Preventive Maintenance	Ability to easily modify a preventive maintenance schedule	Y	S	Asset Maintenance & Performance	
1542	WO	Preventive Maintenance	Ability to indicate preventive maintenance work orders that are delinquent	Y	S	Asset Maintenance & Performance	
1543	WO	Preventive Maintenance	Ability to create a master list of scheduled preventive maintenance activities due in a selected period.	Y	S	Asset Maintenance & Performance	
1544	WO	Preventive Maintenance	Ability to move scheduled preventive maintenance when downtime or outages present performance opportunities.	Y	S	Asset Maintenance & Performance	
1545	WO	Preventive Maintenance	Ability to record undone preventative maintenance for immediate follow up or delay until next regularly scheduled maintenance activity.	Y	S	Asset Maintenance & Performance	
1546	WO	Preventive Maintenance	Ability to define different types of preventive maintenance (i.e. outage vs daily\routine)	Y	S	Asset Maintenance & Performance	
1547	WO	Preventive Maintenance	Ability to generate preventive work orders in batches based on user defined selection criteria	Y	S	Asset Maintenance & Performance	
1548	WO	Work Order Resources	Ability to track the following resource usage to a work order:				
1549	WO	Work Order Resources	Equipment hours	Y	S	Asset Maintenance & Performance	
1550	WO	Work Order Resources	Labor hours	Y	S	Asset Maintenance & Performance	
1551	WO	Work Order Resources	Labor overhead	Y	S	Asset Maintenance & Performance	
1552	WO	Work Order Resources	Materials	Y	S	Asset Maintenance & Performance	
1553	WO	Work Order Resources	Outside contractors	Y	S	Asset Maintenance & Performance	
1554	WO	Work Order Resources	Parts	Y	S	Asset Maintenance & Performance	
1555	WO	Work Order Resources	Tools	Y	S	Asset Maintenance & Performance	
1556	WO	Work Order Resources	Associated fees	Y	S	Asset Maintenance & Performance	
1557	WO	Work Order Resources	Permits and certifications	Y	S	Asset Maintenance & Performance	
1558	WO	Work Order Resources	Other user-defined elements	Y	S	Asset Maintenance & Performance	
1559	WO	Work Order Resources	Ability to report activity by relevant statistic (e.g., meters read, etc.)	Y	S	Asset Maintenance & Performance	
1560	WO	Work Order Resources	Ability to schedule and prioritize employee resources	Y	S	Asset Maintenance & Performance	
1561	WO	Closeout	Ability to formally close a work order	Y	S	Asset Maintenance & Performance	
1562	WO	Closeout	Ability to partially close a work order; leaving open only to update employee resource usage	Y	S	Asset Maintenance & Performance	
1563	WO	Closeout	System does not allow formal work order close until all related tasks are completed	Y	S	Asset Maintenance & Performance	
1564	WO	Closeout	Prevent closing work order if open PO's are assigned to that work order	Y	S	Asset Maintenance & Performance	
1565	TRS	Cash Management	System supports use of pooled cash	Y	S	Cash Management	
1566	TRS	Cash Management	Generate a system alert when insufficient funds are available for planned check runs	Y	S	Cash Management	
1567	TRS	Cash Management	System will advise user of insufficent funds during a check run if there are insufficient funds to cover it.	Y	NS		
1568	TRS	Cash Receipting	System provides cash flow forecasts projecting outstanding payable, outstanding receivables, recurring payments, and current position	Y	S	Cash Management	
1569	TRS	Cash Receipting	System has interface with other County cashiering systems (i.e. point of sale systems)	Y	S	Cashierigin, Cashiering API Conector	Via Cashiering API Connector
1570	TRS	Bank Reconciliation	System gets daily bank activity and balances and reconcile to recorded receipts and disbursements	Y	S	Cash Management	
1571	TRS	Bank Reconciliation	System provides automated features for bank reconciliation	Y	S	Cash Management	
1572	TRS	Bank Reconciliation	System bank reconciliation process accommodates credit card transactions that post to different day in bank and system	Y	S	Cash Management	
1573	TRS	Bank Reconciliation	System accommodates reconciliation process that posts in batch or summary of transactions	Y	S	Cash Management	
1574	TRS	Bank Reconciliation	Process canceled checks from bank file and create list of outstanding checks	Y	S	Accounts Payable, Cash Management	
1575	TRS	Bank Reconciliation	System allows deposits to be tagged by a type or category (i.e. location code, merchant account code, etc.)	Y	S	Accounts Payable, Cash Management	
1576	TRS	Bank Reconciliation	Create positive pay files for bank for both Payroll and AP checks, vendor verification included	Y	S	Accounts Payable, Cash Management, Payroll w/Employee Access	
1577	TRS	Bank Reconciliation	System provides reports for non-cleared reconciliation items (for example: exception report)	Y	S	Accounts Payable, Cash Management, Payroll w/Employee Access	
1578	TRS	Bank Reconciliation	System can delineate between ACH payments and paper checks, EFT, etc. (i.e. separate report for each)	Y	S	Accounts Payable, Cash Management	
1579	TRS	Bank Reconciliation	System can automatically clear ACH payment batches	Y	S	Accounts Payable, Cash Management	
1580	TRS	Interest Allocation	System will calculate county designated interest allocation	Y	S	Cash Management	
1581	TRS	Interest Allocation	System will process and allocate interest to designated departments/business units	Y	S	Cash Management	

1582	TRS	Interest Allocation	System has the ability to process revenue or expense allocations proportionally, based on user defined rules (i.e. number of transactions, total amount in the period)	Y	S	Cash Management	can process based on expense types, based on piroity and percentage, not necessarily number of transactions
EPL1	EPL	General Functionality	Online help files and web-browser with the most up to date version of support.	Y	S	Community Development	
EPL2	EPL	General Functionality	Supplies eTraining videos on Vendor's website to refresh Users on standard functionality.	Y	S	Community Development	
EPL3	EPL	General Functionality	Ability to enter notes with unlimited characters.	Y	S	Community Development	
EPL4	EPL	General Functionality	Assign permit, project, code violation, and complaint types to specific departments.	Y	S	Community Development	
EPL5	EPL	General Functionality	System must be capable of easily interfacing with Property Appraiser records to download ownership information onto permit application.	Y	S	Community Development	Tyler's EPL solution is a GIS-centric application which consumes parcel, address and ownership information in real time via ArcGIS map services.
EPL7	EPL	General Functionality	Supports address with 1/2, 1/4, a, b, c and other non-standard / non-US addresses.	Y	S	Community Development	
EPL8	EPL	General Functionality	System should support the ability to scan, store, retrieve and print documents related to the permitting and inspection process	Y	S	Community Development	
EPL9	EPL	General Functionality	Abilty to support scan, storing data locally, print forms in offline mode until resync	Y	S	Community Development	
EPL10	EPL	General Functionality	Maintains information on applicant including:	Y	S	Community Development	
EPL11	EPL	General Functionality	Dates of public hearings	Y	S	Community Development	
EPL12	EPL	General Functionality	Prerequisite documents	Y	S	Community Development	
EPL13	EPL	General Functionality	Whether Commissioners approval is required	Y	S	Community Development	
EPL14	EPL	General Functionality	Whether Planning and Zoning commission approval is required	Y	S	Community Development	
EPL15	EPL	General Functionality	Tracks special events information such as, but not limited to:	Y	S	Community Development	
EPL16	EPL	General Functionality	Street Closures	Y	S	Community Development	
EPL17	EPL	General Functionality	Right of Way Encroachments	Y	S	Community Development	
EPL18	EPL	General Functionality	Work in the Right of Way	Y	S	Community Development	
EPL19	EPL	General Functionality	Pavement Cuts	Y	S	Community Development	
EPL20	EPL	General Functionality	Block Party	Y	S	Community Development	
EPL21	EPL	General Functionality	Other Activity on County Owned Property	Y	S	Community Development	
EPL22	EPL	General Functionality	Film Permits	Y	S	Community Development	
EPL23	EPL	General Functionality	Tent	Y	S	Community Development	
EPL24	EPL	General Functionality	Once customer number and business license number is assigned, the numbers should be retained from year to year.	Y	S	Community Development	
EPL25	EPL	General Functionality	Abilty to assign license number in various forms to match state, other county or other license formats.	Y	S	Community Development	
EPL26	EPL	General Functionality	Multiple owners can be linked to the same business.	Y	S	Community Development	
EPL27	EPL	General Functionality	Similar records can be copied as templates for new records	Y	S	Community Development	
EPL28	EPL	General Functionality	Business license fee range	Y	S	Community Development	
EPL29	EPL	General Functionality	Search partial name and "Contains" capability on Business Name and Owner Name.	Y	S	Community Development	
EPL30	EPL	General Functionality	Permit capture of information on hazardous operations or materials by parcel and address for Public Safety/Public Works/Community and Economic Development usage.	Y	S	Community Development	
EPL31	EPL	General Functionality	Ability to flag parcel as confidential based on data in GIS system.	Y	S	Community Development	
EPL32	EPL	General Functionality	Ability to flag parcel as requiring flood review based on data in GIS system.	Y	S	Community Development	
EPL33	EPL	General Functionality	Can import external tax data (e.g. sales tax tape) into the system to verify businesses.	Y	S	Community Development	
EPL34	EPL	Reporting	Track the history of reports a user has performed.	Y	S	Community Development	
EPL35	EPL	Reporting	Users can merge data in MS Word doc templates.	Y	S	Community Development	
EPL36	EPL	Reporting	Report of all changes to a file (changed from, date/time stamp, user that changed record).	Y	S	Community Development	
EPL37	EPL	Reporting	A weekly detailed listing of all projects that have not met pre-established performance dates.	Y	S	Community Development	
EPL38	EPL	Reporting	Renewal Notices including but not limited to expiring licenses	Y	S	Community Development	
EPL39	EPL	Reporting	Report by street address, parcel unique identifier, and/or parcel key.	Y	S	Community Development	
EPL40	EPL	Reporting	Provide a report of businesses from prior year that have not renewed their licenses.	Y	S	Community Development	
EPL41	EPL	Reporting	Generates on-demand printout of delinquent accounts and delinquent notices for use with window envelopes. Notice should include space for a free-form message up to 100 characters. Notices should be able to include certified letter details.	Y	S	Community Development	
EPL42	EPL	Reporting	Generates reports of multiple businesses on the same parcel, businesses with multiple locations, and businesses outside of County boundaries.	Y	S	Community Development	
EPL43	EPL	Permitting	Provide ability to track any type of permit and to add additional permit types as needed.	Y	S	Community Development	
EPL44	EPL	Permitting	Ability to link records together creating parent-child relationships.	Y	S	Community Development	
EPL45	EPL	Permitting	Ability to duplicate part or all of the data from one permit record to another.	Y	S	Community Development	

EPL46	EPL	Permitting	Calculate permit fees based on our fee schedule and ensure fees are collected.	Y	S	Community Development	
EPL47	EPL	Permitting	Provide interactive permit application ability to the public.	Y	S	Community Development	
EPL48	EPL	Permitting	Able to attach associated documentation to a record (pictures, word docs etc.).	Y	S	Community Development	
EPL49	EPL	Permitting	Link record to GIS.	Y	S	Community Development	
EPL50	EPL	Permitting	Restrict the issuance of permits for certain parcels based on access authority (e.g. certain permits require approval by flood plan administrator, fire chief, engineer, planning or building official).	Y	S	Community Development	
EPL51	EPL	Permitting	Link to contact information of contractors, applicants, property owners, etc.	Y	S	Community Development	
EPL52	EPL	Permitting	Ability to add, modify and delete job valuation details.	Y	S	Community Development	
EPL53	EPL	Permitting	Automatic inspection, reviews and fees based on type and sub-types.	Y	S	Community Development	
EPL54	EPL	Permitting	View full history of permit including changes made and who made changes in a timeline view.	Y	S	Community Development	
EPL55	EPL	Permitting	Ability to insert a QR code on a permit form.	Y	S	Community Development	
EPL56	EPL	Permitting	Ability to obtain notifications of all changes made related to a specific record.	Y	S	Community Development	
EPL57	EPL	Permitting	Ability to track customer calls including date, time, contact information and purpose.	Y	S	Community Development	
EPL58	EPL	Permitting	Ability to relate an expired permit to a new permit.	Y	S	Community Development	
EPL59	EPL	Permitting	Ability to notify staff if scheduled by customer.	Y	S	Community Development	
EPL60	EPL	Permitting	Ability to schedule customer appointment.	Y	S	Community Development	
EPL61	EPL	Permitting	Ability to block certificates of completion or final occupancy permit.	Y	S	Community Development	
EPL62	EPL	Permitting	Allow expiration date to be extended.	Y	S	Community Development	
EPL63	EPL	Permitting	Allow notes from plan review to be flagged to print on permit.	Y	S	Community Development	
EPL64	EPL	Inspections	Have a work center where Inspectors can view all of the inspections assigned to them, and results of those inspections from this area.	Y	S	Community Development	
EPL65	EPL	Inspections	Ability to quickly re-assign a group of inspections to a new Inspector.	Y	S	Community Development	
EPL66	EPL	Inspections	Allow different check-lists for each inspection type.	Y	S	Community Development	
EPL67	EPL	Inspections	Have standard notes unique to each inspector and each inspection type.	Y	S	Community Development	
EPL68	EPL	Inspections	Capable of batch scheduling inspections from a single screen for all inspection requests.	Y	S	Community Development	
EPL69	EPL	Inspections	Able to automatically insert a re-inspection fee based on the failed status of an inspection.	Y	S	Community Development	
EPL70	EPL	Inspections	Able to automatically email the contractor/developer of inspection results.	Y	S	Community Development	
EPL71	EPL	Inspections	Ensuring that previous inspections are approved, before accepting the next inspection type.	Y	S	Community Development	
EPL72	EPL	Inspections	Able to view a centralized Work Calendar for all inspectors.	Y	S	Community Development	
EPL73	EPL	Inspections	Able to use GIS information to automatically route an inspection to a default Inspector based on a geographic area.	Y	S	Community Development	
EPL74	EPL	Inspections	Allow an Inspector to record audio notes and play them back at any time.	Y	S	Community Development	
EPL75	EPL	Inspections	Adding attachments to the permit from a camera.	Y	S	Community Development	
EPL76	EPL	Inspections	Able to change the status codes of an inspection to our agency's terminology.	Y	S	Community Development	
EPL77	EPL	Inspections	Being able to associate a unique amount of time with each inspection type, to allow for a daily "cap" of inspections.	Y	S	Community Development	
EPL78	EPL	Inspections	Offer an integrated IVR solution for contractors to result inspections via phone.	Y	S	Community Development	
EPL79	EPL	Inspections	Required previous inspections to occur before allowing for subsequent inspections to be added.	Y	S	Community Development	
EPL80	EPL	Inspections	Re-inspection fees automatically schedule based on a failed inspection.	Y	S	Community Development	
EPL81	EPL	Inspections	Ability to generate confirmation e-mail to inspection requester.	Y	S	Community Development	
EPL82	EPL	Inspections	Ability to alter inspection sequences for individual permits.	Y	S	Community Development	
EPL83	EPL	Inspections	Ability to issue stop work orders.	Y	S	Community Development	
EPL84	EPL	Code Enforcement	Allow multiple violations to be added to a single case while tracking each resolution and status individually.	Y	S	Community Development	
EPL85	EPL	Code Enforcement	When a violation is added, the code text is automatically inserted.	Y	S	Community Development	
EPL86	EPL	Code Enforcement	Track follow-up dates to ensure the issue is resolved.	Y	S	Community Development	
EPL87	EPL	Code Enforcement	View/add restrictions to the parcel when a Case is created.	Y	S	Community Development	
EPL88	EPL	Code Enforcement	User rights determine which Users are able to view Case information/details.	Y	S	Community Development	
EPL89	EPL	Code Enforcement	Able to attach images to the Case with time stamp.	Y	S	Community Development	
EPL90	EPL	Code Enforcement	Create a Case Details Report which itemizes all details pertaining to the case, including the photos attached.	Y	S	Community Development	
EPL91	EPL	Code Enforcement	Easily create MS Word letters and merge data from system into letter.	Y	S	Community Development	
EPL92	EPL	Code Enforcement	View all details of a case from a single screen, without selecting different tabs or windows.	Y	S	Community Development	

EPL93	EPL	Code Enforcement	Track all activities on the record, including when a phone call is made, a letter is printed, etc.	Y	S	Community Development	
EPL94	EPL	Code Enforcement	Able to print and attach a letter for historical purposes in a single step.	Y	S	Community Development	
EPL95	EPL	Code Enforcement	Automatically assign a Case to a default Officer if received from online.	Y	S	Community Development	
EPL96	EPL	Code Enforcement	Ability to automatically lock a parcel when certain code Cases are created, to prevent permits from being issued.	Y	S	Community Development	
EPL97	EPL	Code Enforcement	Restrict access to the Complainant information to only Code Officers.	Y	S	Community Development	
EPL98	EPL	Code Enforcement	Allow code officers to enter results of their inspections including items for correction in the field either online or offline.	Y	S	Community Development	
EPL99	EPL	Code Enforcement	Ability to create code violation cases related to permit inspections in the field.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Print images associated with the case into a letter.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Automatic inspection, reviews and fees based on type and sub-types.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to automatically lock down activity at a location where there is an outstanding issue.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to record and track resident complaints for code violations.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to allow the user to enter resident complaint information using a drop-down list of user-defined complaints.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to back date enforcement transactions with appropriate security permissions.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to import County ordinances and national codes (ICC, NFPA, FBC) (maintains updated code).	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to accommodate a user-defined and user-maintained fee schedule.	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to override default fees/fines on an individual case (with appropriate user security permissions).	Y	S	Community Development	
EPL10	EPL	Code Enforcement	Ability to allow staff to flag a property to indicate safety or other considerations (i.e., property owner/tenant has a history of threatening County employees).	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to allow the County to determine information that is made public by a private or public flag.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to allow citizens to check the status of a logged complaint online via a portal from the County's website.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to track fines through final collection process.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to flag a violation as a repeat violation.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to work offline in the field and record enforcement actions which can later be uploaded to the system at a user defined time.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Ability to access the system remotely via laptops and wireless mobile devices for the purpose of querying violation history and other codes detail.	Y	S	Community Development	
EPL11	EPL	Code Enforcement	Support vacant property inspections.	Y	S	Community Development	
EPL11	EPL	Project Planning & Zoning	Track plan review by address, parcel unique identifier, and/or parcel key and review results from reviewers in multiple departments.	Y	S	Community Development	
EPL11	EPL	Project Planning & Zoning	Provide for logging dates sent, reviewed, due, rejected or approved for multiple reviewers, as well as a remarks area for each reviewer.	Y	S	Community Development	
EPL11	EPL	Project Planning & Zoning	Track multiple submittals on any project.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Ability to create a list of standard comments for plan review.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Link multiple permits, cases, plans and licenses to a single master project.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Supports Multiple Parcels & Addresses (unlimited) for each plan case.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Automatically "route" the application information to users whose input is required.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Ability to track the physical location of plans.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Attach associated plans to record.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Ability to define project timelines and schedule project milestones in a single step.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Track inspections by type, inspector, scheduled date and completed date.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Ability to define and add standard conditions as well as free form condition information.	Y	S	Community Development	
EPL12	EPL	Project Planning & Zoning	Track contact information of contractors, applicants, property owners, etc.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to merge conditions into letters and other documents.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to use fully integrated Electronic Plan Review solution for red lining, comments, concurrent plan review and comparison tools from one submittal to the next.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Automatic inspection, reviews and fees based on type and sub-types.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	View full history of project including changes made and who made changes in a timeline view.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to track performance bonds, maintenance bonds, and landscape bonds.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to track tasks associated with bonds.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to take bond payments with ability to release partial payments and track associated notes.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to provide notification of bond activity and expiration.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to notify the contractor or applicant of pending application items at County-defined intervals.	Y	S	Community Development	
EPL13	EPL	Project Planning & Zoning	Ability to automatically notify users of key deadlines approaching on a project (as defined by the County).	Y	S	Community Development	

EPL14	EPL	Project Planning & Zoning	Ability to integrate with MS Outlook for email notifications and calendar events.	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Ability to allow GIS mapping to identify parcels related to an application.	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Ability to drill down to companion applications associated with master record.	Y	S	Community Development	
EPL143			Ability to document the following building data:	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Estimated Cost of Project	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Building Dimensions	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Floor Area	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Occupancy Loads	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Room numbers and Types	Y	S	Community Development	
EPL14	EPL	Project Planning & Zoning	Parking Spaces	Y	S	Community Development	
EPL15	EPL	GIS	Must be an ESRI Business Partner for more than 10 years.	Y	S	Community Development	
EPL15	EPL	GIS	Must integrate with ESRI ArcGIS Server.	Y	S	Community Development	
EPL15	EPL	GIS	Allow for the assignment and reassignment of property addresses to parcel numbers.	Y	S	Community Development	
EPL15	EPL	GIS	Real-time link to GIS data.	Y	S	Community Development	
EPL15	EPL	GIS	Create GIS maps that display queried data.	Y	S	Community Development	
EPL15	EPL	GIS	Email map as an attachment.	Y	S	Community Development	
EPL15	EPL	GIS	Create mail merge notifications from GIS data.	Y	S	Community Development	
EPL15	EPL	GIS	Add new records to selected parcel(s) directly from GIS map.	Y	S	Community Development	
EPL15	EPL	GIS	View detailed parcel information from GIS application.	Y	S	Community Development	
EPL15	EPL	GIS	Create permits and other records directly from the map.	Y	S	Community Development	
EPL16	EPL	GIS	Measure the distance from one parcel to another or a collection of selected parcels.	Y	S	Community Development	
EPL16	EPL	GIS	Select parcels within a radius or draw a boundary.	Y	S	Community Development	
EPL16	EPL	GIS	Access summary information and related records from map.	Y	S	Community Development	
EPL16	EPL	GIS	Provides inspection routing with ability to find the best order and to preserve first and last locations.	Y	S	Community Development	
EPL16	EPL	GIS	Provides sketch tools.	Y	S	Community Development	
EPL16	EPL	GIS	Provides workflow rules based on spatial data.	Y	S	Community Development	
EPL16	EPL	GIS	Provides a map template to easily print maps from GIS.	Y	S	Community Development	
EPL16	EPL	Mobility/In-Field Usage	Access to aerial photo information through Microsoft Live Maps/Google Maps.	Y	S	Community Development	
EPL16	EPL	Mobility/In-Field Usage	Be able to access all property information while mobile.	Y	S	Community Development	
EPL16	EPL	Mobility/In-Field Usage	Ability for field inspectors to print documents stored in the system in the field.	Y	S	Community Development	
EPL17	EPL	Mobility/In-Field Usage	Ability to configure security to assure that only authorized persons are allowed to sign off on an inspection.	Y	S	Community Development	
EPL17	EPL	Mobility/In-Field Usage	Supports remote data entry.	Y	S	Community Development	
EPL17	EPL	Mobility/In-Field Usage	Provide the appropriate capabilities to allow users to operate in the field with hand-held devices, iPads or with laptop computers.	Y	S	Community Development	
EPL17	EPL	Mobility/In-Field Usage	Ability to view attachments in the field.	Y	S	Community Development	
EPL17	EPL	Mobility/In-Field Usage	Inspectors can obtain a list of scheduled inspections for a defined date in the field.	Y	S	Community Development	
EPL17	EPL	Online/Citizen Access	Information is posted real-time to the database.	Y	S	Community Development	
EPL17	EPL	Online/Citizen Access	Online mapping capability for citizens to view property information.	Y	S	Community Development	
EPL17	EPL	Online/Citizen Access	Ad hoc and standard queries to generate property information and plot development activity on the map.	Y	S	Community Development	
EPL17	EPL	Online/Citizen Access	Able to file a complaint online.	Y	S	Community Development	
EPL17	EPL	Online/Citizen Access	Apply for simple permit types online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Pay for outstanding fees online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Have a shopping cart feature that Users can log into and pay for fees.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Match the web pages to our web page format, not only a header bar with the agency's logo.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Upload plans and any attachment type online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Custom screens are viewable online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Able to require certain fields and collect custom information during online entry.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Request inspections online.	Y	S	Community Development	

EPL18	EPL	Online/Citizen Access	File a new project online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	View the status of a permit, project, license or case online.	Y	S	Community Development	
EPL18	EPL	Online/Citizen Access	Allow outside inspectors and plan reviewers to input results & comments online, with a unique login.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Application System Administrators are able to change the configuration and preferences of the online system.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Apply for a new business license online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	View and add attachments online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Renew business license applications online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	View the plan review notes and comments online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Submit a request for service online, to be notified of the service request receipt and case initiation, and subsequently find and track the case online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Ability to add attachments online.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	User dashboard of all permits, projects, licenses, etc. a logged in user is linked to. With the ability schedule/cancel inspections, pay fees, print permits, etc.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Scales to meet organization's volume needs using redundant, load-balanced server configuration.	Y	S	Community Development	
EPL19	EPL	Online/Citizen Access	Integrates with most municipal CRM systems.	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	Supports administrator dashboard with up-to-the-second behavior and activity details.	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	Allows users to print and save report snapshots.	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	Supports multiple languages and currencies.	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	Supports custom or generic branding	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	Systems offers:	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	issue reporting	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	inspection requests	Y	S	Community Development	
EPL20	EPL	Online/Citizen Access	news and calendar RSS feeds	Y	S	Community Development	
EPL20	EPL	License Management	Comprehensive License History tracking by User, date, time stamp.	Y	S	Community Development	
EPL20	EPL	License Management	Automatic Renewals and fee calculations.	Y	S	Community Development	
EPL21	EPL	License Management	Supports Multiple License Cycle Types.	Y	S	Community Development	
EPL21	EPL	License Management	Supports Unlimited User-defined License Types & Auto-Generated License Numbers.	Y	S	Community Development	
EPL21	EPL	License Management	Track multiple licenses per single Business.	Y	S	Community Development	
EPL21	EPL	License Management	Track Registration, Insurance and Expiration information.	Y	S	Community Development	
EPL21	EPL	License Management	Customize license labels as well as all drop downs fields.	Y	S	Community Development	
EPL21	EPL	License Management	Automatic inspection, reviews and fees based on type and sub-types.	Y	S	Community Development	
EPL21	EPL	License Management	Ability to query GIS data when adding a new business to determine if it is within the County or not.	Y	S	Community Development	
EPL21	EPL	License Management	Ability to cross reference state ID number, FIN number and account number within the license module.	Y	S	Community Development	
EPL21	EPL	License Management	Ability to calculate fees based on County-defined metrics.	Y	S	Community Development	
EPL21	EPL	License Management	Ability to provide an online portal for businesses and property management companies to update business information including tenants located in office parks, strip malls, etc.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to add, inactivate, modify, etc., all business license accounts with appropriate system permissions.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to display the business license account number when querying a business account.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to display all delinquencies across modules when querying a business account.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to track the compliance of each business with approvals necessary from external organizations based on the type of license.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to allow the county's customers to re-new and pay a business license fee via the internet, and in doing so, provides security measures to protect customers data and assure data confidentiality.	Y	S	Community Development	
EPL22	EPL	License Management	Ability for customers to submit imaged documents in support of a Business license Application or Renewal.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to view and print all information and business license status for a business license account and all related accounts.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to calculate prior year business license fees.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to create license records for the next year from the license records in the current year, based on user-defined effective date.	Y	S	Community Development	
EPL22	EPL	License Management	Ability to provide a "Reason Code" field that includes all reasons for a fee adjustment.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to change Doing Business As (DBA) name without re-processing the application.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to print a bill for a license fee due without issuing the license.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to flag accounts for inconsistencies, reporting discrepancies, and/or the suggestion to audit such account.	Y	S	Community Development	

EPL23	EPL	License Management	Ability to print and re-print bills in-house.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to apply a late payment penalty.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to allow the County to create a user-defined penalty.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to plot geographic locations for all business license accounts utilizing Geographic Information System (GIS) functionality.	Y	S	Community Development	
EPL23	EPL	License Management	Ability to query GIS data when adding a new business to determine if it is within the County or not.	Y	S	Community Development	
EPL23	EPL	License Management	Supporting documents for an application can be attached to an on-line submitted application	Y	S	Community Development	
EPL23	EPL	License Management	Assigns time constraints on permits and issues an automatic notice when the time constraint expires to the owning department/division	Y	S	Community Development	
EPL24	EPL	Contact Management	Tracks Unique Contractor number.	Y	S	Community Development	
EPL24	EPL	Contact Management	Unlimited User-defined Contractor types.	Y	S	Community Development	
EPL24	EPL	Contact Management	Tracks company and contact info, address, email, phone, fax, etc.	Y	S	Community Development	
EPL24	EPL	Contact Management	Tracks Primary and Sub-Contractors.	Y	S	Community Development	
EPL24	EPL	Contact Management	Supports Unlimited Contract License Types per Contractor with associated Expiration Cycles.	Y	S	Community Development	
EPL24	EPL	Contact Management	Internal Flagging for Licensing issues.	Y	S	Community Development	
EPL24	EPL	Contact Management	Comprehensive Activity Tracking (i.e. Permits, Plans, Code Cases, Inspections, etc.) and quick access to this information.	Y	S	Community Development	
EPL24	EPL	Contact Management	Multiple Invoice Management / Individual Fee Payments.	Y	S	Community Development	
EPL24	EPL	Contact Management	Supports Free Form Entry Fields for Comments related to individual contractors.	Y	S	Community Development	
EPL24	EPL	Contact Management	Link contact information to associated projects and activities.	Y	S	Community Development	
EPL25	EPL	Contact Management	Ability to enter Trust Account information.	Y	S	Community Development	
EPL25	EPL	Contact Management	Ability to add alerts/flags to contact information, e.g., they can only pay in cash for writing bad checks.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Route complaint information to the appropriate department.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Store contact information for site of complaint and complainant.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Ability to link to site address.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Ability to provide the description and resolution of the complaint with unlimited text.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Generate email with issue details.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Ability to create workflow rules based on follow up activities such as sending an email, mail a letter, create a case, etc.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Ability to provide an online, web-based interface for citizen self-service that integrates with all system modules.	Y	S	Community Development	
EPL25	EPL	Citizen Response Management	Ability to provide a citizen self-service portal that can be customized to have a similar look and feel as the county website.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to provide a citizen self-service portal that is operational on a 24x7 basis.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to capture and track usage volume statistics.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to generate and send e-mail confirmations of user-defined activity.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to display notice of successful submission to a user.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to send an email notice of successful submission to a user.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to send an email notice of successful submission to a user that contains hyperlinks to the relevant areas of the citizen self-service portal.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to allow "online form submission" whereby users can complete fillable forms for electronic submission.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to configure certain fields as required fields within the online form submission functionality.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to enforce requiring a valid email address.	Y	S	Community Development	
EPL26	EPL	Citizen Response Management	Ability to provide a notification when an applicant is about to repeat a previously executed process (i.e., citizen is about to re-submit a payment).	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to provide a security-enabled functionality set (i.e., user ID and password required).	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to provide a single username/password combination that can be used for all security-enabled functionality.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to enforce timeout thresholds.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to allow a logged-in user to view all security-enabled information related to them.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to configure the approval process of submitted applications from the contractor self service.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to allow the contractor to view the status of the application via the self service module.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to integrate with the County's credit card processing merchant to accept payments through the citizen self-service portal.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to allow payments for certain inspections in the citizen self-service portal.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to provide a receipt of payments made in real time.	Y	S	Community Development	
EPL27	EPL	Citizen Response Management	Ability to allow or not allow partial payments in the citizen self-service portal.	Y	S	Community Development	

EPL28	EPL	Citizen Response Management	Ability to restrict payment types to county-defined parameters (i.e., credit cards accepted).	Y	S	Community Development	

Exhibit G
Interface List

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Hernando County, FL
Attachment 9 (Interface List)

Column E: Available Responses

Replace w/ERP	System is replaced with functionality native to the new the ERP
Replace w/New TPS	System is replaced with a new Third Party System (TPS) that has been proposed as part of the new solution
Keep	Keep the current system and build a permanent interface as part of the project

Column F: Available Responses

Inbound Only	Data will be pulled from the TPS into the ERP System
Outbound Only	Data will be pushed from the ERP System into the TPS
Bi-Directional	Data will be pushed from the ERP System into the TPS and pulled from the TPS into the ERP System

Column G: Available Responses

Temporary	Interface will be needed for limited amount of time during the project be will not be necessary after the project is completed
Permanent	Interface will be needed for the life-time of the ERP System

Column H: Available Responses

Real-Time	Data is transferred, at a minimum, every 15mins.
Hourly	Data is transferred, at a minimum, every 60mins.
Daily	Data is transferred, at a minimum, every 24 hours
Weekly	Data is transferred, at a minimum, every 7 days
Monthly	Data is transferred, at a minimum, every 30/31 days

Column J: Available Responses

Yes
No

NOTE: All new Third Party Systems (TPS) that are part of the proposal should be added to this list.

			THIS SECTION IS TO BE COMPLETED BY VENDOR/PROPOSER				
System Name	Description / Use Case	County's Plan	Vendor Recommendation	Direction	Temporary / Permanent	Frequency	Comments
BenTek	Update of Benefit Changes to Payroll	Replace w/ERP	Keep	Bi-Directional	Permanent	Daily	Proposed solution includes ful
Bank File	Daily Load of Cleared Checks	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible file
NeoGov	Human Resources Management System	Replace w/ERP	Replace w/ERP				Scope of Solutoins to be discus
Allocation Manager	Interest Allocation Calculations	Replace w/ERP	Replace w/ERP				Proposed ERP solution include
FinancePlus	Primary Finance System (GL, Chart of Acc	Replace w/ERP	Replace w/ERP				Replaced with propsed EERP s
Cognos	Financial Reporting	Replace w/ERP	Replace w/ERP				Replaced with proposed EERP
HRS Pro	Unclaimed funds Management	Replace w/ERP	Keep	Inbound Only	Permanent		NMI
LIONS - Adminsys	Asset Management; Risk Management	Replace w/ERP	Replace w/ERP				NMI
GMS (LIONS)	Special Assessments/Property Appraisals	Replace w/ERP	Keep	Inbound Only	Permanent		Need more information regard
The Reporting Solution (CAFR Online)	Financial Reporting	Replace w/ERP	Replace w/ERP				Tyler has proposed a fully inte
LuCity	Utility Work order (GIS)	Replace w/ERP	Keep	Bi-Directional	Permanent	Daily	Assumes use of compatible im
OnBase	Document Management	Replace w/ERP	Replace w/ERP				Replaced with propsed Conter
RTA	Fleet Utility Work order and fuel manage	Replace w/ERP	Replace w/ERP				Replace with Enterprise Asset
AssetTrak by BMI Systems	Inventory Scanning and Integration for As	Replace w/ERP	Replace w/ERP				Replace with proposed Assets
OpenGov	Budget Creation	Replace w/ERP	Replace w/ERP				Replaced with proposed EERP
Procure Now (by OpenGov.)	Board is buying to facilitate the purchasin	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible file
Bank of America Worx	Purchasing Cards (P-Cards)	Replace w/ERP	Keep	Inbound Only	Permanent	Daily	BoA Worx program integrates
QuickBooks	Airport / Leases / Hangers – Enterprise F	Replace w/ERP	Replace w/ERP				May need additional informati
Paradigm	Landfills / Sold Waste Scalehouse	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
RecTrac	Recreation Management / Parks and Rec	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Next Request (Stripe is current payme	Records Request Management	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
TaxSys by Grant Street	TC - Property tax accounting and paymen	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Granicus	Host Compliance / Tourist Development	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
LeaseQuery	Lease Accounting	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Rescue Net	EMS / Ambulance billing	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
SHIP (State Housing Program)	County Program / Housing Assistance / C	Replace w/ERP	Keep				Per addendum clarification, Re
Community Plus	Various excluding UB	Replace w/ERP	Keep				Need more information regard
Fresh Service	IT Work Order / Service catalog / Project	Keep	Keep	Bi-Directional	Permanent	Daily	Assumes use of compatible im
Trackr	Management of assets, licensing	Replace w/ERP	Replace w/ERP				Assumes use of compatible im
E-Verify	Worker Eligibility (Federal System)	Keep	Keep	Outbound Only	Permanent	Daily	Assumes use of compatible ex
Big Ben	Home Grown System for Property Apprai	Replace w/ERP	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
ExecuTime	Time and Attendance	Keep	Keep	Bi-Directional	Permanent	Real-Time	ExecuTime is fully integrated w
Fire Manager by Aladtec	Scheduling (timesheets and payroll, pend	Replace w/ERP	Replace w/ERP				Assumes use of compatible im
LIONS (current) / SmartGov (In Imple	Development Services Permitting	Replace w/ERP	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Invoice Cloud	Various types of payments / PCI – Credit (	Replace w/ERP	Replace w/ERP				Tyler Enterprise Payments por
FinancePlus - Court Registry	Court escrow management	Replace w/ERP	Keep				Supported with prepayments/
Clerk – Clerucus	Tickets / Court related fees	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Clerk – Land Mark	Recording fees (Passport, Marriage Licens	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Clerk – Tax Smart	Payment Processing for Land / No credit c	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Clerk – Jury-Flex	Juror Management / Payment	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Clerk – Cash bonds	Payment Processing: Bonding out of Jail	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im
Clerk - CSE by Civitek	Child Support Enforcement	Keep	Keep	Inbound Only	Permanent	Daily	Assumes use of compatible im

AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and Hernando County, with offices at County Government Center, 20 N. Main Street, Brooksville, Florida 34601 ("Client").

WHEREAS, Tyler and Client are parties to an agreement dated December 3, 2024 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and Client agree as follows:

1. The following unused services are hereby removed from the Agreement:

    a. 400 Onsite Implementation hours ($225/hour), at a contract price of $90,000

2. The services set forth in the Investment Summary attached hereto as Exhibit 1 are hereby added to the Agreement. Services added to the Agreement pursuant to this Amendment shall be invoiced as provided.

3. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

4. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.	Hernando County
By: _____	By: Carla Rossiter-Smith
Name: _____	Name: Carla Rossiter-Smith
Title: _____	Title: CPO
Date: _____	Date: 6/10/2025

Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Amendment Investment Summary is effective as of the Amendment Effective Date, despite any expiration date in the Amendment Investment Summary that may have lapsed as of the Amendment Effective Date.

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Quoted By:	Phil Sharp
Quote Expiration:	11/11/25
Quote Name:	HC - On-Site to Remote Training Conversion
Quote Description:	HC - On-Site to Remote Services Conversion

Sales Quotation For:

Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

Shipping Address:

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Remote Implementation Hours	450	$ 200.00	$ 0.00	$ 90,000.00	$ 0.00
TOTAL				**$ 90,000.00**	**$ 0.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 0.00

Total Tyler Services	$ 90,000.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 90,000.00**	**$ 0.00**
Contract Total	**$ 90,000.00**	

Customer Approval: _____ Date: 6/10/25

Print Name: Carla Rossiter-Smith P.O.#: _____

All Primary values quoted in US Dollars

Quoted By:	Phil Sharp
Quote Expiration:	12/23/25
Quote Name:	Hernando County - EERP - Hardware
Quote Description:	Hernando County - EERP - Hardware

Sales Quotation For:
Hernando County
ACCOUNTS PAYABLE
20 N MAIN ST RM 230
BROOKSVILLE FL 34601-2817

Shipping Address:
Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS
Barcode Printer Kit	1	$ 1,445.00	$ 0.00	$ 1,445.00	$ 145.00	$ 0.00	$ 145.00
Barcode Scanner - NX21 Rugged Mobile Scanning Device	1	$ 1,895.00	$ 200.00	$ 1,695.00	$ 190.00	$ 0.00	$ 190.00
Cash Drawer	1	$ 275.00	$ 15.00	$ 260.00	$ 0.00	$ 0.00	$ 0.00
Hand Held Scanner - Model 1960GSR	1	$ 475.00	$ 0.00	$ 475.00	$ 0.00	$ 0.00	$ 0.00
Hand Held Scanner Stand	1	$ 65.00	$ 35.00	$ 30.00	$ 0.00	$ 0.00	$ 0.00
Printer (TM-S9000II)	1	$ 1,660.00	$ 37.00	$ 1,623.00	$ 0.00	$ 0.00	$ 0.00
TOTAL				**$ 5,528.00**			**$ 335.00**

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 0.00
Total Tyler Services	$ 0.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 5,528.00	$ 335.00
Summary Total	**$ 5,528.00**	**$ 335.00**
Contract Total	**$ 5,863.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: 7/3/2025

Print Name: Carla Rossiter-Smith P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;

- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
    - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
    - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
    - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

All hardware related to Assets Mobile and Inventory Mobile will be under a standard maintenance plan which starts when they are shipped. This includes replacement of your current hardware if it cannot be fixed through the standard helpdesk process.

AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and Hernando County, with offices at County Government Center, 20 N. Main Street, Brooksville, Florida 34601 ("Client").

WHEREAS, Tyler and Client are parties to an agreement dated December 3, 2024 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and Client agree as follows:

1. The items set forth in the Amendment Investment Summary attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the Amendment Effective Date. Payment of fees and costs for such items shall conform to the following terms:

    a. Transaction Fees. Unless paid directly by an end user at the time of transaction, per transaction (call, message, etc.) fees are invoiced on a monthly basis. Fees are indicated in the Investment Summary and may be increased by Tyler upon notice of no less than thirty (30) days.
    b. Hardware Fees. Fees for Hardware are due on delivery of the respective Hardware.
    c. Hardware Maintenance Fees. Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.

2. Client's use of Tyler Payments and any related items included in this Amendment is subject to the terms attached as Exhibit 2 to this Amendment.

3. "Payer", as that term is used in Exhibit 1, is anyone using Tyler Payments to make a payment with a credit card or eCheck.

4. Any component of Tyler Payments or an integrated solution provided through the agreement that processes, stores, or transmits payment card data for a card present transaction shall be a Point-to-Point Encrypted (P2PE) solution. Tyler shall use commercially reasonable efforts to cause its third party vendor to provide a link or document verifying the inclusion of the specific P2PE solution on the PCI SSC's official list, or a reasonable alternative; Tyler shall make such documentation available to the Client upon request.

5. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

6. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.	Hernando County
By: Tina Mize	By:
Name: Tina Mize	Name: Carla Rossiter-Smith
Title: General Counsel, Public Administration	Title: CPO
Date: 08/29/2025	Date: 8/29/25

Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the additional software, products, and services to be delivered by us to you under the terms of the Agreement. This Amendment Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date.

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Quoted By:	Phil Sharp
Quote Expiration:	09/20/25
Quote Name:	Hernando County - EERP - Tyler Payments

Sales Quotation For:
Hernando County

ACCOUNTS PAYABLE
20 N MAIN ST RM 230
BROOKSVILLE FL 34601-2817

Shipping Address:
Hernando County
County Government Center 20 N. Main Street

Brooksville FL 34601

Payments

	List Price	Service %	Min	Basis Points	Rate	Cap	POS	Online	IVR
Payments - Payer Card Cost - Service Fees									
Enterprise Permitting & Licensing Payments									
Business Management (Business License)		3.25%	$ 1.50				X	X	
Business Management (Code Enforcement)		3.25%	$ 1.50				X	X	
Community Development (Permitting)		3.25%	$ 1.50				X	X	
Enterprise ERP Payments									
Misc. Billing		3.25%	$ 1.50				X	X	
General Billing		3.25%	$ 1.50				X	X	
Payments - Other Fees									
Payer eCheck Cost	$ 1.95								

Credit Card Chargebacks	$ 15.00
eCheck Rejects	$ 5.00

Payer Card Cost	Per card transaction with Visa, MasterCard, Discover, and American Express.
Payer eCheck Cost	Per electronic check transaction.
eCheck Rejects	When an eCheck Transaction comes back as declined (e.g bounced check)
Credit Card Chargebacks	If a card payer disputes a transaction at the card issuing bank (e.g. stolen card)

Payments

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS
Payments Lane 7000 Terminal Purchase	1	$ 529.00	$ 0.00	$ 529.00	$ 0.00	$ 0.00	$ 0.00
Payments PCI Service Fee (Per Device)	1	$ 0.00	$ 0.00	$ 0.00	$ 180.00	$ 0.00	$ 180.00
TOTAL				**$ 529.00**			**$ 180.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 0.00
Total Tyler Services	$ 0.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 529.00	$ 180.00
Summary Total	**$ 529.00**	**$ 180.00**
Contract Total	**$ 709.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: 8/29/25

Print Name: Carla Rossiter-Smith P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.

- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Fees for year one of hardware maintenance will be invoiced as of the first day of the calendar month following the date the hardware is delivered and may be prorated to end coterminous with the Annual Support Maintenance term. Subsequent annual hardware maintenance fees shall be invoiced together with the Annual Support Maintenance term in accordance with the terms of the Agreement.

Exhibit 2
Payment Processing License and Services Agreement

This Payment Processing License and Services Agreement (this "Processing Agreement") is made and entered into by and between Tyler Technologies, Inc., a Delaware corporation ("Tyler"), and Client (the "Merchant").

1. ACKNOWLEDGEMENTS

a. By executing this Processing Agreement or an accompanying Order Form, Merchant is contracting with Tyler to obtain a license to Tyler's payments software identified in an Order Form and payment processing services on Merchant's behalf.
b. Merchant acknowledges that Tyler contracts with a payment processor (a "Processor"), Members, and other third party providers to provide services under this Processing Agreement, and Merchant hereby consents to the use of such Processor, Members, and others to provide such services.
c. To the extent elected in the Order Form, Tyler will provide Merchant with eCheck/ACH payment processing services for any eligible account as a turn-key solution or by presenting ACH Transactions in a NACHA Standard file submission to Merchant's Originating Depository Financial Institution (ODFI) as agreed to in the Order Form. ACH Transactions and Card Transactions may collectively be referred to as "Transactions."

2. MEMBER BANK AGREEMENT REQUIRED

a. When Merchant's customers pay Merchant through Tyler, Merchant may be the recipient of a Card funded payment. The organizations that operate these Card systems (such as Visa U.S.A., Inc. and MasterCard International Incorporated; collectively, the "Associations") require that Merchant (i) enter into a direct contractual relationship with an entity that is a member of the Association and (ii) agree to comply with Association Rules as they pertain to applicable Card Transactions that Merchant submits through Tyler. If Merchant accepts American Express, then Merchant agrees that the terms of Exhibit A shall apply.
b. Merchant shall complete an application with the Member with which Tyler has contracted and execute an agreement with such Member (the "Member Bank Agreement"). By executing a Member Bank Agreement, Merchant is fulfilling the Association Rule of entering into a direct contractual relationship with a Member, and Merchant agrees to comply with Association Rules as they pertain to Card Transactions Merchant submits for processing through the Tyler service.
c. Merchant acknowledges that Tyler may have agreed to be responsible for some of Merchant's obligations to a Member for such Transactions as set forth in the Member Bank Agreement. Member may debit the Merchant Bank Account for chargebacks, returns, refunds and other fees, however, in the event Member assesses any such chargeback, returns, refunds, or other fees to Tyler, Tyler may invoice the same to Merchant.

3. SETTLEMENT AND CHARGEBACKS

a. Merchants Bank Account. In order to receive funds, Merchant must maintain a bank account (the "Merchant Bank Account") at a bank that is a member of the Automated Clearing House ("ACH") system and the Federal Reserve wire system. Merchant agrees not to close the Merchant Bank Account without giving Tyler at least thirty (30) days' prior written notice and substituting another bank account. Merchant is solely liable for all fees and costs associated with Merchant Bank Account and for all overdrafts. Tyler shall not be liable for any delays in receipt of funds or errors in bank account entries caused by third parties, including but not limited to delays or errors by the Member Bank or payment processor to Merchant Bank Account.
b. Settlement. Transactions shall be settled according to the terms of the Member Bank Agreement using the account(s) which are designated by Merchant.
c. Chargebacks, Returns and Refunds. Chargebacks, returns and refunds paid for payment transactions shall be paid by Merchant in accordance with the Member Bank Agreement.
d. Retrieval Requests. Merchant is required by the Associations to store original documentation, and to timely respond to Retrieval Requests, of each Transaction for at least six months from the date of the respective Transaction, and to retain copies of all such data for at least 18 months from the date of the respective Transaction. Merchant is responsible for any Chargebacks that result from Merchant's failure to timely respond to Retrieval Requests for documentation relating to a Transaction.

4. FEES AND INVOICING

a. Order Form. Merchant agrees to pay Tyler the fees set forth in or attached to the Order Form for services provided by Tyler and to which this Agreement is hyperlinked or attached. This may include fees for Payment Service Devices or other Equipment that Merchant has elected to purchase or rent as set forth on the Order Form. Fees for purchase will be invoiced upon shipment and Fees for rental will be invoiced annually in advance. All Fees due hereunder are due within 45 days of invoice. The terms and conditions of such purchase or rental are set forth on Exhibit B attached hereto and incorporated herein.
b. Adjustments to Pricing. By giving written notice to Merchant, Tyler may change Merchant's fees, charges and discounts resulting from (i) changes in Association fees (such as interchange, assessments and other charges); (ii) changes in pricing by any third party provider of a product or service used by Merchant; or (iii) other market adjustment. Such new prices shall be applicable as of the effective date established by the Association or third party provider, or as of any later date specified in Tyler's notice to Merchant. In addition, Tyler may update pricing for rental of Equipment by giving written notice to Merchant at the end of any initial rental term or when such Equipment is upgraded to a newer model or replaced in accordance with the pricing set forth on Tyler's then-current Order Form.
c. Payment of Fees.
    i. Online Payments. For payments that are initiated online, a convenience fee, service fee, technology fee or other applicable fee may be assessed to the Cardholder for each payment transaction

that is paid electronically using a credit or debit card. Such fee is set forth in the Order Form and will be charged at the time of the transaction to be deposited directly into a Tyler bank account from which all fees associated with processing and settling the Card Transactions will be paid.

ii. Over the Counter Payments. For payments that are initiated in your offices, a convenience fee, service fee, technology fee or other applicable fee may be assessed to the Cardholder for each payment transaction as set forth in the Order Form, and such fees will be charged at the time of the transaction to be deposited directly into a Tyler bank account from which all fees associated with processing and settling the transactions will be paid.

iii. eCheck/ACH Payments. In addition, Tyler shall be authorized to charge an eCheck/ACH fee, technology fee or other fee specified in an Order Form to the end user. Unless otherwise set forth in the Order Form, fees will be charged at the time of the transaction to be deposited directly into a Tyler bank account.

iv. Absorbed Payments. For payments that are initiated online and/or in-person, the Merchant may elect to pay for all fees related to the transaction including, without limitation, authorization fees, interchange fees, dues, assessments, card brand fees, and Tyler fees.

v. Invoicing. For all fees set forth in an Order Form and not paid directly by end user to Tyler, Tyler shall invoice Merchant for such fees on a monthly basis, unless otherwise set forth in the Order Form. Each invoice shall state the total invoiced amount and shall be accompanied by a reasonably detailed itemization of services and applicable fees. Following receipt of a properly submitted invoice, the Merchant shall pay amounts owing therein thirty (30) days in arrears.

5. LICENSE

Tyler hereby grants Merchant a non-exclusive, revocable license to use the Tyler Intellectual Property (as defined in Section 1.c) for the limited purpose of performing under this Processing Agreement. Merchant shall at all times be responsible for compliance with applicable law and Association Rules. Unless otherwise provided in a separate agreement between Tyler and Merchant, any Intellectual Property or machinery provided by Tyler, but not developed by Tyler, is being licensed or purchased by Merchant directly from the manufacturer or developer of such machinery or Intellectual Property. Merchant acknowledges that the license granted herein is limited to Merchant's use exclusively and that Merchant does not have the right to sub-license any of the Intellectual Property in either their original or modified form. Merchant agrees that it shall not reverse-engineer, disassemble or decompile the Intellectual Property. Merchant shall not give any third party, except Merchant's employees, access to the Intellectual Property without Tyler's prior written consent.

6. THIRD PARTY PROVIDERS

Tyler may, in its sole discretion, contract with alternate Members, payment processors or other third party providers to provide services under this Processing Agreement. In such event, Merchant shall reasonably cooperate with Tyler, including the execution of a new Member Bank Agreement by Merchant; provided, however, that if the terms and conditions of the new Member Bank Agreement are substantially different than Merchant's existing Member Bank Agreement, then Merchant shall have the right to terminate this Processing Agreement.

7. CONFIDENTIAL AND PROPRIETARY INFORMATION

a. Protection of Tyler Confidential and Proprietary Information. Merchant shall not disclose, disseminate, transmit, publish, distribute, make available, or otherwise convey Tyler Confidential and Proprietary Information, and Merchant shall not use, make, sell, or otherwise exploit any such Tyler Confidential and Proprietary Information for any purpose other than the performance of this Processing Agreement, without Tyler's written consent, except: (a) as may be required by law, regulation, judicial, or administrative process; or (b) as required in litigation pertaining to this Processing Agreement, provided that Tyler is given advance notice of such intended disclosure in order to permit it the opportunity to seek a protective order. Merchant shall ensure that all individuals assigned to perform services herein shall abide by the terms of this Section 7(a) and shall be responsible for breaches by such persons.

b. Judicial Proceedings. If Merchant is requested or required (by oral questions, interrogatories, requests for information or documents in legal proceedings, subpoena, civil investigative demand, or other similar process) to disclose any Tyler Confidential and Proprietary Information, Merchant shall provide Tyler with prompt written notice of such request or requirement so that Tyler may seek protective orders or other appropriate remedies and/or waive compliance with the provisions of this Processing Agreement. If, in the absence of a protective order or other remedy or the receipt of a waiver by Tyler, Merchant nonetheless is legally compelled to disclose Tyler Confidential and Proprietary Information to any court or tribunal or else would stand liable for contempt or suffer other censure or penalty, Merchant may, without liability herein, disclose to such court or tribunal only that portion of Tyler Confidential and Proprietary Information which the court requires to be disclosed, provided that Merchant uses reasonable efforts to preserve the confidentiality of Tyler Confidential and Proprietary Information, including, without limitation, by cooperating with Tyler to obtain an appropriate protective order or other reliable assurance that confidential treatment shall be accorded Tyler Confidential and Proprietary Information.

c. Security of User IDs and Passwords. Merchant is solely responsible for maintaining the confidentiality of its user IDs and passwords and all activities that occur under Merchant's user IDs, even if fraudulent or not authorized by Merchant. Merchant acknowledges the heightened risk associated with access to its User IDs, passwords, transaction and account information (collectively, "Account Information"). Merchant represents and warrants that (i) Merchant will comply with applicable Association Rules and applicable law, (ii) Merchant will establish policies and procedures to protect such information in conformity with

Association Rules and applicable law, including the storage and disclosure of such Account Information, (iii) Merchant will exercise reasonable care to prevent use or disclosure of Account Information. Merchant, and not Tyler, will be solely responsible for all activity, including all approvals, Transactions, chargebacks, returns and refunds processed, using Merchant's user IDs and passwords. If a forensic investigation is initiated by a Card Network, Member, Tyler or Tyler's Processor, then Merchant agrees to cooperate with such investigation until it is complete, including, without limitation, by providing logs related to its User IDs and passwords and Merchant's compliance with Association Rules and applicable law.

8. REPRESENTATIONS AND WARRANTIES

a. No Actions, Suits, or Proceedings. There are no actions, suits, or proceedings, pending or, to the knowledge of Tyler, threatened, that shall have a material adverse effect on Tyler's ability to fulfill its obligations pursuant to or arising from this Processing Agreement.
b. Compliance with Laws and PCI DSS. Tyler and Merchant shall comply in all material respects with applicable federal, state, and local statutes, laws, ordinances, rules, and regulations. Merchant shall comply with PCI DSS version 4.0 and any more current versions or amendments thereto, including, without limitation, any relevant maintenance, inspection, scanning, remediation and training obligations set forth therein. In addition, to the extent that Merchant has identified third party software that will be integrated with Tyler's payments software, Merchant shall be responsible for ensuring that such third party software is in compliance with PCI DSS version 4.0 and any more current versions, including, but not limited to, the relevant maintenance, inspection, scanning, remediation and training obligations set forth therein.
c. Ownership. Tyler is a Delaware corporation that is listed for trading on the New York Stock Exchange.
d. Certain Business Practices. Neither Tyler nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Processing Agreement by any federal department or agency. Tyler further represents and warrants that it is not listed on any local, state or federal consolidated list of debarred, suspended, and ineligible contractors and grantees.
e. Equipment Manufacturer Warranties. Tyler will pass through to Merchant any applicable manufacturer warranties that apply to Equipment purchased by Merchant through this Agreement.
f. Disclaimer of Implied Warranties. EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED IN THIS PROCESSING AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, TYLER HEREBY DISCLAIMS ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

9. LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY, TYLER'S LIABILITY TO MERCHANT FOR DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS PROCESSING AGREEMENT, WHETHER BASED ON A THEORY OF CONTRACT OR TORT, INCLUDING NEGLIGENCE AND STRICT LIABILITY, SHALL BE LIMITED TO THE TOTAL FEES PAID TO TYLER UNDER THIS PROCESSING AGREEMENT (NET OF ASSOCIATION INTERCHANGE, ASSESSMENTS AND FINES) FOR THE SIX MONTHS PRIOR TO THE TIME THE LIABILITY AROSE.

WHILE BOTH PARTIES ACKNOWLEDGE THAT THIS IS AN AGREEMENT FOR SERVICES TO WHICH THE UNIFORM COMMERCIAL CODE DOES NOT APPLY, IN NO EVENT SHALL TYLER BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, OR SPECIAL DAMAGES OF ANY KIND, INCLUDING, WITHOUT LIMITATION, LOST REVENUES OR PROFITS, OR LOSS OF BUSINESS OR LOSS OF DATA ARISING OUT OF THIS PROCESSING AGREEMENT, IRRESPECTIVE OF WHETHER THE PARTIES HAVE ADVANCE NOTICE OF THE POSSIBILITY OF SUCH DAMAGE.

10. INDEMNIFICATION

a. Chargebacks and Refunds. Merchant acknowledges that Tyler has agreed to be responsible for some of Merchant's obligations to a Member for Transactions and Association Rules as set forth in the Member Bank Agreement. Member may debit the Merchant Account for chargebacks, returns, refunds, assessments, penalties and fines, and in the event Member assesses any such amounts to Tyler, including any amounts in excess of the balance of the Merchant Account, Tyler shall invoice the same to Merchant, and Merchant will pay same to Tyler.
b. Applicable Law and Interpretations: Merchant shall indemnify and hold harmless Tyler from and against any claim or action related to Merchant's violation of applicable law and/or Association Rules.
c. Intellectual Property.
    i. Tyler retains all ownership and copyright interest in and to any and all intellectual property, computer programs, related documentation, technology, know how and processes developed by Tyler and provided in connection with this Processing Agreement (collectively, the "Intellectual Property"),
    ii. Notwithstanding any other provision of this Processing Agreement, if any claim is asserted, or action or proceeding brought against Merchant that alleges that all or any part of the Intellectual Property, in the form supplied, or modified by Tyler, or Merchant's use thereof, infringes or misappropriates any United States intellectual property, intangible asset, or other proprietary right, title, or interest (including, without limitation, any copyright or patent or any trade secret right, title, or interest), or violates any other contract, license, grant, or other proprietary right of any third party, Merchant, upon its awareness, shall give Tyler prompt written notice thereof. Tyler shall defend, and hold Merchant harmless against, any such claim or action with counsel of Tyler's choice and at Tyler's expense and shall indemnify Merchant against any liability, damages, and costs resulting from

such claim. Without waiving any rights pursuant to sovereign immunity, Merchant shall cooperate with and may monitor Tyler in the defense of any claim, action, or proceeding and shall, if appropriate, make employees available as Tyler may reasonably request with regard to such defense. This indemnity does not apply to the extent that such a claim is attributable to modifications to the Intellectual Property made by Merchant, or any third party pursuant to Merchant's directions, or upon the unauthorized use of the Intellectual Property by Merchant.

d. If the Intellectual Property becomes the subject of a claim of infringement or misappropriation of a copyright, patent, or trade secret or the violation of any other contractual or proprietary right of any third party, Tyler shall, at its sole cost and expense, select and provide one of the following remedies, which selection shall be in Tyler's sole discretion: (a) promptly replace the Intellectual Property with a compatible, functionally equivalent, non-infringing system; or (b) promptly modify the Intellectual Property to make it non-infringing; or (c) promptly procure the right of Merchant to use the Intellectual Property as intended.

11. TAXES

a. Tax Exempt Status. Merchant is a governmental tax-exempt entity and shall not be responsible for any taxes for any Licensed Property or services provided for herein, whether federal or state. The fees paid to Tyler pursuant to this Processing Agreement are inclusive of any applicable sales, use, personal property, or other taxes attributable to periods on or after the Effective Date of this Processing Agreement.

b. Employee Tax Obligations. Each party accepts full and exclusive liability for the payment of any and all contributions or taxes for Social Security, Workers' Compensation Insurance, Unemployment Insurance, or Retirement Benefits, Pensions, or annuities now or hereafter imposed pursuant to or arising from any state or federal laws which are measured by the wages, salaries, or other remuneration pay to persons employed by such party for work performed under this Processing Agreement.

12. TERM, SUSPENSION, AND TERMINATION

a. Term. The term of this Processing Agreement (the "Term") shall commence on the Effective Date and shall continue until the termination or expiration of Tyler's other agreement with Merchant to provide Tyler software or services. If Merchant does not have another such agreement with Tyler, (a) the initial term of this Processing Agreement shall be three years, and (b) at the end of such initial term and on each subsequent anniversary of the Effective Date, the term shall extend for an additional one year period unless either party provides 90 days' prior written notice.

b. Termination for Cause. Either party may terminate this Processing Agreement for Cause, provided that such party follows the procedures set forth in this Section (b).

    i. For purposes of this Section, "Cause" means either:

A. a material breach of this Processing Agreement, which has not been cured within ninety (90) days of the date such party receives written notice of such breach;
B. the failure by Merchant to timely pay when due any fees owed to Tyler pursuant to this Processing Agreement and any delinquent amounts remain outstanding for a period of thirty (30) days after Tyler provides written notice of its intent to terminate for failure to pay;
C. breach of Section 7; or
D. if Tyler becomes insolvent or bankrupt, or is the subject of any proceedings relating to its liquidation or insolvency or for the appointment of a receiver or similar officer for it, has a receiver of its assets or property appointed or makes an assignment for the benefit of all or substantially all of its creditors, or institutes or causes to be instituted any proceeding in bankruptcy or reorganization or rearrangement of its affairs.

ii. No party may terminate this Processing Agreement under Section 12 b(i)(A) unless it cooperates in good faith with the alleged breaching party during the cure period and complies in good faith with the dispute resolution procedures set forth in Section 13 following such period.

iii. In the event either party terminates this Processing Agreement pursuant to this Section (b), each party shall return all products, documentation, confidential information, and other information disclosed or otherwise delivered to the other party prior to such termination, all revocable licenses shall terminate.

c. Survival. The following provisions shall survive after the Term of this Processing Agreement: 2(c); 3; 4(c); 7; 10; 11; 12; 13; 14; and 15.

13. DISPUTE RESOLUTION

Any dispute arising out of, or relating to, this Processing Agreement that cannot be resolved within five (5) Business Days shall be referred to the individual reasonably designated by Merchant and Tyler's representative assigned to Merchant's account ("Intermediary Dispute Level"). Any dispute that cannot be resolved in ten (10) Business Days at the Intermediary Dispute Level shall then be referred to Merchant's chief executive officer or other individual reasonably designated by Merchant and Tyler's applicable division President ("Executive Dispute Level"), at such time and location reasonably designated by the parties. Any negotiations pursuant to this Section are confidential and shall be treated as compromise and settlement negotiations for purposes of the applicable rules of evidence. For any dispute that the parties are unable to resolve through informal discussions or negotiations or pursuant to the dispute resolution and escalation procedures set forth in this Processing Agreement, the parties shall submit the matter to mediation prior to the commencement of any legal proceeding. The foregoing shall not apply to claims for equitable relief under Section 7.

14. MISCELLANEOUS

a. Assignment. Neither party may assign this Processing Agreement or any of its respective rights or obligations herein to any third party without the express written consent of the other party, which consent shall not be unreasonably withheld.
b. Cumulative Remedies. Except as specifically provided herein, no remedy made available herein is intended to be exclusive of any other remedy, and each and every remedy shall be cumulative and shall be in addition to every other remedy provided herein or available at law or in equity.
c. Notices. Except as otherwise expressly specified herein, all notices, requests or other communications shall be in writing and shall be deemed to have been given if delivered personally or mailed, by certified or registered mail, postage prepaid, return receipt requested, to the parties at their respective addresses set forth on the signature page hereto, or at such other addresses as may be specified in writing by either of the parties. All notices, requests, or communications shall be deemed effective upon personal delivery or three (3) days following deposit in the mail. Notwithstanding the foregoing, notice shall be deemed delivered when provided in connection with billing or invoicing.
d. Counterparts. This Processing Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
e. Waiver. The performance of any obligation required of a party herein may be waived only by a written waiver signed by the other party, which waiver shall be effective only with respect to the specific obligation described therein.
f. Entire Agreement. This Processing Agreement constitutes the entire understanding and contract between Tyler and Merchant for payment processing services (as detailed in an Order Form) and supersedes any and all prior or contemporaneous oral or written representations, contracts or communications with respect to the subject matter hereof.
g. Amendment. This Processing Agreement shall not be modified, amended, or in any way altered except by an instrument in writing signed by the properly delegated authority of each party. All amendments or modifications of this Processing Agreement shall be binding upon the parties despite any lack of consideration.
h. Severability of Provisions. In the event any provision hereof is found invalid or unenforceable pursuant to judicial decree, the remainder of this Processing Agreement shall remain valid and enforceable according to its terms.
i. Relationship of Parties. The parties intend that the relationship between the parties created pursuant to or arising from this Processing Agreement is that of an independent contractor only. Neither party shall be considered an agent, representative, or employee of the other party for any purpose.
j. Governing Law. Any dispute arising out of or relating to this Processing Agreement or the breach thereof shall be governed by the laws of the state of Merchant's domicile, without regard to or application of choice of law rules or principles.

k. Audit. Tyler shall maintain complete and accurate records of all work performed pursuant to and arising out of this Processing Agreement. Merchant may, upon the written request, audit any and all records of Tyler relating to services provided herein. Merchant shall provide Tyler twenty-four hour notice of such audit or inspection. Tyler shall have the right to exclude from such inspection any Tyler Confidential and Proprietary Information not otherwise required to be provided to Merchant as a part of this Processing Agreement. Any such audit shall be conducted at Tyler's principal place of business during Tyler's normal business hours and at Merchant's sole expense.
l. No Third Party Beneficiaries. Nothing in this Processing Agreement is intended to benefit, create any rights in, or otherwise vest any rights upon any third party.
m. Contra Proferentem. The doctrine of contra proferentem shall not apply to this Processing Agreement. If an ambiguity exists in this Processing Agreement, or in a specific provision, neither the Agreement nor the provision shall be construed against the party who drafted the Agreement or provision.
n. Force Majeure. No party to this Processing Agreement shall be liable for delay or failure in the performance of its contractual obligations arising from any one or more events that are beyond its reasonable control, including, without limitation, acts of God, war, terrorism, and riot. Upon such delay or failure affecting one party, that party shall notify the other party and use all reasonable efforts to cure or alleviate the cause of such delay or failure with a view to resuming performance of its contractual obligations as soon as practicable. Notwithstanding the foregoing, in every case the delay or failure to perform must be beyond the control and without the fault or negligence of the party claiming excusable delay. Any performance times pursuant to or arising from this Processing Agreement shall be considered extended for a period of time equivalent to the time lost because of any delay that is excusable herein. This section does not excuse any party from payment obligations under this Processing Agreement.
o. Equitable Relief. Each party covenants, represents, and warrants that any violation of this Processing Agreement by such party with respect to its respective obligations set forth in Section 7 shall cause irreparable injury to the other party and shall entitle the other party to extraordinary and equitable relief by a court of competent jurisdiction, including, without limitation, temporary restraining orders and preliminary and permanent injunctions, without the necessity of posting bond or security.

15. CERTAIN DEFINITIONS

a. Association means a group of Card issuer banks or debit networks that facilitates the use of payment cards accepted under this Processing Agreement for processing, including, without limitation, Visa,U.S.A., Inc., MasterCard International, Inc., Discover Financial Services, LLC and other credit and debit card providers, debit network providers, gift card and other stored value and loyalty program providers. Associations also includes the Payment Card Industry Security Standards Council and the National Automated Clearinghouse Association.

b. Association Rules means the bylaws, rules, and regulations, as they exist from time to time, of the Associations.
c. Card or Payment Card means an account, or evidence of an account, authorized and established between a Cardholder and an Association, or representatives or members of an Association that Merchant accepts from Cardholders as payment for a good or service. Payment Instruments include, but are not limited to, credit and debit cards, stored value cards, loyalty cards, electronic gift cards, authorized account or access numbers, paper certificates and credit accounts.
d. Cardholder means the person to whom a Card is issued or who is otherwise entitled to use a Card.
e. Chargeback means a reversal of a Card sale Merchant previously presented pursuant to Association Rules.
f. Effective Date means the date this Processing Agreement was signed by both parties or added to the parties' existing agreement.
g. Member or Member Bank means an entity that is a member of the Associations.
h. Order Form means a document listing the pricing associated with this Processing Agreement.
i. Processing Agreement means this Payment Card Processing Agreement, including all exhibits attached hereto and to be attached throughout the Term of this Processing Agreement, all of which are incorporated by reference herein.
j. Retrieval Request means a request for information by a Cardholder or Card issuer relating to a claim or complaint concerning a Card sale Merchant has made.
k. Transaction means the evidence and electronic record of a sale or lease transaction representing payment by use of a Card, echeck/ACH, digital payment or of a return/refund/credit to a Cardholder or any other payor.
l. Tyler Confidential and Proprietary Information means all information in any form relating to, used in, or arising out of Tyler's operations and held by, owned, licensed, or otherwise possessed by Tyler (whether held by, owned, licensed, possessed, or otherwise existing in, on or about Tyler's premises or Merchant's offices, residence(s), or facilities and regardless of how such information came into being, as well as regardless of who created, generated or gathered the information), including, without limitation, all information contained in, embodied in (in any media whatsoever) or relating to Tyler's inventions, ideas, creations, works of authorship, business documents, licenses, correspondence, operations, manuals, performance manuals, operating data, projections, bulletins, customer lists and data, sales data, cost data, profit data, financial statements, strategic planning data, financial planning data, designs, logos, proposed trademarks or service marks, test results, product or service literature, product or service concepts, process data, specification data, know how, software, databases, database layouts, design documents, release notes, algorithms, source code, screen shots, other research and development information and data, and Intellectual Property. Notwithstanding the foregoing, Tyler Confidential and Proprietary Information does not include information that: (a) becomes public other than as a result of a disclosure by Merchant in breach hereof; (b) becomes available to Merchant on a non-confidential basis from a source other than Tyler,

which is not prohibited from disclosing such information by obligation to Tyler; (c) is known by Merchant prior to its receipt from Tyler without any obligation of confidentiality with respect thereto; or (d) is developed by Merchant independently of any disclosures made by Tyler.

Exhibit A
American Express Sponsored Merchant Terms (“SMT”)

1. Compliance. If Merchant, also referred to herein as “Sponsored Merchant,” accepts American Express cards as a form of payment processed through Tyler’s electronic filing or electronic payment systems, Client agrees to do so in accordance with the terms and conditions of this SMT.
2. Merchant Operating Guide. Merchant agrees to comply with the terms and conditions of the American Express Merchant Operating Guide found at: www.americanexpress.com/merchantopguide. Such terms and conditions shall include, without limitation, provisions relating to: (i) trademarks and brand requirements; (ii) applicable laws; (iii) binding arbitration; and (iv), website display requirements.
3. Re-directing Prohibited. Merchant agrees it shall not process Transactions, or receive any payments, on behalf of (unless otherwise required by law) any other party.
4. American Express Liability. SPONSORED MERCHANT ACKNOWLEDGES AND AGREES THAT IN NO EVENT SHALL AMERICAN EXPRESS, ITS AFFFILIATES, AGENTS, SUCCESSORS, OR ASSIGNS BE LIABLE TO SPONSORED MERCHANT FOR ANY DAMAGES, LOSSES, OR COSTS INCURRED, INCLUDING INCIDENTAL, INDIRECT, SPECULATIVE, CONSEQUENTIAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND (WHETHER BASED ON CONTRACT, TORT, INCLUDING NEGLIGENCE, STRICT LIABILITY, FRAUD, OR OTHERWISE, OR STATUTES, REGULATIONS, OR ANY OTHER THEORY), ARISING OUT OF OR IN CONNECTION WITH THIS SMT.
5. Third-Party Beneficiaries. Sponsored Merchant acknowledges and agrees that American Express has the right, but not the obligation, to the benefits of this SMT that will provide American Express the ability to enforce the terms of this SMT against the Sponsored Merchant. The Sponsored Merchant further acknowledges and agrees that it will not be deemed a beneficiary under any agreement between American Express and Tyler, and will not have the ability to make any claim or assert any right under such agreement between Tyler and American Express.
6. Definitions. Except as defined herein or otherwise required by the context herein, all defined terms used herein have the meaning ascribed to such terms as set forth in the Agreement between Tyler and Merchant or the American Express Merchant Operating Guide.

Exhibit B
Payment Service Devices/Equipment – Rental and Purchase

This Exhibit B is incorporated into that certain Payment Processing Agreement between Tyler and Merchant (the "Processing Agreement").

1. TERMS APPLICABLE TO BOTH PURCHASE AND RENTAL OF EQUIPMENT
    a. Generally. Tyler will provide PCI-compliant Payment Service Devices as elected by Merchant and described in the Order Form and related equipment for rent or purchase during the term of this Agreement for the fees set forth in the Order Form.
    b. Shipping Timelines. Tyler shall ship newly-requested Payment Service Devices (and associated supplies, such as printers, cables, power supplies, mounting hardware or other equipment identified in an Order Form) ("Equipment") to Merchants within (a) 14 calendar days of the request or (b) 14 calendar days prior to payment service commencement/go-live, whichever is later. Tyler shall ship failure-related replacement Equipment to Merchants within two (2) Business Days of a written request. Shipping timelines are subject to Payment Service Device availability by the applicable manufacturer or supplier and shall be extended until such devices become available.
    c. Delivery and Acceptance. Tyler will deliver the Equipment to the location designated by Merchant in the Order Form. If an address for delivery is not expressly designated in the Order Form, such Equipment will be delivered to Merchant's address otherwise set forth in the Order Form. Merchant will be deemed to have accepted each piece of Equipment on the earlier of (i) when Merchant acknowledges receipt, and (ii) seven days after shipment of each such piece of Equipment, unless Tyler is notified earlier in writing by Merchant that the Equipment has not been received or is not functional.
    d. Rights and Restrictions. Tyler shall process payments received from Merchant's Payment Service Devices provided by Tyler. Merchant acknowledges that the Payment Service Devices are embedded with proprietary encryption technology that will be injected by Tyler's designee into the Payment Services Devices. Merchant agrees that all of Merchant's over-the-counter transactions processed through a Tyler application will be required to use Payment Service Devices provided by Tyler. Merchant will maintain each Payment Service Device in its possession and will not permit any physical alteration or modification of any piece of Equipment. Each piece of Equipment will be used only in the ordinary course of Merchant's business in connection with Tyler applications. The Equipment is not being sold or rented to the Merchant for home or personal use. Merchant acknowledges that the Equipment rented or purchased through this Exhibit may not be compatible with another processor's systems. Merchant hereby grants Tyler a security interest in (i) all Equipment

to secure payment of the purchase price, and (ii) all Equipment to secure payment of the monthly rental payments. Merchant authorizes Tyler to file financing statements with respect to the Equipment in accordance with the Uniform Commercial Code, signed by Tyler directly or as Merchant's attorney-in-fact.

e. Change Notice. Tyler shall provide thirty (30) calendar days written notice for Equipment changes that affect Merchants, which includes, without limitation, when Tyler will no longer support a Payment Service Device. Tyler will only be obligated to replace Equipment when a Payment Service Device is no longer capable of functioning or Tyler ends support of the specific make and model of the Equipment.

2. TERMS APPLICABLE ONLY TO EQUIPMENT PURCHASED
Tyler will sell to Merchant the Equipment identified in the Order Form, free and clear of all liens and encumbrances, expect that any proprietary encryption technology included within the Payment Service Devices or any other Tyler Intellectual Property will be provided to you pursuant to the License set forth in Section 5 of the Agreement. Maintenance and repair of Merchant-purchased Equipment is the responsibility of Merchant, unless Merchant has purchased Tyler's maintenance services for Payment Service Devices.
3. TERMS APPLICABLE ONLY TO EQUIPMENT RENTAL
    a. Tyler will rent to Merchant the Equipment identified in the Order Form, as set forth herein. The rental period will commence when the Equipment is deemed accepted. At the end of the rental term identified in an Order Form or when the Agreement is terminated, Merchant will promptly return each piece of Equipment to Tyler at Merchant's cost, in the same condition as when received, ordinary wear and tear excepted, unless otherwise directed by Tyler. The rental period will terminate when Equipment is returned to Tyler at 840 West Long Lake Road, Detroit, Michigan 48098, Attention: Tyler Payments, or at an earlier date specified by Tyler in writing. The following information must be included within the shipping box: (i) Merchant name, complete address and phone number; (ii) name of person to contact if there are any questions; (iii) your Merchant account number; and (iv) serial number of the Equipment. Merchant will retain proof of delivery documents and the applicable serial number. For any piece of Equipment that is not returned to Tyler in accordance with this paragraph, Merchant will pay Tyler the greater of $250.00 or the fair market value of such piece of Equipment as if it were in the condition described herein.
    b. Merchant will not assign its rights or obligations under this Exhibit, or pledge, lend, create a security interest in, incur any liens or encumbrances on, or sublease the Equipment to any other person or entity without Tyler's prior written consent. Any such assignment, delegation, sublease, pledge, security interest or lien in the absence of consent shall be void.

c. The provisions of this Exhibit will survive the termination or expiration of the Agreement and continue until all rented Equipment is returned to Tyler or paid for.

Updated 05/19/25

AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and Hernando County, with offices at County Government Center, 20 N. Main Street, Brooksville, Florida 34601 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated December 3, 2024 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The following unused third-party services are hereby removed from the Agreement:
    a. Koa Hills – Data Conversion Assistance – Finance, at a contract price of $47,562
    b. Koa Hills - Data Conversion Assistance – HCM, at a contract price of $51,625

2. The items set forth in the Amendment Investment Summary attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the first day of the first month following the Amendment Effective Date and, notwithstanding anything to the contrary in Exhibit 1, ending coterminous with the SaaS Term as defined in the Agreement. Payment of fees and costs for such items shall conform to the following terms:
    a. SaaS: The annual SaaS fees payable under the Agreement shall be increased in the amount of $37,500, for the Tyler Software added herein. The first year's annual SaaS Fees shall be invoiced on the first day of the first month following the Amendment Effective Date, prorated for the time period commencing on such date and ending concurrently with the Client's annual SaaS Term under the Agreement. Subsequent SaaS Fees shall be invoiced in accordance with the terms of the Agreement.
    b. Conversions: Fixed-fee conversions are invoiced 50% upon initial delivery of the converted Data, by conversion option, and 50% upon Client acceptance to load the converted Data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.
    c. Hardware: Hardware costs are invoiced upon delivery.
    d. Hardware Maintenance: The first year maintenance fee for hardware is invoiced upon delivery of the hardware. Subsequent annual maintenance fees for hardware are invoiced annually, in advance, at then-current rates, upon each anniversary thereof.
    e. Data & Insights Implementation Services: Fees for Data & Insights Implementation services as set forth in the Amendment Investment Summary, along with applicable expenses, will be invoiced upon complete delivery of the service if fixed fee, or as services are delivered if priced hourly or daily.

3. Pattern Stream Terms of Service are hereby added to the Agreement: Your use of Pattern Stream software and services is subject to the terms found here: https://www.tylertech.com/terms/finite-matters-ltd-consolidated-terms. By signing a Tyler Agreement or Order Form, or accessing, installing, or using Pattern Stream software or services, you agree that you have read, understood, and agree to such terms.

4. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

5. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

By: Erik Graney

Name: Erik Graney

Title: Senior Corporate Attorney

Date: 10/10/25

Hernando County, FL

By:

Name: Jerry Campbell

Title: Chairman

Date: 12/16/2025

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
BY
County Attorney's Office



Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the additional software, products, and services to be delivered by us to you under the terms of the Agreement. This Amendment Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date.

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tyler technologies

Quoted By:	Phil Sharp
Quote Expiration:	11/21/25
Quote Name:	Hernando County - EERP - Open Finance & PatternStream
Quote Description:	Hernando County, FL - EERP - Open Finance & PatternStream
Saas Term	1.00

Sales Quotation For:
HERNANDO COUNTY, FL
ACCOUNTS PAYABLE
20 N MAIN ST RM 230
BROOKSVILLE FL 34601-2817

Shipping Address:
Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Data Insights			
Open Finance	1	0	$ 50,000.00
Sub-Total:			$ 50,000.00
Less Discount:			$ 12,500.00
TOTAL		**0**	**$ 37,500.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Install Fee - Open Finance	1	$ 7,000.00	$ 0.00	$ 7,000.00	$ 0.00
Conversions – See Detailed Breakdown Below				$ 23,700.00	$ 0.00
TOTAL				**$ 30,700.00**	**$ 0.00**

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Maint/SaaS Discount	Total Maint/SaaS
Pattern Stream Automated Document System - Implementation	96	$ 185.00	$ 0.00	$ 17,760.00	$ 0.00	$ 0.00	$ 0.00
Pattern Stream Automated Document System - SaaS	1	$ 0.00	$ 0.00	$ 0.00	$ 32,400.00	$ 8,100.00	$ 24,300.00
TOTAL				**$ 17,760.00**			**$ 24,300.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 37,500.00
Total Tyler Services	$ 30,700.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 17,760.00	$ 24,300.00
Summary Total	**$ 48,460.00**	**$ 61,800.00**
Contract Total	**$ 110,260.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Content Management				
Content Manager Enterprise - 3rd Party Content 1-3 Document Level 1	1	$ 3,500.00	$ 0.00	$ 3,500.00

Content Manager Core				
Content Manager Core - Human Resources Management	1	$ 18,800.00	$ 0.00	$ 18,800.00
Payroll				
PR Payroll - State Retirement Tables	1	$ 1,400.00	$ 0.00	$ 1,400.00
TOTAL				**$ 23,700.00**

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Annual Fee	Annual Fee Discount	Annual Fee Net
Data Insights			
Open Finance	$ 50,000.00	$ 12,500.00	$ 37,500.00
TOTAL	**$ 50,000.00**	**$ 12,500.00**	**$ 37,500.00**

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-1

pdf Copy

VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			This Purchase is a Piggy-Back off Agency Named: Sourcewell, in accordance with its Contract No.090320-TTI, Hernando County File No. 25-P0191C, BOCC Use Approved on: 12/3/2024, Doc ID No. 14900. The Contract Terms and Conditions apply, and the Purchase Order terms and conditions do not apply to this purchase. This Contract will expire on: 12/2/2029. The County Contact Person is: Carla Rossiter-Smith, Phone Number: (352) 540-6544		
			The Contractor Contact is: Becky Terry, PMP, Phone Number: (972) 713-3700 Email: Becky.Terry@TylerTech.com		
			3/3/2025 Change Order No 1 - MP Contract 25-P0191C CO#1 is requested to decrease amount on line 1, increase amount on line 2, and add lines 3-9. Lines can not exceed $999,999.99. See below for amount per line and description to change/add to each line.		
			1 Year 1 SaaS 819,258.00 -5,480,062.00		
			2 Year 2 Saas 819,258.00 +675,708.00		
			3 Year 3 Saas 819,258.00		

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL $
				TOTAL $

pdf Copy

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rossiter-Smith
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

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	$ 100,000 by employee
	$ 500,000 policy limit
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(Additional Insured & Wavier	$ 2,000,000 Products-Comp. Ops Agg.
Of Subrogation)	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-1

pdf copy

VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			4 Year 4 Saas 819,258.00		
			5 Year 5 Saas 819,258.00		
			6 Implementation Services 999,999.99		
			7 Implementation Services 999,999.99		
			8 Implementation Services 203,030.02		
			9 Travel 143,550.00		
			1051-5606801 Lines 1 to 9 110270		
			.		
01	819258.00	EA	YEAR 1 SAAS	1.0000	819,258.00
02	819258.00	EA	YEAR 2 SAAS	1.0000	819,258.00
03	819258.00	EA	YEAR 3 SAAS	1.0000	819,258.00
04	819258.00	EA	YEAR 4 SAAS	1.0000	819,258.00
05	819258.00	EA	YEAR 5 SAAS	1.0000	819,258.00
06	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
07	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
08	203030.02	EA	IMPLEMENTATION SERVICES	1.0000	203,030.02
09	143550.00	EA	TRAVEL	1.0000	143,550.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE
01	01051	5606801	819,258.00	110270
02	01051	5606801	819,258.00	110270
03	01051	5606801	819,258.00	110270
04	01051	5606801	819,258.00	110270
05	01051	5606801	819,258.00	110270
06	01051	5606801	999,999.99	110270
07	01051	5606801	999,999.99	110270
08	01051	5606801	203,030.02	110270
09	01051	5606801	143,550.00	110270

PAGE TOTAL	$	6,442,870.00
TOTAL	$	6,442,870.00

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rossi-Slate
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

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Coverage	Minimum Amounts and Limits
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	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier	$ 2,000,000 Products-Comp. Ops Agg.
Of Subrogation)	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-1
CHANGE DATE: 03/03/25

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VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 12/20/24
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: CHANGE ORDER - 1	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION

3/3/2025 Change Order No 1 - MP
Contract 25-P0191C
CO#1 is requested to decrease amount on line 1, increase amount on line 2, and add lines 3-9. Lines can not exceed $999,999.99.
See below for amount per line and description to change/add to each line.

1 Year 1 SaaS 819,258.00 -5,480,062.00
2 Year 2 Saas 819,258.00 +675,708.00
3 Year 3 Saas 819,258.00
4 Year 4 Saas 819,258.00
5 Year 5 Saas 819,258.00
6 Implementation Services 999,999.99
7 Implementation Services 999,999.99
8 Implementation Services 203,030.02
9 Travel 143,550.00

1051-5606801 Lines 1 to 9 110270
.

01 ********* EA YEAR 1 SAAS 6299319.0000-5,480,062.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE
01	01051 5606801	-5,480,062.00	110270
02	01051 5606801	675,708.00	110270
03	01051 5606801	.00	110270

PAGE TOTAL $ -5,480,062.00
TOTAL $

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Ruest-Slate
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

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HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-1
CHANGE DATE: 03/03/25

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PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 12/20/24
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: CHANGE ORDER - 1	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
02	*********	EA	YEAR 2 SAAS	143549.0000	675,708.00
03	.00	EA	YEAR 3 SAAS	.0000	.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE

PAGE TOTAL	$	675,708.00
TOTAL	$	-4,804,354.00

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: _____
CHIEF PROCUREMENT OFFICER

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Hernando County Board of County Commissioners

Change Order Request

X Add Line(s)	Cancel Outstanding Balance	Increase/Decrease Funds
Delete Line(s)	Change Project Number	Increase/Decrease Blanket
Cancel Purchase Order	Change Account Number	Increase/Decrease Quantity

Today's Date: 03-03-2025
PO/Contract #: 25000437
Change Order Number: 1
Requisition Number: 25000437
Vendor's Name on PO: TYLER TECHNOLOGIES INC
Department/Employee: JODI FLORIO

Instructions: In the explanation, details of the request must be provided. All requests must include account number, line item number, project number, new purchase order total. Include details as if entering a new requisition. If change request is due to new agreements, quotes, projects, etc. necessary documents must be attached.

Explanation:

Justification: Contract 25 P0191C
CO#1 is requested to decrease amount on line 1, increase amount on line 2, and add lines 3-9. Lines can not exceed $999,999.99.
See below for amount per line and description to change/add to each line.

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3 Year 3 Saas 819,258.00
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6 Implementation Services 999,999.99
7 Implementation Services 999,999.99
8 Implementation Services 203,030.02
9 Travel 143,550.00

1051-5606801	1	819258.00	110270	-5,480,062.00
1051-5606801	2	819258.00	110270	+675,708.00
1051-5606801	3	819258.00	110270	
1051-5606801	4	819258.00	110270	
1051-5606801	5	819258.00	110270	

1051-5606801	6	999999.99	110270
1051-5606801	7	999999.99	110270
1051-5606801	8	203030.02	110270
1051-5606801	9	143550.00	110270

Department Approval: TONI BRADY **Date:** 03-03-2025

Chief Procurement Officer: FRAN HALLET **Date:** 03-03-2025

BOCC Approval Date: _____
(BOCC Required per Purchasing 080E)

Revised May, 2012

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR

BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-2

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VENDOR
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TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			This Purchase is a Piggy-Back off Agency Named: Sourcewell, in accordance with its Contract No.090320-TTI, Hernando County File No. 25-P0191C, BOCC Use Approved on: 12/3/2024, Doc ID No. 14900. The Contract Terms and Conditions apply, and the Purchase Order terms and conditions do not apply to this purchase. This Contract will expire on: 12/2/2029. The County Contact Person is: Carla Rossiter-Smith, Phone Number: (352) 540-6544		
			The Contractor Contact is: Becky Terry, PMP, Phone Number: (972) 713-3700 Email: Becky.Terry@TylerTech.com		
			3/3/2025 Change Order No 1 - MP Contract 25-P0191C CO#1 is requested to decrease amount on line 1, increase amount on line 2, and add lines 3-9. Lines can not exceed $999,999.99. See below for amount per line and description to change/add to each line.		
			1 Year 1 SaaS 819,258.00 -5,480,062.00		
			2 Year 2 Saas 819,258.00 +675,708.00		
			3 Year 3 Saas 819,258.00		

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL $
				TOTAL $

pdf Copy

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rossiter-Smith
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

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Of Subrogation)	$ 1,000,000 Each Occurrence
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HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR

BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-2

pdf Copy

VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			4 Year 4 Saas 819,258.00 5 Year 5 Saas 819,258.00 6 Implementation Services 999,999.99 7 Implementation Services 999,999.99 8 Implementation Services 203,030.02 9 Travel 143,550.00 1051-5606801 Lines 1 to 9 110270 . 12/18/2025 Change Order No 2 - MP Contract #:25-P0191C CO #2 is to increase Purchase Order to add Open Finance and Pattern Stream. Board approved 12/16/25 #16627 Add Line 10 $110,260.00; New Line Total $110,260.00 Old PO Total $6,442,870.00 New PO Total $6,553,130.00 Dept 01051 Account 5606801 Line #3 $110,260.00 1051-5606801 10 110260.00		
02	819258.00	EA	YEAR 2 SAAS	1.0000	819,258.00
03	819258.00	EA	YEAR 3 SAAS	1.0000	819,258.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE

PAGE TOTAL $
TOTAL $

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APPROVED BY: _____
CHIEF PROCUREMENT OFFICER

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HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR

BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-2

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VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
04	819258.00	EA	YEAR 4 SAAS	1.0000	819,258.00
05	819258.00	EA	YEAR 5 SAAS	1.0000	819,258.00
06	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
07	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
08	203030.02	EA	IMPLEMENTATION SERVICES	1.0000	203,030.02
09	143550.00	EA	TRAVEL	1.0000	143,550.00
10	110260.00	JOB	ADD OPEN FINANCE AND PATTERN STREAM.	1.0000	110,260.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE
02	01051 5606801	819,258.00	110270
03	01051 5606801	819,258.00	110270
04	01051 5606801	819,258.00	110270
05	01051 5606801	819,258.00	110270
06	01051 5606801	999,999.99	110270
07	01051 5606801	999,999.99	110270
08	01051 5606801	203,030.02	110270
09	01051 5606801	143,550.00	110270
10	01051 5606801	110,260.00	

PAGE TOTAL	$	5,733,872.00
TOTAL	$	5,733,872.00

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APPROVED BY: Carla Rossi-Slate

CHIEF PROCUREMENT OFFICER

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HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-2
CHANGE DATE: 12/18/25

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VENDOR
ar@tylertech.com
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TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 12/20/24
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: CHANGE ORDER - 2	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			12/18/2025 Change Order No 2 - MP Contract #:25-P0191C CO #2 is to increase Purchase Order to add Open Finance and Pattern Stream. Board approved 12/16/25 #16627 Add Line 10 $110,260.00; New Line Total $110,260.00 Old PO Total $6,442,870.00 New PO Total $6,553,130.00 Dept 01051 Account 5606801 Line #3 $110,260.00 1051-5606801 10 110260.00		
10	.00	JOB	ADD OPEN FINANCE AND PATTERN STREAM.	.0000	.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE
10	01051 5606801	.00	

PAGE TOTAL $	.00
TOTAL $	.00

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Hernando County Board of County Commissioners

Change Order Request

____ Add Line(s)	____ Cancel Outstanding Balance	X Increase/Decrease Funds
____ Delete Line(s)	____ Change Project Number	____ Increase/Decrease Blanket
____ Cancel Purchase Order	____ Change Account Number	____ Increase/Decrease Quantity

Today's Date: 12-18-2025
PO/Contract #: 25000437
Change Order Number: 2
Requisition Number: RQ250519
Vendor's Name on PO: TYLER TECHNOLOGIES INC
Department/Employee: AMELIA GEBALA

Instructions: In the explanation, details of the request must be provided. All requests must include account number, line item number, project number, new purchase order total. Include details as if entering a new requisition. If change request is due to new agreements, quotes, projects, etc. necessary documents must be attached.

Explanation:

Justification: Contract #:25-P0191C
CO #2 is to increase Purchase Order to add Open Finance and Pattern Stream.
Board approved 12/16/25 #16627

Add Line 10 $110,260.00; New Line Total $110,260.00
Old PO Total $6,442,870.00 New PO Total $6,553,130.00

Dept 01051 Account 5606801 Line #3 $110,260.00

1051-5606801 10 110260.00

Department Approval: TONI BRADY **Date:** 12-02-2025

Chief Procurement Officer: FRAN HALLET **Date:** 12-18-2025

BOCC Approval Date: _____
(BOCC Required per Purchasing 080E)

Revised May, 2012

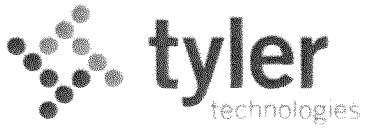


Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the additional software, products, and services to be delivered by us to you under the terms of the Agreement. This Amendment Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date.

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tyler technologies

Quoted By:	Phil Sharp
Quote Expiration:	11/21/25
Quote Name:	Hernando County - EERP - Open Finance & PatternStream
Quote Description:	Hernando County, FL - EERP - Open Finance & PatternStream
Saas Term	1.00

Sales Quotation For:
HERNANDO COUNTY, FL
ACCOUNTS PAYABLE
20 N MAIN ST RM 230
BROOKSVILLE FL 34601-2817

Shipping Address:
Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Data Insights			
Open Finance	1	0	$ 50,000.00
Sub-Total:			$ 50,000.00
Less Discount			$ 12,500.00
TOTAL		**0**	**$ 37,500.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Install Fee - Open Finance	1	$ 7,000.00	$ 0.00	$ 7,000.00	$ 0.00
Conversions – See Detailed Breakdown Below				$ 23,700.00	$ 0.00
TOTAL				**$ 30,700.00**	**$ 0.00**

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Maint/SaaS Discount	Total Maint/SaaS
Pattern Stream Automated Document System - Implementation	96	$ 185.00	$ 0.00	$ 17,760.00	$ 0.00	$ 0.00	$ 0.00
Pattern Stream Automated Document System - SaaS	1	$ 0.00	$ 0.00	$ 0.00	$ 32,400.00	$ 8,100.00	$ 24,300.00
TOTAL				**$ 17,760.00**			**$ 24,300.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 37,500.00
Total Tyler Services	$ 30,700.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 17,760.00	$ 24,300.00
Summary Total	**$ 48,460.00**	**$ 61,800.00**
Contract Total	**$ 110,260.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

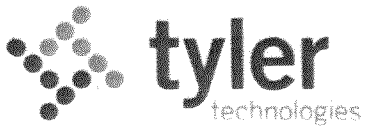
Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Content Management				
Content Manager Enterprise - 3rd Party Content 1-3 Document Level 1	1	$ 3,500.00	$ 0.00	$ 3,500.00

Content Manager Core				
Content Manager Core - Human Resources Management	1	$ 18,800.00	$ 0.00	$ 18,800.00
Payroll				
PR Payroll - State Retirement Tables	1	$ 1,400.00	$ 0.00	$ 1,400.00
TOTAL				**$ 23,700.00**

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Annual Fee	Annual Fee Discount	Annual Fee Net
Data Insights			
Open Finance	$ 50,000.00	$ 12,500.00	$ 37,500.00
TOTAL	**$ 50,000.00**	**$ 12,500.00**	**$ 37,500.00**



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and Hernando County, with offices at County Government Center, 20 N. Main Street, Brooksville, Florida 34601 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated December 3, 2024 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The following unused third-party services are hereby removed from the Agreement:
    a. Koa Hills – Data Conversion Assistance – Finance, at a contract price of $47,562
    b. Koa Hills - Data Conversion Assistance – HCM, at a contract price of $51,625

2. The items set forth in the Amendment Investment Summary attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the first day of the first month following the Amendment Effective Date and, notwithstanding anything to the contrary in Exhibit 1, ending coterminous with the SaaS Term as defined in the Agreement. Payment of fees and costs for such items shall conform to the following terms:
    a. SaaS: The annual SaaS fees payable under the Agreement shall be increased in the amount of $37,500, for the Tyler Software added herein. The first year's annual SaaS Fees shall be invoiced on the first day of the first month following the Amendment Effective Date, prorated for the time period commencing on such date and ending concurrently with the Client's annual SaaS Term under the Agreement. Subsequent SaaS Fees shall be invoiced in accordance with the terms of the Agreement.
    b. Conversions: Fixed-fee conversions are invoiced 50% upon initial delivery of the converted Data, by conversion option, and 50% upon Client acceptance to load the converted Data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.
    c. Hardware: Hardware costs are invoiced upon delivery.
    d. Hardware Maintenance: The first year maintenance fee for hardware is invoiced upon delivery of the hardware. Subsequent annual maintenance fees for hardware are invoiced annually, in advance, at then-current rates, upon each anniversary thereof.
    e. Data & Insights Implementation Services: Fees for Data & Insights Implementation services as set forth in the Amendment Investment Summary, along with applicable expenses, will be invoiced upon complete delivery of the service if fixed fee, or as services are delivered if priced hourly or daily.

3. Pattern Stream Terms of Service are hereby added to the Agreement: Your use of Pattern Stream software and services is subject to the terms found here: https://www.tylertech.com/terms/finite-matters-ltd-consolidated-terms. By signing a Tyler Agreement or Order Form, or accessing, installing, or using Pattern Stream software or services, you agree that you have read, understood, and agree to such terms.

4. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

5. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

By: Erik Graney

Name: Erik Graney

Title: Senior Corporate Attorney

Date: 10/10/25

Hernando County, FL

By:

Name: Jerry Campbell

Title: Chairman

Date: 12/16/2025

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

BY

County Attorney's Office

TITLE

Contract Amendment and Change Order No. 2 to Purchase Order With Tyler Technologies, Inc., for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Contract No. 25-P0191C; Amount: $110,260.00)

BRIEF OVERVIEW

On December 3, 2024, the BOCC approved award of Contract No. 25-P0191C to Tyler Technologies, Inc., for the Tyler Technologies Enterprise Resource Planning (ERP) and Enterprise Permitting & Licensing (EPL) software and related services for $6,299,320.00 with a $143,550.00 allowance for travel.

The purchase order was originally issued for $6,442,870.00. Change order No. 2 in the amount of $110,260.00, would increase the purchase order to $6,553,130.00.

Annual / Recurring Fees:

- SaaS annual fee: $37,500.00
- Third party Hardware, Software & Services: $24,300.00

Total Annual / Recurring Costs: $61,800.00

One Time Fees:

- Tyler Services: $30,700.00
- Third party Hardware, Software & Services: $17,760.00

Total One Time Fees: $48,460.00

The contract amendment incorporates the services/fees detailed in Change Order No. 2.

Change Order No. 1 was a no-cost administrative change to move funds to multiple lines due to Finance Plus system limits per line of $999,999.99. Change Order No. 1 was approved by the Chief Procurement Officer on March 3, 2025, for an administrative change.

Hernando County Office of Management and Budget Department has requested an increase for Purchase Order No. 25000437 for additional services including Open Finance and Pattern Stream.

FINANCIAL IMPACT

Funding is available in the following:

Expense:

Fund: 0011 - General Fund, **Department: 01051 -** BOCC, **Account: 5606801 -** Capitalized

Software

CIP Project: 110270 Comprehensive ERP Software

LEGAL NOTE

The Board has the authority to act on this item pursuant to Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve Change Order No. 2 in the amount of $110,260 to Tyler Technologies, Inc., for Purchase Order No. 25000437, bringing the total purchase order amount to $6,553,130.00.

It is further recommended the Board approve and authorize the Chairman's signature on the attached amendment to Contract No. 25-P0191C increasing the original contract value by $110,260.00, for a new total Contract amount of $6,553,130.00.

REVIEW PROCESS

Carla Rossiter-Smith	Approved	12/03/2025 3:10 PM
Erin Dohren	Approved	12/07/2025 5:02 PM
Pamela Hare	Approved	12/08/2025 11:35 AM
Melissa Tartaglia	Approved	12/08/2025 4:16 PM
Heidi Prouse	Approved	12/08/2025 4:23 PM
Jeffrey Rogers	Approved	12/09/2025 10:23 PM
Toni Brady	Approved	12/10/2025 10:16 AM
Colleen Conko	Approved	12/10/2025 10:42 AM

PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ◆ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ◆ F 352.754.4199 ◆ W www.HernandoCounty.us

December 16, 2025

MEMORANDUM

TO: Financial Services, Hernando County Clerk of Circuit Court & Comptroller

FROM: Carla Rossiter-Smith, MSM PMP, Chief Procurement Officer

SUBJECT: BOCC Agenda Item Approval

Please accept this memorandum as notification of the Board of County Commissioners' approval of the Agenda Items list below at the **12/16/2025** BOCC meeting.

Further evidence of the approval of these items can be found in any relevant executed agreements with the BOCC Chairman's signature on the date of approval, as appropriate and as supplied in relevant requisitions. The BOCC meeting details for the aforementioned date provides additional evidence of approval.

This memorandum is to be used interchangeably with the BOCC Agenda Item stamped with BOCC adopted as proof of BOCC approval required in the County approval process for requisition, budget resolution or grant related items.

Approved Items:

PROCUREMENT ITEMS

1. **16768** Award of Term Contract to Ferguson Enterprises, LLC, d/b/a Ferguson Waterworks for Purchase of Meter Boxes as Needed for Utilities Department (Contract No. 25-T01149/JS; Amount: $313,935.00)

2. **16744** Award of Term Contract to Triple Crown C Lawn Jockey's, LLC, for Mowing Services for Hernando Beach and Weeki Wachee (Contract No. 25-T01093/JG; Amount: $423,000.00)

3. **16711** Change Order No. 2 to Purchase Order With Hartman Civil Construction Co., Inc., for Ayers Road Stormwater Management Facility Repair and Quality Drive Pond Southeast Flume Restoration Projects for Department of Public Works (Contract No. 25-C01032; Change Order Amount: $153,030.00)

4. **16627** Contract Amendment and Change Order No. 2 to Purchase Order With Tyler Technologies, Inc., for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Contract No. 25-P0191C; Amount: $110,260.00)

5. **16548** Service Agreement With Full Stack Payments, LLC, d/b/a Full Stack Payments Enterprise; and Merchant Application and Agreement With Netevia for Government Payment Processing Services and Associated Resolutions

6. **16748** Utilization of Jacksonville Transportation Authority Contract With Gillig, LLC, for Purchase and Replacement of Mass Transit Bus for Transit Department (Contract No. 25-P0234A; Amount: $718,184.00)

7. **16779** Utilization of Sourcewell Contract With BOXX Modular, Inc., for Relocatable Building or Storage With Related Accessories, Services and for Waterways Department Office Trailer (Amount: $84,084.00)

8. **16535** Utilization of Sourcewell Contract With Samsara, Inc., for Fleet Management Technologies With Related Software Solutions for Fleet Department (Amount: $805,062.24)

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-3

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VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			This Purchase is a Piggy-Back off Agency Named: Sourcewell, in accordance with its Contract No.090320-TTI, Hernando County File No. 25-P0191C, BOCC Use Approved on: 12/3/2024, Doc ID No. 14900. The Contract Terms and Conditions apply, and the Purchase Order terms and conditions do not apply to this purchase. This Contract will expire on: 12/2/2029. The County Contact Person is: Carla Rossiter-Smith, Phone Number: (352) 540-6544		
			The Contractor Contact is: Becky Terry, PMP, Phone Number: (972) 713-3700 Email: Becky.Terry@TylerTech.com		
			3/3/2025 Change Order No 1 - MP Contract 25-P0191C CO#1 is requested to decrease amount on line 1, increase amount on line 2, and add lines 3-9. Lines can not exceed $999,999.99. See below for amount per line and description to change/add to each line.		
			1 Year 1 SaaS 819,258.00 -5,480,062.00		
			2 Year 2 Saas 819,258.00 +675,708.00		
			3 Year 3 Saas 819,258.00		

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL $
				TOTAL $

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rossiter-Smith
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

PAYMENT

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

MATERIAL SAFETY DATA SHEET

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at www.hernandocounty.us/pur/.

INSURANCE

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

Coverage	Minimum Amounts and Limits
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	$ 100,000 each accident
	$ 100,000 by employee
	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier	$ 2,000,000 Products-Comp. Ops Agg.
Of Subrogation)	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-3

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VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION

4 Year 4 Saas 819,258.00
5 Year 5 Saas 819,258.00
6 Implementation Services 999,999.99
7 Implementation Services 999,999.99
8 Implementation Services 203,030.02
9 Travel 143,550.00

1051-5606801 Lines 1 to 9 110270
.

12/18/2025 Change Order No 2 - MP
Contract #:25-P0191C
CO #2 is to increase Purchase Order to add Open Finance and Pattern Stream.
Board approved 12/16/25 #16627

Add Line 10 $110,260.00; New Line Total $110,260.00
Old PO Total $6,442,870.00 New PO Total $6,553,130.00

Dept 01051 Account 5606801 Line #3 $110,260.00

1051-5606801 10 110260.00

2/11/2026 Change Order No 3 - MP

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL $
				TOTAL $

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: _____
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

PAYMENT

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The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at www.hernandocounty.us/pur/.

INSURANCE

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

Coverage	Minimum Amounts and Limits
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	$ 100,000 each accident
	$ 100,000 by employee
	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier	$ 2,000,000 Products-Comp. Ops Agg.
Of Subrogation)	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR

BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-3

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BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 09/30/25
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: PIGGYBACK SOURCEWELL CONT	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			Contract #: 25-P0191C CO #3 is to increase Purchase Order to add Enterprise Permitting & Licensing Users. Add Line #11 $132,641.00; New Line Total $132,641.00 Old PO Total $6,553,130.00 New PO Total $6,685,771.00 01051-5606801 Line 11 $132,641.00 110270		
02	819258.00	EA	YEAR 2 SAAS	1.0000	819,258.00
03	819258.00	EA	YEAR 3 SAAS	1.0000	819,258.00
04	819258.00	EA	YEAR 4 SAAS	1.0000	819,258.00
05	819258.00	EA	YEAR 5 SAAS	1.0000	819,258.00
06	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
07	999999.99	EA	IMPLEMENTATION SERVICES	1.0000	999,999.99
08	203030.02	EA	IMPLEMENTATION SERVICES	1.0000	203,030.02
09	143550.00	EA	TRAVEL	1.0000	143,550.00
10	110260.00	JOB	ADD OPEN FINANCE AND PATTERN STREAM.	1.0000	110,260.00
11	132641.00	JOB	ENTERPRISE PERMITTING AND LICENSING USERS	1.0000	132,641.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE
02	01051	5606801	819,258.00	110270
03	01051	5606801	819,258.00	110270
04	01051	5606801	819,258.00	110270
05	01051	5606801	819,258.00	110270
06	01051	5606801	999,999.99	110270
07	01051	5606801	999,999.99	110270
08	01051	5606801	203,030.02	110270
09	01051	5606801	143,550.00	110270
10	01051	5606801	110,260.00	
11	01051	5606801	132,641.00	110270

PAGE TOTAL	$	5,866,513.00
TOTAL	$	5,866,513.00

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rivera-Statler
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

PAYMENT

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

MATERIAL SAFETY DATA SHEET

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at www.hernandocounty.us/pur/.

INSURANCE

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

Coverage	Minimum Amounts and Limits
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	$ 100,000 each accident
	$ 100,000 by employee
	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier	$ 2,000,000 Products-Comp. Ops Agg.
Of Subrogation)	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 25000437-3
CHANGE DATE: 02/11/26

PAGE NO. 1

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VENDOR
ar@tylertech.com
53871
TYLER TECHNOLOGIES INC
5101 TENNYSON PARKWAY
PLANO TX 75024

SHIP TO
BOARD OF COUNTY COMMISSIONERS
15470 FLIGHT PATH DR.

BROOKSVILLE FL 34604

ORDER DATE: 12/26/24	BUYER: TTHOMPSON	REQ. NO.: RQ250519	REQ. DATE: 12/20/24
TERMS: NET 30 DAYS	F.O.B.: DESTINATION	DESC.: CHANGE ORDER - 3	

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			2/11/2026 Change Order No 3 - MP Contract #: 25-P0191C CO #3 is to increase Purchase Order to add Enterprise Permitting & Licensing Users. Add Line #11 $132,641.00; New Line Total $132,641.00 Old PO Total $6,553,130.00 New PO Total $6,685,771.00 01051-5606801 Line 11 $132,641.00 110270		
11	.00	JOB	ENTERPRISE PERMITTING AND LICENSING USERS	.0000	.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE
11	01051 5606801	.00	110270

PAGE TOTAL $	.00
TOTAL $	.00

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SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY: Carla Rossi-Stuart
CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

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QUALITY

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QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

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The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

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The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

Coverage	Minimum Amounts and Limits
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	$ 100,000 each accident
	$ 100,000 by employee
	$ 500,000 policy limit
(b) Commercial General Liability	$ 2,000,000 General Aggregate
(Additional Insured & Wavier Of Subrogation)	$ 2,000,000 Products-Comp. Ops Agg.
	$ 1,000,000 Each Occurrence
	$ 5,000 Medical Expense
(c) Automobile Liability	$ 1,000,000 Combined Single Limit (owned, hired and non-owned)
Option of Split Limits:	
(1.) Bodily Injury	$ 1,000,000 Per Person or $1,000,000 Per Accident

Hernando County Board of County Commissioners

Change Order Request

____ Add Line(s)	____ Cancel Outstanding Balance	____ Increase/Decrease Funds
____ Delete Line(s)	____ Change Project Number	____ Increase/Decrease Blanket
____ Cancel Purchase Order	____ Change Account Number	____ Increase/Decrease Quantity

Today's Date: 02-06-2026
PO/Contract #: 25000437
Change Order Number: 3
Requisition Number: 25000437
Vendor's Name on PO: TYLER TECHNOLOGIES INC
Department/Employee: AMELIA GEBALA

Instructions: In the explanation, details of the request must be provided. All requests must include account number, line item number, project number, new purchase order total. Include details as if entering a new requisition. If change request is due to new agreements, quotes, projects, etc. necessary documents must be attached.

Explanation:

Justification: Contract #:25-P0191C
CO #3 is to increase Purchase Order to add Enterprise Permitting & Licensing Users.

Add Line 11 $132,641.00; New Line Total $132,641.00
Old PO Total $6,553,130.00 New PO Total $6,685,771.00

1051-5606801 3 132641.00 110270

Impact: there is no financial impact to this change
Background:Hours allocation that are unused are going to be changed to HR allocation

Department Approval: _____ **Date:** 2/6/26

For Chief Procurement Officer: Fran Hallet Digitally signed by Fran Hallet Date: 2026.02.11 13:15:02 -05'00' **Date:** 2/11/2026

BOCC Approval Date: 2/10/2026
(BOCC Required per Purchasing 080E)

Revised May, 2012

Quoted By:	Phil Sharp
Quote Expiration:	08/02/26
Quote Name:	Hernando County - ERP - EPL User Licenses
Quote Description:	Hernando County - ERP - EPL User Licenses

Sales Quotation For:
HERNANDO COUNTY, FL
COUNTY GOVERNMENT CENTER
20 N MAIN ST
BROOKSVILLE FL 34601-2817

Shipping Address:
Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Civic Services			
Enterprise Permitting & Licensing User	73	0	$ 167,900.00
Sub-Total:			$ 167,900.00
Less Discount:			$ 35,259.00
TOTAL		**0**	**$ 132,641.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00

Total SaaS	$ 0.00	$ 132,641.00
Total Tyler Services	$ 0.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 0.00**	**$ 132,641.00**

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: 02/03/2026

Print Name: Toni Brady, Deputy County Administrator P.O.#: 25000437

All Primary values quoted in US Dollars

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Imp. Hours	Annual Fee	Annual Fee Discount	Annual Fee Net
Civic Services				
Enterprise Permitting & Licensing User		$ 167,900.00	$ 35,259.00	$ 132,641.00
TOTAL	**0**	**$ 167,900.00**	**$ 35,259.00**	**$ 132,641.00**

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;

- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
    - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
    - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
    - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Enterprise Permitting & Licensing User includes back-office and EP&L Mobile access

TITLE

Change Order No. 3 to Purchase Order With Tyler Technologies, Inc., for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Contract No. 25-P0191C; Change Order Amount: $132,641.00)

BRIEF OVERVIEW

On December 3, 2024, the BOCC approved award of Contract No. 25-P0191C to Tyler Technologies, Inc., for the Tyler Technologies ERP EPL for $6,299,320.00 and $143,550 in estimated travel expenses for Tyler personnel to provide onsite services.

The purchase order was originally issued for $6,442,870.00. Change Order No. 3 in the amount of $132,641.00, would increase the purchase order to $6,685,771.00.

Change Order No. 1 was a no-cost administrative change to move funds to multiple lines due to Finance Plus system limits per line of $999,999.99. Change Order No. 1 was approved by the Chief Procurement Officer on March 3, 2025, for an administrative change.

Change Order No. 2 was to increase the purchase order to add additional services of Open Finance and Pattern Stream in the amount of $110,260.00.

Hernando County Office of Management and Budget has requested an increase for Purchase Order No. 25000437 for Enterprise Permitting and Licensing Users.

FINANCIAL IMPACT

Funding will come from the following account:

Expense:

Fund: 0011 - General Fund, **Department: 01051** - Board of County Commissioners, **Account: 5606801** - Capitalized Software

CIP Project: 110270 Comprehensive ERP Software, included in FY 26 budget.

LEGAL NOTE

The Board has the authority to act on this item pursuant to Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve Change Order No. 3 in the amount of $132,641.00 to Tyler Technologies, Inc., for Purchase Order No. 25000437, bringing the total purchase order

amount to $6,685,771.00.

REVIEW PROCESS

Carla Rossiter-Smith	Approved	02/03/2026 2:49 PM
Erin Dohren	Approved	02/04/2026 12:01 PM
Pamela Hare	Approved	02/04/2026 4:09 PM
Jon Jouben	Approved	02/04/2026 4:14 PM
Heidi Prouse	Approved	02/05/2026 12:12 PM
Toni Brady	Approved	02/05/2026 12:33 PM
Jeffrey Rogers	Approved	02/05/2026 1:25 PM
Colleen Conko	Approved	02/05/2026 1:27 PM

PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ◆ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ◆ F 352.754.4199 ◆ W www.HernandoCounty.us

February 10, 2026

MEMORANDUM

TO: Financial Services, Hernando County Clerk of Circuit Court & Comptroller

FROM: Carla Rossiter-Smith, MSM PMP, Chief Procurement Officer

SUBJECT: BOCC Agenda Item Approval

Please accept this memorandum as notification of the Board of County Commissioners' approval of the Agenda Items list below at the **2/10/2026** BOCC meeting.

Further evidence of the approval of these items can be found in any relevant executed agreements with the BOCC Chairman's signature on the date of approval, as appropriate and as supplied in relevant requisitions. The BOCC meeting details for the aforementioned date provides additional evidence of approval.

This memorandum is to be used interchangeably with the BOCC Agenda Item stamped with BOCC adopted as proof of BOCC approval required in the County approval process for requisition, budget resolution or grant related items.

Approved Items:

PROCUREMENT ITEMS

1. **17011** Amendment No.1 to Sole Source Contract and Innovation Agreement With Quantum Partners, LLC, d/b/a SwiftGov, for Artificial Intelligence (AI) Implementation Plan Project for Planning Department (Contract No. 25-TSS0230/JC; Amount: $1,687,500.00)

2. **16630** Award of Contract to Clark Productions, Inc., for Audio Visual Design, Installation and Implementation Services for 5th Judicial Circuit Courtrooms Project (Contract No. 25-RFP01060/CT; Amount: $1,756,843.69)

3. **17064** Change Order No. 1 to Purchase Order With McKim and Creed, Inc., for Utility Locator Subsurface Services for Utilities Department and Associated Budget Amendment (Contract No. 24-RFQG00543; Amount: $481,908.00)

4. **17031** Change Order No. 2 to Purchase Order With Centrisys CNP Corporation for Repair of Centrifuge Equipment for Utilities Department (Contract No. 25-TS0204; Amount: $94,148.39)

5. **17141** Change Order No. 3 to Purchase Order With Tyler Technologies, Inc., for Public Sector and Education Administration Software Solutions With Related Services for Enterprise Resource Planning Software and Enterprise Permitting and Licensing Software and Related Services for Various County Departments and Entities (Contract No. 25-P0191C; Change Order Amount: $132,641.00)

6. **17018** Request for Approval of FY 2026 Purchase Order With Amazon for Library Materials and Electronic Resources for Library Department (Amount: up to $100,000.00)



Quoted By:	Phil Sharp
Quote Expiration:	09/23/26
Quote Name:	Hernando County - EERP - add PM and IMPL
Quote Description:	Hernando County - EERP - add PM and IMPL

Sales Quotation For:
Hernando County, Fl
County Government Center
20 N Main St
Brooksville FL 34601-2817

Shipping Address:
Hernando County
County Government Center
20 N. Main Street
Brooksville FL 34601

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
50% of Dedicated Project Manager (Monthly)	3	$ 14,800.00	$ 0.00	$ 44,400.00	$ 0.00
Implementation - Remote	320	$ 200.00	$ 0.00	$ 64,000.00	$ 0.00
TOTAL				**$ 108,400.00**	**$ 0.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 0.00
Total Tyler Services	$ 108,400.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00

Summary Total	**$ 108,400.00**	**$ 0.00**
Contract Total	**$ 108,400.00**	

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.

- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a

Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT			LINE DESCRIPTION	EFF DATE				
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY	AMEND	
2026 07	70827	04/28/2026	17367	TYLER AMEN	BUA	TYLER AM 4	1	1	
1	B0101001	566801	XC444	BCC - GENERAL FUND	CAPITAL-SOFTWARE >$150K	6,034,622.00	738,400.00	6,773,022.00	
	B001-100-00000-10-51100-566801-XC444				TYLER AMEND 4 FUNDING 04/28/2026				
2	B0000004	599901		BCC - GENERAL FUND	BUDG RES/CASH FORWARD	21,474,797.00	-738,400.00	20,736,397.00	
	B001-000-00000-00-58100-599901-				TYLER AMEND 4 FUNDING 04/28/2026				
					** JOURNAL TOTAL		0.00		

TITLE

Utilization of Lake County Contract With Aero Groundtek, LLC, for Roadside Mowing and Litter Removal Services for Hernando County Department of Public Works (Contract No. 26-P01316; Amount: $685,800.00)

BRIEF OVERVIEW

On March 20, 2026, Hernando County Public Works requested authorization to piggyback Lake County Contract No. 22-711 for Roadside Mowing and Litter Removal Services, which expires on March 31, 2027. The Hernando County Procurement Department has assigned Contract No. 26-P01316 for tracking purposes.

The Spring Hill Collector Roads and Rural Collector Roads had active contracts that were terminated due to the contractor's lack of resource capacity to perform the services in the April through November mowing season. The performance of services for these areas to include the Royal Highlands area has been maintained by a combination of in-house crews at the availability of rental equipment and/or vendor/contractors awarded through the quote process.

On March 10, 2026, attempts were made to obtain quote pricing for Spring Hill Collector Roads, Rural Collector Roads, and Royal Highlands with a pool of vendors through the quote process. The vendors responded to the request with either No Bid or with no response.

Hernando County Public Works is seeking approval to piggyback the Lake County contract with Aero Groundtek, LLC to ensure continuity and efficiency in securing roadside mowing and litter removal services until a new contract is awarded. The estimated annual spend for one mowing season (April - November) is in the amount of $685,800.00.

County staff requests to piggyback the Lake County contract until Request for Proposal 26-RFP01213 for Mowing Services in Hernando County is awarded. The RFP is currently advertised.

The Chief Procurement Officer has reviewed this requirement for conformance to Procurement Ordinance and Purchasing Policies and Procedures.

STRATEGIC PLAN INITIATIVES

Strategic Theme: D - Quality of Life
GOAL D.1 Well-maintained existing community assets
OBJECTIVE D.1.1 Pursue diverse funding opportunities to support the maintenance and improvement of community assets (parks and roadway maintenance), with a goal of identifying and applying for key sources.

FINANCIAL IMPACT

Funding in the estimated annual amount of $685,800 will be available in the following:

Expense:

Fund: B105 - Local Option Fuel Tax 1-6, **Department:** 180 - DPW Admin, **Account:** 533401 - Contract Services

For FY 26 there is $427,808 remaining, these services will also be budgeted in FY 27

LEGAL NOTE

In accordance with Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended that the Board approves the utilization of Lake County Contract 22-711 with Aero Groundtek, LLC for Roadside Mowing and Related Services for the contract term expiration date of March 31, 2027, in the estimated amount of $685,800.00

It is further recommended that the Board approves the Chief Procurement Officer (CPO) to approve change orders as they become necessary and required up to annual budgeted amounts.

REVIEW PROCESS

Lillian Hoyt	Approved	04/20/2026 9:08 AM
Scott Herring	Approved	04/20/2026 9:13 AM
Stephanie Stevens	Approved	04/21/2026 9:21 AM
Erin Dohren	Approved	04/21/2026 11:50 AM
Felicia Holmes	Approved	04/23/2026 11:30 AM
Carla Rossiter-Smith	Delegated	04/30/2026 9:06 AM
Gretchen Bechtel	Approved	04/30/2026 4:47 PM
Carla Rossiter-Smith	Approved	05/01/2026 8:30 AM
Pamela Hare	Approved	05/01/2026 9:57 AM
Melissa Tartaglia	Approved	05/01/2026 10:32 AM
Heidi Prouse	Approved	05/01/2026 12:34 PM
Toni Brady	Approved	05/04/2026 8:19 AM
Jeffrey Rogers	Approved	05/04/2026 10:03 PM
Jessica Wright	Approved	05/05/2026 8:51 PM

PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE • BROOKSVILLE, FLORIDA 34604
P 352.754.4020 • F 352.754.4199 • W www.HernandoCounty.us

HERNANDO COUNTY, has a desire to enter into a Cooperative Purchase Agreement (Piggyback) for your company to provide Roadside Mowing and Litter Removal Services in Hernando County. Under the same terms and conditions as the Agreement between Lake County, Florida, 315 W. Main Street, Tavares, FL and Aero Groundtek, LLC, 858 Maquire Rd., Ocoee, FL 34761 dated June 30, 2022 with a Contract period of twelve (12) months from date of award and renewal clause of two (2) additional two (2) year periods, which contract resulted from a competitive Bid. Hernando County Procurement, has reviewed the Contract and Bid results and agrees to the terms and conditions and further agrees that proposed pricing is fair and reasonable. Aero Groundtek, LLC. hereby agrees to provide such services and prices to Hernando County under the same price(s), terms and conditions as the referenced Contract between Aero Groundtek, LLC and Lake County, Florida. All references in the Contract between Aero Groundtek, LLC. and Lake County, Florida, shall be assumed to pertain to, and are binding upon Aero Groundtek, LLC and Hernando County.

Estimated Annual Spend: $685,800.00
Hernando County File No: 26-P01316
Originating Contract No: Lake County 22-711

Agreed, accepted and consented to this, the last date hereunder.

Aero Groundtek, LLC

D-S

Authorized Signature

Name: Derek Simon

Title: CFO

Date: 3/27/2026

ATTEST: _____

HERNANDO COUNTY:

Authorized Signature

Name: Carla Rossiter-Smith

Title: Chief Procurement Officer

Date: _____

ATTEST: _____

BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA
OFFICE OF THE COUNTY MANAGER
AGENDA ITEM COVER SHEET

DATE: 10/10/2023
MEETING DATE: 11/28/2023
TO: Jennifer Barker, County Manager
ITEM TYPE: Consent Item
THRU:
ITEM ID: 27626
Fred Schneider, Assistant County Manager
BY: Gretchen Bechtel, Contracting Officer II
SUBJECT: Roadside Mowing and Litter Removal Service

RECOMMENDATION/REQUIRED ACTION: Approve

Recommend approval:
1. To increase the expenditure limits of Contract 22-711 for Roadside Mowing and Litter Removal Services with Aero Groundtek, LLC (Ocoee, FL) from a not to exceed $446,558.32 to an estimated annual fiscal impact of $700,000; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is $700,000 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in future fiscal years.

BACKGROUND SUMMARY: On March 22, 2022, the Board of County Commissioners (Board) awarded Contract 22-711 (based on Invitation To Bid) to Aero Groundtek, LLC (Ocoee, FL) with an estimated annual fiscal year impact of $446,558.32 expenditures while staying within the fiscal year 2022 budget. Contract 22-711 is used by the Public Works Department, Road Operations Division, for roadside mowing and litter removal services. Staff recommends increasing the approved expenditure amount but staying within fiscal year budget parameters. The increase allows for additional locations as well as additional services similar in nature to the original scope, maximizing contract efficiency. Incrimental wage, fuel, and supply costs are also addressed.

Fiscal Impact: $700,000 (expenditure)

Account No.:

Fund Name	Fund Number	Org Code	Object Code	Project Number	Amount
County Transportation Trust	1120	5053200	830460		$700,000

Advertised Date: Paper:

Attachments:

1.	Agenda Item 17792_Final
2.	22-711_7_Aero Groundtek, LLC

STAFF APPROVALS AND DATES:

Gretchen Bechtel	Created/Initiated - 10/10/2023
Ron Falanga	Approved - 10/10/2023
Kenneth Johnson	Approved - 10/10/2023
Kerri Andrews	Approved - 10/10/2023
Miranda Lanoue	Approved - 10/10/2023
Jeffrey Earhart	Approved - 10/11/2023
Sandy Beckett	Approved - 10/11/2023
Fred Schneider	Approved - 10/11/2023
Allison Teslia	Approved - 10/23/2023
Melanie Marsh	Approved - 10/24/2023
Jennifer Barker	Approved - 11/14/2023
Misty Spahn	Final Approval - 11/14/2023

ACTION TAKEN BY BOARD:

Action: New Continued/Deferred Until:

Other:

MODIFICATION OF CONTRACT

Modification Number:Fourteen (14) Effective Date: 1/28/2026	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
OFFICE OF PROCUREMENT SERVICES Contracting Officer: Melanie Pompos E-mail: melanie.pompos@lakecountyfl.gov Telephone Number: 352-343-9423	**CONTRACTOR** Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, FL 34761 ATTENTION: tbrackett@outworxgroup.com

INSTRUCTIONS: Contractor to sign Signature Block showing acceptance of this written modification and return to Procurement Services within ten (10) days after receipt. An executed copy will be sent to the Contractor for Contract inclusion.

DESCRIPTION OF MODIFICATION: Contract modification to update the Master Mowing List. Changes are noted in yellow.

Revised Roadside Inspection Sheet attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____	Signature: Melanie Pompos
Print Name: Tom Brackett	Print Name: Melanie Pompos
Title: CEO	Title: Contracting Officer II
Date: 2/4/2025	Date: 02/05/2026
E-mail: tbrackett@gmail.com	
Secondary E-mail:	

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Roadside Inspection Sheet					Modification #14
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Date Serviced
MA1/ Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2	
MA1/ Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24	
MA1/ Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2	
MA1/ Lisbon N LSBG	Donovan Ln	South Fish Camp Rd	Dead End	0.25	
MA1/ Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25	
MA1/ Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34	
MA1/ Lisbon N LSBG	CR 19A	CR 452	SR19	1.11	
MA1/ Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1/ Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76	
MA1/ Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1/ Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13	
MA1/ Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1/ Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18	
MA1/ Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1/ Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80	
MA1/ Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1/ Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1/ Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1/ Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1/ Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1/ Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17	
MA1/ Lady Lake	CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55	
MA1/ Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1/ Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50	
MA1/ Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1/ Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25	
MA1/ Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13	
MA1/ Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1/ Lady Lake	South Lake Hiawatha Dr	Grays Airport Rd	Dead End	0.24	
MA1/ Lady Lake	Orange Cir	Azalea Wy (7710C)	Azaley Wy (7710C)	0.77	
MA1/ Lady Lake	Azalea Wy	Grays Airport Rd	Orange Cr	0.09	
MA1/ Lady Lake	Palm St	Grays Airport Rd	Magnolia St	0.11	
MA1/ Lady Lake	Parkinsonia St	Elm St	Azalea Wy	0.34	
MA1/ Lady Lake	Elm St	Grays Airport Rd	Parkinsonia	0.07	
MA1/ Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82	
MA1/ Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31	
MA1/ Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	Island Fish Camp	6.76	
MA1/ Lady Lake	North Meyers Rd	Meyers Rd	Lake Griffin Rd	0.2	
MA1/ Lady Lake	Meyers Rd	Lady Lake Bv	Dead End	0.51	
MA1/ Lady Lake	Lady Lake Bv	Hurl Pl	Berchfield Dr	0.36	
MA1/ Lady Lake	Lakeview Dr	Griffin View Dr	Lady Lake Bv	0.5	
MA1/ Lady Lake	Richardson Rd	Dead End	Lake Griffin Rd (7611)	0.18	
MA1/ Lady Lake	French Rd	Dead End	Lake Griffin Rd (7611)	0.96	
MA1/ Lady Lake	Griffin Terrace Dr	Redbud Rd (7711A)	French Rd (7611A)	0.04	
MA1/ Lady Lake	Redbud Rd	Dead End	Dead End	0.27	
MA1/ Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4	
MA1/ Lady Lake	Gator Lake Rd	Lake Grifin Rd (7611)	End of County Maint.	0.81	
MA1/ Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48	
MA1/ Lady Lake	Bertsville Rd	Griffin View Dr (7212)	Kentucky Av (7116)	0.65	
MA1/ Lady Lake	Ricker Dr	Dead End	Bertsville Rd (7114)	0.43	
MA1/ Lady Lake	Illinois St	Bird Island Dr (7015)	Ohio Av (7115A)	0.23	
MA1/ Lady Lake	Bird Island Dr	Illinois St (7115)	End of County Maintenance	0.2	
MA1/ Lady Lake	Indiana Dr	Illinois St (7115)	End of County Maintenance	0.15	
MA1/ Lady Lake	Ohio Av	Illinois St (7115)	Kentucky Av (7116)	0.11	
MA1/ Lady Lake	Kentucky Av	Bertsville Rd (7114)	Ohio Av (7115A)	0.06	
MA1/ Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51	
MA1/ Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5	
MA1/ Lady Lake	Edwards Rd	US 27/441	Ridgecrest Ln	0.38	
MA1/ Lady Lake	South Grays Airport Rd	US 27	Eagles Nest Rd (6611)	1.42	
MA1/ Lady Lake	Eagles Nest Rd	US 27	Dead End	2.63	
MA1/ Lady Lake	Shadow Hill Dr	Eagles Nest Rd	US 27	0.68	
MA1/ Lady Lake	Royal Oak Rd	Eagles Nest Rd	Dead End	0.48	
MA1/ Lady Lake	Shadow Wood Ln	Eagles Nest Rd	Dead End	0.29	
MA1/ Lady Lake	Haynes Rd	Sunnyside Dr	Eagles Nest Rd	0.42	
MA1/ Lady Lake	Edgewood Dr	Haynes Rd	Ridge Rd	0.26	
MA1/ Lady Lake	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76	
MA1/ Lady Lake	Lake Unity Nursery Rd	Lake Unity Rd (6110)	Eagles Nest Rd (6611)	0.63	
MA1/ Lady Lake	Old Lake Unity Rd	Picciola Rd	Lake Unity Rd	0.31	
MA1/ Lady Lake	Picciola Rd	US 27	Picciola Dr (5313)	3.24	
MA1/ Lady Lake	Piccola Dr	Picciola Rd (5710)	Albert Rd (5314)	0.69	
MA1/ Lady Lake	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58	

MA1- Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43	
MA1- Leesburg	Magnolia Av	US 27	Short St	0.41	
MA1- Leesburg	Magnolia Dr	Dead End	US 27	0.53	
MA1- Leesburg	Palm Dr	Magnolia Dr	Dead End	0.8	
MA1- Leesburg	Corley Island Rd	US 27	South Corley Island Rd	0.54	
MA1- Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58	
MA1- Leesburg	English Rd	US 27	Ault Ln	0.25	
MA1- Leesburg	Howard Rd	US 27	Dead End	0.52	
MA1- Leesburg	Helena Run Dr	Shenandoah Dr	Shenandoah Dr	0.29	
MA1- Leesburg	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1- Leesburg	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1- Leesburg	Main Av	South Quarters Rd	Cr 470	0.14	
MA1- Leesburg	Lemon Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Palmetto Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Walnut Av	Fourth St	CR 470	0.23	
MA1- Leesburg	Bay Av	Fourth St	CR 470	0.24	
MA1- Leesburg	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1- Leesburg	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1- Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98	
MA1- Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5	
MA1- Leesburg	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2- Leesburg	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2- Leesburg	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2- Leesburg	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2- Leesburg	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2- Leesburg	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA2- Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91	
MA2- Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17	
MA2- Leesburg	Bridges Rd	CR 33	US 27	2.61	
MA2- Leesburg	Holiday Ln	Dead End	SR 44	0.08	
MA2- Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5	
MA2- Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26	
MA1- Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86	
MA1- Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12	
MA1- Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05	
MA1- Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08	
MA1- Leesburg	Progress Rd	SR 44	Dead End	0.38	
MA1- Leesburg	Executive Bv	Dead End	CR 44	0.34	
MA1- Leesburg	East Richey Rd	Richey Rd	Old Colony Rd	0.2	
MA1- Leesburg	Richey Rd	East Richey Rd	Main St	0.16	
MA1- Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18	
MA1- Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5	
MA1- Leesburg	Urick St	CR 468 (5407)	Dixie Av (5507)	0.79	
MA1- Leesburg	Myrtle Lake Av	End of County Maintenance	CR 468 (5205)	0.56	
MA1- Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92	
MA1- Leesburg	South Whitney Rd	End of County Maintenance	Whitney Rd (4603)	0.25	
MA1- Leesburg	Alibrandi Rd	Sumter Line Rd (4800)	Countryside Bv	0.49	
MA1- Leesburg	Sumter Line Rd	SR 44	Dead End	0.56	
MA1- Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74	
MA1- Leesburg	Cabin St	Seminole Tl	Griffin Rd	0.15	
MA1- Leesburg	Pioneer Tl	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Seminole Tl	Cabin St	Snowberger Ave	0.24	
MA1- Leesburg	Snowberger Ave	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Berdetta St	Pioneer Tl	Snowberger Ave	0.17	
MA1- Leesburg	Thomas Av	Griffin Rd (4909)	Dr M L King Jr Dr (5208)	0.67	
MA1- Leesburg	Tally Rd	Thomas Av (5108)	Tally Box Rd	0.31	
MA1- Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69	
MA1- Leesburg	Gregory Rd	Montclair Rd	Dead End	0.12	
MA1- Leesburg	Westside Dr	Montclair Rd	Nursery Rd	0.3	
MA1- Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55	
MA1- Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17	
MA1- Leesburg	Sanford St	Griffin Rd	Myer Ave	0.09	
MA1- Leesburg	Myer Av	CR 468	Sanford St	0.3	
MA1- Leesburg	Edgewood Rd	Dead End	CR 468	0.25	
MA1- Leesburg	Woodbine Ln	Schoolview St	Edgewood Rd	0.13	
MA1- Leesburg	Schoolview St	Dead End	CR 468	0.23	
MA1- Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74	
MA1- Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31	
MA1- Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76	
MA1/ Frtlnd pk/ Lady Lak	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1/ Frtlnd pk/ Lady Lak	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1/ Frtlnd pk/ Lady Lak	Register Rd	US 27	US 27	1.02	
MA1/ Frtlnd pk/ Lady Lak	Spring Lake Rd	CR 466A (5803)	US 27	3.16	
MA1/ Frtlnd pk/ Lady Lak	North Spring Lake Rd	East Spring Lake Rd	East Spring Lake Rd	0.07	
MA1/ Frtlnd pk/ Lady Lak	West Spring Lake Rd	Dead End	Spring Lake Rd	0.21	
MA1/ Frtlnd pk/ Lady Lak	Piney Ridge Bv	Spring Lake Rd	Dead End	2.29	
MA1/ Frtlnd pk/ Lady Lak	Hickory Ridge Dr	Piney Ridge Bv	Dead End	0.58	
MA1/ Frtlnd pk/ Lady Lak	East Spring Lake Bv	Dead End	Spring Lake Rd (6104)	0.5	
MA1/ Frtlnd pk/ Lady Lak	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1/ Frtlnd pk/ Lady Lak	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03	
MA1/ Frtlnd pk/ Lady Lak	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92	
MA1/ Frtlnd pk/ Lady Lak	Micro Racetrack Rd	CR 466/ Miller Bv	Lake Ella Rd	1.74	
MA1/ Frtlnd pk/ Lady Lak	Rolling Acres Rd	Timbertop Ln	CR 466	3.72	
MA1- Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03	

MA1- Leesburg	Cypress Haven Wy	CR 473	Cypress Rd	0.19	
MA1- Leesburg	North Haines Creek Rd	CR 473	Cypress Haven Way	0.23	
MA1- Leesburg	Cypress Rd	Haines Creek Rd	Lock Rd	0.46	
MA1- Leesburg	Haines Creek Rd	Learn Rd	CR 473	1.12	
MA1- Leesburg	Learn Rd	CR 473	South Haines Creek Rd	0.47	
MA1- Leesburg	South Haines Creek Rd	Northern Av	Learn Rd	1.52	
MA1- Leesburg	Moore St	Pershing Av	South Haines Creek Rd	0.5	
MA1- Leesburg	Camp St	CR 473	South Haines Creek Rd	0.24	
MA1- Leesburg	Park Av	South Haines Creek Rd	Crestwood Av	0.09	
MA1- Leesburg	Crestwood Av	Northern Av	Park Av	0.06	
MA1- Leesburg	Ike Ln	Westmont Rd	Haines St	0.58	
MA1- Leesburg	Westmont Rd	Dead End	CR 473	0.44	
MA1- Leesburg	Crossen St	CR 473	Dead End	0.26	
MA1- Leesburg	Pine Ridge Rd	CR 473	Dead End	0.36	
MA1- Leesburg	Lake Eustis Dr	CR 473	Dead End	1.08	
MA1- Leesburg	Northern Av	CR 473	Lincoln Rd	1.04	
MA1- Leesburg	Lincoln Rd	Helena Ct	Lake Pines rd	0.39	
MA1- Leesburg	Helena Ct	Lincoln Rd	Dead End	0.25	
MA1- Leesburg	Virginia Dr	Lincoln Rd	Dead End	0.38	
MA1- Leesburg	Poe St	CR 473	CR 44	1.15	
MA1- Leesburg	Radio Rd	Hwy 441	CR 44	3.24	
MA1- Leesburg	Jackson Rd	Park Ln	Radio Rd	0.25	
MA1- Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97	
MA1- Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65	
MA1- Leesburg	Treasure Island Rd	CR 44	Dead End	2.60	
MA1- Leesburg	Palm Av	Treasure Island Rd (5726)	North Shore Dr	0.29	
MA1- Leesburg	Silver Lake Rd	Stewart Ln	Stewart Ln	2.93	
MA1- Leesburg	Stewart Ln	US 441	Silver Lake Dr	0.19	
MA1- Leesburg	Wedgewood Ln	Silver Lake Dr	Wedgewood Ln	0.52	
MA1- Leesburg	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1- Leesburg	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1- Leesburg	Pringle Av	Purdum Av	Skinner Av	0.3	
MA1- Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43	
MA1- Leesburg	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1- Leesburg	Leesburg Mobile City Rd	Dead End	CR 44 (5227)	0.09	
MA1- Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48	
MA1- Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1- Leesburg	Fern Dr	Sunnyside Dr	US Hwy 441	0.65	
MA1- Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38	
MA1- Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23	
MA1- Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05	
MA1- Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16	
MA1- Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04	
MA1- Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18	
MA1- Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76	
MA1- Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71	
MA1- Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67	
MA1- Leesburg	N Lake Av	US 441	Dead End	0.32	
MA1- Leesburg	Third St	N Lake Av	Ice Cream Rd	0.24	
MA1- Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9	
MA1- Leesburg	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1- Leesburg	Forest Lake Rd	Golden Tree Dr	Harbor Shores Rd	0.26	
MA1- Leesburg	Golden Tree	Cul-De-Sac	Forest Lake Rd	0.51	
MA1- Leesburg	Pine Island Dr	Harbor Shores Rd	Cypress Ct	0.56	
MA1- Leesburg	Cedar Ln	Dead End	Pine Island Dr	0.2	
MA1- Leesburg	Shelley Dr	South Shelley Dr	CR 44	0.44	
MA1- Leesburg	Keats Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	South Shelley Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	Goose Creek Rd	Dead End	CR 44 (6143)	0.5	
MA1- Leesburg	Harbor Rd	Lakewood Dr	Goose Creek Rd	0.18	
MA1- Leesburg	Oakridge Dr	Dead end	CR 44	0.25	
MA1- Leesburg	Dawn Dr	Dead End	CR 44	0.25	
MA1- Leesburg	Lakewood Dr	CR 44	Dead End	0.18	
MA1- Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59	
MA1- Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68	

MA1- S Leesburg/HH	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1- S Leesburg/HH	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1- S Leesburg/HH	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1- S Leesburg/HH	Number Two Rd	CR 48	SR 19	5.95	
MA1- S Leesburg/HH	Trimpi Rd	End of County Maint.	CR 48	0.32	
MA1- S Leesburg/HH	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75	
MA1- S Leesburg/HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91	
MA1- S Leesburg/HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58	
MA1- S Leesburg/HH	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1- S Leesburg/HH	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1- S Leesburg/HH	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1- S Leesburg/HH	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA1- S Leesburg/HH	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1- S Leesburg/HH	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1- S Leesburg/HH	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1- S Leesburg/HH	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1- S Leesburg/HH	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1- S Leesburg/HH	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1- S Leesburg/HH	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1- S Leesburg/HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12	
MA1- S Leesburg/HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6	
MA1- S Leesburg/HH	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1- S Leesburg/HH	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1- S Leesburg/HH	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	
MA1- S Leesburg/HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49	
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85	
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02	
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27	
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61	
MA1 - Tavares	CR 448 (3156)	State Road 19	End of County Maintenance	6.53	
MA1 - Tavares	Lake Industrial Bv	Dead End	CR 448 (3156)	0.69	
MA1 - Tavares	Shirley Shores Rd	CR 448 (3156)	Squirrel Point Rd (3559)	2.37	
MA1 - Tavares	Challenger Dr	Dead End	Shirley Shores Rd	0.83	
MA1 - Tavares	Lenze Dr	Dead End	Shirley Shores Rd	0.84	
MA1 - Tavares	East Shirley Shores Rd	Shirley Shores Rd	Deer Island Rd	1.64	
MA1 - Tavares	David Ct	Dead End	East Shirley Shores Rd	0.35	
MA1 - Tavares	Lois Dr	CR 448	End of County Maint	0.86	
MA1 - Tavares	Diane Dr	Lois Dr	Lisa Dr	0.09	
MA1 - Tavares	Lisa Dr	Diane Dr	Dead End	0.37	
MA1 - Tavares	Tammi Dr	Start of County Maint	Dead End	0.99	
MA 1- Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8	
MA 1- Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48	
MA 1- Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57	
MA 1- Astatula	Palm View Cr	Lake Jem Rd	Dead End	0.47	
MA 1- Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58	
MA 1- Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8	
MA 1- Astatula	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA 1- Astatula	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA 1- Astatula	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA 1- Astatula	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
MA 1- Astatula	Frankies Rd	End of County Maintenance	CR 561 (3047)	0.4	
MA 1- Astatula	Palm Dr	End of County Maintenance	CR 561 (3047)	0.38	
MA 1- Astatula	White Cypress Rd	CR 561	Dead End	0.4	
MA 1- Astatula	Straw Flower Dr	White Cypress Rd	Meadowlark Tr	0.42	
MA 1- Astatula	Meadowlark Ter	Dead End	Straw Flower Dr	0.04	
			Total Miles:	301.79	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	
MA2/ Groveland	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2/ Groveland	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2/ Groveland	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2/ Groveland	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2/ Groveland	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2/ Groveland	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2/ Groveland	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2/ Groveland	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2/ Groveland	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49	
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46	
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98	
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45	
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35	
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74	
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76	
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15	
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44	
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57	
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15	
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46	
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94	
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74	
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36	
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97	
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66	
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11	
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29	
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1	
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76	
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88	
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5	
MA2, MA1 Clermont, Tavares	CR 561 (3047)	US Highway 27	State Road 19	12.65	
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37	
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67	
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46	
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32	
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15	
MA 2/ Clermont	Turnpike Rd (2338)	CR 561 (3047)	END OF CO MAINT	0.75	
MA 2/ Clermont	South Buckhill Rd (2439)	Turnpike Rd (2338)	Howey Cross Rd (2441)	2.64	
MA 2/ Clermont	Lake Montgomery Bv (2338A)	DEAD END	South Buckhill Rd (2439)	0.61	
MA 2/ Clermont	Sonoma Ridge Ln (2339)	South Buckhill Rd (2439)	DEAD END	0.42	
MA 2/ Clermont	Guilford Rd (2438)	South Buckhill Rd (2439)	END OF PVMNT	0.12	
MA 2/ Clermont	Bruce Hunt Rd (2541)	South Buckhill Rd (2439)	CR 561 (3047)	1.27	
MA 2/ Clermont	Howey Cross Rd (2441)	CR 561 (3047)	Arrowtree Bv (2436)	1.59	
MA 2/ Clermont	Angels Landing Ct (2437)	Howey Cross Rd (2441)	DEAD END	0.28	
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21	
MA 2/ Clermont	Ridgewood Ave	CR 455	DEAD END	0.73	
MA 2/ Clermont	Vinola Dr	DEAD END	Vinola Ln (1957)	0.95	
MA 2/ Clermont	Vinola Ln	Vinola Dr (1859)	Vinola Pl (1956)	0.25	
MA 2/ Clermont	Vinola Pl	DEAD END	Vinola Ln (1957)	0.45	
MA 2/ Clermont	Vinola Ct	Vinola Ln (1957)	DEAD END	0.32	
MA 2/ Clermont	Vista Verde Dr	DEAD END	Vista Belle Ct (2058)	0.6	
MA 2/ Clermont	Vista Belle Ct	DEAD END	Vista Verde Dr (2057)	0.3	
MA 2/ Clermont	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA 2/ Clermont	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA 2/ Clermont	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA 2/ Clermont	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	

MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59	
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10	
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23	
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2/ Minneola	Sullivan Rd (2044)	US 27	SCRUB JAY LN	1.21	
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12	
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44	
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17	
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19	
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2/ Minneola	Jim Hunt Rd	N. Hancock Rd	END OF PAVEMENT	0.19	
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47	
MA2/ Clermont	Lake Blvd	Old Hwy 50	DEAD END	0.52	
MA2/ Clermont	Old Hwy 50	Washington St	N. Hancock Rd	1.38	
MA2/ Clermont	Washington St	S Lakeshore Dr	Old Highway 50	0.81	
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2/ Clermont	Grand Hwy	Citrus Tower Blvd	SR 50	1.21	
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62	
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66	
MA2/ Clermont	Hancock Rd (1254)	Hartwood Marsh Rd (0854)	Hooks St	2.96	
MA2/ Clermont	Johns Lake Rd	Hancock Rd	DEAD END	1.65	
MA2/ Clermont	Hartwood Marsh Road	US 27	Orange County Line	4.61	
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2/ Clermont	Heartwood Lp (0965A)	Lovers Ln (0965)	Lovers Ln (0965)	0.77	
MA2/ Clermont	Avalon Ridge Wy (0964)	DEAD END	Heartwood Lp (0965A)	0.08	
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90	
MA2/ Clermont	Fox Meadow Tl (0766)	West Phil C Peters Rd (0769)	DEAD END	0.42	
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44	
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77	
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32	
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22	
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01	
MA2/ Clermont	Lakeshore Dr	Lake Minneola Shores Rd	Washington St	1.17	
MA2/ Clermont	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2/ Clermont	East Apshawa Rd (2038)	CR 478/Cherry Lake Rd (1829)	US 27	1.86	
MA2/ Clermont	West Apshawa Rd (2035)	CR 478/Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2/ Clermont	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09	
MA2/ Clermont	South Grassy Lake Rd	End of County Maint.	US 27	0.21	
MA2/ Groveland	Wilson Lake Py (2335)	CR 478/Cherry Lake Rd (1829)	US 27	2.96	
MA2/ Groveland	Libby No 3 Rd	Wilson Lake Pkwy	US 27	0.52	
MA2/ Groveland	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2/ Groveland	Jack Underwood Rd	Maravilla Way	CR 565A	0.45	
MA2/ Groveland	Silver Eagle Rd (1726)	CR 565A (1629)	Maravilla Way	1.21	
MA2/ Groveland	Max Hooks Rd (1429)	END OF CO MAINT	SR 50	1.39	
MA2/ Groveland	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2/ Groveland	CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67	
MA2/ Groveland	Curtis Av (1422)	Division St (1421)	Montevista Rd (1225)	0.26	
MA2/ Groveland	Oak St (1421A)	Curtis Av (1422)	SR 50	0.23	
MA2/ Groveland	Division St (1421)	END OF CO MAINT	SR 50	0.25	
MA2/ Groveland	Phillips Rd (1024)	END OF CO MAINT	Montevista Rd (1225)	1.27	
MA2/ Groveland	Groveland Farms Rd (1023)	END OF CO MAINT	Phillips Rd (1024)	1.28	
MA2/ Groveland	Redwing Rd (1122)	SR 33	Phillips Rd (1024)	1.51	
MA2/ Groveland	East Redwing Rd (1125)	Phillips Rd (1024)	Montevista Rd (1225)	1.02	
MA2/ Groveland	Quail Lake Dr (1226)	END OF CO MAINT	Montevista Rd (1225)	0.19	
MA2/ Groveland	Gano Rd (1423)	Montevista Rd (1225)	EASTSIDE DR	0.24	
MA2/ Groveland	CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67	

MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85	
MA2/ Clermont	Priebe Rd (0836B)	Log House Rd (0835)	END OF CO MAINT	0.25	
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36	
MA2/ Clermont	Harder Rd	Bronson Rd	Lakeshore Dr	0.56	
MA2/ Clermont	Hull Rd (0942)	Lakeshore Dr (1040)	Dead End	1.37	
MA2/ Clermont	Crescent Ln (0837)	Lakeshore Dr (1040)	DEAD END	0.34	
MA2/ Clermont	Oswalt Rd (0840)	Lakeshore Dr (1040)	Edgewater Dr	1.98	
MA2/ Clermont	Browns Canal Dr	Oswalt Rd	South Glen Dr	0.12	
MA2/ Clermont	Edgewater Dr	Oswalt Rd	END OF CO MAINT	0.13	
MA2/ Clermont	Anderson Hill Rd (1146)	Lakeshore Dr (1040)	US 27	0.65	
MA2/ Clermont	Lake Louisa Rd (0847)	Hammock Ridge Rd (0945)	US 27	3.3	
MA2/ Clermont	East Lake Louisa Rd	Dead End	Hammock Ridge Rd	0.11	
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43	
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52	
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82	
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08	
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31	
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57	
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74	
MA2/ Clermont	Green Swamp Rd (0439)	CR 561 (0634)	END OF PAVEMENT	1.71	
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75	
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46	
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61	
MA2/ Clermont	Berry Groves Rd (0421)	DEAD END	SR 33	2.02	
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64	
			Total Miles:	237.47	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58	
MA3/ TV, MD, EUS	Eudora Rd	Old Hwy 441	US 441	0.88	
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72	
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17	
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08	
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27	
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58	
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15	
MA3/ TV, MD, EUS	Fairview Av	Lakeshore Dr (3960)	Old 441 (0500A)	0.56	
MA3/ TV, MD, EUS	Colley Dr (4055)	Lakeshore Dr (3960)	Lakeshore Dr (3960)	0.4	
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75	
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08	
MA3/ NW Eustis	Bates Av (5771)	E CR 44	ESTES RD	0.87	
MA3/ NW Eustis	East Crooked Lake Dr (5069)	Old Eustis Rd (4672)	Country Club Dr	1.33	
MA3/ NW Eustis	Country Club Rd (5170)	East Crooked Lake Dr	END OF CO MAINT	0.85	
MA3/ NW Eustis	Waycross Av (5072)	Country Club Rd	SR 44B	0.98	
MA3/ NW Eustis	Abrams Rd (5371)	Waycross Av (5072)	CR 44	1.15	
MA3/ NW Eustis	East Lake Joanna Dr (5175)	Waycross Av (5072)	SR 44B	1.21	
MA3/ NW Eustis	Wesley Rd (5176)	Waycross Av (5072)	East Lake Joanna Dr (5175)	0.8	
MA3/ NW Eustis	Marshall Rd (5680)	SR 44	END OF CO MAINT	0.37	
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29	
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7	
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15	
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51	
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5	
MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31	
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49	
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47	
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13	
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5	
MA3/ NW Eustis	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3/ NW Eustis	Clara St	Martin St	CR 44A	0.62	
MA3/ NW Eustis	Martin St	Lake Norris Rd	Clara St	0.38	
MA3/ NW Eustis	Lester Wy	Lake Norris Rd	End of County Maint.	0.41	
MA3/ NW Eustis	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3/ NW Eustis	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3/ NW Eustis	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3/ NW Eustis	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3/ NW Eustis	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3/ NW Eustis	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3/ NW Eustis	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3/ NW Eustis	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3/ NW Eustis	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3/ NW Eustis	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3/ NW Eustis	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3/ NW Eustis	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3/ NW Eustis	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86	
MA3/ NW Eustis	Forestdel Dr	Forestdel Dr	CR 44A	1.41	
MA3/ NW Eustis	Glenwood Cr	Forestdel Dr	Forestdel Dr	0.33	
MA3/ NW Eustis	Trailwood Cr	Forestdel Dr	Forestdel Dr	0.4	
MA3/ NW Eustis	Hart Ranch Rd	End of County Maint.	CR 44A	0.78	
MA3/ NW Eustis	Firethorn Rd	CR 439	End of County Maint.	0.37	
MA3/ NW Eustis	Lake Seneca Rd	Stagecoach Tl	CR 439	1.87	
MA3/ NW Eustis	East Lake Seneca Rd	CR 44A	Lake Seneca Rd	0.75	
MA3/ NW Eustis	Stagecoach Tl	Lake Seneca Rd	Dead End	0.71	
MA3/ NW Eustis	Foothill Ln	Stagecoach Tl	Dead End	0.19	
MA3/ NW Eustis	Yellowstone Ln	Yellowstone Ln	Stagecoach Tl	0.37	
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75	
MA3/ NW Eustis	La Place Ct	Dead End	SR 44	0.69	
MA3/ NW Eustis	Cardinal Ln	SR 44	Dead End	0.59	
MA3/ NW Eustis	Valley Hill Ln	Dead End	SR 44	0.59	
MA3/ NW Eustis	Donnavista Pl	SR 44	Dead End	0.47	
MA3/ NW Eustis	Tree Frog Ln	Dead End	SR 44	0.21	

MA3/ Altoona	East Altoona Rd (8375)	SR 19	END OF PAVEMENT	0.69	
MA3/ Altoona	Big Oak Rd (8277)	CR 42 (8271)	East Altoona Rd	0.49	
MA3/ Altoona	Demko Rd (8371)	END OF CO MAINT	SR 19	0.81	
MA3/ Altoona	Boys Ranch Rd (8572)	DEAD END	SR 19	0.76	
MA3/ Altoona	Lake Dorr Rd (8676)	SR 19	END OF CO MAINT	0.82	
MA3/ Altoona	Cross Country Bv (8778)	Lake Dorr Rd (8676)	DEAD END	0.87	
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81	
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10	
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12	
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25	
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51	
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25	
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37	
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06	
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3	
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88	
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44	
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09	
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22	
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75	
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17	
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11	
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05	
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1	
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16	
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1	
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06	
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49	
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3	
MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16	
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31	
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29	
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2	
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19	
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17	
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11	
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14	
MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1	
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16	
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16	
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1	
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09	
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18	
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39	
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21	
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07	
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17	
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22	
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07	
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32	
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26	
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18	
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32	
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21	
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13	
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25	
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38	
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25	
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28	
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17	
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16	
MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26	
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07	

MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42	
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21	
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84	
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01	
MA3/ Mount Dora	Birr Ct	Round Lake Rd (4183)	Round Lake Rd (4183)	0.49	
MA3/ Mount Dora	Coronado Somerset Dr	Round Lake Rd (4183)	DEAD END	1.02	
MA3/ Mount Dora	S Coronado Dr	DEAD END	Coronado Somerset Dr (4083)	0.34	
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65	
MA3/ Mount Dora	Scenic Hills Dr	Wolfbranch Rd	Dead End	1.01	
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62	
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33	
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1	
MA3/ Mount Dora	Limit Ave	US 441	Donnelly St	0.98	
MA3/ Mount Dora	Sunrise Bv	End of County Maint.	Wolfbranch Rd	0.49	
MA3/ Mount Dora	Washington Blvd	Wolfbranch Rd	Pine Ave	0.24	
MA3/ Mount Dora	Pine Ave	Washington Blvd	N Wardell St	0.48	
MA3/ Mount Dora	Robie Ave	End of County Maint.	End of County Maint.	0.84	
MA3/ Mount Dora	Buttercup Ln	SR 46	DEAD END	0.24	
MA3- Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11	
MA3- Sorrento	Swan Rd	END OF CO MAINT	Sorrento Ave	0.63	
MA3- Sorrento	Orange St	Franklin Ave	Wolfbranch Rd	0.73	
MA3- Sorrento	Vine St	Sorrento Ave	Wolfbranch Rd	0.48	
MA3- Sorrento	Oak Ave	Vine St	Orange St	0.36	
MA3- Sorrento	Summit St	Franklin Ave	Oak Ave	0.48	
MA3- Sorrento	Lawrence St	Sorrento Ave	Oak Ave	0.23	
MA3- Sorrento	Lake Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Church St	Central Ave	Oak Ave	0.36	
MA3- Sorrento	Brooklyn Ave	Vine St	Church St	0.12	
MA3- Sorrento	Osgood	Doane Ave	Lake Ave	0.12	
MA3- Sorrento	Doane Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Central Ave	CR 437	Lawrence St	0.36	
MA3- Sorrento	Vine St	Franklin Ave	Central Ave	0.12	
MA3- Sorrento	Franklin Ave	Vine St	Orange St	0.37	

MA3- Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27	
MA3- Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26	
MA3- Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11	
MA3- Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32	
MA3- Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33	
MA3- Sorrento	Westward Ho Av (4288A)	CR 435 (3888)	Sorrento Ave	0.84	
MA3- Sorrento	Carnoustie Dr (4188B)	Apawamis Dr (4088)	CR 435 (3888)	0.39	
MA3- Sorrento	Colmar Ave	Deal Dr	Westward Ho Ave	0.17	
MA3- Sorrento	Teho St	DEAD END	Carnoustie Dr	0.11	
MA3- Sorrento	Westchester Av (4188)	Carnoustie Dr (4188B)	Glen Eagles St (4288B)	0.19	
MA3- Sorrento	St Anne St (4188A)	Westchester Av (4188)	Westward Ho Av (4288A)	0.16	
MA3- Sorrento	Deal Dr (4288)	Westward Ho Av (4288A)	Sorrento Ave	0.73	
MA3- Sorrento	Flossmoor St (4188D)	DEAD END	Westward Ho Av (4288A)	0.09	
MA3- Sorrento	Walton Heath Av (4388A)	Deal Dr (4288)	Sorrento Ave	0.23	
MA3- Sorrento	Apawamis Dr (4088)	Dubsdread Dr (3988)	Niblic St (4187)	0.45	
MA3- Sorrento	Brassie Dr	Apawamis Dr	Dead End	0.11	
MA3- Sorrento	Niblic St (4187)	Apawamis Dr (4088)	Teho St (4187A)	0.09	
MA3- Sorrento	Alcrest Av (4087)	Adair Av (3987)	Carnoustie Dr (4188B)	0.55	
MA3- Sorrento	Albia Ave	Dead End	Alcrest Ave	0.21	
MA3- Sorrento	Quaker Ridge Av (3987E)	DEAD END	Alcrest Av (4087)	0.24	
MA3- Sorrento	Thornhill Dr (3987F)	REDWOOD AV	Seaforth Dr (3987A)	0.16	
MA3- Sorrento	Oak Ln	CR 437	End of County Maint.	0.67	
MA3- Sorrento	Pine Dr	CR 437 (3986)	Azalea Ave	0.24	
MA3- Sorrento	Palmetto Dr	CR 437	Azalea Ave	0.24	
MA3- Sorrento	Azalea Ave	Oak Ln	Palmetto Dr	0.24	
MA3- Sorrento	Orange Ave	Oak Ln	Palmetto Dr	0.23	
MA3- Sorrento	Palm Ave	Oak Ln	Palmetto Dr	0.24	
MA3- Sorrento	Adair Av (3987)	CR 437 (3986)	Dubsdread Dr (3988)	1.33	
MA3- Sorrento	Seaforth Dr	Albia Ave	End of County Maint.	0.31	
MA3- Sorrento	Rainey Rd (3887)	END OF CO MAINT	Adair Av (3987)	0.4	
MA3- Sorrento	Adel St (4388E)	Fidra Av (4388C)	SR 46	0.06	
MA3- Sorrento	Fidra Av	Arlington Av	Dead End	0.11	
MA3- Sorrento	Arlington Av	Fidra Av	Dead End	0.1	
MA3- Sorrento	CR 435	Orange County Line	Sorrento Av	1.67	
MA3- Sorrento	Prestwick Ave	End of Pavement	CR 435	1.64	
MA3- Sorrento	Lido Ave	Troon Ave	CR 435	0.38	
MA3- Sorrento	Pine Valley Dr	Troon Ave	CR 435	0.76	
MA3- Sorrento	Exmoor Dr	End of County Maint.	CR 435	0.1	
MA3- Sorrento	Lochmore Cr	Sackamaxon Dr	CR 435	0.42	
MA3- Sorrento	Interlachen Dr	Sackamaxon Dr	Pine Valley Dr	0.44	
MA3- Sorrento	Troon Ave	Sackamaxon Dr	Dubsdread Dr	1.48	
MA3- Sorrento	Dubsdread Dr (3988)	Adair Av (3987)	CR 435 (3888)	0.3	
MA3- Sorrento	St Andrews Bv (3989)	Timuquana Dr (3889)	Prestwick Av (4090)	0.32	
MA3- Sorrento	Vero St	DEAD END	Saint Andrews Blvd	0.14	
MA3- Sorrento	Shawnee St	Hoylake St	Saint Andrews Blvd	0.19	
MA3- Sorrento	Brae Burn St	Saint Andrews Blvd	Aberdovey Ave	0.13	
MA3- Sorrento	Sackamaxon Dr (4289)	Lochmore Cr (4188C)	Prestwick Av (4090)	0.71	
MA3- Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36	
MA3- Sorrento	Hojin St (4489)	SR46	Dead End	0.21	
MA3- Sorrento	CR 46A	SR44	Park Entrance	3.20	
MA3- Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26	
MA3- Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41	
MA3- Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73	
MA3- Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76	
MA3- Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63	
MA3- Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3- Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58	
MA3- Sorrento	Droty Spring	CR 46A	Dead End	0.82	
MA3- Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40	
MA3- Sorrento	Camp Challenge Rd (4490)	END OF CO MAINT	CR 46A	0.25	
MA3- Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22	
MA3- Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55	
MA3- Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75	
MA3- Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3- Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3- Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25	
MA3- Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81	
MA3- Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50	
MA3- Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3- Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3- Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06	
MA3- Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86	
MA3- Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57	
MA3- Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19	
MA3- Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3- Sorrento	Paul St	End of County Maint.	CR 437	0.12	
MA3- Sorrento	Sybil Av	Dead End	Paul St	0.09	

MA3- Wekiva	Bear Pond Dr	SR 46	Dead End	0.54	
MA3- Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86	
MA3- Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3- Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	
MA3- Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48	
MA3- Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3- Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89	
MA3- Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53	
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24	
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33	
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47	
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51	
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34	
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28	
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23	
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15	
MA3/Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44	
MA3/Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28	
MA3/Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3/Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02	
MA3/Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26	
MA3/Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21	
MA3/Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22	
MA3/Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61	
MA3/Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56	
MA3/Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26	
MA3/Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3/Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53	
MA3/Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20	
MA3/Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58	
MA3/Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24	
MA3/Eustis/ Pine Lakes	Crows Bluff Rd (8999)	SR 44	CR 42 (8990)	0.57	

MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27	
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15	
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44	
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70	
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15	
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43	
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31	
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18	
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07	
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09	
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	CR 42	2.34	
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06	
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12	
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16	
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58	
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06	
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31	
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72	
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18	
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11	
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45	
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50	
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16	
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18	
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89	
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08	
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01	
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27	
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43	
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15	
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25	
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31	
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21	
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30	
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05	
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40	
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26	
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14	
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26	
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10	
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20	
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14	
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62	
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12	
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94	
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10	
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12	
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53	
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14	
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13	
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24	
MA3/ Royal Trails	Tulip Avenue (8298H)	Fir Street	Dead End	0.26	
MA3/ Royal Trails	Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07	
MA3/ Royal Trails	Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85	
MA3/ Royal Trails	Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08	
MA3/ Royal Trails	Chinaberry Way (8298C)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37	
MA3/ Royal Trails	Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12	
MA3/ Royal Trails	Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05	
MA3/ Royal Trails	East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16	
MA3/ Royal Trails	Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76	
MA3/ Royal Trails	Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21	
MA3/ Royal Trails	Apricot Way (8397G)	Apricot Avenue	Dead End	0.15	
			Total Mile:	278.89	
			Total Miles (ALL AREAS):	818.15	

LAKE COUNTY, FL
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MODIFICATION OF CONTRACT

Modification Number:Thirteen (13) Effective Date: 3/31/2026	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD Term 5 Cycle dates per the attached and to extend the agreement for one annual term to expire on 03/31/27 or until new contract is awarded.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____ Print Name: Tom Brackett Title: CEO Date: 10/20/2025 E-mail: tbrackett@outworxgroup.com Secondary E-mail: _____	Signature: Print Name: Gretchen Bechtel, CPPB, Senior Contracting Officer Title: Date: Digitally signed by Gretchen Bechtel, CPPB, Senior Contracting Officer Date: 2025.10.21 09:26:38 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Contract 22-711 - Modification 13 – Term 5 Cycle Dates

	Mowing Cycle Dates			Trash Cycle Dates		
	Start Date	End Date		Start Date	End Date	
Term 5						
Cycle #1	3/30/2026	4/26/2026				
Cycle #2	4/27/2026	5/24/2026		10/12/2026	11/8/2026	Cycle #8
Cycle #3	5/25/2026	6/21/2026		11/9/2026	12/6/2026	Cycle #9
Cycle #4	6/22/2026	7/19/2026		12/7/2026	1/3/2027	Cycle #10
Cycle #5	7/20/2026	8/16/2026		1/4/2027	1/31/2027	Cycle #11
Cycle #6	8/17/2026	9/13/2026		2/1/2027	2/28/2027	Cycle #12
Cycle #7	9/14/2026	10/11/2026		3/1/2027	3/28/2027	Cycle #13
	3/29/2027	4/25/2027				

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Twelve (12) Effective Date: 1/6/2024	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to REMOVE Schofield Rd / Wellness Way from a 4 week service cycle and ADD Schofield Rd / Wellness Way to a 2 week cycle per the attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Thomas M Brackett	Signature:
Print Name: Thomas G. Brackett	Print Name: Gretchen Bechtel, Contracting Officer II
Title: CEO	Title:
Date: 12/9/2024	Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2025.01.07 07:45:25 -05'00'
E-mail: tbrackett@outworxgroup.com	
Secondary E-mail:	

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

REMOVE FROM REGULAR 4-WEEK CYCLE ROUTE

Road Name	Route Back	Route Ahead	Length	
Schofield Rd/ Wellness Way	US 27	Orange County Line	5.05	

ADD A 2-WEEK CYCLE ROUTE

Road Name	Route Back	Route Ahead	Length	
Schofield Rd/ Wellness Way	US 27	Orange County Line	5.05	

Term #3 **4/1/2024 through 3/31/2025**

Wellness Way Mowing and Litter Cycles

	Mowing with Trash Removal 2 Week Cycles		Trash Removal 2 Week Cycles		
	Cycle Start Date	Cycle End Date	Cycle Start Date	Cycle End Date	
CYCLE #5	3/3/2025	3/16/2025	1/6/2025	1/19/2025	CYCLE #1
CYCLE #6	3/17/2025	3/30/2025	1/20/2025	2/2/2025	CYCLE #2
			2/3/2025	2/16/2025	CYCLE #3
			2/17/2025	3/2/2025	CYCLE #4

Term #4 **4/1/2025 through 3/31/2026**

	Mowing with Trash Removal 2 Week Cycles		Trash Removal 2 Week Cycles		
	Cycle Start Date	Cycle End Date	Cycle Start Date	Cycle End Date	
CYCLE #1	3/31/2025	4/13/2025	10/27/2025	11/9/2025	CYCLE #16
CYCLE #2	4/14/2025	4/27/2025	11/10/2025	11/23/2025	CYCLE #17
CYCLE #3	4/28/2025	5/11/2025	11/24/2025	12/7/2025	CYCLE #18
CYCLE #4	5/12/2025	5/25/2025	12/8/2025	12/21/2025	CYCLE #19
CYCLE #5	5/26/2025	6/8/2025	12/22/2025	1/4/2026	CYCLE #20
CYCLE #6	6/9/2025	6/22/2025	1/5/2026	1/18/2026	CYCLE #21
CYCLE #7	6/23/2025	7/6/2025	1/19/2026	2/1/2026	CYCLE #22
CYCLE #8	7/7/2025	7/20/2025	2/2/2026	2/15/2026	CYCLE #23
CYCLE #9	7/21/2025	8/3/2025	2/16/2026	3/1/2026	CYCLE #24
CYCLE #10	8/4/2025	8/17/2025			
CYCLE #11	8/18/2025	8/31/2025			
CYCLE #12	9/1/2025	9/14/2025			
CYCLE #13	9/15/2025	9/28/2025			
CYCLE #14	9/29/2025	10/12/2025			
CYCLE #15	10/13/2025	10/26/2025			
Cycle #25	3/2/2026	3/15/2026			
Cycle #26	3/16/2026	3/29/2026			

Roadside Inspection Sheet					Modification #12
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Date Serviced
MA1/ Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2	
MA1/ Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24	
MA1/ Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2	
MA1/ Lisbon N LSBG	Donovan Ln	South Fish Camp Rd	Dead End	0.25	
MA1/ Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25	
MA1/ Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34	
MA1/ Lisbon N LSBG	CR 19A	CR 452	SR19	1.11	
MA1/ Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1/ Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76	
MA1/ Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1/ Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13	
MA1/ Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1/ Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18	
MA1/ Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1/ Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80	
MA1/ Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1/ Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1/ Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1/ Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1/ Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1/ Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17	
MA1/ Lady Lake	CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55	
MA1/ Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1/ Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50	
MA1/ Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1/ Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25	
MA1/ Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13	
MA1/ Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1/ Lady Lake	South Lake Hiawatha Dr	Grays Airport Rd	Dead End	0.24	
MA1/ Lady Lake	Orange Cir	Azalea Wy (7710C)	Azaley Wy (7710C)	0.77	
MA1/ Lady Lake	Azalea Wy	Grays Airport Rd	Orange Cr	0.77	
MA1/ Lady Lake	Palm St	Grays Airport Rd	Magnolia St	0.11	
MA1/ Lady Lake	Parkinsonia St	Elm St	Azalea Wy	0.34	
MA1/ Lady Lake	Elm St	Grays Airport Rd	Parkinsonia	0.07	
MA1/ Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82	
MA1/ Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31	
MA1/ Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	Island Fish Camp	6.76	
MA1/ Lady Lake	North Meyers Rd	Meyers Rd	Lake Griffin Rd	0.2	
MA1/ Lady Lake	Meyers Rd	Lady Lake Bv	Dead End	0.51	
MA1/ Lady Lake	Lady Lake Bv	Hurl Pl	Berchfield Dr	0.36	
MA1/ Lady Lake	Lakeview Dr	Griffin View Dr	Lady Lake Bv	0.5	
MA1/ Lady Lake	Richardson Rd	Dead End	Lake Griffin Rd (7611)	0.18	
MA1/ Lady Lake	French Rd	Dead End	Lake Griffin Rd (7611)	0.96	
MA1/ Lady Lake	Griffin Terrace Dr	Redbud Rd (7711A)	French Rd (7611A)	0.04	
MA1/ Lady Lake	Redbud Rd	Dead End	Dead End	0.27	
MA1/ Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4	
MA1/ Lady Lake	Gator Lake Rd	Lake Grifin Rd (7611)	End of County Maint.	0.81	
MA1/ Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48	
MA1/ Lady Lake	Bertsville Rd	Griffin View Dr (7212)	Kentucky Av (7116)	0.65	
MA1/ Lady Lake	Ricker Dr	Dead End	Bertsville Rd (7114)	0.43	
MA1/ Lady Lake	Illinois St	Bird Island Dr (7015)	Ohio Av (7115A)	0.23	
MA1/ Lady Lake	Bird Island Dr	Illinois St (7115)	End of County Maintenance	0.2	
MA1/ Lady Lake	Indiana Dr	Illinois St (7115)	End of County Maintenance	0.15	
MA1/ Lady Lake	Ohio Av	Illinois St (7115)	Kentucky Av (7116)	0.11	
MA1/ Lady Lake	Kentucky Av	Bertsville Rd (7114)	Ohio Av (7115A)	0.06	
MA1/ Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51	
MA1/ Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5	
MA1/ Lady Lake	Edwards Rd	US 27/441	Ridgecrest Ln	0.38	
MA1/ Lady Lake	South Grays Airport Rd	US 27	Eagles Nest Rd (6611)	1.42	
MA1/ Lady Lake	Eagles Nest Rd	US 27	Dead End	2.63	
MA1/ Lady Lake	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76	
MA1/ Lady Lake	Lake Unity Nursery Rd	Lake Unity Rd (6110)	Eagles Nest Rd (6611)	0.63	
MA1/ Lady Lake	Old Lake Unity Rd	Picciola Rd	Lake Unity Rd	0.31	
MA1/ Lady Lake	Picciola Rd	US 27	Picciola Dr (5313)	3.24	
MA1/ Lady Lake	Piccola Dr	Picciola Rd (5710)	Albert Rd (5314)	0.69	
MA1/ Lady Lake	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58	
MA1- Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58	
MA1- Leesburg	English Rd	US 27	Ault Ln	0.25	
MA1- Leesburg	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1- Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43	
MA1- Leesburg	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1- Leesburg	Main Av	South Quarters Rd	Cr 470	0.14	
MA1- Leesburg	Lemon Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Palmetto Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Walnut Av	Fourth St	CR 470	0.23	
MA1- Leesburg	Bay Av	Fourth St	CR 470	0.24	
MA1- Leesburg	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1- Leesburg	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1- Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98	
MA1- Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5	

MA1- Leesburg	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2- Leesburg	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2- Leesburg	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2- Leesburg	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2- Leesburg	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2- Leesburg	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA2- Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91	
MA2- Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17	
MA2- Leesburg	Bridges Rd	CR 33	US 27	2.61	
MA2- Leesburg	Holiday Ln	Dead End	SR 44	0.08	
MA2- Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5	
MA2- Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26	
MA1- Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86	
MA1- Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12	
MA1- Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05	
MA1- Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08	
MA1- Leesburg	Progress Rd	SR 44	Dead End	0.38	
MA1- Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18	
MA1- Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5	
MA1- Leesburg	Urick St	CR 468 (5407)	Dixie Av (5507)	0.79	
MA1- Leesburg	Myrtle Lake Av	End of County Maintenance	CR 468 (5205)	0.56	
MA1- Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92	
MA1- Leesburg	South Whitney Rd	End of County Maintenance	Whitney Rd (4603)	0.25	
MA1- Leesburg	Alibrandi Rd	Sumter Line Rd (4800)	Countryside Bv	0.49	
MA1- Leesburg	Sumter Line Rd	SR 44	Dead End	0.56	
MA1- Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74	
MA1- Leesburg	Cabin St	Seminole Tl	Griffin Rd	0.15	
MA1- Leesburg	Pioneer Tl	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Seminole Tl	Cabin St	Snowberger Ave	0.24	
MA1- Leesburg	Snowberger Ave	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Berdetta St	Pioneer Tl	Snowberger Ave	0.17	
MA1- Leesburg	Thomas Av	Griffin Rd (4909)	Dr M L King Jr Dr (5208)	0.67	
MA1- Leesburg	Tally Rd	Thomas Av (5108)	Tally Box Rd	0.31	
MA1- Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69	
MA1- Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55	
MA1- Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17	
MA1- Leesburg	Sanford St	Griffin Rd	Myer Ave	0.09	
MA1- Leesburg	Myer Av	CR 468	Sanford St	0.3	
MA1- Leesburg	Edgewood Rd	Dead End	CR 468	0.25	
MA1- Leesburg	Woodbine Ln	Schoolview St	Edgewood Rd	0.13	
MA1- Leesburg	Schoolview St	Dead End	CR 468	0.23	
MA1- Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74	
MA1- Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31	
MA1- Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76	
MA1/ Frtlnd pk/ Lady Lak	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1/ Frtlnd pk/ Lady Lak	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1/ Frtlnd pk/ Lady Lak	Register Rd	US 27	US 27	1.02	
MA1/ Frtlnd pk/ Lady Lak	Spring Lake Rd	CR 466A (5803)	US 27	3.16	
MA1/ Frtlnd pk/ Lady Lak	East Spring Lake Bv	Dead End	Spring Lake Rd (6104)	0.5	
MA1/ Frtlnd pk/ Lady Lak	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1/ Frtlnd pk/ Lady Lak	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03	
MA1/ Frtlnd pk/ Lady Lak	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92	
MA1/ Frtlnd pk/ Lady Lak	Micro Racetrack Rd	CR 466/ Miller Bv	Lake Ella Rd	1.74	
MA1/ Frtlnd pk/ Lady Lak	Rolling Acres Rd	Timbertop Ln	CR 466	3.72	
MA1- Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03	
MA1- Leesburg	Cypress Haven Wy	CR 473	Cypress Rd	0.19	
MA1- Leesburg	North Haines Creek Rd	CR 473	Cypress Haven Way	0.23	
MA1- Leesburg	Cypress Rd	Haines Creek Rd	Lock Rd	0.46	
MA1- Leesburg	Haines Creek Rd	Learn Rd	CR 473	1.12	
MA1- Leesburg	Learn Rd	CR 473	South Haines Creek Rd	0.47	
MA1- Leesburg	South Haines Creek Rd	Northern Av	Learn Rd	1.52	
MA1- Leesburg	Park Av	South Haines Creek Rd	Crestwood Av	0.09	
MA1- Leesburg	Crestwood Av	Northern Av	Park Av	0.06	
MA1- Leesburg	Northern Av	CR 473	Lincoln Rd	1.04	
MA1- Leesburg	Lincoln Rd	Helena Ct	Lake Pines rd	0.39	
MA1- Leesburg	Helena Ct	Lincoln Rd	Dead End	0.25	
MA1- Leesburg	Virginia Dr	Lincoln Rd	Dead End	0.38	
MA1- Leesburg	Poe St	CR 473	CR 44	1.15	
MA1- Leesburg	Radio Rd	Hwy 441	CR 44	3.24	
MA1- Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97	
MA1- Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65	
MA1- Leesburg	Treasure Island Rd	CR 44	Dead End	2.60	
MA1- Leesburg	Palm Av	Treasure Island Rd (5726)	North Shore Dr	0.29	
MA1- Leesburg	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1- Leesburg	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1- Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43	
MA1- Leesburg	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1- Leesburg	Leesburg Mobile City Rd	Dead End	CR 44 (5227)	0.09	
MA1- Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48	
MA1- Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1- Leesburg	Fern Dr	Sunnyside Dr	US Hwy 441	0.65	
MA1- Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38	
MA1- Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23	
MA1- Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05	

MA1- Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16	
MA1- Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04	
MA1- Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18	
MA1- Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76	
MA1- Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71	
MA1- Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67	
MA1- Leesburg	N Lake Av	US 441	Dead End	0.32	
MA1- Leesburg	Third St	N Lake Av	Ice Cream Rd	0.24	
MA1- Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9	
MA1- Leesburg	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1- Leesburg	Forest Lake Rd	Golden Tree Dr	Harbor Shores Rd	0.26	
MA1- Leesburg	Golden Tree	Cul-De-Sac	Forest Lake Rd	0.51	
MA1- Leesburg	Pine Island Dr	Harbor Shores Rd	Cypress Ct	0.56	
MA1- Leesburg	Cedar Ln	Dead End	Pine Island Dr	0.2	
MA1- Leesburg	Shelley Dr	South Shelley Dr	CR 44	0.44	
MA1- Leesburg	Keats Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	South Shelley Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	Goose Creek Rd	Dead End	CR 44 (6143)	0.5	
MA1- Leesburg	Harbor Rd	Lakewood Dr	Goose Creek Rd	0.18	
MA1- Leesburg	Oakridge Dr	Dead end	CR 44	0.25	
MA1- Leesburg	Dawn Dr	Dead End	CR 44	0.25	
MA1- Leesburg	Lakewood Dr	CR 44	Dead End	0.18	
MA1- Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59	
MA1- Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68	
MA1- S Leesburg/HH	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1- S Leesburg/HH	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1- S Leesburg/HH	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1- S Leesburg/HH	Number Two Rd	CR 48	SR 19	5.95	
MA1- S Leesburg/HH	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75	
MA1- S Leesburg/HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91	
MA1- S Leesburg/HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58	
MA1- S Leesburg/HH	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1- S Leesburg/HH	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1- S Leesburg/HH	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1- S Leesburg/HH	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA1- S Leesburg/HH	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1- S Leesburg/HH	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1- S Leesburg/HH	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1- S Leesburg/HH	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1- S Leesburg/HH	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1- S Leesburg/HH	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1- S Leesburg/HH	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1- S Leesburg/HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12	
MA1- S Leesburg/HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6	
MA1- S Leesburg/HH	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1- S Leesburg/HH	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1- S Leesburg/HH	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	
MA1- S Leesburg/HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49	
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85	
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02	
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27	
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61	
MA 1- Astatula	CR 448 (3156)	State Road 19	End of County Maintenance	6.53	
MA 1- Astatula	Lake Industrial Bv	Dead End	CR 448 (3156)	0.69	
MA 1- Astatula	Shirley Shores Rd	CR 448 (3156)	Squirrel Point Rd (3559)	2.37	
MA 1- Astatula	Challenger Dr	Dead End	Shirley Shores Rd	0.83	
MA 1- Astatula	Lenze Dr	Dead End	Shirley Shores Rd	0.84	
MA 1- Astatula	Lois Dr	CR 448	End of County Maint	0.86	
MA 1- Astatula	Diane Dr	Lois Dr	Lisa Dr	0.09	
MA 1- Astatula	Lisa Dr	Diane Dr	Dead End	0.37	
MA 1- Astatula	Tammi Dr	Start of County Maint	Dead End	0.99	
MA 1- Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8	
MA 1- Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48	
MA 1- Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57	
MA 1- Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58	
MA 1- Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8	
MA 1- Astatula	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA 1- Astatula	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA 1- Astatula	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA 1- Astatula	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
MA 1- Astatula	Frankies Rd	End of County Maintenance	CR 561 (3047)	0.4	
MA 1- Astatula	Palm Dr	End of County Maintenance	CR 561 (3047)	0.38	
			Total Miles:	281.69	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	
MA2/ Groveland	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2/ Groveland	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2/ Groveland	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2/ Groveland	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2/ Groveland	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2/ Groveland	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2/ Groveland	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2/ Groveland	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2/ Groveland	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49	
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46	
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98	
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45	
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35	
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74	
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76	
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15	
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44	
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57	
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15	
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46	
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94	
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74	
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36	
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97	
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66	
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11	
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29	
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1	
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76	
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88	
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5	
MA2, MA1 Clermont, Tavares	CR 561 (3047)	US Highway 27	State Road 19	12.65	
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37	
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67	
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46	
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32	
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15	
MA 2/ Clermont	Turnpike Rd (2338)	CR 561 (3047)	END OF CO MAINT	0.75	
MA 2/ Clermont	South Buckhill Rd (2439)	Turnpike Rd (2338)	Howey Cross Rd (2441)	2.64	
MA 2/ Clermont	Lake Montgomery Bv (2338A)	DEAD END	South Buckhill Rd (2439)	0.61	
MA 2/ Clermont	Sonoma Ridge Ln (2339)	South Buckhill Rd (2439)	DEAD END	0.42	
MA 2/ Clermont	Guilford Rd (2438)	South Buckhill Rd (2439)	END OF PVMNT	0.12	
MA 2/ Clermont	Bruce Hunt Rd (2541)	South Buckhill Rd (2439)	CR 561 (3047)	1.27	
MA 2/ Clermont	Howey Cross Rd (2441)	CR 561 (3047)	Arrowtree Bv (2436)	1.59	
MA 2/ Clermont	Angels Landing Ct (2437)	Howey Cross Rd (2441)	DEAD END	0.28	
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21	
MA 2/ Clermont	Ridgewood Ave	CR 455	DEAD END	0.73	
MA 2/ Clermont	Vinola Dr	DEAD END	Vinola Ln (1957)	0.95	
MA 2/ Clermont	Vinola Ln	Vinola Dr (1859)	Vinola Pl (1956)	0.25	
MA 2/ Clermont	Vinola Pl	DEAD END	Vinola Ln (1957)	0.45	
MA 2/ Clermont	Vinola Ct	Vinola Ln (1957)	DEAD END	0.32	
MA 2/ Clermont	Vista Verde Dr	DEAD END	Vista Belle Ct (2058)	0.6	
MA 2/ Clermont	Vista Belle Ct	DEAD END	Vista Verde Dr (2057)	0.3	
MA 2/ Clermont	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA 2/ Clermont	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA 2/ Clermont	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA 2/ Clermont	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	
MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59	
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10	
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23	
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2/ Minneola	Sullivan Rd (2044)	US 27	SCRUB JAY LN	1.21	
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12	
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44	
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17	
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19	
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47	

MA2/ Clermont	Lake Blvd	Old Hwy 50	DEAD END	0.52	
MA2/ Clermont	Old Hwy 50	US 27	N. Hancock Rd	1.72	
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62	
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66	
MA2/ Clermont	Hancock Rd (1254)	Hartwood Marsh Rd (0854)	Hooks St	2.96	
MA2/ Clermont	Johns Lake Rd	Hancock Rd	DEAD END	1.65	
MA2/ Clermont	Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22	
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2/ Clermont	Heartwood Lp (0965A)	Lovers Ln (0965)	Lovers Ln (0965)	0.77	
MA2/ Clermont	Avalon Ridge Wy (0964)	DEAD END	Heartwood Lp (0965A)	0.08	
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90	
MA2/ Clermont	Fox Meadow Tl (0766)	West Phil C Peters Rd (0769)	DEAD END	0.42	
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44	
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77	
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32	
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22	
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01	
MA2/ Clermont	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2/ Clermont	East Apshawa Rd (2038)	CR 478/Cherry Lake Rd (1829)	US 27	1.86	
MA2/ Clermont	West Apshawa Rd (2035)	CR 478/Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2/ Clermont	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09	
MA2/ Groveland	Wilson Lake Py (2335)	CR 478/Cherry Lake Rd (1829)	US 27	2.96	
MA2/ Groveland	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2/ Groveland	Silver Eagle Rd (1726)	CR 565A (1629)	Maravilla Way	1.21	
MA2/ Groveland	Max Hooks Rd (1429)	END OF CO MAINT	SR 50	1.39	
MA2/ Groveland	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2/ Groveland	CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67	
MA2/ Groveland	Curtis Av (1422)	Division St (1421)	Montevista Rd (1225)	0.26	
MA2/ Groveland	Oak St (1421A)	Curtis Av (1422)	SR 50	0.23	
MA2/ Groveland	Division St (1421)	END OF CO MAINT	SR 50	0.25	
MA2/ Groveland	Phillips Rd (1024)	END OF CO MAINT	Montevista Rd (1225)	1.27	
MA2/ Groveland	Groveland Farms Rd (1023)	END OF CO MAINT	Phillips Rd (1024)	1.28	
MA2/ Groveland	Redwing Rd (1122)	SR 33	Phillips Rd (1024)	1.51	
MA2/ Groveland	East Redwing Rd (1125)	Phillips Rd (1024)	Montevista Rd (1225)	1.02	
MA2/ Groveland	Quail Lake Dr (1226)	END OF CO MAINT	Montevista Rd (1225)	0.19	
MA2/ Groveland	Gano Rd (1423)	Montevista Rd (1225)	EASTSIDE DR	0.24	
MA2/ Groveland	CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67	
MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85	
MA2/ Clermont	Priebe Rd (0836B)	Log House Rd (0835)	END OF CO MAINT	0.25	
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36	
MA2/ Clermont	Harder Rd	Bronson Rd	Lakeshore Dr	0.56	
MA2/ Clermont	Hull Rd (0942)	Lakeshore Dr (1040)	Dead End	1.37	
MA2/ Clermont	Crescent Ln (0837)	Lakeshore Dr (1040)	DEAD END	0.34	
MA2/ Clermont	Oswalt Rd (0840)	Lakeshore Dr (1040)	Edgewater Dr	1.98	
MA2/ Clermont	Browns Canal Dr	Oswalt Rd	South Glen Dr	0.12	
MA2/ Clermont	Edgewater Dr	Oswalt Rd	END OF CO MAINT	0.13	
MA2/ Clermont	Anderson Hill Rd (1146)	Lakeshore Dr (1040)	US 27	0.65	
MA2/ Clermont	Lake Louisa Rd (0847)	Hammock Ridge Rd (0945)	US 27	3.3	
MA2/ Clermont	East Lake Louisa Rd	Dead End	Hammock Ridge Rd	0.11	
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43	
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52	
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82	
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08	
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31	
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57	
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74	
MA2/ Clermont	Green Swamp Rd (0439)	CR 561 (0634)	END OF PAVEMENT	1.71	
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75	
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46	
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61	
MA2/ Clermont	Berry Groves Rd (0421)	DEAD END	SR 33	2.02	
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64	
			Total Miles:	231.86	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58	
MA3/ TV, MD, EUS	Eudora Rd	Old Hwy 441	US 441	0.88	
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72	
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17	
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08	
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27	
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58	
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15	
MA3/ TV, MD, EUS	Fairview Av	Lakeshore Dr (3960)	Old 441 (0500A)	0.56	
MA3/ TV, MD, EUS	Colley Dr (4055)	Lakeshore Dr (3960)	Lakeshore Dr (3960)	0.4	
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75	
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08	
MA3/ NW Eustis	Bates Av (5771)	E CR 44	ESTES RD	0.87	
MA3/ NW Eustis	East Crooked Lake Dr (5069)	Old Eustis Rd (4672)	Country Club Dr	1.33	
MA3/ NW Eustis	Country Club Rd (5170)	East Crooked Lake Dr	END OF CO MAINT	0.85	
MA3/ NW Eustis	Waycross Av (5072)	Country Club Rd	SR 44B	0.98	
MA3/ NW Eustis	Abrams Rd (5371)	Waycross Av (5072)	CR 44	1.15	
MA3/ NW Eustis	East Lake Joanna Dr (5175)	Waycross Av (5072)	SR 44B	1.21	
MA3/ NW Eustis	Wesley Rd (5176)	Waycross Av (5072)	East Lake Joanna Dr (5175)	0.8	
MA3/ NW Eustis	Marshall Rd (5680)	SR 44	END OF CO MAINT	0.37	
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29	
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7	
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15	
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51	
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5	
MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31	
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49	
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47	
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13	
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5	
MA3/ NW Eustis	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3/ NW Eustis	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3/ NW Eustis	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3/ NW Eustis	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3/ NW Eustis	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3/ NW Eustis	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3/ NW Eustis	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3/ NW Eustis	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3/ NW Eustis	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3/ NW Eustis	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3/ NW Eustis	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3/ NW Eustis	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3/ NW Eustis	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3/ NW Eustis	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86	
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75	
MA3/ Altoona	East Altoona Rd (8375)	SR 19	END OF PAVEMENT	0.69	
MA3/ Altoona	Big Oak Rd (8277)	CR 42 (8271)	East Altoona Rd	0.49	
MA3/ Altoona	Demko Rd (8371)	END OF CO MAINT	SR 19	0.81	
MA3/ Altoona	Boys Ranch Rd (8572)	DEAD END	SR 19	0.76	
MA3/ Altoona	Lake Dorr Rd (8676)	SR 19	END OF CO MAINT	0.82	
MA3/ Altoona	Cross Country Bv (8778)	Lake Dorr Rd (8676)	DEAD END	0.87	
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81	
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10	
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12	
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25	
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51	
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25	
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37	
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06	
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3	
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88	
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44	
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09	
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22	
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75	
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17	
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11	
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05	
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1	
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16	
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1	
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06	
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49	
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3	

MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16	
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31	
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29	
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2	
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19	
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17	
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11	
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14	
MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1	
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16	
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16	
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1	
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09	
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18	
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39	
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21	
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07	
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17	
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22	
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07	
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32	
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26	
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18	
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32	
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21	
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13	
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25	
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38	
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25	
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28	
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17	
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16	
MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26	
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07	
MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42	
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21	
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84	
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01	
MA3/ Mount Dora	Birr Ct	Round Lake Rd (4183)	Round Lake Rd (4183)	0.49	
MA3/ Mount Dora	Coronado Somerset Dr	Round Lake Rd (4183)	DEAD END	1.02	
MA3/ Mount Dora	S Coronado Dr	DEAD END	Coronado Somerset Dr (4083)	0.34	
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65	
MA3/ Mount Dora	Scenic Hills Dr	Wolfbranch Rd	Dead End	1.01	
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62	
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33	
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1	
MA3- Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11	
MA3- Sorrento	Swan Rd	END OF CO MAINT	Sorrento Ave	0.63	
MA3- Sorrento	Orange St	Franklin Ave	Wolfbranch Rd	0.73	
MA3- Sorrento	Vine St	Sorrento Ave	Wolfbranch Rd	0.48	
MA3- Sorrento	Oak Ave	Vine St	Orange St	0.36	
MA3- Sorrento	Summit St	Franklin Ave	Oak Ave	0.48	
MA3- Sorrento	Lawrence St	Sorrento Ave	Oak Ave	0.23	
MA3- Sorrento	Lake Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Church St	Central Ave	Oak Ave	0.36	
MA3- Sorrento	Brooklyn Ave	Vine St	Church St	0.12	
MA3- Sorrento	Osgood	Doane Ave	Lake Ave	0.12	
MA3- Sorrento	Doane Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Central Ave	CR 437	Lawrence St	0.36	
MA3- Sorrento	Vine St	Franklin Ave	Central Ave	0.12	
MA3- Sorrento	Franklin Ave	Vine St	Orange St	0.37	
MA3- Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27	
MA3- Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26	
MA3- Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11	
MA3- Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32	
MA3- Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33	
MA3- Sorrento	Westward Ho Av (4288A)	CR 435 (3888)	Sorrento Ave	0.84	
MA3- Sorrento	Carnoustie Dr (4188B)	Apawamis Dr (4088)	CR 435 (3888)	0.39	
MA3- Sorrento	Westchester Av (4188)	Carnoustie Dr (4188B)	Glen Eagles St (4288B)	0.19	
MA3- Sorrento	St Anne St (4188A)	Westchester Av (4188)	Westward Ho Av (4288A)	0.16	
MA3- Sorrento	Deal Dr (4288)	Westward Ho Av (4288A)	Sorrento Ave	0.73	
MA3- Sorrento	Flossmoor St (4188D)	DEAD END	Westward Ho Av (4288A)	0.09	
MA3- Sorrento	Walton Heath Av (4388A)	Deal Dr (4288)	Sorrento Ave	0.23	
MA3- Sorrento	Apawamis Dr (4088)	Dubsdread Dr (3988)	Niblic St (4187)	0.45	
MA3- Sorrento	Niblic St (4187)	Apawamis Dr (4088)	Teho St (4187A)	0.09	
MA3- Sorrento	Alcrest Av (4087)	Adair Av (3987)	Carnoustie Dr (4188B)	0.55	
MA3- Sorrento	Quaker Ridge Av (3987E)	DEAD END	Alcrest Av (4087)	0.24	
MA3- Sorrento	Thornhill Dr (3987F)	REDWOOD AV	Seaforth Dr (3987A)	0.16	
MA3- Sorrento	Adair Av (3987)	CR 437 (3986)	Dubsdread Dr (3988)	1.33	
MA3- Sorrento	Rainey Rd (3887)	END OF CO MAINT	Adair Av (3987)	0.4	

MA3- Sorrento	Adel St (4388E)	Fidra Av (4388C)	SR 46	0.06	
MA3- Sorrento	CR 435	Orange County Line	Sorrento Av	1.67	
MA3- Sorrento	Dubsdread Dr (3988)	Adair Av (3987)	CR 435 (3888)	0.3	
MA3- Sorrento	St Andrews Bv (3989)	Timuquana Dr (3889)	Prestwick Av (4090)	0.32	
MA3- Sorrento	Sackamaxon Dr (4289)	Lochmore Cr (4188C)	Prestwick Av (4090)	0.71	
MA3- Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36	
MA3- Sorrento	Hojin St (4489)	SR46	Dead End	0.21	
MA3- Sorrento	CR 46A	SR44	Park Entrance	3.20	
MA3- Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26	
MA3- Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41	
MA3- Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73	
MA3- Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76	
MA3- Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63	
MA3- Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3- Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58	
MA3- Sorrento	Droty Spring	CR 46A	Dead End	0.82	
MA3- Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40	
MA3- Sorrento	Camp Challenge Rd (4490)	END OF CO MAINT	CR 46A	0.25	
MA3- Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22	
MA3- Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55	
MA3- Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75	
MA3- Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3- Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3- Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25	
MA3- Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81	
MA3- Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50	
MA3- Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3- Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3- Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06	
MA3- Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86	
MA3- Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57	
MA3- Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19	
MA3- Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3- Wekiva	Bear Pond Dr	SR 46	Dead End	0.54	
MA3- Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86	
MA3- Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3- Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	
MA3- Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48	
MA3- Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3- Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89	
MA3- Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53	
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24	
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33	
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47	
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51	
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34	
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28	
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23	
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15	
MA3/Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44	
MA3/Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28	
MA3/Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3/Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02	
MA3/Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26	
MA3/Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21	
MA3/Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22	
MA3/Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61	
MA3/Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56	
MA3/Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26	
MA3/Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3/Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53	
MA3/Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20	
MA3/Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58	
MA3/Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24	
MA3/Eustis/ Pine Lakes	Crows Bluff Rd (8999)	SR 44	CR 42 (8990)	0.57	

MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27	
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15	
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44	
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70	
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15	
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43	
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31	
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18	
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07	
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09	
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	CR 42	2.34	
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06	
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12	
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16	
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58	
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06	
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31	
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72	
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18	
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11	
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45	
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50	
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16	
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18	
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89	
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08	
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01	
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27	
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43	
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15	
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25	
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31	
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21	
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30	
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05	
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40	
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26	
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14	
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26	
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10	
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20	
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14	
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62	
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12	
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94	
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10	
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12	
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53	
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14	
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13	
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24	
MA3/ Royal Trails	Tulip Avenue (8298H)	Fir Street	Dead End	0.26	
MA3/ Royal Trails	Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07	
MA3/ Royal Trails	Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85	
MA3/ Royal Trails	Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08	
MA3/ Royal Trails	Chinaberry Way (8298C)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37	
MA3/ Royal Trails	Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12	
MA3/ Royal Trails	Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05	
MA3/ Royal Trails	East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16	
MA3/ Royal Trails	Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76	
MA3/ Royal Trails	Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21	
MA3/ Royal Trails	Apricot Way (8397G)	Apricot Avenue	Dead End	0.15	
			Total Mile:	255.61	
			Total Miles (ALL AREAS):	769.16	

MODIFICATION OF CONTRACT

Modification Number:Eleven (11) Effective Date: 12/9/2024	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD term 4 cycle dates and service locations highlighted in yellow per the attached.

	Mowing Cycle Dates		Trash Cycle Dates		
Term 4	Start Date	End Date	Start Date	End Date	
Cycle #1	3/31/2025	4/27/2025			
Cycle #2	4/28/2025	5/25/2025	10/13/2025	11/9/2025	Cycle #8
Cycle #3	5/26/2025	6/22/2025	11/10/2025	12/7/2025	Cycle #9
Cycle #4	6/23/2025	7/20/2025	12/8/2025	1/4/2026	Cycle #10
Cycle #5	7/21/2025	8/17/2025	1/5/2026	2/1/2026	Cycle #11
Cycle #6	8/18/2025	9/14/2025	2/2/2026	3/1/2026	Cycle #12
Cycle #7	9/15/2025	10/12/2025	3/2/2026	3/29/2026	Cycle #13

CONTRACTOR SIGNATURE BLOCK

Signature: _____
Print Name: Tom Brackett
Title: CEO
Date: 10/29/2024
E-mail: tbrackett@outworxgroup.com
Secondary E-mail: _____

LAKE COUNTY SIGNATURE BLOCK

Signature:
Print Name: Gretchen Bechtel, Contracting Officer II
Title:
Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2024.10.29 14:22:46 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Roadside Inspection Sheet					Modification #11
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Date Serviced
MA1/ Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2	
MA1/ Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24	
MA1/ Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2	
MA1/ Lisbon N LSBG	Donovan Ln	South Fish Camp Rd	Dead End	0.25	
MA1/ Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25	
MA1/ Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34	
MA1/ Lisbon N LSBG	CR 19A	CR 452	SR19	1.11	
MA1/ Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1/ Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76	
MA1/ Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1/ Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13	
MA1/ Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1/ Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18	
MA1/ Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1/ Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80	
MA1/ Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1/ Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1/ Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1/ Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1/ Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1/ Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17	
MA1/ Lady Lake	CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55	
MA1/ Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1/ Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50	
MA1/ Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1/ Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25	
MA1/ Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13	
MA1/ Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1/ Lady Lake	South Lake Hiawatha Dr	Grays Airport Rd	Dead End	0.24	
MA1/ Lady Lake	Orange Cir	Azalea Wy (7710C)	Azaley Wy (7710C)	0.77	
MA1/ Lady Lake	Azalea Wy	Grays Airport Rd	Orange Cr	0.77	
MA1/ Lady Lake	Palm St	Grays Airport Rd	Magnolia St	0.11	
MA1/ Lady Lake	Parkinsonia St	Elm St	Azalea Wy	0.34	
MA1/ Lady Lake	Elm St	Grays Airport Rd	Parkinsonia	0.07	
MA1/ Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82	
MA1/ Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31	
MA1/ Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	Island Fish Camp	6.76	
MA1/ Lady Lake	North Meyers Rd	Meyers Rd	Lake Griffin Rd	0.2	
MA1/ Lady Lake	Meyers Rd	Lady Lake Bv	Dead End	0.51	
MA1/ Lady Lake	Lady Lake Bv	Hurl Pl	Berchfield Dr	0.36	
MA1/ Lady Lake	Lakeview Dr	Griffin View Dr	Lady Lake Bv	0.5	
MA1/ Lady Lake	Richardson Rd	Dead End	Lake Griffin Rd (7611)	0.18	
MA1/ Lady Lake	French Rd	Dead End	Lake Griffin Rd (7611)	0.96	
MA1/ Lady Lake	Griffin Terrace Dr	Redbud Rd (7711A)	French Rd (7611A)	0.04	
MA1/ Lady Lake	Redbud Rd	Dead End	Dead End	0.27	
MA1/ Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4	
MA1/ Lady Lake	Gator Lake Rd	Lake Grifin Rd (7611)	End of County Maint.	0.81	
MA1/ Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48	
MA1/ Lady Lake	Bertsville Rd	Griffin View Dr (7212)	Kentucky Av (7116)	0.65	
MA1/ Lady Lake	Ricker Dr	Dead End	Bertsville Rd (7114)	0.43	
MA1/ Lady Lake	Illinois St	Bird Island Dr (7015)	Ohio Av (7115A)	0.23	
MA1/ Lady Lake	Bird Island Dr	Illinois St (7115)	End of County Maintenance	0.2	
MA1/ Lady Lake	Indiana Dr	Illinois St (7115)	End of County Maintenance	0.15	
MA1/ Lady Lake	Ohio Av	Illinois St (7115)	Kentucky Av (7116)	0.11	
MA1/ Lady Lake	Kentucky Av	Bertsville Rd (7114)	Ohio Av (7115A)	0.06	
MA1/ Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51	
MA1/ Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5	
MA1/ Lady Lake	Edwards Rd	US 27/441	Ridgecrest Ln	0.38	
MA1/ Lady Lake	South Grays Airport Rd	US 27	Eagles Nest Rd (6611)	1.42	
MA1/ Lady Lake	Eagles Nest Rd	US 27	Dead End	2.63	
MA1/ Lady Lake	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76	
MA1/ Lady Lake	Lake Unity Nursery Rd	Lake Unity Rd (6110)	Eagles Nest Rd (6611)	0.63	
MA1/ Lady Lake	Old Lake Unity Rd	Picciola Rd	Lake Unity Rd	0.31	
MA1/ Lady Lake	Picciola Rd	US 27	Picciola Dr (5313)	3.24	
MA1/ Lady Lake	Piccola Dr	Picciola Rd (5710)	Albert Rd (5314)	0.69	
MA1/ Lady Lake	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58	
MA1- Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58	
MA1- Leesburg	English Rd	US 27	Ault Ln	0.25	
MA1- Leesburg	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1- Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43	
MA1- Leesburg	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1- Leesburg	Main Av	South Quarters Rd	Cr 470	0.14	
MA1- Leesburg	Lemon Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Palmetto Av	Fourth St	CR 470	0.24	
MA1- Leesburg	Walnut Av	Fourth St	CR 470	0.23	
MA1- Leesburg	Bay Av	Fourth St	CR 470	0.24	
MA1- Leesburg	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1- Leesburg	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1- Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98	
MA1- Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5	

MA1- Leesburg	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2- Leesburg	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2- Leesburg	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2- Leesburg	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2- Leesburg	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2- Leesburg	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA2- Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91	
MA2- Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17	
MA2- Leesburg	Bridges Rd	CR 33	US 27	2.61	
MA2- Leesburg	Holiday Ln	Dead End	SR 44	0.08	
MA2- Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5	
MA2- Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26	
MA1- Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86	
MA1- Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12	
MA1- Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05	
MA1- Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08	
MA1- Leesburg	Progress Rd	SR 44	Dead End	0.38	
MA1- Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18	
MA1- Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5	
MA1- Leesburg	Urick St	CR 468 (5407)	Dixie Av (5507)	0.79	
MA1- Leesburg	Myrtle Lake Av	End of County Maintenance	CR 468 (5205)	0.56	
MA1- Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92	
MA1- Leesburg	South Whitney Rd	End of County Maintenance	Whitney Rd (4603)	0.25	
MA1- Leesburg	Alibrandi Rd	Sumter Line Rd (4800)	Countryside Bv	0.49	
MA1- Leesburg	Sumter Line Rd	SR 44	Dead End	0.56	
MA1- Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74	
MA1- Leesburg	Cabin St	Seminole Tl	Griffin Rd	0.15	
MA1- Leesburg	Pioneer Tl	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Seminole Tl	Cabin St	Snowberger Ave	0.24	
MA1- Leesburg	Snowberger Ave	Berdetta St	Griffin Rd	0.28	
MA1- Leesburg	Berdetta St	Pioneer Tl	Snowberger Ave	0.17	
MA1- Leesburg	Thomas Av	Griffin Rd (4909)	Dr M L King Jr Dr (5208)	0.67	
MA1- Leesburg	Tally Rd	Thomas Av (5108)	Tally Box Rd	0.31	
MA1- Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69	
MA1- Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55	
MA1- Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17	
MA1- Leesburg	Sanford St	Griffin Rd	Myer Ave	0.09	
MA1- Leesburg	Myer Av	CR 468	Sanford St	0.3	
MA1- Leesburg	Edgewood Rd	Dead End	CR 468	0.25	
MA1- Leesburg	Woodbine Ln	Schoolview St	Edgewood Rd	0.13	
MA1- Leesburg	Schoolview St	Dead End	CR 468	0.23	
MA1- Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74	
MA1- Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31	
MA1- Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76	
MA1/ Frtlnd pk/ Lady Lak	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1/ Frtlnd pk/ Lady Lak	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1/ Frtlnd pk/ Lady Lak	Register Rd	US 27	US 27	1.02	
MA1/ Frtlnd pk/ Lady Lak	Spring Lake Rd	CR 466A (5803)	US 27	3.16	
MA1/ Frtlnd pk/ Lady Lak	East Spring Lake Bv	Dead End	Spring Lake Rd (6104)	0.5	
MA1/ Frtlnd pk/ Lady Lak	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1/ Frtlnd pk/ Lady Lak	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03	
MA1/ Frtlnd pk/ Lady Lak	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92	
MA1/ Frtlnd pk/ Lady Lak	Micro Racetrack Rd	CR 466/ Miller Bv	Lake Ella Rd	1.74	
MA1/ Frtlnd pk/ Lady Lak	Rolling Acres Rd	Timbertop Ln	CR 466	3.72	
MA1- Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03	
MA1- Leesburg	Cypress Haven Wy	CR 473	Cypress Rd	0.19	
MA1- Leesburg	North Haines Creek Rd	CR 473	Cypress Haven Way	0.23	
MA1- Leesburg	Cypress Rd	Haines Creek Rd	Lock Rd	0.46	
MA1- Leesburg	Haines Creek Rd	Learn Rd	CR 473	1.12	
MA1- Leesburg	Learn Rd	CR 473	South Haines Creek Rd	0.47	
MA1- Leesburg	South Haines Creek Rd	Northern Av	Learn Rd	1.52	
MA1- Leesburg	Park Av	South Haines Creek Rd	Crestwood Av	0.09	
MA1- Leesburg	Crestwood Av	Northern Av	Park Av	0.06	
MA1- Leesburg	Northern Av	CR 473	Lincoln Rd	1.04	
MA1- Leesburg	Lincoln Rd	Helena Ct	Lake Pines rd	0.39	
MA1- Leesburg	Helena Ct	Lincoln Rd	Dead End	0.25	
MA1- Leesburg	Virginia Dr	Lincoln Rd	Dead End	0.38	
MA1- Leesburg	Poe St	CR 473	CR 44	1.15	
MA1- Leesburg	Radio Rd	Hwy 441	CR 44	3.24	
MA1- Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97	
MA1- Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65	
MA1- Leesburg	Treasure Island Rd	CR 44	Dead End	2.60	
MA1- Leesburg	Palm Av	Treasure Island Rd (5726)	North Shore Dr	0.29	
MA1- Leesburg	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1- Leesburg	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1- Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43	
MA1- Leesburg	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1- Leesburg	Leesburg Mobile City Rd	Dead End	CR 44 (5227)	0.09	
MA1- Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48	
MA1- Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1- Leesburg	Fern Dr	Sunnyside Dr	US Hwy 441	0.65	
MA1- Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38	
MA1- Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23	
MA1- Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05	

MA1- Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16	
MA1- Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04	
MA1- Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18	
MA1- Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76	
MA1- Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71	
MA1- Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67	
MA1- Leesburg	N Lake Av	US 441	Dead End	0.32	
MA1- Leesburg	Third St	N Lake Av	Ice Cream Rd	0.24	
MA1- Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9	
MA1- Leesburg	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1- Leesburg	Forest Lake Rd	Golden Tree Dr	Harbor Shores Rd	0.26	
MA1- Leesburg	Golden Tree	Cul-De-Sac	Forest Lake Rd	0.51	
MA1- Leesburg	Pine Island Dr	Harbor Shores Rd	Cypress Ct	0.56	
MA1- Leesburg	Cedar Ln	Dead End	Pine Island Dr	0.2	
MA1- Leesburg	Shelley Dr	South Shelley Dr	CR 44	0.44	
MA1- Leesburg	Keats Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	South Shelley Dr	Goose Creek Rd	Shelley Dr	0.14	
MA1- Leesburg	Goose Creek Rd	Dead End	CR 44 (6143)	0.5	
MA1- Leesburg	Harbor Rd	Lakewood Dr	Goose Creek Rd	0.18	
MA1- Leesburg	Oakridge Dr	Dead end	CR 44	0.25	
MA1- Leesburg	Dawn Dr	Dead End	CR 44	0.25	
MA1- Leesburg	Lakewood Dr	CR 44	Dead End	0.18	
MA1- Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59	
MA1- Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68	
MA1- S Leesburg/HH	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1- S Leesburg/HH	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1- S Leesburg/HH	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1- S Leesburg/HH	Number Two Rd	CR 48	SR 19	5.95	
MA1- S Leesburg/HH	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75	
MA1- S Leesburg/HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91	
MA1- S Leesburg/HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58	
MA1- S Leesburg/HH	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1- S Leesburg/HH	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1- S Leesburg/HH	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1- S Leesburg/HH	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA1- S Leesburg/HH	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1- S Leesburg/HH	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1- S Leesburg/HH	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1- S Leesburg/HH	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1- S Leesburg/HH	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1- S Leesburg/HH	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1- S Leesburg/HH	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1- S Leesburg/HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12	
MA1- S Leesburg/HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6	
MA1- S Leesburg/HH	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1- S Leesburg/HH	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1- S Leesburg/HH	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	
MA1- S Leesburg/HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49	
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85	
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02	
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27	
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61	
MA 1- Astatula	CR 448 (3156)	State Road 19	End of County Maintenance	6.53	
MA 1- Astatula	Lake Industrial Bv	Dead End	CR 448 (3156)	0.69	
MA 1- Astatula	Shirley Shores Rd	CR 448 (3156)	Squirrel Point Rd (3559)	2.37	
MA 1- Astatula	Challenger Dr	Dead End	Shirley Shores Rd	0.83	
MA 1- Astatula	Lenze Dr	Dead End	Shirley Shores Rd	0.84	
MA 1- Astatula	Lois Dr	CR 448	End of County Maint	0.86	
MA 1- Astatula	Diane Dr	Lois Dr	Lisa Dr	0.09	
MA 1- Astatula	Lisa Dr	Diane Dr	Dead End	0.37	
MA 1- Astatula	Tammi Dr	Start of County Maint	Dead End	0.99	
MA 1- Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8	
MA 1- Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48	
MA 1- Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57	
MA 1- Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58	
MA 1- Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8	
MA 1- Astatula	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA 1- Astatula	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA 1- Astatula	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA 1- Astatula	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
MA 1- Astatula	Frankies Rd	End of County Maintenance	CR 561 (3047)	0.4	
MA 1- Astatula	Palm Dr	End of County Maintenance	CR 561 (3047)	0.38	
			Total Miles:	281.69	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	
MA2/ Groveland	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2/ Groveland	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2/ Groveland	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2/ Groveland	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2/ Groveland	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2/ Groveland	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2/ Groveland	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2/ Groveland	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2/ Groveland	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49	
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46	
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98	
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45	
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35	
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74	
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76	
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15	
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44	
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57	
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15	
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46	
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94	
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74	
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36	
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97	
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66	
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11	
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29	
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1	
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76	
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88	
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5	
MA2, MA1 Clermont, Tavares	CR 561 (3047)	US Highway 27	State Road 19	12.65	
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37	
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67	
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46	
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32	
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15	
MA 2/ Clermont	Turnpike Rd (2338)	CR 561 (3047)	END OF CO MAINT	0.75	
MA 2/ Clermont	South Buckhill Rd (2439)	Turnpike Rd (2338)	Howey Cross Rd (2441)	2.64	
MA 2/ Clermont	Lake Montgomery Bv (2338A)	DEAD END	South Buckhill Rd (2439)	0.61	
MA 2/ Clermont	Sonoma Ridge Ln (2339)	South Buckhill Rd (2439)	DEAD END	0.42	
MA 2/ Clermont	Guilford Rd (2438)	South Buckhill Rd (2439)	END OF PVMNT	0.12	
MA 2/ Clermont	Bruce Hunt Rd (2541)	South Buckhill Rd (2439)	CR 561 (3047)	1.27	
MA 2/ Clermont	Howey Cross Rd (2441)	CR 561 (3047)	Arrowtree Bv (2436)	1.59	
MA 2/ Clermont	Angels Landing Ct (2437)	Howey Cross Rd (2441)	DEAD END	0.28	
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21	
MA 2/ Clermont	Ridgewood Ave	CR 455	DEAD END	0.73	
MA 2/ Clermont	Vinola Dr	DEAD END	Vinola Ln (1957)	0.95	
MA 2/ Clermont	Vinola Ln	Vinola Dr (1859)	Vinola Pl (1956)	0.25	
MA 2/ Clermont	Vinola Pl	DEAD END	Vinola Ln (1957)	0.45	
MA 2/ Clermont	Vinola Ct	Vinola Ln (1957)	DEAD END	0.32	
MA 2/ Clermont	Vista Verde Dr	DEAD END	Vista Belle Ct (2058)	0.6	
MA 2/ Clermont	Vista Belle Ct	DEAD END	Vista Verde Dr (2057)	0.3	
MA 2/ Clermont	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA 2/ Clermont	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA 2/ Clermont	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA 2/ Clermont	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	
MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59	
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10	
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23	
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2/ Minneola	Sullivan Rd (2044)	US 27	SCRUB JAY LN	1.21	
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12	
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44	
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17	
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19	
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47	

MA2/ Clermont	Lake Blvd	Old Hwy 50	DEAD END	0.52	
MA2/ Clermont	Old Hwy 50	US 27	N. Hancock Rd	1.72	
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62	
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66	
MA2/ Clermont	Hancock Rd (1254)	Hartwood Marsh Rd (0854)	Hooks St	2.96	
MA2/ Clermont	Johns Lake Rd	Hancock Rd	DEAD END	1.65	
MA2/ Clermont	Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22	
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2/ Clermont	Heartwood Lp (0965A)	Lovers Ln (0965)	Lovers Ln (0965)	0.77	
MA2/ Clermont	Avalon Ridge Wy (0964)	DEAD END	Heartwood Lp (0965A)	0.08	
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90	
MA2/ Clermont	Fox Meadow Tl (0766)	West Phil C Peters Rd (0769)	DEAD END	0.42	
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44	
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77	
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32	
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22	
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01	
MA2/ Clermont	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2/ Clermont	East Apshawa Rd (2038)	CR 478/Cherry Lake Rd (1829)	US 27	1.86	
MA2/ Clermont	West Apshawa Rd (2035)	CR 478/Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2/ Clermont	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09	
MA2/ Groveland	Wilson Lake Py (2335)	CR 478/Cherry Lake Rd (1829)	US 27	2.96	
MA2/ Groveland	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2/ Groveland	Silver Eagle Rd (1726)	CR 565A (1629)	Maravilla Way	1.21	
MA2/ Groveland	Max Hooks Rd (1429)	END OF CO MAINT	SR 50	1.39	
MA2/ Groveland	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2/ Groveland	CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67	
MA2/ Groveland	Curtis Av (1422)	Division St (1421)	Montevista Rd (1225)	0.26	
MA2/ Groveland	Oak St (1421A)	Curtis Av (1422)	SR 50	0.23	
MA2/ Groveland	Division St (1421)	END OF CO MAINT	SR 50	0.25	
MA2/ Groveland	Phillips Rd (1024)	END OF CO MAINT	Montevista Rd (1225)	1.27	
MA2/ Groveland	Groveland Farms Rd (1023)	END OF CO MAINT	Phillips Rd (1024)	1.28	
MA2/ Groveland	Redwing Rd (1122)	SR 33	Phillips Rd (1024)	1.51	
MA2/ Groveland	East Redwing Rd (1125)	Phillips Rd (1024)	Montevista Rd (1225)	1.02	
MA2/ Groveland	Quail Lake Dr (1226)	END OF CO MAINT	Montevista Rd (1225)	0.19	
MA2/ Groveland	Gano Rd (1423)	Montevista Rd (1225)	EASTSIDE DR	0.24	
MA2/ Groveland	CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67	
MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85	
MA2/ Clermont	Priebe Rd (0836B)	Log House Rd (0835)	END OF CO MAINT	0.25	
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36	
MA2/ Clermont	Harder Rd	Bronson Rd	Lakeshore Dr	0.56	
MA2/ Clermont	Hull Rd (0942)	Lakeshore Dr (1040)	Dead End	1.37	
MA2/ Clermont	Crescent Ln (0837)	Lakeshore Dr (1040)	DEAD END	0.34	
MA2/ Clermont	Oswalt Rd (0840)	Lakeshore Dr (1040)	Edgewater Dr	1.98	
MA2/ Clermont	Browns Canal Dr	Oswalt Rd	South Glen Dr	0.12	
MA2/ Clermont	Edgewater Dr	Oswalt Rd	END OF CO MAINT	0.13	
MA2/ Clermont	Anderson Hill Rd (1146)	Lakeshore Dr (1040)	US 27	0.65	
MA2/ Clermont	Lake Louisa Rd (0847)	Hammock Ridge Rd (0945)	US 27	3.3	
MA2/ Clermont	East Lake Louisa Rd	Dead End	Hammock Ridge Rd	0.11	
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43	
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52	
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82	
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08	
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31	
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57	
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74	
MA2/ Clermont	Green Swamp Rd (0439)	CR 561 (0634)	END OF PAVEMENT	1.71	
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75	
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46	
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61	
MA2/ Clermont	Berry Groves Rd (0421)	DEAD END	SR 33	2.02	
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64	
MA2/ Clermont	Schofield Rd/ Wellness Way	US 27	Orange County Line	5.05	
			Total Miles:	236.91	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58	
MA3/ TV, MD, EUS	Eudora Rd	Old Hwy 441	US 441	0.88	
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72	
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17	
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08	
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27	
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58	
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15	
MA3/ TV, MD, EUS	Fairview Av	Lakeshore Dr (3960)	Old 441 (0500A)	0.56	
MA3/ TV, MD, EUS	Colley Dr (4055)	Lakeshore Dr (3960)	Lakeshore Dr (3960)	0.4	
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75	
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08	
MA3/ NW Eustis	Bates Av (5771)	E CR 44	ESTES RD	0.87	
MA3/ NW Eustis	East Crooked Lake Dr (5069)	Old Eustis Rd (4672)	Country Club Dr	1.33	
MA3/ NW Eustis	Country Club Rd (5170)	East Crooked Lake Dr	END OF CO MAINT	0.85	
MA3/ NW Eustis	Waycross Av (5072)	Country Club Rd	SR 44B	0.98	
MA3/ NW Eustis	Abrams Rd (5371)	Waycross Av (5072)	CR 44	1.15	
MA3/ NW Eustis	East Lake Joanna Dr (5175)	Waycross Av (5072)	SR 44B	1.21	
MA3/ NW Eustis	Wesley Rd (5176)	Waycross Av (5072)	East Lake Joanna Dr (5175)	0.8	
MA3/ NW Eustis	Marshall Rd (5680)	SR 44	END OF CO MAINT	0.37	
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29	
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7	
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15	
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51	
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5	
MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31	
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49	
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47	
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13	
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5	
MA3/ NW Eustis	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3/ NW Eustis	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3/ NW Eustis	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3/ NW Eustis	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3/ NW Eustis	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3/ NW Eustis	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3/ NW Eustis	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3/ NW Eustis	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3/ NW Eustis	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3/ NW Eustis	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3/ NW Eustis	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3/ NW Eustis	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3/ NW Eustis	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3/ NW Eustis	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86	
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75	
MA3/ Altoona	East Altoona Rd (8375)	SR 19	END OF PAVEMENT	0.69	
MA3/ Altoona	Big Oak Rd (8277)	CR 42 (8271)	East Altoona Rd	0.49	
MA3/ Altoona	Demko Rd (8371)	END OF CO MAINT	SR 19	0.81	
MA3/ Altoona	Boys Ranch Rd (8572)	DEAD END	SR 19	0.76	
MA3/ Altoona	Lake Dorr Rd (8676)	SR 19	END OF CO MAINT	0.82	
MA3/ Altoona	Cross Country Bv (8778)	Lake Dorr Rd (8676)	DEAD END	0.87	
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81	
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10	
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12	
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25	
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51	
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25	
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37	
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06	
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3	
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88	
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44	
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09	
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22	
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75	
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17	
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11	
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05	
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1	
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16	
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1	
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06	
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49	
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3	

MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16	
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31	
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29	
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2	
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19	
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17	
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11	
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14	
MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1	
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16	
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16	
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1	
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09	
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18	
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39	
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21	
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07	
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17	
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22	
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07	
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32	
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26	
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18	
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32	
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21	
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13	
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25	
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38	
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25	
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28	
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17	
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16	
MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26	
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07	
MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42	
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21	
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84	
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01	
MA3/ Mount Dora	Birr Ct	Round Lake Rd (4183)	Round Lake Rd (4183)	0.49	
MA3/ Mount Dora	Coronado Somerset Dr	Round Lake Rd (4183)	DEAD END	1.02	
MA3/ Mount Dora	S Coronado Dr	DEAD END	Coronado Somerset Dr (4083)	0.34	
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65	
MA3/ Mount Dora	Scenic Hills Dr	Wolfbranch Rd	Dead End	1.01	
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62	
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33	
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1	
MA3- Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11	
MA3- Sorrento	Swan Rd	END OF CO MAINT	Sorrento Ave	0.63	
MA3- Sorrento	Orange St	Franklin Ave	Wolfbranch Rd	0.73	
MA3- Sorrento	Vine St	Sorrento Ave	Wolfbranch Rd	0.48	
MA3- Sorrento	Oak Ave	Vine St	Orange St	0.36	
MA3- Sorrento	Summit St	Franklin Ave	Oak Ave	0.48	
MA3- Sorrento	Lawrence St	Sorrento Ave	Oak Ave	0.23	
MA3- Sorrento	Lake Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Church St	Central Ave	Oak Ave	0.36	
MA3- Sorrento	Brooklyn Ave	Vine St	Church St	0.12	
MA3- Sorrento	Osgood	Doane Ave	Lake Ave	0.12	
MA3- Sorrento	Doane Ave	Vine St	Lawrence St	0.24	
MA3- Sorrento	Central Ave	CR 437	Lawrence St	0.36	
MA3- Sorrento	Vine St	Franklin Ave	Central Ave	0.12	
MA3- Sorrento	Franklin Ave	Vine St	Orange St	0.37	
MA3- Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27	
MA3- Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26	
MA3- Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11	
MA3- Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32	
MA3- Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33	
MA3- Sorrento	Westward Ho Av (4288A)	CR 435 (3888)	Sorrento Ave	0.84	
MA3- Sorrento	Carnoustie Dr (4188B)	Apawamis Dr (4088)	CR 435 (3888)	0.39	
MA3- Sorrento	Westchester Av (4188)	Carnoustie Dr (4188B)	Glen Eagles St (4288B)	0.19	
MA3- Sorrento	St Anne St (4188A)	Westchester Av (4188)	Westward Ho Av (4288A)	0.16	
MA3- Sorrento	Deal Dr (4288)	Westward Ho Av (4288A)	Sorrento Ave	0.73	
MA3- Sorrento	Flossmoor St (4188D)	DEAD END	Westward Ho Av (4288A)	0.09	
MA3- Sorrento	Walton Heath Av (4388A)	Deal Dr (4288)	Sorrento Ave	0.23	
MA3- Sorrento	Apawamis Dr (4088)	Dubsdread Dr (3988)	Niblic St (4187)	0.45	
MA3- Sorrento	Niblic St (4187)	Apawamis Dr (4088)	Teho St (4187A)	0.09	
MA3- Sorrento	Alcrest Av (4087)	Adair Av (3987)	Carnoustie Dr (4188B)	0.55	
MA3- Sorrento	Quaker Ridge Av (3987E)	DEAD END	Alcrest Av (4087)	0.24	
MA3- Sorrento	Thornhill Dr (3987F)	REDWOOD AV	Seaforth Dr (3987A)	0.16	
MA3- Sorrento	Adair Av (3987)	CR 437 (3986)	Dubsdread Dr (3988)	1.33	
MA3- Sorrento	Rainey Rd (3887)	END OF CO MAINT	Adair Av (3987)	0.4	

MA3- Sorrento	Adel St (4388E)	Fidra Av (4388C)	SR 46	0.06	
MA3- Sorrento	CR 435	Orange County Line	Sorrento Av	1.67	
MA3- Sorrento	Dubsdread Dr (3988)	Adair Av (3987)	CR 435 (3888)	0.3	
MA3- Sorrento	St Andrews Bv (3989)	Timuquana Dr (3889)	Prestwick Av (4090)	0.32	
MA3- Sorrento	Sackamaxon Dr (4289)	Lochmore Cr (4188C)	Prestwick Av (4090)	0.71	
MA3- Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36	
MA3- Sorrento	Hojin St (4489)	SR46	Dead End	0.21	
MA3- Sorrento	CR 46A	SR44	Park Entrance	3.20	
MA3- Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26	
MA3- Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41	
MA3- Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73	
MA3- Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76	
MA3- Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63	
MA3- Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3- Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58	
MA3- Sorrento	Droty Spring	CR 46A	Dead End	0.82	
MA3- Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40	
MA3- Sorrento	Camp Challenge Rd (4490)	END OF CO MAINT	CR 46A	0.25	
MA3- Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22	
MA3- Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55	
MA3- Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75	
MA3- Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3- Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3- Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25	
MA3- Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81	
MA3- Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50	
MA3- Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3- Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3- Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06	
MA3- Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86	
MA3- Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57	
MA3- Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19	
MA3- Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3- Wekiva	Bear Pond Dr	SR 46	Dead End	0.54	
MA3- Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86	
MA3- Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3- Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	
MA3- Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48	
MA3- Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3- Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89	
MA3- Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53	
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24	
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33	
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47	
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51	
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34	
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28	
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23	
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15	
MA3/Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44	
MA3/Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28	
MA3/Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3/Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02	
MA3/Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26	
MA3/Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21	
MA3/Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22	
MA3/Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61	
MA3/Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56	
MA3/Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26	
MA3/Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3/Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53	
MA3/Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20	
MA3/Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58	
MA3/Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24	
MA3/Eustis/ Pine Lakes	Crows Bluff Rd (8999)	SR 44	CR 42 (8990)	0.57	
MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27	
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15	
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44	
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70	
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15	
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43	
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31	
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18	
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11	

MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07	
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09	
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	CR 42	2.34	
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06	
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12	
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16	
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58	
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06	
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31	
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72	
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18	
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11	
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45	
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50	
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16	
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18	
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89	
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08	
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01	
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27	
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18	

MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43	
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15	
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25	
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31	
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21	
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30	
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05	
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40	
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26	
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14	
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26	
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10	
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20	
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14	
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62	
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12	
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94	
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10	
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12	
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53	
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14	
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13	
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24	
MA3/ Royal Trails	Tulip Avenue (8298H)	Fir Street	Dead End	0.26	
MA3/ Royal Trails	Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07	
MA3/ Royal Trails	Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85	
MA3/ Royal Trails	Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08	
MA3/ Royal Trails	Chinaberry Way (8298C)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37	
MA3/ Royal Trails	Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12	
MA3/ Royal Trails	Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05	
MA3/ Royal Trails	East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16	
MA3/ Royal Trails	Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76	
MA3/ Royal Trails	Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21	
MA3/ Royal Trails	Apricot Way (8397G)	Apricot Avenue	Dead End	0.15	
			Total Mile:	255.61	
			Total Miles (ALL AREAS):	774.21	

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Ten (10) Effective Date: 4/1/2025	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to renew the agreement for one annual term to expire on 03/31/2026.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____ Print Name: Thomas Brackett Title: CEO Date: 10/3/2024 E-mail: tbrackett@outworxgroup.com Secondary E-mail: _____	Signature: Print Name: Gretchen Bechtel, Contracting Officer II Title: Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2024.10.03 14:07:24 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Nine (9) Effective Date: 11/15/2023	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD 58.24 miles to contract and cycle dates for 2024 per the attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Tom G. Brackett Print Name: Tom G. Brackett Title: CEO Date: 11/15/2023 E-mail: Secondary E-mail:	Signature: Gretchen Bechtel, Contracting Officer II Print Name: Title: Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.11.15 13:36:30 -05'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

4/25/2022 through 4/24/2027

27 Day Cycle

22-711

	Mowing Cycle Dates		Trash Cycle Dates		
	Start Date	**End Date**	**Start Date**	**End Date**	
Term 3					
Cycle #1	4/29/2024	5/26/2024	10/14/2024	11/10/2024	Cycle #7
Cycle #2	5/27/2024	6/23/2024	11/11/2024	12/8/2024	Cycle #8
Cycle #3	6/24/2024	7/21/2024	12/9/2024	1/5/2025	Cycle #9
Cycle #4	7/22/2024	8/18/2024	1/6/2025	2/2/2025	Cycle #10
Cycle #5	8/19/2024	9/15/2024	2/3/2025	3/2/2025	Cycle #11
Cycle #6	9/16/2024	10/13/2024	3/3/2025	3/30/2025	Cycle #12
Cycle #13	3/31/2025	4/27/2025			

				ADD TO CONTRACT	
	Maintenance Area	Road Name	Route Back	Route Ahead	Length
	MA1	Fern Dr	Sunnyside Dr	US Hwy 441	0.65
	MA1	Frankies Rd	End of County Maintenance	CR 561 (3047)	0.4
	MA1	Lake Industrial Bv	Dead End	CR 448 (3156)	0.69
	MA1	Palm Dr	End of County Maintenance	CR 561 (3047)	0.38
	MA1	Shirley Shores Rd	CR 448 (3156)	Squirrel Point Rd (3559)	2.37
	MA1	South Grays Airport Rd	US 27	Eagles Nest Rd (6611)	1.42
	MA1	Lake Unity Nursery Rd	Lake Unity Rd (6110)	Eagles Nest Rd (6611)	0.63
	MA1	Urick St	CR 468 (5407)	Dixie Av (5507)	0.79
	MA1	Register Rd	US 27	US 27	1.02
	MA1	Myrtle Lake Av	End of County Maintenance	CR 468 (5205)	0.56
	MA1	Spring Lake Rd	CR 466A (5803)	US 27	3.16
	MA1	East Spring Lake Bv	Dead End	Spring Lake Rd (6104)	0.5
	MA1	Orange Cir	Azalea Wy (7710C)	Azalea Wy (7710C)	0.77
	MA1	Richardson Rd	Dead End	Lake Griffin Rd (7611)	0.18
	MA1	French Rd	Dead End	Lake Griffin Rd (7611)	0.96
	MA1	Griffin Terrace Dr	Redbud Rd (7711A)	French Rd (7611A)	0.04
	MA1	Redbud Rd	Dead End	Dead End	0.27
	MA1	Bertsville Rd	Griffin View Dr (7212)	Kentucky Av (7116)	0.65
	MA1	Ricker Dr	Dead End	Bertsville Rd (7114)	0.43
	MA1	Illinois St	Bird Island Dr (7015)	Ohio Av (7115A)	0.23
	MA1	Bird Island Dr	Illinois St (7115)	End of County Maintenance	0.2
	MA1	Indiana Dr	Illinois St (7115)	End of County Maintenance	0.15
	MA1	Ohio Av	Illinois St (7115)	Kentucky Av (7116)	0.11
	MA1	Kentucky Av	Bertsville Rd (7114)	Ohio Av (7115A)	0.06
	MA1	South Whitney Rd	End of County Maintenance	Whitney Rd (4603)	0.25
	MA1	Alibrandi Rd	Sumter Line Rd (4800)	Countryside Bv	0.49
	MA1	Sumter Line Rd	SR 44	Dead End	0.56
	MA1	Thomas Av	Griffin Rd (4909)	Dr M L King Jr Dr (5208)	0.67
	MA1	Tally Rd	Thomas Av (5108)	Tally Box Rd	0.31
	MA1	Goose Creek Rd	Dead End	CR 44 (6143)	0.5
	MA1	Leesburg Mobile City Rd	Dead End	CR 44 (5227)	0.09
	MA2	Anderson Hill Rd (1146)	Lakeshore Dr (1040)	US 27	0.65
	MA2	Hancock Rd (1254)	Hartwood Marsh Rd (0854)	Hooks St	2.96
	MA2	Wilson Lake Py (2335)	CR 478/Cherry Lake Rd (1829)	US 27	2.96
	MA2	Curtis Av (1422)	Division St (1421)	Montevista Rd (1225)	0.26
	MA2	Oak St (1421A)	Curtis Av (1422)	SR 50	0.23
	MA2	Division St (1421)	END OF CO MAINT	SR 50	0.25
	MA2	Gano Rd (1423)	Montevista Rd (1225)	EASTSIDE DR	0.24
	MA2	Phillips Rd (1024)	END OF CO MAINT	Montevista Rd (1225)	1.27
	MA2	Groveland Farms Rd (1023)	END OF CO MAINT	Phillips Rd (1024)	1.28
	MA2	Redwing Rd (1122)	SR 33	Phillips Rd (1024)	1.51
	MA2	East Redwing Rd (1125)	Phillips Rd (1024)	Montevista Rd (1225)	1.02
	MA2	Quail Lake Dr (1226)	END OF CO MAINT	Montevista Rd (1225)	0.19
	MA2	Berry Groves Rd (0421)	DEAD END	SR 33	2.02
	MA2	Schofield Rd/ Wellness Way	US 27	Cook Rd	3.32
	MA2	Max Hooks Rd (1429)	END OF CO MAINT	SR 50	1.39
	MA2	Silver Eagle Rd (1726)	CR 565A (1629)	Maravilla Way	1.21
	MA2	Lake Louisa Rd (0847)	Hammock Ridge Rd (0945)	US 27	3.3

MA3	Eudora Rd	Old Hwy 441	US 441	0.88
MA3	Westward Ho Av (4288A)	CR 435 (3888)	Sorrento Ave	0.84
MA3	Carnoustie Dr (4188B)	Apawamis Dr (4088)	CR 435 (3888)	0.39
MA3	Westchester Av (4188)	Carnoustie Dr (4188B)	Glen Eagles St (4288B)	0.19
MA3	St Anne St (4188A)	Westchester Av (4188)	Westward Ho Av (4288A)	0.16
MA3	Deal Dr (4288)	Westward Ho Av (4288A)	Sorrento Ave	0.73
MA3	Flossmoor St (4188D)	DEAD END	Westward Ho Av (4288A)	0.09
MA3	Walton Heath Av (4388A)	Deal Dr (4288)	Sorrento Ave	0.23
MA3	Apawamis Dr (4088)	Dubsdread Dr (3988)	Niblic St (4187)	0.45
MA3	Niblic St (4187)	Apawamis Dr (4088)	Teho St (4187A)	0.09
MA3	Alcrest Av (4087)	Adair Av (3987)	Carnoustie Dr (4188B)	0.55
MA3	Quaker Ridge Av (3987E)	DEAD END	Alcrest Av (4087)	0.24
MA3	Thornhill Dr (3987F)	REDWOOD AV	Seaforth Dr (3987A)	0.16
MA3	Adair Av (3987)	CR 437 (3986)	Dubsdread Dr (3988)	1.33
MA3	Rainey Rd (3887)	END OF CO MAINT	Adair Av (3987)	0.4
MA3	Dubsdread Dr (3988)	Adair Av (3987)	CR 435 (3888)	0.3
MA3	St Andrews Bv (3989)	Timuquana Dr (3889)	Prestwick Av (4090)	0.32
MA3	Sackamaxon Dr (4289)	Lochmore Cr (4188C)	Prestwick Av (4090)	0.71
MA3	Adel St (4388E)	Fidra Av (4388C)	SR 46	0.06
MA3	Camp Challenge Rd (4490)	END OF CO MAINT	CR 46A	0.25
MA3	East Crooked Lake Dr (5069)	Old Eustis Rd (4672)	Country Club Dr	1.33
MA3	Country Club Rd (5170)	East Crooked Lake Dr	END OF CO MAINT	0.85
MA3	Waycross Av (5072)	Country Club Dr	SR 44B	0.98
MA3	Abrams Rd (5371)	Waycross Av (5072)	CR 44	1.15
MA3	East Lake Joanna Dr (5175)	Wesley Rd	SR 44B	1.21
MA3	Wesley Rd (5176)	Waycross Av (5072)	East Lake Joanna Dr (5175)	0.8
			MODIFY LIMITS	
MA2/ Clermont	**Green Swamp Rd (0439)**	**Dwights Rd**	**END OF PAVEMENT**	**1.71**
				58.24

Roadside Inspection Sheet					Modification #8
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Date Serviced
MA1/ Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2	
MA1/ Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24	
MA1/ Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2	
MA1/ Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25	
MA1/ Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34	
MA1/ Lisbon N LSBG	CR 19A	CR 452	SR19	1.11	
MA1/ Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1/ Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76	
MA1/ Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1/ Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13	
MA1/ Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1/ Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18	
MA1/ Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1/ Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80	
MA1/ Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1/ Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1/ Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1/ Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1/ Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1/ Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17	
MA1/ Lady Lake	CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55	
MA1/ Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1/ Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50	
MA1/ Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1/ Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25	
MA1/ Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13	
MA1/ Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1/ Lady Lake	Orange Cir	Azalea Wy (7710C)	Azaley Wy (7710C)	0.77	
MA1/ Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82	
MA1/ Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31	
MA1/ Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	End of County Maintenance / Pine Island Fish Camp	6.76	
MA1/ Lady Lake	Richardson Rd	Dead End	Lake Griffin Rd (7611)	0.18	
MA1/ Lady Lake	French Rd	Dead End	Lake Griffin Rd (7611)	0.96	
MA1/ Lady Lake	Griffin Terrace Dr	Redbud Rd (7711A)	French Rd (7611A)	0.04	
MA1/ Lady Lake	Redbud Rd	Dead End	Dead End	0.27	
MA1/ Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4	
MA1/ Lady Lake	Gator Lake Rd	Lake Grifiln Rd (7611)	End of County Maint.	0.81	
MA1/ Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48	
MA1/ Lady Lake	Bertsville Rd	Griffin View Dr (7212)	Kentucky Av (7116)	0.65	
MA1/ Lady Lake	Ricker Dr	Dead End	Bertsville Rd (7114)	0.43	
MA1/ Lady Lake	Illinois St	Bird Island Dr (7015)	Ohio Av (7115A)	0.23	
MA1/ Lady Lake	Bird Island Dr	Illinois St (7115)	End of County Maintenance	0.2	
MA1/ Lady Lake	Indiana Dr	Illinois St (7115)	End of County Maintenance	0.15	
MA1/ Lady Lake	Ohio Av	Illinois St (7115)	Kentucky Av (7116)	0.11	
MA1/ Lady Lake	Kentucky Av	Bertsville Rd (7114)	Ohio Av (7115A)	0.06	
MA1/ Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51	
MA1/ Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5	
MA1/ Lady Lake	South Grays Airport Rd	US 27	Eagles Nest Rd (6611)	1.42	
MA1/ Lady Lake	Eagles Nest Rd	US 27	Dead End	2.63	
MA1/ Lady Lake	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76	
MA1/ Lady Lake	Lake Unity Nursery Rd	Lake Unity Rd (6110)	Eagles Nest Rd (6611)	0.63	
MA1/ Lady Lake	Picciola Rd	US 27	Picciola Dr (5313)	3.24	
MA1/ Lady Lake	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58	
MA1- Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58	
MA1- Leesburg	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1- Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43	
MA1- Leesburg	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1- Leesburg	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1- Leesburg	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1- Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98	
MA1- Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5	
MA2- Leesburg	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2- Leesburg	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2- Leesburg	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2- Leesburg	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2- Leesburg	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2- Leesburg	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA2- Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91	
MA2- Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17	
MA2- Leesburg	Bridges Rd	CR 33	US 27	2.61	
MA1- Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5	
MA1- Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86	
MA1- Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12	
MA1- Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05	
MA1- Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08	
MA1- Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26	

MA1- Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18	
MA1- Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5	
MA1- Leesburg	Urick St	CR 468 (5407)	Dixie Av (5507)	0.79	
MA1- Leesburg	Myrtle Lake Av	End of County Maintenance	CR 468 (5205)	0.56	
MA1- Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92	
MA1- Leesburg	South Whitney Rd	End of County Maintenance	Whitney Rd (4603)	0.25	
MA1- Leesburg	Alibrandi Rd	Sumter Line Rd (4800)	Countryside Bv	0.49	
MA1- Leesburg	Sumter Line Rd	SR 44	Dead End	0.56	
MA1- Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74	
MA1- Leesburg	Thomas Av	Griffin Rd (4909)	Dr M L King Jr Dr (5208)	0.67	
MA1- Leesburg	Tally Rd	Thomas Av (5108)	Tally Box Rd	0.31	
MA1- Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69	
MA1- Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55	
MA1- Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17	
MA1- Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31	
MA1- Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74	
MA1- Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76	
MA1/ Frtlnd pk/ Lady Lak	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1/ Frtlnd pk/ Lady Lak	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1/ Frtlnd pk/ Lady Lak	Register Rd	US 27	US 27	1.02	
MA1/ Frtlnd pk/ Lady Lak	Spring Lake Rd	CR 466A (5803)	US 27	3.16	
MA1/ Frtlnd pk/ Lady Lak	East Spring Lake Bv	Dead End	Spring Lake Rd (6104)	0.5	
MA1/ Frtlnd pk/ Lady Lak	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1/ Frtlnd pk/ Lady Lak	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03	
MA1/ Frtlnd pk/ Lady Lak	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92	
MA1/ Frtlnd pk/ Lady Lak	Micro Racetrack Rd	CR 466/ Miller Bv	Lake Ella Rd	1.74	
MA1/ Frtlnd pk/ Lady Lak	Rolling Acres Rd	Timbertop Ln	CR 466	3.72	
MA1- Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03	
MA1- Leesburg	Treasure Island Rd	CR 44	Dead End	2.60	
MA1- Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97	
MA1- Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65	
MA1- Leesburg	Poe St	CR 473	CR 44	1.15	
MA1- Leesburg	Radio Rd	Hwy 441	CR 44	3.24	
MA1- Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43	
MA1- Leesburg	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1- Leesburg	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1- Leesburg	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1- Leesburg	Goose Creek Rd	Dead End	CR 44 (6143)	0.5	
MA1- Leesburg	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1- Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9	
MA1- Leesburg	Leesburg Mobile City Rd	Dead End	CR 44 (5227)	0.09	
MA1- Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48	
MA1- Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1- Leesburg	Fern Dr	Sunnyside Dr	US Hwy 441	0.65	
MA1- Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38	
MA1- Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23	
MA1- Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05	
MA1- Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16	
MA1- Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04	
MA1- Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18	
MA1- Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76	
MA1- Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71	
MA1- Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67	
MA1- Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59	
MA1- Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68	
MA1- S Leesburg/HH	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1- S Leesburg/HH	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1- S Leesburg/HH	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1- S Leesburg/HH	Number Two Rd	CR 48	SR 19	5.95	
MA1- S Leesburg/HH	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75	
MA1- S Leesburg/HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91	
MA1- S Leesburg/HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49	
MA1- S Leesburg/HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58	
MA1- S Leesburg/HH	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1- S Leesburg/HH	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1- S Leesburg/HH	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1- S Leesburg/HH	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA1- S Leesburg/HH	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1- S Leesburg/HH	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1- S Leesburg/HH	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1- S Leesburg/HH	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1- S Leesburg/HH	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1- S Leesburg/HH	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1- S Leesburg/HH	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1- S Leesburg/HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12	
MA1- S Leesburg/HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6	
MA1- S Leesburg/HH	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1- S Leesburg/HH	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1- S Leesburg/HH	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	

MA1- S Leesburg/HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49	
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85	
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02	
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27	
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61	
MA 1- Astatula	CR 448 (3156)	State Road 19	End of County Maintenance	6.53	
MA 1- Astatula	Lake Industrial Bv	Dead End	CR 448 (3156)	0.69	
MA 1- Astatula	Shirley Shores Rd	CR 448 (3156)	Squirrel Point Rd (3559)	2.37	
MA 1- Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8	
MA 1- Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48	
MA 1- Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57	
MA 1- Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58	
MA 1- Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8	
MA 1- Astatula	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA 1- Astatula	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA 1- Astatula	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA 1- Astatula	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
MA 1- Astatula	Frankies Rd	End of County Maintenance	CR 561 (3047)	0.4	
MA 1- Astatula	Palm Dr	End of County Maintenance	CR 561 (3047)	0.38	
			Total Miles:	258.9	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	
MA2/ Groveland	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2/ Groveland	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	
MA2/ Groveland	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2/ Groveland	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2/ Groveland	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2/ Groveland	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2/ Groveland	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2/ Groveland	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2/ Groveland	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2/ Groveland	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49	
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46	
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98	
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45	
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35	
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74	
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76	
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15	
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44	
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57	
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15	
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46	
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94	
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74	
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36	
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97	
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66	
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11	
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29	
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1	
MA2 Groveland	OBrien Rd (2427)	SR 19	SR 19	3.73	
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76	
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88	
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5	
MA2, MA1 Clermont, Tavares	CR 561 (3047)	US Highway 27	State Road 19	12.65	
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37	
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67	
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46	
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32	
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15	
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21	
MA 2/ Clermont	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA 2/ Clermont	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA 2/ Clermont	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA 2/ Clermont	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	
MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59	
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10	
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23	
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12	
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44	
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17	
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19	
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47	
MA2/ Clermont	Old Hwy 50	US 27	N. Hancock Rd	1.72	
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62	
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66	
MA2/ Clermont	Hancock Rd (1254)	Hartwood Marsh Rd (0854)	Hooks St	2.96	
MA2/ Clermont	Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22	
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90	
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44	
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77	
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32	
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22	
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01	

MA2/ Clermont	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2/ Clermont	East Apshawa Rd (2038)	CR 478/Cherry Lake Rd (1829)	US 27	1.86	
MA2/ Clermont	West Apshawa Rd (2035)	CR 478/Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2/ Clermont	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09	
MA2/ Groveland	Wilson Lake Py (2335)	CR 478/Cherry Lake Rd (1829)	US 27	2.96	
MA2/ Groveland	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2/ Groveland	Silver Eagle Rd (1726)	CR 565A (1629)	Maravilla Way	1.21	
MA2/ Groveland	Max Hooks Rd (1429)	END OF CO MAINT	SR 50	1.39	
MA2/ Groveland	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2/ Groveland	CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67	
MA2/ Groveland	Curtis Av (1422)	Division St (1421)	Montevista Rd (1225)	0.26	
MA2/ Groveland	Oak St (1421A)	Curtis Av (1422)	SR 50	0.23	
MA2/ Groveland	Division St (1421)	END OF CO MAINT	SR 50	0.25	
MA2/ Groveland	Phillips Rd (1024)	END OF CO MAINT	Montevista Rd (1225)	1.27	
MA2/ Groveland	Groveland Farms Rd (1023)	END OF CO MAINT	Phillips Rd (1024)	1.28	
MA2/ Groveland	Redwing Rd (1122)	SR 33	Phillips Rd (1024)	1.51	
MA2/ Groveland	East Redwing Rd (1125)	Phillips Rd (1024)	Montevista Rd (1225)	1.02	
MA2/ Groveland	Quail Lake Dr (1226)	END OF CO MAINT	Montevista Rd (1225)	0.19	
MA2/ Groveland	Gano Rd (1423)	Montevista Rd (1225)	EASTSIDE DR	0.24	
MA2/ Groveland	CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67	
MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85	
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36	
MA2/ Clermont	Anderson Hill Rd (1146)	Lakeshore Dr (1040)	US 27	0.65	
MA2/ Clermont	Lake Louisa Rd (0847)	Hammock Ridge Rd (0945)	US 27	3.3	
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43	
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52	
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82	
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08	
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31	
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57	
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74	
MA2/ Clermont	Green Swamp Rd (0439)	CR 561 (0634)	END OF PAVEMENT	1.71	
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75	
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46	
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61	
MA2/ Clermont	Berry Groves Rd (0421)	DEAD END	SR 33	2.02	
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64	
MA2/ Clermont	Schofield Rd/ Wellness Way	US 27	Cook Rd	3.32	
			Total Miles:	218.12	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58	
MA3/ TV, MD, EUS	Eudora Rd	Old Hwy 441	US 441	0.88	
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72	
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17	
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08	
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27	
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58	
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15	
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75	
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08	
MA3/ NW Eustis	East Crooked Lake Dr (5069)	Old Eustis Rd (4672)	Country Club Dr	1.33	
MA3/ NW Eustis	Country Club Rd (5170)	East Crooked Lake Dr	END OF CO MAINT	0.85	
MA3/ NW Eustis	Waycross Av (5072)	Country Club Rd	SR 44B	0.98	
MA3/ NW Eustis	Abrams Rd (5371)	Waycross Av (5072)	CR 44	1.15	
MA3/ NW Eustis	East Lake Joanna Dr (5175)	Waycross Av (5072)	SR 44B	1.21	
MA3/ NW Eustis	Wesley Rd (5176)	Waycross Av (5072)	East Lake Joanna Dr (5175)	0.8	
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29	
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7	
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15	
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51	
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5	
MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31	
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49	
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47	
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13	
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5	
MA3/ NW Eustis	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3/ NW Eustis	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3/ NW Eustis	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3/ NW Eustis	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3/ NW Eustis	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3/ NW Eustis	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3/ NW Eustis	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3/ NW Eustis	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3/ NW Eustis	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3/ NW Eustis	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3/ NW Eustis	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3/ NW Eustis	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3/ NW Eustis	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3/ NW Eustis	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86	
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75	
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81	
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10	
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12	
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25	
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51	
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25	
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37	
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06	
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3	
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88	
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44	
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09	
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22	
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75	
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17	
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11	
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05	
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1	
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16	
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1	
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06	
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49	
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3	
MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16	
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31	
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29	
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2	
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19	
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17	
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11	
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14	

MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1	
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16	
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16	
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1	
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09	
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18	
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39	
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21	
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07	
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17	
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22	
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07	
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32	
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26	
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18	
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32	
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21	
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13	
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25	
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38	
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25	
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28	
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17	
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16	
MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26	
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07	
MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42	
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21	
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84	
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01	
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65	
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62	
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33	
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1	
MA3- Sorrento	CR 46A	SR44	Park Entrance	3.20	
MA3- Sorrento	Camp Challenge Rd (4490)	END OF CO MAINT	CR 46A	0.25	
MA3- Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22	
MA3- Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55	
MA3- Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75	
MA3- Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3- Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3- Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25	
MA3- Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81	
MA3- Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50	
MA3- Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3- Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3- Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06	
MA3- Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86	
MA3- Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57	
MA3- Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19	
MA3- Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3- Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27	
MA3- Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26	
MA3- Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11	
MA3- Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32	
MA3- Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33	
MA3- Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36	
MA3- Sorrento	Hojin St (4489)	SR46	Dead End	0.21	
MA3- Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26	
MA3- Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41	
MA3- Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73	
MA3- Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76	
MA3- Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63	
MA3- Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3- Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58	
MA3- Sorrento	Droty Spring	CR 46A	Dead End	0.82	
MA3- Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40	
MA3- Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11	
MA3- Sorrento	Westward Ho Av (4288A)	CR 435 (3888)	Sorrento Ave	0.84	
MA3- Sorrento	Carnoustie Dr (4188B)	Apawamis Dr (4088)	CR 435 (3888)	0.39	
MA3- Sorrento	Westchester Av (4188)	Carnoustie Dr (4188B)	Glen Eagles St (4288B)	0.19	
MA3- Sorrento	St Anne St (4188A)	Westchester Av (4188)	Westward Ho Av (4288A)	0.16	
MA3- Sorrento	Deal Dr (4288)	Westward Ho Av (4288A)	Sorrento Ave	0.73	
MA3- Sorrento	Flossmoor St (4188D)	DEAD END	Westward Ho Av (4288A)	0.09	
MA3- Sorrento	Walton Heath Av (4388A)	Deal Dr (4288)	Sorrento Ave	0.23	
MA3- Sorrento	Apawamis Dr (4088)	Dubsdread Dr (3988)	Niblic St (4187)	0.45	
MA3- Sorrento	Niblic St (4187)	Apawamis Dr (4088)	Teho St (4187A)	0.09	
MA3- Sorrento	Alcrest Av (4087)	Adair Av (3987)	Carnoustie Dr (4188B)	0.55	

MA3- Sorrento	Quaker Ridge Av (3987E)	DEAD END	Alcrest Av (4087)	0.24	
MA3- Sorrento	Thornhill Dr (3987F)	REDWOOD AV	Seaforth Dr (3987A)	0.16	
MA3- Sorrento	Adair Av (3987)	CR 437 (3986)	Dubsdread Dr (3988)	1.33	
MA3- Sorrento	Rainey Rd (3887)	END OF CO MAINT	Adair Av (3987)	0.4	
MA3- Sorrento	Adel St (4388E)	Fidra Av (4388C)	SR 46	0.06	
MA3- Sorrento	CR 435	Orange County Line	Sorrento Av	1.67	
MA3- Sorrento	Dubsdread Dr (3988)	Adair Av (3987)	CR 435 (3888)	0.3	
MA3- Sorrento	St Andrews Bv (3989)	Timuquana Dr (3889)	Prestwick Av (4090)	0.32	
MA3- Sorrento	Sackamaxon Dr (4289)	Lochmore Cr (4188C)	Prestwick Av (4090)	0.71	
MA3- Wekiva	Bear Pond Dr	SR 46	Dead End	0.54	
MA3- Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86	
MA3- Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3- Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	
MA3- Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48	
MA3- Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3- Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89	
MA3- Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3- Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53	
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24	
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33	
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47	
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51	
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34	
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28	
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23	
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15	
MA3/Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44	
MA3/Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28	
MA3/Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3/Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02	
MA3/Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26	
MA3/Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21	
MA3/Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22	
MA3/Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61	
MA3/Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56	
MA3/Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26	
MA3/Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3/Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25	
MA3/Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53	
MA3/Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65	
MA3/Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20	
MA3/Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58	
MA3/Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24	
MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27	
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15	
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44	
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70	
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15	
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43	
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31	
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18	
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07	
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09	
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	Royal Trails Road	2.34	
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06	
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12	
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16	
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58	
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06	
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31	
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72	
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18	
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11	
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45	
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50	
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16	
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18	
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89	
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08	
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01	
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27	
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06	

MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43	
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15	
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25	
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31	
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21	
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30	
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05	
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40	
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26	
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14	
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26	
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10	
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20	
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14	
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62	
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12	
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94	
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10	
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12	
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53	
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14	
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13	
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24	
MA3/ Royal Trails	Tulip Avenue (8298H)	Fir Street	Dead End	0.26	
MA3/ Royal Trails	Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07	
MA3/ Royal Trails	Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85	
MA3/ Royal Trails	Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08	
MA3/ Royal Trails	Chinaberry Way (8298C)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37	
MA3/ Royal Trails	Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12	
MA3/ Royal Trails	Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05	
MA3/ Royal Trails	East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16	
MA3/ Royal Trails	Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76	
MA3/ Royal Trails	Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21	
MA3/ Royal Trails	Apricot Way (8397G)	Apricot Avenue	Dead End	0.15	
			Total Mile:	240.70	

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Eight (8) Effective Date: 4/17/2024	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to extend the agreement for one annual term to expire on 03/31/2025.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____ Print Name: Tom Brackett Title: CEO Date: 10/10/2023 E-mail: Tbrackett@outworxgroup.com Secondary E-mail: _____	Signature: Print Name: Gretchen Bechtel, Contracting Officer II Title: Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.10.10 14:18:31 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

MODIFICATION OF CONTRACT

Modification Number:Seven (7) Effective Date: 4/17/2023	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD locations to contract and revise the service location inspection sheet per the attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Thomas H. Brackett Print Name: Tom Brackett Title: CEO Date: 9/27/2023 E-mail: Tbarckett@outworxgroup.com Secondary E-mail:	Signature: Gretchen Bechtel, Contracting Officer II Print Name: Title: Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.09.28 08:46:29 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

			ADD TO CONTRACT		
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Inspection Notes
MA1	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	
MA1	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA1	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA1	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA1	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
MA1	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA2	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA2	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA2	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA2	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA2	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	
MA2	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	

MA2	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2	East Apshawa Rd (2038)	CR 478/Cherry Lake Rd (1829)	US 27	1.86	
MA2	West Apshawa Rd (2035)	CR 478/Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA3	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MODIFY LIMITS					
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	MOVED FROM MA1 SECTION TO MA2 DUE TO MOWING SEQUENCE - NO CHANGE TO LIMITS

46.41	**Centerline Miles to be Added to Contract**

	Pricing per Centerline mile
Area A	$116.00
Area B	$116.00
Area C	$116.00

Roadside Inspection Sheet					Modification #7
Maintenance Area	Road Name	Route Back	Route Ahead	Length	Date Serviced
MA1 / Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2	
MA1 / Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24	
MA1 / Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2	
MA1 / Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25	
MA1 / Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34	
MA1 / Lisbon N LSBG	CR 19A	CR 452	SR19	1.11	
MA1 / Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1 / Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76	
MA1 / Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1 / Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13	
MA1 / Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1 / Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18	
MA1 / Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1 / Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80	
MA1 / Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1 / Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1 / Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1 / Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1 / Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1 / Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17	
MA1 / Lady Lake	CR 25 (7804)	US Highway 27 / US Highway 441	Marion County Line	2.55	
MA1 / Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1 / Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50	
MA1 / Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1 / Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25	
MA1 / Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13	
MA1 / Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1 / Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82	
MA1 / Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31	
MA1 / Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	End of County Maintenance / Pine Island Fish Camp	6.76	
MA1 / Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4	
MA1 / Lady Lake	Gator Lake Rd	Lake Griffin Rd (7611)	End of County Maint.	0.81	
MA1 / Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48	
MA1 / Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51	
MA1 / Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5	
MA1 / Frtlnd pk	Eagles Nest Rd	US 27	Dead End	2.63	
MA1 / Frtlnd pk	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76	
MA1 / Frtlnd pk	Picciola Rd	US 27	Picciola Dr (5313)	3.24	
MA1 / Frtlnd pk	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58	
MA1 - Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58	
MA1	University Av (3014)	END OF CO MAINT	HWY 27	0.76	
MA1 - Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43	
MA1	South Quarters Rd (3109)	CR 48 (3007)	CR 470 (3105)	0.71	
MA1	North Quarters Rd (3209)	Virgil Hawkins Cr (3209A)	CR 33 (3009)	0.28	
MA1	Virgil Hawkins Cr (3209A)	CR 470 (3105)	Virgil Hawkins Cr (3209A)	0.65	
MA1 - Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98	
MA1 - Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5	
MA2	Hammock Grove Rd (2808)	DEAD END	CR 33 (2409)	0.78	
MA2	Thomas Cove Dr (2809)	END OF CO MAINT	CR 33 (2409)	0.56	
MA2	Indigo Rd (2310)	CR 33 (2409)	END OF CO MAINT	0.68	
MA2	McKenzie Rd (2310A)	Indigo Rd (2310)	DEAD END	0.17	
MA2	Sunset Lake Bv (2309)	DEAD END	CR 33 (2409)	0.29	
MA2	Simon Brown Rd (2013)	CR 33 (2409)	Villa City Rd (2215)	1.51	
MA1 - Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91	
MA1 - Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17	
MA1 - Leesburg	Bridges Rd	CR 33	US 27	2.61	
MA1 - Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5	
MA1 - Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86	
MA1 - Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12	
MA1 - Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05	
MA1 - Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08	
MA1 - Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26	
MA1 - Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18	
MA1 - Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5	
MA1 - Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92	
MA1 - Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74	
MA1 - Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69	
MA1 - Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55	
MA1 - Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17	
MA1 - Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31	
MA1 - Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74	
MA1 - Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76	
MA1	Pine Ridge Dairy Rd	Dead End	CR 468 (2505)	0.83	
MA1	Cutoff Rd (5704)	Pine Ridge Dairy Rd (5603)	Miller St (5803)	0.5	
MA1 / Frtlnd pk / Lady Lak	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1 / Frtlnd pk / Lady Lak	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03	
MA1 / Frtlnd pk / Lady Lak	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92	
MA1 / Frtlnd pk / Lady Lak	Micro Racetrack Rd	CR 466 / Miller Bv	Lake Ella Rd	1.74	
MA1 / Frtlnd pk / Lady Lak	Rolling Acres Rd	Timbertop Ln	CR 466	3.72	

MA1 - Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03	
MA1 - Leesburg	Treasure Island Rd	CR 44	Dead End	2.60	
MA1 - Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97	
MA1 - Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65	
MA1 - Leesburg	Poe St	CR 473	CR 44	1.15	
MA1 - Leesburg	Radio Rd	Hwy 441	CR 44	3.24	
MA1 - Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43	
MA1	Shady Acres Rd (5124)	CR 44 (5227)	End of County Maintenance	0.65	
MA1	College Dr	US 441	Silver Lake Dr (5229)	0.34	
MA1	North Silver Lake Rd (5127)	CR 44 (5227)	Silver Lake Dr (5229)	0.25	
MA1	Harbor Shores Rd (5942)	CR 44 (6143)	DEAD END	1.52	
MA1 - Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9	
MA1 - Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48	
MA1 - Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1 - Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38	
MA1 - Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23	
MA1 - Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05	
MA1 - Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16	
MA1 - Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04	
MA1 - Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18	
MA1 - Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76	
MA1 - Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71	
MA1 - Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67	
MA1 - Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59	
MA1 - Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68	
MA1	Hollondel Rd (3215)	Banana Point Dr (3215A)	CR 48 (3111)	0.76	
MA1	Price Rd (3216)	CR 48 (3111)	DEAD END	0.43	
MA1	Mt Bethel Baptist Ch Rd (3217)	DEAD END	CR 48 (3111)	0.22	
MA1 - S Leesburg/ HH	Number Two Rd	CR 48	SR 19	5.95	
MA1	Punkin Center Rd (2923)	END OF CO MAINT	Number Two Rd (3024)	0.49	
MA1 - S Leesburg/ HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75	
MA1 - S Leesburg/ HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91	
MA1 - S Leesburg/ HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49	
MA1 - S Leesburg/ HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58	
MA1	Lakeshore Dr (3128)	CR 48 (3029)	East Orange Av (3129)	1.04	
MA1	East Orange Av (3129)	CR 48 (3029)	Lakeshore Dr (3128)	0.24	
MA1	Citron St (3230)	East Orange Av (3129)	Lime Av (3130)	0.07	
MA1	Lime Av (3130)	CR 48 (3029)	Citron St (3230)	0.24	
MA1	Yalaha Rd (3128A)	High St (3128B)	CR 48 (3029)	0.68	
MA1	Main St (3128C)	Guava St (3129B)	Yalaha Rd (3128A)	0.15	
MA1	Guava St (3129B)	Main St (3128C)	CR 48 (3029)	0.78	
MA1	High St (3128B)	Yalaha Rd (3128A)	Yalaha Rd (3128A)	0.71	
MA1	Yalaha Cutoff Rd (3129A)	CR 48 (3029)	Lakeshore Dr (3128)	0.25	
MA1	Palm Av (2839)	North Buckhill Rd (2739)	East Revels Rd (2837)	0.6	
MA1	North Buckhill Rd	East Revels Rd	End of Pavement	1.21	
MA1 - S Leesburg/ HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12	
MA1 - S Leesburg/ HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6	
MA1	Citrus Valley Rd (2729A)	East Dewey Robbins Rd (2729)	Orange Blossom Rd (2831)	0.25	
MA1	Orange Blossom Rd (2831)	SR 19	DEAD END	2.01	
MA1	Robbins Ridge Ct (2728)	East Dewey Robbins Rd (2729)	DEAD END	0.15	
MA1 - S Leesburg/ HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49	
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85	
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02	
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27	
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61	
MA 1 - Astatula	CR 448 (3156)	State Road 19	End of County Maintenance	6.53	
MA 1 - Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8	
MA 1 - Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48	
MA 1 - Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57	
MA 1 - Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58	
MA 1 - Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8	
MA1	Ranch Rd (2854)	CR 48 (3056)	Robbins Rd (2753)	1.57	
MA1	Blackhorse Tl (2852)	Ranch Rd (2854)	DEAD END	0.14	
MA1	Robbins Rd (2753)	DEAD END	Ranch Rd (2854)	1.47	
MA1	Peebles Dr (2653)	Robbins Rd (2753)	Ranch Rd (2854)	0.39	
			Total Miles:	239.41	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41	
MA2	Mulberry St (2017)	Villa City Rd (2215)	END OF CO MAINT	0.21	
MA2	Market St (2017A)	Mulberry St (2017)	DEAD END	0.1	
MA2	Church St (2017B)	Mulberry St (2017)	DEAD END	0.1	
MA2	Morrison St (2017C)	Mulberry St (2017)	DEAD END	0.09	
MA2	Marys Villa Rd (2115)	END OF CO MAINT	Villa City Rd (2215)	0.31	
MA2	Brasher Ln (2116A)	Villa City Rd (2215)	END OF CO MAINT	0.12	
MA2	Lake Emma Rd (2119)	Villa City Rd (2215)	Lake Emma Dr (2117)	2.02	
MA2	Lake Emma Dr (2117)	Lake Emma Ct (2116)	Lake Emma Rd (2119)	0.09	
MA2	Lake Emma Ct (2116)	DEAD END	Lake Emma Dr (2117)	0.22	
MA2	Orange Av (2219)	Lake Emma Rd (2119)	DEAD END	0.32	
MA2	Maryland Av (2220)	Orange Av (2219)	DEAD END	0.13	
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49	
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46	
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98	
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45	
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35	
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74	
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76	
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15	
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44	
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57	
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15	
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46	
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94	
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74	
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36	
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97	
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66	
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11	
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29	
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1	
MA2 Groveland	OBrien Rd (2427)	SR 19	SR 19	3.73	
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76	
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88	
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5	
MA 2/ Clermont	CR 561 (3047)	US Highway 27	State Road 19	12.65	
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37	
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67	
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46	
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32	
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15	
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21	
MA2	Hartle Rd (1362)	Island Bv (1162)	Ray Goodgame Pkwy	0.72	
MA2	Myers Ct (1261)	Hartle Rd (1362)	DEAD END	0.14	
MA2	Lake Sherman Dr (1260)	Hartle Rd (1362)	DEAD END	0.08	
MA2	Island Bv (1162)	Hartle Rd (1362)	END OF CO MAINT	0.75	
MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59	
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10	
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23	
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12	
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44	
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17	
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19	
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47	
MA2/ Clermont	Old Hwy 50	US 27	N. Hancock Rd	1.72	
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62	
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66	
MA2/ Clermont	Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22	
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90	
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44	
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77	
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32	
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22	
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01	
MA2	Jalarmy Rd (1838)	Lake Minneola Shores (1733)	Cherry Lake Rd (1829)	0.35	
MA2	East Apshawa Rd (2038)	CR 478/ Cherry Lake Rd (1829)	US 27	1.86	
MA2	West Apshawa Rd (2035)	CR 478/ Cherry Lake Rd (1829)	END OF CO MAINT	1.03	
MA2/ Minneola	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09	

MA2	Jim Payne Rd (1618)	SR 19	Arnold Ave	0.25	
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2	Timber Village Rd (1523)	SR 50	Cataldo Way	0.66	
MA2/ Groveland	CR 565A/ Montevista Road (1225)	Pine Island Road	State Road 50	4.67	
MA2/ Groveland	CR 565B/ Pine Island (0926)	State Road 33	County Road 561	3.67	
MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85	
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36	
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43	
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52	
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82	
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08	
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31	
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57	
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74	
MA2/ Clermont	Green Swamp Rd (0439)	Dwights Rd	END OF PAVEMENT	1.71	
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75	
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46	
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61	
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64	
			Total Miles:	194.06	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58	
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72	
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17	
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08	
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27	
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58	
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15	
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75	
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08	
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29	
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7	
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15	
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51	
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5	
MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31	
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49	
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47	
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13	
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5	
MA3	Lake Norris Rd (7187)	CR 44A (6286)	END OF CO MAINT	3.98	
MA3	Ebersole Rd (7688)	Lake Norris Rd (7187)	Mitchel Wy (7690)	0.79	
MA3	Mitchel Wy (7690)	Ebersole Rd (7688)	Harbor Wy (7690A)	0.97	
MA3	Harbor Wy (7690A)	Mitchel Wy (7690)	Windward Av (7691)	0.29	
MA3	Windward Av (7691)	Harbor Wy (7690A)	Leeward St (7789)	0.5	
MA3	Pelican St (7790A)	Anchor Av (7790)	Windward Av (7691)	0.42	
MA3	Anchor Av (7790)	Pelican St (7790A)	Leeward St (7789)	0.2	
MA3	Leeward St (7789)	Bay Av (7689)	Windward Av (7691)	0.86	
MA3	Bay Av (7689)	Mitchel Wy (7690)	Leeward St (7789)	0.24	
MA3	Seventh St (6587C)	END OF CO MAINT	CR 44A (6286)	0.05	
MA3	Ranch Rd (6588)	CR 44A (6286)	END OF CO MAINT	0.78	
MA3	Leslye Ln (6589)	CR 44A (6286)	DEAD END	0.72	
MA3	Huff Rd (5991)	SR 44	CR 44A (6286)	1.66	
MA3	West Huff Rd (5789)	SR 44	Huff Rd (5991)	1.07	
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86	
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75	
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81	
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10	
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12	
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25	
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51	
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25	
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37	
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06	
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3	
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88	
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44	
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09	
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22	
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32	
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75	
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17	
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11	
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05	
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1	
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16	
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1	
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06	
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49	
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3	
MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16	
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31	
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29	
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2	
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19	
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17	
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11	
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14	
MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1	
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16	
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16	
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1	
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09	
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18	
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39	
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21	
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21	

MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21	
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2	
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07	
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17	
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22	
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07	
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32	
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26	
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18	
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32	
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21	
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13	
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25	
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38	
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25	
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28	
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17	
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16	
MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26	
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07	
MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42	
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21	
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84	
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01	
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65	
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62	
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33	
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1	
MA3 - Sorrento	CR 46A	SR44	Park Entrance	3.20	
MA3 - Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22	
MA3 - Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55	
MA3 - Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75	
MA3 - Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3 - Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3 - Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25	
MA3 - Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81	
MA3 - Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50	
MA3 - Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3 - Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3 - Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06	
MA3 - Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86	
MA3 - Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57	
MA3 - Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19	
MA3 - Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3 - Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27	
MA3 - Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26	
MA3 - Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11	
MA3 - Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32	
MA3 - Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33	
MA3 - Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36	
MA3 - Sorrento	Hojin St (4489)	SR46	Dead End	0.21	
MA3 - Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26	
MA3 - Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41	
MA3 - Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73	
MA3 - Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76	
MA3 - Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63	
MA3 - Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3 - Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58	
MA3 - Sorrento	Droty Spring	CR 46A	Dead End	0.82	
MA3 - Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40	
MA3 - Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11	
MA3 - Sorrento	CR 435	Orange County Line	Sorrento Av	1.67	
MA3 - Wekiva	Bear Pond Dr	SR 46	Dead End	0.54	
MA3 - Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86	
MA3 - Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3 - Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	
MA3 - Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48	
MA3 - Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3 - Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89	
MA3 - Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3 - Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3 - Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53	
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24	
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33	
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47	
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51	
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34	
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28	
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23	
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15	

MA3/ Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44	
MA3/ Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28	
MA3/ Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3/ Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02	
MA3/ Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26	
MA3/ Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21	
MA3/ Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22	
MA3/ Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61	
MA3/ Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56	
MA3/ Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26	
MA3/ Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3/ Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25	
MA3/ Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25	
MA3/ Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25	
MA3/ Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53	
MA3/ Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65	
MA3/ Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65	
MA3/ Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20	
MA3/ Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58	
MA3/ Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24	
MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27	
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15	
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44	
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70	
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15	
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43	
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31	
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18	
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11	
MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07	
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09	
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	Royal Trails Road	2.34	
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06	
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12	
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16	
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58	
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09	
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06	
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31	
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72	
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18	
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11	
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45	
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50	
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16	
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18	
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89	
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08	
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01	
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27	
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06	
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18	
MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43	
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15	
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25	
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31	
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21	
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30	
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05	
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40	
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26	
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14	
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26	
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10	
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20	
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14	
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62	
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12	
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94	
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10	
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12	
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53	
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14	
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13	
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24	
MA3/ Royal Trails	Tulip Avenue (8298H)	Fir Street	Dead End	0.26	
MA3/ Royal Trails	Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07	
MA3/ Royal Trails	Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85	
MA3/ Royal Trails	Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08	
MA3/ Royal Trails	Chinaberry Way (8298C)	Dead End	Dead End	0.11	

MA3/ Royal Trails	Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37	
MA3/ Royal Trails	Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12	
MA3/ Royal Trails	Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05	
MA3/ Royal Trails	East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16	
MA3/ Royal Trails	Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76	
MA3/ Royal Trails	Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3/ Royal Trails	West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21	
MA3/ Royal Trails	Apricot Way (8397G)	Apricot Avenue	Dead End	0.15	
			Total Mile:	226.01	

MODIFICATION OF CONTRACT

Modification Number:Six (6) Effective Date: 4/17/2023	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to revise Mowing Cycle Service dates to contract.

	Mowing Cycle Dates			Trash Cycle Dates	
	Start Date	End Date		Start Date	End Date
	3/27/2023	4/29/2023	This was a 5-week cycle - Change End date to 4/30/2023 to keep start dates for new cycles on Mondays		
Term 2	5/1/2023	5/28/2023		10/16/2023	11/12/2023
	5/29/2023	6/25/2023		11/13/2023	12/10/2023
	6/26/2023	7/23/2023		12/11/2023	1/7/2024
	7/24/2023	8/20/2023		1/8/2024	2/4/2024
	8/21/2023	9/17/2023		2/5/2024	3/3/2024
	9/18/2023	10/15/2023		3/4/2024	3/31/2024
	4/1/2024	4/28/2024			

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____	Signature: Gretchen Bechtel, Contracting Officer II
Print Name: Tom Brackett	Print Name:
Title: CEO	Title:
Date: 4/19/2023	Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.04.19 14:33:52 -04'00'
E-mail: tbrackett@outworxgroup.com	
Secondary E-mail: _____	

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

MODIFICATION OF CONTRACT

Modification Number:Five (5) Effective Date: 4/1/2023	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: tbrackett@outworxgroup.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD Mowing Cycle Service dates to contract.

	Mowing Cycle Dates		Trash Cycle Dates	
	Start Date	End Date	Start Date	End Date
Term 2	4/30/2023	5/27/2023	10/15/2023	11/11/2023
	5/28/2023	6/24/2023	11/12/2023	12/9/2023
	6/25/2023	7/22/2023	12/10/2023	1/6/2024
	7/23/2023	8/19/2023	1/7/2024	2/3/2024
	8/20/2023	9/16/2023	2/4/2024	3/2/2024
	9/17/2023	10/14/2023	3/3/2024	3/30/2024

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Thomas G. Brackett	Signature: Gretchen Bechtel, Contracting Officer II
Print Name: Thomas Grover Brackett	Print Name:
Title: CEO	Title:
Date: 4/12/2023	Date: Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.04.13 08:17:00 -04'00'
E-mail: tbrackett@outworxgroup.com	
Secondary E-mail: jshear@outworxgroup.com	

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Four (4) Effective Date: 11/30/2022	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: gbori@groundtek.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to ADD 128.06 miles to contract per the highlighted areas on the attached Roadside Mowing Master List.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Gregory I Bori Print Name: Gregory Bori Title: General Manager Date: 11/29/2022 E-mail: gbori@groundtek.com Secondary E-mail:	Signature: Print Name: Gretchen Bechtel, CPPB, Title: Contracting Officer II Date: Digitally signed by Gretchen Bechtel, CPPB, Contracting Officer II Date: 2022.11.30 08:35:34 -05'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Roadside Mowing Master List				
Maintenance Area	Road Name	Route Back	Route Ahead	Length
MA1/ Lisbon N LSBG	CR 452 (6743)	State Road 19	Marion County Line	10.2
MA1/ Lisbon N LSBG	Apiary Rd	CR 44 (6143)	CR 452 (6743)	1.24
MA1/ Lisbon N LSBG	South Fish Camp	Dead End	County Road 452 (6743)	1.2
MA1/ Lisbon N LSBG	Grand Island Shores Rd	Chain O Lakes Rd	End of County Maint.	1.25
MA1/ Lisbon N LSBG	Chain O Lakes Rd	Grand Island Shores Rd (6249)	CR 44 (6143)	0.34
MA1/ Lisbon N LSBG	CR 19A	CR 452	SR19	1.11
MA1/ Lisbon N LSBG	Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24
MA1/ Lisbon N LSBG	Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76
MA1/ Lisbon N LSBG	Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25
MA1/ Lisbon N LSBG	Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13
MA1/ Lisbon N LSBG	Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77
MA1/ Lisbon N LSBG	Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18
MA1/ Lisbon N LSBG	Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99
MA1/ Lisbon N LSBG	N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80
MA1/ Lisbon N LSBG	N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18
MA1/ Lisbon N LSBG	Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87
MA1/ Lisbon N LSBG	Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76
MA1/ Lisbon N LSBG	S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22
MA1/ Lisbon N LSBG	Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43
MA1/ Lisbon N LSBG	Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17
MA1/ Lady Lake	CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55
MA1/ Lady Lake	Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50
MA1/ Lady Lake	Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50
MA1/ Lady Lake	Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54
MA1/ Lady Lake	Singletary Rd	Marion County Rd	Dead End	0.25
MA1/ Lady Lake	Mustang Tl	Dead End	Marion County Rd (8010)	0.13
MA1/ Lady Lake	Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76
MA1/ Lady Lake	Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82
MA1/ Lady Lake	Griffin Av (7807)	Jeffrey Dr	CR25	0.31
MA1/ Lady Lake	Lake Griffin Rd (7611)	Lemon St (7405)	End of County Maintenance / Pine Island Fish Camp	6.76
MA1/ Lady Lake	Mathews Rd	Lake Griffin Rd (7611)	End of County Maint.	0.4
MA1/ Lady Lake	Gator Lake Rd	Lake Grifin Rd (7611)	End of County Maint.	0.81
MA1/ Lady Lake	Griffin View Dr	US 27	Sulen Rd (4904)	3.48
MA1/ Lady Lake	Sulen Rd	Griffin View Dr (7212)	Dead End	0.51
MA1/ Lady Lake	Mckinney Rd	Griffin View Dr (7212)	Dead End	0.5
MA1/ Frtlnd pk	Eagles Nest Rd	US 27	Dead End	2.63
MA1/ Frtlnd pk	Lake Unity Rd	Picciola Rd (5710)	Eagles Nest Rd (6611)	1.76
MA1/ Frtlnd pk	Picciola Rd	US 27	Picciola Dr (5313)	3.24
MA1/ Frtlnd pk	Picciola Cutoff	US 27	Picciola Rd (5719)	0.58
MA1- Leesburg	CR 25A (3709)	US Highway 27	US Highway 27	1.58
MA1- Leesburg	CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43
MA1- Leesburg	Rogers Industrial Park Rd	CR 33 (3009)	Haywood Worm Farm Rd (3110)	0.5
MA1- Leesburg	Austin Merritt Rd.	Youth Camp Rd	CR 33	1.91
MA1- Leesburg	Youth Camp Rd	Austin Merritt Rd	End of County Maintenance	2.17
MA1- Leesburg	Bridges Rd	CR 33	US 27	2.61
MA1- Leesburg	CR 470 (3105)	Sumter County Line	County Road 33	3.98
MA1- Leesburg	Caballo Rd	El Rancho Dr (4007)	SR 44	0.5
MA1- Leesburg	Casteen Rd	SR 44	End of County Maint.	0.86
MA1- Leesburg	Katoy Rd	Casteen Rd	SR 44	0.12
MA1- Leesburg	Youngs Rd	End of County Maint.	Caballo Rd	1.05
MA1- Leesburg	Flatwoods Rd.	Youngs Rd	SR 44	1.08
MA1- Leesburg	El Rancho Dr	Caballo Rd	Dead End	0.26
MA1- Leesburg	CR 468 (5205)	State Road 44	W. Berckman St	3.18
MA1- Leesburg	Lewis Rd	Whitney Rd (4603)	CR 468 (5205)	1.5
MA1- Leesburg	Whitney Rd	South Whitney Rd(4303)	Lewis Rd (5105)	1.92
MA1- Leesburg	Griffin Rd	CR 468 (5205)	US 27	1.74
MA1- Leesburg	Montclair Rd	CR 468	Westside Dr (4507)	0.69
MA1- Leesburg	Colonial St	Montclair Rd (4606)	Thomas Av (5108)	0.55
MA1- Leesburg	East Montclair Rd	Colonial St (4707)	Thomas Av	0.17
MA1- Leesburg	Veech Rd	Whitney Rd (4603)	CR 468 (5205)	1.31
MA1- Leesburg	Pruitt St	Veech Rd (4604)	CR 468 (5205)	0.74
MA1- Leesburg	Jones Dr	Veech Rd (4604)	CR 468 (5205)	0.76
MA1/ Frtlnd pk/ Lady Lake	CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18
MA1/ Frtlnd pk/ Lady Lake	Cherry Lake Rd	Lake Ella Rd.	Sumter County Line	1.03
MA1/ Frtlnd pk/ Lady Lake	Lake Ella Rd.	Cherry Lake Rd	US 27	2.92
MA1/ Frtlnd pk/ Lady Lake	Micro Racetrack Rd	CR 466/ Miller Bv	Lake Ella Rd	1.74
MA1/ Frtlnd pk/ Lady Lake	Rolling Acres Rd	Timbertop Ln	CR 466	3.72

MA1- Leesburg	CR 473 (5036)	US Highway 441	County Road 44	4.03
MA1- Leesburg	Treasure Island Rd	CR 44	Dead End	2.60
MA1- Leesburg	E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97
MA1- Leesburg	N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65
MA1- Leesburg	Poe St	CR 473	CR 44	1.15
MA1- Leesburg	Radio Rd	Hwy 441	CR 44	3.24
MA1- Leesburg	CR 44 Leg A	CR 44	Professional Dr	0.43
MA1- Leesburg	CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9
MA1- Leesburg	Sunnyside Dr	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way s	5.48
MA1- Leesburg	Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45
MA1- Leesburg	Johnson Point Rd	Sunnyside Dr	Dead End	0.38
MA1- Leesburg	Powhatan Ave	Sunnyside Dr	Park St	0.23
MA1- Leesburg	Park St	Powhatan Ave	Cherokee Ave	0.05
MA1- Leesburg	Cherokee Ave	Park St	Hillcrest St	0.16
MA1- Leesburg	Hillcrest St	Cherokee Ave	Powhatan Ave	0.04
MA1- Leesburg	Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18
MA1- Leesburg	Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76
MA1- Leesburg	Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71
MA1- Leesburg	Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67
MA1- Leesburg	CR 48 (3007) / (3029) / (3111) / (	Sumter County Line	State Road 19	13.59
MA1- Leesburg	Haywood Worm Farm Rd	End of County Maint.	CR 48 (3111)	0.68
MA1- S Leesburg/HH	Dewey Robbins Rd.	US 27	South Dewey Robbins Rd.	2.12
MA1- S Leesburg/HH	East Dewey Robbins Rd	South Dewey Robbins Rd	SR 19	2.6
MA1- S Leesburg/HH	South Dewey Robbins Rd	Dewey Robbins Rd	East Dewey Robbins Rd	1.01
MA1- S Leesburg/HH	Turkey Lake Rd	Dewey Robbins Rd	Number Two Rd	1.75
MA1- S Leesburg/HH	Number Two Rd	CR 48	SR 19	5.95
MA1- S Leesburg/HH	Blue Sink Rd	Dead End	Number Two Rd (3024)	0.91
MA1- S Leesburg/HH	Busby Rd	Dead End	Number Two Rd (3024)	0.49
MA1- S Leesburg/HH	Bloomfield Av	Number Two Rd (3024)	CR 48	1.58
MA1 - Tavares	North Eichelberger Rd	SR 19	Lane Park Rd	0.49
MA1 - Tavares	Lane Park Rd	Woodlea Rd	SR 19	1.85
MA1 - Tavares	Woodlea Rd	Lane Park Rd	SR 19	2.02
MA1 - Tavares	Dead River Rd	End of County Maint.	SR 19	2.27
MA1 - Tavares	Lane Park Cutoff	SR 19	CR 561	0.61
MA 1- Astatula	CR 448 (3156)	State Road 19	End of County Maintenance	6.53
MA 1- Astatula	CR 448A (3064)	End of County Maintenance	County Road 448	2.8
MA 1- Astatula	East Lake Jem Rd	CR 448 (3156)	Lake Jem Rd (3267)	0.48
MA 1- Astatula	Lake Jem Rd	CR 448 (3156)	Dead End	1.57
MA 1- Astatula	Duda Road (3168)	County Road 448A	End of County Maintenance	0.58
MA 1- Astatula	CR 48 (3056)	Alamanda Dr	County Road 448A	3.8
MA1, MA2 Groveland	CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41
			Total Miles:	222.49

Maintenance Area	Road Name	Route Back	Route Ahead	Length
MA2/ Groveland	CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49
MA2/ Groveland	Bay Lake Lp	Bay Lake Rd.	Bay Lake Rd.	2.24
MA2/ Groveland	Calvin Lee Rd.	Bay Lake Rd.	DEAD END	2.46
MA2/ Groveland	Lake Erie Rd	Bay Lake Rd.	SR 33	4.98
MA2/ Groveland	Douglas Rd (1805)	SR 50	Tuscanooga Rd (2005)	1.45
MA2/ Groveland	Taylor St (1705)	SR 50	Douglas Rd (1805)	0.35
MA2/ Groveland	Tuscanooga Rd (2005)	SR 50	ASHLEY RD	4.74
MA2/ Groveland	Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76
MA2/ Groveland	Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38
MA2/ Groveland	Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18
MA2/ Groveland	Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15
MA2/ Groveland	Stuckey Rd (1605)	Lee Rd (1604)	Stuckey Lp (1606)	0.44
MA2/ Groveland	Stuckey Lp (1606)	SR 50	SR 50	0.57
MA2/ Groveland	Maxwell Av (1606A)	Stuckey Lp (1606)	DEAD END	0.15
MA2/ Groveland	Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46
MA2/ Groveland	Mattioda Rd (1113)	DEAD END	Empire Church Rd (1213)	0.94
MA2/ Groveland	Anderson Rd (1317)	Empire Church Rd (1213)	SR 33	0.74
MA2/ Groveland	Groveland Airport Rd (1220)	SR 33	END OF CO MAINT	0.36
MA2 Groveland	American Wy (2325)	Independence Bv (2323)	OBrien Rd (2427)	0.97
MA2 Groveland	Republic Dr (2223)	END OF CO MAINT	Independence Bv (2323)	0.66
MA2 Groveland	Democracy St (2223A)	END OF CO MAINT	DEAD END	0.11
MA2 Groveland	Lewis Grove Rd (2324)	END OF CO MAINT	Independence Bv (2323)	0.29
MA2 Groveland	Allegiance Ct (2422)	Independence Bv (2323)	END OF CO MAINT	0.1
MA2 Groveland	OBrien Rd (2427)	SR 19	SR 19	3.73
MA2/ Groveland	Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76
MA2/ Groveland	Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47

MA2/ Groveland	Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88
MA2/ Groveland	Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14
MA2/ Groveland	Rester Rd (1312)	END OF CO MAINT	Ag Rd (1311)	0.5
MA 2/ Clermont	CR 561 (3047)	US Highway 27	State Road 19	12.65
MA 2/ Clermont	Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37
MA 2/ Clermont	Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67
MA 2/ Clermont	Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40
MA 2/ Clermont	Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12
MA 2/ Clermont	Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46
MA 2/ Clermont	Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32
MA 2/ Clermont	Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15
MA 2/ Clermont	CR 455 (2354)	State Road 19	State Road 50	14.21
MA2/ Minneola	CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09
MA2/ Minneola	Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59
MA2/ Minneola	3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06
MA2/ Minneola	Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10
MA2/ Minneola	CR 561A (2146)	County Road 561	County Road 455	3.23
MA2/ Minneola	Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60
MA2/ Minneola	Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12
MA2/ Minneola	Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44
MA2/ Minneola	Bridges Glen Ln (2254A)	CR561A (2146)	Bridgedale Ct (2254B)	0.24
MA2/ Minneola	Bridgedale Ct (2254B)	Dead End	Dead End	0.17
MA2/ Minneola	North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19
MA2/ Minneola	Citrus Grove Rd	Sidewalk Maintenance	Sidewalk Maintenance	0.82
MA2/ Clermont	Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47
MA2/ Clermont	Old Hwy 50	US 27	N. Hancock Rd	1.72
MA2/ Clermont	Mohawk Rd.	Citrus Tower Blvd.	Old Hwy 50	0.50
MA2/ Clermont	Blackstill Lake Rd.	Old Hwy 50	Fosgate Rd	1.62
MA2/ Clermont	Fosgate Rd	Blackstill Lake Rd.	CR 455	1.66
MA2/ Clermont	Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22
MA2/ Clermont	Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18
MA2/ Clermont	W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90
MA2/ Clermont	Colt Ln (0769A)	West Phil C Peters Rd (0769)	DEAD END	0.44
MA2/ Clermont	Quiet Ln (0665)	DEAD END	West Phil C Peters Rd (0769)	0.77
MA2/ Clermont	Champagne Dr	Dead End	Dead End	0.32
MA2/ Clermont	Flynn Ct	End of Concrete Median	Champagne Dr	0.22
MA2/ Clermont	CR 561 / Lake Minneola Shores (17	Dianna Place	US Highway 27	4.01
MA2/ Groveland	CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43
MA2/ Groveland	CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67
MA2/ Groveland	CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67
MA2/ Clermont	Loghouse Rd	CR 561	Lakeshore Dr	0.85
MA2/ Clermont	Lakeshore Dr	Amber Ave	CR 561	4.36
MA2/ Clermont	CR 561 (0634)	State Road 33	12th Street	11.43
MA2/ Clermont	Florida Boys Ranch Rd (0729)	SR 33	CR 561	3.52
MA2/ Clermont	Laws Rd (0528)	SR 33	CR 561 (0634)	2.82
MA2/ Clermont	Graceland Dr (0530A)	Lake Kirkland Dr (0530)	CR 561 (0634)	0.08
MA2/ Clermont	Lake Kirkland Dr (0530)	CR 561 (0634)	DEAD END	0.31
MA2/ Clermont	Oil Well Rd (0222)	END OF CO MAINT	SR 33	2.57
MA2/ Clermont	Green Swamp Rd (0439)	CR 474 (0141)	END OF PAVEMENT	1.74
MA2/ Clermont	Green Swamp Rd (0439)	Dwights Rd	END OF PAVEMENT	1.71
MA2/ Clermont	Dwights Rd (0539)	Green Swamp Rd (0439)	SCRUB JAY LN	1.75
MA2/ Clermont	Lake Nellie Rd (0542)	CR 561 (0634)	END OF PAVEMENT	2.46
MA2/ Clermont	Colony Barn Rd (0639)	Lake Nellie Rd (0542)	END OF CO MAINT	0.61
MA2/ Clermont	CR 474 (0141)	State Road 33	US Highway 27	8.64
			Total Miles:	177.10

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length
MA3/ TV, MD, EUS	Old 441	Dora Ave	Mcdonald St	4.58
MA3/ TV, MD, EUS	S. Mt. Homer Rd	Dora Ave	US 441	0.72
MA3/ TV, MD, EUS	Mt. Homer Rd	US 441	Kurt St	1.17
MA3/ TV, MD, EUS	David Walker Dr	US 441	Kurt St	1.08
MA3/ TV, MD, EUS	Dillard Rd	Huffstetler Dr	US 441	0.27
MA3/ TV, MD, EUS	Huffstetler Dr (4856)	David Walker Dr (4756)	KURT ST	0.58
MA3/ TV, MD, EUS	Lakeshore Dr	Old 441	Donna St	4.15
MA3/ TV, MD, EUS	Lakeshore Dr (5154)	Lake Eustis Dr	Bay St	1.75
MA3/ TV, MD, EUS	Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95
MA3/ NW Eustis	CR 44 (6068)	State Road 19	State Road 44B	5.08
MA3/ NW Eustis	CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29
MA3/ NW Eustis	Wiygul Rd (7581)	CR 44A (7077)	CR 439 (7483)	3.7
MA3/ NW Eustis	Bill Collins Rd (6880)	CR 44A (6678)	Calhoun Rd (6581)	1.15
MA3/ NW Eustis	Calhoun Rd (6581)	CR 44A (6286)	Bill Collins Rd (6880)	1.51
MA3/ NW Eustis	North Thrill Hill Rd (6280)	CR 44A (6286)	Bill Collins Rd (6880)	1.5

MA3/ NW Eustis	East Eldorado Lake Dr (6480)	CR 44A (6286)	North Thrill Hill Rd (6280)	1.31
MA3/ NW Eustis	West Eldorado Dr (6379)	CR 44A (6678)	East Eldorado Lake Dr (6480)	0.49
MA3/ NW Eustis	Thrill Hill Rd (5880)	SR 44	CR 44A (6286)	1.47
MA3/ NW Eustis	Pony Trail Ct (5880A)	DEAD END	Thrill Hill Rd (5880)	0.13
MA3/ NW Eustis	Reedy Rd (5881)	Thrill Hill Rd (5880)	END OF CO MAINT	0.5
MA3/ NW Eustis	CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86
MA3/ NW Eustis	CR 439 (7483)	State Road 44	County Road 42	7.75
MA3/ Astor	CR 445 (9285)	State Road 19	County Road 445A	10.81
MA3/ Astor	CR 445A (9482)	State Road 19	State Road 40	4.10
MA3/ Astor	Astor Park Cutoff (9685B)	CR 445A (9482)	SR 40	0.12
MA3/ Astor	Astor Transfer Station Rd (9685A)	END OF CO MAINT	SR 40	0.25
MA3/ Astor	Lightfoot Rd (9685)	SR 40	Little Creek Ln (9685C)	0.51
MA3/ Astor	Little Creek Ln (9685C)	END OF CO MAINT	Lightfoot Rd (9685)	0.25
MA3/ Astor	River Rd (9787)	SR 40	Alligator Rd (9788O)	1.37
MA3/ Astor	Gopher Rd (9787D)	TYTY RD	River Rd (9787)	0.06
MA3/ Astor	Alligator Rd (9788O)	River Rd (9787)	Fox Rd (9787H)	0.3
MA3/ Astor	Fox Rd (9787H)	River Rd (9787)	DEAD END	0.88
MA3/ Astor	Fern Rd (9787I)	Panther Rd (9787Q)	River Rd (9787)	0.44
MA3/ Astor	Panther Rd (9787Q)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Alleycat Rd (9787P)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Armadillo Rd (9787O)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Bobcat Rd (9787N)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Palmetto Rd (9787M)	Bobcat Rd (9787N)	Deer Rd (9787K)	0.09
MA3/ Astor	Coon Rd (9787L)	River Rd (9787)	Palmetto Rd (9787M)	0.22
MA3/ Astor	Deer Rd (9787K)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Ermine Rd (9787J)	River Rd (9787)	Fern Rd (9787I)	0.32
MA3/ Astor	Blue Creek Rd (9787A)	Gopher Rd (9787D)	West Otter Rd (9887)	0.75
MA3/ Astor	West Otter Rd (9887)	Basin Dr (9887A)	Pecan Rd (9887B)	0.17
MA3/ Astor	Basin Dr (9887A)	West Otter Rd (9887)	END OF CO MAINT	0.11
MA3/ Astor	Airport Rd (9786)	Blue Creek Rd (9787A)	Chestnut Rd (9787E)	0.05
MA3/ Astor	Chestnut Rd (9787E)	DEAD END	END OF CO MAINT	0.1
MA3/ Astor	Branch Rd (9787F)	Chestnut Rd (9787E)	Otter Rd (9787G)	0.16
MA3/ Astor	Otter Rd (9787G)	Branch Rd (9787F)	DEAD END	0.1
MA3/ Astor	Pecan Rd (9887B)	END OF PAVEMENT	DEAD END	0.06
MA3/ Astor	Possum Rd (9787B)	Blue Creek Rd (9787A)	Hyacinth Rd (9787C)	0.49
MA3/ Astor	Maple Rd (9887D)	Possum Rd (9787B)	Mink Rd (9887C)	0.3
MA3/ Astor	Mink Rd (9887C)	DEAD END	Maple Rd (9887D)	0.16
MA3/ Astor	Elm Rd (9887E)	Possum Rd (9787B)	DEAD END	0.31
MA3/ Astor	Water Oak Rd (9888)	Possum Rd (9787B)	DEAD END	0.29
MA3/ Astor	Tree Rd (9788I)	Possum Rd (9787B)	DEAD END	0.2
MA3/ Astor	Hickory Rd (9888A)	DEAD END	Tree Rd (9788I)	0.19
MA3/ Astor	Hyacinth Rd (9787C)	River Rd (9787)	Wildhog Rd (9788G)	0.17
MA3/ Astor	Wildhog Rd (9788G)	Hyacinth Rd (9787C)	Redbud Rd (9788K)	0.11
MA3/ Astor	Redbud Rd (9788K)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.14
MA3/ Astor	Holly Rd (9788L)	DEAD END	Redbud Rd (7711A)	0.1
MA3/ Astor	Hazelnut Rd (9788J)	Wildhog Rd (9788G)	Holly Rd (9788L)	0.16
MA3/ Astor	Acorn Rd (9788H)	Wildhog Rd (9788G)	DEAD END	0.16
MA3/ Astor	Bonnet Rd (9788M)	Hyacinth Rd (9787C)	DEAD END	0.1
MA3/ Astor	Snail Rd (9788N)	Hyacinth Rd (9787C)	Sawgrass Rd	0.09
MA3/ Astor	Sixth St (9788)	SR 40	Pearl St (9788A)	0.18
MA3/ Astor	Pearl St (9788A)	END OF CO MAINT	END OF CO MAINT	0.39
MA3/ Astor	Carl St (9788B)	PEARL ST	DEAD END	0.21
MA3/ Astor	Sam St (9788C)	Pearl St (9788A)	DEAD END	0.21
MA3/ Astor	Keith St (9788D)	Pearl St (9788A)	DEAD END	0.21
MA3/ Astor	Carrol St (9788E)	Pearl St (9788A)	DEAD END	0.2
MA3/ Astor	Lee St (9788F)	Pearl St (9788A)	DEAD END	0.2
MA3/ Astor	Holiday Cr (9789B)	Holiday Rd (9789A)	DEAD END	0.07
MA3/ Astor	Holiday Rd (9789A)	Holiday Cr (9789B)	DALE CR	0.17
MA3/ Astor	Front St (9690A)	Butler St (9690)	SR 40	0.22
MA3/ Astor	East Pearl St (9789)	Butler St (9690)	DEAD END	0.07
MA3/ Astor	Butler St (9690)	SR 40	Butler St (9690)	0.32
MA3/ Astor	Claire St (9689)	Loyd St (9689A)	Butler St (9690)	0.26
MA3/ Astor	Loyd St (9689A)	First St (9689B)	Claire St (9689)	0.18
MA3/ Astor	First St (9689B)	Drive No 1 (9689C)	Butler St (9690)	0.32
MA3/ Astor	Drive No 1 (9689C)	First St (9689B)	Riverview Dr (9689D)	0.21
MA3/ Astor	Riverview Dr (9689D)	DEAD END	Drive No 1 (9689C)	0.13
MA3/ Astor	North George St (9688A)	Third St (9689E)	Alco Rd (9588)	0.25
MA3/ Astor	Third St (9689E)	DEAD END	SR 40	1.38
MA3/ Astor	Ann St (9688C)	Fifth St (9688)	First St (9689B)	0.25
MA3/ Astor	West Loyd St (9688B)	Alco Rd (9588)	Third St (9689E)	0.28
MA3/ Astor	Alco Rd (9588)	SR 40	END OF CO MAINT	4.17
MA3/ Astor	Dexter Rd (9589)	Alco Rd (9588)	END OF CO MAINT	1.16

MA3/ Astor	Maxwell St (9688D)	Alco Rd (9588)	Alco Rd (9588)	0.26
MA3/ Astor	Williams St (9688E)	Maxwell St (9688D)	Maxwell St (9688D)	0.07
MA3/ Umatilla	CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42
MA3/ Umatilla	CR 450A (7270)	Marshall St	County Road 44A	2.21
MA3/ Umatilla	CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84
MA3/ Mount Dora	Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01
MA3/ Mount Dora	Wolf Branch Rd	US 441	CR 437	4.65
MA3/ Mount Dora	Britt Rd (4981)	Wolf Branch Rd (4583)	SR 44	2.62
MA3/ Mount Dora	Evergreen Ct (4582)	Britt Rd (4981)	Division St (1421)	0.33
MA3/ Mount Dora	Division St (4582A)	Wolf Branch Rd (4583)	END OF CO MAINT	0.1
MA3- Sorrento	CR 46A	SR44	Park Entrance	3.20
MA3- Sorrento	CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22
MA3- Sorrento	Greentree Ln (6186)	Dead End	CR437 (5386)	0.55
MA3- Sorrento	Leonard Way (6087)	CR437 (5386)	Dead End	0.75
MA3- Sorrento	Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56
MA3- Sorrento	Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61
MA3- Sorrento	Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25
MA3- Sorrento	Thoroughbred Tl (4787A)	Dead End	Dead End	0.81
MA3- Sorrento	Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50
MA3- Sorrento	Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42
MA3- Sorrento	Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17
MA3- Sorrento	Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06
MA3- Sorrento	Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86
MA3- Sorrento	Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57
MA3- Sorrento	Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19
MA3- Sorrento	Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05
MA3- Sorrento	Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27
MA3- Sorrento	Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26
MA3- Sorrento	Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11
MA3- Sorrento	Carroll Av (4387)	Dead End	Dead End	0.32
MA3- Sorrento	Mt Plymouth Lp (4488)	SR46	SR46	0.33
MA3- Sorrento	Niles St (4488A)	SR46	End of County Maintenance	0.36
MA3- Sorrento	Hojin St (4489)	SR46	Dead End	0.21
MA3- Sorrento	Cypress Mill Rd	SR 46	Sleepy Bear Ln	1.26
MA3- Sorrento	Red Hibiscus Ct	Cypress Mill Rd	Dead End	0.41
MA3- Sorrento	Deerwood Farms Rd	SR 46	Dead End	0.73
MA3- Sorrento	Sleepy Bear Ln	Dead End	SR 46	1.76
MA3- Sorrento	Arundel Wy (5189)	Dead End	CR46A	0.63
MA3- Sorrento	Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38
MA3- Sorrento	Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58
MA3- Sorrento	Droty Spring	CR 46A	Dead End	0.82
MA3- Sorrento	Sahara Ct	CR 46A	Both Dead Ends	0.40
MA3- Sorrento	Sorrento Ave	22434 SR 46	CR 46A	4.11
MA3- Sorrento	CR 435	Orange County Line	Sorrento Av	1.67
MA3- Wekiva	Bear Pond Dr	SR 46	Dead End	0.54
MA3- Wekiva	Wekiva Pines Bv (4498)	Bear Pond Dr	Dead End	0.86
MA3- Wekiva	Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08
MA3- Wekiva	Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16
MA3- Wekiva	Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48
MA3- Wekiva	Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50
MA3- Wekiva	Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89
MA3- Wekiva	Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
MA3- Wekiva	Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
MA3- Wekiva	Nocatee Tl (4198B)	Dead End	Dead End	0.53
MA3/Eustis/ Pine Lakes	Tanglewood Dr (6092)	SR44	Dead End	0.24
MA3/Eustis/ Pine Lakes	Reserve Dr (6594)	SR44	Dead End	0.33
MA3/Eustis/ Pine Lakes	Rachel Ln (6695)	SR44	End of County Maintenance	0.47
MA3/Eustis/ Pine Lakes	Brantley Branch Rd (6797)	SR44	End of County Maintenance/Paveme	0.51
MA3/Eustis/ Pine Lakes	Benton Dr (7897F)	SR44	SR44	0.34
MA3/Eustis/ Pine Lakes	Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24
MA3/Eustis/ Pine Lakes	South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24
MA3/Eustis/ Pine Lakes	Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28
MA3/Eustis/ Pine Lakes	Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42
MA3/Eustis/ Pine Lakes	Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23
MA3/Eustis/ Pine Lakes	Lakeview Dr (7898)	SR44	End of County Maintenance	0.15
MA3/Eustis/ Pine Lakes	Lake Dr (7898A)	SR44	End of County Maintenance	0.44
MA3/Eustis/ Pine Lakes	Oak Av (7798)	SR44	County Rd (7798A)	0.28
MA3/Eustis/ Pine Lakes	Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42
MA3/Eustis/ Pine Lakes	Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02
MA3/Eustis/ Pine Lakes	Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26
MA3/Eustis/ Pine Lakes	Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21
MA3/Eustis/ Pine Lakes	Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22

MA3/Eustis/ Pine Lakes	Pine Rd (8099)	SR44	End of County Maintenance	0.61
MA3/Eustis/ Pine Lakes	Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56
MA3/Eustis/ Pine Lakes	Dogwood Av (8198K)	Dead End	End of Pavement	0.26
MA3/Eustis/ Pine Lakes	Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87
MA3/Eustis/ Pine Lakes	Cherry Av (8198J)	Dead End	Dead End	0.25
MA3/Eustis/ Pine Lakes	Beech Av (8198I)	Dead End	Dead End	0.25
MA3/Eustis/ Pine Lakes	Ash Av (8198H)	Dead End	Dead End	0.25
MA3/Eustis/ Pine Lakes	Ponderosa Av (8599)	Dead End	SR44	1.53
MA3/Eustis/ Pine Lakes	Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65
MA3/Eustis/ Pine Lakes	Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65
MA3/Eustis/ Pine Lakes	Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20
MA3/Eustis/ Pine Lakes	Tomohawk Tl (8699)	Dead End	SR44	0.58
MA3/Eustis/ Pine Lakes	Cummer Rd (8799)	SR44	End of County Maintenance	1.24
MA3/ Altoona/ Paisley	CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27
MA3/ Royal Trails	Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15
MA3/ Royal Trails	Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44
MA3/ Royal Trails	Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70
MA3/ Royal Trails	Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15
MA3/ Royal Trails	Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43
MA3/ Royal Trails	Jericho Trail (7696A)	End of Pavement	Dead End	0.31
MA3/ Royal Trails	Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18
MA3/ Royal Trails	Flag Street (7797E)	Dead End	Dead End	0.11
MA3/ Royal Trails	Redgum Court (7897B)	Royal Trails Road	Dead End	0.07
MA3/ Royal Trails	Aster Court (7897C)	Royal Trails Road	Dead End	0.09
MA3/ Royal Trails	Maggie Jones Road (8190)	End of Pavement	Royal Trails Road	2.34
MA3/ Royal Trails	Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06
MA3/ Royal Trails	Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12
MA3/ Royal Trails	Daffodil Court (8097B)	Dead End	Dead End	0.16
MA3/ Royal Trails	West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58
MA3/ Royal Trails	West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09
MA3/ Royal Trails	Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09
MA3/ Royal Trails	Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06
MA3/ Royal Trails	Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31
MA3/ Royal Trails	Alder Avenue (7998)	Poinciana Street	Dead End	0.72
MA3/ Royal Trails	Alder Way (7998A)	Alder Avenue	Dead End	0.18
MA3/ Royal Trails	Alder Court (7998B)	Alder Avenue	Dead End	0.11
MA3/ Royal Trails	Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45
MA3/ Royal Trails	East Thyme Avenue (8098B)	Dead End	Dead End	0.50
MA3/ Royal Trails	Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16
MA3/ Royal Trails	Datura Street (8098D)	East Thyme Avenue	Dead End	0.18
MA3/ Royal Trails	Aspen Street (8098E)	Alder Avenue	Dead End	0.89
MA3/ Royal Trails	Aspen Court (8098F)	Aspen Street	Dead End	0.08
MA3/ Royal Trails	Nutmeg Avenue (8198)	Dead End	Dead End	1.01
MA3/ Royal Trails	Mango Street (8198A)	Dead End	Dead End	0.27
MA3/ Royal Trails	Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06
MA3/ Royal Trails	Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18
MA3/ Royal Trails	Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06
MA3/ Royal Trails	Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18
MA3/ Royal Trails	Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43
MA3/ Royal Trails	Dahlia Court (8198G)	Dahlia Street	Dead End	0.15
MA3/ Royal Trails	Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24
MA3/ Royal Trails	Larkspur Avenue (8098G)	Dead End	Dead End	0.25
MA3/ Royal Trails	East Veronica Avenue (8098)	Apple Street	Dead End	0.31
MA3/ Royal Trails	Balsam Street (7998C)	Veronica Avenue	Dead End	0.21
MA3/ Royal Trails	West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30
MA3/ Royal Trails	Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05
MA3/ Royal Trails	Persimmon Street (7998E)	Alder Avenue	Dead End	0.40
MA3/ Royal Trails	Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26
MA3/ Royal Trails	Banana Street (8097G)	Poinciana Street	Dead End	0.14
MA3/ Royal Trails	Vitex Avenue (8197)	Poinciana Street	Dead End	0.26
MA3/ Royal Trails	Vitex Court (8197A)	Vitex Avenue	Dead End	0.10
MA3/ Royal Trails	Viola Avenue (8097I)	Poinciana Street	Dead End	0.20
MA3/ Royal Trails	Viola Way (8097J)	Viola Avenue	Dead End	0.14
MA3/ Royal Trails	Taramac Street (8197C)	Dead End	Dead End	0.62
MA3/ Royal Trails	Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12
MA3/ Royal Trails	Saffron Avenue (8297)	End of Pavement	Dead End	0.94
MA3/ Royal Trails	West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10
MA3/ Royal Trails	West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12
MA3/ Royal Trails	Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53
MA3/ Royal Trails	East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14
MA3/ Royal Trails	East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13
MA3/ Royal Trails	Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24

MA3/ Royal Trails	**Tulip Avenue (8298H)**	**Fir Street**	**Dead End**	**0.26**
MA3/ Royal Trails	**Chinaberry Street (8298)**	**Chinaberry Way**	**Dead End**	**1.07**
MA3/ Royal Trails	**Quince Avenue (8297A)**	**Royal Trails Road**	**Dead End**	**0.85**
MA3/ Royal Trails	**Chinaberry Court (8298D)**	**Chinaberry Street**	**Dead End**	**0.08**
MA3/ Royal Trails	**Chinaberry Way (8298C)**	**Dead End**	**Dead End**	**0.11**
MA3/ Royal Trails	**Kumquat Avenue (8298B)**	**Cashew Street**	**Dead End**	**0.37**
MA3/ Royal Trails	**Cinnamon Avenue (8397A)**	**Royal Trails Road**	**Apricot Avenue**	**0.12**
MA3/ Royal Trails	**Apricot Avenue (8397)**	**Seagrape Avenue**	**Seagrape Avenue**	**1.05**
MA3/ Royal Trails	**East Bluebell Avenue (8397D)**	**Apricot Avenue**	**Dead End**	**0.16**
MA3/ Royal Trails	**Banyan Street (8397E)**	**East Bluebell Avenue**	**Seagrape Avenue**	**0.18**
MA3/ Royal Trails	**Seagrape Avenue (8397H)**	**Apricot Avenue**	**Dead End**	**0.76**
MA3/ Royal Trails	**Honeysuckle Street (8397C)**	**West Bluebell Avenue**	**Seagrape Avenue**	**0.18**
MA3/ Royal Trails	**West Bluebell Avenue (8397B)**	**Apricot Avenue**	**Dead End**	**0.21**
MA3/ Royal Trails	**Apricot Way (8397G)**	**Apricot Avenue**	**Dead End**	**0.15**
			Total Mile:	**213.48**

Total Miles (ALL AREAS): **613.07**

MODIFICATION OF CONTRACT

Modification Number:Three (3) Effective Date: 4/1/2023	Contract Number: 22-711 Title: Roadside Mowing and Litter Removal Services Effective Date: 04/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@LakeCountyFL.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maquire Rd City: Ocoee, Fl 34761 ATTENTION: gbori@groundtek.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to extend the agreement for one annual term to expire on 03/31/2024.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: _____ Print Name: Gregory Bori Title: General Manager Date: 11/2/2022 E-mail: gbori@groundtek.com Secondary E-mail: _____	Signature: Print Name: Gretchen Bechtel, CPPB, Contracting Officer II Title: Date: Digitally signed by Gretchen Bechtel, CPPB, Contracting Officer II Date: 2022.11.02 09:05:52 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

LAKE COUNTY, FL
REAL FLORIDA · REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:Two (2) Effective Date: 7/1/2022	Contract Number: 22-711 Title: Aero Groundtek, LLC Effective Date: 04/01/2022
Contracting Officer: Sandra Rogers, CPPB E-mail: srogers@lakecountyfl.gov Telephone Number: (352) 343-9832	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maguire Road City: Ocoee, Florida 34761 ATTENTION: Gregory Bori
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to updated Master Mowing List. Changes are noted in yellow.

See revised Master Mowing List attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Gregory Bori	Signature: Sandra Rogers
Print Name: Gregory Bori	Print Name: Sandra Rogers
Title: General Manager	Title: Contracting Officer
Date: 7/7/2022	Date: 07-08-2022
E-mail: gbori@groundtek.com	
Secondary E-mail:	

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Roadside Inspection Sheet

Modification #1

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Inspection Notes
MA1	**CR 452 (6743)**	State Road 19	Marion County Line	10.2	
MA3	**CR 19A**	CR 452	SR19	1.11	
MA1	**Bobwhite Bv (6939B)**	Quail Ridge Cr (6939)	CR452 (6743)	0.24	
MA1	**Quail Ridge Cir (6939)**	Dead End	Felkins Rd (6938)	0.76	
MA1	**Pheasant Tl (6939C)**	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25	
MA1	**Sandpiper Dr (7039)**	CR452 (6743)	End of County Maintenance	0.13	
MA1	**Emeralda Av (6335)**	CR44 (7528)	Emeralda Island Rd (7528)	0.77	
MA1	**Jackson River Rd (7825)**	Dead End	Emeralda Island Rd (7528)	0.18	
MA1	**Emeralda Island Rd (7528)**	Emeralda Av (6335)	CR452 (6743)	7.99	
MA1	**N Emeralda Island Rd (8031)**	Emeralda Island Rd (7528)	Dead End	0.80	
MA1,3	**N Em-En-El Grove Rd (8134)**	North Emeralda Island Rd (8031)	Dead End	1.18	
MA1	**Goose Prairie Rd (6737)**	Emeralda Av (6335)	CR452 (6743)	1.87	
MA1	**Felkins Rd (6938)**	Goose Prairie Rd (6737)	CR452 (6743)	0.76	
MA1	**S Em-En-El Grove Rd (7837)**	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22	
MA1	**Em-En-El Grove Rd (8037)**	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43	
MA1	**Thomas Boat Landing Rd (7940)**	Dead End	End of County Maintenance	2.17	
MA1	**Haywood Grove Rd (8109)**	Marion County Rd (8010)	Marion County Line	0.50	
MA1	**Marion County Rd (8010)**	CR25 (7804)	Lake Griffin Rd (7611)	5.54	
MA1	**Grays Airport Rd (7310)**	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76	
MA1	**Griffin Av (7807)**	CR25	Grays Airport Rd (7310)	2.82	
MA1	**Griffin Av (7807)**	Jeffrey Dr	CR25	0.31	
MA1	**Lake Griffin Rd (7611)**	Lemon St (7405)	End of County Maintenance / Pine Island Fish Camp	6.76	
MA1	**CR 25 (7804)**	US Highway 27/ US Highway 441	Marion County Line	2.55	
MA1	**Smitty Rd (7906)**	CR25 (7804)	Marion County Rd (8010)	1.50	
MA1	**CR 25A (3709)**	US Highway 27	US Highway 27	1.58	
MA1, MA2	**CR 33 (2409) / (3009)**	State Road 50	US Highway 27	13.43	
MA2	**Austin Merritt Rd.**	Youth Camp Rd	CR 33	1.91	
MA2	**Youth Camp Rd**	Austin Merritt Rd	End of County Maintenance	2.17	
MA2	**Bridges Rd**	CR 33	US 27	2.61	
MA1	**CR 470 (3105)**	Sumter County Line	County Road 33	3.98	
MA1	**CR 468 (5205)**	State Road 44	W. Berckman St	3.18	
MA1	**CR 466A / Miller St (5803)**	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18	
MA1	**Cherry Lake Rd**	Lake Ella Rd.	Sumter County Line	1.03	
MA1	**Lake Ella Rd.**	Cherry Lake Rd	Rolling Acres Rd	2.92	
MA1	**Micro Racetrack Rd**	CR 466/ Miller Bv	Lake Ella Rd	1.74	
MA1	**Rolling Acres Rd**	Timbertop Ln	CR 466	3.72	
MA1	**CR 473 (5036)**	US Highway 441	County Road 44	4.03	
MA1	**Treasure Island Rd**	CR 44	Dead End	2.60	
MA1	**E. Treasure Island Rd**	CR 44	Treasure Island Rd	0.97	
MA1	**N. Treasure Island Rd**	Treasure Island Rd	Dead End	0.65	
MA1	**Poe St**	CR 473	CR 44	1.15	
MA1	**Radio Rd**	Hwy 441	CR 44	3.24	
MA1	**CR 44 Leg A**	CR 44	Professional Dr	0.43	
MA1	**CR 44 (5227) / (5731) / (6143)**	US Highway 441	State Road 19	10.9	
MA1	**Sunnyside Dr**	Sunnyside Dr (3-way stop)	Circle back to Sunnyside Dr (3-way stop)	5.48	Adding 4.16 to make a complete loop around Sunnyside Dr. 5.48 Miles total
MA1	**Sunnyside Dr**	Main St	Sunnyside Dr (3-way stop)	0.45	
MA1	**Johnson Point Rd**	Sunnyside Dr	Dead End	0.38	
MA1	**Powhatan Ave**	Sunnyside Dr	Park St	0.23	
MA1	**Park St**	Powhatan Ave	Cherokee Ave	0.05	
MA1	**Cherokee Ave**	Park St	Hillcrest St	0.16	
MA1	**Hillcrest St**	Cherokee Ave	Powhatan Ave	0.04	
MA1	**Sleepy Hollow Rd**	Sunnyside Dr	Hwy 441	1.18	
MA1	**Tomato Hill Rd**	Sunnyside Dr	Hwy 441	0.76	
MA1	**Old Tavares Rd**	Dead End	Sleepy Hollow Rd	0.71	
MA1	**Tuscawilla Dr**	Sunnyside Dr	Sunnyside Dr	0.67	
MA1	**CR 48 (3007) / (3029) / (3111) / (2903)**	Sumter County Line	State Road 19	13.59	
MA1	**Dewey Robbins Rd.**	US 27	South Dewey Robbins Rd.	2.12	
MA1	**East Dewey Robbins Rd**	South Dewey Robbins Rd	SR 19	2.6	
MA1	**South Dewey Robbins Rd**	Dewey Robbins Rd	East Dewey Robbins Rd	1.01	
MA1	**Turkey Lake Rd**	Dewey Robbins Rd	Number Two Rd	1.75	
MA1	**Number Two Rd**	CR 48	SR 19	5.95	
MA 1	**CR 448 (3156)**	State Road 19	End of County Maintenance	6.53	
MA 1	**CR 448A (3064)**	End of County Maintenance	County Road 448	2.8	
MA 1	**Duda Road (3168)**	County Road 448A	End of County Maintenance	0.58	
MA1	**CR 48 (3056)**	Alamanda Dr	County Road 448A	3.8	
MA1, MA2	**CR 565 / Villa City Road (2215)**	State Road 50	US Highway 27	7.41	
			Total Miles:	177.47	

Maintenance Area	Road Name	Route Back	Route Ahead	Length	Notes
MA2	**CR 565 / Bay Lake Road (0604)**	Van Fleet State Park Entrance	State Road 50	9.49	
MA2	**Bay Lake Lp**	Bay Lake Rd.	Bay Lake Rd.	2.24	
MA2	**Calvin Lee Rd.**	Bay Lake Rd.	DEAD END	2.46	
MA2	**Lake Erie Rd**	Bay Lake Rd.	SR 33	4.98	
MA 2	**Sloans Ridge Rd (1503)**	Bay Lake Rd (0604)	SR50	3.76	
MA 2	**Carter Island Rd (1204)**	End of Pavement	Sloans Ridge Rd (1503)	1.38	
MA 2	**Crawford Rd (1403)**	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18	
MA 2	**Lee Rd (1604)**	Sloans Ridge (1503)	SR50	1.15	
MA 2	**Empire Church Rd (1213)**	Bay Lake Rd (0604)	Pomelo St	4.46	
MA 2	**Mt Pleasant Rd (1412)**	Mascotte Empire Rd (1310)	SR50	1.76	

MA 2	**Carter Jones Rd (1309)**	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47	
MA 2	**Mascotte Empire Rd (1310)**	Empire Church Rd (1310)	Pearl St	2.88	
MA 2	**Ag Rd (1311)**	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14	
MA 2	**CR 561 (3047)**	US Highway 27	State Road 19	12.65	
MA 2	**Sweetwood Ln (2344A)**	CR561 (3047)	Dead End	0.37	
MA 2	**Sugarloaf Mountain Rd (2350)**	CR561 (3047)	CR561A (2146)	3.67	
MA 2	**Hunters Trace Ln (2251)**	Dead End	Sugarloaf Mountain Rd (2350)	0.40	
MA 2	**Sugarloaf Ct (2447)**	Dead End	Sugarloaf Mountain Rd (2350)	0.12	
MA 2	**Leatrice Dr (2244)**	CR561 (3047)	Dead End	0.46	
MA 2	**Cynthia Ln (2344)**	CR561 (3047)	Dead End	0.32	
MA 2	**Florantine Cr (2345)**	Leatrice Dr (2244)	Dead End	0.15	
MA2	**CR 455 (2354)**	State Road 19	State Road 50	14.21	
MA2	**CR 478 / Cherry Lake Road (1829)**	State Road 19	Lakeview Oaks Drive	6.09	
MA2	**Trousdale St (2157)**	CR455 (2354)	3rd Av (2257)	0.59	
MA2	**3rd Ave (2257)**	CR455 (2354)	Trousdale ST (2157)	1.06	
MA2	**Ferndale Community Rd (2256)**	CR455 (2354)	Dead End	0.10	
MA2	**CR 561A (2146)**	County Road 561	County Road 455	3.23	
MA2	**Scrub Jay Rd (1946A)**	Citrus Grove Rd (1946)	CR561A (2146)	1.60	
MA2	**Triple E Rd (2153)**	End of County Maintenance	CR561A (2146)	1.12	
MA2	**Grace Ridge Rd (2254)**	CR455 (2354)	CR561A (2146)	0.44	
MA2	**Bridges Glen Ln (2254A)**	CR561A (2146)	Bridgedale Ct (2254B)	0.24	
MA2	**Bridgedale Ct (2254B)**	Dead End	Dead End	0.17	
MA2	**North Hancock Road (1354)**	FL Turnpike	CR 561A (2146)	1.19	
MA2	**Citrus Grove Rd**	Sidewalk Maintenance	Sidewalk Maintenance	0.82	
MA2	**Old CR 50 (1364) / (1551)**	North Hancock Road	Orange County Line	4.47	
MA2	**Old Hwy 50**	US 27	N. Hancock Rd	1.72	
MA2	**Mohawk Rd.**	Citrus Tower Blvd.	Old Hwy 50	0.50	
MA2	**Blackstill Lake Rd.**	Old Hwy 50	Fosgate Rd	1.62	
MA2	**Fosgate Rd**	Blackstill Lake Rd.	CR 455	1.66	
MA2	**Hartwood Marsh Road**	Regency Hills Dr	Orange County Line	3.22	
MA2	**Lovers Ln**	Hartwood Marsh Rd	Hartwood Lp	0.18	
MA2	**W. Phil C Peters Rd**	End of County Maint.	Orange County Line	0.90	
MA2	**Champagne Dr**	Dead End	Dead End	0.32	
MA2	**Flynn Ct**	End of Concrete Median	Champagne Dr	0.22	
MA2	**CR 561 / Lake Minneola Shores (1733)**	Dianna Place	US Highway 27	4.01	
MA2	**CR 565A (1629)**	Eagles Crossing	Lake Minneola Shores/CR 561	2.43	
MA2	**CR 565A / Montevista Road (1225)**	Pine Island Road	State Road 50	4.67	
MA2	**CR 565B / Pine Island (0926)**	State Road 33	County Road 561	3.67	
MA2	**CR 561 (0634)**	State Road 33	12th Street	11.43	
MA2	**CR 474 (0141)**	State Road 33	US Highway 27	8.64	
			Total Miles:	**137.01**	

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length	Inspection Notes
MA3	**Old 441**	Dora Ave	Mcdonald St	4.58	
MA3	**S. Mt. Homer Rd**	Dora Ave	US 441	0.72	
MA3	**Mt. Homer Rd**	US 441	Kurt St	1.17	
MA3	**David Walker Dr**	US 441	Kurt St	1.08	
MA3	**Dillard Rd**	Huffstetler Dr	US 441	0.27	
MA3	**Lakeshore Dr**	Mission Ave	Donna St	1.78	
MA3	**Lakeshore Dr (5154)**	Lake Eustis Dr	Bay St	1.75	Modify Limits to include all of Lakeshore Dr. ADDING 1.42 MILES. - 1.75 MILES TOTAL
MA3	**Lake Eustis Dr**	32828 Lake Eustis Dr	Lakeshore Dr	0.95	
MA3	**CR 44 (6068)**	State Road 19	State Road 44B	5.08	
MA3	**CR 44A (6286)**	County Road 44 Bypass	State Road 44	10.29	
MA3	**CR 439 (7483)**	State Road 44	County Road 42	7.75	
MA3	**CR 445 (9285)**	State Road 19	County Road 445A	10.81	
MA3	**CR 445A (9482)**	State Road 19	State Road 40	4.10	
MA3	**CR 44A (6678) / (7077) / (7375)**	County Road 44A	Skyline Drive	4.86	
MA3	**CR 450 / Collins St (7978)**	State Road 19	County Road 42	3.42	
MA3	**CR 450A (7270)**	Marshall St	County Road 44A	2.21	
MA3	**CR 450 / Ocala St (7850)**	Marion County Line	611 Ocala St	4.84	
MA3	**CR 46A**	SR44	Park Entrance	3.20	
MA3	**Round Lake Rd**	Orange County Line	Wolf Branch Rd	2.01	
MA3	**Wolf Branch Rd**	US 441	CR 437	4.65	
MA3	**CR 437 (3986) / (5386)**	Orange County Line	County Road 44A	6.22	
MA3	**Greentree Ln (6186)**	Dead End	CR437 (5386)	0.55	
MA3	**Leonard Way (6087)**	CR437 (5386)	Dead End	0.75	
MA3	**Appaloosa Tl (4987)**	Shetland Tl (4787)	Windy Oak (4987A)	0.56	
MA3	**Shetland Tl (4787)**	CR437 (3986)	Gere Ln (4787C)	0.61	
MA3	**Gere Ln (4787C)**	Shetland Tl (4787)	Dead End	0.25	
MA3	**Thoroughbred Tl (4787A)**	Dead End	Dead End	0.81	
MA3	**Welsh Tl (4787B)**	Shetland Tl (4787)	Dead End	0.50	
MA3	**Palamino Tl (4887)**	CR437 (5386)	Welsh Tl (4787B)	0.42	
MA3	**Rolling Oak Rd (5087)**	CR437 (5386)	Windy Oak (4987A)	1.17	
MA3	**Glenn Oak Av (4987B)**	Rolling Oak Rd (5087)	Dead End	0.06	
MA3	**Windy Oak St (4987A)**	Rolling Oak Rd (5087)	Dead End	0.86	
MA3	**Integrity Way (4886)**	Equestrian Tl	CR437 (5386)	0.57	
MA3	**Strawberry Av (4486B)**	Sixth St (4486C)	CR437 (5386)	0.19	
MA3	**Sixth St (4486C)**	End of County Maintenance	Strawberry Av (4486B)	0.05	
MA3	**Long Acres Dr (4487A)**	SR46	Hilldale Av (4486E)	0.27	
MA3	**Hilldale Av (4486E)**	Dead End	Long Acres Rd (4487A)	0.26	
MA3	**Heavenly Way (4486D)**	End of County Maintenance	Dead End	0.11	
MA3	**Carroll Av (4387)**	Dead End	Dead End	0.32	
MA3	**Mt Plymouth Lp (4488)**	SR46	SR46	0.33	
MA3	**Niles St (4488A)**	SR46	End of County Maintenance	0.36	
MA3	**Hojin St (4489)**	SR46	Dead End	0.21	
MA3	**Wekiva Pines Bv (4498)**	SR46	Dead End	0.86	
MA3	**Whispering Pines Ct (4498A)**	Dead End	Wekiva Pines Bv (4498)	0.08	
MA3	**Quail Hollow Rd (4498B)**	End of County Maintenance	Wekiva Pines Bv (4498)	0.16	

MA3	**Wekiva River Rd (4298)**	End of County Maintenance	SR46	1.48	
MA3	**Wacassa Tl (4298A)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50	
MA3	**Okaloosa Tl (4198A)**	Wekiva River Rd (4298)	Dead End	0.89	
MA3	**Holopaw Tl (4198)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3	**Chipola Tl (4098B)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43	
MA3	**Nocatee Tl (4198B)**	Dead End	Dead End	0.53	
MA3	**Sleepy Bear Ln**	Dead End	SR 46	1.76	
MA3	**Arundel Wy (5189)**	Dead End	CR46A	0.63	
MA3	**Little Hampton Ct (5189A)**	End of County Maintenance	Arundel Wy (5189)	0.38	
MA3	**Seminole Springs Bv (5489)**	CR46A (4891)	SR44	0.58	
MA3	**Droty Spring**	CR 46A	Dead End	0.82	
MA3	**Sahara Ct**	CR 46A	Both Dead Ends	0.40	
MA3	**Sorrento Ave**	22434 SR 46	CR 46A	4.11	
MA3	**CR 435**	Orange County Line	Sorrento Av	1.67	
MA3	**Tanglewood Dr (6092)**	SR44	Dead End	0.24	
MA3	**Reserve Dr (6594)**	SR44	Dead End	0.33	
MA3	**Rachel Ln (6695)**	SR44	End of County Maintenance	0.47	
MA3	**Brantley Branch Rd (6797)**	SR44	End of County Maintenance/Pavement	0.51	
MA3	**Benton Dr (7897F)**	SR44	SR44	0.34	
MA3	**Overlook Dr (7898C)**	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24	
MA3	**South Lake Dr (7898B)**	Lake Dr (7898A)	Lake Dr (7898A)	0.24	
MA3	**Hillcrest Dr (7898D)**	End of County Maintenance	Forest Dr (7498)	0.28	
MA3	**Forest Dr (7498)**	End of County Maintenance	Hillcrest Dr (7898D)	1.42	
MA3	**Laurel Ct (7598)**	Forest Dr (7498)	Dead End	0.23	
MA3	**Lakeview Dr (7898)**	SR44	End of County Maintenance	0.15	
MA2	**Lake Dr (7898A)**	SR44	End of County Maintenance	0.44	
MA3	**Oak Av (7798)**	SR44	County Rd (7798A)	0.28	
MA3	**Country Rd (7798A)**	Oak Av (7798)	Swift Rd (7798B)	0.42	
MA3	**Swift Rd (7798B)**	End of County Maintenance	Country Rd (7798A)	2.02	
MA3	**Spruce Dr (7897G)**	Beach Rd (7897H)	SR44	0.26	
MA3	**Beach Rd (7897H)**	Spruce Dr (7897G)	End of Pavement	0.21	
MA3	**Pinecrest Rd (7997B)**	Beach Rd	Dead End	0.22	
MA3	**Pine Rd (8099)**	SR44	End of County Maintenance	0.61	
MA3	**Highland Lakes Rd (8198M)**	Dogwood Av (8198K)	SR44	0.56	
MA3	**Dogwood Av (8198K)**	Dead End	End of Pavement	0.26	
MA3	**Division St (8198L)**	End of County Maintenance	Dogwood Av (8198K)	0.87	
MA3	**Cherry Av (8198J)**	Dead End	Dead End	0.25	
MA3	**Beech Av (8198I)**	Dead End	Dead End	0.25	
MA3	**Ash Av (8198H)**	Dead End	Dead End	0.25	
MA3	**Ponderosa Av (8599)**	Dead End	SR44	1.53	
MA3	**Chippewa Av (8498)**	Dead End	Ponderosa Av (8599)	0.65	
MA3	**Natchez St (8499)**	Dead End	Ponderosa Av (8599)	0.65	
MA3	**Choctaw St (8599A)**	Ponderosa Av (8599)	Dead End	0.20	
MA3	**Tomohawk Tl (8699)**	Dead End	SR44	0.58	
MA3	**Cummer Rd (8799)**	SR44	End of County Maintenance	1.24	
MA3	**CR 42 (8990) (8181) (8271)**	Marion County Line	State Road 44	19.27	
MA3	**Royal Trails Road (7997)**	State Road 44	Seagrape Avenue	4.15	
MA3	**Wildflower Way (7697A)**	Royal Trails Road	End of County Maintenance	0.44	
MA3	**Greenbrier Street (7697)**	Coconut Avenue	Royal Trails Road	0.70	
MA3	**Coconut Avenue (7597)**	Wildflower Way	End of County Maintenance	0.15	
MA3	**Redoak Avenue (7797)**	Jericho Trail	Royal Trails Road	0.43	
MA3	**Jericho Trail (7696A)**	End of Pavement	Dead End	0.31	
MA3	**Poppy Avenue (7797D)**	Jericho Trail	Flag Street	0.18	
MA3	**Flag Street (7797E)**	Dead End	Dead End	0.11	
MA3	**Redgum Court (7897B)**	Royal Trails Road	Dead End	0.07	
MA3	**Aster Court (7897C)**	Royal Trails Road	Dead End	0.09	
MA3	**Maggie Jones Road (8190)**	End of Pavement	Royal Trails Road	2.34	
MA3	**Teak Avenue (7997A)**	Royal Trails Road	Dead End	0.06	
MA3	**Daffodil Avenue (8097A)**	Royal Trails Road	Daffodil Court	0.12	
MA3	**Daffodil Court (8097B)**	Dead End	Dead End	0.16	
MA3	**West Thyme Avenue (8097C)**	Royal Trails Road	Dead End	0.58	
MA3	**West Thyme Court (8097D)**	West Thyme Avenue	Dead End	0.09	
MA3	**Thyme Court (8097E)**	West Thyme Avenue	Dead End	0.09	
MA3	**Shady Rose Court (8097F)**	West Thyme Avenue	Dead End	0.06	
MA3	**Poinciana Street (8097)**	Tamarac Street	Alder Avenue	1.31	
MA3	**Alder Avenue (7998)**	Poinciana Street	Dead End	0.72	
MA3	**Alder Way (7998A)**	Alder Avenue	Dead End	0.18	
MA3	**Alder Court (7998B)**	Alder Avenue	Dead End	0.11	
MA3	**Apple Street (7998D)**	Alder Avenue	East Thyme Avenue	0.45	
MA3	**East Thyme Avenue (8098B)**	Dead End	Dead End	0.50	
MA3	**Ligustrum Street (8098C)**	East Thyme Avenue	Dead End	0.16	
MA3	**Datura Street (8098D)**	East Thyme Avenue	Dead End	0.18	
MA3	**Aspen Street (8098E)**	Alder Avenue	Dead End	0.89	
MA3	**Aspen Court (8098F)**	Aspen Street	Dead End	0.08	
MA3	**Nutmeg Avenue (8198)**	Dead End	Dead End	1.01	
MA3	**Mango Street (8198A)**	Dead End	Dead End	0.27	
MA3	**Iris Street (8198B)**	Nutmeg Avenue	Dead End	0.06	
MA3	**Cassia Street (8198C)**	Nutmeg Avenue	Dead End	0.18	
MA3	**Lily Street (8198D)**	Nutmeg Avenue	Dead End	0.06	
MA3	**Abele Street (8198E)**	Nutmeg Avenue	Dead End	0.18	
MA3	**Dahlia Street (8198F)**	Larkspur Avenue	Dead End	0.43	
MA3	**Dahlia Court (8198G)**	Dahlia Street	Dead End	0.15	
MA3	**Locust Street (8098H)**	Larkspur Avenue	Nutmeg Avenue	0.24	
MA3	**Larkspur Avenue (8098G)**	Dead End	Dead End	0.25	
MA3	**East Veronica Avenue (8098)**	Apple Street	Dead End	0.31	
MA3	**Balsam Street (7998C)**	Veronica Avenue	Dead End	0.21	
MA3	**West Veronica Avenue (8098I)**	Persimmon Street	Apple Street	0.30	
MA3	**Veronica Court (8098A)**	West Veronica Avenue	Dead End	0.05	
MA3	**Persimmon Street (7998E)**	Alder Avenue	Dead End	0.40	
MA3	**Hawthorn Avenue (8097H)**	Poinciana Street	Persimmon Street	0.26	
MA3	**Banana Street (8097G)**	Poinciana Street	Dead End	0.14	

MA3	**Vitex Avenue (8197)**	Poinciana Street	Dead End	0.26	
MA3	**Vitex Court (8197A)**	Vitex Avenue	Dead End	0.10	
MA3	**Viola Avenue (8097I)**	Poinciana Street	Dead End	0.20	
MA3	**Viola Way (8097J)**	Viola Avenue	Dead End	0.14	
MA3	**Taramac Street (8197C)**	Dead End	Dead End	0.62	
MA3	**Violet Avenue (8197B)**	Tamarac Street	Royal Trails Road	0.12	
MA3	**Saffron Avenue (8297)**	End of Pavement	Dead End	0.94	
MA3	**West Saffron Court (8297C)**	Saffron Avenue	Dead End	0.10	
MA3	**West Cashew Court (8297D)**	Saffron Avenue	Dead End	0.12	
MA3	**Cashew Street (8298A)**	Cameron Lane	Quince Avenue	0.53	
MA3	**East Cashew Court (8298E)**	Saffron Avenue	Dead End	0.14	
MA3	**East Saffron Court (8298F)**	Saffron Avenue	Dead End	0.13	
MA3	**Fir Street (8298G)**	Saffron Avenue	Tulip Avenue	0.24	
MA3	**Tulip Avenue (8298H)**	Fir Street	Dead End	0.26	
MA3	**Chinaberry Street (8298)**	Chinaberry Way	Dead End	1.07	
MA3	**Quince Avenue (8297A)**	Royal Trails Road	Dead End	0.85	
MA3	**Chinaberry Court (8298D)**	Chinaberry Street	Dead End	0.08	
MA3	**Chinaberry Way (8298C)**	Dead End	Dead End	0.11	
MA3	**Kumquat Avenue (8298B)**	Cashew Street	Dead End	0.37	
MA3	**Cinnamon Avenue (8397A)**	Royal Trails Road	Apricot Avenue	0.12	
MA3	**Apricot Avenue (8397)**	Seagrape Avenue	Seagrape Avenue	1.05	
MA3	**East Bluebell Avenue (8397D)**	Apricot Avenue	Dead End	0.16	
MA3	**Banyan Street (8397E)**	East Bluebell Avenue	Seagrape Avenue	0.18	
MA3	**Seagrape Avenue (8397H)**	Apricot Avenue	Dead End	0.76	
MA3	**Honeysuckle Street (8397C)**	West Bluebell Avenue	Seagrape Avenue	0.18	
MA3	**West Bluebell Avenue (8397B)**	Apricot Avenue	Dead End	0.21	
MA3	**Apricot Way (8397G)**	Apricot Avenue	Dead End	0.15	
			Total Mile:	**170.53**	

Total Miles (ALL AREAS): **485.01**

LAKE COUNTY, FL
REAL FLORIDA • REAL CLOSE

MODIFICATION OF CONTRACT

Modification Number:One (1) Effective Date: 5/1/2022	Contract Number: 22-711 Title: Aero Groundtek, LLC Effective Date: 04/01/2022
Contracting Officer: Sandra Rogers, CPPB E-mail: srogers@lakecountyfl.gov Telephone Number: (352) 343-9832	Contractor Name and Address: Name: Aero Groundtek, LLC Address: 858 Maguire Road City: Ocoee, Florida 34761 ATTENTION: Gregory Bori
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and return this form to Procurement Services within ten (10) days after receipt. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.

DESCRIPTION OF MODIFICATION: Contract modification to updated Master Mowing List. Changes are noted in yellow and green.

See revised Master Mowing List attached.

CONTRACTOR SIGNATURE BLOCK	LAKE COUNTY SIGNATURE BLOCK
Signature: Gregory Bori Print Name: Gregory Bori Title: General Manager Date: 5/4/2022 E-mail: gbori@groundtek.com Secondary E-mail:	Signature: Print Name: Sandra Rogers Title: Contracting Officer Date: Digitally signed by Sandra Rogers Date: 2022.05.04 13:40:03 -04'00'

Distribution:
Original – Bid File
Copy – Contractor
Contracting Officer

Maintenance Area	Road Name	Route Back	Route Ahead	Length
MA1	**CR 452 (6743)**	State Road 19	Marion County Line	10.2
MA1	**Bobwhite Bv (6939B)**	Quail Ridge Cr (6939)	CR452 (6743)	0.24
MA1	**Quail Ridge Cir (6939)**	Dead End	Felkins Rd (6938)	0.76
MA1	**Pheasant Tl (6939C)**	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25
MA1	**Sandpiper Dr (7039)**	CR452 (6743)	End of County Maintenance	0.13
MA1	**Emeralda Av (6335)**	CR44 (7528)	Emeralda Island Rd (7528)	0.77
MA1	**Jackson River Rd (7825)**	Dead End	Emeralda Island Rd (7528)	0.18
MA1	**Emeralda Island Rd (7528)**	Emeralda Av (6335)	CR452 (6743)	7.99
MA1	**N Emeralda Island Rd (8031)**	Emeralda Island Rd (7528)	Dead End	0.80
MA1,3	**N Em-En-El Grove Rd (8134)**	North Emeralda Island Rd (8031)	Dead End	1.18
MA1	**Goose Prairie Rd (6737)**	Emeralda Av (6335)	CR452 (6743)	1.87
MA1	**Felkins Rd (6938)**	Goose Prairie Rd (6737)	CR452 (6743)	0.76
MA1	**S Em-En-El Grove Rd (7837)**	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22
MA1	**Em-En-El Grove Rd (8037)**	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43
MA1	**Thomas Boat Landing Rd (7940)**	Dead End	End of County Maintenance	2.17
MA1	**Haywood Grove Rd (8109)**	Marion County Rd (8010)	Marion County Line	0.50
MA1	**Marion County Rd (8010)**	CR25 (7804)	Lake Griffin Rd (7611)	5.54
MA1	**Grays Airport Rd (7310)**	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76
MA1	**Griffin Av (7807)**	CR25	Grays Airport Rd (7310)	2.82
MA1	**Griffin Av (7807)**	Jeffrey Dr	CR25	0.31
MA1	**Lake Griffin Rd (7611)**	Lemon St (7405)	End of County Maintenance / Pine Island Fish Camp	6.76
MA1	**CR 25 (7804)**	US Highway 27/ US Highway 441	Marion County Line	2.55
MA1	**Smitty Rd (7906)**	CR25 (7804)	Marion County Rd (8010)	1.50
MA1	**CR 25A (3709)**	US Highway 27	US Highway 27	1.58
MA1, MA2	**CR 33 (2409) / (3009)**	State Road 50	US Highway 27	13.43
MA2	**Austin Merritt Rd.**	Youth Camp Rd	CR 33	1.91
MA2	**Youth Camp Rd**	Austin Merritt Rd	End of County Maintenance	2.17
MA2	**Bridges Rd**	CR 33	US 27	2.61
MA1	**CR 470 (3105)**	Sumter County Line	County Road 33	3.98
MA1	**CR 468 (5205)**	State Road 44	W. Berckman St	3.18
MA1	**CR 466A / Miller St (5803)**	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18
MA1	**Cherry Lake Rd**	Lake Ella Rd.	Sumter County Line	1.03
MA1	**Lake Ella Rd.**	Cherry Lake Rd	Rolling Acres Rd	2.92
MA1	**Micro Racetrack Rd**	CR 466/ Miller Bv	Lake Ella Rd	1.74
MA1	**Rolling Acres Rd**	Timbertop Ln	CR 466	3.72
MA1	**CR 473 (5036)**	US Highway 441	County Road 44	4.03
MA1	**Treasure Island Rd**	CR 44	Dead End	2.60
MA1	**E. Treasure Island Rd**	CR 44	Treasure Island Rd	0.97
MA1	**N. Treasure Island Rd**	Treasure Island Rd	Dead End	0.65
MA1	**Poe St**	CR 473	CR 44	1.15
MA1	**Radio Rd**	Hwy 441	CR 44	3.24
MA1	**CR 44 Leg A**	CR 44	Professional Dr	0.43
MA1	**CR 44 (5227) / (5731) / (6143)**	US Highway 441	State Road 19	10.9
MA1	**Sunnyside Dr**	Tuscawilla Dr	Tuscawilla Dr	1.32
MA1	**Sunnyside Dr**	Main St	Sunnyside Dr (3-way stop)	0.45
MA1	**Sleepy Hollow Rd**	Sunnyside Dr	Hwy 441	1.18
MA1	**Tomato Hill Rd**	Sunnyside Dr	Hwy 441	0.76
MA1	**Old Tavares Rd**	Dead End	Sleepy Hollow Rd	0.71
MA1	**Tuscawilla Dr**	Sunnyside Dr	Sunnyside Dr	0.67
MA1	**CR 48 (3007) / (3029) / (3111) / (2903)**	Sumter County Line	State Road 19	13.59
MA1	**Dewey Robbins Rd.**	US 27	South Dewey Robbins Rd.	2.12
MA1	**East Dewey Robbins Rd**	South Dewey Robbins Rd	SR 19	2.6
MA1	**South Dewey Robbins Rd**	Dewey Robbins Rd	East Dewey Robbins Rd	1.01
MA1	**Turkey Lake Rd**	Dewey Robbins Rd	Number Two Rd	1.75
MA1	**Number Two Rd**	CR 48	SR 19	5.95
MA 1 (Prev. MA2)	**CR 448 (3156)**	State Road 19	End of County Maintenance	6.53
MA 1 (Prev. MA2)	**CR 448A (3064)**	End of County Maintenance	County Road 448	2.8
MA 1 (Prev. MA2)	**Duda Road (3168)**	County Road 448A	End of County Maintenance	0.58
MA1	**CR 48 (3056)**	Alamanda Dr	County Road 448A	3.8
MA1, MA2	**CR 565 / Villa City Road (2215)**	State Road 50	US Highway 27	7.41
			Total Miles:	**171.34**

Maintenance Area	Road Name	Route Back	Route Ahead	Length
MA2 (Prev. MA1)	**CR 565 / Bay Lake Road (0604)**	Van Fleet State Park Entrance	State Road 50	9.49
MA2	**Bay Lake Lp**	Bay Lake Rd.	Bay Lake Rd.	2.24
MA2	**Calvin Lee Rd.**	Bay Lake Rd.	DEAD END	2.46
MA2	**Lake Erie Rd**	Bay Lake Rd.	SR 33	4.98
MA 2	**Sloans Ridge Rd (1503)**	Bay Lake Rd (0604)	SR50	3.76
MA 2	**Carter Island Rd (1204)**	End of Pavement	Sloans Ridge Rd (1503)	1.38
MA 2	**Crawford Rd (1403)**	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18
MA 2	**Lee Rd (1604)**	Sloans Ridge (1503)	SR50	1.15
MA 2	**Empire Church Rd (1213)**	Bay Lake Rd (0604)	Pomelo St	4.46
MA 2	**Mt Pleasant Rd (1412)**	Mascotte Empire Rd (1310)	SR50	1.76
MA 2	**Carter Jones Rd (1309)**	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47
MA 2	**Mascotte Empire Rd (1310)**	Empire Church Rd (1310)	Pearl St	2.88
MA 2	**Ag Rd (1311)**	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14
MA 2	**CR 561 (3047)**	US Highway 27	State Road 19	12.65
MA 2	**Sweetwood Ln (2344A)**	CR561 (3047)	Dead End	0.37
MA 2	**Sugarloaf Mountain Rd (2350)**	CR561 (3047)	CR561A (2146)	3.67
MA 2	**Hunters Trace Ln (2251)**	Dead End	Sugarloaf Mountain Rd (2350)	0.40
MA 2	**Sugarloaf Ct (2447)**	Dead End	Sugarloaf Mountain Rd (2350)	0.12
MA 2	**Leatrice Dr (2244)**	CR561 (3047)	Dead End	0.46
MA 2	**Cynthia Ln (2344)**	CR561 (3047)	Dead End	0.32
MA 2	**Florantine Cr (2345)**	Leatrice Dr (2244)	Dead End	0.15
MA2	**CR 455 (2354)**	State Road 19	State Road 50	14.21
MA2	**CR 478 / Cherry Lake Road (1829)**	State Road 19	Lakeview Oaks Drive	6.09
MA2	**Trousdale St (2157)**	CR455 (2354)	3rd Av (2257)	0.59
MA2	**3rd Ave (2257)**	CR455 (2354)	Trousdale ST (2157)	1.06
MA2	**Ferndale Community Rd (2256)**	CR455 (2354)	Dead End	0.10
MA2	**CR 561A (2146)**	County Road 561	County Road 455	3.23
MA2	**Scrub Jay Rd (1946A)**	Citrus Grove Rd (1946)	CR561A (2146)	1.60
MA2	**Triple E Rd (2153)**	End of County Maintenance	CR561A (2146)	1.12
MA2	**Grace Ridge Rd (2254)**	CR455 (2354)	CR561A (2146)	0.44
MA2	**Bridges Glen Ln (2254A)**	CR561A (2146)	Bridgedale Ct (2254B)	0.24
MA2	**Bridgedale Ct (2254B)**	Dead End	Dead End	0.17
MA2	**North Hancock Road (1354)**	FL Turnpike	CR 561A (2146)	1.19
MA2	**Citrus Grove Rd**	Sidewalk Maintenance	Sidewalk Maintenance	0.82
MA2	**Old CR 50 (1364) / (1551)**	North Hancock Road	Orange County Line	4.47
MA2	**Old Hwy 50**	US 27	N. Hancock Rd	1.72
MA2	**Mohawk Rd.**	Citrus Tower Blvd.	Old Hwy 50	0.50
MA2	**Blackstill Lake Rd.**	Old Hwy 50	Fosgate Rd	1.62
MA2	**Fosgate Rd**	Blackstill Lake Rd.	CR 455	1.66
MA2	**Hartwood Marsh Road**	Regency Hills Dr	Orange County Line	3.22
MA2	**Lovers Ln**	Hartwood Marsh Rd	Hartwood Lp	0.18
MA2	**W. Phil C Peters Rd**	End of County Maint.	Orange County Line	0.90
MA2	**Champagne Dr**	Dead End	Dead End	0.32
MA2	**Flynn Ct**	End of Concrete Median	Champagne Dr	0.22
MA2	**CR 561 / Lake Minneola Shores (1733)**	Dianna Place	US Highway 27	4.01
MA2	**CR 565A (1629)**	Eagles Crossing	Lake Minneola Shores/CR 561	2.43
MA2	**CR 565A / Montevista Road (1225)**	Pine Island Road	State Road 50	4.67
MA2	**CR 565B / Pine Island (0926)**	State Road 33	County Road 561	3.67
MA2	**CR 561 (0634)**	State Road 33	12th Street	11.43
MA2	**CR 474 (0141)**	State Road 33	US Highway 27	8.64
			Total Miles:	**137.01**

Maintenance Area	Roadside Inspection Sheet	Route Back	Route Ahead	Length
MA3	**Old 441**	Dora Ave	Mcdonald St	4.58
MA3	**S. Mt. Homer Rd**	Dora Ave	US 441	0.72
MA3	**Mt. Homer Rd**	US 441	Kurt St	1.17
MA3	**David Walker Dr**	US 441	Kurt St	1.08
MA3	**Dillard Rd**	Huffstetler Dr	US 441	0.27
MA3	**Lakeshore Dr**	Mission Ave	Donna St	1.78
MA3	**Lakeshore Dr (5154)**	Lake Eustis Dr	1000' NE of Clay	0.33
MA3	**Lake Eustis Dr**	32828 Lake Eustis Dr	Lakeshore Dr	0.95
MA3	**CR 44 (6068)**	State Road 19	State Road 44B	5.08
MA3	**CR 44A (6286)**	County Road 44 Bypass	State Road 44	10.29
MA3	**CR 439 (7483)**	State Road 44	County Road 42	7.75

MA3	**CR 445 (9285)**	State Road 19	County Road 445A	10.81
MA3	**CR 445A (9482)**	State Road 19	State Road 40	4.10
MA3	**CR 44A (6678) / (7077) / (7375)**	County Road 44A	Skyline Drive	4.86
MA3	**CR 450 / Collins St (7978)**	State Road 19	County Road 42	3.42
MA3	**CR 450A (7270)**	Marshall St	County Road 44A	2.21
MA3	**CR 450 / Ocala St (7850)**	Marion County Line	611 Ocala St	4.84
MA3	**CR 46A**	SR44	Park Entrance	3.20
MA3	**Round Lake Rd**	Orange County Line	Wolf Branch Rd	2.01
MA3	**Wolf Branch Rd**	US 441	CR 437	4.65
MA3	**CR 437 (3986) / (5386)**	Orange County Line	County Road 44A	6.22
MA3	**Greentree Ln (6186)**	Dead End	CR437 (5386)	0.55
MA3	**Leonard Way (6087)**	CR437 (5386)	Dead End	0.75
MA3	**Appaloosa Tl (4987)**	Shetland Tl (4787)	Windy Oak (4987A)	0.56
MA3	**Shetland Tl (4787)**	CR437 (3986)	Gere Ln (4787C)	0.61
MA3	**Gere Ln (4787C)**	Shetland Tl (4787)	Dead End	0.25
MA3	**Thoroughbred Tl (4787A)**	Dead End	Dead End	0.81
MA3	**Welsh Tl (4787B)**	Shetland Tl (4787)	Dead End	0.50
MA3	**Palamino Tl (4887)**	CR437 (5386)	Welsh Tl (4787B)	0.42
MA3	**Rolling Oak Rd (5087)**	CR437 (5386)	Windy Oak (4987A)	1.17
MA3	**Glenn Oak Av (4987B)**	Rolling Oak Rd (5087)	Dead End	0.06
MA3	**Windy Oak St (4987A)**	Rolling Oak Rd (5087)	Dead End	0.86
MA3	**Integrity Way (4886)**	Equestrian Tl	CR437 (5386)	0.57
MA3	**Strawberry Av (4486B)**	Sixth St (4486C)	CR437 (5386)	0.19
MA3	**Sixth St (4486C)**	End of County Maintenance	Strawberry Av (4486B)	0.05
MA3	**Long Acres Dr (4487A)**	SR46	Hilldale Av (4486E)	0.27
MA3	**Hilldale Av (4486E)**	Dead End	Long Acres Rd (4487A)	0.26
MA3	**Heavenly Way (4486D)**	End of County Maintenance	Dead End	0.11
MA3	**Carroll Av (4387)**	Dead End	Dead End	0.32
MA3	**Mt Plymouth Lp (4488)**	SR46	SR46	0.33
MA3	**Niles St (4488A)**	SR46	End of County Maintenance	0.36
MA3	**Hojin St (4489)**	SR46	Dead End	0.21
MA3	**Wekiva Pines Bv (4498)**	SR46	Dead End	0.86
MA3	**Whispering Pines Ct (4498A)**	Dead End	Wekiva Pines Bv (4498)	0.08
MA3	**Quail Hollow Rd (4498B)**	End of County Maintenance	Wekiva Pines Bv (4498)	0.16
MA3	**Wekiva River Rd (4298)**	End of County Maintenance	SR46	1.48
MA3	**Wacassa Tl (4298A)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50
MA3	**Okaloosa Tl (4198A)**	Wekiva River Rd (4298)	Dead End	0.89
MA3	**Holopaw Tl (4198)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
MA3	**Chipola Tl (4098B)**	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
MA3	**Nocatee Tl (4198B)**	Dead End	Dead End	0.53
MA3	**Sleepy Bear Ln**	Dead End	SR 46	1.76
MA3	**Arundel Wy (5189)**	Dead End	CR46A	0.63
MA3	**Little Hampton Ct (5189A)**	End of County Maintenance	Arundel Wy (5189)	0.38
MA3	**Seminole Springs Bv (5489)**	CR46A (4891)	SR44	0.58
MA3	**Droty Spring**	CR 46A	Dead End	0.82
MA3	**Sahara Ct**	CR 46A	Both Dead Ends	0.40
MA3	**Sorrento Ave**	22434 SR 46	CR 46A	4.11
MA3	**CR 435**	Orange County Line	Sorrento Av	1.67
MA3	**Tanglewood Dr (6092)**	SR44	Dead End	0.24
MA3	**Reserve Dr (6594)**	SR44	Dead End	0.33
MA3	**Rachel Ln (6695)**	SR44	End of County Maintenance	0.47
MA3	**Brantley Branch Rd (6797)**	SR44	End of County Maintenance/Pavement	0.51
MA3	**Benton Dr (7897F)**	SR44	SR44	0.34
MA3	**Overlook Dr (7898C)**	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24
MA3	**South Lake Dr (7898B)**	Lake Dr (7898A)	Lake Dr (7898A)	0.24
MA3	**Hillcrest Dr (7898D)**	End of County Maintenance	Forest Dr (7498)	0.28
MA3	**Forest Dr (7498)**	End of County Maintenance	Hillcrest Dr (7898D)	1.42
MA3	**Laurel Ct (7598)**	Forest Dr (7498)	Dead End	0.23
MA3	**Lakeview Dr (7898)**	SR44	End of County Maintenance	0.15
MA2	**Lake Dr (7898A)**	SR44	End of County Maintenance	0.44
MA3	**Oak Av (7798)**	SR44	County Rd (7798A)	0.28
MA3	**Country Rd (7798A)**	Oak Av (7798)	Swift Rd (7798B)	0.42
MA3	**Swift Rd (7798B)**	End of County Maintenance	Country Rd (7798A)	2.02
MA3	**Spruce Dr (7897G)**	Beach Rd (7897H)	SR44	0.26
MA3	**Beach Rd (7897H)**	Spruce Dr (7897G)	End of Pavement	0.21
MA3	**Pinecrest Rd (7997B)**	Beach Rd	Dead End	0.22
MA3	**Pine Rd (8099)**	SR44	End of County Maintenance	0.61
MA3	**Highland Lakes Rd (8198M)**	Dogwood Av (8198K)	SR44	0.56
MA3	**Dogwood Av (8198K)**	Dead End	End of Pavement	0.26

MA3	**Division St (8198L)**	End of County Maintenance	Dogwood Av (8198K)	0.87
MA3	**Cherry Av (8198J)**	Dead End	Dead End	0.25
MA3	**Beech Av (8198I)**	Dead End	Dead End	0.25
MA3	**Ash Av (8198H)**	Dead End	Dead End	0.25
MA3	**Ponderosa Av (8599)**	Dead End	SR44	1.53
MA3	**Chippewa Av (8498)**	Dead End	Ponderosa Av (8599)	0.65
MA3	**Natchez St (8499)**	Dead End	Ponderosa Av (8599)	0.65
MA3	**Choctaw St (8599A)**	Ponderosa Av (8599)	Dead End	0.20
MA3	**Tomohawk Tl (8699)**	Dead End	SR44	0.58
MA3	**Cummer Rd (8799)**	SR44	End of County Maintenance	1.24
MA3	**CR 42 (8990) (8181) (8271)**	Marion County Line	State Road 44	19.27
MA3	**Royal Trails Road (7997)**	State Road 44	Seagrape Avenue	4.15
MA3	**Wildflower Way (7697A)**	Royal Trails Road	End of County Maintenance	0.44
MA3	**Greenbrier Street (7697)**	Coconut Avenue	Royal Trails Road	0.70
MA3	**Coconut Avenue (7597)**	Wildflower Way	End of County Maintenance	0.15
MA3	**Redoak Avenue (7797)**	Jericho Trail	Royal Trails Road	0.43
MA3	**Jericho Trail (7696A)**	End of Pavement	Dead End	0.31
MA3	**Poppy Avenue (7797D)**	Jericho Trail	Flag Street	0.18
MA3	**Flag Street (7797E)**	Dead End	Dead End	0.11
MA3	**Redgum Court (7897B)**	Royal Trails Road	Dead End	0.07
MA3	**Aster Court (7897C)**	Royal Trails Road	Dead End	0.09
MA3	**Maggie Jones Road (8190)**	End of Pavement	Royal Trails Road	2.34
MA3	**Teak Avenue (7997A)**	Royal Trails Road	Dead End	0.06
MA3	**Daffodil Avenue (8097A)**	Royal Trails Road	Daffodil Court	0.12
MA3	**Daffodil Court (8097B)**	Dead End	Dead End	0.16
MA3	**West Thyme Avenue (8097C)**	Royal Trails Road	Dead End	0.58
MA3	**West Thyme Court (8097D)**	West Thyme Avenue	Dead End	0.09
MA3	**Thyme Court (8097E)**	West Thyme Avenue	Dead End	0.09
MA3	**Shady Rose Court (8097F)**	West Thyme Avenue	Dead End	0.06
MA3	**Poinciana Street (8097)**	Tamarac Street	Alder Avenue	1.31
MA3	**Alder Avenue (7998)**	Poinciana Street	Dead End	0.72
MA3	**Alder Way (7998A)**	Alder Avenue	Dead End	0.18
MA3	**Alder Court (7998B)**	Alder Avenue	Dead End	0.11
MA3	**Apple Street (7998D)**	Alder Avenue	East Thyme Avenue	0.45
MA3	**East Thyme Avenue (8098B)**	Dead End	Dead End	0.50
MA3	**Ligustrum Street (8098C)**	East Thyme Avenue	Dead End	0.16
MA3	**Datura Street (8098D)**	East Thyme Avenue	Dead End	0.18
MA3	**Aspen Street (8098E)**	Alder Avenue	Dead End	0.89
MA3	**Aspen Court (8098F)**	Aspen Street	Dead End	0.08
MA3	**Nutmeg Avenue (8198)**	Dead End	Dead End	1.01
MA3	**Mango Street (8198A)**	Dead End	Dead End	0.27
MA3	**Iris Street (8198B)**	Nutmeg Avenue	Dead End	0.06
MA3	**Cassia Street (8198C)**	Nutmeg Avenue	Dead End	0.18
MA3	**Lily Street (8198D)**	Nutmeg Avenue	Dead End	0.06
MA3	**Abele Street (8198E)**	Nutmeg Avenue	Dead End	0.18
MA3	**Dahlia Street (8198F)**	Larkspur Avenue	Dead End	0.43
MA3	**Dahlia Court (8198G)**	Dahlia Street	Dead End	0.15
MA3	**Locust Street (8098H)**	Larkspur Avenue	Nutmeg Avenue	0.24
MA3	**Larkspur Avenue (8098G)**	Dead End	Dead End	0.25
MA3	**East Veronica Avenue (8098)**	Apple Street	Dead End	0.31
MA3	**Balsam Street (7998C)**	Veronica Avenue	Dead End	0.21
MA3	**West Veronica Avenue (8098I)**	Persimmon Street	Apple Street	0.30
MA3	**Veronica Court (8098A)**	West Veronica Avenue	Dead End	0.05
MA3	**Persimmon Street (7998E)**	Alder Avenue	Dead End	0.40
MA3	**Hawthorn Avenue (8097H)**	Poinciana Street	Persimmon Street	0.26
MA3	**Banana Street (8097G)**	Poinciana Street	Dead End	0.14
MA3	**Vitex Avenue (8197)**	Poinciana Street	Dead End	0.26
MA3	**Vitex Court (8197A)**	Vitex Avenue	Dead End	0.10
MA3	**Viola Avenue (8097I)**	Poinciana Street	Dead End	0.20
MA3	**Viola Way (8097J)**	Viola Avenue	Dead End	0.14
MA3	**Taramac Street (8197C)**	Dead End	Dead End	0.62
MA3	**Violet Avenue (8197B)**	Tamarac Street	Royal Trails Road	0.12
MA3	**Saffron Avenue (8297)**	End of Pavement	Dead End	0.94
MA3	**West Saffron Court (8297C)**	Saffron Avenue	Dead End	0.10
MA3	**West Cashew Court (8297D)**	Saffron Avenue	Dead End	0.12
MA3	**Cashew Street (8298A)**	Cameron Lane	Quince Avenue	0.53
MA3	**East Cashew Court (8298E)**	Saffron Avenue	Dead End	0.14
MA3	**East Saffron Court (8298F)**	Saffron Avenue	Dead End	0.13
MA3	**Fir Street (8298G)**	Saffron Avenue	Tulip Avenue	0.24

MA3	**Tulip Avenue (8298H)**	Fir Street	Dead End	0.26
MA3	**Chinaberry Street (8298)**	Chinaberry Way	Dead End	1.07
MA3	**Quince Avenue (8297A)**	Royal Trails Road	Dead End	0.85
MA3	**Chinaberry Court (8298D)**	Chinaberry Street	Dead End	0.08
MA3	**Chinaberry Way (8298C)**	Dead End	Dead End	0.11
MA3	**Kumquat Avenue (8298B)**	Cashew Street	Dead End	0.37
MA3	**Cinnamon Avenue (8397A)**	Royal Trails Road	Apricot Avenue	0.12
MA3	**Apricot Avenue (8397)**	Seagrape Avenue	Seagrape Avenue	1.05
MA3	**East Bluebell Avenue (8397D)**	Apricot Avenue	Dead End	0.16
MA3	**Banyan Street (8397E)**	East Bluebell Avenue	Seagrape Avenue	0.18
MA3	**Seagrape Avenue (8397H)**	Apricot Avenue	Dead End	0.76
MA3	**Honeysuckle Street (8397C)**	West Bluebell Avenue	Seagrape Avenue	0.18
MA3	**West Bluebell Avenue (8397B)**	Apricot Avenue	Dead End	0.21
MA3	**Apricot Way (8397G)**	Apricot Avenue	Dead End	0.15
			Total Mile:	**169.11**

CONTRACT FOR
ROADSIDE MOWING AND LITTER REMOVAL
RFP# 22-711

This is a contract between Lake County, Florida, a political subdivision of the State of Florida, referred to in this contract as COUNTY, and Aero Groundtek, LLC, a foreign limited liability company registered to do business in the State of Florida, its successors and assigns, referred to in this contract as CONTRACTOR.

WITNESSETH:

WHEREAS, the COUNTY publicly submitted a request for proposals (RFP) #22-711 seeking firms or individuals qualified to provide roadside mowing and liter removal services to the COUNTY; and

WHEREAS, CONTRACTOR wants to perform such services subject to the terms of this contract; and

WHEREAS, the provision of such services will benefit the parties and the residents of Lake County, Florida.

THEREFORE, the parties agree as follows:

1. The foregoing recitals are incorporated herein.

2. The purpose of this contract is for CONTRACTOR to provide roadside mowing and litter removal services in conjunction with the County's needs, hereinafter referred to as the "Service."

3. Scope: On the terms and conditions set forth in this contract, COUNTY hereby engages CONTRACTOR to and CONTRACTOR agrees to provide all labor, materials and equipment to complete the service in accordance with the scope of services, attached hereto and incorporated herein as **Exhibit A**. CONTRACTOR will adhere to the wildflower mowing schedule contained in **Exhibit B** and mowing routes contained in **Exhibit C**. It is understood that the scope of services may be modified by change order as the service progresses, but to be effective and binding, any such change order must be in writing, executed by the parties, and in accordance with the COUNTY'S Purchasing Policies and Procedures.

4. Term: This contract will become in effect upon the date of the Notice to Proceed issued by the COUNTY to the CONTRACTOR. This contract will remain in effect for an initial term of one year. The contract prices will prevail for the full duration of the initial term. Prior to, or upon completion, of the initial term, the COUNTY shall have the option to renew this contract for four additional one-year period(s). Continuation of the contract beyond the initial period, and any option subsequently exercised, is a COUNTY prerogative, and not a right of CONTRACTOR. This prerogative will be exercised only when such continuation is clearly in the best interest of the COUNTY.

5. Licenses and Permits: CONTRACTOR will be solely responsible for obtaining all necessary approvals and permits to complete the Service, unless modified by the COUNTY in the scope of

work. CONTRACTOR will remain appropriately licensed throughout the course of the service. Failure to maintain all required licenses will entitle the COUNTY to terminate this contract. CONTRACTOR will be registered with the Florida Department of State in accordance with the provisions of Chapter 607, Florida Statutes.

6. Conditions: CONTRACTOR acknowledges that it has sufficient understanding of the nature and conditions of the work, including but not limited to, those bearing upon transportation, disposal, handling and storage of materials, availability of water, electric power, and roads, uncertainties of weather, physical conditions, character of equipment and facilities, quality and quantity of surface and subsurface materials, obstacles or conditions of the site. Any failure by CONTRACTOR to acquaint itself with any aspect of the work or with any of the applicable conditions will not relieve CONTRACTOR from responsibility for adequately evaluating the difficulty or cost of successfully performing the work required, nor will it be considered a basis for any claim for additional time or compensation. CONTRACTOR will comply with the specific Public Works terms and conditions contained in **Exhibit E.**

7. Payment: COUNTY shall pay and CONTRACTOR shall accept as full and complete payment for the timely and complete performance of its obligations hereunder as provided in the Pricing Schedule which is attached as **Exhibit D** and which is made a part of this contract by reference. The rates quoted will be deemed to provide full compensation for labor, equipment use, travel time, and any other element of cost or price. CONTRACTOR shall submit an original invoice to the COUNTY after each service has been completed. Submittal of these invoices shall not exceed 30 calendar days beyond the date the service was completed. Under no circumstances shall the invoices be submitted to the COUNTY in advance of the delivery and acceptance of the service. All invoices must contain the contract and purchase order number (if applicable), date and location of delivery or service, and confirmation of acceptance of the goods or services by the appropriate County representative. Failure to submit invoices in the prescribed manner will delay payment, and the vendor may be considered in default of contract and its contract may be terminated. Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes.

8. Funding: In the event any part of this contract or the service, is to be funded by federal, state, or other local agency monies, the CONTRACTOR hereby agrees to cooperate with the COUNTY in order to assure compliance with all requirements of the funding entity applicable to the use of the monies, including providing access to and the right to examine relevant documents related to the Service and as specifically required by the Federal or state granting agency, and receiving no payment until all required forms are completed and submitted. A copy of the requirements shall be supplied to the CONTRACTOR by the COUNTY upon request.

9. County Responsibilities.

A. Project Manager: The COUNTY will designate a COUNTY staff member to act as COUNTY'S Project Manager. It is agreed to by the parties that the COUNTY'S Project Manager will decide all questions, difficulties, or disputes, of whatever nature, which may arise relative to the interpretation of the plans, construction, prosecution and fulfillment of the Scope of Services, and as to the character, quality, amount and value of any work done, and materials furnished, under

or by reason of this Contract. The COUNTY'S Project Manager may appoint representatives as desired that will be authorized to inspect all work done and all materials furnished.

B. The COUNTY will pay in accordance with the provisions set forth in this contract.

C. The COUNTY retains the right to inspect all work to verify compliance with the contract documents. Such inspection may extend to all or any part of the work and to the manufacture, preparation or fabrication of the materials to be used.

10. Contractor Personnel

A. Personnel: CONTRACTOR will assure that all personnel are competent, careful and reliable. All personnel must have sufficient skill and experience to perform their assigned task properly and satisfactorily, to operate any equipment involved, and will make an effort to execute the work in the manner prescribed in the contract documents. When the COUNTY determines that any person is incompetent, unfaithful, intemperate, disorderly or insubordinate, such person will be immediately discharged from the Service and will not again be employed on the Service without the written consent of the COUNTY. Should the CONTRACTOR fail to remove such person or persons, the COUNTY may withhold all payments which are or may become due or may suspend the work with approval of the COUNTY until such orders are complied with. No alcoholic beverages or drugs are permitted on any COUNTY properties. Evidence of alcoholic beverages or drug use by an individual will result in immediate termination from the job site.

B. E-Verify: CONTRACTOR will utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the CONTRACTOR during the term of this contract; and will expressly require any contractor and subcontractors performing work or providing services pursuant to this contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

C. Employment: CONTRACTOR acknowledges and agrees that, in accordance with Section 255.099, Florida Statutes, if the Service assigned to CONTRACTOR is being supported in whole or in part by State funding CONTRACTOR will give preference to the employment of state residents in the performance of the work on the Service if state residents have substantially equal qualifications to those of non-residents. If CONTRACTOR is required to employ state residents, CONTRACTOR will contact the Department of Economic Opportunity to post the employment needs in the State's job bank system. However, if work involving the expenditure of federal aid funds, this section may not be enforced in such a manner as to conflict with or be contrary to federal law prescribing a labor preference to honorably discharged soldiers, sailors, or marines, or prohibiting as unlawful any other preference or discrimination among the citizens of the United States.

D. Criminal Justice Information Services (CJIS): When advised by the COUNTY'S Project Manager, CONTRACTOR'S personnel, subcontractors, and representatives will be required to complete an online training class that includes testing in order to have access to some

secure areas of COUNTY facilities. Fingerprinting may also be required and will be performed by the Lake County Sheriff's Office at no expense to the CONTRACTOR.

E. Background Check: All personnel, subcontractors, and representatives of the CONTRACTOR will be required to submit to the Florida Department of Law Enforcement (1-850-410-8109) for a "Certified Background Check." CONTRACTOR will be responsible for all costs associated with the "Certified Background Check." A copy of the "Certified Background Check" will be supplied to the COUNTY'S Project Manager prior to any work starting. The COUNTY'S Project Manager will notify the CONTRACTOR electronically of approved and denied background checks. Reasons for denials will not be provided.

11. Minimum Wage: The wage rate paid to all laborers, mechanics and apprentices employed by the CONTRACTOR for the work under the contract will not be less than the prevailing wage rates for similar classifications of work as established by the federal government and enforced by the U.S. Department of Labor, Wages and Hours Division, and Florida's Minimum Wage requirements in Article X, Section 24(f) of the Florida Constitution and enforced by the Florida Legislature by statute or the State Agency for Workforce Innovation by rule, whichever is higher.

12. Accident Notification: If in the course of completing work as part of this contract there is an accident that involves the public, the CONTRACTOR shall as soon as possible, inform the COUNTY'S Project Manager of the incident by telephone and email. The CONTRACTOR shall follow up in writing within two business days of the incident. If Law Enforcement was involved and has written a report, the CONTRACTOR shall forward a copy of the report to the COUNTY'S Project Manager.

13. Risk of Loss: CONTRACTOR assumes the risk of loss of damage to the COUNTY'S property during possession of such property by CONTRACTOR, and until delivery to and acceptance of that property to the COUNTY. CONTRACTOR will immediately repair, replace or make good on the loss or damage without cost to the COUNTY, whether the loss or damage results from acts or omissions, negligent or otherwise, of CONTRACTOR or a third party.

14. Waiver of Claims: CONTRACTOR'S acceptance of final payment will constitute a full waiver of any and all claims by the CONTRACTOR against the COUNTY arising out of the contract or otherwise related to the Service, except those previously made in writing and identified by CONTRACTOR as unsettled at the time the final estimate is prepared. Neither the acceptance of the work nor payment by the COUNTY will be deemed a waiver of the COUNTY'S rights to enforce any continuing obligations of CONTRACTOR or to the recovery of damages for defective work not discovered by the COUNTY at the time of final inspection.

15. Recovery Rights Subsequent to Final Payment: The COUNTY reserves the right, should an error be discovered in the invoice, or should proof of defective work or materials used by or on the part of CONTRACTOR be discovered after the final payment has been made, to claim and recover from CONTRACTOR by process of law, such sums as may be sufficient to correct the error or make good the defects in the work and materials, including any fees or costs associated with the additional services of the COUNTY.

16. Termination: This contract may be terminated by the COUNTY upon 10 calendar days advance written notice to the other party; but if any work, service or task hereunder is in progress but not completed on the date of termination, then this contract may be extended upon written approval of the COUNTY until said work, service or task is completed and accepted.

A. Termination for Convenience: In the event this contract is terminated or cancelled upon the request and for the convenience of the COUNTY with the required 10 calendar day advance written notice, the COUNTY will reimburse CONTRACTOR for actual work satisfactorily completed.

B. Termination for Cause: Termination by the COUNTY for cause, default, or negligence on the part of CONTRACTOR will be excluded from the foregoing provision. Termination costs, if any, will not apply. The 10-calendar day advance notice requirement is waived in the event of termination for cause.

C. Termination Due to Unavailability of Funds in Succeeding Fiscal Years: When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, this contract will be canceled, and CONTRACTOR will be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services/Tasks delivered under this contract.

17. Assignment of Contract: This contract will not be assigned except with the written consent of the COUNTY'S Procurement Services Director. No such consent will be construed as making the COUNTY a party to the assignment or subjecting the COUNTY to liability of any kind to any assignee. No assignment will under any circumstances relieve CONTRACTOR of liability and obligations under this contract and all transactions with the COUNTY must be through CONTRACTOR. Unless otherwise stipulated herein, CONTRACTOR will notify and obtain prior written consent from the COUNTY prior to being acquired or subject to a hostile takeover. Any acquisition or hostile takeover without the prior consent of the COUNTY may result in termination of this contract for default.

18. Insurance:

A. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY'S Project Manager and Procurement Services Director within five working days of such request. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:

i. General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	$1,000,000/2,000,000
Products-Completed Operations	$2,000,000
Personal & Adv. Injury	$1,000,000
Fire Damage	$50,000
Medical Expense	$5,000
Contractual Liability	Included

ii. Automobile liability insurance, including owned, non-owned, and hired autos with the minimum Combined Single Limit of $1,000,000

iii. Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and any other applicable law requiring workers' compensation (Federal, maritime, etc.). If not required by law to maintain workers compensation insurance, the CONTRACTOR must provide a notarized statement that if he or she is injured, he or she will not hold the COUNTY responsible for any payment or compensation.

iv. Employers Liability with the following minimum limits and coverage:

Each Accident	$1,000,000
Disease-Each Employer	$1,000,000
Disease-Policy Limit	$1,000,000

B. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear all applicable policies. Certificates of insurance must identify the RFP or ITB number in the Description of Operations section on the Certificate.

C. CONTRACTOR must provide a minimum of 30 days prior written notice to the County of any change, cancellation, or nonrenewal of the required insurance.

D. Certificates of insurance must evidence a waiver of subrogation in favor of the COUNTY, that coverage must be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium by the COUNTY.

E. CONTRACTOR must provide a copy of all policy endorsements, reflecting the required coverage, with Lake County listed as an additional insured along with all required provisions to include waiver of subrogation. Contracts cannot be completed without this required insurance documentation. A certificate of insurance (COI) will not be accepted in lieu of the policy endorsements.

F. Certificate holder must be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA,
AND THE BOARD OF COUNTY COMMISSIONERS.
P.O. BOX 7800
TAVARES, FL 32778-7800

G. All self-insured retentions will appear on the certificates and will be subject to approval by the COUNTY. At the option of the COUNTY, the insurer will reduce or eliminate such self-insured retentions; or CONTRACTOR will be required to procure a bond guaranteeing payment of losses and related claims expenses.

H. The COUNTY will be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention will be the sole responsibility of the CONTRACTOR or subcontractor providing such insurance.

I. CONTRACTOR will be responsible for subcontractors and their insurance. Subcontractors are to provide Certificates of Insurance to the COUNTY evidencing coverage and terms in accordance with the CONTRACTOR'S requirements.

J. Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

K. Neither approval by the COUNTY of any insurance supplied by CONTRACTOR, nor a failure to disapprove that insurance, will relieve CONTRACTOR of full responsibility of liability, damages, and accidents as set forth herein.

19. Indemnity: The CONTRACTOR shall indemnify and hold the COUNTY and its agents, officers, commissioners and employees harmless for any damages resulting from failure of the CONTRACTOR to take out and maintain the above insurance. The CONTRACTOR agrees to indemnify, and hold the COUNTY and its agents, officers, commissioners, and employees, free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities resulting from the negligent act, error or omission of the CONTRACTOR, its agents, employees, subconsultants, or representatives, in the performance of the CONTRACTOR'S duties as set forth in this Agreement. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 768.28. Nor shall the same be construed to constitute agreement by CONTRACTOR to indemnify COUNTY for the negligent acts or omissions of COUNTY, its officers, agent or employees, or third parties.

20. Independent Contractor: The CONTRACTOR, and all its employees, agree that they will be acting as independent contractors and will not be considered or deemed to be an agent, employee, or partner of the COUNTY. The CONTRACTOR will have no authority to contract for or bind the COUNTY in any manner and shall not represent itself as an agent of the COUNTY or as otherwise authorized to act for or on behalf of the COUNTY. The CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee

working solely for the CONTRACTOR any fee, commission, percentage, gift, or other consideration contingent upon on resulting from the award or making of this contract.

21. Return of Materials: Upon the request of the COUNTY, but in any event upon termination of this contract, CONTRACTOR will surrender to the COUNTY all memoranda, notes, records, drawings, manuals, computer software, and other documents or materials pertaining to the services hereunder, that were furnished to CONTRACTOR by the COUNTY pursuant to this contract.

22. Public Entity Crimes: A person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not be awarded or perform work as a contractor, supplier or subcontractor under a contract with any public entity in excess of the threshold amount provided in Florida Statutes, Section 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

23. Conflict of Interest: CONTRACTOR agrees that it will not engage in any action that would create a conflict of interest in the performance of its obligations pursuant to this contract, or which would violate or cause others to violate the provisions of Part III, Chapter 112, Florida Statutes, relating to ethics in government. CONTRACTOR hereby certifies that no officer, agent, or employee of the COUNTY has any material interest either directly or indirectly in the business of CONTRACTOR conducted here and that no such person will have any such interest at any time during the term of this contract unless approved by the COUNTY.

24. Retaining Other Contractors: Nothing herein will be deemed to preclude the COUNTY from retaining the services of other persons or entities undertaking the same or similar services as those undertaken by CONTRACTOR or from independently developing or acquiring materials or programs that are similar to, or competitive with, the services provided under this Contract. While the COUNTY has listed all major items which are utilized by the COUNTY'S offices and departments in conjunction with their operations, there may be similar or ancillary items that must be purchased by the COUNTY during the term of this contract. Under these circumstances, a COUNTY representative will contact CONTRACTOR to obtain a price quote for the similar or ancillary items. The COUNTY reserves the right to award these ancillary items to CONTRACTOR, another vendor or to acquire the items through a separate solicitation.

25. Accuracy: During this contract, CONTRACTOR is responsible for the professional quality, technical accuracy, timely completion and coordination of all the services furnished hereunder. CONTRACTOR will, without additional compensation, correct or revise any errors, omissions or other deficiencies in resulting from the services provided herein.

26. Right to Audit: The COUNTY reserves the right to require the CONTRACTOR to submit to an audit, by any auditor of the COUNTY'S choosing. The CONTRACTOR shall provide access to all of its records, which relate directly or indirectly to this contract at its place of business during regular business hours. The CONTRACTOR shall maintain and retain all books, records, and documents pertaining to this contract in accordance with generally accepted accounting procedures and practices and upon request make them available to the COUNTY for five complete calendar years following expiration of the contract. CONTRACTOR agrees to provide such assistance as

may be necessary to facilitate the review or audit by the COUNTY to ensure compliance with applicable accounting and financial standards.

27. Force Majeure: The parties will exercise every reasonable effort to meet their respective obligations hereunder, but will not be liable for delays resulting from force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any Government law or regulation, acts of nature, acts or omissions of the other party, Government acts or omissions, fires, strikes, national disasters, wars, riots, transportation problems or any other cause beyond the reasonable control of the parties. Any such cause will extend the performance of the delayed obligation to the extent of the delay so incurred.

28. Public Records:

A. All electronic files, audio and video recordings, and all papers pertaining to any activity performed by the contractor for or on behalf of the COUNTY will be the property of the COUNTY and will be turned over to the COUNTY upon request. In accordance with Chapter 119, Florida Statutes, each file and all papers pertaining to any activities performed for or on behalf of the COUNTY are public records available for inspection by any person even if the file or paper resides in the CONTRACTOR'S office or facility. The CONTRACTOR will maintain the files and papers for not less than three complete calendar years after the Service has been completed or terminated, or in accordance with any grant requirements, whichever is longer. Prior to the close out of the contract, the CONTRACTOR will appoint a records custodian to handle any records request and provide the custodian's name and telephone numbers to the COUNTY'S Project Manager.

B. Pursuant to Section 119.0701, Florida Statutes, CONTRACTOR will comply with the Florida Public Records' laws, and will:

(1) Keep and maintain public records required by the COUNTY to perform the services identified herein.

(2) Upon request from the COUNTY'S custodian of public records, provide the COUNTY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law.

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to the COUNTY.

(4) Upon completion of the contract, transfer, at no cost, to the COUNTY all public records in possession of the CONTRACTOR or keep and maintain public records required by the COUNTY to perform the service. If CONTRACTOR transfers all public records to the COUNTY upon completion of the contract, CONTRACTOR will destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If

CONTRACTOR keeps and maintains public records upon completion of the contract, CONTRACTOR will meet all applicable requirements for retaining public records. All records stored electronically must be provided to the COUNTY, upon request from the COUNTY'S custodian of public records, in a format that is compatible with the information technology systems of the COUNTY.

C. IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT LAKE COUNTY, OFFICE OF PROCUREMENT, 315 WEST MAIN STREET, P.O. BOX 7800, TAVARES, FL 32778 OR AT 352-343-9424 OR VIA EMAIL AT PURCHASING@LAKECOUNTYFL.GOV.

D. Failure to comply with this subsection will be deemed a breach of the contract and enforceable as set forth in Section 119.0701, Florida Statutes.

29. This contract is governed by and in accordance with, the laws of the State of Florida. Venue for any legal action resulting from this contract will lie in Lake County, Florida.

30. Neither party may assign any rights or obligations under this contract to any other party unless specific written permission from the other party is obtained.

31. This contract will be binding upon and will inure to the benefit of each of the parties and of their respective successors and permitted assigns.

32. This contract may not be amended, released, discharged, rescinded or abandoned, except by a written instrument duly executed by each of the parties hereto.

33. The failure of any party hereto at any time to enforce any of the provisions of this contract will in no way constitute or be construed as a waiver of such provision or of any other provision hereof, nor in any way affect the validity of, or the right thereafter to enforce, every provision of this contract.

34. During the term of this contract the CONTRACTOR assures the COUNTY that it is in compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that the CONTRACTOR does not on the grounds of race, color, national origin, religion, sex, age, disability or marital status, discrimination in any form or manner against the CONTRACTOR employees or applicants for employment. The CONTRACTOR understands and agrees that this Contract is conditioned upon the veracity of this statement of assurance.

35. The CONTRACTOR will comply with all Federal, State and local laws, rules and regulations.

36. Any individual, corporation, or other entity that attempts to meet its contractual obligations with the COUNTY through fraud, misrepresentation or material misstatement, may be debarred for up to five years. The COUNTY may terminate or cancel any other contracts with such individual, corporation, or entity. Such individual or entity will be responsible for all direct or indirect costs associated with termination or cancellation, including attorney's fees.

37. With the consent of the CONTRACTOR, other agencies may make purchases in accordance with the contract. Any such purchases will be governed by the same terms and conditions as stated herein except for a change in agency name. In addition, although this contract is specific to a County department, it is agreed and understood that any County department may avail itself of this contract and purchase any and all items specified herein at the contract price(s) established herein. A contract modification will be issued by the COUNTY identifying the requirements of the additional County department(s).

38. The CONTRACTOR will act as the prime contractor for all required items and services and will assume full responsibility for the procurement and maintenance of such items and services. The CONTRACTOR will be considered the sole point of contact with regards to all stipulations, including payment of all charges and meeting all requirements of this contract. All subcontractors will be subject to advance review by the COUNTY in terms of competency and security concerns. No change in subcontractors will be made without consent of the COUNTY. Even if the subcontractor is self-insured, the COUNTY may require the CONTRACTOR to provide any insurance certificates required by the work to be performed.

39. The invalidity or unenforceability of any particular provision of this contract will not affect the other provisions hereof, and this contract will be construed as if such invalid or unenforceable provisions were omitted.

40. Notice. Wherever provision is made in this contract for the giving, service or delivery of any notice, statement or other instrument, such notice will be in writing and will be deemed to have been duly given, served and delivered, if delivered by hand or mailed by United States registered or certified mail or sent by facsimile, addressed as follows:

If to CONTRACTOR:
Aero Groundtek, LLC
858 Maguire Road
Ocoee, Florida 34761

If to COUNTY:
Lake County Manager
315 West Main Street
P.O. Box 7800
Tavares, Florida 32778

Each party hereto may change its mailing address by giving to the other party hereto, by hand delivery, United States registered or certified mail notice of election to change such address.

41. Scope of Contract. This contract is intended by the parties to be the final expression of their agreement, and it constitutes the full and entire understanding between the parties with respect to the subject of this contract, notwithstanding any representations, statements, or contracts to the contrary previously made. Any items not covered under this contract will need to be added via

written addendum, and pricing negotiated based on final specifications. This contract contains the following attachments, all of which are incorporated herein:

Exhibit A	Scope of Services
Exhibit B	Wildflower Mowing Schedule
Exhibit C	Mowing Route
Exhibit D	Pricing Sheet
Exhibit E	Public Works Terms and Conditions

IN WITNESS WHEREOF, the parties have signed this contract through their authorized representatives on the dates under each signature:

AERO GROUNDTEK, LLC

By: _____
Gregory Bori, Director of Operations

This 22 day of February, 2022.

BOARD OF COUNTY COMMISSIONERS
OF LAKE COUNTY, FLORIDA

_____
Sean M. Parks, Chairman

This 22nd day of March, 2022

ATTEST:

_____
Gary J. Cooney, Clerk
Board of County Commissioners of
Lake County, Florida

Approved as to form and legality:

_____
Melanie Marsh, County Attorney

1. SCOPE OF SERVICES.

The Contractor shall have the experience, ability, and the equipment to provide roadside mowing and litter removal services in conjunction with the County's needs.

The service of rights of way shall be on both sides of the road and to the established limits of mowing, unless otherwise directed by County Project Manager. The widths shall vary from five (5) feet from the edge of pavement and up to fifty (50) feet or more. Any retention areas that are in conjunction with a road shall be mowed by the vendor and shall be part of the overall centerline mileage price.

The provided measurements are roadway centerline miles and are for estimating purposes only. The unit cost supplied by the vendor shall be per centerline mile regardless of the width of the mowing. The Contractor is encouraged to perform a site visit to verify the measurements and analyze specific needs of all areas that present unique characteristics such as ditch or slope mowing, small or large machine mowing to provide the required services.

2. CONTRACTOR'S RESPONSIBILITIES.

The Contractor shall:

2.1. Provide services to County rights of way on a four (4) week, twenty-eight (28) calendar day mow cycle or in conjunction with the County's need.

2.2. Provide twenty-four (24) hour notice of any schedule variance, including when work is interrupted due to weather, equipment breakdowns, etc.

2.3. Designate a project manager that shall speak English and have available communication devices with internet access to ensure proper communication and documentation during operations.

2.4. Establish a route for the completion of work. Each mow cycle shall be completed utilizing the same route. This route shall not be changed.

2.5. Provide a route schedule and report progress of the previous day's work and anticipated work each day before 9:00 a.m. This report shall be by e-mail (preferred) or fax.

2.6. Furnish equipment of a type and quantity to perform the work satisfactorily within the time specified herein.

2.7. Remove litter, mow, and trim all areas within the rights of way from the edge of pavement to the established limits of mowing or as directed by the County.

2.8. Shall not mow blooming wildflowers whether they are in designated wildflower area or not.

2.9. Be solely responsible for the repair of any damages caused by the normal mowing operations to the areas being mowed.

2.10. Submit an invoice with the corresponding dump tickets and herbicide log after completion of the cycle.

3. COUNTY'S RESPONSIBILITIES.

3.1. The County reserves the right to award to one or more vendors.

3.2. The County will establish cycle dates at the beginning of the new contract term.

3.3. The County reserves the right to increase or decrease the mow cycles and/or routes.

3.4. The County will inspect the completed areas for quality and acceptance.

3.5. The County will remove large litter and debris items, such as but not limited to; mattresses, couches, refrigerators, dishwashers, washing machines, etc.

4. CYCLE SCHEDULE.

4.1. The Contractor shall be responsible to start each cycle as stated below:

Mowing Cycle Dates		Trash Cycle Dates	
Start Date	End Date	Start Date	End Date
4/25/2022	5/22/2022	10/10/2022	11/6/2022
5/23/2022	6/19/2022	11/7/2022	12/4/2022
6/20/2022	7/17/2022	12/5/2022	1/1/2023
7/18/2022	8/14/2022	1/2/2023	1/29/2023
8/15/2022	9/11/2022	1/30/2023	2/26/2023
9/12/2022	10/9/2022	2/27/2023	3/26/2023
3/27/2023	4/29/2023		

4.2. The Contractor shall be responsible for the preservation practices of designated wildflower areas and areas of special concern.

4.3. No extensions of time shall be granted for items such as, but not limited to equipment failure, rain, or other weather conditions.

5. DESIGNATED WILDFLOWER AND AREAS OF SPECIAL CONCERN

Designated wildflower areas shall be marked with roadside wildflower signage per Attachment - E. No mowing of these areas shall commence if wildflower blooms are present.

5.1 Designated Wildflower areas shall be serviced during the regular mowing cycle as stipulated below.

5.1.1. April – May: Safety Strip mow only – Mow eight-foot (8') safety strip from edge of pavement or as directed by the County.

5.1.2. June – August: All areas within the roadside wildflower signage (from edge of pavement to the apparent right of way) shall be mowed at a height of six inches (6") and above or as directed by the County.

5.1.3. September – October: Safety Strip mow only - Mow eight-foot (8') safety strip from edge of pavement or as directed by the County.

5.1.4. November – December: No mowing

5.2. Areas of special concern shall be serviced with the regularly scheduled mow cycle as stipulated below.

5.2.1. Do not mow CR 44 in front of Mid Florida Lakes Mobile Home Park.

5.2.2. Do not mow CR 44 in front of Brown's Auto Sales intersection of CR 44 and Radio Road.

5.2.3. Do not mow the area in front of 9201 Pine Island Road (CR565B)

5.2.4. Do not mow inside the posted delineators at the intersection of CR 439 and CR 44A at the Northwest corner.

6. EQUIPMENT AND OPERATION

6.1. The Contractor shall ensure all equipment used on County property is in good, safe working order and properly maintained.

6.2. The Contractor shall maintain equipment to produce a clean, sharp cut and uniform distribution of clippings.

6.3. The minimum required equipment:

Type	Quantity	Intended Use
15-foot Batwing	2	Open Right-of-Way Mowing
48" or greater cut ZTR Mowers	2	Mowing Urban Right-of-Way
Weed Eaters	2	Weed Control
Trucks and Trailers	1	Transport

6.4. Equipment used by the Contractor is subject to inspection by the County

6.5. Equipment shall have working flashing or strobe lights during operations.

6.6. Equipment deemed by the County to be inoperable, unsafe, or improper for desired use, shall be removed from the premises at the Contractor's expense the same day.

6.7. Equipment shall be operated in the direction of traffic when mowing areas within ten (10) feet of the travel way.

6.7.1. Exception to this provision applies to a work site that is protected by flagmen and warning signs,

6.8. Mowing operations shall be planned to minimize roadway crossing.

6.8.1. A crossing location shall be selected that provides a minimum of five hundred (500) feet of unobstructed sight distance.

6.8.2. The mowing operator shall stop and permit closely approaching vehicles to pass before crossing.

6.9. Bridges shall be crossed with extreme care and operations shall be planned to reduce crossings to a minimum.

6.9.1. Mowing equipment shall cross the bridge on the shoulder (if any) and with the direction of traffic and shall be timed to not impede traffic when possible.

7. DEBRIS AND LITTER REMOVAL.

7.1. Litter and debris removal shall not precede the mowing by more than twenty-four (24) hours.

7.2. The Contractor shall remove and dispose of items such as, but not limited to, bottles, cans, tires, bags of trash, newspapers, cigarette packages, magazines, boxes, cups, food containers, sheets of paper, etc. from all areas within the rights of way, including drainage ditches, headwalls, and along fence/tree lines whether the areas are being maintained by the adjacent landowner.

7.3. The Contractor shall provide dump tickets from an approved State Permitted Facility of proper disposal of debris removed from County rights of way.

8. HERBICIDE TREATMENT AND TRIMMING.

8.1. Trimming shall either precede or follow the mowers by no more than twenty-four (24) hours.

8.2. Obstacles to mowing operations, such as signposts, trees, retention pond inlet/outfall structures, guardrails, fences, shrubs, plants, light poles, utility flags, mailboxes or other such obstacles shall be hand mowed or trimmed around as necessary to present a groomed appearance. This shall apply to areas which are being mowed by homeowners or other parties.

8.3. Herbicide treatment may be used in conjunction with trimming.

8.3.1. Herbicide treatments shall not be used in replacement of trimming.

8.3.2. Herbicide treatments shall not be used within fifty (50) feet of bodies of water.

9. MOWING.

9.1. Grass and vegetation shall be mowed to a height between four (4) and six (6) inches.

9.2. The cut shall be clean and sharp with no streaks or scalping.

9.3. Mowing shall conform to the established mowing lines, contours of landscaped areas, and preserved natural landscaping.

9.4. Areas of different widths shall be mowed to have a smooth transition.

9.5. The Contractor shall mow up to and around existing appurtenances located within the roadway rights of way.

9.6. The Contractor shall mow to a distance no greater than one (1) foot from all fenced areas that dictates the right of way boundary.

9.7. Areas maintained by adjacent landowners shall be avoided and not mowed.

9.8. Mowing operations shall not cause rutting or damage to the roadway, ditch slopes, or ditch blocks.

9.9. Service areas determined to be unsatisfactory shall be re-mowed at no additional cost to the County and shall be completed within the original cycle period.

10. VEGETATIVE DEBRIS AND GRASS CLIPPINGS.

10.1. Vegetative debris and grass clippings shall be evenly distributed with no accumulation or piling of the cuttings to allow for a neat and clean appearance.

10.2. The Contractor shall remove excess grass clippings that detract from the appearance of completion of the mowing operation.

10.3. Grass clippings shall not be blown into drains or storm drain inlets or wet retention ponds.

10.3.1. Failure to adhere will result in the Contractor removing clippings from the water and jetting out affected pipes and drains at his/her own expense within two (2) calendar days after notification or reimbursing the County for the expense of the associated cleanup effort.

11. LIQUIDATED DAMAGES.

Liquidated damages in the amount of two hundred dollars ($200.00) per calendar day may be assessed if one or more of the following conditions occur.

11.1. The cycle is not completed within the four (4) week cycle (28 days).

11.1.1. Liquidated damages will start the first calendar day after the date the cycle was scheduled to be completed and will continue for each calendar day thereafter until all contracted areas are maintained and the cycle is accepted as complete.

11.2. The Contractor does not correct any deficient area within two (2) calendar days after notification from the County, unless otherwise authorized by the Project Manager.

11.2.1. Liquidated damages will start the third calendar day after notification and will continue for each calendar day thereafter until reported deficiencies are corrected per contract specifications.

11.3. The Contractor does not maintain contracted areas as specified and agreed on the submitted work plan.

11.3.1. Liquidated damages will start the first calendar day the Contractor deviates from the approved plan and will continue for each calendar day thereafter until affected areas are maintained as required on the work plan.

12. PAYMENT AND INVOICING.

12.1. Invoices shall be submitted at the end of each cycle.

12.2. Invoices shall include the cycle dates, service areas, dump tickets.

12.3. Dump tickets shall include the date, road, and cycle number on the tickets.

12.4. The invoice shall not be paid until the Contractor supplies dump tickets to the County from the waste disposal site.

12.4.1. This information shall be used by the County for an annual National Pollution Discharge Elimination System (NPDES) report; therefore, accurate accounting of the trash removed by the Contractor is essential.

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Designated Wildflower Routes, Scenic Byways and Areas of Special Concern

Designated wildflower and Scenic Byway areas shall be marked with roadside wildflower signage to protect and preserve Lake County's endemic wildflower species. The designated areas shall be serviced with the regularly scheduled annual four-week mow cycle. No mowing of these areas shall commence if wildflower blooms are present. If blooms are present, the Contractor shall conduct an eight-foot (8') safety strip mow cycle only or as directed by the County

The designated areas shall be serviced as outlined below:

Wildflower Mow Schedule & Litter Removal	Mow Specifications
April	8' Safety Strip
May	8' Safety Strip
June	Mow area at 6" cut or above
July	Mow area at 6" cut or above
August	Mow area at 6" cut or above
September	8' Safety Strip
October	8' Safety Strip

Designated Wildflower Routes (149.42 Total Miles)

The following are established wildflower areas and shall be mowed only as outlined below or as directed by the County Project Manager:

CR42 – From CR439 to SR44 – (15.27 miles) (Route 2 WFM)

CR439 – From CR42 to CR44A – (6.25 miles) (Route 2 WFM)

CR44A – From CR439 to SR44 – (7.14 miles) (Route 2 WFM)

CR46A – From SR44 to SR46 – (5.58 miles) (Route 3 WFM)

CR48 – From SR19 to CR33 – (4.91 miles) (Route 4 WFM)

CR455 – From SR19 to CR561 (14.21 miles) (Route 4 WFM)

CR470 – From Hwy 27 to Sumter County Line (3.98 miles) (Route 4 WFM)

CR561 – From SR129 to CR455 (14.21 miles) (Route 4 WFM)

CR474 – From SR33 to Hwy 27 (8.64 miles) (Route 5 WFM)

Designated Wildflower Areas of Special Concern (64.92 Total Miles)

Areas listed below are designated wildflower routs and host endemic wildflower species.

CR439 – SR44 to CR42 – (6.25 miles)

CR48 West – From the Guardrail / Turn out to Berean Baptist Church – (.04 miles)

CR470 – From the Turnpike to 2720 CR470, Okahumpka (Coreslab Structures Business) – (1.82 miles)

CR48 East – From John Sutton Ln to CR 448A – (3.42 miles)

CR448A South – From CR48 to end of County Maintenance – (1.38 miles)

CR448A North – From CR448 (Sadler Lane) to Lake Industrial Bv – (1.99 miles)

CR473 – From Twin Lakes Bv to 10918 Andrews St, Leesburg – (.18 miles)

CR474 – From SR33 to Hwy 27 (8.64 miles) – (Route 5 WFM)

CR561 – From 24046 CR561 to 22630 CR561 – (1.52 miles)

Florida Scenic Byway locations on Contract (Total of 116.24 miles on Contract)

Florida Black Bear Scenic Byway – (Total of 29.82 miles on contract)

CR445 – From SR19 to SR445A – (10.81 miles)

CR445A – From SR19 t0 SR40 – (4.10 miles)

Green Mountain Scenic Byway – (Total of 86.42 Miles on Contract)

CR48 – From CR561 to CR448A (18 miles)

CR448 – From SR19 to End of County maintenance (6.53 miles)

CR455 – From CR561 to CR Old Hwy 50 to the Lake County / Orange County line – (14.21 miles)

CR Old Hwy 50 – North Hancock Rd to the Lake County / Orange County line – (4.47 miles)

Areas of Special Concern:

Area A:

Do not mow CR44 in front of Mid Florida Lakes Mobile Home Park

Do not mow CR44 in front of Browns Auto Sales Intersection of CR44 & Radio Rd

Area B:

Do not mow the area in front of 9201 Pine Island Rd (CR565B), Clermont

Area C:

Do not mow inside the posted delineators at the intersection of CR439 and CR44A at the Northwest corner.

EXHIBIT C - ROADSIDE MOWING

Roadside Mowing Route			
AREA A			
Road Name	Route Back	Route Ahead	Length
CR 452 (6743)	State Road 19	Marion County Line	10.2
Bobwhite Bv (6939B)	Quail Ridge Cr (6939)	CR452 (6743)	0.24
Quail Ridge Cir (6939)	Dead End	Felkins Rd (6938)	0.76
Pheasant Tl (6939C)	Quail Ridge Cr (6939)	Quail Ridge Cr (6939)	0.25
Sandpiper Dr (7039)	CR452 (6743)	End of County Maintenance	0.13
Emeralda Av (6335)	CR44 (7528)	Emeralda Island Rd (7528)	0.77
Jackson River Rd (7825)	Dead End	Emeralda Island Rd (7528)	0.18
Emeralda Island Rd (7528)	Emeralda Av (6335)	CR452 (6743)	7.99
N Emeralda Island Rd (8031)	Emeralda Island Rd (7528)	Dead End	0.80
N Em-En-El Grove Rd (8134)	North Emeralda Island Rd (8031)	Dead End	1.18
Goose Prairie Rd (6737)	Emeralda Av (6335)	CR452 (6743)	1.87
Felkins Rd (6938)	Goose Prairie Rd (6737)	CR452 (6743)	0.76
S Em-En-El Grove Rd (7837)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.22
Em-En-El Grove Rd (8037)	CR452 (6743)	Thomas Boat Landing Rd (7940)	1.43
Thomas Boat Landing Rd (7940)	Dead End	End of County Maintenance	2.17
Haywood Grove Rd (8109)	Marion County Rd (8010)	Marion County Line	0.50
Marion County Rd (8010)	CR25 (7804)	Lake Griffin Rd (7611)	5.54
Grays Airport Rd (7310)	Eagles Nest Rd (6611)	Marion County Rd (8010)	4.76
Griffin Av (7807)	CR25	Grays Airport Rd (7310)	2.82
Griffin Av (7807)	Jeffrey Dr	CR25	0.31
Lake Griffin Rd (7611)	Lemon St (7405)	Fish Camp	6.76
CR 25 (7804)	US Highway 27/ US Highway 441	Marion County Line	2.55
Smitty Rd (7906)	CR25 (7804)	Marion County Rd (8010)	1.50
CR 25A (3709)	US Highway 27	US Highway 27	1.58
CR 33 (2409) / (3009)	State Road 50	US Highway 27	13.43
CR 470 (3105)	Sumter County Line	County Road 33	3.98
CR 466A / Miller St (5803)	705 W Miller St / CR466A	Village Park Dr / Sidewalk	1.18
CR 468 (5205)	State Road 44	W. Berckman St	3.18
CR 473 (5036)	US Highway 441	County Road 44	4.03
Treasure Island Rd	CR 44	Dead End	2.60
E. Treasure Island Rd	CR 44	Treasure Island Rd	0.97
N. Treasure Island Rd	Treasure Island Rd	Dead End	0.65
Poe St	CR 473	CR 44	1.15
Radio Rd	Hwy 441	CR 44	3.24
CR 44 (5227) / (5731) / (6143)	US Highway 441	State Road 19	10.9
Sunnyside Dr	Main St	Sunnyside Dr (3-way stop)	0.45
Sleepy Hollow Rd	Sunnyside Dr	Hwy 441	1.18
Tomato Hill Rd	Sunnyside Dr	Hwy 441	0.76
Old Tavares Rd	Dead End	Sleepy Hollow Rd	0.71
Tuscawilla Dr	Sunnyside Dr	Sunnyside Dr	0.67
CR 48 (3007) / (3029) / (3111) / (2903)	Sumter County Line	State Road 19	13.59
CR 48 (3056)	Alamanda Dr	County Road 448A	3.8
CR 565 / Bay Lake Road (0604)	Van Fleet State Park Entrance	State Road 50	9.49
CR 565 / Villa City Road (2215)	State Road 50	US Highway 27	7.41
		Area A - Total Miles:	140.96

EXHIBIT C - ROADSIDE MOWING

AREA B

Road Name	Route Back	Route Ahead	Length
Sloans Ridge Rd (1503)	Bay Lake Rd (0604)	SR50	3.76
Carter Island Rd (1204)	End of Pavement	Sloans Ridge Rd (1503)	1.38
Crawford Rd (1403)	Chatham Rd (1401)	Sloans Ridge Rd (1503)	1.18
Lee Rd (1604)	Sloans Ridge (1503)	SR50	1.15
Empire Church Rd (1213)	Bay Lake Rd (0604)	Pomelo St	4.46
Mt Pleasant Rd (1412)	Mascotte Empire Rd (1310)	SR50	1.76
Carter Jones Rd (1309)	Bay Lake Rd (0604)	Mascotte Empire Rd (1310)	1.47
Mascotte Empire Rd (1310)	Empire Church Rd (1310)	Pearl St	2.88
Ag Rd (1311)	Mascotte Empire Rd (1310)	Mt Pleasant Rd (1412)	1.14
CR 561 (3047)	US Highway 27	State Road 19	12.65
Sweetwood Ln (2344A)	CR561 (3047)	Dead End	0.37
Sugarloaf Mountain Rd (2350)	CR561 (3047)	CR561A (2146)	3.67
Hunters Trace Ln (2251)	Dead End	Sugarloaf Mountain Rd (2350)	0.40
Sugarloaf Ct (2447)	Dead End	Sugarloaf Mountain Rd (2350)	0.12
Leatrice Dr (2244)	CR561 (3047)	Dead End	0.46
Cynthia Ln (2344)	CR561 (3047)	Dead End	0.32
Florantine Cr (2345)	Leatrice Dr (2244)	Dead End	0.15
CR 448 (3156)	State Road 19	End of County Maintenance	6.53
CR 448A (3064)	End of County Maintenance	County Road 448	2.8
Duda Road (3168)	County Road 448A	End of County Maintenance	0.58
CR 455 (2354)	State Road 19	State Road 50	14.21
CR 478 / Cherry Lake Road (1829)	State Road 19	Lakeview Oaks Drive	6.09
Trousdale St (2157)	CR455 (2354)	3rd Av (2257)	0.59
3rd Ave (2257)	CR455 (2354)	Trousdale ST (2157)	1.06
Ferndale Community Rd (2256)	CR455 (2354)	Dead End	0.10
CR 561A (2146)	County Road 561	County Road 455	3.23
Scrub Jay Rd (1946A)	Citrus Grove Rd (1946)	CR561A (2146)	1.60
Triple E Rd (2153)	End of County Maintenance	CR561A (2146)	1.12
Grace Ridge Rd (2254)	CR455 (2354)	CR561A (2146)	0.44
Bridgedale Ct (2254B)	Dead End	Dead End	0.17
North Hancock Road (1354)	FL Turnpike	CR 561A (2146)	1.19
Old CR 50 (1364) / (1551)	North Hancock Road	Orange County Line	4.47
Hartwood Marsh Road	Regency Hills Dr	Orange County Line	3.22
Lovers Ln	Hartwood Marsh Rd	Hartwood Lp	0.18
W. Phil C Peters Rd	End of County Maint.	Orange County Line	0.90
Champagne Dr	Dead End	Dead End	0.32
Flynn Ct	End of Concrete Median	Champagne Dr	0.22
CR 561 / Lake Minneola Shores (1733)	Dianna Place	US Highway 27	4.01
CR 565A (1629)	Eagles Crossing	Lake Minneola Shores/CR 561	2.43
CR 565A / Montevista Road (1225)	Pine Island Road	State Road 50	4.67
CR 565B / Pine Island (0926)	State Road 33	County Road 561	3.67
CR 561 (0634)	State Road 33	12th Street	11.43
CR 474 (0141)	State Road 33	US Highway 27	8.64
		Area B - Total Miles:	121.43

EXHIBIT C - ROADSIDE MOWING

AREA C

Road Name	Route Back	Route Ahead	Length
S. Mt. Homer Rd	Dora Ave	US 441	0.72
Mt. Homer Rd	US 441	Kurt St	1.17
David Walker Dr	US 441	Kurt St	1.08
Dillard Rd	Huffstetler Dr	US 441	0.27
Lakeshore Dr	Mission Ave	Donna St	1.78
Lakeshore Dr (5154)	Lake Eustis Dr	1000' NE of Clay	0.33
Lake Eustis Dr	32828 Lake Eustis Dr	Lakeshore Dr	0.95
CR 44 (6068)	State Road 19	State Road 44B	5.08
CR 44A (6286)	County Road 44 Bypass	State Road 44	10.29
CR 439 (7483)	State Road 44	County Road 42	7.75
CR 445 (9285)	State Road 19	County Road 445A	10.81
CR 445A (9482)	State Road 19	State Road 40	4.10
CR 44A (6678) / (7077) / (7375)	County Road 44A	Skyline Drive	4.86
CR 450 / Collins St (7978)	State Road 19	County Road 42	3.42
CR 450A (7270)	Marshall St	County Road 44A	2.21
CR 450 / Ocala St (7850)	Marion County Line	611 Ocala St	4.84
CR 46A	SR44	Park Entrance	3.20
Round Lake Rd	Orange County Line	Wolf Branch Rd	2.01
Wolf Branch Rd	US 441	CR 437	4.65
CR 437 (3986) / (5386)	Orange County Line	County Road 44A	6.22
Greentree Ln (6186)	Dead End	CR437 (5386)	0.55
Leonard Way (6087)	CR437 (5386)	Dead End	0.75
Appaloosa Tl (4987)	Shetland Tl (4787)	Windy Oak (4987A)	0.56
Shetland Tl (4787)	CR437 (3986)	Gere Ln (4787C)	0.61
Gere Ln (4787C)	Shetland Tl (4787)	Dead End	0.25
Thoroughbred Tl (4787A)	Dead End	Dead End	0.81
Welsh Tl (4787B)	Shetland Tl (4787)	Dead End	0.50
Palamino Tl (4887)	CR437 (5386)	Welsh Tl (4787B)	0.42
Rolling Oak Rd (5087)	CR437 (5386)	Windy Oak (4987A)	1.17
Glenn Oak Av (4987B)	Rolling Oak Rd (5087)	Dead End	0.06
Windy Oak St (4987A)	Rolling Oak Rd (5087)	Dead End	0.86
Integrity Way (4886)	Equestrian Tl	CR437 (5386)	0.57
Strawberry Av (4486B)	Sixth St (4486C)	CR437 (5386)	0.19
Sixth St (4486C)	End of County Maintenance	Strawberry Av (4486B)	0.05
Long Acres Dr (4487A)	SR46	Hilldale Av (4486E)	0.27
Hilldale Av (4486E)	Dead End	Long Acres Rd (4487A)	0.26
Heavenly Way (4486D)	End of County Maintenance	Dead End	0.11
Carroll Av (4387)	Dead End	Dead End	0.32
Mt Plymouth Lp (4488)	SR46	SR46	0.33
Niles St (4488A)	SR46	End of County Maintenance	0.36
Hollin St (4489)	SR46	Dead End	0.21
Wekiva Pines Bv (4498)	SR46	Dead End	0.86
Whispering Pines Ct (4498A)	Dead End	Wekiva Pines Bv (4498)	0.08
Quail Hollow Rd (4498B)	End of County Maintenance	Wekiva Pines Bv (4498)	0.16
Wekiva River Rd (4298)	End of County Maintenance	SR46	1.48
Wacassa Tl (4298A)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.50
Okaloosa Tl (4198A)	Wekiva River Rd (4298)	Dead End	0.89
Holopaw Tl (4198)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
Chipola Tl (4098B)	Wekiva River Rd (4298)	Nocatee Tl (4198B)	0.43
Nocatee Tl (4198B)	Dead End	Dead End	0.53
Sleepy Bear Ln	Dead End	SR 46	1.76
Arundel Wy (5189)	Dead End	CR46A	0.63
Little Hampton Ct (5189A)	End of County Maintenance	Arundel Wy (5189)	0.38
Seminole Springs Bv (5489)	CR46A (4891)	SR44	0.58
Droty Spring	CR 46A	Dead End	0.82
Sahara Ct	CR 46A	Both Dead Ends	0.40
Sorrento Ave	22434 SR 46	CR 46A	4.11
CR 435	Orange County Line	Sorrento Av	1.67
Tanglewood Dr (6092)	SR44	Dead End	0.24
Reserve Dr (6594)	SR44	Dead End	0.33
Rachel Ln (6695)	SR44	End of County Maintenance	0.47

EXHIBIT C - ROADSIDE MOWING

AREA C

Road Name	Route Back	Route Ahead	Length
Brantley Branch Rd (6797)	SR44	End of County Maintenance/Pavement	0.51
Benton Dr (7897F)	SR44	SR44	0.34
Overlook Dr (7898C)	Hillcrest Dr (7898D)	Lake Dr (7898A)	0.24
South Lake Dr (7898B)	Lake Dr (7898A)	Lake Dr (7898A)	0.24
Hillcrest Dr (7898D)	End of County Maintenance	Forest Dr (7498)	0.28
Forest Dr (7498)	End of County Maintenance	Hillcrest Dr (7898D)	1.42
Laurel Ct (7598)	Forest Dr (7498)	Dead End	0.23
Lakeview Dr (7898)	SR44	End of County Maintenance	0.15
Lake Dr (7898A)	SR44	End of County Maintenance	0.44
Oak Av (7798)	SR44	County Rd (7798A)	0.28
Country Rd (7798A)	Oak Av (7798)	Swift Rd (7798B)	0.42
Swift Rd (7798B)	End of County Maintenance	Country Rd (7798A)	2.02
Spruce Dr (7897G)	Beach Rd (7897H)	SR44	0.26
Beach Rd (7897H)	Spruce Dr (7897G)	End of Pavement	0.21
Pinecrest Rd (7997B)	Beach Rd	Dead End	0.22
Pine Rd (8099)	SR44	End of County Maintenance	0.61
Highland Lakes Rd (8198M)	Dogwood Av (8198K)	SR44	0.56
Dogwood Av (8198K)	Dead End	End of Pavement	0.26
Division St (8198L)	End of County Maintenance	Dogwood Av (8198K)	0.87
Cherry Av (8198J)	Dead End	Dead End	0.25
Beech Av (8198I)	Dead End	Dead End	0.25
Ash Av (8198H)	Dead End	Dead End	0.25
Ponderosa Av (8599)	Dead End	SR44	1.53
Chippewa Av (8498)	Dead End	Ponderosa Av (8599)	0.65
Natchez St (8499)	Dead End	Ponderosa Av (8599)	0.65
Choctaw St (8599A)	Ponderosa Av (8599)	Dead End	0.20
Tomahawk Tl (8699)	Dead End	SR44	0.58
Cummer Rd (8799)	SR44	End of County Maintenance	1.24
CR 42 (8990) (8181) (8271)	Marion County Line	State Road 44	19.27
Royal Trails Road (7997)	State Road 44	Seagrape Avenue	4.15
Wildflower Way (7697A)	Royal Trails Road	End of County Maintenance	0.44
Greenbrier Street (7697)	Coconut Avenue	Royal Trails Road	0.70
Coconut Avenue (7597)	Wildflower Way	End of County Maintenance	0.15
Redoak Avenue (7797)	Jericho Trail	Royal Trails Road	0.43
Jericho Trail (7696A)	End of Pavement	Dead End	0.31
Poppy Avenue (7797D)	Jericho Trail	Flag Street	0.18
Flag Street (7797E)	Dead End	Dead End	0.11
Redgum Court (7897B)	Royal Trails Road	Dead End	0.07
Aster Court (7897C)	Royal Trails Road	Dead End	0.09
Maggie Jones Road (8190)	End of Pavement	Royal Trails Road	2.34
Teak Avenue (7997A)	Royal Trails Road	Dead End	0.06
Daffodil Avenue (8097A)	Royal Trails Road	Daffodil Court	0.12
Daffodil Court (8097B)	Dead End	Dead End	0.16
West Thyme Avenue (8097C)	Royal Trails Road	Dead End	0.58
West Thyme Court (8097D)	West Thyme Avenue	Dead End	0.09
Thyme Court (8097E)	West Thyme Avenue	Dead End	0.09
Shady Rose Court (8097F)	West Thyme Avenue	Dead End	0.06
Poinciana Street (8097)	Tamarac Street	Alder Avenue	1.31
Alder Avenue (7998)	Poinciana Street	Dead End	0.72
Alder Way (7998A)	Alder Avenue	Dead End	0.18
Alder Court (7998B)	Alder Avenue	Dead End	0.11
Apple Street (7998D)	Alder Avenue	East Thyme Avenue	0.45
East Thyme Avenue (8098B)	Dead End	Dead End	0.50
Ligustrum Street (8098C)	East Thyme Avenue	Dead End	0.16
Datura Street (8098D)	East Thyme Avenue	Dead End	0.18
Aspen Street (8098E)	Alder Avenue	Dead End	0.89
Aspen Court (8098F)	Aspen Street	Dead End	0.08
Nutmeg Avenue (8198)	Dead End	Dead End	1.01
Mango Street (8198A)	Dead End	Dead End	0.27
Iris Street (8198B)	Nutmeg Avenue	Dead End	0.06
Cassia Street (8198C)	Nutmeg Avenue	Dead End	0.18

EXHIBIT C - ROADSIDE MOWING

AREA C

Road Name	Route Back	Route Ahead	Length
Lily Street (8198D)	Nutmeg Avenue	Dead End	0.06
Abele Street (8198E)	Nutmeg Avenue	Dead End	0.18
Dahlia Street (8198F)	Larkspur Avenue	Dead End	0.43
Dahlia Court (8198G)	Dahlia Street	Dead End	0.15
Locust Street (8098H)	Larkspur Avenue	Nutmeg Avenue	0.24
Larkspur Avenue (8098G)	Dead End	Dead End	0.25
East Veronica Avenue (8098)	Apple Street	Dead End	0.31
Balsam Street (7998C)	Veronica Avenue	Dead End	0.21
West Veronica Avenue (8098I)	Persimmon Street	Apple Street	0.30
Veronica Court (8098A)	West Veronica Avenue	Dead End	0.05
Persimmon Street (7998E)	Alder Avenue	Dead End	0.40
Hawthorn Avenue (8097H)	Poinciana Street	Persimmon Street	0.26
Banana Street (8097G)	Poinciana Street	Dead End	0.14
Vitex Avenue (8197)	Poinciana Street	Dead End	0.26
Vitex Court (8197A)	Vitex Avenue	Dead End	0.10
Viola Avenue (8097I)	Poinciana Street	Dead End	0.20
Viola Way (8097J)	Viola Avenue	Dead End	0.14
Taramac Street (8197C)	Dead End	Dead End	0.62
Violet Avenue (8197B)	Tamarac Street	Royal Trails Road	0.12
Saffron Avenue (8297)	End of Pavement	Dead End	0.94
West Saffron Court (8297C)	Saffron Avenue	Dead End	0.10
West Cashew Court (8297D)	Saffron Avenue	Dead End	0.12
Cashew Street (8298A)	Cameron Lane	Quince Avenue	0.53
East Cashew Court (8298E)	Saffron Avenue	Dead End	0.14
East Saffron Court (8298F)	Saffron Avenue	Dead End	0.13
Fir Street (8298G)	Saffron Avenue	Tulip Avenue	0.24
Tulip Avenue (8298H)	Fir Street	Dead End	0.26
Chinaberry Street (8298)	Chinaberry Way	Dead End	1.07
Quince Avenue (8297A)	Royal Trails Road	Dead End	0.85
Chinaberry Court (8298D)	Chinaberry Street	Dead End	0.08
Chinaberry Way (8298C)	Dead End	Dead End	0.11
Kumquat Avenue (8298B)	Cashew Street	Dead End	0.37
Cinnamon Avenue (8397A)	Royal Trails Road	Apricot Avenue	0.12
Apricot Avenue (8397)	Seagrape Avenue	Seagrape Avenue	1.05
East Bluebell Avenue (8397D)	Apricot Avenue	Dead End	0.16
Banyan Street (8397E)	East Bluebell Avenue	Seagrape Avenue	0.18
Seagrape Avenue (8397H)	Apricot Avenue	Dead End	0.76
Honeysuckle Street (8397C)	West Bluebell Avenue	Seagrape Avenue	0.18
West Bluebell Avenue (8397B)	Apricot Avenue	Dead End	0.21
Apricot Way (8397G)	Apricot Avenue	Dead End	0.15
		Area C - Total Mile:	164.53

EXHIBIT C - PRICING SHEET

22-711 ROADSIDE MOWING AND LITTER REMOVAL

Aero Groundtek LLC			
SAVE AND SUBMIT AS AN EXCEL FILE			
The Contractor shall furnish all labor and equipment necessary to provide Roadside Mowing and Litter Removal Services to the County. Services will be performed in accordance with the specifications listed. Prices shall include all costs associated. Contractor's may submit bids on one or all areas to be considered for award.			
	Centerline Miles	**Mowing per mile**	**Litter Removal per mile**
Area A		$ 116.00	$ 39.00
Total Area A	**140.96**	**$16,351.36**	**$5,497.44**
Area B		$ 116.00	$ 39.00
Total Area B	**121.43**	**$14,085.88**	**$4,735.77**
Area C		$ 116.00	$ 39.00
Total Area C	**164.53**	**$19,085.48**	**$6,416.67**
Total All areas	**426.92**	**$49,522.72**	**$16,649.88**

The following information is required for price redetermination consideration.

Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of fuel?	15.00%
Which does the firm use: Diesel fuel or Gasoline?	both
Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of wages?	50.00%
Assuming prices quoted include costs for vehicles, maintenance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of materials?	35.00%

Lake County is exempt from all taxes (Federal, State, Local). A Tax Exemption Certificate will be furnished upon request for any direct purchasing. Contractor will be responsible for payment of taxes on all materials purchased by the Contractor for the project.

This is an indefinite quantity contract with no guarantee use of services. The County does not guarantee a dollar amount to be expended on any contract resulting from this solicitation.

PUBLIC WORKS ADDITIONAL TERMS AND CONDITIONS

1. Intent of Contract Documents
2. Errors and Omissions
3. Emergencies
4. Compliance with Occupational Safety and Health / Hazardous Materials
5. General Inspection Requirements
6. Project Manager
7. Contract Time and Time Extension
8. Hours of Operation
9. Changes in Work
10. Claims and Disputes
11. Lands for Work and Access Thereto
12. Maintenance of Traffic
13. Underground Utilities
14. Protection of Existing Structures, Utilities, Work and Vegetation
15. Equipment
16. Sanitation
17. Other Work
18. Bonds
19. Final Inspection
20. Final Acceptance
21. Measurement and Payment
22. Warranty

1. INTENT OF CONTRACT DOCUMENTS

A. It is the intent of the contract documents to describe a functionally complete project (or portion thereof) in accordance with the contract documents. Any work, materials, or equipment that may reasonably be inferred from the contract documents as being required to produce the intended result shall be supplied whether or not specifically called for. When words which have a well-known technical or trade meaning are used to describe work, material or equipment, such words shall be interpreted in accordance with that meaning. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority having jurisdiction over the project, whether such reference be specified or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time the work is performed, except as may be otherwise specifically stated herein.

B. The contract documents and all referenced standards cited therein are essential parts of the contract requirements. A requirement occurring in one is as binding as though occurring in all. They are intended to be complementary and to describe and provide for a complete project.

C. If drawings are provided, they intended to show general arrangements, design and extent of work. In the event of a discrepancy between or among the drawings, specifications or other contract document provisions, the contractor shall be required to comply with the provision which is the more restrictive or stringent requirement upon the contractor, as determined by the Project Manager.

2. ERRORS AND OMISSIONS

The contractor shall not take advantage of any apparent error or omission in the contract documents. If any error or omission appears in the contract documents, the contractor shall immediately notify the Project Manager in writing of such errors or omissions. In the event the contractor knows or should have known of any error or omission and fails to provide such notification, the contractor shall be deemed to have waived any claim for increased time or compensation the contractor may have had, and the contractor shall be responsible for the results and the costs of rectifying any such error or omission.

3. EMERGENCIES

A. The contractor shall have a responsible person available at or reasonably near the County on a twenty-four (24) hour basis, seven (7) days a week, who may be contacted in emergencies and in cases where immediate action must be taken to maintain traffic or to handle any other problem that might arise. The contractor's responsible person for supervision of emergencies shall speak and understand, both verbally and in writing, the English language. The contractor shall submit to the Project Manager, the phone numbers and names of personnel designated to be contacted in cases of emergencies. Included in this list shall be twenty-four (24) hour contact phone numbers for all subcontractors, if any, performing work under this agreement. This list shall contain the name of their supervisors responsible for work pertaining to this contract.

B. In the event of an emergency affecting the safety or protection of persons, or the work or property at the project site or adjacent thereto, the contractor, without special instruction or authorization from the Project Manager is obligated to act to prevent threatened damage, injury or loss. The contractor shall contact the Project Manager as soon as possible by telephone and with written notice as soon as possible, but no later than twenty-four (24) hours after the occurrence of the emergency, if the

contractor believes that any significant changes in the work or variations from the contract documents. If the Project Manager determines that a change in the contract documents is required because of the action taken in response to an emergency, a new Project Order Form shall be issued to document the consequences of the changes or variations. If the contractor fails to provide written notice within the twenty-four (24) hour limitation noted above, the contractor shall be deemed to have waived any right it otherwise may have had to seek an adjustment to the contract amount or an extension to the contract time.

4. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH/HAZARDOUSE MATERIALS

A. Contractor certifies that all material, equipment, etc., to be used in an individual project meets all Occupational Safety and Health Administration (OSHA) requirements. The contractor further certifies that if any of the material, equipment, etc., is found to be deficient in any OSHA requirement in effect on the date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the contractor. All standard equipment, work operations, safety equipment, personal protective equipment, and lighting required or mandated by State, Federal, OSHA, or Americans with Disabilities Act (ADA) regulations must be provided and used by the contractor and its employees.

B. Any chemical item supplied under this contract shall be accompanied by a Material Safety Data Sheet (MSDS). The MSDS shall include the following information:

1. The chemical name and the common name of the toxic substance.
2. The hazards or other risks in the use of the toxic substance, including the potential for fire, explosion, corrosiveness and reactivity.
3. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by the exposure to the toxic substances.
4. The primary route of entry and symptoms of exposure.
5. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
6. The emergency procedure for spills, fire, disposal and first aid.
7. A description in lay terms of the known specified potential health risks posed by the toxic substance intended to alert any person reading this information.
8. The year and month, if available, that the information was compiled, and the name, address, and emergency telephone number of the manufacturer responsible for preparing the information.

C. Any spillage of hazardous chemicals or wastes caused by the contractor must be reported immediately to the proper authority and the Project Manager. All spills shall be cleaned up in accordance with all local, State, and Federal regulations. The cost of cleanup of any spillage of hazardous chemicals caused by the contractor shall be the sole responsibility of the contractor and the County will share no responsibility for these costs. A copy of the completed compliance order with local, State, and Federal agencies shall be given to the County.

D. If any hazardous chemicals or conditions are discovered by the contractor during the normal work operation, it is the responsibility of the contractor to immediately contact the Project Manager with a description and the location of the condition.

E. The Project Manager or other County representatives may periodically monitor the work for safety. Should there be safety or health violations, the County's representative may have the duty to require the contractor to correct the violation in an expeditious method. If there is any situation that is deemed unsafe by the Project Manager or other County representatives, the project will be shut down immediately upon notice and will not resume work until the unsafe condition has been remedied.

F. Should the work site be in a hazardous area, the County shall take reasonable actions to furnish the contractor with information concerning hazards such as the types of the identification of known toxic material, machine hazards, Material Safety Data Sheets, or any other information that would assist the contractor in the planning of a safe work site. The contractor retains the ultimate responsibility to ensure all work is performed in a manner consistent with all applicable safety standards and directives.

G. The contractor shall be aware that while working for the County, representatives from agencies such as the United States Department of Labor, Occupational Safety and Health Administration (OSHA), and the Division of Safety, State of Florida, are invitees and do not need to have warrants or permission to enter the work site.

H. The contractor shall designate a competent person of its organization whose duty shall be the prevention of accidents. This person shall be literate and able to communicate fully in the English language because of the necessity to read job instructions and signs, as well as the need for conversing with management personnel. This person shall be the Contractor's Superintendent unless otherwise designated in writing to the Project Manager. All communications to the Superintendent shall be binding as if given to the contractor.

5. GENERAL INSPECTION REQUIREMENTS

A. Due to the nature of this Agreement, The County shall at the time of establishment of need, require the contractor to become fully informed as to the nature and extent of the work required and its relation to any other work in the area, including possible interference from other site activities. Arrangement for contractor's inspection of facilities or sites or activity schedules may be secured from the user department. Failure to visually inspect the facilities or sites may be cause for disqualification of contractor on that individual project.

B. Contractor shall furnish the Project Manager with every reasonable facility for ascertaining whether the work performed or materials used are in accordance with the requirements and intent of the specifications. If the Project Manager so requests, the contractor shall, at any time before final acceptance of the work, remove or uncover such portions of the finished work as may be directed. After examination, the contractor shall restore the uncovered portions of the work to the standard required by the specifications. Should the work exposed or examined prove unacceptable in the opinion of the Project Manager, the uncovering or removal, and the replacing of the covering or making good of the items removed, shall be at the contractor's expense. However, should the work exposed or examined prove acceptable in the opinion of the Project Manager, the uncovering or removing and the replacing or the covering or making good of the items removed, shall be paid for by the County.

C. If during or prior to the operations, the Project Manager should fail to reject defective work or materials, whether from lack of discovery of such defect, or for any other reason, such initial failure to reject shall in no way prevent the Project Manager's later rejection when such defect is discovered,

nor obligate the County to final acceptance or payment, and the contractor shall make no claim for losses suffered due to any necessary removals or repairs of such defects.

D. If during or prior to the operations, the Project Manager, rejects any portion of the work on the grounds that the work or materials are defective, the Project Manager will give the contractor notice of the defect. The contractor shall then have seven (7) calendar days from the date the notice is received to correct the defective condition. If the defect has not been corrected within seven (7) calendar days, the Project Manager will send a second written notice to the contractor giving the contractor another seven (7) calendar days to correct the defect. If the contractor fails to correct the deficiency within the second seven (7) calendar days after receipt of the notice, the County may take whatever action is necessary, including correcting the deficient work utilizing another contractor or terminating the contract.

E. Should the contractor fail or refuse to remove and renew any defective material used or work performed, or to make any necessary corrections in an acceptable manner and in accordance with the requirements of the specifications, within the time indicated in writing, the County, will have the authority to cause the unacceptable or defective materials or work to be repaired, removed and replaced, as may be necessary, at the contractor's expense. Any expense incurred by the County, whether direct, indirect or consequential, in making the repairs, removals, or replacements, which the contractor has failed or refused to make, shall be paid for out of any monies due or which may become due the contractor, or may be charged against the contract bond, if any. A Change Order will be issued, incorporating the necessary revisions to the contract documents, including an appropriate decrease to the contract amount. Such direct, indirect and consequential costs shall include, such as, but not be limited to: costs of repair and replacement of work of others destroyed or damaged by correction, removal or replacement of work of the contractor's defective work and additional compensation due the County. The contractor shall not be allowed an extension of the contract time because of any delay in performance of the work attributable to the exercise by the County of the County's rights and remedies hereunder.

F. When the United States Government or the State of Florida is to pay a portion of the cost of the project, the work will be subject to such inspection by Federal or State representatives as deemed necessary, but such inspections will in no case make the United States Government or the State of Florida a party to this contract.

G. All work performed and all materials furnished shall be in reasonably close conformity with the tolerances indication in the specifications. In the event the Project Manager finds the materials or finished product in which the materials are used and not within reasonably close conformity to the specifications, the Project Manager will then make a determination if the work shall be accepted and remain in place. In this event, the Project Manager will document the basis of acceptance by a Change Order which will provide for an appropriate deduction as needed in the contract price for such work or materials as the Project Manager deems necessary to conform to the determination based on the Project Manager's professional judgment.

6. PROJECT MANAGER

It is agreed to by the parties that the Project Manager will decide all questions, difficulties, or disputes, of whatever nature, which may arise relative to the interpretation of the plans, construction, prosecution and fulfillment of the scope of services and as to the character, quality, amount and value of any work done, and materials furnished, under or by reason of this Agreement. The Project

Manager may appoint representatives as desired that will be authorized to inspect all work done and all materials furnished.

7. CONTRACT TIME AND TIME EXTENSIONS

A. Unless otherwise provided, contract time shall mean the number of consecutive business days form the commencement date noted in the properly executed purchase order to the date on which all work is to be completed. The contractor shall diligently pursue the completion of the work and coordinate the work being done on the project by its subcontractors and material suppliers, as well as coordinate the contractor's work with the work of other contractors so that the contractor's work or the work of others shall not be delayed or impaired by any act or omission of any act by the contractor. The contractor shall be solely responsible for all means, methods, techniques, sequences and procedures, as well as coordination of all portions of the work under the contract documents.

B. Should the contractor be obstructed or delayed in the prosecution of or completion of the work as a result of unforeseeable causes beyond the control of the contractor, and not due to the contractor's fault or neglect, the contractor shall notify the Project Manager by telephone as soon as possible and in writing within two (2) business days after the commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which the contractor may have had to request a time extension.

C. If the contractor complies with the two (2) business days' notice requirement, the Project Manager will ascertain the fact and the extent of the delay being claimed and recommend an extension to the contract time when, in the Project Manager's sole judgment, the findings of fact justify such an extension. The contractor shall cooperate with the Project Manager's investigation of the delay by providing any schedules, correspondence or other data that may be required to complete the findings of fact. Extensions to the contract time may be granted for only those delays which impact the contractor's schedule. Extensions of contract time, if approved by the Project Manager, must be authorized in writing.

D. Weather events are specifically excluded as an excused cause for delay under this agreement and no additional days shall be given for rain days.

E. The County shall be entitled to assess charges, as liquidated damages, but not as a penalty, for each calendar day after the scheduled completion date. The project shall be deemed to be completed on the date it is accepted by the County's Representative. The Contractor hereby expressly waives and relinquishes any right which it may have to seek to characterize the above-noted liquidated damages as a penalty. The parties agree that the liquidated damages sum represents a fair and reasonable estimate of the County's actual damages at the time of contracting if the Contractor fails to complete the work in a timely manner. The Liquidated Damages shall be as follows:

Specific Project Amount	Daily Charge per Calendar Day
$5,000 and under.....	$25
Over $5,000 but less than $10,000.....	$65
$10,000 or more but less than $20,000.....	$91
$20,000 or more but less than $30,000.....	$121
$30,000 or more but less than $40,000.....	$166
$40,000 or more but less than $50,000.....	$228
Over $50,000 but less than $250,000.....	$313

Any Contractor that is in default for not completing the work within the time specified shall be removed from the bidder's list, at the option of the County, and not permitted to bid work for Lake County until the project is complete and the liquidated damages sum is satisfied.

The County shall retain from the compensation to be paid to Contractor the above described sum. If the Contractor continues to fail to complete any or all remaining scheduled work, the County may charge the Contractor any additional costs that would be incurred over and above the original contract cost. This amount shall be considered a minimum to complete all remedial work, correct deficient work, clean up the project and other miscellaneous tasks as required to complete all work specified. This amount is in addition to the liquidated damages prescribed above and shall not be construed as a penalty.

F. County shall retain from the compensation to be paid to contractor the above described sum.

8. HOURS OF OPERATION

A. Unless otherwise specified in the technical specifications, all work performed shall be accomplished between the hours of 7:00 A.M. and 5:00 P.M., Monday through Friday, and no work shall be performed on Saturdays, Sundays, or County Holidays, unless permission to work has been requested in writing by the contractor and approval, in writing, has been granted by the Project Manager. Request for permission to work must be received by the Project Manager no less than two (2) days prior to the requested work day. The exception to this pre-approval requirement would be in the case of an emergency in which the emergency specification as outlined in Section 3, Emergencies, would apply. County Holidays are as follows:

New Year's Day
Martin Luther King, Jr. Day
Presidents' Day
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

B. Special schedules may be established if necessary because of problems with noise or similar problems affecting citizens in homes or buildings adjacent to the roadways.

C. Under no circumstance, except in the case of an emergency, will permission be given for work on New Year's Day, Independence Day, Thanksgiving Day or Christmas Day. If the official holiday is on a Saturday, the County observes the holiday on Friday and if the holiday is on Sunday the County observes the holiday on Monday. The contractor shall not be allowed to work on the alternate day for the above mentioned holidays. The Project Manager may consider approval in accordance with the provisions stated above, for work on the following days: Martin Luther King, Jr. Day, Memorial Day, Labor Day, Veterans Day, or the Friday after Thanksgiving.

D. When the contractor requests and is approved for Saturday, Sunday or Holiday work, the County may assess the contractor the sum of Two Hundred Fifty Dollars ($250.00) per man per day for each Saturday, Sunday or recognized Holiday worked or planned to work. These fees will be deducted from the final invoice.

9. CHANGES IN WORK

A. The County may at any time, by issuance of a Change Order executed in accordance with the County's Purchasing Policies and Procedures make changes within the general scope of this Agreement. If additional work or other changes are required an offer will be requested from the contractor. Upon negotiation of the offer, execution and receipt of the Change Order, the contractor shall commence performance of the work as specified.

B. The contractor shall not commence any additional work or other changes covered by the Scope of Services for the individual project without an executed Change Order. If the contractor performs additional work beyond the specific requirements of this Agreement without an executed Change Order, it shall be at the contractor's own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed Change Order.

10. CLAIMS AND DISPUTES

A. Claims by the contractor shall be made in writing to the Project Manager within two (2) business days after the commencement of the event giving rise to such claim or else the contractor shall be deemed to have waived the claim. Written supporting data shall be submitted to the Project Manager within ten (10) calendar days after the occurrence of the event, unless the County grants additional time in writing, or else the contractor shall be deemed to have waived the claim. All claims shall be priced in accordance with the provisions of the section in this document entitled "Changes in Work".

B. The contractor shall proceed diligently with its performance as directed by the County, regardless of any pending claim, action, suit, or administrative proceeding, unless otherwise agreed to by the County in writing. The County shall continue to make payments on the undisputed portion of the contract in accordance with the contract documents during the pendency of any claim.

1. Claims by the contractor shall be resolved in the following manner:

a. Upon receiving the claim and supporting data, the Project Manager will review the claim, or if the Project Manager is not a County employee, will forward the claim to the County. The County will within fifteen (15) business days respond to the claim in writing stating that the claim is either approved or denied. If denied, the County will specify the grounds for denial. The contractor shall then have fifteen (15) calendar days in which to provide additional supporting documentations, or to notify the County that the original claim stands as is.

b. If the claim is not resolved, the County may, at its option, choose to submit the matter to mediation. A mediator shall be mutually selected by the parties and each party shall pay one-half (1/2) the expense of mediation. If the County declines to mediate the dispute, the contractor may bring an action in the County or Circuit Court sitting in Lake County, Florida.

2. Claims by the County against the contractor shall be made in writing by the Project Manager as soon as the event leading to the claim is discovered by the County. Written supporting data shall be submitted by the Project Manager. All claims shall be priced in accordance with the provisions of the

section in this document entitled "Changes In Work". The party to whom the Project Manager's determination is not in favor of may appeal the determination as set forth in subsection (2) above.

3. Arbitration shall not be considered as a means of dispute resolution.

11. LANDS FOR WORK AND ACCESS THERETO

A. County shall furnish and define the limits of land for access to the work site and for the site proper. No storage or equipment shall take place on private property unless the contractor has a letter from the landowner authorizing the contractor to do so. A copy of the letter shall be provided to the County. The contractor shall supply the Project Manager any such letter before the equipment is placed there. Any and all other lands required by the contractor shall be procured by the contractor at the contractor's expense.

B. As the work progresses, the contractor shall keep the site reasonably clear of rubbish, trash, waste, and other disposable materials on a daily basis. If the contractor allows the site to become littered and unsightly, any payments otherwise due may be withheld until the contractor cleans up the site to the satisfaction of the County. If the contractor fails to clean up the site, the County may choose to clean up the site at the contractor's expense.

C. The contractor shall, absent written permission from a private property owner, confine all storage of materials, equipment, and the operations of workers to the project site and land and areas identified in and permitted by the contract documents. The contractor shall assume full responsibility for any damage to any such land or area or to the owner or occupant thereof, or any land or areas contiguous thereto, resulting from the performance of the work. At the completion of the work, the contractor shall remove all debris, rubbish and waste materials from and about the project site, as well as all tools, appliances, equipment, machinery, and surface materials and shall leave the project site clean. All service and supply operations shall be conducted outside the clear zone unless the contractor has proper authorization and traffic control. No supply vehicles shall enter the median for any purpose. No service vehicles shall enter the median except when necessary to repair or remove inoperable equipment.

D. Any equipment/material left within the right of way shall be outside the clear zone. No equipment/material shall be parked overnight in the median.

12. MAINTENANCE OF TRAFFIC (MOT)

Unless otherwise specified, the standard specifications to be used for the work shall be the most applicable and the most stringent of the following:

A. Maintenance of traffic shall be the responsibility of the contractor, is part of the contractor's proposal price, and shall confirm to FDOT's most current editions of "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION", 2018 edition (or latest edition), or FDOT's "ROADWAY AND TRAFFIC DESIGN STANDARDS", 2018 (or latest edition), or FDOT's "MANUAL OF UNIFORM MINIMUM STANDARDS FOR DESIGN, CONSTRUCTION AND MAINTENANCE FOR STREETS AND HIGHWAYS," 2016 (or latest edition), Federal Highway Administration (FHWA) "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD)," 2009 (or latest edition), and all supplemental specifications thereto. These documents can be ordered from FDOT, Maps and Publications Department, 605 Suwannee Street, Tallahassee, Florida 32399-0450, or by going to the FDOT website at: www.dot.state.fl.us/mapsandpublications.

B. All costs associated with MOT must be included in the contractor's proposal price. No separate line items for MOT will be included in the cost estimate. If the contractor does not comply with the FDOT and the FHWA (i.e. signs, qualified flaggers, or barricades), the County reserves the right to direct the contractor to cease operation until deficiencies are corrected. In addition, no road closures shall be allowed except in the case of emergencies.

C. If the contractor feels that assistance from an off duty police officer is needed, it shall be the responsibility of the contractor to hire and pay for this service.

D. All lane closures shall have the prior approval of the Project Manager.

E. The foregoing requirements are to be considered as minimum and the contractor's compliance shall in no way relieve the contractor of final responsibility for providing adequate traffic control devices for the protection of the public and contractor's employees throughout the work area.

F. The use of public roads and streets by the contractor shall provide a minimal inconvenience to the public and traffic. Furthermore, if the contractor is utilizing the road by driving the slow moving equipment, the operator shall allow no more than three (3) vehicles to be backed up behind them at any time before pulling to the side to let traffic pass.

13. UNDERGROUND UTILITIES

Any required ground digging or subsurface work shall be done in accordance with Chapter 556, Florida Statutes. It shall be the responsibility of the contractor to have all underground utilities located before any work shall begin. This can be done by contacting Sunshine State One Call. They may be reached by calling 1-800-432-4770. The repairs of any damaged underground utilities as a result of the work being performed by the contractor shall be the responsibility of the contractor. The proper utility company shall be contacted immediately to expedite the repairs, if damage has occurred. The County shall also be notified by telephone at the earliest opportunity and shall be followed up with a written explanation of the incident within two (2) days.

14. PROTECTION OF EXISTING STRUCTURES, UTILITIES, WORK AND VEGETATION

A. The contractor shall preserve and protect all existing vegetation such as trees, shrubs, and grass on or adjacent to the site which do not unreasonably interfere with the project as may be determined by the Project Manager. The contractor shall be responsible for all unauthorized cutting or damages of trees and shrubs, including damage due to careless operation of equipment, stockpiling of materials or tracking of grass areas by equipment.

B. The contractor shall fully protect the work from loss or damage and shall bear the cost of any such loss or damage until final payment has been made. If the contractor or any one for whom the contractor is legally liable is responsible for any loss or damage to the work, or other work or materials of the County or County's separate contractors, the contractor shall be charged with the same, and any monies necessary to replace such loss or damage shall be deducted from any amounts due the contractor.

C. The contractor shall not disturb any benchmark established by the County with respect to the project. If the contractor, or its subcontractors, agents or any one for whom the contractor is legally liable, disturbs County benchmarks, the contractor shall immediately notify the Project Manager. The

County shall have the benchmarks re-established and the contractor shall be liable for all costs incurred by the County associated therewith. Such costs shall be deducted from any amounts due the contractor.

D. During the period of production of work and the warranty period the contractor shall be responsible for processing any and all claims for property damage and or bodily injury caused by the failure of the work including, such as but not limited to: motor vehicles or pedestrians. The contractor shall be responsible for the payment of all property damage and bodily injury claims and agrees to save and hold harmless the County from all such claims. Claims not handled by the contractor or their representative in the proper manner, will be settled by the County. The County shall recover all costs from the contractor.

E. All items damaged as a result of contractor or subcontractor operations, such as but not limited to: sidewalks, seating, curbs, pipes, drains, water mains, pavement, mail boxes, turf, County signs or other property owned by the County or private landowner, shall be either repaired or replaced by the contractor, at their expense, in a manner prescribed by and at the sole satisfaction of the Project Manager. Any claims submitted to the County, such as but not limited to: from utility companies or landowners, which are determined to be the result of damage done by the contractor, shall be the responsibility of the contractor. The County reserves the right to pay any such claims and deduct such amount from the contractor's invoice. Repairs, or receipt of repairs, will be completed and submitted to the County prior to submission of the contractor's invoice for work accomplished. If the repair is not in accordance with County standards, the County shall repair the items and deduct the associated cost from the amount due the contractor.

F. The contractor shall replace any asphalt that has been damaged as a result of hydraulics spilled from their equipment.

G. Complaints shall be addressed within two (2) business days and a written report submitted to the Project Manager outlining actions taken to correct the complaint. The contractor shall notify the County immediately of any complaints given directly to the contractor.

H. If in the course of completing work as part of this contract there is an accident that involves the public, the contractor shall as soon as possible, inform the Project Manager of the incident by telephone. The contractor shall follow up in writing within two (2) business days of the incident. If Law Enforcement was involved and has written a report, the contractor shall forward a copy of the report to the Project Manager.

I. The contractor shall be responsible for re-grading and re-sodding any areas that are disturbed by the contractor during the course of the work being completed.

15. EQUIPMENT

A. The contractor shall furnish equipment of a type and quantity to perform the work satisfactorily within the time specified herein. The County reserves the right to inspect all equipment before it is placed in or while it is in service. If in the opinion of the Project Manager, the contractor has insufficient equipment on the job to satisfactorily complete the work within the required time, the contractor shall provide additional equipment as directed by the Project Manager. All equipment may be inspected and approved by the Project Manager before it is placed in service. If at any time, the Project Manager before it is placed in service. If at any time, the Project Manager determines that any

equipment is deficient in any way, the contractor shall remove the equipment from service immediately, and the equipment shall remain out of service until the deficiency is corrected to the satisfaction of the Project Manager. Inspection and approval of the contractor's equipment by the Project Manager shall not relieve the contractor of the responsibility or liability for injury to persons or damage to property caused by the operation of the contractor's equipment, nor shall it relieve the contractor of the responsibility to meet the established time for the completion of the service.

B. All safety devices installed by the manufacturer shall be in place and in proper working order at all times. At a minimum, all equipment used within the right of way shall be equipped with a slow moving vehicle sign, and properly operating amber flashing or white strobe light.

C. The equipment used must be in good repair and operating condition at all times. This service requires that all equipment shall be environmentally safe, with no oil leaks, blowing fuel, or leaking hydraulic lines.

16. SANITATION

The contractor shall provide and maintain adequate sanitary conveniences for the use of persons employed for this project. These conveniences shall be maintained at all times without nuisance, and their use shall be strictly enforced. The location of these conveniences shall be subject to the Project Manager's approval.

17. OTHER WORK

A. The contractor will cooperate with County personnel or anyone who may be engaged in authorized work prior to final completion of the project.

B. The contractor shall cooperate with the owners of any underground or overhead utility lines in their removal and rearrangement operations in order that these operations may progress in a reasonable manner and that service rendered by these parties will not be interrupted.

C. The County may perform other work related to the project site or, in the general vicinity of the site by the County's own forces, have other work performed by utility owners or other direct contracts. If other work is not identified in the contract documents and if the contractor believes that such performance will involve additional expenses to the contractor or require additional time, the contractor shall send written notice of that fact to the County and the Project Manager within two (2) business days of being notified of the other work. If the contractor fails to send the above required notice, the contractor will be deemed to have waived any rights it otherwise may have had to seek an extension to the contract time or adjustment to the contract amount. The contractor shall afford each utility owner and other contractors (or the County, if the County is performing additional work with the County's employees) proper and safe access to the site and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such work and shall properly connect and coordinate its work with theirs. The contractor shall not endanger any work of others by cutting, excavating, or otherwise altering their work and will only cut or alter their work with the written consent of the Project Manager and the others whose work will be affected.

D. If any part of the contractor's work depends, for proper execution or results, upon the work of any other contractor other than a subcontractor or utility owner, the contractor shall inspect and promptly report to the Project Manager, in writing two (2) business days, any delays, defect or other

problems in such other work that renders it impossible for the contractor to obtain proper execution or results. The contractor's failure to report will constitute an acceptance of the other work as fit and property for integration with the contractor's work.

18. BONDS

Not applicable to this solicitation.

19. FINAL INSPECTION

A. Maintenance of Work. The contractor shall maintain all work in as-new condition until the final inspection is completed and the work accepted by the Project Manager.

B. Upon notice from the contractor that the service has been completed, the Project Manager will make a final inspection within five (5) business days of receipt of notification. The Project Manager will notify the contractor if necessary of any deficiencies with the project. The contractor shall correct all deficiencies before final acceptance and payment is made. If the deficiencies have not been completed within the contracted time, the Project Manager may send out a notification notifying contractor of assessment of Liquidated Damages that can be applied for any day over the time allowed per the contract.

C. The contractor shall notify the Project Manager when the deficiencies have been completed and corrected. If the deficiencies are not corrected when inspected, the contractor shall be notified again in writing about any deficiencies. Once the repairs have been corrected by the contractor, the Project Manage shall make another inspection. There shall be an eighty dollar ($80.00) inspection fee assessed to the contractor for this inspection and any re-inspection that may be required after that. The fee is assessed to offset the additional costs associated with County labor and vehicle usage required for unnecessary inspections. The fee(s) shall be deducted from the final invoice for that release order.

20. FINAL ACCEPTANCE

A. The contract will be considered complete when all work has been completed and has been accepted by the County and the Project Manager. The contractor will then be released from further obligation except as set forth in the warranty or bonds in this Contract.

B. The County reserves the right, should an error be discovered in the partial or final estimates, or should proof of defective work or materials used by or on the part of the contractor be discovered after the final payment has been made, to claim and recover from the contractor or its surety, or both, by process of law, such sums as may be sufficient to correct the error or make good the defects in the work and materials, including any fees or costs associated with the additional services of the Project Manager.

21. MEASUREMENT AND PAYMENT

A. All work completed under the terms of this contract shall be paid as a unit price payment at the cost as established in Section 4, Pricing/Certifications/Signatures, Pricing Section and as discussed in Section 2, Scope of Services.

B. The contractor shall accept compensation provided under the terms of this contract as full payment for furnishing all materials and for performing all work contemplated and embraced under this contract. Such compensation shall also be for any and all loss or damage arising out of the nature of the work or from the action of the elements, or from any unforeseen difficulties or obstructions encountered during the contract period until final acceptance by the County.

22. WARRANTY

A. The contractor shall obtain and assign to the County all express warranties given to the Contractor or any subcontractors by any material suppliers, equipment or fixtures to be incorporated into the Project. The Contractor warrants to the County that any materials and equipment furnished under the Contract Documents shall be new unless otherwise specified, and that all work shall be of good quality, free from all defects and in conformance with the Contract Documents. The Contractor further warrants to the County that all materials and equipment furnished under the Contract Documents shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable manufacturers, fabricators, suppliers or processors except as otherwise provided for in the Contract Documents. Unless otherwise specified, if within eighteen (18) months after final completion and acceptance, any work is found to be defective or not in conformance with the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the County. The Contractor shall also be responsible for and pay for replacement or repair of adjacent materials or work which may be damaged as a result of such replacement or repair. These warranties are in addition to those implied warranties to which the County is entitled as a matter of law.

B. The sod shall be warranted to be free of noxious and invasive weeds, disease, and insects. If pests or noxious weeds manifest themselves within sixty (60) days of placement of the sod, the contractor shall treat the affected areas. The process for treating these areas shall be approved by the Project Manager. If the sod does not meet any of the specifications within this document, the contractor shall be responsible to replace it at no expense to the County. It shall be the responsibility of the contractor to ensure that the sod is sufficiently established as previously described within these specifications. If the sod dies or does not become established the contractor shall be responsible for the replacement at no cost to the County.

Pricing shall include all materials, labor, and equipment for roadside mowing and litter removal services of various types of grasses. All areas must present a uniform and clean appearance.

ITEM NO.	DESCRIPTION	MILES	CYCLES PER YEAR	COST PER CYCLE	TOTAL ANNUAL COST
GROUP A – IN-SEASON MOWING					
1	Rural Collector Roads	90.8	8	$11,767.68	$94,141.44
2	Spring Hill Collector Roads	178.11	8	$23,083.06	$184,664.48
	TOTAL GROUP A			**$34,850.74**	**$278,805.92**
GROUP B – OFF-SEASON MOWING					
1	Rural Collector Roads	90.8	2	$11,767.68	$23,535.36
2	Spring Hill Collector Roads	178.11	2	$23,083.06	$46,166.12
	TOTAL GROUP B			**$34,850.74**	**$69,701.48**
GROUP C – ROYAL HIGHLANDS Excludes: ROWs within High Point MHP and Brookridge MHP					
1	AREA A - Sunshine Grove from Route 50 to Hexam Road and Ken Austin Parkway	4.5	10	$583.20	$5,832.00
2	AREA B - Includes all roadways, DRAs, and DROWs	319.5	8	$41,407.20	$331,257.60
	TOTAL GROUP C			**$41,990.40**	**$337,089.60**
	TOTAL ALL GROUPS			**$111,691.88**	**$685,597.00**

Anti-Human Trafficking Affidavit

In compliance with Fla. Stat. § 787.06(13), this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Hernando County or any of its subordinate units (the "Governmental Entity").

1. My name is Derek Simon and I am over eighteen years of age. The following information is given from my own personal knowledge.

2. I am an officer or representative with Aero GroundTek LLC, a non-governmental entity (the "Nongovernmental Entity"). I am authorized to provide this affidavit on behalf of Nongovernmental Entity.

3. Neither Nongovernmental Entity, nor any of its subsidiaries or affiliates, uses *coercion* for *labor* or *services*, as such italicized terms are defined in Fla. Stat. § 787.06, as it may be amended from time to time.

4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.

5. This declaration is made pursuant to Fla, Stat. § 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Derek Simon, declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

FURTHER AFFIANT SAYETH NAUGHT.

Aero GroundTek LLC

Name of Nongovernmental Entity

Derek Simon

Printed Name of Affiant

CFO

Title of Affiant



Signature of Affiant

3/27/2026

Date

Foreign Counties of Concern

Pursuant to 287.138 F.S., effective July 1, 2023, the County may not enter into contracts which grants the Vendor/Contractor access to personal identifiable information if: a) the Contractor is owned by the government of a Foreign Country of Concern (as defined by the statute): (b) the government of a Foreign Country of Concern has a controlling interest in the entity; or (c) the Contractor is organized under the law of or has its principal place of business in a Foreign Country of Concern.

Beginning July 1, 2025, a governmental entity is prohibited from extending or renewing a contract with an entity meeting the requirements of (a) to (c) above, if the contract would give such entity access to an individual's personal identifying information.

The Contracting with Entities of Foreign Countries of Concern Prohibited Affidavit Form ("Form") is required by Section 287.138, Florida Statutes ("F.S."), which is deemed as being expressly incorporated into this Form. The Affidavit must be completed by a person authorized to make this attestation on behalf of the PROFESSIONAL's for the purpose of submitting a bid, proposal, quote, or other response, or otherwise entering into a contract with the County. The associated bid, proposal, quote, or other response will not be accepted unless and until this completed and executed Affidavit is submitted to the County.

PROFESSIONAL's Legal Company Name: Aero GroundTek LLC does not meet any of the criteria set forth in Paragraphs 2 (a) – (c) of Section 287.138, FS.

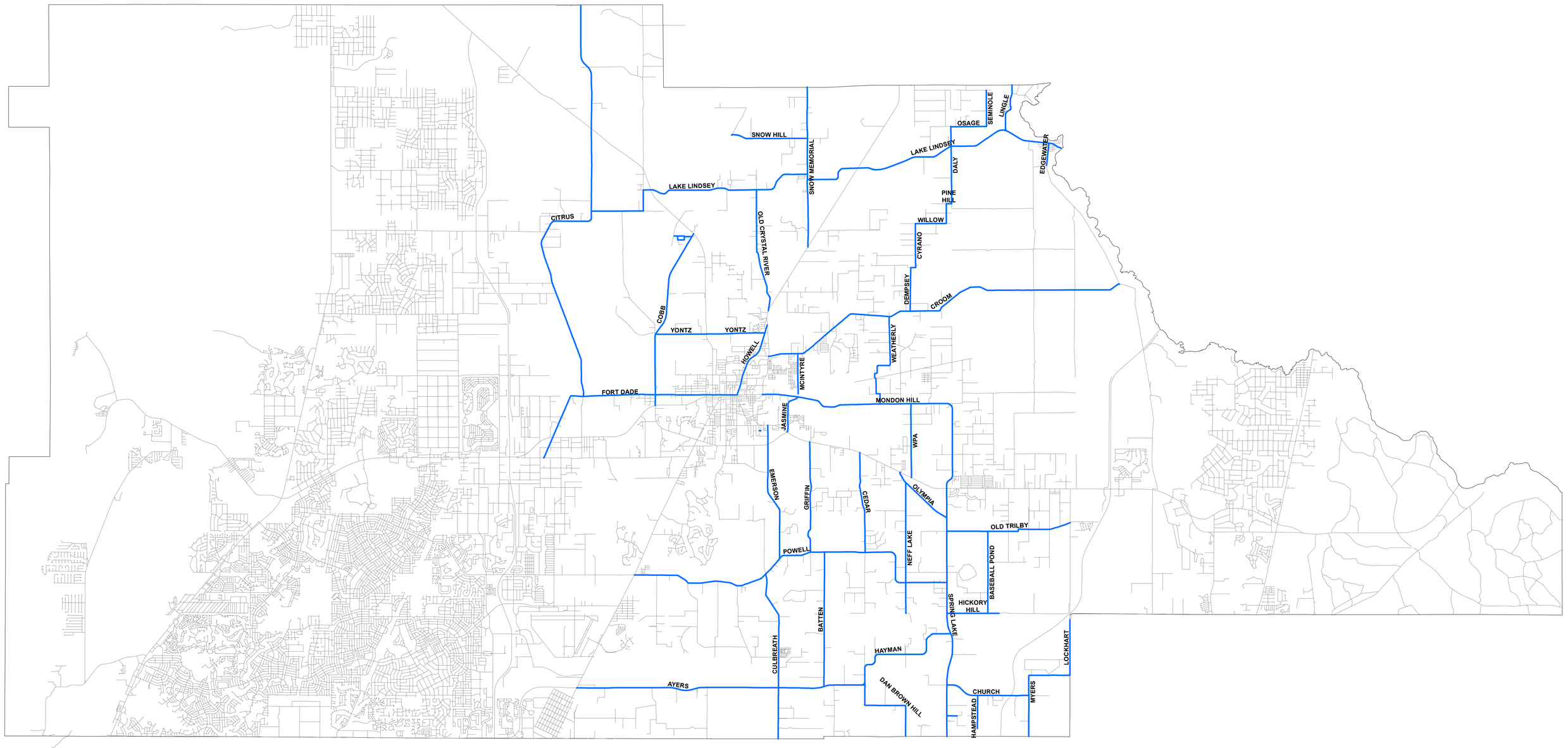
Pursuant to Section 92.525, F.S., under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Print Name of PROFESSIONAL's Authorized Representative: Derek Simon

Title of PROFESSIONAL's Authorized Representative: CFO

Signature of PROFESSIONAL's Authorized Representative: D—S—

Date: 3/27/2026



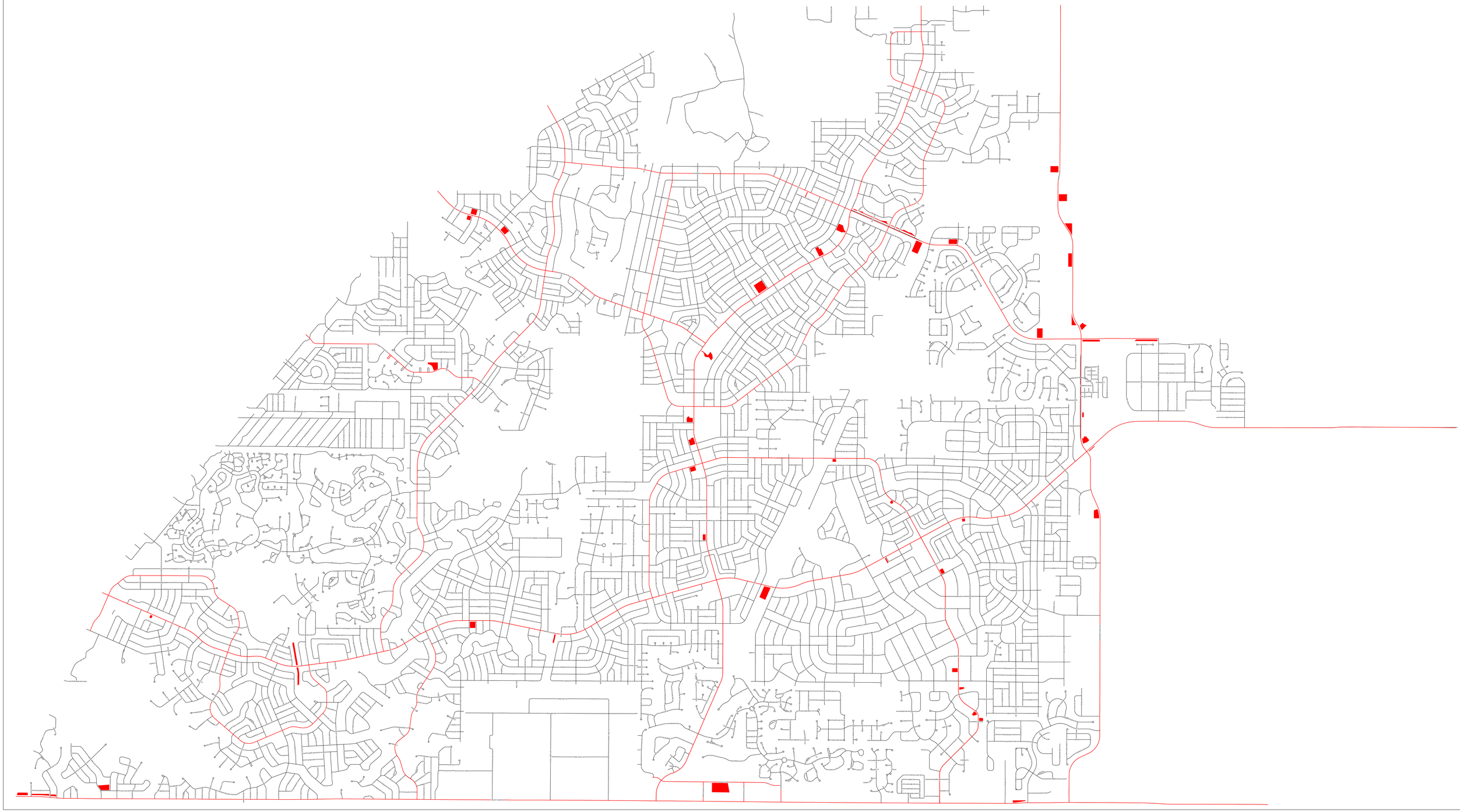
Rural Collector Roads 2023

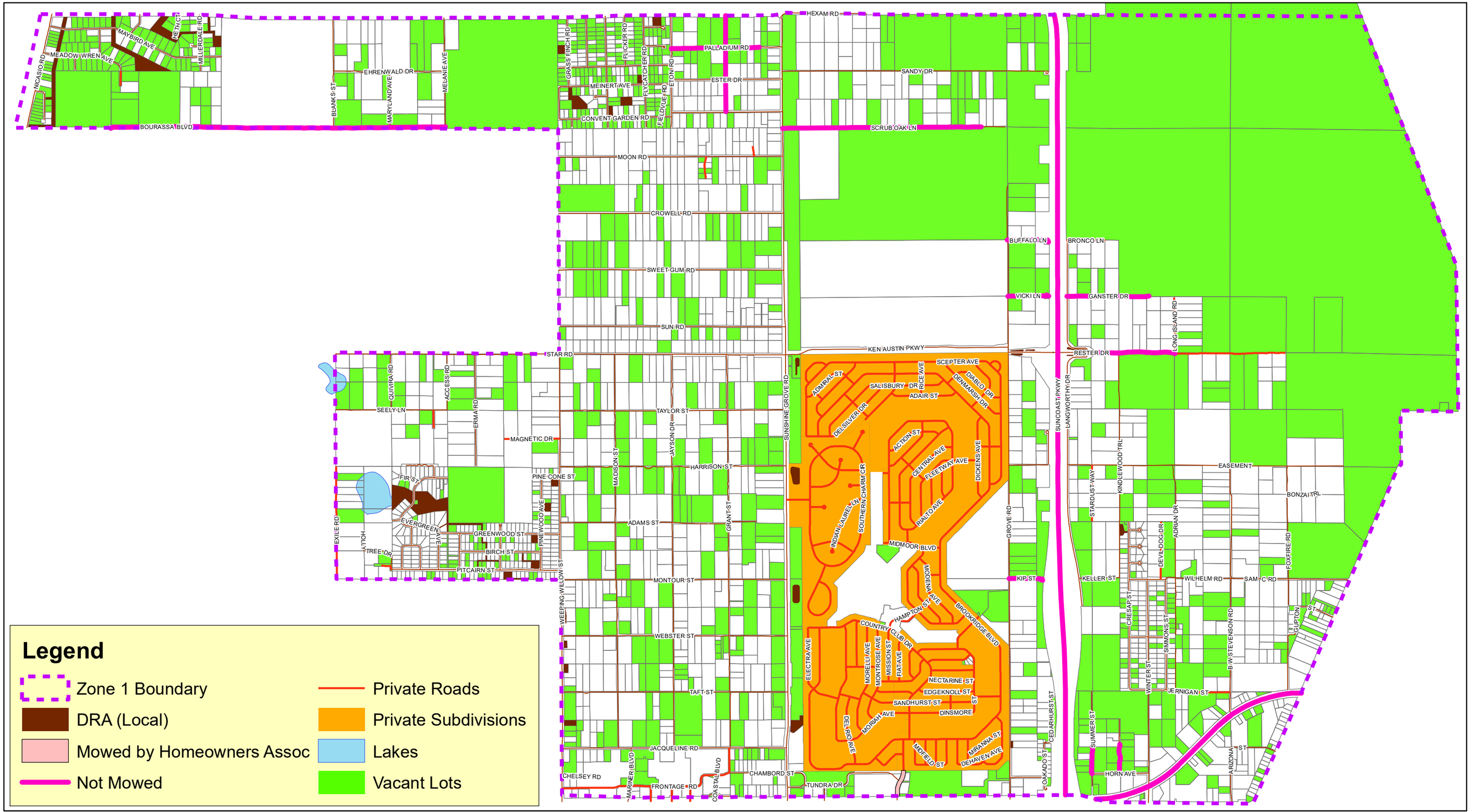
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Mapped By - Dept. of Public Works/Engineering Div.
Map Date - 11/29/2023

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Hernando County Geographic Information System (GIS)
Standard Legal Disclaimer

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Legend

- Zone 1 Boundary
- DRA (Local)
- Mowed by Homeowners Assoc
- Not Mowed
- Private Roads
- Private Subdivisions
- Lakes
- Vacant Lots

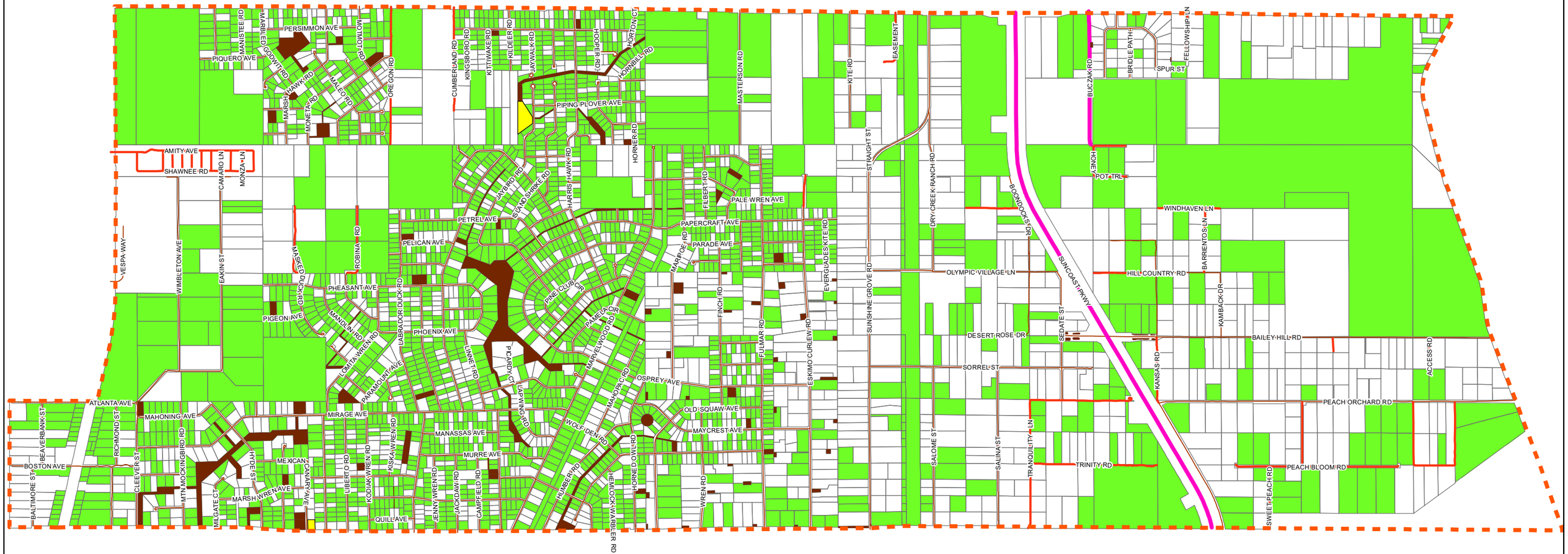
Royal Highlands Mow Map
Zone 1

Scale - Not To Scale
Mapped By - Dept. of Public Works/Engineering Div.
Map Date - 1/25/2019

N

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Legend

- Zone 2 Boundary
- Natural Retention Areas
- DRA (Local)
- Not Mowed
- Private Roads
- Vacant Lots

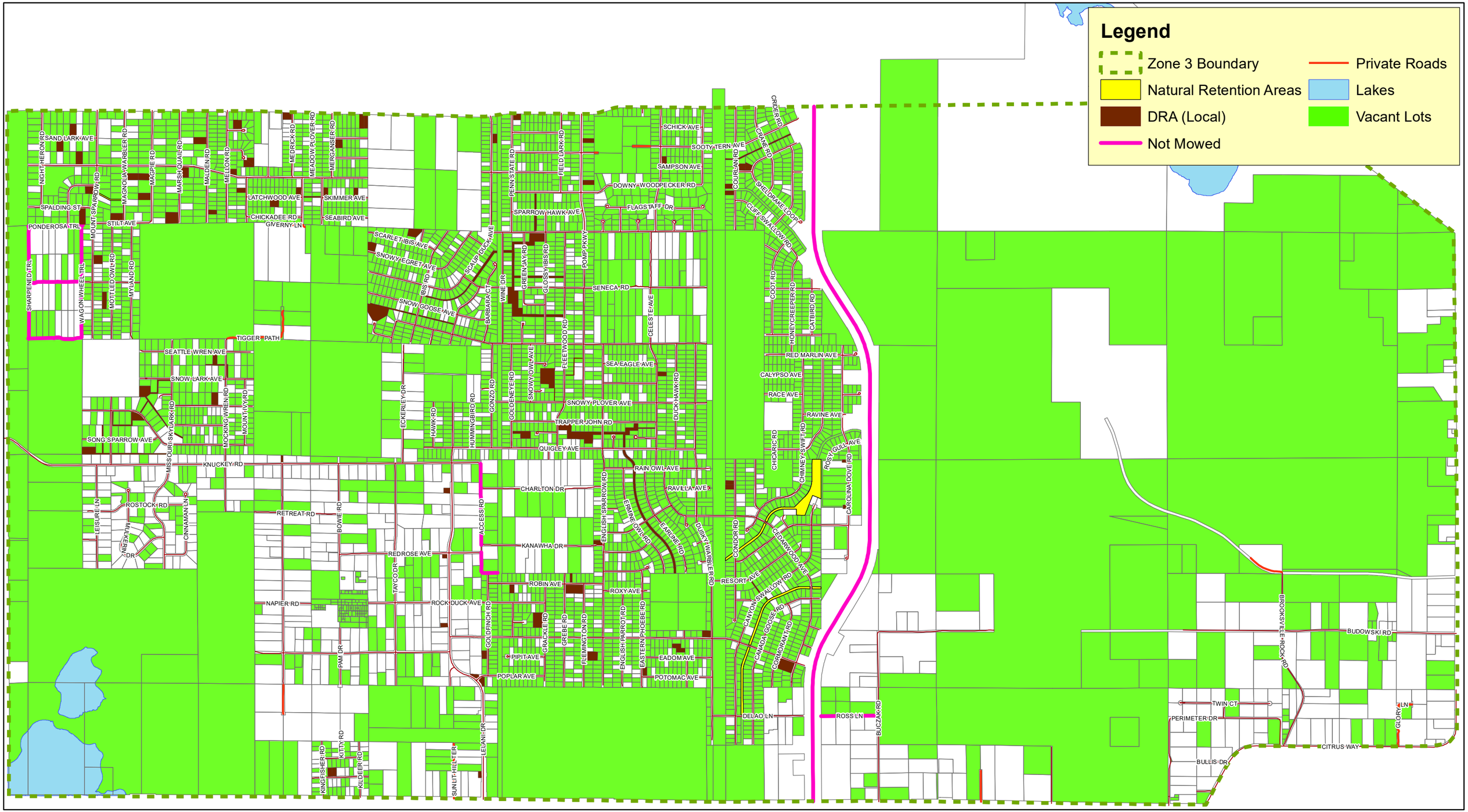
Royal Highlands Mow Map
Zone 2

Scale - Not To Scale
Mapped By - Dept. of Public Works/Engineering Div.
Map Date - 1/25/2019

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Royal Highlands Mow Map
Zone 3

Scale - Not To Scale
Mapped By - Dept. of Public Works/Engineering Div.
Map Date - 1/25/2019

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Legend

- Zone 4 Boundary
- Natural Retention Areas
- DRA (Local)
- Not Mowed
- Private Roads
- Wetlands
- Lakes
- Vacant Lots



Royal Highlands Mow Map
Zone 4

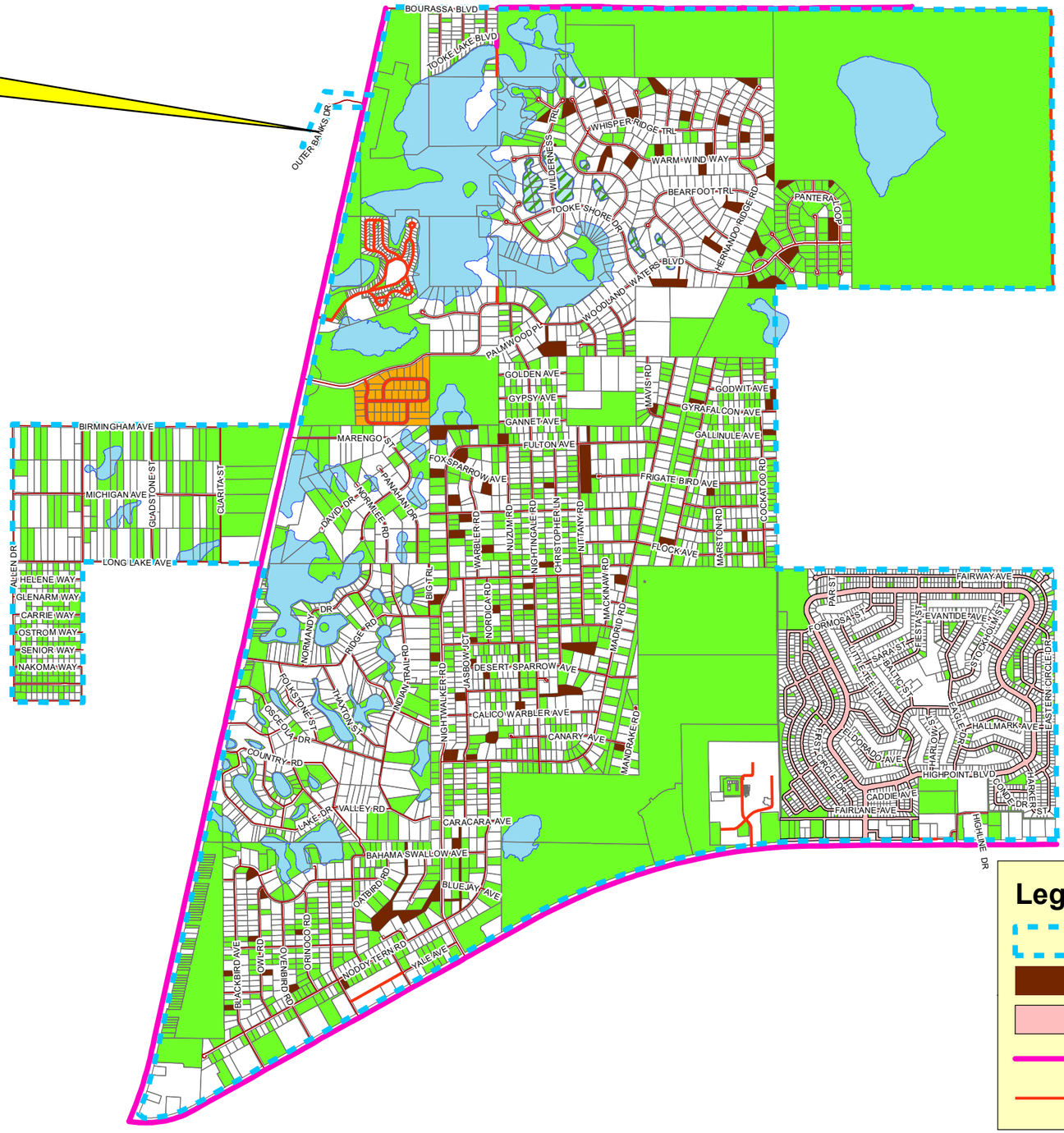
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Map Date - 3/22/2019

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Happy Days Dr from Outer Banks Dr to US 19 & Outer Banks Dr behind the shopping center are included in this contract area



Legend

- Zone 5 Boundary
- DRA (Local)
- Mowed by Homeowners Assoc
- Not Mowed
- Private Roads
- Private Subdivisions
- Wetlands
- Lakes
- Vacant Lots

Royal Highlands Mow Map
Zone 5

Scale - Not To Scale
Mapped By - Dept. of Public Works/Engineering Div.
Map Date - 5/29/2019

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TITLE

Utilization of Sourcewell Contract With SHI International Corp., for Technology Products and Services for Development Services: Building Department, Planning Department and Zoning Department (Amount: $180,677.25)

BRIEF OVERVIEW

On 04/08/2026, Hernando County Development Services submitted a request to the Procurement Department to piggyback Sourcewell Contract No. 121923-SHI to provide Technology Products and Services for Development Services, Planning and Zoning, and the Building Department. The Sourcewell contract has an expiration date of 02/27/2028 and three (3) - one (1) year renewals available.

Hernando County is requesting the use of this contract for Software Services for the Development Services Building Department and Planning and Zoning Department. This request is for the annual software licensing renewal of Forerunner Software and Repetitive Loss Data Module for floodplain management and hazard mitigation currently in use by the departments. This request is in the amount of $60,225.75 annually.

Hernando County Procurement Department has assigned File No. 26-P01342 to this contract for tracking purposes.

The Chief Procurement Officer has reviewed this requirement for conformance to Procurement Ordinance and Purchasing Policies and Procedures.

FINANCIAL IMPACT

Funding will be from budgeted funds in:
Fund: Development Services Building Department: Account: B401-120-14001-42-52400-533400 and;
Fund: Planning and Zoning Department: Account: B001-122-00000-42-51500-533400

LEGAL NOTE

In accordance with Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve the utilization of Sourcewell Contract 121923-SHI; Hernando County File No. 24-P0120V with SHI International for Technology Products and Services; in the amount of $60,225.75 annually.

It is further recommended the Board authorizes the Chief Procurement Officer to renew the contract with the same terms and conditions and approve change orders as they become necessary and required up to annual budgeted amounts.

REVIEW PROCESS

Dennis O'Keefe	Approved	04/08/2026 11:28 AM
Stephanie Stevens	Disapprove	04/08/2026 11:43 AM
Dennis O'Keefe	Approved	04/08/2026 2:45 PM
Kim Brady	Approved	04/08/2026 2:45 PM
Danielle L Nigro	Approved	04/09/2026 10:52 AM
Julie Crull	Approved	04/10/2026 9:31 AM
Stephanie Stevens	Approved	04/10/2026 4:22 PM
Erin Dohren	Approved	04/14/2026 11:24 AM
Felicia Holmes	Approved	04/15/2026 12:38 PM
Carla Rossiter-Smith	Delegated	04/15/2026 2:25 PM
Felicia Holmes	Approved	04/15/2026 2:46 PM
Carla Rossiter-Smith	Delegated	04/30/2026 9:04 AM
Gretchen Bechtel	Approved	04/30/2026 4:48 PM
Carla Rossiter-Smith	Approved	05/01/2026 8:17 AM
Pamela Hare	Approved	05/01/2026 9:51 AM
George Welsted	Approved	05/04/2026 11:36 AM
Melissa Tartaglia	Approved	05/04/2026 12:44 PM
Heidi Prouse	Approved	05/04/2026 2:23 PM
Toni Brady	Approved	05/05/2026 8:02 PM
Jeffrey Rogers	Approved	05/06/2026 6:11 AM
Jessica Wright	Approved	05/07/2026 12:38 PM

Board of County Commissioners

AGENDA ITEM

Meeting: 01/29/19 09:00 AM
Department: Purchasing & Contracts
Prepared By: Diane Kafrissen

Initiator: James Wunderle
DOC ID: 15271
Legal Request Number:
Bid/Contract Number:

TITLE

Utilization of Contracts and Agreements With Sourcewell Previously Known as National Joint Powers Alliance

BRIEF OVERVIEW

On September 19, 2017 Purchasing and Contracts Department obtained Board use approval to piggy-back nationally awarded contracts of National Joint Powers Alliance (NJPA), Doc. Id. No. 13525.

On May 15, 2018 the NJPA Board of Directors voted to approve changing the organization's name from: National Joint Powers Alliance (NJPA) to Sourcewell. Sourcewell recognized the Memberships, Contracts and Agreements entered into with NJPA as valid and on-going.

Hernando County Purchasing and Contracts would like authorization from the Board of County Commissioners on-going use approval of the Sourcewell Contracts and Agreements annually. Multiple departments will be utilizing these contracts and agreements.

FINANCIAL IMPACT

Funds will be available from various Hernando County Departments as FY funding is budgeted and not to exceed budgeted line item amounts. Department purchases can only be performed with available department budgets.

LEGAL NOTE

In accordance with Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

Staff recommends use approval for Hernando County Purchasing and Contracts Department for all current and future Sourcewell Contracts and Agreements for County-wide department use. Use approval will be on-going until terminated.

It is understood that purchases under $35,000.00 (the Advertised Bid Requirement-ABR) will be performed by the Chief Procurement Officer. Any County department purchase request that exceeds the ABR, will be brought to the Board as an Agenda

Item for Purchase Approval against the Sourcewell Contact.

REVIEW PROCESS

James Wunderle	Completed	01/16/2019 3:44 PM
Michelle Bishop	Completed	01/18/2019 10:28 AM
George Zoettlein	Completed	01/18/2019 11:12 AM
Sue Bishop	Completed	01/22/2019 3:24 PM
Maureen Sikora	Completed	01/22/2019 3:34 PM
Jenine Wimer	Completed	01/24/2019 8:56 AM
Leonard Sossamon	Completed	01/24/2019 10:31 AM
Tina Duenninger	Completed	01/24/2019 2:55 PM
Board of County Commissioners	Completed	01/29/2019 9:00 AM

RESULT:	**ADOPTED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Steve Champion, Commissioner
SECONDER:	Wayne Dukes, Commissioner
AYES:	Holcomb, Mitten, Allocco, Champion, Dukes

DocuSign Envelope ID: 443CB027-433D-46A7-BC42-6A19334951B3

Solicitation Number: RFP #121923

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and SHI International Corp., 290 Davidson Ave., Somerset, NJ 08873 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Technology Products and Services with Related Solutions from which Supplier was awarded a contract in Category 1.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

EXPIRATION DATE AND EXTENSION. This Contract expires February 27, 2028, unless it is cancelled sooner pursuant to Article 22. This Contract allows up to three additional one-year extensions upon the request of Sourcewell and written agreement by Supplier. Sourcewell retains the right to consider additional extensions beyond seven years as required under exceptional circumstances.

B. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

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2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract. "Equipment" and "Products" shall mean the third-party software, computer peripherals, computer hardware, and associated IT services resold by Vendor and provided by third parties. "Services" shall mean all professional services provided by Vendor under of a Statement of Work. "Statement of Work" or "SOW" shall mean a document mutually agreed upon between the Vendor and the Member that references these terms and conditions and describes the Services to be provided, the associated schedule and price, and any special conditions applicable to that SOW.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances. In addition, Supplier warrants the Services are free from material defects for ninety (90) days commencing with final acceptance of Services unless otherwise specified in a SOW (the "Warrant Period"). WARRANTY. Participating Entity agrees to look solely to the manufacturer to reach a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT AND/OR ANY ORDER ISSUED, HEREUNDER VENDOR DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WARRANTY OF NONINFRINGEMENT, OR ANY WARRANTY RELATING TO THIRD PARTY SERVICES OR PRODUCTS. THIS DISCLAIMER CONTAINED IN THIS PARAGRAPH DOES NOT AFFECT THE TERMS OF ANY WARRANTY PROVIDED BY A MANUFACTURER.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

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3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities, in accordance with the Supplier's Return Policy, which can be found at www.SHI.com/ReturnPolicy. Participating Entities reserve the right to inspect the Equipment and Products within 3 business days time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Partcipating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity subject to the Supplier's Return Policy.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

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Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities

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to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract. Participating Entities may be required to sign a separate agreement, rider, Ender User License Agreement ("EULA"), or Service Level Agreement as required by manufacturers to acknowledge terms of use for specific products and/or services. The Supplier will not become a party to terms between the manufacturer and the purchasing Participating Entity or end user of such products or services.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone

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agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;

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- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

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10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract upon thirty (30) days' advance notice to Supplier. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of the Supplier's negligence, willful misconduct, or violation of law, in the course of their performance of this Contract by the supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to under this Contract. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

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NEITHER PARTY WILL BE LIABLE FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL OR CONSEQUENTAL DAMAGES INCLUDING BUT NOT LIMITED TO LOSS OF OR DAMAGE TO DATA, LOSS OF ANTICIPATED REVENUE OR PROFITS, WORK STOPPAGE OR IMPAIRMENT OF OTHER ASSETS, WHETHER OR NOT FORSEEABLE AND WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

NEITHER PARTY'S TOTAL CUMULATIVE LIABILITY TO THE OTHER IN CONNECTION WITH THIS AGREEMENT WHETHER IN CONTRACT TORT OR OTHER THEORY WILL EXCEED THE TOTAL AMOUNT OF FEES ACTUALLY PAID OR PAYABLE BY SOURCEWELL TO VENDOR UNDER THIS AGREEMENT FOR THE YEAR PREVIOUS TO THE INCIDENT WHICH GAVE CAUSE FOR SUCH LIABILITY.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.

   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.

2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

   a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

   b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with

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such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

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17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, Sourcewell may terminate Contract as stated herein.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an “AM BEST” rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers’ Compensation and Employer’s Liability.*
Workers’ Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:
Minimum limits:

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$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Professional Liability*. During the term of this Contract, Supplier will maintain coverage for all claims the Supplier may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Supplier's professional services required under this Contract.

Minimum Limits:
$2,000,000 per claim or event
$2,000,000 – annual aggregate

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6. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

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E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-

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1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is

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hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and

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disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or

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liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

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Sourcewell

By: DocuSigned by: Jeremy Schwartz C0FD2A139D06489...

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 3/20/2024 | 10:15 AM CDT

SHI International Corp.

By: DocuSigned by: Kristina Mann EA418E789F09404...

Kristina Mann

Title: Sr. Manager Contracts

Date: 3/20/2024 | 11:14 AM EDT

RFP 121923 - Technology Products and Services with Related Solutions

Vendor Details

Company Name:	SHI International Corp.
Does your company conduct business under any other name? If yes, please state:	New Jersey
Address:	290 Davidson Ave. Somerset, New Jersey 08873
Contact:	Tory Pubylski
Email:	victoria_pubylski@shi.com
Phone:	512-983-6502
Fax:	512-983-6502
HST#:	22-3009648

Submission Details

Created On:	Tuesday October 31, 2023 09:50:21
Submitted On:	Tuesday December 19, 2023 15:26:51
Submitted By:	Tory Pubylski
Email:	victoria_pubylski@shi.com
Transaction #:	bca2ca3b-8372-44f0-8925-989cf0fc15f1
Submitter's IP Address:	161.69.54.14

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	SHI International Corp.	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	SHI Canada ULC is a subsidiary. SHI Government Solutions is not a subsidiary but is affiliated through common ownership and will be an authorized reseller, if awarded, on the contract.	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	N/A	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	1HTF0	*
5	Proposer Physical Address:	290 Davidson Ave. Somerset, NJ 08873	*
6	Proposer website address (or addresses):	www.shi.com	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Maya Lynch Proposal Specialist 290 Davidson Ave. Somerset, NJ 08873 Maya_Lynch@shi.com 732-754-1554 Kristina Mann Sr. Manager Contracts 290 Davidson Ave. Somerset, NJ 08873 Kristina_Mann@shi.com 732-564-8536	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Victoria Pubylski Capture and Business Development Manager 290 Davidson Ave. Somerset, NJ 08873 Victoria_Pubylski@shi.com 512-983-6502	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Aimee Ballenger Sr. Director Contract Capture and Development 290 Davidson Ave. Somerset, NJ 08873 Aimee_Ballenger@shi.com 678-708-3906 Amelia Jakubczyk Director of SLED Contract Capture and Development 290 Davidson Ave. Somerset, NJ 08873 Amelia_Jakubczyk@shi.com 303-882-8012	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	

10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	SHI International Corp (SHI) started as a regional, software-only reseller in 1989. Co-founder Thai Lee has served as SHI's only President and CEO. Under her leadership, SHI has organically grown into one of the largest, privately held, global technology solutions providers in the world—while maintaining the agility and friendliness of a small business. Headquartered in Somerset, NJ, SHI is the largest woman and minority owned business in the United States with major operations centers in Austin, TX, Milton Keynes, UK, and a growing local presence around the world. SHI employs more than 6,000 employees split into strategic business units who uphold SHI's mission statement: "We are passionate about delivering exceptional value and experience as we help customers select, deploy, and manage technology." SHI's sales teams are allocated to support International, Global, Strategic, Commercial, Enterprise and Public Sector. Today, over 17,000 corporate, enterprise, government, and academic organizations rely on SHI to support their transformation, collaboration, security, and optimization needs. Few companies experience the longevity SHI has experienced. In fact, SHI's first customer is still with us today. From the beginning, SHI has focused on innovation, expanding our technology offerings, and professional services. Starting solely as a software reseller, SHI now offers full IT solutions, ranging from software and hardware to cloud migration and strategic planning. SHI has always brought leading edge technology to our customers: from bringing drop-shipping innovation to the IT channel in 1991 to delivering high-value consulting and professional services to help organizations achieve business agility. We work closely with the top manufacturers and participate in several advisory boards to ensure we are aware of new technologies and shifts in technology and that we are transferring that knowledge not only to our customers but also using it to influence how we run our business. There is a lot to consider when seeking a partner who can help address Sourcewell members' various technology needs. Ability and experience are vital elements in your decision, but you also want a company built on solid principles and values. That is why our business philosophy focuses on one key concept: Being helpful. * It is an easy claim to make, but at SHI, being helpful goes beyond a simple marketing strategy—it is a core consideration in everything we do. We continuously look for opportunities beyond the contract, including: • Coordinated expertise and insight to help you find success • Value-added support that exceeds established obligations • Targeted assistance addressing inefficiencies and obstacles, so you can focus on critical priorities To further demonstrate our commitment, we look toward SHI's core values, which drive our operations and promote a healthy, helpful business culture. We have listed our 10 core values below. With dedication to these values, as well as SHI's focus on remaining uniquely helpful, we can deliver on the trust you place in us. SHI Core Values: • Build a culture of diversity, equality, and inclusion • Be accountable and act with integrity • Seek understanding to support sincerely • Embrace change, collaborate and innovate • Show initiative and execute efficiently • Be resourceful and cost conscious • Adapt, persevere and succeed • Learn, grow and teach • Strive for wellness to achieve balance • Be bold, be fun, behave and be you Our goal is to foster a long-term, mutually beneficial relationships with our customers and partners, and we are committed to a collaborative process that is customer centered so that your members can make their IT solution purchases confidently. Through providing Sourcewell members with the latest technology, cost savings, technical expertise, and compliant procurement, we believe SHI is the ideal partner to support Sourcewell's contract requirements.
11	What are your company's expectations in the event of an award?	SHI is excited to continue our collaboration with Sourcewell and its members! We have had tremendous success growing the value of our first awarded contract and will continue our commitment to expanding the use of this contract, supporting Sourcewell's existing members and educating eligible contract users. Throughout our current contract, Sourcewell has been supported by a dedicated account management structure that has provided both Sourcewell and its members

with a supportive team of individuals, including dedicated Capture and Business Development Manager, Victoria Pubylski, Field Account Executives, Inside Account Executives, and sales leadership, as well as expert support from our technology specialists. Our dedicated sales teams are well-informed on how to use the Sourcewell contract and will continue to promote this contract to ensure both the Sourcewell Cooperative and its members benefit from our relationship.

Given that we are already familiar with Sourcewell and your members we expect there to be a seamless transition to a new awarded contract. We will maintain and grow our successful partnership with Sourcewell, beginning with our immediate actions upon award which include:

1. Supporting and advocating our Sourcewell partnership. Each team member from every Public Sector vertical supports our partnership with Sourcewell and will continue to advocate for the contract with passion and vigor. Our public sector sales force has successfully grown our Sourcewell contract year over year since our initial award in 2019, including an incredible 100 percent growth in the second full year of our contract. Given our position in the public sector market, our expanding sales force, and our passion for advocating the benefits of the Sourcewell contract to new customers, we are confident that we can continue to amplify Sourcewell's reach in terms of the number of distinct members who use this contract and revenue achieved.

2. Develop additional marketing materials and campaigns that articulate the value of the Sourcewell-SHI partnership. As an example, we will employ our Capture and Business Development Team, dedicated to the Public Sector Business Unit at SHI, to notify existing customers and continue to prospect new customers to detail our partnership.

3. Provide training and updates to our entire Public Sector sales and sales support staff about Sourcewell and its members. This training will include contract terms and methodology, pricing parameters, and the value that Sourcewell provides to its members.

4. Connect with current Sourcewell members and listen to members' needs and feedback. Our check-in will ensure that each member's dedicated Account Team is familiar with and accessible to them, in addition to educating members on our value. We will work with each member to understand their business preferences (specific information on a quote, reporting requirements, invoicing/billing requirements, and the like).

5. Finally, we will create a dedicated Sourcewell online catalog that displays the contracted pricing and contract page on our website that will include the Sourcewell awarded vendor logo, a copy of contract documents, a summary of products and pricing, marketing materials, and a link to Sourcewell's website.

We recognize why cooperative contract usage is rising and realize the value of having strategic partners in this space. SHI distinguishes itself from comparable organizations by choosing to partner closely with a select number of cooperative partners, ensuring we offer proactive support rather than stretching ourselves across countless partnerships. To bolster support for our larger contract users, and sales organization, we have established a Capture and Strategy team. This team is tasked with educating our customers and sales team about our available contracts and serving as a primary resource for significant contract holders like Sourcewell.

Your dedicated SHI Capture and Business Development Manager will regularly meet with the assigned Sourcewell Supplier Development Administrator to ensure contract success for both SHI and all Sourcewell customers. These meetings will include updates or changes impacting the contract, a review of contract highlights (like spending, new customers, and new vendors), discussion of any contract concerns, identification of areas for improvement, and sharing our strategies for promoting the contract. We aim to maintain open lines of communication throughout.

Our dedicated Contract Capture and Strategy team will join forces with the Public Sector leadership and sales teams directly to execute these steps.

Primary contacts for Sourcewell include:

1. Tory Pubylski
Capture & Business Development Manager
Victoria_Pubylski@shi.com

2. Amelia Jakubczyk
Director SLED Contract Capture and Development
Amelia_Jakubczyk@shi.com

		3. Aimee Ballenger Senior Director of Contract Capture and Development Aimee_Ballenger@shi.com If chosen to partner with Sourcewell, we'll bring fresh and innovative perspectives to your members and anticipate a seamless transition. We pledge to provide personal support for Sourcewell and your members, with devoted Capture and Strategy team members, taking the lead. We will remain flexible and agile in our approach to optimize Sourcewell members' contract user experience.	
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	With over 6,000 employees worldwide, SHI is proud to be the largest Woman/Minority owned business in North America. We maintain more than 30 global offices in North America, EMEA, and APAC. In addition to our global offices, our properties include an integration center, solution lab, and executive briefing center, which are located at our headquarters in New Jersey. In 2022, SHI reached $14 billion in revenue and set the stage for continued exponential growth. This growth stems from a laser focus on customer service, dedicated and tenured leadership, committed AEs (who live and work in the communities they serve), and a broad spectrum of customers and partners. Since SHI is a privately-owned company with no bank debt, we are nimble and able to reinvest in our business with integrity and in a way that aligns with our values and needs. SHI continues to invest in new infrastructure, most recently with a state-of-the-art data center integration center. We have also made significant investments in hiring more resources—the people with whom Sourcewell engages. Our financial strength and stability are predicated on our staunch affiliations within our communities—our relationships with customers, partners, OEMs, and our own SHI colleagues. SHI's Strengths: • Agile and adaptive business management • Diverse, predictable revenue sources • Strong customer and vendor partnerships • Steady industry growth Financial Stability: • Thirty-three consecutive years of growth • No long-term bank debt • Exemplary financials • Low overhead structure SHI's Dun & Bradstreet number is 61-142-9481 and we have a 5A3 rating. A copy of our most recent report is attached to this proposal. Additional details may be provided upon request.	*
13	What is your US market share for the solutions that you are proposing?	We offer our complete catalog of products and services to our customers. Providing a vendor-neutral approach to help customers find the right technology that meets every requirement of their IT environment, one of our greatest strengths is our ability to provide tremendous depth and breadth in choosing the ideal software, hardware, cloud, and other products and services. Based on the most recent data on the US IT budget, SHI's share is approximately 2.5% of the overall market. SHI Overall Product Mix • 60% would be considered software, subscriptions, and cloud-based sales. • 40% would be considered hardware, peripherals and accessories, including devices, servers, storage, and, networking. Market Share Indicators for Software SHI is considered the leading reseller partner for many top software publishers such as Microsoft, Adobe, and Trellix (McAfee). Estimating our revenue with these partners, as representative of their partner sales, we would put our share at approximately 20-25%. This would not include sales these software publishers conduct directly with the end customer. Market Share Indicators for Hardware Original Equipment Manufacturer (OEM) direct sales to the end customer typically represent a larger percentage of the business. As a result, our overall market share is lower, but SHI is one of the largest hardware resellers in North America.	*
14	What is your Canadian market share for the solutions that you are proposing?	The Canadian IT addressable market for resellers is approximately $100 billion. The largest partner in Canada owns 1%; SHI's share of the market is 0.25%.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	In our 34-year history, SHI has never petitioned for bankruptcy protection. We are a privately held company and currently have no debt.	*

16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	SHI is an Information Technology Value-Added Reseller (VAR), which offers a complete solution to information technology by providing multi-vendor hardware and software along with other vital services. SHI has vast experience and established vendor partnerships that enable it to bring excellent value to Sourcewell and its members. With a diverse partner ecosystem that supports over 15,000 unique publishers and manufacturers, all the leading manufacturers include SHI as an authorized partner. SHI is authorized to sell hundreds to thousands of brands and products in the scope of this contract. We have included a sample list of authorizations in response to question number 81, and specific OEM or software publisher authorizations can be provided upon request. Our endeavors naturally resonate with Sourcewell's mission of serving as a 'force multiplier' for its members. This synchronicity is not merely coincidental but a testament to our shared values and common goals. Our expansive network of manufacturer relationships is a direct testament to this alignment. Yet, we understand to truly amplify our impact, we must cater to a diverse range of needs which is why we have forged partnerships with a considerable number of smaller distribution partners in addition to our long-term relationships with the larger distributors. This strategic approach not only diversifies our product and service offerings but also exponentially increases our capacity to deliver value. SHI has been dedicated to the Public Sector business for the last twenty years, creating solutions that are tailored to the specific needs of State, Local, and Education customers across North America. Therefore, Sourcewell can feel confident that its members will benefit from SHI's collaboration with each Sourcewell member to deliver solutions that are specific to their unique needs. SHI does not have a dealer network. All business will be supported directly through SHI's sales force in the U.S, SHI Canada in the north, SHI Government Solutions in the State of Texas. *
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Among the thousands of licenses and certifications available within the IT industry, SHI holds a comprehensive number relevant to the scope of this Sourcewell contract. Our teams stay current with licenses and certifications; in most cases, we have the highest available certifications. We have included a representative sample of manufacturers and the number of certifications held, and specific certification details for individual publishers can be provided upon request. Acronis – 5 Certifications Adobe – 7 Certifications AirWatch – 2 Certifications APC - 12 Certifications Apple - 17 Certifications Arbor - 4 Certifications Aruba - 3 Certifications Avaya - 12 Certifications Blue Coast Systems - 3 Certifications Bluebeam – 7 Certifications Bomgar – 3 Certifications Business Objects – 11 Certifications CA – 34 Certifications Check Point – 12 Certifications Cisco – 44 Certifications Citrix – 88 Certifications Commvault – 67 Certifications Compellent – 5 Certifications CompTIA – 35 Certifications CradlePoint – 2 Certifications DataCore – 1 Certifications Dell/EMC – 136 Certifications D-Link- 4 Certifications Domino – 1 Certifications Emulex – 1 Certifications ESET – 3 Certifications Exin – 2 Certifications F5 – 8 Certifications HDS (Hitachi Data Systems) – 4 Certifications HP – 201 Certifications HPE – 327 Certifications IBM – 174 Certifications IBM hardware – 11 Certifications Imation/Nexsan – 4 Certifications ISC2 – 10 Certifications ITIL – 5 Certifications *

		Ixia – 3 Certifications Juniper – 28 Certifications Ivanti - 10 Certifications Lenovo - 26 Certifications LogRhythm - 3 Certifications Mellanox - 2 Certifications Metastorm - 1 Certification Microsoft - 1090 Certifications Motorola - 8 Certifications NetApp - 26 Certifications NetIQ - 6 Certifications Nimble - 7 Certifications Novell - 11 Certifications Nutanix - 7 Certifications Oracle - 340 Certifications Other - 30 Certifications Polycom - 14 Certifications ProCurve - 6 Certifications Proofpoint - 3 Certifications Pure - 5 Certifications Qlogic - 5 Certifications Quantum - 2 Certifications Quest Software - 1 Certification Red Hat - 18 Certifications RSA - 33 Certifications SANS.ORG - 1 Certification ScriptLogic - 2 Certifications Security Horizon - 2 Certifications SimpliVity - 5 Certifications Sonicwall - 2 Certifications Splunk - 6 Certifications Sun Microsystems - 65 Certifications Symantec - 142 Certifications Tegile - 2 Certifications Trellix- 92 Certifications Trend Micro 5 Certifications Veeam 10 Certifications Vision Solutions 1 Certification VMware 30 Certifications Watchguard 1 Certification Websense 18 Certifications For additional certifications, please see the Technical Certifications document in the response portal.	
18	Provide all “Suspension or Debarment” information that has applied to your organization during the past ten years.	To the best of our knowledge, SHI has not been suspended or disbarred on any contracts like what is being requested by Sourcewell.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
19	Describe any relevant industry awards or recognition that your company has received in the past five years	SHI is committed to providing world-class support to our clients. Awards and accolades validate the next-level partnership SHI brings to our clients in hardware, software, and services. Our partners, vendors, and clients have generously recognized SHI for its exceptional quality, service, and partnerships. SHI has been recognized as a top partner by OEMs such as Cisco, Dell, HP, Intel, and Microsoft, and as a leader in the industry by organizations such as CRN. Focusing on the employee experience, SHI is a top employer named by such organizations as Forbes and Austin American-Statesman. Our ESG efforts to assist customers in achieving their diversity and sustainability goals have earned awards from customers such as Verizon and Cushman & Wakefield and partners such as HP and Ingram Micro. For additional information about our awards and accolades, please visit SHI.com. 2023 Awards • Cohesity Global Cloud Services Partner of the Year • Forbes' America's Best Midsize Employers • HP US Personal Systems NSP of the Year • NetApp Cloud Partner of the Year • Oracle LAR of the Year, North America, Oracle Linux & Virtualization • SolarWinds North America Transform Partner of the Year	

- SolarWinds North America Breakthrough Award
- SolarWinds North America Excellence in Customer Retention
- SolarWinds North America Excellence in Subscription Sales
- Tenable Information & Systems Management Partner of the Year Awards
- Tenable North America - Top Overall State and Local Partner
- Trend Micro Enterprise Partner of the Year
- Veritas Top Growth National Business Partner
- VMware Partner Value Award for the Americas Region

2022 Awards
- Austin American-Statesman Top Workplaces
- BeF5 Partner of the Year
- Cisco Americas Security Partner of the Year
- Cisco Security Partner of the Year
- Citrix Partner of the Year – Large Account Provider
- CRN Tech Elite 250
- Cushman & Wakefield – Diverse Vendor of the Year
- EcoVadis Bronze Medal
- Fortinet North American Partner of the Year Award
- Fortinet Partner of the Year
- GoTo Resolve Pro
- Ingram ITAD Partner of the Year
- Juniper Partner of the Year - Americas Theater Overall
- Kong Americas Regional Partner of the Year
- Microsoft Surface Solutions Award
- Palo Alto Networks SASE Partner of the Year
- Pure Storage Americas Most New Customers Partner of the Year
- Rapid 7 North America Cloud Security Partner of the Year
- Rapid7 North America Partner of the Year
- SentinelOne Momentum Partner of the Year
- Symantec Partner of the Year - Identity Management
- Tanium Growth Partner of the Year
- Tenable North America Top Overall Partner & Top Overall State and Local Partner
- Trend Micro Enterprise Partner of the Year
- Varonis Growth Partner of the Year
- Verizon Partner Network Marketing Excellence Award
- Zoom US & Canada Reseller Partner Award

2021 Awards
- Cohesity Global SaaS Partner of the Year
- CRN UK Women in Channel Awards - Gender Parity Award
- Dell Partner of the Year
- Intel US Channel Partner of the Year
- Lantronix Strategic Edge Partner of the Year, North America
- Microsoft Digital Marketing Partner of the Year
- Microsoft North American Digital Marketing Partner of the Year - Strategic Device Reseller Award
- Microsoft North American Partner of the Year - Windows 10
- Microsoft Partner of the Year - Microsoft Surface Hub Reseller of the Year
- Microsoft Top Surface Hub Revenue YoY Growth - Reseller
- Microsoft US (MSUS) Partner Award in Modern Endpoint Management
- Microsoft US Surface Transformation Partner of the Year
- Rapid 7 North America Partner of the Year
- Thales Business Partner of the Year, North America
- Zoom US & Canada Partner of the Year
- Zoom US & Canada Reseller of the Year

2020 Awards
- Austin American-Statesman Top Workplaces
- Commercial Partner of the Year at Cisco Partner Summit Digital – Americas
- Cradlepoint Partner of the Year
- Forbes America's Best Employers For Women
- Fortinet Partner of the Year - US
- Intel US Channel Partner of the Year
- Intel US Partner of the Year - National - Innovation
- JetBrains Partner Awards - World65 bwide Surface Resiliency Partner of The Year
- Microsoft US Device Sales Growth Partner of the Year - Fiscal Year
- NJBIZ Top 25 Women-Owned Businesses
- Nutanix Trail Blazer Award
- Opengear – Elite Partner of the Year
- Panasonic - Rising Star Award
- Pure Storage Partner of the Year
- Samsung Installation of the Year – Mobility
- Tenable's Top Overall Partner of the Year in North America

		• Thales Business Partner of the Year, North America • Veeam Impact Partner Award – Impact Partner of the Year • Veritas Top National Business Partner Overall - Americas • Verizon Supplier Sustainability Award • Vertiv Growth Through Innovation Award 2019 Awards • Adobe Digital Media Worldwide Partner of the Year • Austin American-Statesman Top Workplaces • Cisco Central Commercial Partner of the Year • CRN's Managed Service Provider 500 - Elite 150 Category • Dell Technologies Transformational Partner of the Year • FireMon Ignite Partner Award — Growth Partner of the Year • Forbes Best Employers for Diversity • GMIS International Partner Award Diamond Level • Intel Partner of the Year for Marketing: Training for Results - Sales • Intel Partner of the Year for Vertical Solutions: Client Solution - National Solution Provider • Microsoft Partner of the Year Award (MSUS Awards): Modern Workplace, Modern Desktop Award • Microsoft US Surface Transformation Reseller of the Year • MSI Outstanding Channel Partner Award • Pure Storage Top Net New Logo Partner of the Year Award • Ranked 10th on CRN's Solution Provider 500 • SOPHOS Cloud Partner of the year • Zoom Partner Innovation Award	
20	What percentage of your sales are to the governmental sector in the past three years	In 2022, the Public Sector accounted for over $3.7 billion of SHI's $14 billion total company revenue. The percentage of company revenue in governmental sales earned over the past five years is: 2022: 18% 2021: 21% 2020: 20%	*
21	What percentage of your sales are to the education sector in the past three years	In 2022, the Public Sector accounted for over $3.7 billion of SHI's $14 billion total company revenue. The percentage of company revenue in education sales earned over the past five years is: 2022: 7% 2021: 9% 2020: 8%	*

22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	SHI manages hundreds of contracts for customers in the public sector space. We have provided sales for our top ten revenue contracts for the past three years. In addition to the information provided here, a full list of our contracts by state can be found at: https://www.shi.com/Contract/PSContract/ContractHome National Cooperative • 2020 - $433,524,175.00 • 2021 - $432,367,332.00 • 2022 - $474,912,261.00 National Cooperative • 2020 - $117,246,848.00 • 2021 - $242,276,114.00 • 2022 - $428,741,315.00 National Cooperative • 2020 - $119,276,838.00 • 2021 - $215,559,364.00 • 2022 - $297,216,161.00 National Cooperative • 2020 - $49,516,736.00 • 2021 - $98,356,960.00 • 2022 - $162,616,951.00 National Cooperative • 2020 - $109,667,754.00 • 2021 - $94,519,443.00 • 2022 - $66,158,438.00 National Cooperative • 2020 - $105,605,584.00 • 2021 - $106,272,231.00 • 2022 - $36,249,883.00 National Cooperative • 2020 - $51,110,983.00 • 2021 - $69,945,461.00 • 2022 - $117,824,104.00 State Contract • 2020 - $137,405,364.00 • 2021 - $79,536,085.00 • 2022 - $43,431,618.00 State Contract • 2020 - $79,162,748.00 • 2021 - $77,934,115.00 • 2022 - $54,871,606.00 State Contract • 2020 - $64,141,338.00 • 2021 - $63,818,564.00 • 2022 - $69,121,433.00	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA • 2020 - $19,629,342.02 • 2021 - $13,876,322.68 • 2022 - $6,492,695.32 SHI does not have any SOSA agreements.	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
NJ Transit	Renzo Sosa, Director, IT Contracts	973-491-7612 rsosa@njtransit.com	*
University of Georgia	Ryan Dekle, Procurement Specialist	706-542-7113 deeks90@uga.edu	*
NY-Erie 1 BOCES, Western New York Regional Information Center (WNYRIC)	Julie A. Bray, Project Manager	716-923-6512 jbray@e1b.org	*
Fulton County, GA	Anne Wilson, IT Vendor Relationship Manager – Department of Technology	404-612-7294 Anne.Wilson@fultoncountyga.gov	
City of Little Rock, AR	Vitesh Patel, Procurement Manager - Finance Department	501-371-6838 vpatel@littlerock.gov	

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
Not Required	Government	New York - NY	All IT products and services	$8-$32.3M	$ 567,127,119.76	*
Not Required	Government	Louisiana - LA	All IT products and services	$4-$9.2M	$ 216,861,697.19	*
Not Required	Government	Missouri - MO	All IT products and services	$3-$17M	$ 152,833,261.14	*
Not Required	Government	Oregon - OR	All IT products and services	$12-$10.2M	$ 76,774,805.93	*
Not Required	Education	New Jersey - NJ	All IT products and services	$4-$1.5M	$ 36,539,525.56	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force.	SHI possesses not only the necessary capabilities but also the needed enthusiasm to cater to the needs of Sourcewell members from across the U.S. and Canada. Our ethos at SHI grows from our team members and they remain our greatest asset. Our sales force provides exceptional customer service and support to Sourcewell members. To remain successful for Sourcewell members, we will stay flexible in our approach and will engage with each member on an individual basis; we understand that one size does not fit all, and that philosophy is apparent in our sales structure. In terms of organization, we have retained a small business feel to remain agile for our customers. We operate successfully with minimal layers of management, and we empower our sales teams to make decisions that are in the best interest of their customers. Our Team Structure With a desire to meet the unique needs of our various public sector customers, we have structured our public sector business unit into four divisions, including: • Federal • State and Local Government • Education • Healthcare Sales Leadership SHI recognizes the value and agility that comes from working closely with your selected partner. That's why, to best support our customers, we have split our public

sector into regions. We have over 250 salespeople who are focused on government, education, and healthcare. SHI's Senior Public Sector Sales Vice President oversees four regional Vice Presidents (VPs)—education west and east, and government west and east, who directly manage the District Managers and Account Executives in their territory. This allows for more flexibility and faster decision-making, so SHI can provide Sourcewell's members with a small business feel.

Public Sector Field Team
The Public Sector Field team supports state and local government, K-12, higher education, federal, and public healthcare entities across the country. Customers in the public sector are supported by an Account Executive (AE), who lives and works in the territory, and a dedicated inside sales team.

SHI provides a comprehensive customer support plan to ensure we are meeting each customer's needs. Our AEs are empowered to make decisions when it comes to customer support, and they have the autonomy to resolve issues as they arise. In addition, District Managers (DM) are engaged with the account teams to provide executive-level support and to meet with customers as needed.
Regular and transparent communication with customers helps us provide tailored support. AEs meet with the Sourcewell member contract users to review their business with SHI. During these review meetings, we discuss purchase history and the customer's future plans. With open discussions, SHI can provide significant value in supporting members' initiatives and will engage the support teams as needed to help meet their goals and objectives. *

Public Sector Inside Team
Our Public Sector Inside team focuses on supporting the needs of smaller local government, K-12, and higher education institutions nationwide and offers personalized attention regardless of organizational size. These customers often are overlooked by large resellers, though they have the same needs as their larger counterparts. Based at our global headquarters in Somerset, New Jersey, the Public Sector Inside team supports customers' needs from start to finish.

Canadian Public Sector Sales
With over 20 years of experience in the Canadian marketplace, SHI maintains several offices and a team of 20 people including directors, managers, field sellers, and sales support including field service executives who provide pre-sales support, solution architecting, and engineering across SHI's full portfolio.
Our Canadian Public Sector team supports Federal, Provincial, Municipal, Healthcare, Education, Agencies, Boards and Commissions. This sales team is comprised of one District Sales Manager with over 35 years of experience in the Public Sector, three Field Account Executives with up to 24 years of experience and one Business Development Manager with over 10 years of experience in Public Sector. This team is backed by Inside Account Managers who support day-to-day quote requests, returns, and general inquiries. We provide a comprehensive customer support plan to ensure we meet each members' needs as part of our presence in Canada.

We also have six Inside Account Executives who are phone-based sellers covering Canada to augment the field sellers.

And our Canadian presence is growing! We continue to look to expand our field sales presence in the Public Sector in the coming months.

27	Dealer network or other distribution methods.	To support Sourcewell members' need for reliable stock, we have an abundant and broad community of distributors and partners. We work loyally to maintain relationships with both our large IT distributors (Ingram Micro and TD SYNNEX) as well as smaller, local distributors and manufacturers directly. Regardless of where we source products, SHI always looks for opportunities to save our customers money. In addition to leveraging our partner relationships for savings at the vision and design phases, our sales teams review our distributors' stock to source products from the supplier with inventory in the closest proximity to the customer, at the lowest price. Most products are delivered within three to five business days of order placement. We have sourcing specialists on our procurement team who monitor purchase orders with our partner and distributor community to ensure that no savings have been missed. In many instances, our sourcing specialists can aggregate purchases for a specific partner or product across multiple transactions or even across multiple customers to realize a lower overall cost. SHI also maintains two integration centers/warehouses in Piscataway, NJ, which can securely store the Members' inventory for configuration and integration services. The combination of our warehouse/integration centers, as well as our relationships with our major distributors, allow us to provide efficient product delivery across the country. SHI's distribution model reduces time to market and decreases the overhead costs of maintaining additional warehouses, subsequently allowing us to offer our customers an aggressive pricing model. Our major distribution centers are located strategically in: • Fontana, CA • Los Angeles, CA • Ontario, CA • Miami, FL • Atlanta, GA • Suwanee, GA • Chicago, IL • South Bend, IN • Swedesboro, NJ • Jonestown, PA • Memphis, TN • Dallas, TX • Fort Worth, TX SHI receives electronic feeds from these major distributors as well as the top publishers/OEMs in the industry. We include advertised list price in our catalog and have based our discounts off this pricing.

28	Service force.	To anticipate the needs of our clients, we proactively invest in solution-based resources and capabilities that help our customers achieve their digital transformation goals. For example, we are adding practices around IOT and data analytics/machine learning. The requirements for effective IT have transformed. In response to this shift, and working from our customer-centered foundation, SHI developed solution-based support teams. These teams have common goals to identify a customer's needs, help them acquire the right technology, and facilitate the adoption of that technology in the customer's environment. SHI has technical expertise around our entire portfolio of services and products, ensuring we are prepared to meet all Sourcewell members' IT needs. Our services and support resources include: • Field Solutions Engineers: SHI employs a team of solution engineers with more technical expertise to collaborate directly with AEs and be the first point of contact for more in-depth technical discussions. • Advanced Solutions Group (ASG): This group has the agility and expertise to help design, build, test, and deploy hardware, cloud, and software solutions in synchrony with other support teams. They aim to help customers execute their mission and educate end users by getting the right technology to the right people at the right time. These teams are organized into the solution practice groups below: • End-User/UCC • Cloud Design, Adoption, Optimization and Management • Data Center Technologies – Server/Storage/Backup • Networking – Core, Edge, and Transport • Security Solutions • SHI Training: SHI's training team provides on-site, online, or on-demand technical, end-user, and professional development training, complementing our other services seamlessly. We offer the skills and knowledge our customers need to improve their adoption and consumption of technology and increase their return on investment. SHI offers full-service training to meet technology's growing demands. • Software and Hardware Partner Support Organizations: SHI has the largest team of hardware, software, and licensing specialists in the industry. Our award-winning team of licensing specialists has the expertise to manage the varied features of the publisher licensing programs and are available to help customers select licensing programs, execute agreements, and support the agreement lifecycle. SHI also has dedicated teams that support over 100 strategic and emerging technology partners to assist in evaluating hardware features, sourcing, and obtaining demos. Leveraging the expertise of our established, esteemed, and highly certified service and support teams, SHI aims to continue being a trusted advisor to your members. With our proven 'Select, Deploy, Manage' methodology, we pledge to maintain harmonious collaboration with Sourcewell members. We will oversee each project from inception through successful implementation to completion, identifying potential cost savings at every phase of the project lifecycle and continuing our ongoing contract. Professional Services Delivery SHI provides services in one of three ways: 1. SHI Delivered Services – our internal delivery resources are based in NJ and across the country. This team is comprised of over 600 technical experts who collectively hold 3,000 certifications for various products and solutions. 2. Partner Delivered Services – SHI can resell partner services. In this case, we rely on employees of that partner or contractors of that partner. 3. Service Partner Network – SHI maintains an Elite Partner network of service providers across the U.S. and Canada. These partners are vetted and managed carefully by SHI to ensure customer satisfaction and success. Currently, our Elite Network is comprised of 50 partners. Furthermore, we also collaborate with external Service Partners at a customer's request. Often, our customers have established relationships with local partners, and in these cases, SHI will eagerly join with that partner to provide services on contract. Our capability for services is extensive, and with resources across the country and Canada, SHI facilitates services in almost every IT Solution area.

29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	SHI International Corp., SHI Canada, and SHI Government Solutions will be responsible for handling all orders submitted by Sourcewell members. SHI also reserves the right to add additional fulfilment partners upon award of a contract in conjunction with Sourcewell member needs. SHI accepts orders via Purchase Order (PO) submitted via email or fax, phone orders may be placed with credit cards and orders can also be processed through shi.com by shopping directly through the catalog or completing a purchase by having an SHI quote published to your specific account. The web catalog will include all products available under the scope of the contract allowing members to acquire the most current products for their needs. Regardless of the method of submission (email, fax, web), the order is routed to your dedicated Inside Sales Team for validation and the management of the order process. Upon receipt, the Inside Account Manager (IAM) will review the order to ensure it is complete and can be processed. If the order is not valid for any reason, the IAM will contact the customer within 2-4 business hours to request any necessary information. If lower pricing is available, the IAM will inform the customer and pass the lower price on. In a case where a price has increased, SHI will honor the price if the order is placed within 30 days of the original quote. If the quote has expired, SHI will make a best effort to work with the manufacturer to honor the price. Your dedicated sales team will enter all valid orders on the same day they are received. An automatic order confirmation will be generated and sent to the end user listed on the purchase order, as well as any other contacts the customer has designated. We can customize the information on the order acknowledgment email and can include all information required by the customer. Once an order is entered, it is then directed to SHI's Procurement Department for processing. This team is then responsible for placing the order with the appropriate distributor or manufacturer. The orders are sent electronically and confirmed, and all orders are placed within 24 hours of being received. Should there be a change in the delivery time, the Procurement team will notify the sales team immediately. At that point, we will reach out to the end user to discuss options. Should a product not be available at the time of order placement, the Inside Account Manager will reach out to the contact who placed the PO and advise that contact on all the options available. No substitutions will be ordered unless we have express, written authorization to do so by the end user. We have the flexibility to bill upfront, in arrears, or on a payment plan depending on the requirements of each purchase. We will have these discussions before the quote process takes place and confirm again before we enter the purchase order. In this way, we will alleviate incorrect billings. In the rare case that something is incorrectly billed, the customer can reach out to their sales team, and they will work with our Accounting Department to resolve it. SHI can accommodate sending either hard copy invoices, electronic invoices, or both. Summary billing is also available. We will accommodate changes at any time. Invoices will be sent only after the products have been delivered. SHI has also worked with Sourcewell to set up a store on the new Buy Sourcewell online platform with punchout options for your members. This is yet another purchasing avenue for Sourcewell members.	*

30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	SHI provides a comprehensive customer support plan to ensure we are meeting each customer's needs. Customers are supported by a dedicated AE and a dedicated inside sales team. Field territories are structured vertically and geographically. Each AE is supported by a team of IAMs who maintain direct relationships with the customers. SHI's AEs are empowered to make decisions around the support of their customers, and they have the autonomy to resolve issues as they arise. Because our AEs ensure customer satisfaction, SHI can provide high-quality customer service and ensure efficient and effective response to questions and issues. In addition, the SHI regional directors are engaged with the account teams to provide executive-level support and to meet with customers as needed. SHI recognizes that effective communication is the cornerstone of customer service. Our dedicated account teams are committed to fully support their customers with accessible, courteous, responsive, and seamless customer service. Below we outline our standard procedures and response times: • Call answered in a timely manner: Sourcewell's calls are directed to your dedicated IAM. In the case your dedicated IAM is helping another customer, calls are directed to voicemail. If the customer has an urgent request, they can escalate their request to the inside sales team manager or AE for immediate assistance. • Email and voicemail response: All emails and voicemails are answered or returned within two to four business hours. • Quotes Turnaround: Quotes from the customer's standard catalog are fulfilled within eight business hours. For quotes requested for items which are third-party source/weird ware items, the IAMs reply to customer requests within two to four hours, confirming receipt of request and relaying to the customer they are working on their request and notifying them of additional time the request may take because of external factors—such as awaiting vendor response or additional required information from the customer. • Process orders within 24 hours of receipt (unless additional information is required). • Order entry accuracy: SHI accurately enters purchase orders into the system 98 percent of the time based on monthly data. • Provide daily updates on any pending requests. • DOA Devices: If an item is DOA, SHI works with the OEM to provide a working product within the OEM's DOA policies. • Order received to product shipment: The total turnaround from order receipt to shipment for 90 percent of all standard orders is 15 days. Should we expect a delay because of large quantity, complexity, product constraint, etc., SHI communicates the expected timeline with the end user who placed the order and follows up consistently until the product is delivered.	*

31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Aiming to best support the needs of over 50,000 members, Sourcewell seeks partnerships that deeply understand and are dedicated to serving these diverse groups. Members span various sectors, including state and local government, tribal government, public and private K-12 and Higher Education, public healthcare, and non-profit organizations. Each industry has unique IT needs, requiring an experienced and resourceful solutions provider. With its comprehensive capabilities and dedication, SHI stands ready and eager to serve each of these sectors by providing tailored IT solutions and consistent support. As the incumbent and current partner to Sourcewell and its members, SHI is passionate about this contract and is committed to developing impactful current and future IT solutions for each member. To achieve this, we will deliver the following: • A dedicated Capture and Business Development Manager who focuses on championing this contract internally with our SHI sales teams, joining calls with customers to answer questions about the contract, and connecting resources internally and with Sourcewell as needed. • Knowledgeable staff who have worked with Sourcewell and its members and understand the challenges you face, enabling you to facilitate a better buying vehicle for your members. • A global solutions provider with experience in the public sector who can accommodate a nationwide demand for products and services. • A dedicated partner who can provide consistent, comprehensive solutions, providing high quality, cost effectiveness, and reduction of risk. • A complete catalog of products and services with competitive pricing that supports members no matter where they are in their IT journey. With a dedicated team of sales, technical advisors, and contract specialists available to assist members throughout the nation, SHI is well positioned to be your value-added partner—supporting Sourcewell's vision "to empower community success." SHI is excited about the opportunity to continue working with Sourcewell and your members. Our current contract has been a huge success because of our ability to offer thousands of OEM's and hundreds of different service offerings to your members. Upon award SHI will continue providing the entire breadth of our catalog to your members across the United States.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	SHI will enthusiastically provide products and services to Sourcewell members in Canada. Our Canadian Public Sector team supports Federal, Provincial, Municipal, Healthcare, Education, Agencies, Boards and Commissions. This sales team is detailed more in response to question number 26. Working with the sales team, we have three in-country field solution engineers – one focuses on UCC, one on Data Center, and the other on Security. SHI currently employs four Microsoft Licensing Executives and one Cisco business development representative dedicated specifically to Canada. Our Canadian team uses partners where possible that are vetted through our services team to ensure they have the requisite capabilities to deliver tangible business outcomes to our customers. Our primary partnership is with Zanaris (https://www.zanaris.com/) and we are also developing a partnership with Jolera (https://www.jolera.com/). Beyond that, we will leverage our internal teams to deliver services like cloud cost optimization, architecture reviews, and rapid server migration. We also have a broad network of Canadian distribution partners from whom we source products including Ingram Canada, TD SYNNEX Canada, D&H Canada Climb Channel Solutions Canada, and Dell Canada Inc.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	SHI will fully serve and actively promote an awarded contract to all eligible members. With over 250 sales team members supporting across the US, including Hawaii and Alaska, SHI is positioned to serve all geographic areas of Sourcewell's proposed contract. Our mission is to instill a comprehensive understanding of the contract, terms, and conditions among our AEs in every region. This knowledge base will equip them with the ability to provide unparalleled support to Sourcewell members. SHI is poised to provide extensive training to educate your members across all geographic areas of a new contract.	*

34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	We commit to actively marketing and endorsing this contract, ensuring we increase visibility to all Sourcewell members without exception. We will serve all Sourcewell participating entities that our sales teams support.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	SHI does not have any contract restrictions for members in Hawaii, Alaska, or the US Territories. In fact, we have an Account Executive who lives in Alaska, Marla Thompson, who supports government customers. Pete Kim, who lives in California, is the field government Account Executive for Hawaii. All education customers in Alaska and Hawaii are supported by our Public Sector Inside Account Executives.	*

Table 7: Marketing Plan

Line Item	Question	Response *	

36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	We are thrilled by the opportunity to continue to promote and market our Sourcewell partnership. We know the vital importance of marketing contracts and reaching all eligible Sourcewell members, and we will apply our tangible, demonstrated experience supporting the unique requirements of procurement organizations to marketing and promoting this contract. Throughout our current contract, we have worked diligently to market the Sourcewell contract both internally and externally. The Sourcewell Capture & Business Development Manager, Tory Pubylski, recorded and posted several internal trainings for all sales teams selling on the Sourcewell contract and even recorded a sequence of video trainings with our Supplier Development Administrator in the Sourcewell studios as quick, digestible nuggets telling sales from both the Sourcewell and SHI perspectives how to market and explain the value of the Sourcewell Cooperative contract to customers. These short on-demand trainings covered the who, what, why, and when to break down the talk tracks that are helpful to sales and potential Sourcewell customers alike. Additionally, we had several sales teams attend Sourcewell in-person trainings across the country and our Supplier Development Administrator provided a series of regional webinars with our support to get the right attendees. During the term of the current contract, we also expanded our marketing team devoted to Public Sector. This team, led by our Director of Growth Marketing Programs, Rob Fass, has taken an innovative approach to expanding initiatives that are focused on public sector customers and the real IT obstacles they face. Through purposeful customer-directed emails about solutions specific to our customer base, social media and supporting our customer-facing events, this team is critical to our support of our customers. Our dedicated Contract Capture and Strategy team will join forces with the Public Sector leadership team and our Public Sector Marketing team, to create and execute our marketing plan. Upon award, we will execute the following steps to begin marketing the new contract: • Create contract announcement materials for electronic distribution to customers via email, on SHI.com, and the SHI Resource HUB blog, posts on LinkedIn and other social media. • Create co-branded marketing outlining the features of the new contract. • Design a dedicated website on shi.com including the Sourcewell awarded vendor logo, a copy of contract documents, a summary of products and pricing, marketing materials, a link to Sourcewell's website, and all relevant contact information. (to see the current page visit: https://go.info.shi.com/Sourcewell-Contract-Page.html) • Create internal sales training for new contract compliance, pricing, terms, etc. We will also welcome any opportunity to work with Sourcewell and AASA on advertise at their events or in their newsletters. SHI participates in hundreds of trade shows, conferences, and meetings across the country. Sourcewell has our commitment to participate at specified shows as well as additional opportunities to broadcast and promote our partnership. Specifically, SHI will attend, exhibit, and participate at the NIGP Annual Forum alongside Sourcewell suppliers. We are happy to assist Sourcewell in promoting and marketing this event and look forward to collaborating on a plan that will drive attendance. We also provide seminars and workshops to our public sector customers across the country and are eager to have Sourcewell members attend. Summits - SHI holds technology summits at our corporate headquarters in Somerset, NJ. Our most recent event was the Sustainability Summit. Centering the conversation around sustainability, the event reflected a heightened awareness of the importance of sustainability in the IT landscape and demonstrated SHI's proactive role in driving positive change within the industry. We emphasized how SHI can assist in improving the sustainability of customers' IT operations and how to make IT sustainability a critical part of their supply chain. Sourcewell members are welcome to attend these at no additional charge. Custom Events – The SHI Roadshow series of events was new this last year for SHI! We completed two traveling shows focused on Cybersecurity and Infrastructure in the Spring of 2023 at large event spaces around the country with solution partners and special guest speakers. These events were a roaring success, and we hope to see new headlines for these events again in 2024! We include sample marketing materials as part of the supplemental attachments in the response portal and will remain flexible and open to collaboration with Sourcewell upon an award. We provide more detail on our digital marketing media in response to question 37 below.
37	Describe your use of technology and	The digital age has profoundly changed the way we communicate by making it easier and

	digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	more instantaneous, but it has also created a flood of information which makes it that much more difficult for our customers to find trustworthy news sources for their technology information. So much content vies for our limited attention, between smartphones, messaging apps, email, and social media, we can connect and communicate with others from practically anywhere at any time. SHI provides a haven for customers to find reliable and relevant information about the latest trends, or threats, to their IT through the following digital mediums. Webinar Series Sourcewell and its members can access our regular schedule of webinars and workshops covering a variety of topics relevant to today's public sector customer – from grants and funding to modernizing your network and streamlining multivendor support for IT purchases - our finger is on the pulse of the real challenges facing our customers. Please check out our website for upcoming events and on-demand recordings: https://www.publicsector.shidirect.com/about/events SHI Resource Hub The SHI Resource HUB is home to eBooks and short news articles to keep our customers updated on the latest changes and trends impacting the IT industry. Displaying short news and informational articles, the HUB keeps our customers up to date on our services and support as well as on emerging trends in technology. Written by SHI's subject matter experts (SMEs) who leverage their knowledge and insight to speak to SHI's broad customer base, SHI is committed to keeping our customers informed. Customers can browse by IT category, recent articles, or popular posts. Please visit the SHI HUB website (blog.shi.com) for on-demand articles, eBooks, and podcasts. Social Media In addition to the SHI Resource Hub, SHI is active on social media applications and has dedicated public sector pages to help keep our public sector customers informed. Customers can get up-to-date information on demand by following SHI on X, LinkedIn, Instagram, Advocacy, and YouTube. Upon award of a new contract with Sourcewell, we will create an announcement for LinkedIn for SHI to share with customers and our partner community. We also have podcasts- "We've Got Your Mac" and "Innovation Heroes" are available wherever you listen to podcasts! You can also listen to them by visiting our SHI Resource HUB at blog.shi.com. SHI Sponsorships In addition to our digital marketing via the web and social media directly informing business and IT leaders of the products, services, and solutions we offer, SHI enhances our brand visibility through multi-year partnerships with select college and professional sports associations and brand ambassadors. In the past twelve months, SHI's brand ambassadors and sponsorships alone have generated over thirty billion brand impressions across: • Television and radio • Earned media • Website and e-mailings • Advertising and supporting collateral • Hospitality • Onsite signage Many of these impressions come from SHI's partnership with the Rutgers University Athletic Department. Playing in the NCAA's prestigious (and national) Big Ten conference, the Scarlet Knights football team, and men's and women's lacrosse teams all play in the 52,000-seat SHI Stadium, located five miles from SHI's World Headquarters. With over five hundred of SHI's 2,000 New Jersey-based employees being Rutgers graduates, the alliance between Rutgers and SHI is long-lasting, making this partnership much more than just a marketing sponsorship. As the largest minority woman-owned business in the United States, SHI is proud to be represented by Ladies Professional Golf Association's (LPGA) golfers Allisen Corpuz and Annie Park, and the US Women's National Team/NC Courage Goalkeeper Casey Murphy, who serve as SHI brand ambassadors. All three professional female athletes are also small business owners. SHI's logo appears regularly across the LPGA's digital marketing platforms and onsite event branding and was most visible when Allisen won the first-ever U.S. Women's Open played at Pebble Beach. Allisen's position in the final pairings ensured the SHI logo on her shirt was proudly visible to a live national TV audience for the entire weekend tournament. When she is not busy representing the United States in the World Cup in 2023 (and likely the Paris Summer Olympics in 2024), USWNT goalkeeper Casey Murphy is the face	*

		of SHI's cybersecurity practice. By partnering with Murphy in support of her Casey Murphy Goalkeeper Academies, SHI is able to help Casey inspire young soccer players to take ownership of their own development and build confidence through hands-on instruction from Casey and her crew of teammates and coaches. E-Newsletters SHI creates various informative, monthly newsletters containing information regarding important contract dates, product releases or changes, Q&A, and upcoming events. Thousands of our customers currently receive these newsletters, and we will continue to make them available as a subscription to anyone who is interested. SHI also creates hundreds of marketing texts for our major manufacturer partners and SHI core services offerings, which are shared with customers through in-person meetings, trade shows, and email.	
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	SHI has first-hand experience with the tremendous value that Sourcewell brings to its contract partners. We are thrilled to continue building on our relationship with Sourcewell under a new contract award. We view Sourcewell's role in the promotion of the contract to include: • A dedicated SHI contract landing page on Sourcewell's website. • Continued partnership in creating training for our sales teams. • Regular and open communication with SHI on our performance and ongoings at Sourcewell. • A dedicated Supplier Development Administrator we can contact for questions and assistance. • Collaborative marketing efforts. • Sharing in-person Sourcewell training information so our sales teams can participate. Sourcewell is already a well-known entity within the public sector sales team at SHI. We commit to actively marketing and endorsing this contract, educating our Account Executives on the specifics of this contract with an aim to increase visibility to all Sourcewell members. Our continued concentrated efforts and unparalleled dedication to Sourcewell's will be evident.	*

39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	SHI.com, SHI's procurement platform, provides an efficient and intuitive way to access and procure a customized catalog of products, and its business-to-business functionality includes innovative custom catalog capabilities that provide personalized views of product information, enabling Sourcewell members to find and compare products, to view key metrics (like frequently viewed products and contract or standard items), and to simplify purchasing. With thousands of manufacturers represented, product catalogs are fully customized to reflect contracted pricing available through SHI, as well as special pricing programs for which members are eligible, such as licensing programs or other volume programs. SHI's open architecture systems allow us to integrate with virtually any eCommerce platform through market leaders or a proprietary solution. The most common applications we support include Ariba, Perfect Commerce, PeopleSoft, SAP, and Oracle. In general, SHI supports systems that use cXML (commerce extensible mark-up language), or EDI (electronic data interchange) standards. In addition, we support the following Punch-out types: • Ariba • Basware/Verian ProcureIT • Birchstreet Systems • Coupa / Coupa Advantage • DSSI • ePlus Procure+ • GEP • GHX (Global Healthcare Exchange) • Hubwoo • IDS • IOS Corp • iPayables • Ivanti • Jaggaer (formerly SciQuest) • Lawson • Oracle / Oracle Supplier Network • Payback • PeopleSoft Direct Connect • Perfect Commerce • Periscope • Procurement Partners • Quoteworks • ReactorNet • Remedy • SAP OCI Roundtrip • ServiceNow • SPS Commerce • Supplier Solutions • Transcepta • True Commerce • Tungsten • Unimarket • Valua • WorkDay • Yardi • Zycus Our e-commerce specialists can provide training to Sourcewell members authorized to access their customized site, and we will schedule trainings based on the customer's level of access to the site, collaborating with individual members to determine a program and schedule that works best for their purchasing environment. Some of the most remarkable ways in which governmental and educational customers have used –and benefitted from – our eProcurement system is through our software procurement consulting services, our license tracking and reporting capabilities, and our robust Software Asset Management (SAM) tools. Our tracking abilities relieve our customers of the burden of managing their purchases. We understand that without the processes and checks and balances that we have in place, the opportunity for error in tracking license purchases is tremendous. SHI's license tracking system and workflow are automated to enforce purchasing rules and minimize errors.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
40	Describe any product, equipment, maintenance, or operator training	SHI offers training and adoption services, including professional development training, to help our customers maximize the value of their technology investments. Our Training and	

programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.

Adoption team takes a holistic training approach, ensuring both IT staff and end users are accounted for. While all steps may not be necessary for each customer scenario, a full training project would typically encompass the following components:

- Identify current state and future state requirements with key stakeholders.
- Identify change management and communication strategy.
- Define the use case.
- Identify locations and languages.
- Assess gaps and needs for IT and end-users.
- Develop scope.
- Customize content.
- Align training with the deployment schedule.
- Launch training pilot.
- Live instructor-led training
- Power-user training
- OnDemand eLearning portal
- Application deep dive training
- Deskside training support
- VIP one-on-one training

End-User Training

SHI has a multitude of options to meet our customers' training needs. Our certified instructors are enthusiastic about bringing real-world experience to the customer's learning environment. Curriculums may be standard or tailored to the agency, department, or job role to yield a higher return on investment. Customizations can include utilizing the customer's environment, business processes, local language and more. We offer training on-site, online, on-demand, or a blend of these options. Some of our most popular offerings for end-user training are:

- M365
- Windows 10/11
- Microsoft Teams
- Microsoft Core Apps
- WebEx
- Google Apps
- Security Awareness

Technical Training

With our manufacturer-certified experts, customers can access dozens of custom on-site, online, and on-demand technical training courses geared toward our customers' organizational programs and software needs. We can support technical training for a variety of manufacturers, which include, but is not limited to:

- Amazon
- Cisco
- Google
- Microsoft
- VMware
- Palo Alto
- Meraki
- Nutanix
- Veeam

Professional Development for Business

In today's competitive environment for hiring and maintaining quality employees, comprehensive and sound professional development is a necessity. SHI offers dozens of on-site, online, and on-demand professional development classes help employees grow and perform at their best. Topics include, but are not limited to:

- Business Analysis
- Communication
- Leadership
- Project Management
- Agile
- ITIL

Professional Development for Educators

SHI offers Professional Development for Educators. Our professional learning teams offer trainings on-site, online or on-demand through a subscription model on topics that include, but are not limited to:

- Software training for IT staff, faculty, and staff
- Hybrid teaching methods
- Blended learning
- STEM
- STEAM
- Esports
- Pedagogy
- SEL (Social and Emotional Learning)
- Accelerated Learning Recovery
- DEI (Diversity, Equity, and Inclusion)

*

		• First-Year Teacher Bundle Custom eLearning Development SHI works with customers to develop custom, powerful, engaging, learner-focused eLearning courses and curriculum that meet training goals and deliver measurable results. Our custom development includes, but is not limited to: • Standard eLearning course(s) • An entire eLearning curriculum • Micro Learning • Gamified eLearning Please feel free to explore more details and options at https://www.shi.com/solutions/training
41	Describe any technological advances that your proposed products or services offer.	Our team of experts offer various technological services that can help enhance and advance the use of technology for members. This could range from optimizing existing systems to implementing new, advanced technologies, providing consulting services, or even offering training programs like security awareness training. Articulated below are just a few offerings: Customer Innovation Center (CIC) SHI helps with the technical evaluation of products to empower you to make the best choices and scope each project appropriately. Evaluation may include full proof of concepts or simply obtaining evaluation units. You can test and compare IT solutions in our Customer Innovation Center (CIC) before committing to an investment. The CIC is staffed with trained team members and technical professionals who are experts on both products and solutions. As technology advances and changes, the technologies in the SHI CIC follow, ensuring that we always have the products and relevant technologies that our customers are interested in. The CIC can provide on-demand and remote access to the kinds of technical advisory and real-world wisdom that you are looking for. Our goal is to help you identify, adopt, and implement the right technology investments quickly, with lower costs and risks. Now you can experience everything the CIC has to offer from wherever you are by virtue of an interactive virtual tour! How to use the Virtual Tour: Click here for a quick tutorial about the tools and features of the virtual tour so you can get the most from your experience. SHI Complete The SHI Complete service provides customers with a turnkey solution for modernizing their IT Infrastructure, enabling a remote workforce, enforcing security best practices, and leveraging SHI's Managed Service capabilities to centralize IT Service and Support. SHI Complete can ensure you have the right IT operating model and a strong governance plan around security, services, and management that is structured to meet your business goals. Combining a curated stack of integrated technologies across device management, security, networking, collaboration, and cloud platforms, SHI Complete helps customers establish a secure, resilient, and scalable IT foundation. Onboarding Service SHI Complete employs a personalized approach with respect to managed services to ensure our customers obtain the solution that best fits their business needs and primes them for growth in a Cloud First technology ecosystem. The onboarding services component of our solution includes: • Assessment of the customer IT ecosystem and IT business objectives. • Site Surveys of physical locations, network mapping, and application use cases, as needed. • Creation of a Zero Touch device deployment capability. • Development of the IT modernization strategy and customer onboarding plan. • Design of the Managed Network Services and cloud environments on client premises. When onboarding is complete, SHI's technical account managers, project managers, and certified engineers use this plan to implement and migrate customers to the new SHI Complete managed IT environment with ongoing support and knowledge transfer throughout the processes and procedures. Managed Services Managed services are the foundation of the SHI Complete solution. Customer subscription to the SHI Complete service provides many benefits that are core to the customer's success, including: • Designated technical account manager assigned to your organization. • Access to our SHI One customer portal for reporting and service requests. • Net payment terms provided (upon credit approval) through SHI. • IT service desk support for users and devices. • Client user onboarding/offboarding and IT asset reclamation. • Cloud application management and support.

		• On-site and cloud network service management. • Security management and best practices. • Access to a wide array of optional fee-based public cloud professionals and managed services. • Escalations to SHI subject matter experts (SMEs) through SHI's world-class service desk support team. SHI will collect and track feedback from customers during regularly scheduled meetings as well as through end-user feedback. Taking this information, SHI will make modifications to its contracted services where possible to further improve service quality over the life of the contract. SHI One Management Platform The SHI One Management Platform is a portal for customers to manage both cloud and IT services purchased through SHI. Customers have a centralized place to track and manage their public clouds, allowing them to spend less time struggling with reports, management, and support and more time on strategic initiatives to drive their business forward. With this portal, customers can manage their cloud platforms (Azure, AWS, GCP). They can easily view the state of their IT landscape and streamline their cloud environment management. Customers have access to support cloud cost, usage, billing, invoicing, and consumption of support cloud accounts. Leading Industry Technologies SHI maintains an ongoing dialogue with industry authorities such as Gartner and IDC through quarterly meetings, ensuring we stay current on the latest and best technologies. We have established strong partnerships with each OEM, allowing us to introduce new products as soon as they become available. This gives members the unique opportunity to pre-order new products yet to be released through SHI, ensuring they receive them as soon as they hit the market. Our devoted solutions team and product specialists stay up to date with the latest technologies and will promptly notify members about the newest products available. The expertise of SHI's OEM support teams, technical resources, and strong relationships with manufacturers are leveraged to guide members as they explore emerging technologies and innovative new solutions.	

42	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	SHI is dedicated to environmental sustainability and recognizes its role in affecting the environment. We continually strive to minimize any negative impact from our operations while ensuring the safety and well-being of our staff. Our business strategy heavily emphasizes environmental preservation and the promotion of a sustainable future. By implementing eco-friendly initiatives, both internally and with our partners, we aim to reduce yearly technology waste and contribute more significantly to a greener planet. In 2023, we pledged to the Science Based Targets initiative (SBTi) to reach our corporate Net Zero Emission goal by 2050. At SHI, we believe that sustainable operations and exceptional customer service are intrinsically linked. Through close collaboration with our partners, we strive to excel in both areas. We work with our partners to create and implement environmentally responsible solutions. As a prominent player in the IT industry, we actively participate in partner programs and initiatives, providing input and helping shape future sustainability strategies to guide the industry towards more responsible practices. This cooperative approach guarantees that we focus on not only our own growth but also the success of our partners. Through these efforts, SHI assists our customers' Environmental Social Governance (ESG) initiatives by aligning with sustainable solutions such as IT asset disposition (asset recovery and disposal, E-waste recycling, hardware redeployment and remarketing), IT asset management, green financing, and using cloud and data center solutions to lessen carbon emissions from physical IT infrastructure. SHI is committed to sustainability at corporate, cultural, and policy levels and holds itself accountable for being initiative-taking and solution-oriented to promote sustainable long-term growth. By setting and implementing global environmental policies, management systems, and key performance metrics, SHI consistently integrates and promotes environmental stewardship across its global business groups, ensuring consistency and innovative environmental thinking. Our commitments include: • Setting targets and action plans to support our United Nations Global Compact (SDG 13 Climate Action) and SBTi commitment, and continually refining our practices. • Preferring partners who have implemented sustainable and ethical practices within their organizations and influence such practices in their supply chains. • Enhancing our sustainable procurement team's support, which concentrates on supporting diverse and minority suppliers. SHI seeks to be energy efficient utilizing these methods: • Monitor power consumption. • Disclose to the Carbon Disclosure Project (CDP) and EcoVadis annually. • Utilizing advanced energy-saving systems such as: o High-efficiency HVAC equipment o Energy Star equipment/appliances o Energy recovery from building relief/exhaust air, demand control ventilation sequences for energy savings on ventilation (Austin). o Automatic lighting controls and LED lighting throughout (Austin). o Occupancy sensor control of lighting fixtures. o Water-efficient and low-flow plumbing. o Solar panels and electric vehicle charging stations. • SHI has EV charging stations located at our global headquarters, Ridge Integration Center in New Jersey, and our Austin Regional Headquarters in Texas • LEED Gold Certified • Austin Regional Headquarters – Building Design and Construction (2021) • Global Headquarters - Commercial Interiors (2013) To support our goals and reduce power consumption, SHI made significant green investments in our facilities by installing solar panels. Today, over 7,000 solar panels are installed at four SHI-owned facilities, including our global headquarters and Integration Center in New Jersey, and our Austin Regional Headquarters in Texas. The addition of solar panels has helped SHI avoid 5,287,000 pounds of carbon dioxide since the system's installation and avoided 13,771 lb. of sulfur dioxide and 5,425 lb. of nitrogen dioxide since installation. With sustainability and ESG at the forefront of current initiatives, we hosted the SHI Sustainability Summit event this summer at our headquarters location in NJ. The event reflected a heightened awareness of the importance of sustainability in the IT landscape and demonstrated SHI's forward-looking role in driving positive change within the industry. We emphasized how SHI can assist in improving the sustainability of customers' IT operations and how to make IT sustainability a critical part of their supply chain.	*
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	As a reseller, SHI does not receive labels specifically for products; however SHI will be happy to work with Sourcewell and product manufacturers to identify any specific eco-labels on products Sourcewell members wish to purchase.	*

44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	We are the largest privately Minority/Woman Owned Business Enterprise (MWBE) in the U.S. and our certification as an MWBE offers a critical value-add to customers whose strategic business objectives include supplier diversity and development. In addition, SHI's Diversity Business Development Initiative builds and sustains a community of diverse suppliers and partners who best serve the needs of our customers. As a large MWBE, we continue to grow an effective Direct and Indirect Tier II program by accessing our Diversity Vendor database and using certified minority vendors in all diversity categories which includes, MBE, WBE, M/WBE, LGBT, SBE, SDB, HUBZONE, DVBE, VBE, and WOSB. SHI also maintains its internal supplier diversity program and seeks to engage MBE and WBE suppliers to meet product requirements and operational needs. SHI Certifications WBE • WBENC MBE • NMSDC - Corporate Plus Member • NMBC - National Minority Business Council • CAMSC (Canada) MWBE • Supplier Clearing House (California Public Utilities Commission) SHI also has MWBE certifications with the following state governments: • Delaware • Massachusetts • Missouri • New Jersey • New York City • North Carolina (HUB) • City of Philadelphia (PA) • Prince George County (MD) • Tennessee • Virginia (SWaM) • Wisconsin SHI Government Solutions • State of Texas Certified HUB Vendor
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	We understand that Sourcewell needs to identify a trusted partner based on how that partner's capabilities can best support your participating entities' IT needs. We believe we are uniquely qualified to continue supporting Sourcewell and its members due to several key factors: our standing history with supporting this contract, our breadth of offerings, and our ability to evolve with the ever-changing technology market. Our dedication to this contract sets us apart from our competitors. Victoria Pubylski, Sourcewell's dedicated Capture and Business Development Manager, has worked tirelessly alongside our Capture and Strategy team to support Sourcewell and its members. They are experts at supporting contracts, and have trained our Account Executives on this contract, proactively managed our Sourcewell relationship, and have grown this contract continuously year over year since our award in 2019. We have had tremendous success growing the value of our first awarded contract. We will continue our commitment to expanding the use of this contract and supporting Sourcewell members with the latest technology, cost savings, technical expertise, and compliant procurement. Complete IT Solutions Our ability to offer customers a tremendous range of options in choosing software, hardware, and other products is one of our greatest strengths. Our diverse partner ecosystem of 15,000+ unique publishers and manufacturers gives us a vendor-neutral approach to help customers find the right technology solution. We provide custom technology solutions for every aspect of your members' IT environment: from software and hardware procurement to deployment planning, configuration, data center optimization, mobility services, IT asset management, and training. We also offer next-generation cloud solutions to help customers accelerate to the cloud in the fastest, most secure, reliable, and cost-effective ways possible. Compared to our competitors, we also have the distinct ability to onboard boutique vendors for end-user longtail products. Many of our competitors are only able to onboard certain, larger partners, whereas SHI can bring on smaller vendors that are uniquely qualified to meet the individual needs of our customers. We also offer a wide range of services and support directly or by leveraging our elite partner network's expertise. SHI seeks to build valued relationships with your members; aligning our focus with your mission and deliver innovative solutions that empower community success. Value Add Services SHI offers a wide range of value-added services to help our customers get the most value

out of their software spend. Many of these services are available to our customers at no cost, and for customers who wish to take advantage of enhanced service levels, we do offer fee-based services as well. Due to our breadth of service offerings, and our desire to evolve along with our customers' changing needs, this is not a comprehensive list, but rather a snapshot of available value-added services.

Software Expertise and Advice
Customers have a dedicated, experienced account team with access to a broad range of resources. We provide expertise and advice to help them make the right decisions to save money and achieve the best value for their software spend.

Technical Advisement
Customers can depend on a vendor-neutral approach to help them find the right technology and then access a tremendous range in choosing the ideal products and services for their unique needs.

Pre-Sales Licensing Support
Customers have SHI software licensing team support for their licensing needs. Pre-sales support helps ensure customers maximize the benefits of their volume license agreements. Throughout the contract term, we partner with our customers to track licenses, provide detailed reporting, and proactively assist with budgets, renewals, and compliance. We leverage the reporting and our PRO Renewal tool to help customers gain insights into their software purchases.

Contract Education
Software options can be complex and overwhelming, and available products and buying alternatives change frequently. SHI offers initial and ongoing training and communications to help customers use the contract effectively and make smart choices for their software spend. *

Negotiation Assistance
SHI's top-tier status with our publisher partners gives us a strong voice in the industry, and our extensive experience gives us keen insight into the range of available software options for customers across the country. We leverage these strengths to help our customers negotiate favorable pricing and terms.

Fine Print
SHI Fine Print is a contract management and indexing system that allows our customers to review a set of publicly available EULAs on our website. Fine Print organizes agreements by separating contract text into standardized clause types, identifies which terms apply to various products and use cases, and then organizes the data into an easy-to-find format.

Software Solutions Services
Our Solutions team helps customers identify the right software tools and technology, and then (if desired) executes the implementation of in-scope services to help accelerate their time to productivity and value. Depending on the scope of the implementation there may be fee-based services involved.

ITAM Services
To help customers manage the complex task of finding, tracking, and managing the hardware and software across their IT environment, SHI offers a range of highly cost-effective IT asset management services to help you weed out unwanted costs, while also improving utilization and governance. Depending on the scope of the implementation there may be fee-based services involved.

Training Services
Adoption of new technology does not happen automatically. There is a people component to change. SHI offers a range of customizable technical, end-user, and professional development training resources to equip users with the skills and information they need to drive increased adoption and employee satisfaction. Depending on the scope of the program, there may be fee-based services involved.

Financial Stability
As a privately owned company with zero debt, we continue to reinvest in ourselves year after year to innovate new and improved client solutions for tomorrow's IT challenges. SHI continues to invest in new infrastructure, most recently with a state-of-the-art data center integration center. As the technology market continues to evolve, we can evolve our capabilities and resources right alongside it.

We have also made significant investments in hiring more resources—the people with whom Sourcewell and its members engage. SHI Account Executives (AEs) support their clients locally from over thirty offices throughout the U.S. and Canada, and our AEs work and live in the communities they serve, fostering long-term, mutually beneficial relationships with customers and partners every single day.

Our financial strength and stability are predicated on our staunch affiliations within our

		communities—our relationships with customers, partners, OEMs, and our own SHI colleagues. SHI's Strengths and Stability: • Agile and adaptive business management • Diverse, predictable revenue sources • Strong customer and vendor partnerships • Steady industry growth • Thirty-three consecutive years of growth • No long-term bank debt • Exemplary financials, low overhead structure SHI is uniquely qualified to support Sourcewell's mission to build valued relationships and innovative solutions with integrity and to exceed the expectations of its members. In fact, we share a similar vision and mission and strive with purpose and determination to provide exceptional value and experience as we help customers select, deploy, and manage their technology.	

Table 9A: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	SHI offers all available original manufacturer warranties. The OEM covers all hardware, parts, labor, and accidental damage. In addition to OEM warranties, SHI, offers third-party warranty services plans for most OEMs on a limited, approved basis. These warranty services plans cover all hardware, parts, labor, accidental damage protection and power surge for end user-related devices. For post-warranty data center related devices, third-party warranty services cover all hardware, parts, labor, and onsite travel expenses. Third-Party Disclaimer – By including the third-party warranty service contract, SHI, is only acting only as an authorized reseller in the third-party's provider route to market for its warranty service contracts. Customers will receive contracts that provided by the third-party provider, not SHI. The warranty service contracts will be entered into directly and only between the customer and third-party provider, and SHI will not be a party to those contracts.	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	SHI offers all available original manufacturer warranties. Some OEM warranties will limit the number of claims, charge a deductible or limit coverage. SHI can provide additional detail on specific manufacturers as needed. Third-Party warranty services offer unlimited claims (during the contract term), no deductibles or hidden fees, and accidental damage protection against drops, spills, etc. Water submersion is not supported. These apply to end-user related devices. For post warranty data center hardware maintenance support, all hardware, parts, labor, and travel expenses are covered.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	For OEM warranties, this will vary based on the warranty purchased and SHI can provide these details with specific OEM's. Third-Party warranty services offer various levels of service. If onsite repair is selected, this service covers all expenses.	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	The standard OEM warranty would still apply to purchases made in Canada. If a customer has a warranty question on specific products SHI will help connect them to the OEM. Third-party warranty services for end-user devices are only supported within the US. Post-warranty services for data center related devices are supported globally.	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Typically warranty services from an OEM will not cover items from other manufacturers. Third-party warranty services are vendor agnostic and support most Tier 1 OEMs.	*

51	What are your proposed exchange and return programs and policies?	SHI's return policy is customer-centered—we will always do our best to accommodate returns for any unopened box up to 30 days after receipt. Rarely, a customer might receive an incorrect, damaged, or non-working (DOA) product; if a product issue occurs, SHI accepts return of that product within 30 days, with no restocking fees, regardless of the package being opened. After 30 days of receipt, SHI will still make a best-faith effort to accommodate a return. Occasionally, the product manufacturer has a "no returns" policy; in these cases, we notify customers at the time of quote to ensure transparency and confidence in purchase. In these specific instances, SHI is unable to accommodate returns. Our return process is simple: To request a return, first contact your dedicated sales team, via email, phone, or through the "Request Return Authorization Number" section on the SHI.com website. Your Inside Account Manager will then provide you with a return authorization (RMA) number, along with a shipping label. With the RMA number clearly included on the shipping label, the customer ships their return to SHI, and we process the return. In certain cases, to expedite a return, SHI will have the return product picked up directly. Once the return has been fully processed, SHI will credit the customer's invoice. In addition, we send out replacement orders prior to receiving returns to expedite the process for the customer. Occasionally, software publishers may require a customer to fill out a Letter of Destruction. In these cases, SHI provides a letter to customer, who signs and returns it to us. To help simplify and expedite the process, SHI takes care of the rest—processing the Letter of Destruction directly with the software publisher. At any point, if customers encounter issues with their products, the SHI account team is accessible and eager to help. More information and details about SHI's Return policy can be found at https://www.shi.com/Terms/Return-Policy.	*

52	Describe any service contract options for the items included in your proposal.	SHI will pass on any included Manufacturer warranties at the time of purchase. In addition, we will educate the end-user on all available extended warranty, maintenance, and service programs at the time of quote. Should the customer have the need to use the warranty SHI can facilitate the interaction between the customer and the OEM. We will gladly provide any contact information or assist in escalating with the OEM when necessary. In addition, SHI can provide third-party warranty options outside of what is available from the original manufacturer for a separate fee. We offer several options to support original manufacturer warranties. These standard warranties typically offer limited, short-term coverage and can result in unexpected downtime and expensive repairs. Third-party enterprise warranty services will extend the life of members' technology investments and keep their systems – and their business – running at peak performance. The benefits of Third-Party Enterprise Warranties include: • Coverage up to 5 years for net new end-user devices. • 24/7 technical support for post-warranty data center devices. • U.S.-based call center • Global support capabilities, data center related devices only. • 100% coverage for commercial use, parts, labor, and accidental damage; unlimited claims (during contract). • $0 deductible. In addition, SHI third-party warranty services provide comprehensive, flexible coverage for Product Protection that goes beyond a manufacturer's limited warranty and that provides: • 100% coverage on parts and labor, normal wear and tear, and power surges. • "No Lemon" guarantee. • Replacement for products that are beyond repair. • No deductibles, hidden fees, or surprise charges. • Commercial use & Vendor Agnostic. Members' Third-Party Coverage can begin on the date of purchase or after the manufacturer warranty expires, and coverage is not affected by what the limited manufacturer warranty offers. Third-party warranty services alleviate multi-year budgeting constraints and deliver service when and where members need it! Included in Product Protection Services in basic triage and remote diagnosis, 24-hour advanced exchange, depot service, and three-way shipping. As an additional benefit, third-party warranties protect against accidental damage, including drops, spills, and cracked screens. Finally, Third-party offers post-warranty and maintenance agreements for products that are still viable and in use! If members maintain equipment under a warranty that is about to expire - or already has expired – third-party post-warranty and maintenance agreements keep them covered. Third-party dedicated field engineers serve as an extension of the IT organization and deliver dependable, efficient, and customizable hardware maintenance support. Our program can consolidate multiple vendor agreements, and equipment can be added or removed from coverage at any time. We provide affordability and reliable alternatives to manufacturer maintenance agreements, and flexible contracting provides 40-60% cost-savings from OEMs to a member's organization for post-warranty data center devices. Our service provider's Level III engineering teams—hired directly from OEMs and averaging over 15 years of experience—have helped us earn extraordinary trust with our customers and are available in every major metropolitan area throughout North America. In collaboration with our partner network, SHI can access over 50 service locations and 110 global stocking locations to support members' needs, no matter where the equipment is located.	*

Table 9B: Performance Standards or Guarantees

Describe in detail your performance standards or guarantees, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your performance materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
53	Describe any performance standards or guarantees that apply to your services	SHI provides comprehensive customer support when planning service engagements to ensure we meet each customer's needs. Given the variety of services SHI performs, different types of services may align with specific standards relating to the technology and requirements of the project. Where ISO or NIST guidelines are established, SHI will perform services in a manner that is compliant with or follows those protocols. As an example of one type of engagement, we have provided the standard guidelines followed for Quality Control (QC) by our warehouse integration center. When beginning an integration services project, we use templates to start the development of the workflow based upon information provided by the customer's onboarding information. These workflow templates are dynamic, and adjustments are made during the proof of concept, or first article build phase. The system engineers handle the technical aspect of the testing during the customer's first articles to ensure scripted processes and applications are functional. They then create an essential checklist of items to check for during the production phase. Next, the system quality control (QC) team performs in-depth testing of the process itself and creates detailed process documentation. The device is then physically shipped to the customer's location for in-person verification, or remote access to the device is provided for verification. Once the project is in production, SHI monitors and adjusts the project to scale as needed. Examples of how we've previously resolved issues include increased staffing, adding hardware resources, or reducing the total number of devices configured at one time. Work instructions start with our QC team working with the customer, internal project coordinators, system engineers, and technicians to develop thorough documentation that adheres to ISO 9001 standards. Documentation is stored on a private SharePoint document library with version control. If change and complexity management is needed, project coordinators at our facility work with sales teams, system engineers, QC teams, and technicians to address any changes. If the complexity goes beyond the expertise of these teams, other groups are engaged, both within SHI and third parties, as needed. The quality control process and tools vary by customer requirements, but in general, logs are collected from devices during the build process and stored on our servers. A scripted process to contain specific information from the devices can be developed if additional details are required. In addition, the QC team gathers requirements to create checklists or other methods of verification.	*
54	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	SHI is committed to achieving excellence by providing our customers with superior world class customer support and innovative solutions. Finding the right balance for setting customer service goals is integral to improving the customer experience. As the primary point of contact for their customers, it is even more important that SHI's AEs are representatives suitably motivated by the right goals. As our mission statement says, "We are passionate about delivering exceptional value and experience as we help customers select, deploy and manage technology." As a value-added reseller, our AEs are measured, incentivized, and evaluated commensurate to organizational and performance KPIs). These performance KPIs are closely aligned to customer success. Objectives such as revenue growth, resources used, certifications earned, customer engagement, and customer review are all primary objectives of SHI's KPI/metrics structure. SHI communicates to our teams that the success of every account manager is holistically customer centric.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	

55	Describe your payment terms and accepted payment methods.	Our payment terms are Net 30 and we will accept Purchase Orders or credit cards.	*
56	Describe any leasing or financing options available for use by educational or governmental entities.	Purchasing new hardware or software can be an expensive investment for even the most profitable organization. However, purchasing is not the only option: leasing and financing with SHI can be an excellent alternative to buying IT products. The leasing/financing process is relatively simple. Our pricing models include monthly, quarterly, or annual terms, and once all documents are approved and signed, SHI ships products directly to the customer. SHI's financial offerings include traditional and non-standard options for hardware leasing and software financing. Hardware Leasing SHI offers a traditional $1 buyout purchase option, and fair market value leases for hardware. We also offer a rental option. Other options include: • Return the equipment and start a new lease. • Extend the term of the lease. • Buyout the equipment for its fair market value. o Clients that do not want to have lease language in the contract or have the option to own the equipment use this structure. • $1 buyout, lessee owns equipment at the end of the term. • Fair market value leases have three end-of-term options. • Rental - Return the equipment at the end of the term or extend the term of the rental. The benefits to leasing hardware with SHI include: • Covers all equipment costs—no need to obtain additional financing elsewhere. • Frees up cash income-producing investments. • Sets fixed lease payments that are not subject to interest rate fluctuations. • Avoids technology obsolescence. • Reduces risks, as add-ons and replacements are fast and easy. • Reduces paperwork since the lessor handles all the invoices. • Reduces warranty and maintenance costs. • Matches the expense to the benefit. • Eliminates customer's need to plan for equipment disposal. • Simplifies budgeting with predictable payments. Software Financing SHI has a loan capability called an Installment Payment Agreement (IPA) which is available for transactions that are 100% soft cost. This option provides ownership at the end of the term for transactions that are software and services based. Non-Standard Options SHI offers non-standard leasing options such as 90-day deferrals and step up or down payment structures. SHI engages in discussions with your organization and works in good faith to accommodate non-standard terms or payment frequency.	*
57	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	SHI provides milestone notifications such as order confirmations, shipping notifications, and products on backorder. Quotes The specific details included in an SHI quote may vary depending on the products or services being offered, but generally the following information is included: • Quote Number: A unique identifier for the quote. • Customer Information: Details about the customer, including name, address, contact information, and the customer's SHI account number. • Product/Service Description: Detailed information about each product or service included in the quote. This could include product names, part numbers, descriptions, and quantities. • Pricing Information: The cost of each product or service and the total cost. This may also include details about any discounts or special pricing arrangements. • The Sourcewell contract number and member or participant ID number. • Terms and Conditions: Details about the terms and conditions of the sale, including payment terms, delivery timelines, warranties,	

and any other relevant information.
• Contact Information: The SHI sales representative's contact information in case the customer has any questions or needs further information.

Please note that this is a general guideline, and the specifics may vary based on the nature of the product or service being quoted.

Order Acknowledgements
The order acknowledgment provides the customer with confirmation that their order has been received and/or also processed.

During order entry, your Inside Account Manager can enter an email address for a representative(s) within the member entity who should receive order confirmation, up to an unlimited number. Within one hour of processing the order, SHI's servers will automatically send the order confirmation to the email addresses provided. Upon the customer's request, and with Publisher permission, SHI can include the License Key information for software installation on the Order Confirmation.

Advance Ship Notifications
SHI can send the purchaser an Advanced Shipment Notification email with tracking information. These notifications can be customized for a customer upon request.

Tracking Confirmation Notification
SHI's order management system is a complete order tracking and maintenance system. All the information your Inside Account Manager needs to provide the customer with tracking information resides on their desktops. Each day, SHI receives the tracking numbers for all products shipped from our distributors via EDI. These tracking numbers feed into the SHI Sales Orders and are ready for immediate access by your Inside Account Manager. In addition, SHI provides this tracking information to our customers through Your Home at SHI. Authorized customer employees can log onto our website to check order status and tracking data directly from the carriers.

SHI maintains all purchase history data in our order entry system. We can re-send tracking, license confirmations, invoices, or a sell-through report history to provide proof of purchase for a customer. In the event of a request to resend a license confirmation, a duplicate copy may be provided within four business hours of the customer's request.

Backorder Reports
Your Inside Account Managers (IAMs) are responsible for managing and monitoring your purchases and backorders. At the time of order placement, the IAM will check inventory and notify the customer if it is unavailable, with an ETA for the item to be back in stock. Your SHI Account Team will run a weekly backorder report to monitor the order status. The team will work with the Sourcing Specialist in Purchasing to check inventory through all sources to expedite shipment to the customer.

As the backorder status changes, the IAM will provide updates to the customer about the ETA. At any time before shipment, the customer has the option to leave the product on backorder, substitute a different product, or cancel the order with SHI. These reports can be customized upon request by a customer. No substitutions are shipped without prior written authorization from the customer.

EULA or SLA Documents
An End User License Agreement (EULA) is a legal contract between a software developer or vendor and the software user. This agreement lays out the rights and restrictions that apply to the use of the software and is agreed upon by the customer or end-user directly with the software publisher. *

Key elements of a EULA often include:
• License Grant: This specifies that the software is being licensed, not sold, to the user, meaning the user has the right to use the software but does not own it.
• Restrictions on Use: The EULA may limit how the user can

use the software. For instance, it may prohibit the user from modifying the software, using it for commercial purposes without a license, or sharing it with others.
- Intellectual Property Rights: The agreement usually states that the software developer or vendor retains all intellectual property rights in the software.
- Warranty and Liability: The EULA typically includes disclaimers of warranties, limitations on the developer's liability, and what happens if the software fails to perform as expected.
- Termination: This section explains under what circumstances the agreement can be terminated, and what happens when the license is terminated.
- Privacy Policy: The agreement may include information about how the software collects, uses, and protects the user's data.

The EULA is typically presented to the user for acceptance during the installation process of the software, and the use of the software is contingent on the user accepting the terms of the EULA.

A Service Level Agreement (SLA) is a contract between a service provider and a customer that specifies, in measurable terms, what services the provider will furnish. While the specifics can vary greatly, a typical SLA includes the following components:
- Scope of Services: This details the services to be provided, how they will be delivered, and the schedule for delivery.
- Performance Metrics: These are measurable aspects of the service such as response time, uptime, throughput, etc. They serve as standards against which service performance can be evaluated.
- Monitoring and Reporting: The SLA will detail how performance will be monitored, how often, and the type of reports that will be provided to the customer.
- Problem Management: This includes how issues will be handled, the expected response and resolution times, and the communication process for informing the customer about issues and their resolution.
- Responsibilities: The SLA should clearly define the responsibilities of both the service provider and the customer. This can include prerequisites the customer must meet for services to be effectively delivered.
- Penalties and Remedies: The agreement will specify what happens if the service levels are not achieved. This often includes financial penalties or service credits.
- Confidentiality and Security: This section outlines how the provider will protect the customer's data and ensure privacy.
- Termination Terms: This includes under what conditions the contract can be terminated, and what the process will be.

The specifics of an SLA will depend on the nature of the services being provided, the customer's requirements, and the service provider's capabilities.

Statements of Work
A Statement of Work (SOW) is a document that defines the scope and specifics of a project. It provides detailed information about the expectations, deliverables, and timelines for a specific engagement. Here are the key components typically included in a SOW:
- Project Overview: This provides a general summary of the project, its purpose, and objectives.
- Scope of Work: This outlines the specific tasks or services to be performed, often broken down into phases or milestones.
- Deliverables: This section lists the tangible outputs to be produced by the project, such as a completed piece of work, a report, or a physical product.
- Timeframe: The SOW will specify the start and end dates of the project, along with any important deadlines or milestones along the way.
- Standards and Criteria: This section describes the quality standards or benchmarks that the work should meet.
- Payment Terms: This includes details about the project's budget, payment schedules, and any relevant terms and conditions.
- Resources: This section provides information about any resources or materials that will be needed to complete the project.
- Responsibilities: This outlines the roles and responsibilities of all parties involved in the project.
- Assumptions and Constraints: This area describes any assumptions made during the planning phase and any constraints

		that could limit the project's execution. • Terms and Conditions: This includes any legal terms and conditions related to the project. We have provided samples of these documents in the attachments. Please note that EULA documents are provided directly by a software or cloud publisher and SLA agreements are provided directly by a manufacturer or partner providing services.	
58	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes, SHI can accept Visa, Mastercard, and American Express. There is an additional fee to use a credit card.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
59	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Full Catalog Pricing SHI is pleased to offer Sourcewell and its member agencies a discount off SHI Advertised List Price (AP) by product category. Please reference the pricing sheet attached to this response for the product groups and associated discounts off SHI Advertised List Price, which SHI is proposing. SHI Advertised List Price is a verifiable source, referenced 24/7/365 at SHI.com. In many cases, SHI Advertised List Price already reflects a substantial discount off Manufacturer Published List prices, where a list price exists. The customer unit price shown is prior to any special shipping charges or credit card fees as those will be calculated at the time of order. Most products ship FOB destination or are delivered electronically without additional fees but where special freight is requested that will be calculated separately. Given the breadth of manufacturers and products that SHI offers, opportunities for SHI to secure additional discounts for eligible contract users are plentiful. We work to provide your contract users with the most advantageous pricing available, and we go above and beyond the minimum discounts offered whenever possible. SHI is pleased to offer a complete electronic catalog for Sourcewell and its member agencies. Professional Services In addition to product pricing, we provide professional technology services that can be priced via a Statement of Work (SOW) scoped specifically to the customer's requirements. These can be structured as hourly rate services or at a fixed price. SHI will work with the Sourcewell member to define the detailed scope of work, including the deliverables, timeline, expectations, and milestones payments. We establish rates for services on individual SOWs, with SHI project management fees added as applicable to ensure project success. Hourly Rate Services Hourly rates are established for various roles (e.g. project manager, business analyst, developer, etc.). These rates reflect the skill level and experience required to perform the work. Our professional services experts or partners will estimate the number of hours and skill levels of resources needed to complete the scope, factoring in time for meetings, planning, documentation, testing, rework, etc. Out-of-pocket expenses may also be charged to the member separately (e.g. travel costs). We generally establish our Service Rates on a per-service basis, determined collaboratively with customers based upon their needs, and - when relevant - with Service Partners. Fixed Price Services Fixed price means the total cost for the project is agreed upon upfront and does not change based on effort or time required. This provides cost predictability for the member and is scoped with the same factors that are considered for hourly rate services including	

		the expected timeline, scope, resources required, testing, etc., and outlines the payment schedule based on expected deliverables throughout the project. Pricing for professional technology services for a scope of work typically involves several factors: 1. Scope of Work: The scope of the project, i.e., what tasks are to be performed, the complexity of the work, the technologies involved, and the deliverables expected. This will determine the amount of time, resources, and expertise required. 2. Time and Effort: An estimate of how long the project will take and the amount of work that is involved. This could be based on the number of hours or days, the number of people required, or the number of tasks to be completed. 3. Expertise Required: The level of expertise needed to perform the work will also affect the price. More complex tasks that require highly skilled professionals will be more expensive than simpler tasks that can be performed by less experienced personnel. 4. Overhead Costs: Any overhead costs such as utilities, rent, equipment, and software licenses that the service provider incurs are also factored into the price. 5. Price and Milestone Payments: Considering all factors for the project, the vendor will include the full cost (fixed price) or estimated price (hourly rate or Time & Materials) of the project and determine the milestone payment schedule. Milestones are determined by the completion of key project stages, tasks or deliverables custom to the engagement, which are completed by the vendor and accepted by the customer, at which time the customer will pay a portion of the fees for the project until the project is completed, and the final payment is made. It is important to note that any changes to the scope of work after signing or project start may result in additional costs and will be executed only after an agreed upon change order form is signed. Cost Savings SHI understands how important it is for our customers to achieve cost savings. We pride ourselves on being honest and transparent with customers, especially for pricing. We base our discount structure on SHI Advertised Price and do not inflate the price for RFPs to make discounts appear larger. SHI collaborates with vendor partners to help bring customers the best possible pricing. We constantly strive to help you save money across products and services—long after a sale is made. Our account team works with you from the beginning of your project and throughout the lifecycle of your purchase. Because we approach your IT solutions neutrally and are not limited to one or two OEMs, we can ensure you get the best solutions to support your needs. In addition, we will review buying programs and create price modeling to ensure that the technology you choose is being bought in the best way possible and at the most aggressive price. Your Account Executive will work with manufacturers and Sourcewell members to forecast volumes and to negotiate pricing on those forecasts. The manufacturer may allow for special pricing for purchases over time, in which case SHI creates a SKU within our order entry system that can only be used by the member that reflects the additional discount. SHI has built our business by helping customers save time and money when buying IT. We will continually look at the business and analyze usage and spend to uncover cost savings wherever possible. Our support teams contribute to this mission by providing expertise and options for products and processes that ensure the right technology is chosen at the right time. We have a proven track record of maximizing the benefits of large cooperative contracts for our customers, helping them to realize millions of dollars of savings.	*
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Our proposed discounts range from 0% - 18% off SHI's Advertised List Price. Please see the uploaded price file for category-based discounts.	*
61	Describe any quantity or volume discounts or rebate programs that you offer.	SHI fully understands how important it is for our customers to achieve cost savings. Given the breadth of manufacturers and	

products that SHI offers, rest assured that opportunities for SHI to secure additional discounts for eligible contract users are plentiful. We work to provide your contract users with the most advantageous pricing options available, and we go above and beyond to offer better pricing than the contract requires, as often as possible. SHI's position in the marketplace affords us both preferred pricing from software publishers and hardware manufacturers, and leverage when negotiating with partners on our customers' behalf. We will work closely with our network of software publishers and OEMs to identify areas for additional savings and better return on investment for Sourcewell.

The following demonstrates some ways we identify cost savings opportunities for our customers:

Hardware
Volume Purchase Programs: Many hardware manufacturers offer volume discount programs based on customer commitment or contractual agreements. Our product specialists and hardware resource representatives review your purchases and provide recommendations for when you may benefit from these programs. We ensure you receive all eligible benefits with the assistance of your AE.

Volume Discounts: Even manufacturers without formal discount programs may offer additional discounts based on the size and purchasing volume of Sourcewell. We negotiate with manufacturers to obtain the best price for you. Your AE will analyze SHI's extensive reports to determine product lines or manufacturers where you make large quantity purchases and negotiate accordingly.

Manufacturer Specials/Promotional Pricing: Your AE continuously monitors the market and manufacturer promotions that benefit Sourcewell. They will bring these opportunities to members' attention, considering the timing of the promotion in relation to deployment needs.

Rebates: SHI does not provide standard rebates to member contract users, but we are committed to offering our customers the most competitive pricing from the start. This upfront pricing approach is advantageous for Sourcewell members, as it ensures that they receive the best possible pricing right away. We actively collaborate with OEMs to secure additional discounts for large volume purchases and explore any additional manufacturer incentive programs for which members may qualify. Our aim is to consistently provide the most favorable pricing options available. *

Third-Party Manufacturers: While some customers believe they must purchase OEM peripherals, there are many third-party manufacturers that offer comparable products at lower costs. Your SHI account team will present these options to you, allowing you to select the option that best fits your requirements.

Software
Transactional Licensing Programs: These licensing programs offer significant savings to customers making large quantity purchases without making long-term commitments or forecasts. The discount level is determined by a first-time buy-in, sometimes even with just one license. Your IAMs will provide information on eligibility for these discounts during the quoting process, and your AE will identify these opportunities during meetings with members.

Contractual Licensing Programs: Members' AEs review purchase history and make recommendations for contractual licensing programs. These opportunities are typically identified based on comprehensive purchase history reports from SHI. We not only review individual purchases to identify new volume license agreements but also assess current agreements to recommend negotiations for higher discount levels and better terms.

ITAM Services
Our IT Asset Management (ITAM) team helps customers optimize hardware and software investments to ensure continuous compliance and cost savings. With a range of services tailored to customers of any scale and industry, our ITAM team leverages its expertise in managing complex infrastructures. They provide services such as

		data analysis, inventory management, licensing consultation, ITAM policy and process consulting, and service delivery management. Our team of over 80+ ITAM subject matter experts (SMEs) has unparalleled experience in achieving ITAM goals in various complex scenarios, serving customers with infrastructures ranging from 500 devices to 500,000 devices.	
62	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	When a customer requests the Sourcewell contract, all products will be considered contract purchases and therefore will be quoted with pricing that aligns with our category-based discounts off SHI Advertised Price.	*
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Given the overall breadth and customizable solutions offered under this contract, it would be hard to detail every item that will not come standard with a given purchase. However, pre-delivery inspection, installation, project management, training, and additional set-up services are not part of standard cost unless a customer specifically requests these services at the time of quoting. In addition, non-standard shipping options detailed in question 64 and credit card fees detailed in question 58 are not included in the product price.	*
64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Shipping costs will vary depending on the equipment being ordered. In many cases, client hardware is shipped at no additional cost to the customer. Standard shipping will be covered, but special delivery requirements, expedited shipping, custom configurations or palletized shipments will be subject to a shipping charge. If shipping needs to be charged, SHI will charge the customer actual shipping per purchase. SHI sources products directly from OEMs and an expansive network of authorized distributors. As a reseller, SHI does not directly determine the cost of shipping for each order. Instead, we pass through actual shipping charges which can only be determined at the time of quote as they are based on size and weight. To reduce shipping costs, SHI will ship from the location with inventory closest to the customer's shipping address if possible. SHI can ship products via any method the customer desires. These include: • Standard delivery: The product is delivered to a fixed delivery point (such as a warehouse). Often, shipping is free on standard delivery orders. Exceptions include very large pallets (servers that are racked/stacked), and any order that requires custom configuration. • Overnight and second-day delivery: this option is available for any non-custom items upon request. There is a fee for expedited delivery. Shipping prices are determined by size and weight of the delivery and can be discussed at time of quoting. • Deskside delivery: SHI’s logistics company delivers the product directly to the end users’ desk location within the customer's building. Loading dock may or may not be available. There is a fee associated with deskside delivery. The fee is based on the size and weight of the shipment and will be priced out at the time of quoting. • Inside delivery: The product is delivered to a location inside of a customer's building. SHI’s logistics company unloads the delivery vehicle. Loading dock may or may not be available. There is a fee associated with inside delivery. The fee is based on the size and weight of the shipment and will be priced out at the time of quoting.	*
65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Orders shipped to destinations in Alaska and Hawaii may incur additional freight fees.	*
66	Describe any unique distribution and/or delivery methods or options offered in your proposal.	SHI maintains relationships with large IT distributors, as well as smaller, local distributors, and manufacturers directly. We leverage our unique distribution model with these partners to drop ship orders directly to customers' locations. Our extensive network of distribution centers throughout the US reduces time to market for our customers. SHI always ships from the location closest to the customer's shipping address with available inventory and the best pricing option. SHI Integration and Configuration Centers SHI has provided software and hardware integration services for over 20 years to global enterprises, mid-market organizations, and	

state and local government customers. We offer a wide variety of services available through our two state-of-the-art, ISO 9001:2015 certified facilities, Knox (end user compute) and Ridge (data center) —created to provide scalable, customized, and effective integration solutions at every step of the way and for every size of deployment.

Our integration services provide:
- Expertise and experience
- Lower overhead costs
- Certified resources
- Reduced labor costs
- Quicker deployment timelines
- Reduced risk

Our configuration experts and integration centers make configuring and shipping customized hardware a seamless, effortless process. Our goal is simple: to meet and exceed expectations while providing a quality turnkey solution.

Knox Warehouse and Configuration Center
The Knox warehouse and configuration center is used for advanced systems and provides custom-configured, ready-to-ship machines. Our 305,000-square-foot facility is static-free, climate-controlled, and protected by the most rigorous physical security and cybersecurity.

The configuration center employs a variety of servers, network switches, hubs, barcode printers, and cabling to provide a secure and robust production and testing environment. Equipment is regularly added and replaced to keep up with changes driven by technological advancement and client requirements.

Knox contains 330 build stations where SHI team members can simultaneously configure approximately 1,350 devices and utilize an efficient workflow to image and configure up to 3,500 systems per day. The warehouse facility allows SHI to pre-configure and stock machines with the most popular client-specific images to provide minimum turnaround time.

Ridge Integration Data Center
A team of 140 employees staff the Ridge integration center and expands SHI's ability to support advanced data center solutions, including integration services that combine components from multiple manufacturers into ready-to-deploy rack systems. To facilitate expansion, SHI keeps an equal number of completed build rooms and rooms left available for future use. The build rooms are used to build and automate integration workflows to increase the efficiency and accuracy of work. The facility allows SHI to power more than 150 racks simultaneously.

The Integration Data Center Services (IDCS) organization provides technology-related services of the highest quality to support our customers' unique requirements. The IDCS team at Ridge provides a suite of data center services to accommodate any technology need.

SHI integrates individual custom build requirements into our quality control platform for documentation, verification, and reporting. SHI's pre-configuration platforms increase deployment speed and reduce risk and complexity by constructing solutions in the staging facility.

These configuration warehouses offer a variety of support services prior to delivery of end-user and data center hardware.
- Server rack and stack (Ridge)
- Advanced configuration
- Mobile device configuration
- Integrated add-ons
- Asset tagging
- Image deployment
- Laser etching
- Activation
- Kitting
- Custom label and packing
- Inventory management

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
67	b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
68	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	SHI's Capture and Strategy organization has multiple team members dedicated to our compliance and the success of the Sourcewell contract, including our Capture and Business Development Manager, Contract Compliance, and Contract Reporting Analysts. Capture and Business Development Manager As we mention throughout this proposal, Sourcewell will continue to have a dedicated Capture Manager, Tory Pubylski, working with the assigned SDA to consistently monitor our contract usage, compliance, and opportunities to grow the contract together. The Capture Manager will work with the Compliance team to train all sales teams utilizing the Sourcewell contract immediately upon award so that field and inside sales are aware of how to adhere to accurate contract pricing and terms and conditions of the contract. Tory will serve as the main point contact of for any issues or concerns that arise during the contract. Contract Compliance Sourcewell is looking for a partner that takes contract compliance seriously. We understand the importance of this aspect of the business, which is why SHI's Contracts Compliance organization is focused on meeting agreed-upon requirements. This team is comprised of five members who can confirm we meet the expectations outlined in your RFP and subsequent contract. We do this during the proposal process, contract negotiation, and beyond through: • Issue investigation and resolution • Proactive internal auditing • Proactive tracking of operational obligations • Process improvement recommendations • Strategic updates If inquiries or reviews are required, our dedicated team can investigate and provide findings with a suggested path forward, which we believe will strengthen our working relationship. Pricing, Reporting, and Administration Fees To ensure proper pricing, SHI will create a custom catalog in our system based on the agreement with Sourcewell. This contract pricing is visible to customers on our website—with real-time updates using live data feeds from SHI's suppliers. Our web catalog team manages the catalog content and audits pricing to ensure accuracy. In addition, we can run reports related to purchases made under Sourcewell's contract. Orders placed through the website and with our Inside Sales teams will capture the Sourcewell contract number so the sale will show when the Contract Reporting Analyst pulls the quarterly report. We can also collect data in customized fields and can deliver both standard and custom reports. SHI can deliver standard reports in one of three formats, including: • Contract invoice detail • Manufacturer profile

- Invoice detail

After the reports are reviewed and confirmed to be accurate, the analyst will submit them directory to our Supplier Development Administrator and then coordinate payment with our accounting department for the correct amount in administrative fees to be paid to Sourcewell.

Sourcewell Dedicated Contract Capture and Compliance Team Members *

Victoria (Tory) Pubylski, Capture and Business Development Manager -- As Capture and Business Development Manager, Victoria, or Tory as many know her, manages the SHI relationship with the Sourcewell Cooperative. Tory works to grow SHI's business under our awarded contract with Sourcewell by training our sales teams, joining customer calls, answering customer inquiries, and connecting customers to their SHI account executives. She also works with SHI's account executives to understand the contracts we have available to their customer base, how to appropriately utilize them, and prepare them for strategic upcoming RFPs where there could be an opportunity to increase our support through new contracts.

Tory has supported the public sector at SHI since 2015 as a Sales Support Operations Manager. She joined the Public Sector Proposals team in 2018, supporting government and education until transitioning to her current role in 2022. She feels most rewarded in her role when providing training and information to our sales teams and seeing their passion for how to support their customers as best as possible. She currently resides in Austin, TX.
To learn more about Victoria or to view her background and resume, please visit her on LinkedIn at https://www.linkedin.com/in/victoria-tory-pubylski-604b4583/.

Arianne Mount, Director of Public Sector Contract Compliance — Arianne started her career with SHI more than 15 years ago as an Inside Account Manager. She then transitioned into a sales support specialist role, serving SHI's business units in a sales analyst capacity. That role evolved into a leadership position for two separate teams, which helped manage all incoming legal and proposal submissions. These teams also tracked results and developed data-based strategy updates. Following her success in that role, Arianne was offered an opportunity to manage a proposal operations team focused on the proposal lifecycle, metrics, and data-led strategy. In 2022, she expanded her team to include contract compliance, which supports SHI's salesforce and customers with their public sector contracts.

Arianne currently manages a team of public sector compliance specialists responsible for strategy, reviewing capabilities, initiating new processes to align with customer requirements, tracking cadenced operational obligations, and issue investigation and resolution. She feels most rewarded in the role when her team can impact day-to-day processes for SHI and improve customer satisfaction with their contracts.

Arianne is a resident of central New Jersey. To learn more about Arianne or to view her background and resume, please visit her on LinkedIn at https://www.linkedin.com/in/arianne-mount-2b301146/.

Anthony Sapichino, Sr. Contracts Compliance Specialist—Sr. Contracts Compliance Specialist Anthony Sapichino works at the pre- and post-sales stages to ensure that SHI is compliant with our public sector contracts. In his role, he supports everyone from our proposals team to the post-sales team with compliance issues, helping to ensure that SHI is compliant with all requirements.

Anthony has been with SHI for over ten years, beginning as an Inside Account Manager supporting mid-Atlantic public sector accounts for two years before becoming a manager

		in the strategic space. He was a manager for seven and a half years before recently moving over to the compliance team. Anthony resides in Parlin, NJ. To learn more about Anthony or to view his background and resume, please visit him on LinkedIn at https://www.linkedin.com/in/asapichino/.	
69	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	In our experience, there are a few key indicators of success for contracts of this type: 1. Overall sales revenue The first, and most obvious, is simply the number of sales that are being done through the contract. We look for these to grow each month. 2. Number of entities using the contract. We believe that to be viewed as a successful partner to Sourcewell we need to be adding net new buying entities to the contract. 3. Number of AEs who are using the contract. In addition to the number of public entities that use the contract, we also track the number of Account Executives at SHI who make use of the contract. We track this metric regularly and are always looking for 100% participation with our cooperative contracts. 4. Customer Feedback. We rely on our customers to provide feedback with regards to doing business with SHI and believe this contract's success can also be measured by customer feedback. Providing our customers flexible and viable contract options makes their job easier. When we lead with Sourcewell and educate members on value, we expect we will get positive feedback. SHI has tracked these numbers under our current awarded contract and based on these metrics, SHI's current Sourcewell contract has been very successful. We will continue to analyze this same data under a new awarded contract to ensure we stay on the same path.	*
70	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	SHI proposes a 1% Administrative Fee. We believe this nominal fee keeps the contract competitive and even more marketable.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Proposers must designate if they are seeking an award in Category 1 only or Categories 2 and/or 3. As stated in Section II. B.1. of "REQUESTED EQUIPMENT, PRODUCTS, OR SERVICES," Proposers responding to Category 1 must offer a complete electronic catalog system permitting Sourcewell and Sourcewell Participating Entities to make web-based purchases."

Proposers submitting a proposal in Category 1 must include at least one solution in each of Categories 1, 2, and 3 within its singular proposal. For example, if a Proposer offers solutions within the scope of Category 1, 2 and 3 the Proposer should designate it is seeking an award in Category 1. Proposers seeking award in Category 2 and/or 3 must include at least one solution offered within the scope of the desired Category.

Line Item	Category 1	Category 2	Category 3
71	(•) Yes ( ) No	( ) Yes (•) No	( ) Yes (•) No

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	

72	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	We are pleased to offer our comprehensive catalog of products and services to meet the unique needs of each Sourcewell member in response to this RFP. We pride ourselves on our vendor-neutral approach, which allows us to provide the most suitable technology solutions for various IT environments. Our offerings span a wide spectrum, from software and hardware to cloud services and more, courtesy of our extensive partnership network of over 15,000 product partners. SHI is committed to offering full IT solutions to Sourcewell members, ranging from basic software and hardware commodities to sophisticated, end-to-end data center solutions. Our expertise in crafting IT solutions that perfectly align with our customers' needs ensures that your members will benefit from our wealth of knowledge in designing, implementing, and optimizing IT ecosystems. We offer a broad range of IT solutions that cater to the unique needs of Sourcewell's members. 1. Hardware and Software Products: SHI offers a wide array of hardware and software products from leading manufacturers. We collaborate with top technology partners such as Apple, Microsoft, Adobe, Dell, HP, and Cisco. 2. Advanced Solutions: SHI provides advanced solutions like cloud computing, data center infrastructure, networking, and security. Our cloud solutions include services for public, private and hybrid cloud environments. 3. IT Asset Management: SHI helps businesses manage their software and hardware assets more effectively. We provide services for software licensing, hardware lifecycle management, compliance and risk management. 4. Professional Services: SHI's professional services team can help with everything from initial assessments and consultations to full implementations. These services can help members optimize their IT environments and implement new technologies. 5. Support Services: To ensure smooth operation, SHI offers a range of support services, including hardware maintenance & support, software support, and managed services, delivered directly by our internal teams, by the manufacturer directly, or by subcontracting through our elite partner network. 6. E-commerce: Our robust e-commerce platform allows customers to purchase IT products easily and track their orders. 7. Sustainability: SHI also focuses on providing sustainable IT solutions. We offer services like IT asset disposal and recycling to help customers reduce their environmental impact. In summary, SHI's wide range of IT solutions is designed to help entities address their technology challenges, optimize their IT investments, and navigate the ever-changing technology landscape. Our strategic technology partnerships can be viewed on the partner page of SHI.com. https://www.publicsector.shidirect.com/public-sector/brands Our purpose is to provide the best overall value to Sourcewell, and we understand that this goal is achieved through a combination of world-class support, aggressive pricing, and extensive product and service offerings. Our objectives align with your mission to "provide leading solutions that empower community success," and we accomplish this by remaining laser-focused on customer relationships: every SHI employee understands that we are here because of our customers and will remain here only as long as we continue to provide extraordinary products, services, and customer satisfaction.
73	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	SHI is a customer-centric provider of diverse software, hardware, and IT products. We are proud of our wide array of services and support, offered directly or via our expansive network. We collaborate with 15,000 unique publishers and OEMs, holding top-tier certifications from leading OEMs such as Apple, Cisco, Dell, HP, Microsoft, and VMware. As the technological landscape evolves, so does our product catalog, constantly updating to meet customer demands. Our IT solutions range from software and hardware procurement to comprehensive data center solutions. Below, we provide subcategory titles along with details on some of our most up-to-date solution offerings. Hardware End-User • Devices - PCs, Laptops, Tablets and Smart Phones • Peripherals – Monitors, Cables, Accessories like Keyboards, Mice, Headsets, Memory, and Audio/Visual Equipment, etc. • Digital Signage, Kiosks, and Touchscreen Devices • Mobility – Tablets, Smart Phones, Printers, Mobile Device and App Management • Unified Communications and Collaboration (UCC) – Devices, conferencing and collaboration platforms, cameras, headsets, etc. • Services: Imaging, configuration, asset tagging, inventory, warehousing, kitting,

and shipping
Print - Printers, Scanners, MFDs, Toners and Supplies
Data Center - Servers and Storage, Power and Cooling, and Services: Configuration, asset tagging, kitting, and shipping
Networking – Wireless, Routers / Switches, SD WAN, Connectivity

Software
SHI has partnerships with thousands of software partners, including key relationships with publishers like Microsoft, Adobe, IBM, VMware, and SAP, and we offer a wide range of services delivered directly by our internal teams, by the manufacturer directly, or by subcontracting through our elite partner network.

Cybersecurity/SOC Monitoring
As your organization pursues cloud, digital transformation, and remote workforce strategies, SHI can help you defend against cyberattacks' growing threat and navigate complex regulatory requirements. SHI works with leading cybersecurity technology providers to promote sound information security governance and ensure that your infrastructure, data, and people are protected.

Our solutions center around Identity and Access Manager, Application Security, Data-Centric Security, Data Center and Cloud Security, Threat and Vulnerability Management and services, including security risk assessments, incident response, program strategy and operations, and security strategy consulting.

From assessment to implementation, we help organizations reduce risk with a dynamic approach that strikes the right balance between people, processes, and technology. Here are some of the ways that we can advance your cybersecurity:
• Secure Governance: In a rapidly evolving landscape of threats and regulatory obligations, SHI helps you address cybersecurity governance challenges by effectively setting strategy, standardizing processes, enforcing requirements, and ensuring you have the resources in place to achieve security and business goals.
• Secure Infrastructure: SHI takes a balanced approach to cybersecurity that ensures consistency across on-premises, hybrid and multi-cloud environments. Our experts help you address modern data center challenges with a strategy that starts with architecture and optimizes security controls and policies.
• Secure Data: SHI helps shift your focus from trying to secure everything to protecting what matters most – your data. We work with you to locate and understand your sensitive data, so you can establish exactly what you are trying to protect and ensure the appropriate controls are in place.
• Secure People: We partner with you to address the human element of cybersecurity. Our solutions and services enable you to thwart attacks that exploit human vulnerabilities, including malware, phishing, and impersonation across email and the cloud.

Cloud
Our Cloud solutions teams can help customers navigate Public and Private Cloud Environments, as well as Software as a Service (SaaS), Hybrid SaaS, Infrastructure as a Service (IaaS), Platform as a Service (PaaS), Database as a Service (DBaaS), Unified Communications as a Service (USaaS), “X” or Miscellaneous as a Service (XaaS or MaaS) solutions. We also offer a wide range of cloud services, including cloud migration, optimization, and management, and we have partnerships with major cloud providers like Microsoft Azure, AWS, and Google Cloud.

EULA Management
SHI offers EULA review services for a fee. The end-user license agreement services are performed by a contract administrator experienced in negotiating software license agreements. These services offset the burden of risk our customers must manage for what is considered "long tail" software publishers, meaning those non-major or strategic partners. SHI works with you to establish a playbook of rules, processes, and policies related to identifying risk and how best to contractually address the various software publishers in scope. After a negotiation, SHI prepares a summary for your review and action. This summary would include details about any remaining risks, concessions made, requirements the publisher refuses, etc.

Advanced Solutions Group (ASG)
The IT landscape has seen significant changes over the past decade, with a growing focus on holistic solutions that address evolving customer needs, as opposed to mere commodity products. Responding to this shift, SHI developed our Advanced Solutions Group (ASG) to provide solution-based support. This team, comprising over 600 technical experts holding 3,000 certifications in various products and solutions, is dedicated to meeting Sourcewell members' requirements, guiding you to the right technology, and aiding in integrating that technology into your environment. The Advanced Solutions Group, like all of SHI, maintains a vendor-neutral stance, utilizing its vast experience to tailor discussions that best suit each member's specific needs. We provide support during the strategy and solution design phase of a project, assisting with planning, assessments, conceptualization,

proof of concepts, and procurement of demo units.

Our ASG team has focused solutions groups including:
- o End-User/UCC
- o Cloud Design, Adoption, Optimization and Management
- o Data Center Technologies – Server/Storage/Backup
- o Networking – Core, Edge and Transport
- o Security Solutions

These teams, include solutions engineers and professional services support, working arm-in-arm with our devoted OEM partner teams to assist our customers in keeping pace with their evolving IT needs and facilitate seamless technology adoption.

Professional Services
Our professional services teams are vendor-neutral and use an extensive range of experience to help tailor conversations optimally for any member's specific environment. We see our professional services offerings as a differentiator in the hardware and software reseller marketplace. Our objectives are to 1) help ensure our customers are purchasing the right solution, 2) help our customers deploy the chosen solution as rapidly as possible while minimizing risk, and 3) maximize customers' adoption of the chosen technology, thereby maximizing the value of their investment.

Managed Service Provider (MSP)
SHI's Managed Service Provider (MSP) solutions include a wide range of services, such as network management, cybersecurity, data backup and recovery, cloud services and our complete portfolio of Modern Workplace Services.

Modern Workplace Services
SHI's Modern Workplace Services (MWS) cover hardware Lifecycle Services, Multi-Vendor Platform Support (MVP), Asset Recovery, Digital End-User Experience (DEX), Staff Augmentation, Mobility and Warranty services.

Lifecycle Services
The modern workplace has become increasingly dynamic. However, varied locations, schedules, and technology use can all be costly considerations when managing your workforce. SHI's Device as a Service (DaaS) solution is designed to help Sourcewell members adapt to this change, providing outcomes that achieve cost and operational efficiencies. We provide comprehensive management of all your devices across every stage of the asset lifecycle and are committed to keeping your end users productive and engaged.

Our customizable solution ensures you have the devices you want, the support you need, and the lifecycle of your devices managed based on a predictable, monthly, per-device cost. DaaS is an alternative to a traditional lifecycle services procurement approach. It provides customers access to the latest end-user computing and all-inclusive managed services to help meet their ever-changing technological needs. Each DaaS engagement is customized to include configuration, deployment, technical and warranty support, and IT asset recovery and disposal solutions.

DaaS can provide substantial benefits to members, including increased flexibility and multiple device options, and it accommodates IT budgets and operations with OpEx, hybrid and CapEx models. The DaaS model allows for a per-unit, per-month fee for the member's contract term, including the hardware's pricing and all related services.

ZeroTouch Provisioning
Regardless of the devices and operating systems that customers opt for, SHI can aid them in establishing a ZeroTouch deployment strategy. This is possible due to SHI's leadership in Zero Touch capabilities since its inception in 2011, and its commitment to OEM program adoption.

SHI provides support for a variety of platforms, including Apple Business Manager, Windows Autopilot, Chrome Zero Touch Enrollment, Android Zero Touch Enrollment, and Samsung Knox Mobile Enrollment.

With a history of being at the forefront of such services, SHI was the first reseller to offer Apple Business Manager, enroll devices into Autopilot, and provide ZeroTouch Services for Chrome.

Multi-Vendor Platform Support
MVP Support helps businesses confidently support multiple enterprise platforms to dramatically reduce costs and eliminate complexity often found with multi-vendor support services. MVP Support is a global support solution powered by Level 3 engineering PODs, service delivery, critical incident management, and a powerful integration platform to support complex vendor escalation workflows and processes.

Digital End-User Experience (DEX)
SHI's Digital Employee Experience (DEX) service provides an accessible view of everything affecting an end-user's performance. It fosters a productive user experience in which IT issues are detected, diagnosed, and resolved often before users even feel the impact. Our DEX Managed Service includes deployment, configuration, and optimization of your digital experience platform, allowing you to take full advantage of your current OEM toolset. We allow our customers to sit back and relax by helping them gain complete visibility and insight through advanced dashboards to create automated and proactive responses, resolving issues before disruptions occur.

Staff Augmentation
SHI's Staff Augmentation program is built on the expertise of our elite partner network of staffing providers. SHI maintains relationships with a wide range of staffing partners around the world, enabling us to find the right blend of SHI internal and staff augmentation resources to address even the most complex requests. Through this robust network, SHI can ensure that our customers have a deep and diverse candidate pool as they seek to accelerate their business by infusing talent and expertise through staff augmentation.

We source the perfect IT professionals for your needs by:
- Obtaining a complete understanding of each assignment.
- Developing a thorough search plan that may include pre-identified targets, organizations, resumes in our database, Internet advertising and searching, and engaging one of our qualified partners.
- Conducting a multiple screening process, which includes our technical recruiter, recruiting manager, and one of our technical resources.
- Checking professional references prior to the client interview.
- Presenting our top candidates to you for review and interview.

SHI provides members the benefit of having fast responses from our dedicated resources who act as a single point of contact to assist with onboarding and off-boarding candidates with no hidden fees all backed by our reliable recruiting process.

IT Asset Management (ITAM)
The IT Asset Management (ITAM) team at SHI helps our customers optimize Hardware and Software investments to ensure continuous compliance and cost savings. The ITAM team at SHI has a full portfolio of services to support customers of any scale, industry, and sector. With a team of over 80+ ITAM SMEs, many of whom are former auditors themselves; SHI has Data Analysts, Inventory Engineers, Licensing Consultants, ITAM Policy and Process Consultants, and Service Delivery Managers on hand to become an extension of your existing resources.

Our ITAM team provides SAM services to customers ranging from 500 devices to 500,000 devices with widely varying and complex infrastructures. ITAM Services combine:
- Volume License expertise supporting the world's most complex IT environments since 1989.
- Inventory and discovery expertise
- "Best of Breed" SAM toolsets
- SaaS-based IT Asset Management platform with 24/7 web portal
- Best Practice Service Management
- ISO 19770-1 aligned SAM Process and Policies
- Dedicated SAM Licensing and Inventory Consultants, Licensing and Inventory Engineers, Process and Policy Consultants, Service Managers, and former auditors.
- Compliance and optimization baseline: A license compliance and optimization baseline is a one-time assessment of a publisher or publishers that identifies trends in your current licensing, surplus license opportunities, and licensing deficiencies to be reconciled. With the baseline, you can make informed decisions regarding license contracts, maintenance renewals, and software procurement for cost savings, reduced risk, and recycled software assets.
- Audit defense: SHI has a full, rapid-response audit defense team to assist customers in any audit situation. This service has resulted in an average settlement of 10% of the publisher or auditor's findings.

Workshops and assessments: We provide various customer workshops and assessments, from ITAM maturity assessments to cloud readiness reviews to ITAM ROI value workshops. Whether you are unsure of what software your organization has deployed, what software your license agreements entitle you to deploy, are looking to mitigate compliance risk, or reduce overall software costs, our IT Asset Management services can help you take control of and manage your assets.

The Workshop
The SHI Software Asset Management (SAM) Planning Workshop ("the Workshop") is

a compact, disciplined process that ensures the right software entitlements, measures, and collection processes are in place. The Workshop brings together all the personnel, skills, and experience needed to coordinate and plan the complex process of gathering information for asset and compliance management. The Workshop ensures that you have addressed all the software audit risk areas and are prepared to deflect audit threats and defend against audit claims without the typical (and expensive) audit "fire drill".

SHI's SAM Workshop describes all of the infrastructure and processes necessary for the effective management, control, and protection of software assets throughout all stages of their lifecycle. The strategic goals of SAM include (but are not limited to) the following:

- Control cost and business risk for a stronger financial position
- Optimize existing software investments to enable you to do more with what you have.
- Help your organization become more agile by making better use of resources, even in changing business conditions.

SAM provides the following benefits to customers:

- Cost Savings: Lower costs associated with purchasing and maintaining a software library by capitalizing on vendors' overall buying power through single-volume license contracts.
- Risk Management: Control business and legal risks related to improper software deployment.
- SAM Advantage: Stay ahead of the competition through streamlined operations and faster time-to-market.
- Good Governance: Achieve and demonstrate compliance with your responsibilities under government legislation, such as Sarbanes-Oxley.
- Disaster Protection: Protect your company's valuable software assets in the event of unexpected adversity.

Whether the goal is streamlining the business of IT with innovative eProcurement, fulfillment, and IT asset management solutions; building hybrid data center and storage solutions; securing your growing diversity of data and assets; or building a truly collaborative digital workplace, SHI has your back at every stage of the technology lifecycle.

Scholastic Esports
SHI's dedicated team of education and technical experts is taking over the scholastic esports space by helping high schools and colleges discover the power of esports and learn the intricacies of the industry. Integrating esports with STEM and CTE enables educators to create a curriculum that aligns with workforce sectors and industries to attract more students.

Scholastic esports (electronic sports) programs are revolutionizing student engagement. The goal of esports is to create high-quality, developmental experiences so students of all backgrounds and abilities can use this as a universal platform to grow socially, emotionally, and academically.

As innovative schools are accelerating their esports environments, this digital transformation is helping students engage in STEM and technology-focused activities, professional development, and school clubs and sports programs. However, the growth and popularity of scholastic esports represent new technology challenges for our customers to procure a successful platform and educational program.

To meet these needs, SHI has developed a team dedicated to esports, which handles everything from building out arenas to curriculum creation. Our objective is to enable schools to build effective and successful esports programs through:

- Professional training, development, curriculum, software (coaches and players)
- Esports tournaments (UGC)
- Grants support/procurement
- Selling esports equipment that reacts just as fast as you do!

These solutions can be customized to the specific needs of any given school through a comprehensive discovery and consulting process. SHI offers avenues of existing curriculum to use as your own, or expert advisors to help create your own or modify a pre-existing package of curriculum. SHI helps identify, plan, and build an esports program that's right for each organization.

STEM/STEAM
STEM/STEAM technology includes products and/or tools related to supporting education in the fields of Science, Technology, Engineering, Art, and Mathematics. In this age of constantly emerging technology, educators have shifted to focusing on future readiness by helping students increase their digital literacy, driving innovation, and providing them with skills around critical thinking and problem solving, empowering their success so they will be ready to face the world's challenges and

solve real-world problems. Here are some examples of STEM technology products:
- Robotics Kits used to teach principles of robotics and programming.
- 3D Printers used in engineering and design to create prototypes and models.
- Coding and Programming Tools: Software like Scratch, Python, and Arduino are used to teach programming and computational thinking.
- Drones and Quadcopters are used for research and education, such as studying weather patterns or learning about aviation and mechanics.
- Virtual Reality (VR) and Augmented Reality (AR) Equipment provide immersive learning experiences used in fields like design, architecture, and medicine.
- Mathematics Software like GeoGebra, Mathematica, and MatLab are used to study and visualize mathematical concepts.
- Educational Apps and Games designed to teach various STEM concepts in an interactive way.
- Electronic Kits teach electronics and circuitry.
- Maker Spaces Equipment includes various tools and materials for hands-on exploration, such as woodworking tools, sewing machines, laser cutters, etc.

Public Safety and Public Works Solutions
Public safety is not just a concern for police and emergency personnel, but also for cities, counties, schools, and universities. Our public sector sales teams support all of these entities and we offer the following solutions to address their day-to-day needs for communication, security, and safety.
- Security/Surveillance Cameras, Body-worn cameras, and related software.
- Rugged Notebooks and In-car Mounting Hardware
- Drones and Add-Ons for Drones; UAVs (Unmanned Aerial Vehicles)
- RFID Devices, Antennas, Receivers
- Physical locking solutions and portable security hardware
- Software Solutions: Gunshot Detection Software, Investigative Analytics and Interview Room Surveillance Software, Biometric Authentication Software, License Recognition/Reader Software and Mass Emergency Notification Systems

Smart City /Internet of Things (IoT) Solutions
Technology is ever evolving and growing, just as cities are constantly expanding and growing. From a combined evolution emerged “smart cities.” The goal of a smart city is to optimize city functions and promote economic growth while also improving the quality of life for citizens by using smart technologies and data analysis. SHI is here to help guide our customers to find the technologies that can help turn their vision of a smart city into a reality.

Smart cities use a variety of technologies including software, user interfaces, communication networks, the Internet of Things (IoT), the cloud, and data center technology to deliver connected solutions for the public. With SHI, our customers have access to multiple platforms, a variety of hardware for backup connectivity, and access to multiple vendors—including industry giants like AT&T, Verizon, T-Mobile, Cisco, Intel, and more. We support our offerings with access to vendor-neutral solution architects and engineers, dedicated solution support teams, OEM support teams, and external resources from our hardware and software partners. Together, we provide expert resources to understand your smart city needs and recommend solutions from networking connectivity and handheld devices to server storage and cloud options.

We understand that smart cities and IoT are the technology of the future which can impact and improve the lives of the communities we live in. No matter where you are in your smart city solutions journey, SHI can help you accomplish your technology goals leading us to a smarter tomorrow.

SHI continues to refine our product and service offerings to meet the dynamic needs of our customers in an ever-changing technology landscape. The breadth of SHI’s solution portfolio is extensive, and including all sub-categories here would be overwhelming. However, Sourcewell members can rest assured knowing SHI has the expertise and resources to facilitate the right solution for each member's unique environment.

Table 15A: Category 1 - Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
74	Computer hardware, including desktops, laptops, tablets, and related devices;	(•) Yes ( ) No	
75	Networking, server, and data storage equipment, including servers, server appliances, racks and cabinets, data storage or data protection devices, and switching technology;	(•) Yes ( ) No	
76	Peripherals, accessories, components, and options, including printers, scanners, monitors, audio visual, digital signage, virtual reality, Esports equipment, unified communication hardware, mobility hardware, cabling, modems, routers, switches, power management, and supplies;	(•) Yes ( ) No	
77	Software related to the purchase of the equipment described in Lines 74-76 above;	(•) Yes ( ) No	
78	Configuration, software implementation, hardware installation, support, assessment, training, and asset lifecycle services related to the purchase of the equipment or software described in Lines 74-77 above; and	(•) Yes ( ) No	
79	Security, cloud, network, data, IT asset lifecycle services, and solutions described in Categories 2 and 3.	(•) Yes ( ) No	

Table 15B: Category 1 - Industry Specific Questions

Table 15B: Industry Specific Questions relate to products and services offered in Category 1 (see Table 15A).

Line Item	Question	Response
80	Describe your capability to report Sourcewell member purchases of products with environmentally preferred attributes (e.g., eco-labeled, rated, or certified).	SHI has the capability to report on green-certified products and does so for numerous customers. SHI will work closely with members to identify and understand green reporting requirements.
81	Identify any reseller certification(s) (or similar third-party validation of technical expertise) that your organization has attained, if any.	Acer-Fully Authorized Globally Acronis-Platinum Partner Adobe-Adobe Platinum Reseller AirWatch-Premier Alteryx-DMR Partner (Distributor Managed Reseller) Altova-Elite APC-Elite Business Network Partner Apple-Corporate Reseller (Authorized 20+ years) Arbor-Premier Arcserve-Platinum Arctic Wolf-National Partner Arista Networks-Authorized Aruba Networks-Platinum Asus-Authorized Atlassian-Authorized Reseller Attachmate-Platinum Partner Autodesk-Volume Channel Partner (VCP) Avaya-Sapphire Reseller AWS (Amazon Web Services)-AWS Premier Consulting Partner; AWS Managed Services Partner Barco-Authorized Partner, Gold Barracuda-National Belkin-Authorized Partner BenQ-Silver BeyondTrust-Platinum Partner Bitdefender-Gold BitSight-Evangelist Partner Blackberry-Authorized

		Box-Premier Broadcom-Elite Brother-Authorized Partner C2G-Platinum Partner Canon-Authorized Partner Carbonite-Premier Partner CheckPoint-Three Star National Partner Cisco-Gold Partner Citrix-Platinum Partner Cleartouch-Highest Cohesity-Strategic National Partner Commvault-Market Builder - Top Tier Cradlepoint-Premier NSP CrowdStrike-Elite Partner CyberArk-Advanced Partner CyberPower-Elite Partner Cylance-Authorized Datawatch-Platinum Delinea-Authorized Reseller Dell-Dell EMC Titanium Black (Authorized 15+ years) D-Link-Gold Level Druva-Elite Partner DynaBook-Platinum Preferred Eaton-Authorized Partner Elastic-Professional Partner Entrust-Professional Partner Epson-Epson Business First Gold Partner Ergotron-Gold Erwin-Authorized ESET-Silver Exagrid-Authorized Reseller (Highest level) ExtraHop Networks-Gold Extreme Networks (ExtremeNetworks+Aerohive)-Diamond F5-Platinum Partner Facebook Oculus-Authorized Reseller Forcepoint-Titanium Partner Forescout-Platinum Fortinet-Expert Fujitsu-Authorized Partner GitLab-Select Partner Globalscape-Authorized Good Technology (Blackberry)-Authorized Google-Premiere Partner GoTo-Platinum Partner Hewlett Packard Enterprise-Platinum Partner Honeywell-NBR (National Broadline Reseller) HP, Inc.-Power Services Partner (Authorized 25+ years) HPE Aruba Networking Division-Platinum Partner IBM Hardware-Gold IBM Software-Gold Business Partner Infocus-National Partner Intel-Intel Partner Alliance Titanium Member IPSwitch-Titanium Ivanti-Platinum Jabra-Premier Partner JAMF-Gold Partner JetBrains-Authorized Juniper Networks-Juniper Elite KEMP-Authorized Kingston-Authorized Reseller Legrand (includesC2G, Chief, Da-Lite, Vaddio)-Authorized Partner Lenovo-IDG (Client) (NSP, National Solution Partner); ISG (Datacenter) (NSP/Platinum Partner) (Authorized 12+ years with Lenovo (IBM 20+)) Lexmark-Tier 1, Diamond Edge LG-Authorized Reseller Logic Monitor-Authorized Reseller Logitech-Authorized Partner LogMeIn-Authorized LogRhythm-Services Authorized Reseller (Highest Tier) Malwarebytes-Platinum Partner ManageEngine (Zoho)-Authorized Meraki-Gold MicroFocus-Platinum Partner Microsoft (Hardware)-Multi-National Authorized Device Reseller and Authorized Global Surface Reseller Microsoft (Software)-Authorized LSP, AER, SPLAR, MOSP and Government Integrator;

		GSA & DISO Authorized; Authorized Azure Expert MSP Mimecast-Elite Partner MobileIron-Iron Nasuni-Premier NetApp-Star Reseller Netgear -Reseller NetIQ (Micro Focus)-Platinum NetScout Systems (Arbor Networks)-Platinum Netwrix-Platinum Partner Nimble-Platinum Novell-Platinum Partner Nuance-Authorized Nutanix-Master Level Partner, Cloud Champion Nvidia-Elite (vPro, Quadro, Tesla), Preferred (DGX) OKTA-Elite Level Partner Open Gear-Premier Partner (Highest level), Elite OpenText-Authorized Reseller Oracle-Oracle Hardware & License Sell Track Partner, Global Platinum Paessler-Gold Partner Palo Alto Networks-Diamond Panasonic-Tier A Reseller Parallels-Premier PingIdentity-Platinum Partner Poly (Plantronics & Polycom)-Platinum Partner Progress Software (Kemp)-Titanium Authorized Partner Promethean-National Partner Proofpoint-Platinum Partner Pulse Secure-Authorized Pure Storage-Elite Partner Qualys-Supported Partner Quantum Storage-Premier Partner Quest-Platinum Plus Partner Rapid7-Gold Level Partner Raritan/ServerTech-Authorized Reseller Red Gate-Authorized RedHat-Red Hat Advanced Business Partner Ribbon Communications-Bronze Riverbed Technology-Elite Partner RSA-Titanium DMR Partner Rubrik-Elite Plus Partner Ruckus Wireless (CommScope)-Elite Partner Samsung-Client P4 Platinum Level Partner, Strategic Business Partner. For mobility - Blue Level SanDisk (Western Digital)-Gold SAP BusinessObjects-Silver, Large Account Scale Computing-Platinum SentinelOne-Platinum Partner Sharp – NEC-Authorized for Sharp Electronics Display Solutions SilverPeak-Platinum Level Smarsh-Hybrid Cloud & Emerging Partner SolarWinds-Elite Partner SonicWALL-Platinum Partner Sony-Gold Sophos-Sophos Select Partner Spectra Logic-Elite VAR Splunk-Premier Partner StarTech-Authorized Partner SunOracle-Platinum Supermicro-Tier-1 Diamond Suse-Platinum Level, Specialized in Sell and Manage Symantec-Premier Partner Synology-Authorized Reseller Tableau-DMR Partner Tanium-Partner Plus Targus Authorized TeamViewer-Authorized Reseller TechSmith-Preferred Partner Tenable-Platinum Reseller Thales-Platinum Tintri-Elite Partner Toshiba-Platinum Preferred Trellix-Platinum Partner TrendMicro-National Channel Partner TrippLite-Authorized Partner Tripwire -Platinum Partner Unitrends-Top Tier

		Varonis-Gold Partner Veeam-Platinum Partner Veritas-Platinum Partner Vertiv (Emerson, Liebert, Avocent)-Diamond Partner ViewSonic-Authorized Partner VMware-Corporate Reseller – Premier Level; Partner Professional Services – Enterprise Level; Aggregator – Premier Level Western Digital-Authorized Xerox-Authorized Partner, Gold Zebra-Authorized Partner / Specialist DMR Zoom-Performance Zscaler-Gold
82	Describe your maintenance solutions for software products, such as maintenance agreements, software upgrades, continuous updates, patches, and fixes.	Proactive Renewal Management SHI's Proactive Renewal Management (PRM) is a value-added service offered at no additional cost to Sourcewell's members. PRM is primarily supported by SHI's PRO Renewal Organizer (PRO) tool but also includes SHI's contract indexing tool, Fine Print, and other value-added services. For a fee, PRM includes ITAM services to help customers optimize their IT investments and achieve cost savings. It can be challenging for organizations to proactively track expiring IT assets, maintenance, and support agreements. With inconsistent renewal dates across manufacturers and/or products, some organizations rely on the publishers and manufacturers to provide renewal notifications, which can result in missed discount opportunities or unwanted renewals of software you no longer use. In response to our customers' growing needs around expiring software, warranties, support agreements, and product maintenance programs, SHI created the PRO tool. This PRO organizer tool compiles your technology renewals into a centralized, rolling, 36-month timeline for simplified budgeting and renewal management. Customers can access the tool via SHI.com, with 24/7/365 availability. By addressing renewals in advance, you have the option to employ SHI to negotiate with the vendor on your behalf in the following areas: • IT asset selection: If better IT assets are available, SHI will negotiate with vendors to procure the better assets for our customers. • Product equivalent: SHI works with vendors to find our customers the best replacement when a product becomes unavailable. • Better pricing: SHI has quoting and pricing processes to help our customers realize cost savings across IT spend. Where possible, we pass those savings along to our customers. • License agreements: SHI collaborates with vendors to ensure our customers receive the correct number of licenses, obtain the best deals, and have licenses for the correct period. SHI also helps customers manage EULAs. Optimizing Renewals The PRO tool stores a complete list of the hardware and software your organization uses and automatically notifies your SHI account team 90 days prior to expiration dates. Replacing products without a warranty can be costly. SHI's PRO tool can track a member's IT assets, and it can also track maintenance and support renewals. Maintenance renewals are typically for hardware maintenance but can extend to software. For hardware, there is usually a warranty or maintenance offering that can sold in tandem, or there may be a base-level option included on the initial purchase, which must be renewed after the initial coverage term ends. For software, members can purchase licenses for a specified period. When the license agreement expires, the agreement needs to be renewed to continue using the software. For software subscriptions, SHI's PRO tool can help you track your software and guarantee you only pay for the software you use. Outdated equipment and expired software licenses can slow your employees' productivity. Effectively managing your IT assets is not an easy job, but with SHI's PRO tool, you can eliminate wasted time by ensuring employees always have access to the right equipment and software. Audit Protection There are two major risks associated with the unauthorized use of software licenses. First, poor software asset management can result in security vulnerabilities. Second, organizations risk unknowingly committing copyright infringement when unauthorized users download multiple instances of the software. To manage risk, SHI's PRO tool closely tracks your software licenses and usage, preventing unauthorized users from installing software provided under a license agreement managed by SHI. Some organizations choose to or must undergo a

software licensing audit or software compliance audit.

By using SHI's PRO tool, your organization safeguards itself from liability.

How it Works
When new orders are entered into our system, your account team can pull the information into our PRO tool. The tool is designed to notify your account team 90 days prior to the software expiration date; however, 120 days prior to the expiration date, the renewal is assigned to the AE managing your account. Working closely with the member, SHI can learn when and how often they would like quotes sent and how many days prior to software expiration dates they prefer notification.

Your SHI account team then actively works with the customer's procurement team, IT department, or designated point of contact to review options. Regular follow-up continues until the purchase order is placed or the customer indicates that they are no longer interested in renewing the maintenance or support agreement.
When the customer receives an email containing a renewal reminder, they are given the following three options:
- Option 1: "Yes, please send me a quote."
- Option 2: "No, Thanks."
- Option 3: "I would like to schedule a meeting to discuss."

The renewal reminder also gives the following information about software renewal: software expiration date, software publisher, product, SKU, order date, purchase order number, invoice number, and invoice date.

If an IT asset was not purchased through SHI and the customer completes the PRO form to allow SHI to track the asset, SHI only receives the expiration date of the software, software publisher, product, and SKU.

The customer need only click on option 1, 2, or 3 to send a response back to their account team.

Through our PRO tool, we offer proactive management of maintenance, warranty, and support plans that save time and money. With the customer's permission, any products purchased from SHI—or elsewhere—with an expiration date of any kind can be loaded into your renewal organizer. SHI does not see prices for IT assets purchased outside of SHI.

Quotes
In addition to renewals, the PRO tool tracks quotes. At any time, a customer can log in to their SHI.com portal and view their quotes. We keep a complete database of all quotes; however, SHI does not have access to any quotes provided by other resellers because quotes include pricing information.

Sometimes, upon renewal, vendors require a new quote altogether. Our system notifies us of vendor preferences and gives SHI the opportunity to negotiate with vendors on your behalf. This eliminates any additional work on your end. SHI does the work for you, collaborating and negotiating with vendors to provide quotes that best meet your needs.

PRO Timeline
The PRO Timeline is an interactive tool that displays upcoming renewals for the customer's OEMs.
- Users can click the reporting icon to run an in-depth report on the PRO Renewals. Reports can be exported and emailed to a co-worker as well.
- Users can also view a history of the original order.

Through the renewal timeline, SHI provides visibility and clarity around renewals for your organization, complementing the workflow of your own software and hardware renewal lifecycle efforts. These efficiencies support our customers' existing operating processes, and in some instances, SHI's PRM service even replaces or fills a void in our customers' existing workflows.

Benefits of PRO
In addition to the timeline, our PRO platform has several built-in dashboards and reports to facilitate ease of use. Additionally, you can click on the PRO Renewal Timeline to view more details. If you need to share the timeline within your organization, the timeline can be exported into Excel.

Moving Renewal Management to SHI
We have extensive experience onboarding new customers and importing their license data for future reporting and renewals. SHI onboards hundreds of new customers every year, and the process for onboarding will vary depending on the size, scope, and licensing needs of the customer. SHI's account team collaborates directly with the customer and software publishers to identify and gather necessary information on each

		licensing program and agreement. Once we receive the contract information, we populate our PRO tool database and grant your organization access. To minimize hassle, your account team and our software licensing experts work with you to complete and submit the necessary change of reseller form or process. The PRO Authorization form permits SHI to pull licensing history from manufacturers and publishers, including anything purchased elsewhere. The form provides the licensing type, quantity, coverage terms, and entitlement or agreement numbers, but does not give SHI access to previous pricing. The sole purpose of the PRO Authorization form is to help SHI better track your purchases so that we can better support your organization in the future. Just like the PRO Renewal Management service—the PRO Authorization form is optional for customers to complete. Sustained Value-added Benefit SHI's Proactive Renewal Management is a free value-added service for all our customers. The PRO tool gives your organization peace of mind, proactively managing maintenance, warranty, and support plans. With products purchased through SHI automatically loaded into your renewal organizer and quotes automatically sent to you 90 days before the expiration of the service, you can rest assured that SHI keeps track of your software assets. Speak with your account team to find out how to maximize the benefits of Proactive Renewal Management for your organization. Product security patches/fixes and updates for third-party products SHI resells are the responsibility of the manufacturer.
83	Describe your website and the ease-of-use for customers, including order placement, payment, order tracking, etc.	SHI.com is SHI's single-source procurement platform available to all SHI customers. With over 470,000 products available, our platform offers the latest functionality in a user-friendly interface. From the comfort of the office, members can access the most recent catalog features, customization options, approval routing, workflow, reporting, order status, and our PRO Renewal Organizer (PRO) Timeline. SHI's procurement platform provides an efficient and intuitive way to access your customized catalog of products and procure any of those products at any time. SHI.com's business-to-business functionality includes innovative custom catalog capabilities that provide personalized views of product information and enable you to find and compare SHI's products, view key metrics (like frequently viewed products and contract or standard items), and simplify purchasing. Access Each authorized user within an organization has a username and password that automatically links them to the approved customer catalog with your contracted pricing. A manager with employee admin permissions can create and disable user accounts. The platform is designed to support self-service functions, including registering new users — of which there is no limit. As an IT company, we take privacy and security seriously. Your information will not be shared with software publishers or third parties without explicit permission. Search Features Customers can easily find products using our intuitive search functionality. You can select up to five products to compare item features side-by-side. In the product details of a viewed item, you can also add an item to your favorites list. SHI delivers a differentiated customer experience that simplifies purchasing, encourages repeat business, and boasts key metrics like frequently viewed products, contracts, or standard items. Our catalog is updated daily with the latest information from our partners. SHI.com shows product availability, and if the stock is not currently available, the catalog displays an ETA for quantity and time frame for restocking. If the product in question is out of stock, SHI recommends engaging your dedicated SHI account team for further assistance. We may be able to recommend an alternative option that is currently available. For products not listed in the catalog, your sales representatives have the ability to upload a tailored quote to the website. This quotation can be conveniently added to the shopping cart to streamline the ordering process, eliminating the requirement for a separate non-catalog buying procedure. Order Placement SHI provides an easy-to-use Checkout Process that can also be customized to your specifications: • Users can save addresses to an address book to easily select the appropriate ship-to address. • Custom Data Collection—we will create fields to collect the information you need about the purchases your employees make (department, project code, cost center, and so on).

		• For our Terms Customers—enter a PO number and for our Credit Card Customers—use the security of PayPal to complete your purchase. • See the freight based on the shipping address entered. Some customers require that additional information be captured with each hardware purchase. Therefore, SHI has designed an "interview page" to collect pertinent information. Order Tracking SHI.com provides a wide range of search options to quickly locate and view order statuses, tracking information, serial numbers, and invoices. Returns Our return process is simple. To request a return, contact your dedicated sales team, via email, phone, or through the "Request Return Authorization Number" section on the SHI.com website. Your Inside Account Manager will then provide you with a return authorization (RMA) number and a shipping label. With the RMA number clearly included on the shipping label, the customer then ships their return to SHI, and we process the return. In some cases, to expedite a return, SHI will arrange to have the product picked up directly. Once the return has been fully processed, SHI will credit the customer's invoice. In addition, we send out replacement orders before receiving returns to expedite the process for the customer. More information and details are available at SHI's Return policy. Approval Routing Only authorized users within your organization can submit orders on SHI.com. However, many of our Public Sector customers allow their employees to request products, but not place orders. To accommodate ordering for those employees, SHI provides approval routing through SHI.com. With support for as many levels as your organization requires, requisitions are forwarded to the appropriate people for approval. Once an order is approved, the requestor (and anyone else listed to receive notices) will receive an email confirming approval; the order will then be uploaded into SHI's internal order processing system. Reporting The ability to run real-time reports on SHI.com is based on permissions assigned to the usernames; so only authorized users within the organization can run reports. Your SHI account team can also run reports and set up email delivery directly to you. All reports can be set up on a subscription basis and delivered automatically daily, weekly, quarterly, or in whatever frequency you choose. Business intelligence (BI) data is refreshed hourly from our ERP system where the order and invoice data are captured. Data is up to date in BI within one to two hours of when the order is invoiced in our ERP system. Customization SHI adds relevant content to the website regularly and offers tremendous customization. On your SHI.com homepage, we can display your logo, welcome messaging, highlight featured products and company standards. Also, the News and Announcement section can provide pertinent product announcements, end-of-life information, support information, promotions, webinars or unique event invitations, and other industry news that may be of interest to your organization. SHI will notify your procurement team of any information before it gets posted. Communication with your Account Executive will enable blanket purchase orders to be built into our internal AX application and customized messages to be displayed on the website. Additional customization includes: • Set up users by groups: Purchasers, IT Department, Accounting. • Custom Checkout and Pre-loaded address list. • Setup basic Approval Routing. • Create custom product configurations. Training To better help your organization use the many features SHI.com has to offer, SHI's ecommerce specialists provide training to employees authorized to access Your Home @ SHI.com. We will work with Sourcewell to determine the training program and schedule that works best for you.

Table 16A: Category 2 - Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
84	Cybersecurity services, such as cyber risk assessments, program strategy and operations, zero trust, skills and training, penetration testing, threat and vulnerability management, content security, network visibility and endpoint detection, log aggregation and correlation, disaster response and recovery, and managed cybersecurity;	(•) Yes ( ) No	These services are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.
85	Physical security services, such as site assessment, upgrade planning and execution design, installation, integration, access control, video management, and managed physical security services;	(•) Yes ( ) No	These services are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.
86	Cloud, such as Infrastructure as a Service (IaaS), Platform as a Service (PaaS), Software as a Service (SaaS), and strategy, design, migration, deployment, and managed cloud solutions;	(•) Yes ( ) No	These services are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.
87	Network, such as maintenance and monitoring, edge computing, SD-WAN and LAN, and data center networking;	(•) Yes ( ) No	These services are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.
88	Data, such as data modernization, data backup, data and document processing and storage, and assessment, validation, production, and management of AI and machine learning solutions; and	(•) Yes ( ) No	These products and services are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.
89	Related solutions, such as endpoint security products, network security technologies, identity and access management technologies, security analytics, data security products, IP video monitoring systems, intelligent controllers, mission control systems, electronic locks, network infrastructure, and server room technology.	(•) Yes ( ) No	These products are included as part of SHI's entire catalog of products and services offered as part of Category 1 for this contract.

Table 16B: Category 2 - Industry Specific Questions

Table 16B: Industry Specific Questions relate to products and services offered in Category 2 (see Table 16A).

Line Item	Question	Response
90	Describe how you help organizations with their zero-trust programs, if applicable.	SHI's security experts help customers understand the components of a Zero Trust program, how they fit together, and what technologies support it, and then help them select those technologies based on deep technical proficiency. Zero Trust assessments cover the customer's entire environment from their end-users, devices, networks, and applications to data. Benefits of a Zero Trust program: • Improve overall security posture • Improve end-user experience and productivity • Transform the way security teams work together • Simplify the security stack • Optimized security costs

91	Describe how you deliver cybersecurity solutions in accordance with the National Institute of Standards and Technology (NIST) framework, if applicable.	SHI Security Solution Architects (SSA) are responsible for the delivery of security practice-specific project-based client engagements. The SSA evaluates client business and technical requirements and develops enterprise-wide critical security control-based solutions. With an average of 8-20 years of industry experience, the SSAs serve in different roles within organizations and have acquired a diverse security background formulated from business verticals such as financial, automotive, insurance, life science, technology, and public sector establishments. Our SSA team members' expertise includes policy and procedural development aligned with industry frameworks and supporting industry compliance regulations such as, but not limited to, ISO 27001, NIST/FISMA, HIPAA, CJIS, and PCI standards. Delivery formats provided as a part of our engagement strategy include security workshops, architecture rationalization capability, and recommendation and roadmap development. Team members hold an average of two to five certifications, such as, but not limited, to: • Certified Information Security Manager/Auditor (CISM/CISA) • SANS Global Information Assurance Certification (GIAC; GSEC; GCIH; GICSP; GPEN) • Certified Information Systems Security Professional (CISSP) • Certified Ethical Hacker (CEH) • Information Technology Infrastructure Library (ITIL v3) • Certified Cloud Security Professional (CCSP) • Over 100 Industry Partner Certifications including but not limited to: CISCO (CCIE); (CCNP); Palo Alto (PCNSE); Fortinet (NSE) Checkpoint (CCSE) and many others. SHI will also assign a Project Manager (PM) to manage the overall delivery of each project. Our qualified Project Managers cover all aspects of formal project management, from the "initiating" phase through "closing". Please see attachment titled "SHI Technical Certifications."
92	Please list any certifications or testing results you or your partner(s) hold which show security posture in your proposed solutions, if applicable.	Please see attachment titled "SHI Technical Certifications."
93	Describe how you deliver cloud solutions in accordance with the NIST definition of cloud computing, if applicable.	SHI's cloud support services provide insight into your cloud environment, allowing us to make tangible recommendations that benefit your organization. We can help identify overprovisioned or dormant resources, analyze historical usage to determine more favorable pricing models, and provide ongoing monitoring to ensure you stay on track with a secure, cost-efficient, and optimized cloud environment. Our certified solutions architects and technical consultants combine their expertise to deliver services that optimize the business and IT benefits of public, private, and hybrid cloud technologies. Our support services include: • Cloud Platform(s) Service Onboarding: Cloud adoption starts with onboarding into one or more cloud platforms. We have standardized our approach to determine available cloud functionality and overcome billing and security challenges while guiding best practices. • Net Terms Billing: Organizations need flexible payment terms to consider their financial options, including capital expenditure (CAPEX) vs. operational expenditure (OPEX) financial models, extended net term billing and financing opportunities, account consolidation, financial chargebacks, and pricing program assistance. SHI collaborates with you to understand your billing requirements and provides a variety of billing options that fit your specific needs. • Reporting and Analytics: Capturing your organization's cloud costs and usage allows us to facilitate meaningful business decisions crucial for productivity. We will assess your metadata for multiple cloud platforms into a consolidated view and provide a guided analysis based on years of consulting experience helping clients implement cloud solutions. • Always Available Support: When you have a critical issue, you must trust that you can count on world-class customer support for your cloud solution. Our cloud support team of certified cloud account managers, cloud solution architects, and our 24x7 Cloud Service Desk is available to provide technical support throughout your cloud journey. • Cloud Spend Optimization: Cloud costs do not have to be unpredictable and difficult to manage. We provide proactive guidance based on your cloud usage and growth plans to help you reduce costs and optimize your cloud infrastructure. • Advisory Services: Whether you are in the process of evaluating your cloud strategy or need in-depth architectural support, we have the vision, technical expertise, and range of services to guide you. • Volume Licensing Expertise: We can help you move your licenses to the cloud, select the right buying programs, maintain licensing compliance, and limit the risk of audits. Our licensing experts will identify, monitor, and optimize your software assets to

ensure you receive the most value in your IT investment.

SHI support services and managed services are broken down into four categories – migrate, optimize, modernize, and manage—and no matter what stage you are in your cloud journey, SHI's cloud-certified experts can help you accomplish your goals.

Migrate
Cloud-based solutions have changed the dynamics of pre-sales, acquisition, and ongoing IT management. To keep up with growing demand and emerging technology, SHI has developed processes and support to address cloud consumption-based models, and we have resources dedicated to emerging partners to help our customers realize their single-cloud, multi-cloud, or hybrid-cloud strategy faster and more cost-effectively. SHI offers the following services for cloud migration:
- Assessments: Understand the costs of moving to public cloud for server infrastructure and licensing.
- Landing Zones: A solid foundation built within the cloud, using code as infrastructure.
- Lift and Shift Migration: Helps customers migrate to the cloud quickly and easily, by taking existing virtual infrastructure and moving it to the cloud with minimal modifications.
- Data Center Evacuation: Enables organizations to rapidly evacuate data, migrating to cloud infrastructure.

Optimize
SHI offers a selection of cloud optimization services ranging from a high-level summary of potential savings to a managed service. These services enable organizations to improve cloud governance as well as identify and remediate cloud waste to save between 30 and 50 percent of their cloud spend. SHI provides the following services and benefits as a support or a managed service:
- Summary of potential savings
- Access to optimization platform
- Technical support for optimization platform
- Management of reserved instances
- Management of savings plans
- Regular meetings to review optimization recommendations
- Custom reporting
- Technical guidance on application refactoring to reduce cost (managed only)
- Implementation of recommendations (managed only)

*Frequency of cadence meetings and level of customization depend on the monthly consumption.

Modernize
SHI helps customers modernize cloud infrastructure through automation, DevOps, refactoring, and re-platforming. Our process begins with a discovery of your people, process, and technology and includes the following services for cloud modernization:
- Cloud Architecture Reviews: Align your organizational priorities when building secure software from the ground up. Identify and highlight all security weaknesses or critical issues in your applications.
- Automation: Work within the confines of instructions, tools, and frameworks to carry out tasks with little to no human intervention.
- Containers/Kubernetes: Decouple applications from underlying host infrastructure using a ready-to-run software package, containing everything needed to run an application: the code and any runtime required, application and system libraries, and default values for essential settings. This makes deployment easier in different cloud environments.
- DevOps: Combine development and operation to increase the efficiency, speed, and security of software development and delivery compared to traditional processes.
- Re-factor and Re-platform: Modify applications or migrate to an alternate platform to better support cloud-based operations.

Manage
SHI helps organizations monitor, secure, and manage their cloud environment, allowing customers more time to focus on innovation and business objectives. SHI can manage patching, monitoring, and uptime, providing consistent support in the case of employee turnover. This solves the knowledge gap as skillsets evolve into cloud operations and provides cost savings compared to direct vendor support. Organizations can expect a named technical account manager (TAM), 24/7 support, and incident and service request management.

94	Describe which deployment methods you provide cloud-based services (e.g., private cloud, community cloud, public cloud, or hybrid cloud), if applicable.	No matter where you are in your cloud journey, from your first venture into the cloud to optimizing or refactoring existing applications, SHI's cloud experts can help make your cloud strategy smarter, more agile, and better value for money. SHI's cloud practice provides customers with infrastructure from major Cloud Service Providers (CSPs)—Microsoft Azure, Amazon Web Service (AWS), and Google Cloud Platform (GCP)—utilizing a wide range of configurations, including private, on-premises, public, hybrid, and multi-cloud. In addition, we can offer end-to-end consulting services to help you assess, design, build, migrate, optimize, modernize, and manage your cloud environment. With this combination of products, partnerships, support, and expertise, we are confident we can help Sourcewell members drive positive business outcomes as they work to streamline their cloud configuration. Partnering with SHI can help modernize data center and cloud architecture, connect and collaborate with your workforce, secure your environment, and optimize your procurement processes.

Table 17A: Category 3 - Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
95	IT Asset Management Services, including hardware and software asset management, software as a service management, audit management, maturity assessments, sustainability solutions, and repair and maintenance;	(•) Yes ( ) No	These services are included as part of SHI's full catalog of services offered under Category 1 for this contract.
96	IT datacenter decommissioning, including planning and valuation, data shredding, de-racking, de-cabling, de-powering, and packing; and,	(•) Yes ( ) No	These services are included as part of SHI's full catalog of services offered under Category 1 for this contract.
97	IT Asset Disposal and Retirement Services, including secure data destruction, serialization, asset value recovery, recycling, remarketing, refurbishing, onsite collection, and ESG reporting.	(•) Yes ( ) No	These services are included as part of SHI's full catalog of services offered under Category 1 for this contract.

Table 178: Category 3 - Industry Specific Questions

Table 178: Industry Specific Questions relate to products and services offered in Category 3 (see Table 17A).

Line Item	Question	Response
98	Please list any certifications your company or your delivery partner(s) hold which are relevant to IT Asset Lifecycle Services, such as R2v3, e-Stewards, NAID AAA, ISO 9001, ISO 14001, ISO 45001, and ITAM Forum.	Specific to our ITAD (IT Asset Destruction/Disposal), SHI has the following compliance certifications: • ISO 45001 Health and Safety • E-Stewards • ISO 14001 • ISO 27001 • R2 2013 Responsible Recycling SHI is International Organization for Standardization (ISO) compliant. SHI currently holds the following ISO certifications: • Current registration to the ISO9001:2015 standard • Original registration effective on February 8, 2012 • Current registration expiration on February 4, 2024 Departments in the scope: • Warehouse (receiving, picking, packing, shipping) • Configuration Center • IT data storage, back-up, and recovery • Returns • Purchasing As an ISO 9001:2015 registered company (except for design), SHI commits to maintaining our customers as the center of our business, understanding our customers' requirements, and meeting and exceeding those requirements in delivering configurable hardware products. SHI brings broad knowledge based on our customer and partner experiences and our desire to drive constant improvements across SHI to continue to deliver the excellence in execution required by our customers.
99	Please indicate the standards to which hard drives are wiped, such as the Department of Defense or NIST standard 800-88.	SHI, along with our partner network, can perform Three Pass Data Erasure that is DoD or NIST standard 800-88 compliant depending on the customer requirements. We also provide asset recovery/remarking, hard drive destruction (HDD) shredding, certificates of destruction, EPA-compliant asset disposal, chain of custody reporting, and hardware redeployment.

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding

to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Financial Strength and Stability - SHI Response- Sourcewell Financial information.pdf - Wednesday December 13, 2023 18:22:52
- Marketing Plan/Samples - SHI Marketing Samples.zip - Thursday December 14, 2023 09:30:41
- WMBE/MBE/SBE or Related Certificates - SHI Response- Sourcwell MWBE.pdf - Thursday December 14, 2023 12:24:09
- Warranty Information (optional)
- Standard Transaction Document Samples - SHI Response- Sourcewell Standard Transaction Document Samples.zip - Monday December 18, 2023 10:32:32
- Requested Exceptions - RFP_121923_Technology_Products_Contract_Template (12.18.23).docx - Monday December 18, 2023 15:58:06
- Upload Additional Document - SHI Response- Additional Documents.zip - Monday December 18, 2023 16:22:15
- Pricing - Category 1 - SHI Sourcewell Pricing 121923.pdf - Monday December 18, 2023 10:09:12
- Pricing - Category 2 (optional)
- Pricing - Category 3 (optional)

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Maya Lynch, Proposal Specialist, SHI International Corp.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_17_Technology_Products_and_Services Tue December 12 2023 03:16 PM	☑	6
Addendum_16_Technology_Products_and_Services Thu December 7 2023 03:22 PM	☑	1
Addendum_15_Technology_Products_and_Services Wed December 6 2023 04:12 PM	☑	4
Addendum_14_Technology_Products_and_Services Tue December 5 2023 07:50 AM	☑	2
Addendum_13_Technology_Products_and_Services Fri December 1 2023 01:49 PM	☑	3
Addendum_12_Technology_Products_and_Services Thu November 30 2023 02:56 PM	☑	2
Addendum_11_Technology_Products_and_Services Tue November 28 2023 02:59 PM	☑	1
Addendum_10_Technology_Products_and_Services Mon November 27 2023 02:37 PM	☑	3
Addendum_9_Technology_Products_and_Services Wed November 22 2023 09:01 AM	☑	1
Addendum_8_Technology_Products_and_Services Mon November 20 2023 04:30 PM	☑	2
Addendum_7_Technology_Products_and_Services Wed November 15 2023 03:37 PM	☑	4
Addendum_6_Technology_Products_and_Services Thu November 9 2023 03:02 PM	☑	2
Addendum_5_Technology_Products_and_Services Wed November 8 2023 03:28 PM	☑	2
Addendum_4_Technology_Products_and_Services Tue November 7 2023 02:33 PM	☑	3
Addendum_3_Technology_Products_and_Services Fri November 3 2023 02:06 PM	☑	2
Addendum_2_Technology_Products_and_Services Thu November 2 2023 03:08 PM	☑	1
Addendum_1_Technology_Products_and_Services Tue October 31 2023 03:29 PM	☑	1

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SOURCEWELL
STATE OF MINNESOTA

Member Barrows moved the adoption of the following Resolution:

RESOLUTION TO APPROVE SOLICITATION AND/OR RE-SOLICITATION OF CATEGORIES

9/19/2023

Resolution No. 2023_23

WHEREAS, Sourcewell desires to issue a solicitation, and is seeking permission from the Board to issue a solicitation, for the categories listed on Appendix A, which is attached and incorporated.

WHEREAS, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program; and

WHEREAS, the Chief Procurement Officer recommends approval of categories detailed above.

NOW THEREFORE BE IT RESOLVED that the Board of Directors hereby approves the solicitation of categories.

The motion for the adoption of the foregoing resolution was duly seconded by Member Arts and the following voted in favor: (list names here)

Zylka, Nagel, Thiel, Barrows, Arts, Dahlberg, Kicker

and the following voted against: (list names here or "NONE")

NONE

whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:
Linda Arts
0EF5785E1EAD4CF...

Clerk to the Board of Directors

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APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - September 2023

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:
Water Service Line Inventory and Management Systems with Related Services
Curbside Management Technologies with Related Services

Requesting Board permission to Re-Solicit the following categories:
Technology Products and Services with Related Solutions
Vehicle Lifts, Garage, and Fleet Maintenance Equipment
Revise "Industrial and Workplace Storage Systems with Related Accessories" to "Physical Storage Systems and Equipment with Related Software and Services"

CONSENT AGENDA ITEMS

NEW CONTRACTS

Supplier Name	**Contract Number**	**Solicitation Title**
Accu Steel	071223-ACS	*"Fabric Structures with Related Materials and Services"*
Air Structures American Technologies	071223-ASA	*"Fabric Structures with Related Materials and Services"*
Atlas Greenhouse	071223-AGR	*"Fabric Structures with Related Materials and Services"*
Britespan Building Systems	071223-BRT	*"Fabric Structures with Related Materials and Services"*
Calhoun Super Structures	071223-CLH	*"Fabric Structures with Related Materials and Services"*
ClearSpan Fabric Structures International	071223-CSS	*"Fabric Structures with Related Materials and Services"*
Hawkeye Steel Products	071223-HWK	*"Fabric Structures with Related Materials and Services"*
Rubb Building Systems	071223-RBB	*"Fabric Structures with Related Materials and Services"*
Yeadon Fabric Domes	071223-YEA	*"Fabric Structures with Related Materials and Services"*

CONTRACT EXTENSIONS

Supplier Name	**Contract Number**	**Solicitation Title**
Curbtender, Inc.	091219-CRB	*"Mobile Refuse Collection Vehicles with Related Equipment, Accessories and Services"*
Labrie Environmental Group	091219-LEG	*"Mobile Refuse Collection Vehicles with Related Equipment, Accessories and Services"*
Scranton Mfg. Company/New Way Trucks	091219-NWY	*"Mobile Refuse Collection Vehicles with Related Equipment, Accessories and Services"*

NEW IDIQ CONTRACTS

Company Name	**Contract Number**	**Region - Type of Work**
Adrian L. Merton, Inc.	VA-R1-HVAC-072023-ALM	Region 1- Mechanical/HVAC
Centennial Contractors Enterprises	VA-R1-GC-072023-CCE	Region 1- General Construction
Centennial Contractors Enterprises	VA-R3-GC-072023-CCE	Region 3- General Construction
Centennial Contractors Enterprises	VA-R4-GC-072023-CEC	Region 4- General Construction
F.H. Paschen	VA-R2-GC-072023-FHP	Region 2- General Construction
General & Mechanical Services	VA-R1-HVAC-072023- GMS	Region 1- Mechanical/HVAC
Johnson-Laux Construction	VA-R2-GC-072023-JLC	Region 2- General Construction
Johnson-Laux Construction	VA-R3-GC-072023-JLC	Region 3- General Construction
Nichols Contracting, Inc.	VA-R1-GC-072023-NIC	Region 1- General Construction
Nichols Contracting, Inc.	VA-R4-GC-072023-NIC	Region 4- General Construction
Paige Industrial Services, Inc.	VA-R1-E-072023-PAI	Region 1- Electrical
Paige Industrial Services, Inc.	VA-R3-E-072023-PAI	Region 3- Electrical
Paige Industrial Services, Inc.	VA-R3-GC-072023-PAI	Region 3- General Construction
Paige Industrial Services, Inc.	VA-R4-E-072023-PAI	Region 4- Electrical
Paige Industrial Services, Inc.	VA-R4-GC-072023-PAI	Region 4- General Construction
Service Mechanical, Inc.	VA-R1-HVAC-072023-SER	Region 1- Mechanical/HVAC
S-Works Construction Corporation	VA-R1-GC-072023-SWC	Region 1- General Construction
S-Works Construction Corporation	VA-R2-GC-072023-SWC	Region 2- General Construction
S-Works Construction Corporation	VA-R3-GC-072023-SWC	Region 3- General Construction
S-Works Construction Corporation	VA-R4-GC-072023-SWC	Region 4- General Construction
The Matthews Group, Inc.	VA-R1-GC-072023-TMG	Region 1- General Construction
The Matthews Group, Inc.	VA-R3-GC-072023-TMG	Region 3- General Construction
The Matthews Group, Inc.	VA-R4-GC-072023-TMG	Region 4- General Construction
Vigil Contracting, Inc.	VA-R1-GC-072023-VGL	Region 1- General Construction

IDIQ Contract Extensions

Company Name	**Contract Number**	
Happel & Associates, Inc.	CO-NE-GC03-090920-HAI	
RoofConnect Logistics, Inc.	CO-SE-RW01-090920-RCL	
RoofConnect Logistics, Inc.	CO-SW-RW01-090920-RCL	

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Happel & Associates, Inc.	CO-NW-GC02-090920-HAI	
Happel & Associates, Inc.	CO-SE-GC02-090920-HAI	
Sunland Asphalt, Inc.	CO-SW-PAV02-090920-SAC	
Facilities Contracting, Inc.	CO-NE-GC04-090920-FCI	
Sunland Asphalt, Inc.	CO-NE-PAV01-090920-SAC	
ATI Restoration, LLC	CO-NE-GC05-090920-ATI	
RoofConnect Logistics, Inc.	CO-NE-RW01-090920-RCL	
Z-Craft, Ltd.	CO-SE-RW02-090920-ZCR	
PaveConnect Logistics, LLC	CO-SW-PAV01-090920-PCL	
PaveConnect Logistics, LLC	CO-NE-PAV02-090920-PCL	
PaveConnect Logistics, LLC	CO-SE-PAV01-090920-PCL	
JOC Construction	CO-SE-GC01-090920-LRI	
Happel & Associates, Inc.	CO-SW-GC02-090920-HAI	
Sunland Asphalt, Inc.	CO-SE-PAV02-090920-SAC	
PaveConnect Logistics, LLC	CO-NW-PAV01-090920-PCL	
Z-Craft, Ltd.	CO-SW-RW02-090920-ZCR	
JOC Construction	CO-SW-GC01-090920-LRI	
JOC Construction	CO-NW-GC01-090920-LRI	
RoofConnect Logistics, Inc.	CO-NW-RW01-090920-RCL	
JOC Construction	CO-NE-GC01-090920-LRI	
Sunland Asphalt, Inc.	CO-NW-PAV02-090920-SAC	

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SOURCEWELL
STATE OF MINNESOTA

Member Kircher moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

3/19/2024

Resolution No. 2024_12

WHEREAS, the Sourcewell Board of Directors previously authorized the solicitations for the cooperative categories listed on Appendix A, which is attached and incorporated; and

WHEREAS, Sourcewell issued the cooperative contracting solicitations for the authorized categories; and

WHEREAS, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program and to award all competitively solicited contracts, without limitation; and

WHEREAS, the Chief Procurement Officer made the awards listed based on the results of the competitive solicitation process; and

WHEREAS, the Board acknowledges that the awards made by the Chief Procurement Officer are valid and binding; however, based upon some members' legal requirements the Chief Procurement Official is required to seek subsequent Board ratification of all cooperative purchasing awards.

NOW THEREFORE BE IT RESOLVED by the Board of Directors ratifies the cooperative contracting awards made by the Chief Procurement Officer listed on Appendix A.

The motion for the adoption of the foregoing resolution was duly seconded by Member Dahlberg and the following voted in favor: (list names here)
Zylka, Nagel, Thiel, Barrows, Arts, Kircher, Dahlberg
and the following voted against: (list names here or "NONE")
NONE
whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:
Linda Arts
0EF5785E1EAD4CF...
Clerk to the Board of Directors

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APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - March 2024

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Staffing with Related Services and Solutions

Requesting Board permission to Re-Solicit the following categories:

Indoor Fitness Equipment with Related Accessories and Services
Forklifts and Lift Trucks with Related Services
Public Sector and Education Administration Software Solutions with Related Services
Indefinite Delivery Indefinite Quantity - Texas

CONSENT AGENDA ITEMS

NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
22nd Century Technologies	121923-CEN	*"Technology Products and Services with Related Solutions"*
A3 Communications	121923-A3C	*"Technology Products and Services with Related Solutions"*
Carahsoft Technology Corp.	121923-CHS	*"Technology Products and Services with Related Solutions"*
CDW Government	121923-CDW	*"Technology Products and Services with Related Solutions"*
Computer Aid, Inc.	121923-CAI	*"Technology Products and Services with Related Solutions"*
DGR Systems	121923-DGR	*"Technology Products and Services with Related Solutions"*
Diverse Tech Services	121923-DVT	*"Technology Products and Services with Related Solutions"*
Extreme Networks	121923-EXN	*"Technology Products and Services with Related Solutions"*
Fortinet, Inc.	121923-FTN	*"Technology Products and Services with Related Solutions"*
GovConnection	121923-GVC	*"Technology Products and Services with Related Solutions"*
Ideal System Solutions	121923-IDL	*"Technology Products and Services with Related Solutions"*
iTAD Solutions	121923-ITD	*"Technology Products and Services with Related Solutions"*
SHI International Corp.	121923-SHI	*"Technology Products and Services with Related Solutions"*
U.S. TelePacific Corp.	121923-UST	*"Technology Products and Services with Related Solutions"*
Crossroads Ambulance Sales & Service	122123-CRR	*"Ambulance and Emergency Medical Service Vehicles"*
Demers Ambulance	122123-DEM	*"Ambulance and Emergency Medical Service Vehicles"*
Excellance, Inc.	122123-EXL	*"Ambulance and Emergency Medical Service Vehicles"*
Medix Specialty Vehicles	122123-MDX	*"Ambulance and Emergency Medical Service Vehicles"*
P.L. Custom Body and Equipment Co.	122123-PLC	*"Ambulance and Emergency Medical Service Vehicles"*
REV Group, Inc.	122123-RVG	*"Ambulance and Emergency Medical Service Vehicles"*

CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
Mitsubishi Logisnext Americas	091520-MCF	*"Forklifts and Lift Trucks with Related Services"*
Core Business Technologies	042020-WWR	*"Fee Management and Online Payment Portal Software Solutions"*
Rycor Solutions	042020-RYC	*"Fee Management and Online Payment Portal Software Solutions"*
Blue Bird Bus	063020-BBB	*"School Buses with Related Accessories, Supplies, Parts and Services"*
Poligon by PorterCorp	012621-PPC	*"Open Air Structures and Accessory or Utility Buildings with Related Equipment and Services"*
Greenfields Outdoor Fitness	010721-GRN	*"Outdoor Fitness Equipment with Related Accessories and Services"*
Landscape Structures	010721-LSI	*"Outdoor Fitness Equipment with Related Accessories and Services"*
Online School Management	040220-ONL	*"Fee Management and Online Payment Portal Software Solutions"*
Blue1 Energy Equipment	092920-TAN	*"Aboveground Fuel and Fluid Storage with Related Hardware, Software and Services"*
Epson	030321-EPS	*"Copiers, Printers, and Multi-Function Devices, with Related Supplies, Accessories and Services"*
HP, Inc.	030321-HPC	*"Copiers, Printers, and Multi-Function Devices, with Related Supplies, Accessories and Services"*
Ricoh USA	030321-RCH	*"Copiers, Printers, and Multi-Function Devices, with Related Supplies, Accessories and Services"*
Toshiba	030321-TOS	*"Copiers, Printers, and Multi-Function Devices, with Related Supplies, Accessories and Services"*
Xerox Corporation	030321-XOX	*"Copiers, Printers, and Multi-Function Devices, with Related Supplies, Accessories and Services"*

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NEW IDIQ CONTRACTS		
Company Name	**Contract Number**	**Region - Type of Work**
None		

IDIQ CONTRACT EXTENSIONS		
Company Name	**Contract Number**	
None		

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Anti-Human Trafficking Affidavit

In compliance with Fla. Stat. § 787.06(13), this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Hernando County or any of its subordinate units (the "Governmental Entity").

1. My name is Joanna York and I am over eighteen years of age. The following information is given from my own personal knowledge.

2. I am an officer or representative with SHI International Corp., a non-governmental entity (the "Nongovernmental Entity"). I am authorized to provide this affidavit on behalf of Nongovernmental Entity.

3. Neither Nongovernmental Entity, nor any of its subsidiaries or affiliates, uses *coercion* for *labor* or *services*, as such italicized terms are defined in Fla. Stat. § 787.06, as it may be amended from time to time.

4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.

5. This declaration is made pursuant to Fla, Stat. § 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Joanna York, declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

FURTHER AFFIANT SAYETH NAUGHT.

SHI International Corp.
Name of Nongovernmental Entity

Joanna York
Printed Name of Affiant

Manager - Contracts Operations
Title of Affiant

DocuSigned by:
Joanna York
D1979C83DEF7480...
Signature of Affiant

7/2/2025
Date

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CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN PROHIBITED AFFIDAVIT

The Contracting with Entities of Foreign Countries of Concern Prohibited Affidavit Form ("Form") is required by Section 287.138, Florida Statutes ("F.S."), which is deemed as being expressly incorporated into this Form. The Affidavit must be completed by a person authorized to make this attestation on behalf of the Bidder/Proposer for the purpose of submitting a bid, proposal, quote, or other response, or otherwise entering into a contract with the County. The associated bid, proposal, quote, or other response will not be accepted unless and until this completed and executed Affidavit is submitted to the County.

Vendor's/Contractor's Legal Company Name: SHI International Corp. does not meet any of the criteria set forth in Paragraphs 2 (a) – (c) of Section 287.138, FS.

Pursuant to Section 92.525, F.S., under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Print Name of Vendor's/Contractor's Authorized Representative: Joanna York

Title of Vendor's/Contractor's Authorized Representative: Manager - Contracts Operations

Signature of Vendor's/Contractor's Authorized Representative: DocuSigned by: Joanna York D1979C83DEF7480...

Date: 7/2/2025

Pricing Proposal
Quotation #: 27162802
Created On: 2/12/2026
Valid Until: 6/26/2026

FL-Hernando County Development Services Department

Alisa Pike
789 Providence Blvd.
Brooksville, FL 34601
United States
Phone:
Email: alisap@co.hernando.fl.us

Inside Account Executive

Alex Friedman
290 Davidson Ave.
Somerset, NJ 08873
Phone: 732-652-7660
Fax: 732-XXX-XXXX
Email: Alex_Friedman@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Forerunner Custom License Forerunner Software - Part#: NPN-FORER-CULIC Contract Name: Sourcewell- Technology Products & Solutions Contract #: 121923-SHI Coverage Term: 6/28/2026 - 6/27/2027 **Note:** Software, ESD	1	$52,917.33	$52,917.33
2	Repetitive Loss Data Module Forerunner Software - Part#: NPN-FORER-RLDMO Contract Name: Sourcewell- Technology Products & Solutions Contract #: 121923-SHI Coverage Term: 6/28/2026 - 6/27/2027 **Note:** Software, ESD	1	$7,308.42	$7,308.42
			Total	$60,225.75

Additional Comments

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Annual optimization fee of 10% based on, among other factors, ongoing software enhancements that Forerunner anticipates making to the software

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The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

Account Id	Org	Object	Project	Full Account	Description	Type	Status	Revised	Actual	Enc/Reqs	Available Budget	Percent Used	Starting Balance	Debits	Credits	Ending Balance
8545	B4421001	533400		B401-120-14001-42-52400-533400-	OPERATING-OTHER SERVICES	Expense	Active	665,708.00	204,212.64	391,259.00	70,236.36	89.45	0.00	194,055.36	0.00	194,055.36

Account Id	Org	Object	Project	Full Account	Description	Type	Status	Revised	Actual	Enc/Reqs	Available Budget	Percent Used	Starting Balance	Debits	Credits	Ending Balance
3223	B0421003	533400		B001-122-00000-42-51500-533400-	OPERATING-OTHER SERVICES	Expense	Active	236,014.00	67,577.50	24,596.20	143,840.30	39.05	0.00	67,577.50	0.00	67,577.50

TITLE
Renewal of Certificate of Public Convenience and Necessity Requested by Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed for Provision of Advanced Life Support and Basic Life Support Helicopter and Ground Ambulance Transport Services

BRIEF OVERVIEW
Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed has applied for a Certificate of Public Convenience and Necessity ("COPCN") to operate Advanced Life Support (ALS) and Basic Life Support (BLS) helicopter and ground ambulance services within the geographical boundaries of Hernando County.

Section 21-169(b), Hernando County Code of Ordinances, provides for the issuance of renewals without a public hearing when such renewal is in the public convenience and necessity. All other certificate holders have been notified of the renewal request, provided with a copy of the application, and provided the opportunity to express any objections or concerns.

STRATEGIC PLAN INITIATIVES
N/A

FINANCIAL IMPACT
The County is in receipt of $1,000 to be allocated, upon approval, as shown below:

Revenues:
Fund: B001 - General Fund, **Department: 107** - County Attorney's Office, **Account: 369900** - MISC REV-OTHER

LEGAL NOTE
The Board has the authority to act on this matter pursuant to Sec. 125.01, Florida Statutes, Chapter 21, Art. X, Hernando County Code of Ordinances, and Hernando County Resolution No. 2014-20.

RECOMMENDATION
Based on the information in the application, review of current records, and the absence of any objections, it is recommended that the Board renew the Certificate of Public Convenience and Necessity (COPCN) for Florida Health Sciences Center, Inc., d/b/a Tampa General Hospital, Aeromed, and authorize the Chairman's signature on the attached Certificate to provide ALS and BLS helicopter and ground ambulance transport services within the geographical boundaries of Hernando County.

REVIEW PROCESS
Paul Hasenmeier	Approved	05/04/2026 12:37 PM

Erin Dohren	Approved	05/05/2026 7:01 AM
Pamela Hare	Approved	05/06/2026 11:27 AM
Jon Jouben	Approved	05/06/2026 2:41 PM
Heidi Prouse	Delegated	05/07/2026 10:46 AM
Jessica Wright	Approved	05/07/2026 10:53 AM
Toni Brady	Approved	05/07/2026 10:54 AM
Jeffrey Rogers	Approved	05/07/2026 11:15 AM

APPLICATION
FOR
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

Pursuant to Section 21-166, Hernando County Code of Ordinances, applicants for a Certificate of Public Convenience and Necessity must provide the following information. Please complete the form in its entirety. *Note: extra space is provided in number 14.*

1. Name and business address of owner or operator of the Advanced Life Support (ALS) or Basic Life Support (BLS) service, or proposed service:

Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital

1 Tampa General Circle, Tampa, FL 33606

2. Name under which the applicant will operate: Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed

3. List names and addresses of all officers, directors, and shareholders of applicant:

See supplementals

4. Territory which the applicant desires to serve; See supplementals
number of vehicles _____ and brief description of each vehicle as indicated below:

	Vehicle #1	Vehicle #2	Vehicle #3
a. Type of vehicle:			
b. Make & Model:			
c. Year:			
d. Mileage:			
e. VIN:			
f. Aviation/Marine Registration Nr.			

g. Passenger capacity: _____ _____ _____

h. Size & gross weight: _____ _____ _____

i. Identifying Markings: _____ _____ _____

j. Color Scheme: _____ _____ _____

5. Location and description of each place from which applicant's service is intended to operate:
See supplementals

6. Training and experience of the applicant in the transportation and care of patients:
See supplementals

7. Names and addresses of three (3) county residents available as references:

a. Name:	James Holt	Damien Oniel Diaz	Thomas Staff
b. Street:	12227 Deep Creek Dr	10040 Heathcliff St	2435 Glenridge Dr
d. City, St, Zip:	Spring Hill, FL 34609	Spring Hill, FL 34608	Spring Hill, FL 34609
e. Phone:	352-585-2595	352-232-4963	352-279-8833

8. In the event that the application shall be granted and prior to its effectiveness, applicant shall provide copies of public liability, property damage and malpractice insurance or a surety bond conditioned for the payment and satisfaction of any final judgment as required or provided for in this article and chapter 401, Florida Statutes.

9. Applicant certifies that it will provide continuous service on a 24-hour/day, seven-day-week- basis, and the minimum level of patient care rendered and/or available will always be advanced life support, with the exceptions of disasters or extraordinary circumstances, (advanced life support applicants only).

10. The applicant may provide any other information that the board deems necessary bearing on the applicant's capabilities, character, past experiences, or any other factors that indicate applicant's qualifications for issuance of a Certificate of Need.

11. During the past five (5) years, or other relevant time period, has the applicant or any of its officers, agents, or employees, been sued for any reason on account of rendering inappropriate care regarding BLS or ALS services? If so, please describe and indicate whether any judgments were rendered against applicant, its officers, employees, or agents and the amount of any such judgment. No

12. Please list the name of each employee or applicant at the time of this application that will be providing BLS or ALS services under the Certificate of Need as indicated below: See supplementals

Name	Date Employed	Certificate Held	Certificate Number

13. State if during the last five (5) years, or other relevant time period, if applicant has received any disciplinary notices or actions from the Department of HRS for violation of any Florida Statutes or administrative rule regarding the provisions of BLS or ALS Services. For each violation or notice, please provide the outcome and the measures taken to correct the violation.

Violation or Notice	Corrective Actions
N/A	

14. The space below is provided for additional information that would not fit in the space provided above. Please refer to the question number that you are responding to and attach to this application. You may attach additional sheets as necessary.

Number ____ See supplementals

Number ____

Number ____

Number ____

Number ____

15. I/we have answered all questions truthfully and fully to the best of my/our knowledge.

By: Aurelia Miller

Printed name Aurelia Miller

By: _____

Printed name _____

STATE OF FLORIDA
COUNTY OF Pasco

Sworn to and subscribed before me this 20th day of March, by Aurelia Miller who is personally known to me or has produced n/a as identification.

GRIT TIMMONS-FRAZIER
Notary Public, State of Florida
Commission# HH 381363
My comm. expires Apr. 02, 2027

(Signature of Notary Public - State of Florida)

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Tampa General Hospital

AEROMED

HERNANDO COUNTY

COPCN APPLICATION

March 2026

camts

Commission on Accreditation of Medical Transport Systems

METRO AVIATION

TGH Tampa General Hospital

AEROMED

Re: Hernando County COPCN application: List of all Officers, Directors, and Shareholders (Name, Address, Position).

a) Tampa General Hospital: 1 Tampa General Circle Tampa, Florida 33601-1289
- *i)* Business Phone # (813) 844-7758
- *ii)* 24-hour Dispatch Phone # (813) 844-7400 or 1-800-727-1911
- *iii)* Fax Phone # (813) 844-5773
- *iv)* Contacts:
  - *(1)* John Couris, President, CEO
  - *(2)* Melissa Golombek, Executive Vice President, COO
  - *(3)* Michele Moran, Senior VP of Emergency Department, Trauma Services, and Aeromed Transport Program
    - *(a)* Phone Number Office (813) 844-3282
    - *(b)* Phone Number Cell (630) 272-9483
  - *(4)* Aurelia "Auri" Miller, Program Director
    - *(a)* Phone Number Office (813) 844-7172
    - *(b)* Phone Number Cell (812)606-0815
    - *(c)* Email: aureliamiller@tgh.org

b) Metro Aviation, Inc., 1214 Hawn Avenue, Shreveport, LA 71107
- *i)* Business Phone # (800) 467-5529
- *ii)* Mike Stanberry, President, CEO
- *iii)* Kenny Morrow, COO
- *iv)* Todd Stanberry, Director of Business Integration
  - *(a)* Phone Number Office (318) 222-5529 or (800)467-5529
  - *(b)* Email: tstanberry@metroaviation.com



AEROMED

Re: Hernando County COPCN application: Previous experience and employment record of principal owners/operator:

Florida Health Sciences, Center, Inc. d/b/a Tampa General Hospital, Aeromed is a private, not-for-profit Corporation that has been in operation since March 1989. Metro Aviation, Inc. has been in operation since 1982 and is an industry leader in Part 135 air transport operations, aircraft completions, and air transport safety training. Tampa General Hospital, Aeromed partnered with Metro Aviation, Inc. in August 2013 to provide Part 135 air medical aircraft operations to include Hernando County, Florida. Tampa General Hospital is responsible for clinical operations of the program. Metro Aviation, Inc. is a Federal Aviation Administration Part 135 certificate holder and is responsible for Operational Control of Aeromed aircraft and maintenance. Aeromed and Metro Aviation, Inc. leadership teams work collaboratively to promote safety, clinical excellence, and customer service.

Aeromed- Air:

The Aeromed program is a highly qualified and experienced hospital-based, traditional model air transport program that has been in service since 1989. Aeromed safely transports patients from the scene of an accident/event as well as providing expert care for complex, inter-facility transports. Aeromed completed 1,887 patient transports in FY 2024 and 1,809 patient transports in FY 2025. Aeromed successfully obtained Commission on Accreditation of Medical Transport Systems (CAMTS) Accreditation in April 2013, reaccreditation in 4/2016, 4/2019, 4/2022, and 4/2025 demonstrating program, hospital, and aviation vendor commitment to meeting the highest air medical industry standards. Aeromed is experienced in the transport of trauma, burn, cardiac/STEMI, transplant, surgical, pulmonary, high risk obstetric patients, pediatric, and other complex patient populations to include Aortic Emergency, intra-aortic balloon pump, ventricular assist device, and extra corporeal membrane oxygenation (ECMO) patients. Aeromed medical crews complete comprehensive initial and continuing education requirements annually to include advanced certification in accordance with CAMTS accreditation standards. Aeromed maintains a continuous quality review/performance improvement process to include voluntary submission of quality data to the GAMUT registry. Aeromed medical protocols are developed in conjunction with USF and TGH Specialty services to provide the most current, evidence-based clinical care to promote the best patient outcomes possible. In addition, the Aeromed program prides itself on value-based care maintaining reasonable air transport rates with ethical billing practices with no balanced billing of patients to date.



AEROMED

Aeromed- Ground:

The Aeromed- Ground program is a highly qualified and experienced hospital-based ground transport service that was established in June 2023. Aeromed- Ground safely transports patients being admitted to, discharged from, or transferred between facilities operated by Florida Health Sciences Center, Inc. Aeromed- Ground completed over 4,200 patient transports in FY 2025, supporting our Brandon Healthplex and Kennedy Emergency Center facilities, as well as our TGH North and partnered hospitals, with two ground ambulances. Aeromed- Ground is experienced in the transport of trauma, burn, cardiac/STEMI, transplant, surgical, pulmonary, high risk obstetric patients, pediatric, and other complex patient populations to include aortic emergencies, and respiratory patients requiring BiPAP, heated high flow nasal cannula, and mechanical ventilatory support. Aeromed- Ground medical crews complete comprehensive initial and continuing education requirements annually. Aeromed- Ground maintains a continuous quality review/performance improvement process to include supervisory review, and Medical Director review as needed. Aeromed- Ground medical protocols are developed in conjunction with USF and TGH Specialty services to provide the most current, evidence-based clinical care to promote the best patient outcomes possible.

Metro Aviation, Inc.:

Metro Aviation is dedicated to providing safe, high-quality aviation and maintenance services for their customers/partners. Metro provides services to include traditional aircraft operations, completions, maintenance, and training to allow customers to safely and effectively accomplish their mission profile. Metro operates more than 140 aircraft in more than 35 programs in 22 states throughout the US. Since 1995, Metro Aviation, Inc. has been the Part 135 provider for Holmes Regional Medical Center's First Flight air medical program in Melbourne, Florida. Florida Hospital in Orlando jointed the Metro family in 2005, and Aeromed partnered with Metro Aviation in 2013.

Metro Aviation requires Pilots to possess 2,000 hours for Pilot in Command (PIC) positions as well as 500 hours of cross country flight time and 100 hours of night flight time. Metro Maintenance Technicians must have current FAA airframe and Power Plant Mechanic Certificate and at least 3 years' experience.

Metro Aviation is recognized by the FAA for achieving and maintaining the highest level, level 4, Safety Management System status. Metro Aviation operates from and conducts extensive training at its 12,000 square ft. training center in Shreveport, LA. As Metro continues to expand, the company remains true to the values set forth 31 years ago and truly welcomes each customer into the Metro Aviation family.

AEROMED

Re: Hernando County COPCN application: List of address and/or describe the location of your base station and all substations.

Base	Address	Base phone #	Chief Flight Nurse (CFN)Name and Cell #
Aeromed 1	Tampa General Hospital 1 Tampa General Circle Tampa, 33606	813-844-7810	Brian Blanchard 207-651-8923
Aeromed 2	Sebring Regional Airport 128 Authority Lane Sebring, 33870	863-655-6030	John Bitner 813-352-5456
Aeromed 4	Winter Haven Regional Airport 3000 21st St NW Hangar #10 Winter Haven, 33881	863-533-4713	Tracy Sanderson 813-486-4854
Aeromed 5	Charlotte County Fire Rescue Station 7 27437 Mooney Ave. Punta Gorda, 33982	813-844-5995	Jimmy Holt 352-585-2595
Aeromed Medic 10 Aeromed Medic 20 Aeromed Medic 30	TGH Corporate Center 606 W. Kennedy Blvd Tampa, 33606	813-844-7172	Aurelia "Auri" Miller Program Director 812-606-0815

AEROMED

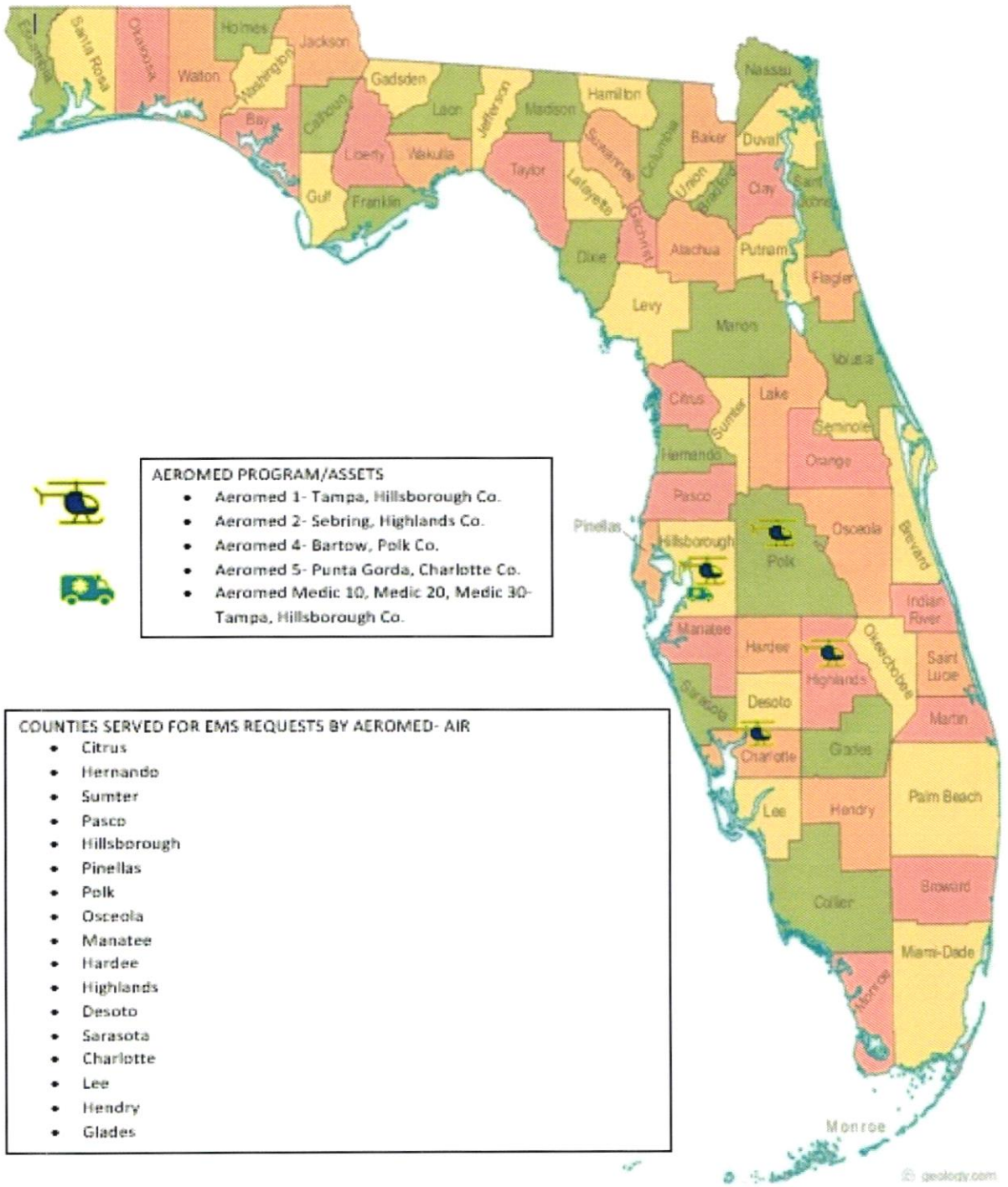
Re: Hernando County COPCN application: The proposed geographic area or areas to be covered by our service. Illustrated by use of attached map.

Aeromed- Air provides prehospital and critical care interfacility air transport services in West Central Florida to include primary and secondary service in 23 counties in Florida. Aeromed- Air completes air transports from North Florida locations to include Gainesville, Jacksonville, and Tallahassee as well as southern locations to include Miami, Ft. Lauderdale, and Palm Beach. Aeromed- Air maintains 4 bases of operation in Hillsborough, Polk, Highlands, and Charlotte Counties with a dedicated program back up aircraft to minimize maintenance related out of service time. These bases are considered regional assets serving the counties in which they are based as well as primary, secondary, and tertiary surrounding counties. Reference the attached map.

Aeromed- Ground provides transport to patients being admitted to, discharged from, or transferred between facilities operated by Florida Health Sciences Center, Inc. Since June 2023, Aeromed- Ground has supported the Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital facilities within Hillsborough County. In May 2024, Aeromed- Ground was awarded a Certificate of Public Convenience and Necessity to support the new Tampa General Hospital- Brooksville and Tampa General Hospital- Spring Hill hospitals, resulting in the completion of 44 transports either from or to these facilities.

Tampa General Hospital

AEROMED



AEROMED

Re: Hernando County COPCN application: Type and number of vehicles organization uses for operation and back up.

The Aeromed- Air program operates 4 aircraft bases as per the attached base spreadsheet with two dedicated backup aircraft for the program. Aeromed utilizes a Bell 407 GX aircraft as a dedicated backup to ensure continuity of operations for patients and referring customers.

Reference the below Aeromed aircraft spreadsheet for specific aircraft data.

Make	Base	Model	Year of Manufacture	Permit #	FAA Registration/Tail #/ Chassis Number	Serial #	Color Scheme
Airbus Helicopters	Aeromed 1/Tampa	BK117 C2e	2020	2021	N911TG	9855	blue/yellow
Bell Helicopter	Aeromed 2/Sebring	407 GX	2012	1744	N922TG	54375	blue/yellow
Eurocopter	Aeromed 4/ Winter Haven	EC135 P2	2008	2129	N941TG	0667	blue/yellow
Eurocopter	Aeromed 5/ Punta Gorda	EC135 P2+	2017	2130	N951TG	0942	blue/yellow
Bell Helicopter	Program Spare	407 GX	2012	1747	N955TG	54379	blue/yellow

The Aeromed- Ground program operates 3 ambulances per the attached spreadsheet. The 2017 International/Braun ambulance will be utilized as a dedicated backup to ensure continuity of operations for patients and hospital partners.

Reference the below Aeromed ambulance spreadsheet for specific ambulance data.

Make/Model	Year of Manufacture	Mileage/ Hours	Chassis Number	Interior Patient Compartment Height/Width/Length	Color Scheme
Freightliner/Horton	2015	156,320/ 10121	1FVACWDT1FHGD6314	73"/96"/173"	blue/yellow
Freightliner/Horton	2014	103,300/ 9131	1FVACWDT0EHFY8887	73"/96"/173"	blue/yellow
International/Braun	2017	102, 270	1HTMNMMLXHH47526	73"/96"/170"	blue/yellow

TGH Tampa General Hospital

AEROMED

Re: Hernando County COPCN application: Hours and days of operation.

Aeromed- Air and Metro Aviation, Inc. operate 4 bases of operation (reference map and base information) with each aircraft operating 24 hours per day, 7 days per week. Each aircraft is staffed with a highly experienced, ALS/Critical Care trained crew comprised of a Pilot, Flight Nurse/Paramedic, and Flight Paramedic.

Aeromed- Ground and Tampa General Hospital operate 3 ambulances based out of Hillsborough County. Current operations provide service 24 hours per day, 7 days per week, with a dedicated backup ambulance. Each ambulance is staffed with a highly experienced ALS/SCT trained crew comprised of either two Paramedics or a Paramedic and Nurse/Paramedic configuration.

The Aeromed Communications Center is located at Tampa General Hospital and is staffed with two to three FAA-certified Communications Specialists 24 hours per day, 7 days per week. The Aeromed Communications Center is directly linked with the Metro Aviation, Inc. Operational Control Center at all times. Aviation and Medical Director support is also available 24 hours per day, 7 days per week.

AEROMED

Re: Hernando County COPCN application: Types of persons that Aeromed proposes to transport.

Aeromed provides the following services and receives comprehensive ongoing didactic training to care for and transport the following patient populations. Aeromed's transport and medical protocols reflect State approved and evidence-based practice in collaboration with the Specialty Service providers at Tampa General Hospital.

- Pre-hospital (scene) transport- Air Ambulance only
- Critical Care, Specialty Care, inter-facility transport- Air Ambulance only
- Specialty Care transports include:
    - Neonatal patient transport: NICU transport team and at minimum one medical crew member who functions as safety officer- Air and Ground Ambulance
    - Intra-aortic balloon pump (IABP) transport
    - Ventricular Assist device (VAD) transport
    - Extracorporeal membrane oxygenation (ECMO) transport
- ALS, inter-facility transport- Air and Ground Ambulance
- Search requests- Air Ambulance only
- Organ and/or Transplant Team transport
- Public relations requests (as approved by Aeromed Administration)
- Disaster Response as requested by FL DOH (as approved by Aeromed Administration)

Patient Populations:

- Trauma
- Cardiac
- Pulmonary
- Stroke/Neurological emergency
- Aortic Emergency
- Surgical
- Medical
- High Risk Obstetrical
- Burn
- Spinal Cord Injury
- Amputation/near-amputation
- Transplant
- Neonatal (utilize NICU transport team)
- Adult
- Pediatric
- Geriatric

AEROMED

Re: Hernando County COPCN application: Rate structure and method of collection of fees.

Aeromed- Air is dedicated to keeping our rates, fares, and charges competitive and aligned with national air medical industry standards. We have benchmarked with other air transport programs and find that our rates are below the national average. Current Aeromed- Air rates and charges are as follows:

Lift off: $22,571.00
Loaded statute mileage rate: $227.00

Aeromed- Ground/ Tampa General Hospital currently does not bill separately for ground transport services. Tampa General Hospital is pursuing contracts for the ability to bill at standard and customary rates that align with national ground medical industry standards. Aeromed prides itself on ethical billing practices and does not engage in balanced billing as a standard practice. Aeromed partners with Quick Med Claims/ Digitech to bill patient insurance carriers for air transport services.



AEROMED

Re: Hernando County COPCN application: How services will be accessible to the indigent.

Aeromed is a hospital-based, traditional model air and ground transport program affiliated with Tampa General Hospital. Tampa General Hospital is a private, not-for-profit health system committed to providing world-class, value-based care for all Florida citizens and visitors irrespective of their ability to pay. As the regional Academic, tertiary, and quaternary care health system, we understand we will deliver charitable care as part of our mission to care for everyone, every day.

AEROMED

Re: Hernando County COPCN application: Additional information

Qualification of Personnel:

All Aeromed/Metro Aviation, Inc. Pilots are rated commercial pilots with a minimum of 2000 flight hours with most exceeding this required minimum.

Aeromed Flight Nurse/Paramedics are required to have a minimum of 5 years Critical Care and Emergency experience. Flight Nurse/Paramedics are required to have a Florida RN license and Florida Paramedic certificate with the following requirements: basic life support (BLS), advanced cardiac life support (ACLS), pediatric advanced life support (PALS), neonatal resuscitation program (NRP), DOT Air medical crew core curriculum content completion, ATLS audit or approved advanced trauma course completion, and water egress training. Aeromed Flight Paramedics are required to have a Florida Paramedic certificate with a minimum of 5 years ALS experience. Flight Paramedics are required to maintain BLS, ACLS, PALS, NRP, DOT air medical crew core curriculum content completion, ATLS audit or approved advanced trauma course completion, and water egress training. Aeromed Flight Nurse/Paramedics and Flight Paramedics are required to obtain national advanced certification such as CFRN, CCRN, CEN, FP-C, or CCP-C as per Commission on Accreditation of Medical Transport Systems (CAMTS) Accreditation within 2 years of hire. In 2020, Aeromed updated infectious disease transport processes and conducted comprehensive simulation training to ensure our teams were providing the safest, highest quality care and transport for high acuity COVID patients.

Aeromed Ground Nurse/Paramedics are required to have a minimum of 2 years Critical Care and/or Emergency experience. Ground Nurse/Paramedics are required to have a Florida RN license and Florida Paramedic certificate. Aeromed Ground Paramedics are required to have a Florida Paramedic certification with a minimum of 2 years of ALS experience. Ground Nurse/Paramedics and Ground Paramedics are required to maintain BLS, ACLS, PALS, and NRP. Upon seeking initial and recurrent CAMTS accreditation for the Aeromed- Ground program, Ground Paramedics will be required to obtain any and all additional certifications as per the Commission on Accreditation of Medical Transport Systems (CAMTS) standards.

Maintenance:

All Aeromed/Metro Aviation, Inc. Mechanics are extremely experienced and receive extensive training. Aircraft are maintained as per FAA established guidelines.

Metro Aviation, Inc. Safety Management System:

Metro Aviation, Inc. has met the highest recommended safety management system standards as per the FAA, entering level 4 in 2013.

CAMTS Accreditation:

Aeromed- Air was awarded CAMTS accreditation in April 2013 with full reaccreditation in April 2016, April 2019, April 2022, and April 2025 demonstrating program commitment to maintaining the highest industry standards regarding Leadership/Management, Quality, Utilization Review, Education and Training, and Safety. See attached certificate.

Aeromed- Ground is committed to seeking initial CAMTS accreditation in the future with the same commitments to meeting the highest industry standards regarding Leadership/Management, Quality, Utilization Review, Education and Training, and Safety.

AEROMED

Re: Hernando County COPCN application: Certification of fictious name, two-year pro-forma budget, personnel roster, license, and insurance.

Certification of fictious name:



Sunbiz.org DIVISION of CORPORATIONS
an official State of Florida website

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Fictitious Name Detail

Fictitious Name

AEROMED

Filing Information

Registration Number	G13000052453
Status	ACTIVE
Filed Date	06/04/2013
Expiration Date	12/31/2028
Current Owners	1
County	HILLSBOROUGH
Total Pages	3
Events Filed	2
FEI/EIN Number	59-3458145

Mailing Address

ONE TAMPA GENERAL CIRCLE
TAMPA, FL 33606

Owner Information

FLORIDA HEALTH SCIENCES CENTER, INC.
ONE TAMPA GENERAL CIRCLE
TAMPA, FL 33606
FEI/EIN Number: 59-3458145
Document Number: N97000003941

Document Images

06/04/2013 -- Fictitious Name Filing — View image in PDF format
05/01/2023 -- Fictitious Name Renewal Filing — View image in PDF format
04/09/2018 -- Fictitious Name Renewal Filing — View image in PDF format

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AEROMED

Two-year pro-forma budget:

Florida Health Sciences Center, Inc and Subsidiaries
Consolidated Income Statement
In Thousands

	Two Year ProForma	
	2023	2024
Operating Revenues		
Net Patient Service Revenue	2,198,201	2,264,147
Other Operating Revenue	286,282	273,670
Total Operating Revenue	**2,484,483**	**2,537,817**
Operating Expenses		
Salaries and Wages	831,926	828,559
Employee Benefits	197,563	215,425
Proessional Fees	69,595	70,291
Medical Supplies	315,764	325,237
Pharmaceuticals	232,942	239,930
Other Supplies	38,175	39,320
Purchased Services	335,374	342,081
Utilities and Rent/Lease	61,594	62,210
Assessments	26,245	27,170
Medical Professional Costs	100,215	101,217
Insurance	43,358	43,792
Other Expense	26,661	26,928
Depreciation and Amortization	85,741	93,612
Interest Expense	35,155	34,804
Total Operating Expenses	**2,400,308**	**2,450,576**
Operating Income	**84,175**	**87,242**
Investment Returns	38,430	38,430
Donations, Income Tax, and Other	670	2,050
Net Income	**123,275**	**127,722**

FLORIDA HEALTH SCIENCES CENTER, INC.
FINANCIAL INFORMATION

Operating Revenues (in millions)
Per Audit for respective years and MD&A for bonds

	2022	2023	2024
Total Operating Revenues	$2,150.5	$2,618.8	$3,424.5
Operating Margin % of Total Operating Revenues	2%	3.6%	3.4%

Community Benefits / Unreimbursed Costs (in millions)
Per Form 990 – Most recent years available

	2022	2023
Financial assistance at cost (Charity Care)	$51.2	$51.0
Unreimbursed Medicaid Patient Care Costs	$140.2	$184.1
Unreimbursed Means-Tested Government Program Care Costs	$22.3	$23.9
Community benefit programs and services	$26.6	$42.8
Total Community Benefits	**$240.3**	**$301.8**
Unreimbursed Medicare Patient Care Costs	$23.9	$40.6
TOTAL (Community Benefits and Unreimbursed Medicare Patient Care Costs)	**$264.2**	**$342.4**

AEROMED

Personnel roster: Air

Last Name	First Name	Hire Date	RN License	Paramedic Cert
Adkins	Keland	04/13/2015	RN9526801	PMD522290
Angell	Todd	01/21/2024		PMD532800
Bitner	John	05/01/2010	RN306385	PMD523569
Blanchard	Brian	03/04/2019	RN9414343	PMD538013
Buell	Caitlyn	01/04/2016	RN9427043	PMD532340
Burnett	Alisha	11/19/2012	RN9351712	PMD528672
Burnett	Matthew	11/19/2012	RN9350430	PMD524831
Charczenko	Rebecca	01/24/2022		PMD536834
Cheek	Justin	06/02/2024		PMD530234
Connell	Noah	05/04/2009		PMD504208
Curren	Kelly	08/18/2008		PMD200304
Delinski	Daniel	06/02/2025	RN9681272	PMD547933
Denicourt	Adam	02/17/2020		PMD522566
Diaz	Megan	05/01/2023	RN9334011	PMD538737
Freas	Robert	12/01/2008	RN9271962	PMD514738
Gardner	Nathan	01/20/2025		PMD534994
Giannetti	Lorenzo	05/29/2022	RN9303584	PMD523672
Gonzalez	Micheal	08/19/2024		PMD529272
Hamilton	Tricia	12/08/2014	RN9363182	PMD528209
Hess	Sarah	08/01/2006	RN9233298	PMD518659
Holt	James	02/11/2002	RN3234652	PMD 17802
Hughes	Chadd	10/21/2002	RN9188741	PMD514896
Huston	James	01/20/2020		PMD535304
Keffeler	Jotham	07/08/2002	RN9188997	PMD511240
Kresge	Daniel	05/10/1992	RN2835822	PMD 19693



AEROMED

Lindner	Matthew	12/10/2023		PMD533537
Maslonka	Justin	05/14/2018		PMD523574
McNally	Kyle	03/16/2015		PMD522253
Miller	Aurelia	08/15/2016	RN9235532	PMD517437
Miller	Kyle	01/19/2015		PMD515588
Miller	Scott	06/06/1994	RN2903102	PMD01060
Nelson	Charles	04/19/1999		PMD13652
Pearson	Richard	03/05/2007	RN9213405	PMD531844
Peterson	Jessica	11/15/2023	RN9433404	PMD524722
Rader	Mariya	02/27/2017	RN9449997	PMD534683
Recinella	Kim	06/05/2023	RN9411257	PMD539840
Richardson	Donald	06/04/2001	RN2793692	PMD17762
Sanderson	Tracy	03/14/2001	RN9175288	PMD205819
Stevenson	Wendi	11/03/2014	RN9363653	PMD527618
Sukovich	Cory	08/07/2023		PMD527185
Tavakoli	Renee	07/25/2011	RN9293069	PMD531529
Turgeon	Cedric	08/18/2008		PMD201623
Vazquez	Luis	05/06/2024		PMD533270
Velar	Thomas	10/25/2021		PMD512198
Wood	Amanda	04/14/2025	RN9481048	PMD544555
Wright	Luke	01/21/2024		PMD526864

AEROMED

Personnel Roster: Ground (All Flight Crew can provide care on ground ambulances as non-drivers)

Last Name	First Name	Hire Date	RN License	Paramedic Cert
Bekele	Samuel	11/2023		PMD528050
Castellanos	Dorial	12/2024		PMD541085
Dicesare	Joshua	12/2023		PMD532152
Graham	Taylor	03/2025		PMD546173
Grubbs	Ben	04/2025	RN9596889	PMD522148
Maldonado	Victor	06/2024		PMD17034
Maple	Joshua	03/2024		PMD534833
Piazza	Claire	03/2026	RN9649709	PMD546284
Ragnauth	Anthony	07/2025	RN9270350	PMD539216
Relats	Michael	04/2025	RN9395037	PMD529817
Simpkins	Landon	01/2025		PMD536619
Thompson	Niki	07/2025	RN9390025	PMD548164
Velez	Jose	08/2024		PMD511074
Wheat	Edward	01/2025		PMD528504

Tampa General Hospital

AEROMED

License: Air

STATE OF FLORIDA
DEPARTMENT OF HEALTH
BUREAU OF EMERGENCY MEDICAL OVERSIGHT

AIR AMBULANCE SERVICE LICENSE

This is to certify that: FLORIDA HEALTH SCIENCES CENTER INC. DBA TAMPA GENERAL HOSPITAL , AERO MED **Provider Number # 2905**
Name of Provider

1 TAMPA GENERAL CIRCLE TAMPA, FL 33606
Address

has complied with Chapter 401, Florida Statutes, and Chapter 64J-1, Florida Administrative Code, and is authorized to operate as an Air Ambulance Service subject to any and all limitations specified in the applicable Certificate(s) of Public Convenience and Necessity and/or Mutual Aid Agreements for the County(s) listed below:

COPCNs: Charlotte, Citrus, Hernando, Highlands, Hillsborough, Manatee, Okeechobee, Pasco, Pinellas, Polk
Mutual Aids: Desoto, Glades, Hardee and Sarasota
County(s)

Ty Carhart, EMS Section Administrator
Bureau of Emergency Medical Oversight
Florida Department of Health

THIS CERTIFICATE EXPIRES ON: 01/17/2028
This certificate shall be posted in the above mentioned establishment

AEROMED

License: Ground

STATE OF FLORIDA
DEPARTMENT OF HEALTH
BUREAU OF EMERGENCY MEDICAL OVERSIGHT

ADVANCED LIFE SUPPORT SERVICE LICENSE

This is to certify that: FLORIDA HEALTH SCIENCES CENTER, INC. DBA TAMPA GENERAL HOSPITAL Provider Number # 10063
Name of Provider

1 TAMPA GENERAL CIRCLE TAMPA, FL 33606
Address

has complied with Chapter 401, Florida Statutes, and Chapter 64J-1, Florida Administrative Code, and is authorized to operate as an Advanced Life Support Service subject to any and all limitations specified in the applicable Certificate(s) of Public Convenience and Necessity and/or Mutual Aid Agreements for the County(s) listed below:

CITRUS, HERNANDO, HILLSBOROUGH
County (s)

Ty Carhart, EMS Section Administrator
Bureau of Emergency Medical Oversight
Florida Department of Health

THIS CERTIFICATE EXPIRES ON: 05/23/2027

This certificate shall be posted in the above mentioned establishment

TGH Tampa General Hospital

AEROMED

CAMTS Certificate:



The Board of Directors of

camts

Commission on Accreditation of Medical Transport Systems

hereby awards accreditation to

Tampa General Hospital Aeromed

From April 8, 2025 to April 8, 2028

Presented in recognition for substantial compliance with CAMTS Accreditation Standards in quality care and safety for patients requiring medical transport in the following categories:

Modes of Transport	Patient Types (Care and Transport)	Patient Types (Transport Only)	Levels of Service
☐ Fixed Wing	☑ Adult	☐ Adult	☑ Critical Care
☑ Rotorwing	☑ PICU	☐ PICU	☑ Specialty Care
☐ Surface Critical Care	☑ IABP	☐ IABP	☐ Special Operations
☐ Ground ALS	☑ Perinatal	☐ Perinatal	☐ ALS (Air)
☐ Ground BLS	☑ Neonatal	☐ Neonatal	☐ ALS (Ground)
☐ Medical Escort	☑ ECMO	☐ ECMO	☐ BLS (Ground)
	☑ Inhaled Nitric Oxide (INO)	☐ Inhaled Nitric Oxide (INO)	

The Medical Transport Service is granted this Certificate of Accreditation by the authority of Commission on Accreditation of Medical Transport Systems

An organization with equal representation from each of the following member organizations:

Aerospace Medical Association
Air Medical Operators Association
Air Medical Physicians Association
Air & Surface Transport Nurses Association
American Academy of Pediatrics
American Association of Critical Care Nurses
American Association of Respiratory Care
American College of Emergency Physicians
American College of Surgeons
Association of Air Medical Services
Association of Critical Care Transport
Emergency Nurses Association
International Association of Medical Transport Communications Specialists
International College of Advance Practice Paramedics
National Air Transportation Association
National Association of EMS Physicians
National Association of Neonatal Nurses
National Association of State EMS Officials
National EMS Pilots Association
United States Transportation Command Liaison

The Commission on Accreditation of Medical Transport Systems is dedicated to improving the quality of patient care and safety of the transport environment for services providing rotorwing, fixed wing, surface transport systems, and mobile integrated health.

Chair | Secretary | Executive Director

Tampa General Hospital

AEROMED

Insurance:

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/20/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA LLC. 1560 Sawgrass Corporate Pkwy, Suite 300 Sunrise, FL 33323	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
CN103090961-*-GA-25-26	INSURER A : N/A	N/A
INSURED Florida Health Sciences, INC. dba Tampa General Hospital PO BOX 1289 Tampa, FL 33601	INSURER B : American Guarantee & Liability Ins Co	26247
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** ATL-005680913-05 **REVISION NUMBER:** 5

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
B	AUTOMOBILE LIABILITY			GLA 2661161 - 19	06/01/2025	06/01/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N / A						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Hernando County Board of County Commissioners is/are included as additional insured where required by written contract.

CERTIFICATE HOLDER	CANCELLATION
Hernando County Board of County Commissioners 15470 Flight Path Dr. Brooksville, FL 34604	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Marsh USA LLC

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Tampa General Hospital

AEROMED

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/19/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Andrea Jones	
Marsh Management Services Cayman, Ltd. 23 Lime Tree Bay Ave., Building 4, 2 Fl P.O. Box 1051 GT Grand Cayman, KY1-1102 Cayman Islands	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: Andrea.Jones@aillant.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: FLORIDA HEALTH SCIENCES CENTER, LTD.	
INSURED Florida Health Sciences Center, Inc. DBA Tampa General Hospital One Tampa General Circle Tampa, FL 33606	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY X CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			FHSSIR202526-16	06/01/2025	06/01/2026	EACH OCCURRENCE	$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$3,000,000
							PRODUCTS-COMP/OP AGG	$3,000,000
								$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	MEDICAL PROFESSIONAL LIABILITY- CLAIMS MADE			FHSSIR202526-16	06/01/2025	06/01/2026	PER LOSS EVENT ANNUAL AGGREGATE	$1,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Hernando County Board of County Commissioners is included as additional insured with regard to the general liability policy.

(SUBJECT TO ANY APPLICABLE RETENTIONS AND/OR DEDUCTIBLES).

CERTIFICATE HOLDER	CANCELLATION
Hernando County Board of County Commissioners 15470 Flight Path Dr. Brooksville, FL 34604	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE *Marsh Management Services Cayman, Ltd*

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TGH Tampa General Hospital

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STARR

INSURANCE COMPANIES
3354 Peachtree Road NE, Suite 1000
Atlanta, GA 30326

Certificate of Insurance

Certificate Holder: FLORIDA HEALTH SCIENCES CENTER INC., D/B/A TAMPA GENERAL HOSPITAL
1 TAMPA GENERAL HOSPITAL
TAMPA, FL 33601

Named Insured: METRO AVIATION, INC.
P.O. BOX 7008
SHREVEPORT, LA 71137

Policy Period: From: SEPTEMBER 1, 2025 To: SEPTEMBER 1, 2026
Policy Number: SASICOM60005725-16
Issuing Company: STARR INDEMNITY & LIABILITY COMPANY (30% LINE SHARE)
AND FOLLOWING MARKETS AS HELD ON FILE

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

Year	Aircraft: Make and Model	Reg No.	Insured Value	Deductibles NIM / IM	Liability Limit	
	ANY SCHEDULED AIRCRAFT OPERATED BY THE NAMED INSURED			AS ENDORSED	$100,000,000	CSL INCL PAX

STARR INDEMNITY & LIABILITY COMPANY HAS A 30% LINE SHARE OUT OF 100% FOR THIS PLACEMENT. THE REMAINING PERCENTAGE IS PLACED ELSEWHERE AND NOT EVIDENCED HEREIN. THIS INSURANCE PLACEMENT IS ON A SUBSCRIPTION/QUOTA SHARE BASIS INCLUDING MULTIPLE INSURERS. STARR INDEMNITY & LIABILITY COMPANY'S OBLIGATION UNDER THE REFERENCED INSURANCE POLICY IS SEVERAL AND NOT JOINT MEANING THAT STARR INDEMNITY & LIABILITY COMPANY IS SOLELY RESPONSIBLE FOR THE LINE SHARE LISTED ABOVE AND IS NOT RESPONSIBLE FOR THE REMAINING PERCENTAGE OF THE PLACEMENT INSURED ELSEWHERE.

LOCATIONS: TAMPA GENERAL HOSPITAL, TAMPA GENERAL HOSPITAL BROOKSVILLE, TAMPA GENERAL HOSPITAL SPRING HILL, TAMPA GENERAL HOSPITAL CRYSTAL RIVER, AND TGH BRANDON HEALTHPLEX.

THE CERTIFICATE HOLDER(S) AND ITS AFFILIATES AND SUBSIDIARIES IS/ARE INCLUDED AS AN ADDITIONAL INSURED BUT ONLY AS RESPECTS OPERATIONS OF THE NAMED INSURED.

A WAIVER OF SUBROGATION AS RESPECTS PHYSICAL DAMAGE COVERAGE IS PROVIDED.

THE INSURANCE EVIDENCED BY THIS CERTIFICATE SHALL NOT APPLY TO, AND NO PERSON OR ORGANIZATION TO WHICH COVERAGE IS EVIDENCED IN THE CERTIFICATE SHALL BE INSURED FOR BODILY INJURY OR PROPERTY DAMAGE WHICH ARISES FROM THE DESIGN, MANUFACTURE, MODIFICATION, REPAIR, SALE, OR SERVICING OF AIRCRAFT BY THAT PERSON OR ORGANIZATION.

Certificate Number: AV187
Issued By and Date: AUGUST 15, 2025 (RH)

By _____
(Authorized Representative)

Starr 10200 (6/06)

Tampa General Hospital

AEROMED

LOOKING GLASS
INSURANCE SERVICES, LLC
12555 High Bluff Dr, Ste 355
San Diego, CA 92130
(858) 321-3636

Policy Schedule

Named Insured: METRO AVIATION, INC.

Policy Period: From: SEPTEMBER 1, 2025 To: SEPTEMBER 1, 2026

Insurance Coverage(s): AIRCRAFT HULL & LIABILITY

SCHEDULE OF INSURERS

INSURERS	POLICY NUMBERS(S)
Starr Indemnity & Liability Company	SASICOM60005725-16
Air Centurion on behalf of SiriusPoint America Insurance Company	ACGG-SP-00080-10
National Union Fire Insurance Company of Pittsburgh, PA through AIG Aerospace Insurance Services, Inc.	FQ 013468509-06
Allianz Global Risks US Insurance Company	A1GA001385725AM
Great American Insurance Company	QS E426958-07
XL Specialty Insurance Company	UA00017490AV25A
Continental Indemnity Company through Applied Underwriters Insurance Services	BAVQFHNLA011500_131001_03
Endurance American Insurance Company through W Brown & Associates	NQC6068084

SEVERAL LIABILITY NOTICE

The subscribing insurers' obligations under contracts of insurance to which they subscribe are several and not joint and is limited solely to the extent of their individual subscriptions. The subscribing insurers are not responsible for the subscription of any co-subscribing insurer who for any reason does not satisfy all or part of its obligations. LSW 1001 (Insurance)

Air Carrier Certificate:

US Department
of Transportation
Federal Aviation
Administration

Air Carrier Certificate

This certifies that

METRO AVIATION, INC.
1214 HAWN AVENUE
SHREVEPORT, LA. 71107

has met the requirements of the Federal Aviation Act of 1958, as amended, and the rules, regulations, and standards prescribed thereunder for the issuance of this certificate and is hereby authorized to operate as an air carrier and conduct common carriage operations in accordance with said Act and the rules, regulations, and standards prescribed thereunder and the terms, conditions, and limitations contained in the approved operations specifications.

This certificate is not transferable and, unless sooner surrendered, suspended, or revoked, shall continue in effect indefinitely.

By Direction of the Administrator

W Lloyd Kelley

Certificate number: HDNA610E

William Lloyd Kelley
(Signature)

Effective Date: August 13, 1985
Reissued: November 15, 2007

Manager
(Title)

Issued at: ASW-FSDO-03

ASW-FSDO-03
(Region/Office)

FAA Form 8430-16 (6-87) AFS Electronic Forms System - v2.2

AEROMED

Air Worthiness Certificates:

REGISTRATION NOT TRANSFERABLE

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION
CERTIFICATE OF AIRCRAFT REGISTRATION

This certificate must be in the aircraft when operated.

NATIONALITY AND REGISTRATION MARKS **N** 914TG

AIRCRAFT SERIAL NO. 7506

MANUFACTURER AND MANUFACTURER'S DESIGNATION OF AIRCRAFT
EUROCOPTER DEUTSCHLAND GMBH MBB-BK 117 C-1

ICAO Aircraft Address Code: 53123467

ISSUED TO
FLORIDA HEALTH SCIENCES CENTER INC DBA
TAMPA GENERAL HOSPITAL
1 TAMPA GENERAL CIR
TAMPA FL 33606-3571

Corporation

This certificate is issued for registration purposes only and is not a certificate of title. The Federal Aviation Administration does not determine rights of ownership as between private persons.

It is certified that the above described aircraft has been entered on the register of the Federal Aviation Administration, United States of America, in accordance with the Convention on International Civil Aviation dated December 7, 1944, and with Title 49, United States Code, and regulations issued thereunder.

DATE OF ISSUE December 1, 2021
EXPIRATION DATE December 31, 2024

ADMINISTRATOR

U.S. Department of Transportation
Federal Aviation Administration

(CUT ON DOTTED LINE)

U.S. Department of Transportation
Federal Aviation Administration

Civil Aviation Registry
P.O. Box 25504
Oklahoma City, OK 73125-0504

Official Business
Penalty for Private Use $300

AC Form 8050-3 (10/2010) Supersedes previous edition 914TG

TO: FLORIDA HEALTH SCIENCES CENTER INC DBA
1 TAMPA GENERAL CIR
TAMPA FL 33606-3571

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION-FEDERAL AVIATION ADMINISTRATION
STANDARD AIRWORTHINESS CERTIFICATE

1 NATIONALITY AND REGISTRATION MARKS	2 MANUFACTURER AND MODEL	3 AIRCRAFT SERIAL NUMBER	4 CATEGORY
N911TG	AIRBUS HELICOPTERS INC MBB-BK 117 C-2	9855	Transport

5 AUTHORITY AND BASIS FOR ISSUANCE
This airworthiness certificate is issued pursuant to 49 U.S.C. § 44704 and certifies that, as of the date of issuance, this aircraft has been inspected and found to conform to its type certificate and be in condition for safe operation. This aircraft meets the requirements of the applicable airworthiness standards in Annex 8 to the Convention on International Civil Aviation, except as follows:

NONE

6 TERMS AND CONDITIONS
Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the FAA, this airworthiness certificate is effective as long as maintenance, preventative maintenance, and alterations are performed per the applicable Federal Aviation Regulations and the aircraft is registered in the United States.

DATE OF ISSUANCE	FAA REPRESENTATIVE	DESIGNATION NUMBER
R- 20/Jul/2020	//Signed by//Milton Kimmell Geltz 06:34 PM, May 19, 2021	294096223

Any alteration, misuse, or reproduction of this certificate for a fraudulent purpose may be punishable by certificate revocation, fine, and / or imprisonment.
THIS CERTIFICATE MUST BE DISPLAYED IN THE AIRCRAFT PER THE APPLICABLE FEDERAL AVIATION REGULATIONS.

FAA Form 8100-2 (9-2019) Previous Edition May be Used Until Depleted

Tampa General Hospital

AEROMED

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION-FEDERAL AVIATION ADMINISTRATION

STANDARD AIRWORTHINESS CERTIFICATE

1 NATIONALITY AND REGISTRATION MARKS	2 MANUFACTURER AND MODEL	3 AIRCRAFT SERIAL NUMBER	4 CATEGORY
N922TG	Bell Helicopter Textron Canada Ltd 407	54375	Normal

5 AUTHORITY AND BASIS FOR ISSUANCE: This airworthiness certificate is issued pursuant to the Federal Aviation Act of 1958 and certifies that, as of the date of issuance, the aircraft to which issued has been inspected and found to conform to the type certificate therefor, to be in condition for safe operation, and has been shown to meet the requirements of the applicablecomprehensive and detailed airworthiness code as provided by Annex 8 to the Convention on International Civil Aviation, except as noted herein. Exceptions:

NONE

6 TERMS AND CONDITIONS: Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the Administrator, this airworthiness certificate is effective as long as the maintenance, preventative maintenance, and alterations are performed in accordance with Parts 21, 43, and 91 of the Federal Aviation Regulations, as appropriate, and the aircraft is registered in the United States.

DATE OF ISSUANCE	FAA REPRESENTATIVE	DESIGNATION NUMBER
(R)Nov. 28, 2012	Jerry M. Keyser	DART-830547-EA

Any flotation, reproduction, or misuse of this certificate may be punishable by a fine not exceeding $1,000 or imprisonment not exceeding 3 years or both.
THIS CERTIFICATE MUST BE DISPLAYED IN THE AIRCRAFT IN ACCORDANCE WITH APPLICABLE FEDERAL AVIATION REGULATIONS.

FAA Form 8100-2 (3-06)

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION-FEDERAL AVIATION ADMINISTRATION

STANDARD AIRWORTHINESS CERTIFICATE

1 NATIONALITY AND REGISTRATION MARKS	2 MANUFACTURER AND MODEL	3 AIRCRAFT SERIAL NUMBER	4 CATEGORY
N933TG	Bell Helicopter Textron Canada Ltd 407	54376	Normal

5 AUTHORITY AND BASIS FOR ISSUANCE: This airworthiness certificate is issued pursuant to the Federal Aviation Act of 1958 and certifies that, as of the date of issuance, the aircraft to which issued has been inspected and found to conform to the type certificate therefor, to be in condition for safe operation, and has been shown to meet the requirements of the applicablecomprehensive and detailed airworthiness code as provided by Annex 8 to the Convention on International Civil Aviation, except as noted herein. Exceptions:

NONE

6 TERMS AND CONDITIONS: Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the Administrator, this airworthiness certificate is effective as long as the maintenance, preventative maintenance, and alterations are performed in accordance with Parts 21, 43, and 91 of the Federal Aviation Regulations, as appropriate, and the aircraft is registered in the United States.

DATE OF ISSUANCE	FAA REPRESENTATIVE	DESIGNATION NUMBER
(R)Nov. 28, 2012	Jerry M. Keyser	DART-830547-EA

Any flotation, reproduction, or misuse of this certificate may be punishable by a fine not exceeding $1,000 or imprisonment not exceeding 3 years or both.
THIS CERTIFICATE MUST BE DISPLAYED IN THE AIRCRAFT IN ACCORDANCE WITH APPLICABLE FEDERAL AVIATION REGULATIONS.

FAA Form 8100-2 (3-06)

Tampa General Hospital

AEROMED

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION-FEDERAL AVIATION ADMINISTRATION

STANDARD AIRWORTHINESS CERTIFICATE

1 NATIONALITY AND REGISTRATION MARKS	2 MANUFACTURER AND MODEL	3 AIRCRAFT SERIAL NUMBER	4 CATEGORY
N944TG	Bell Helicopter Textron Canada Ltd 407	54377	Normal

5 AUTHORITY AND BASIS FOR ISSUANCE: This airworthiness certificate is issued pursuant to the Federal Aviation Act of 1958 and certifies that, as of the date of issuance, the aircraft to which issued has been inspected and found to conform to the type certificate therefor, to be in condition for safe operation, and has been shown to meet the requirements of the applicablecomprehensive and detailed airworthiness code as provided by Annex 8 to the Convention on International Civil Aviation, except as noted herein. Exceptions:

NONE

6 TERMS AND CONDITIONS: Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the Administrator, this airworthiness certificate is effective as long as the maintenance, preventative maintenance, and alterations are performed in accordance with Parts 21, 43, and 91 of the Federal Aviation Regulations, as appropriate, and the aircraft is registered in the United States.

DATE OF ISSUANCE	FAA REPRESENTATIVE	DESIGNATION NUMBER
(R)Dec. 05, 2012	Jerry M. Keyser	DART-830547-EA

Any iteration, reproduction, or misuse of this certificate may be punishable by a fine not exceeding $1,000 or imprisonment not exceeding 3 years or both.
THIS CERTIFICATE MUST BE DISPLAYED IN THE AIRCRAFT IN ACCORDANCE WITH APPLICABLE FEDERAL AVIATION REGULATIONS.

FAA Form 8100-2 (3-06)

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION-FEDERAL AVIATION ADMINISTRATION

STANDARD AIRWORTHINESS CERTIFICATE

1 NATIONALITY AND REGISTRATION MARKS	2 MANUFACTURER AND MODEL	3 AIRCRAFT SERIAL NUMBER	4 CATEGORY
N955TG	Bell Helicopter Textron Canada Ltd 407	54379	Normal

5 AUTHORITY AND BASIS FOR ISSUANCE: This airworthiness certificate is issued pursuant to the Federal Aviation Act of 1958 and certifies that, as of the date of issuance, the aircraft to which issued has been inspected and found to conform to the type certificate therefor, to be in condition for safe operation, and has been shown to meet the requirements of the applicablecomprehensive and detailed airworthiness code as provided by Annex 8 to the Convention on International Civil Aviation, except as noted herein. Exceptions:

NONE

6 TERMS AND CONDITIONS: Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the Administrator, this airworthiness certificate is effective as long as the maintenance, preventative maintenance, and alterations are performed in accordance with Parts 21, 43, and 91 of the Federal Aviation Regulations, as appropriate, and the aircraft is registered in the United States.

DATE OF ISSUANCE	FAA REPRESENTATIVE	DESIGNATION NUMBER
(R)Dec. 12, 2012	Jerry M. Keyser	DART-830547-EA

Any iteration, reproduction, or misuse of this certificate may be punishable by a fine not exceeding $1,000 or imprisonment not exceeding 3 years or both.
THIS CERTIFICATE MUST BE DISPLAYED IN THE AIRCRAFT IN ACCORDANCE WITH APPLICABLE FEDERAL AVIATION REGULATIONS.

FAA Form 8100-2 (3-06)

AEROMED

Medical Director Licenses:

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
02/10/2026	OS 15248	119620

THE OSTEOPATHIC PHYSICIAN
NAMED BELOW HAS MET ALL REQUIREMENTS OF
THE LAWS AND RULES OF THE STATE OF FLORIDA.

EXPIRATION DATE: **MARCH 31, 2028**

STEPHANIE MICHELE TERSHAKOVEC
1 TAMPA GENERAL CIRCLE
TAMPA, FL - 33606

Ron DeSantis
GOVERNOR

Joseph A. Ladapo, MD, PhD
STATE SURGEON GENERAL

Scan QR Code for
License Authentication

DISPLAY IF REQUIRED BY LAW

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
02/10/2026	OS 15248	119620

THE OSTEOPATHIC PHYSICIAN
NAMED BELOW HAS MET ALL REQUIREMENTS OF
THE LAWS AND RULES OF THE STATE OF FLORIDA.

STEPHANIE MICHELE TERSHAKOVEC Expiration Date: **MARCH 31, 2028**

LICENSEE SIGNATURE

AEROMED

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BF5651662	09-30-2027	$888

SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	HOSPITAL/CLINIC	08-07-2024

FLORIDA HLTH SCIENCES CTR
TAMPA GENERAL HSPTL, PHCY DPT
1 TAMPA GENERAL CIR
TAMPA, FL 336063571

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

Form DEA-223 (9/2016)

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BF5651662	09-30-2027	$888

SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	HOSPITAL/CLINIC	08-07-2024

FLORIDA HLTH SCIENCES CTR
TAMPA GENERAL HSPTL, PHCY DPT
1 TAMPA GENERAL CIR
TAMPA, FL 336063571

CONTROLLED SUBSTANCE/REGULATED CHEMICAL REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

Form DEA-223/511 (9/2016)

REPORT

CHANGES

PROMPTLY

REQUESTING MODIFICATIONS TO YOUR REGISTRATION CERTIFICATE

To request a change to your registered name, address, the drug schedule or the drug codes you handle, please

1. visit our web site at **deadiversion.usdoj.gov** - or
2. call our customer Service Center at **1-(800) 882-9539** - or
3. submit your change(s) in writing to:

Drug Enforcement Administration
P.O. Box 2639
Springfield, VA 22152-2639

See Title 21 Code of Federal Regulations, Section 1301.51 for complete instructions.

Tampa General Hospital

AEROMED

FCC License:

Federal Communications Commission

Wireless Telecommunications Bureau

RADIO STATION AUTHORIZATION

LICENSEE: HILLSBOROUGH COUNTY HOSPITAL AUTHORITY

ATTN: BRIAN TURNER
HILLSBOROUGH COUNTY HOSPITAL AUTHORITY
1 TAMPA GENERAL CIRCLE
PO BOX 1289
TAMPA, FL 33601

Call Sign	File Number
WQJU274	0008547102
Radio Service: AF - Aeronautical and Fixed	
Station Class: FA	
Coast Id	Sel Call / Aviation Id

FCC Registration Number (FRN): 0006044339

Grant Date	Effective Date	Expiration Date	Print Date
04-24-2019	04-24-2019	01-05-2029	04-25-2019

STATION TECHNICAL SPECIFICATIONS

Fixed Location Address or Mobile Area of Operation

Loc. 1 Address: TAMPA GENERAL HOSPITAL HELIPORT
City: Tampa County: HILLSBOROUGH State: FL
Lat (NAD83): 27-56-17.3 N Long (NAD83): 082-27-52.9 W ASR No.: 1230459 Ground Elev: 1.0
No. of units:

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Emission Designator	Output Power (watts)	Hours of Operation	Ant. Ht./Tp meters	Construct Deadline Date
1	1	000122.82500000	6K00A3E	10.000		38.0	

Control Points

Associated Call Signs

Waivers/Conditions:

Request for waiver of Section 1.949 granted on 04/24/2019. In future, licensee must comply with the Commission's procedures for license renewals. See Public Notice, DA 03-1974 (rel. June 16, 2003).

Conditions:
Pursuant to §309(h) of the Communications Act of 1934, as amended, 47 U.S.C. §309(h), this license is subject to the following conditions: This license shall not vest in the licensee any right to operate the station nor any right in the use of the frequencies designated in the license beyond the term thereof nor in any other manner than authorized herein. Neither the license nor the right granted thereunder shall be assigned or otherwise transferred in violation of the Communications Act of 1934, as amended. See 47 U.S.C. § 310(d). This license is subject in terms to the right of use or control conferred by §706 of the Communications Act of 1934, as amended. See 47 U.S.C. §606.

FCC 601-CG
August 2007

Page 1 of 1

See Proof on Next Page

AFFIDAVIT OF PUBLICATION

Hernando County
20 N. Main St. Rm. 362, Brooksville, FL 34601
(352) 754-4180

State of Florida, County of Orange, ss:

I, Anjana Bhadoriya, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Hernando County, a Daily newspaper of general circulation, printed and published in City of Brooksville, Hernando County, State of Florida; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates.

Publication Dates:
- May 5, 2026

Notice ID: d4i4YFlyfNC3BsYTsN3F

Notice Name: Notice of Public Hearing for Proposed Renewal

Publication Fee: $0.00

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Anjana Bhadoriya

_____
Agent

VERIFICATION

State of Florida
County of Orange

Signed or attested before me on this: 05/05/2026

_____
Notary Public

Notarized remotely online using communication technology via Proof.

JESSICA GORDON-THOMPSON
Notary Public - State of Florida
Commission # HH301656
Expires on August 17, 2026

NOTICE OF PUBLIC HEARING FOR PROPOSED RENEWAL OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Hernando County, Florida, will hold a public hearing on **Tuesday, May 12, 2026, at 9:30 a.m., or soon thereafter** , in the **Hernando County Government Center** , John Law Ayers Room, County Commission Chambers, 20 N. Main Street, Room 160, Brooksville, Florida, to consider the following:

FLORIDA HEALTH SCIENCES CENTER, INC. d/b/a TAMPA GENERAL HOSPITAL, AEROMED HAS APPLIED TO RENEW THEIR EXISTING CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY ("COPCN") FOR ALS/BLS HELICOPTER AND GROUND AMBULANCE TRANSPORT SERVICES.

THIS PROPOSED CERTIFICATE WITH APPLICATION may be inspected by the public in the County Attorney's Office, Hernando County Courthouse, 20 N. Main Street, Room 462, Brooksville, FL 34601, between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday, legal holidays excepted.

YOU HAVE A RIGHT to appear and be heard at this public meeting and/or to send any written objections to the County Commissioners at 15470 Flight Path Drive, Brooksville, Florida 34604.

YOU ARE FURTHER ADVISED that if any person decides to appeal any decision made by the Board of County Commissioners, with respect to the subject matter of the hearing, that person will need to ensure a verbatim record of the proceedings is made.

ALL PERSONS INTERESTED in the above matter are invited to attend and be heard.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. In accordance with the Americans with Disabilities Act persons with disabilities needing special accommodations to participate in this proceeding should contact Maryellen Waite, Risk Management, 15470 Flight Path Drive, Brooksville, Florida 34604, Telephone 352-540-6289. If hearing impaired, please call 711 for assistance.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY , FLORIDA

/s/_____ **(SEAL)**
Douglas A. Chorvat, Jr.
Clerk of the Circuit Court and Comptroller

By: Nienke Osinga
Deputy Clerk

Publish: May 5, 2026

EMERGENCY MEDICAL SERVICES
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

WHEREAS, Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed ("Aeromed"), has requested authorization to provide Advanced Life Support (ALS) and Basic Life Support (BLS) helicopter- and ground-ambulance transport services to the citizens of Hernando County; and

WHEREAS, there has been a demonstrated need to provide these essential services to the citizens of Hernando County; and

WHEREAS, the above-named service affirms that it will maintain compliance with the requirements of the Emergency Medical Services Act (Chapter 401, Florida Statutes); Rules (Chapter 64J-1 Florida Administrative Code); and the Hernando County Code of Ordinances.

THEREFORE, the Board of County Commissioners of Hernando County, Florida, hereby issues a Certificate of Public Convenience and Necessity to **Aeromed** to provide ALS/BLS helicopter ambulance transport services countywide.

In issuing this certificate, the governing body of Hernando County, Florida, has considered recommendations of affected municipalities.

PARAMETERS

The Advanced Life Support (ALS) / Basic Life Support (BLS) ambulance COPCN shall be limited as follows:

1. ALS/BLS Ground Transports are authorized from Tampa General Hospitals within Hernando County.
2. HCFES may request Aeromed to provide backup Emergency Medical Services to HCFES to the fullest extent of its operational ability. This service shall be provided at no cost to HCFES.
3. Aeromed is authorized to perform helicopter-ambulance transport services originating within Hernando County.

Attest: Heidi Krueger, Deputy Clerk
Douglas A. Chorvat, Jr., Clerk

Approved as to form and legal sufficiency:
Melissa Tartaglia
County Attorney's Office

DATE ISSUED: May 14, 2024

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Elizabeth Narverud, Chairman

DATE OF EXPIRATION: May 14, 2026
(Unless sooner revoked or suspended)

EMERGENCY MEDICAL SERVICES
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

WHEREAS, Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed, has requested authorization to provide Advanced Life Support (ALS) and Basic Life Support (BLS) helicopter and ground ambulance transport services to the citizens of Hernando County; and

WHEREAS, there has been a demonstrated need to provide these essential services to the citizens of Hernando County; and

WHEREAS, the above-named service affirms that it will maintain compliance with the requirements of the Emergency Medical Services Act (Chapter 401, Florida Statutes); Rules (Chapter 64J-1 Florida Administrative Code); and the Hernando County Code of Ordinances.

THEREFORE, the Board of County Commissioners of Hernando County, Florida, hereby issues a Certificate of Public Convenience and Necessity to **Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed,** to provide ALS/BLS helicopter and ground ambulance transport services countywide.

In issuing this certificate, the governing body of Hernando County, Florida, has considered recommendations of affected municipalities.

PARAMETERS

The Advanced Life Support (ALS) ambulance COPCN shall be limited as follows:

1. Consistent with Hernando County Common Medical and Trauma Protocols, Hernando County Fire & Emergency Services (HCFES) shall retain the first opportunity to perform ALS ambulance transports determined to be "Red" originating at hospitals located within Hernando County, unless (a) they are unable to respond to the request within one (1) hour from the time the call is received until the unit's arrival at the pickup location, or (b) that HCFES resources should be occupied responding to pre-hospital medical emergency call requests, in which case it will authorize Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed, to perform these transports.
2. HCFES shall authorize Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed, to take all "Yellow" and "Green" interfacility transports originating from hospitals located within Hernando County.
3. HCFES may request Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital, Aeromed, to provide backup Emergency Medical Services to HCFES to the fullest extent of its operational ability. This service shall be provided at no cost to HCFES.
4. The Basic Life Support (BLS) ambulance COPCN is unrestricted for interfacility transports.

Attest: _____
Douglas A. Chorvat, Jr., Clerk

Approved as to form and legal sufficiency:

_____
County Attorney's Office

DATE ISSUED: May 12, 2026

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

_____
Jerry Campbell, Chairman

DATE OF EXPIRATION: May 12, 2028
(Unless sooner revoked or suspended)

Meeting: 05/12/2026
Department: Public Information
Prepared By: Dominique Holmes
Initiator: Dominique Holmes
DOC ID: 17353
Legal Request Number:
Bid/Contract Number:

TITLE
Legislative Priorities Requests for 2027-2028 State Legislative Session

BRIEF OVERVIEW
Staff is developing the County's FY 2027-2028 legislative priorities by gathering input from departments. Board input and consensus are requested to guide outreach efforts for the upcoming legislative session.

STRATEGIC PLAN INITIATIVES
Strategic Theme: D - Quality of Life
GOAL D.3 Clear, timely, and informative public communication
OBJECTIVE D.3.1 Provide the public regular updates on County Projects & Priorities

FINANCIAL IMPACT
N/A

LEGAL NOTE
N/A

RECOMMENDATION
It is recommended that the Board provide input and direction on proposed legislative priorities and reach consensus on items to be pursued for the FY 2027-2028 legislative session.

REVIEW PROCESS

Pamela Hare	Approved	04/01/2026	5:16 PM
Heidi Prouse	Approved	04/02/2026	9:23 AM
Toni Brady	Approved	04/05/2026	7:47 PM
Jeffrey Rogers	Approved	04/09/2026	9:04 PM
Jessica Wright	Approved	04/14/2026	5:55 PM

Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Department of Public Works
Prepared By: Hailey Hoffenkamp
Initiator: Todd Crosby
DOC ID: 17412
Legal Request Number: LR25-337-3
Bid/Contract Number:

TITLE

Resolution to Adopt Special Assessment Rate for Rainbow Woods Traffic Calming Municipal Service Benefit Unit

BRIEF OVERVIEW

Pursuant to Florida Statutes, Sections 125.01 and 197.3632, an application was received from the Rainbow Woods Homeowners Association requesting the creation of a Municipal Service Benefit Unit (MSBU) to provide traffic calming measures along Augustine Road and levying an assessment to benefiting property owners. The Board adopted Ordinance 2025-10 on August 26, 2025, creating the Rainbow Woods Traffic Calming MSBU.

Final construction of the speed tables was completed in January 2026 in the amount of $30,000.00. It was inspected on January 7, 2026, and was found in compliance with the design. Property owners are also responsible for the engineering design, permitting and inspection costs of $3,000.00 (which is capped at 10% of construction costs), as well as administrative overhead of $8,600.00. The assessment methodology is based on an equal per lot assessment. The boundaries consist of one hundred and sixty-eight (168) assessable units.

Based on the property owners' cost, the total up-front budget is $41,600.00, creating a one-time assessment of $236.00 per unit if paid (or post-marked) by June 11, 2026. Assessments not received by the deadline will automatically be placed on the annual tax roll for collection creating an annualized budget of $21,840.00 per year for two (2) years and a per unit assessment of $130.00 per unit.

STRATEGIC PLAN INITIATIVES

Strategic Theme: D - Quality of Life
GOAL D.1 Well-maintained existing community assets
OBJECTIVE D.1.1 Pursue diverse funding opportunities to support the maintenance and improvement of community assets (parks and roadway maintenance), with a goal of identifying and applying for key sources.

FINANCIAL IMPACT

The County intends to reimburse itself for the expenditure of such revenues from the MSBU funded by a non-ad valorem assessment on benefiting property owners' annual tax bill and paid from:

Revenue:

Fund: MSBU-Road - B170, **Department** - DPW- Admin - 180, **Account:** Asmt-Capital Impr - 325100

LEGAL NOTE

The Board has authority to act on this matter pursuant to Sections 125.01 and 197.3632, Florida Statutes.

RECOMMENDATION

It is recommended that the Board implement the Rainbow Woods Traffic Calming MSBU by adopting and authorizing the Chairman's signature on the attached resolution setting the preliminary annual assessment rate of $130.00 per unit on the 2027 tax bill for the "Rainbow Woods Traffic Calming MSBU."

REVIEW PROCESS

Hailey Hoffenkamp	Approved	04/21/2026 7:22 AM
Lillian Hoyt	Approved	04/21/2026 12:19 PM
Scott Herring	Approved	04/21/2026 4:27 PM
Stephanie Stevens	Approved	04/22/2026 10:55 AM
Erin Dohren	Approved	04/24/2026 8:58 AM
Pamela Hare	Approved	04/24/2026 11:50 AM
Jon Jouben	Approved	04/27/2026 12:00 PM
Heidi Prouse	Approved	04/27/2026 12:10 PM
Toni Brady	Approved	04/27/2026 4:50 PM
Jeffrey Rogers	Approved	04/27/2026 5:26 PM
Jessica Wright	Approved	05/02/2026 8:42 PM

RESOLUTION NO. 2026-____

A RESOLUTION TO ADOPT THE SPECIAL ASSESSMENT FOR THE RAINBOW WOODS TRAFFIC CALMING MUNICIPAL SERVICE BENEFIT UNIT.

WHEREAS, the Hernando County Board of County Commissioners, pursuant to Chapter 125, Florida Statutes and Hernando County Ordinance No. 2025-10, has created a Municipal Service Benefit Unit known as the "**Rainbow Woods Traffic Calming Municipal Service Benefit Unit"**; and

WHEREAS, pursuant to Section 197.3632, Florida Statues, the Tax Collector will include the annual non-ad valorem assessment for the "Rainbow Woods Traffic Calming Municipal Service Benefit Unit" on the ad valorem tax bill and will use the collection methodology used for ad valorem taxes; and

WHEREAS, this Board has reviewed the comments of interested persons, both spoken and written, concerning this assessment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. Based on the above and the public hearing held in this matter, the Board of County Commissioners adopts as assessment of $130.00 per lot for the "Rainbow Woods Traffic Calming Municipal Service Benefit Unit" for Fiscal Year 2027.

SECTION 2. That this assessment will be applied to the assessment roll in preparation for submittal to the Tax Collector prior to September 15, 2026.

ADOPTED at a public hearing in regular session this ____ day of _____ 2026, A.D.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest:_____
DOUGLAS A. CHORVAT, JR.
Clerk

By:_____
JERRY CAMPBELL
Chairman

Approved as to Form and Legal Sufficiency

Jon Jouben
_____
County Attorney's Office

DEPARTMENT OF PUBLIC WORKS
AQUATIC SERVICES ◆ ENGINEERING ◆ ROADS/BRIDGE MAINTENANCE ◆ STORMWATER MANAGEMENT ◆ TRAFFIC ◆ WATERWAYS MAINTENANCE

1525 EAST JEFFERSON STREET ◆ BROOKSVILLE, FLORIDA 34601
P 352.754.4060 ◆ F 352.754.4423 ◆ W www.HernandoCounty.us

NOTICE OF PUBLIC HEARING

4/21/2026

Key # [redacted]

Pursuant to Section 197.3632, Florida Statutes, the Board of County Commissioners will hold a public hearing **Tuesday, May 12, 2026** beginning at **9:00 a.m.** or soon thereafter as agenda items may be heard in the **County Commission Chambers, 20 N. Main Street, Room 160, Brooksville, Florida.** The purpose of the hearing is to consider adoption of an resolution to adopt the special assessment rate of the **Rainbow Woods Traffic Calming Municipal Service Benefit Unit (MSBU).**

The proposed improvements consist of the installation of three speed tables and associated signage and pavement marking improvements. The speed tables will be located along the Augustine Road corridor between the intersections of Long Hill Court/Emerald Ridge, Doxsey Hill Circle, and Rainbow Woods Loop/Silverwood Court. The proposed boundaries consist of 168 platted lots/parcels comprising the Rainbow Woods subdivision. Government properties are exempt.

	Number of Assessed Units	Lump Sum Payment @ 100% Collection	Annualized/Financed Payment 2 years @ 95% Collection
Assessment Revenue:		$41,600.00	$21,840.00
Your Assessment Rate:	**1.0**	**$236.00**	**$130.00/Yr**

Payments for the one-time lump sum amount will be **due on June 11, 2026**. If the one-time lump sum payment is not received or post-marked by the deadline the assessment is automatically financed over a two (2) year period and included on the tax bill. **Payments will not be accepted prior to the April 12, 2026 public hearing**; a final notice/bill will be mailed thereafter.

It is also proposed that the assessment approved as a result of this public hearing be placed on the annual property tax bill if the one-time lump sum payment is not received. The effect of this will be that the Tax Collector will use the same procedure now used to collect delinquent ad valorem property taxes, the issuance of a tax certificate, to collect these non-ad valorem assessments, should they become delinquent. The issuance of a tax certificate against property may result in a loss of title.

All affected property owners have a right to appear at the hearing either to speak on the issue or to file written objections with the Board of County Commissioners within 20 days. Written comments can be sent to Hernando County Department of Public Works, 1525 East Jefferson Street, Brooksville, Florida 34601 and will be entered into the record at the time of the hearing. If a person decides to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the hearing, such person will need a record of the proceedings and may need to ensurethat a verbatim record is made, including the testimony and evidence upon which the appeal is to be made. In accordancewith the American with Disabilities Act, persons needing a special accommodation or an interpreter to participant in thisproceeding should contact the County Administrator's Office at 352-754-4002, at least three days prior to the date of thehearing. If hearing impaired (TDD) 352-754-4120.

Should you have questions regarding this issue contact (352) 754-4060.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Rainbow Woods Traffic Calming MSBU



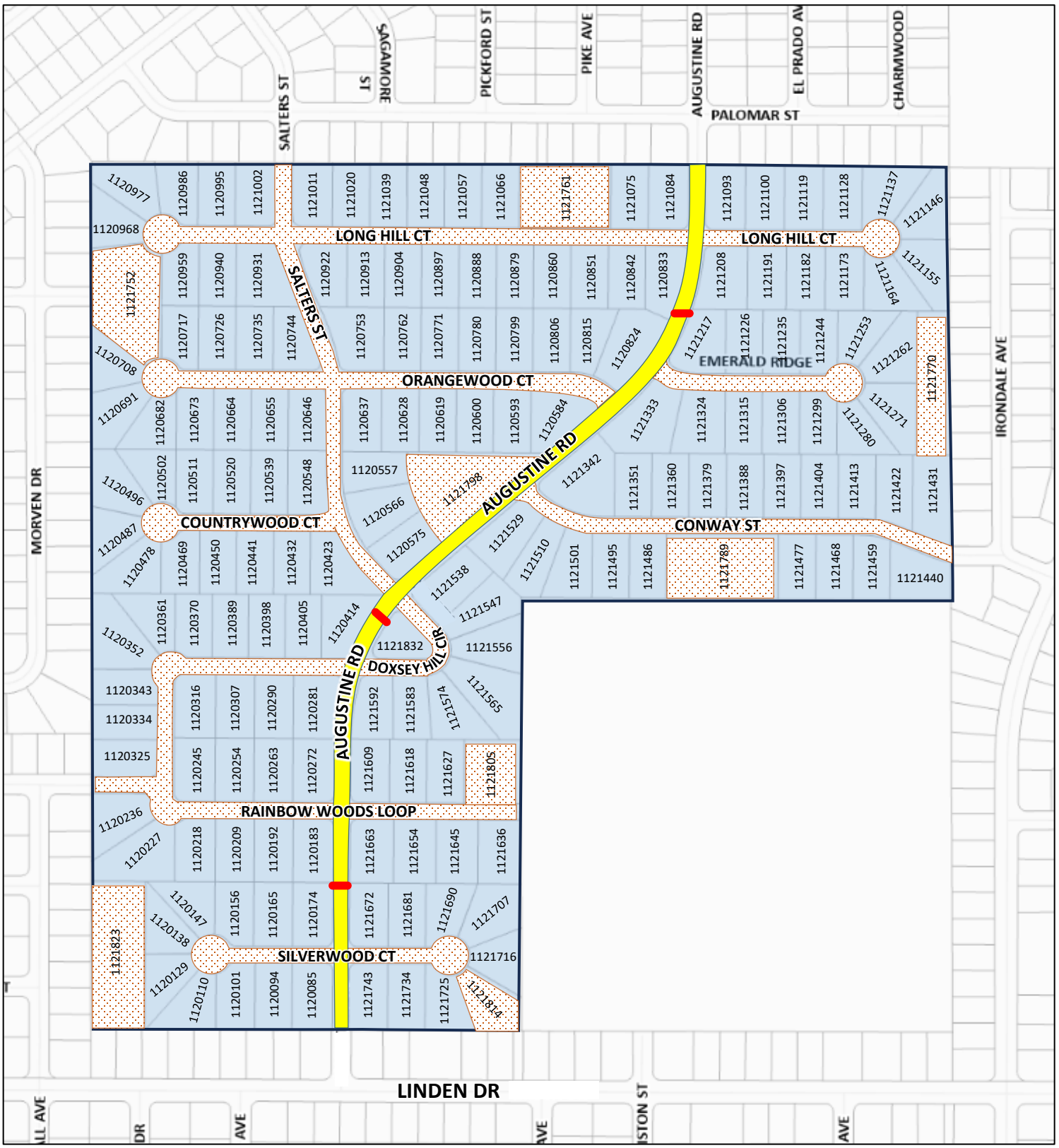
Sample

Legend

- Assessment Boundary
- Project Limits
- Speed Tables
- Hernando County Parcels

RAINBOW WOODS TRAFFIC CALMING MSBU

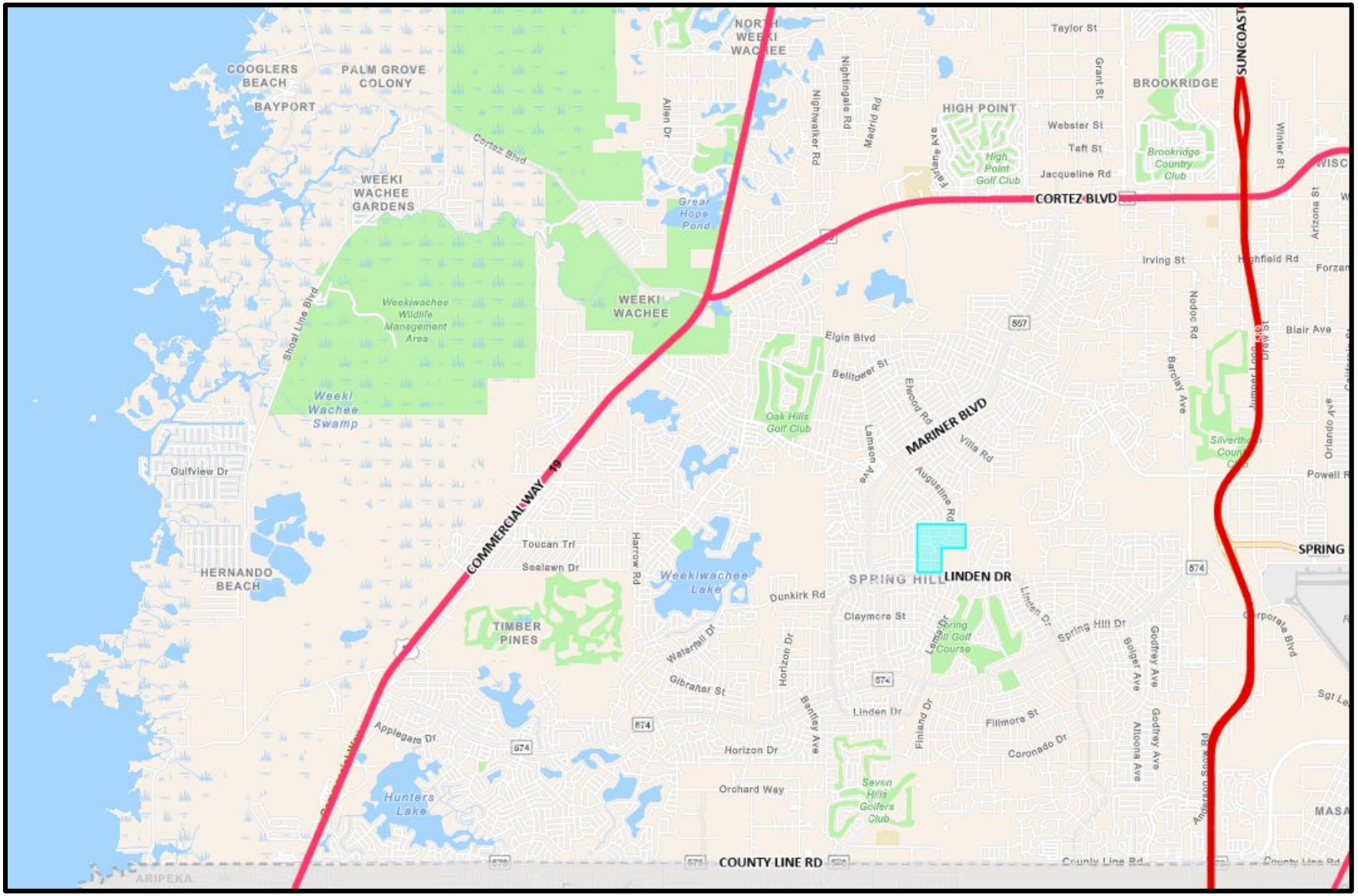
HERNANDO COUNTY FLORIDA
DEPARTMENT OF PUBLIC WORKS

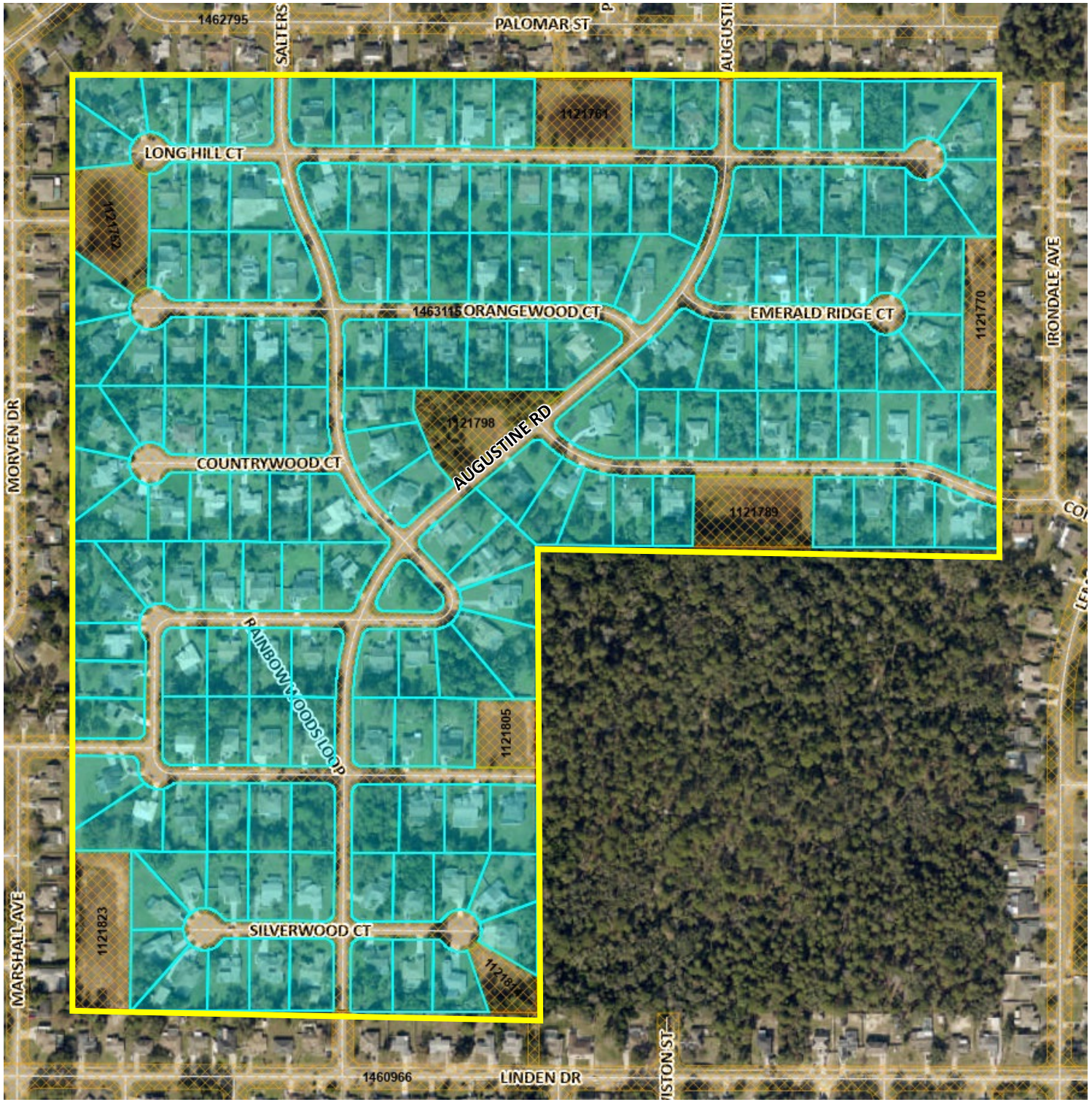


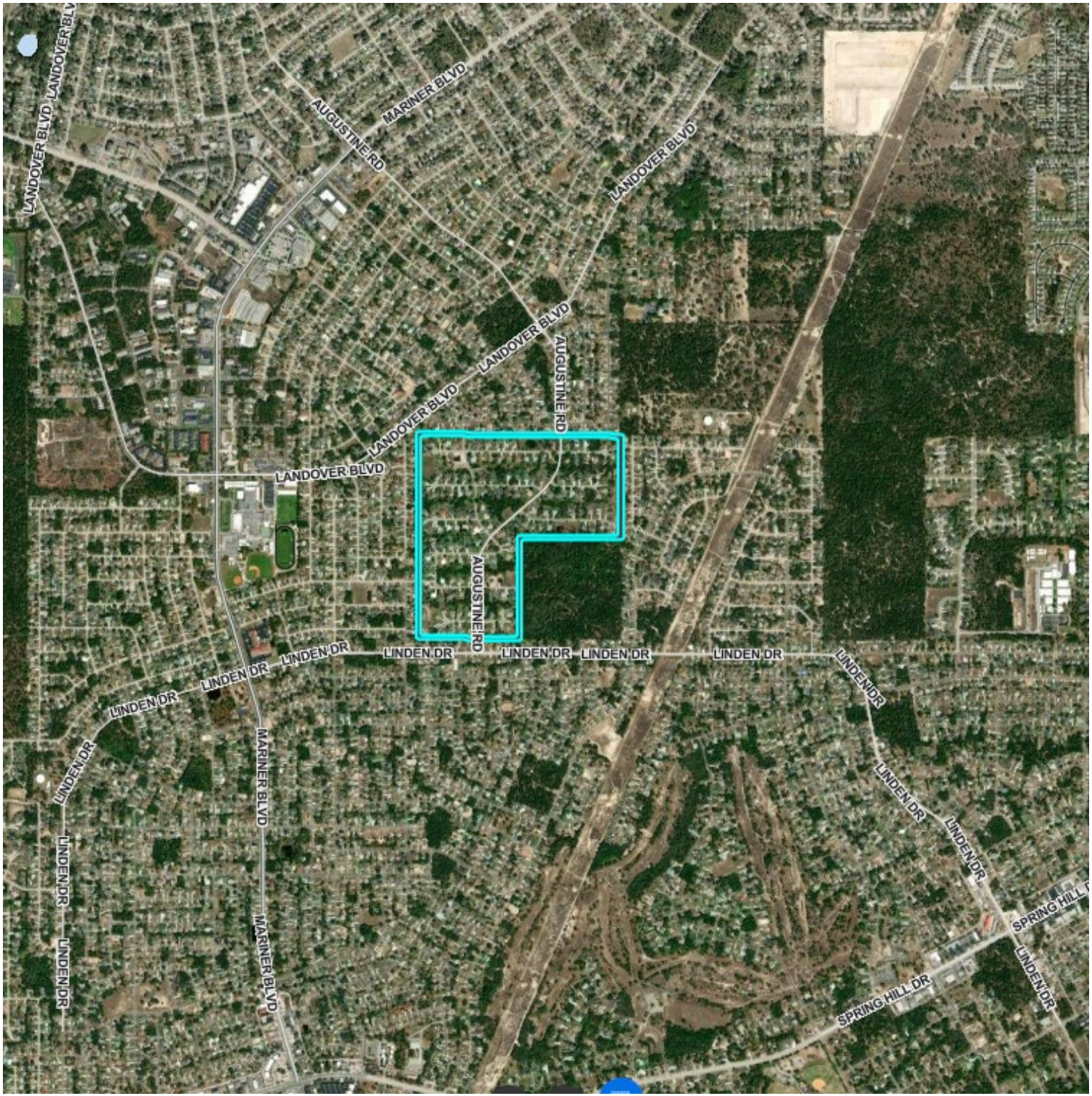
Legend

- Assessment Boundary
- Project Limits
- Speed Tables
- Hernando County Parcels

HERNANDO COUNTY FLORIDA
DEPARTMENT OF PUBLIC WORKS


COOGLERS BEACH
PALM GROVE COLONY
BAYPORT
NORTH WEEKI WACHEE
WEEKI WACHEE GARDENS
Cortez Blvd
Great Hope Pond
Weekiwachee Wildlife Management Area
WEEKI WACHEE
Shoal Line Blvd
Weeki Wachee Swamp
Gulfview Dr
HERNANDO BEACH
COMMERCIAL WAY - 19
Toucan Trl
Sealawn Dr
TIMBER PINES
Weekiwachee Lake
Harrow Rd
Dunkirk Rd
Claymore St
Waterhill Dr
Gibraltar St
Horizon Dr
Bentley Ave
Applegate Dr
Hunters Lake
Horizon Dr
Orchard Way
Seven Hills Golfers Club
Linden Dr
Finland Dr
Fillmore St
Coronado Dr
SPRING HILL
LINDEN DR
Spring Hill Golf Course
Spring Hill Dr
Bolger Ave
Godfrey Ave
Altoona Ave
Corporate Blvd
SPRING
574
COUNTY LINE RD
County Line Rd
ARIPEKA
Oak Hills Golf Club
MARINER BLVD
Villa Rd
Augustine Rd
Lamson Ave
Elwood Rd
Bellflower St
Elgin Blvd
557
Irving St
Nodoc Rd
Barclay Ave
Blair Ave
Orlando Ave
Powell R
Arizona St
Highfield Rd
Forzan
CORTEZ BLVD
Jacqueline Rd
HIGH POINT
High Point Golf Club
Webster St
Taft St
Taylor St
Grant St
BROOKRIDGE
Brookridge Country Club
Winter St
WISC
SUNCOAST
Nightingale Rd
Nightwalker Rd
Madrid Rd
Allen Dr
Palmetto Ave


1462795
SALTERS
PALOMAR ST
AUGUSTI
1121761
LONG HILL CT
1121752
1463115
ORANGEWOOD CT
EMERALD RIDGE CT
1121770
IRONDALE AVE
MORVEN DR
1121798
AUGUSTINE RD
COUNTRYWOOD CT
1121789
RAINBOW WOODS LOOP
1121805
MARSHALL AVE
1121823
SILVERWOOD CT
1121814
1460966
LINDEN DR


LANDOVER BLVD
AUGUSTINE RD
MARINER BLVD
LANDOVER BLVD
LANDOVER BLVD
AUGUSTINE RD
LANDOVER BLVD
LANDOVER BLVD
AUGUSTINE RD
LINDEN DR
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LINDEN DR
LINDEN DR
LINDEN DR
MARINER BLVD
MARINER BLVD
SPRING HILL DR
SPRING HILL DR
LINDEN DR

NOTICE OF FINAL PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Hernando County, Florida, will hold a public hearing Tuesday, May 12, 2026 beginning at 9:00 a.m. or soon thereafter as agenda items may be heard in the County Commission Chambers, Hernando County Government Center, 20 N. Main Street, Room 160, Brooksville, Florida. The purpose of the public hearing is to consider adoption of the annual non-ad valorem assessment for the Rainbow Woods Traffic Calming Municipal Service Benefit Unit (MSBU)

The improvements consist of the installation of three speed tables and associated signage and pavement marking improvements. The speed tables consist of 22-foot long, raised speed humps between 3 and 4 inches in height with a 10-foot flat section in the middle and 6-foot ramps on the ends. The speed tables will be located along the Augustine Road corridor between the intersections of Long Hill Court/Emerald Ridge, Doxsey Hill Circle, and Rainbow Woods Loop/Silverwood Court.

The boundaries consist of 168 platted lots/parcels comprising the Rainbow Woods subdivision. A final budget has been prepared based on an equal per lot assessment for all lots. Property owners have the option of paying the non-ad valorem assessment in full or financing the assessment over two (2) years in equal installments to be paid with the annual property tax bill, which would be collected in the same manner as ad valorem taxes.

If the assessment is paid-off up front the final budget is $41,600 making a cost of $236.00 per unit. If the assessment is financed over a two-year period, the annualized budget is $21,840, creating an annual assessment of $130.00/year per unit.

You have a right to appear and be heard at the public hearing Tuesday, May 12, 2026 at the location described above, and/or to send written comments/objections within 10 days to Hernando County Department of Public Works, 1525 East Jefferson Street, Brooksville, Florida 34601. Written comments will be entered into the record at the hearing. Should you have questions regarding this issue, please call (352) 754-4060 extension 17028.

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact County Administration, 20 N. Main Street, Room 230, Brooksville, FL 34601, telephone, 352-754-4000, not later than three (3) days prior to the proceedings. If hearing impaired (TDD) 352-754-4120.

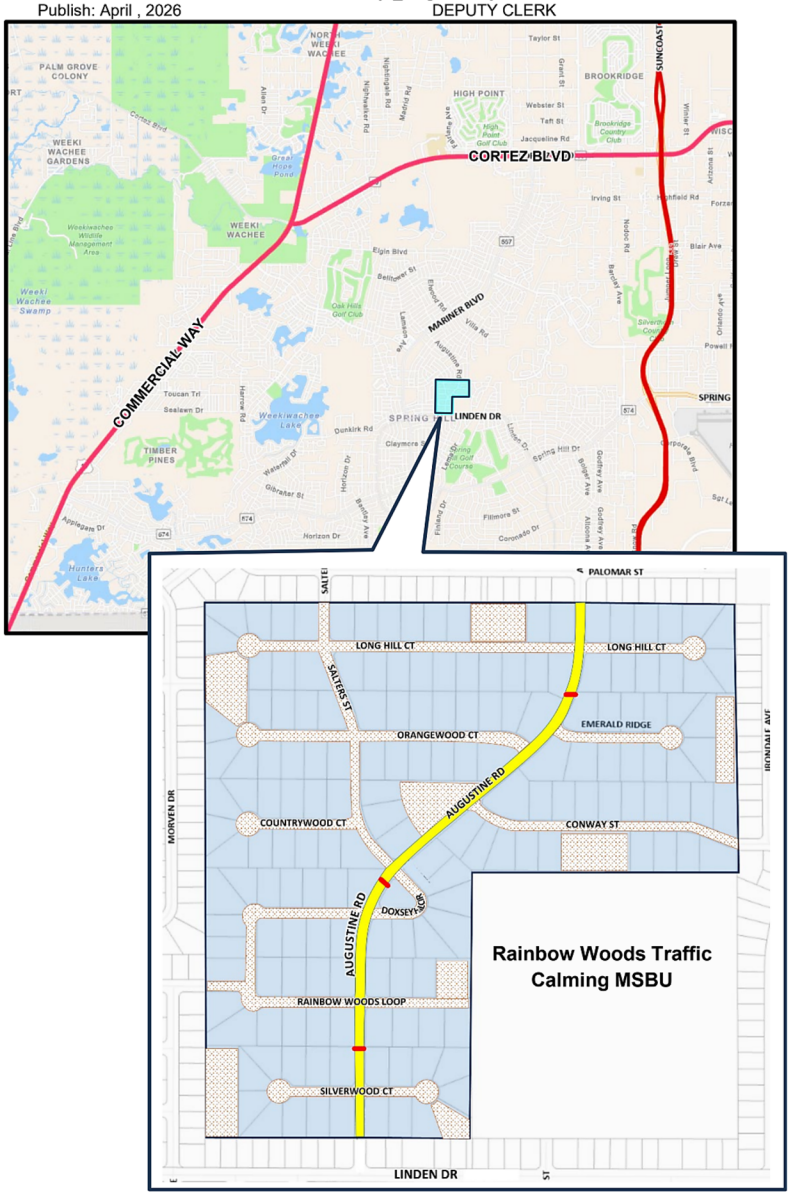
You are further advised that if a person decides to appeal any decision made by the Commission, agency or board with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. All persons interested in this matter are invited to attend and be heard.

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

/s/ _____
DOUGLAS A. CHORVAT, JR., CLERK

By: _Paige Jefferys
DEPUTY CLERK

Publish: April , 2026



Column

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Hernando County** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(352) 754-4180**.

THE ACCURACY AND CONTENT OF THE PUBLIC NOTICE CREATED AND PUBLISHED THROUGH THIS WEBSITE IS THE SOLE RESPONSIBILITY OF THE USER. PASCO COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, OR GUARANTEES WHATSOEVER AS TO THE CORRECTNESS, COMPLETENESS, LEGALITY, TIMELINESS, OR ACCURACY OF ANY USER GENERATED CONTENT.

Notice ID: ylOMOSVLOUb2cKR6rJh5 | **Proof Updated: Apr. 17, 2026 at 03:06pm EDT**
Notice Name: Notice of Public Hearing

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FILER	FILING FOR
Hailey Hoffenkamp hhoffenkamp@co.hernando.fl.us (352) 754-4060	Hernando County

Columns Wide: 3 **Ad Class:** Legals

04/20/2026: Display Ad Notice	127.67
05/04/2026: Display Ad Notice	127.67
Discount (100%)	-255.34

Subtotal	$0.00
Tax %	0
Processing Fee	$0.00
Total	**$0.00**

See Proof on Next Page

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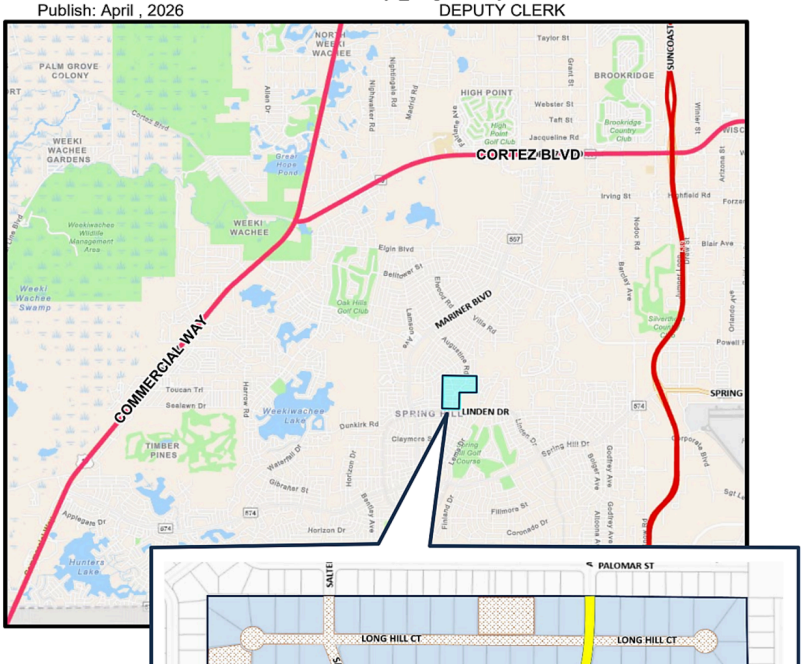
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BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

/s/ _____
DOUGLAS A. CHORVAT, JR., CLERK

By: _Paige Jefferys
DEPUTY CLERK

Publish: April , 2026



Expected print dimensions of advertisement:
Width: 5.73 in., Height: 11.05 in.

Newspaper page size: Width: 11.62 in., Height: 21.12 in.
Publisher may wrap or break notice between pages.



TITLE
Appointment of Member and Two Alternates to 2026 Canvassing Board

BRIEF OVERVIEW
Supervisor of Elections Denise LaVancher is requesting appointments from the Board of County Commissioners to the Canvassing Board for the 2026 election cycle. The law changed in the 2024 Legislative Session to require the appointment of the member representative and two alternates (formerly just one) for the Board of County Commissioners. Additionally, any alternate may now serve in any seat of the Canvassing Board.

STRATEGIC PLAN INITIATIVES
N/A

FINANCIAL IMPACT
N/A

LEGAL NOTE
The Board is authorized to act in this matter pursuant to §102.141, Fl. Stat., pasted below:

(1) The county canvassing board shall be composed of the supervisor of elections; a county court judge, who shall act as chair; and the chair of the board of county commissioners. Alternate canvassing board members must be appointed pursuant to paragraph (e). In the event any member of the county canvassing board is unable to serve, is a candidate who has opposition in the election being canvassed, or is an active participant in the campaign or candidacy of any candidate who has opposition in the election being canvassed, such member shall be replaced as follows:

(a) If no county court judge is able to serve or if all are disqualified, the chief judge of the judicial circuit in which the county is located shall appoint as a substitute member a qualified elector of the county who is not a candidate with opposition in the election being canvassed and who is not an active participant in the campaign or candidacy of any candidate with opposition in the election being canvassed. In such event, the members of the county canvassing board shall meet and elect a chair.

(b) If the supervisor of elections is unable to serve or is disqualified, the chair of the board of county commissioners shall appoint as a substitute member a member of the board of county commissioners who is not a candidate with opposition in the election being canvassed and who is not an active participant in the campaign or candidacy of any candidate with opposition in the election being canvassed. The supervisor, however, shall act in an advisory capacity to the canvassing board.

(c) If the chair of the board of county commissioners is unable to serve or is disqualified, the

board of county commissioners shall appoint as a substitute member one of its members who is not a candidate with opposition in the election being canvassed and who is not an active participant in the campaign or candidacy of any candidate with opposition in the election being canvassed.

(d) If a substitute member or alternate member cannot be appointed as provided elsewhere in this subsection, or in the event of a vacancy in such office, the chief judge of the judicial circuit in which the county is located shall appoint as a substitute member or alternate member a qualified elector of the county who is not a candidate with opposition in the election being canvassed and who is not an active participant in the campaign or candidacy of any candidate with opposition in the election being canvassed.

(e) 1. The chief judge of the judicial circuit in which the county is located shall appoint a county court judge as an alternate member of the county canvassing board or, if each county court judge is unable to serve or is disqualified, shall appoint an alternate member who is qualified to serve as a substitute member under paragraph (a).

2. The chair of the board of county commissioners shall appoint a member of the board of county commissioners as an alternate member of the county canvassing board or, if each member of the board of county commissioners is unable to serve or is disqualified, shall appoint an alternate member who is qualified to serve as a substitute member under paragraph (d).

3. If a member of the county canvassing board is unable to participate in a meeting of the board, the chair of the county canvassing board or his or her designee shall designate which alternate member will serve as a member of the board in the place of the member who is unable to participate at that meeting.

4. If not serving as one of the three members of the county canvassing board, an alternate member may be present, observe, and communicate with the three members constituting the county canvassing board, but may not vote in the board's decisions or determinations.

RECOMMENDATION

It is recommended that the Board appoint one member representative and two alternates for the Board member position on the 2026 Canvassing Board.

REVIEW PROCESS

Pamela Hare	Approved	04/30/2026 2:09 PM
Jon Jouben	Approved	05/04/2026 1:48 PM
Heidi Prouse	Approved	05/04/2026 2:27 PM
Toni Brady	Approved	05/05/2026 7:56 PM
Jeffrey Rogers	Approved	05/06/2026 6:10 AM
Jessica Wright	Approved	05/06/2026 10:17 PM

Jessica L Wright

From: Ryan Amsler
Sent: Monday, April 20, 2026 1:10 PM
To: Denise LaVancher
Cc: Jeffrey Rogers; Jessica L Wright; Demetris Williams-Fagin
Subject: Re: 2026 Primary Election Canvassing Board Schedule

Hi Denise!

I'd like to come off the canvassing board for this year please. August is in the middle of our budgeting season.

Thank you,

Ryan Amsler
County Commissioner - District 1
Hernando County Board of County Commissioners
County Website
15470 Flight Path Drive
Brooksville, FL 34604
352-247-9426
352-754-4002

From: Denise LaVancher <Denise.LaVancher@hernandovotes.gov>
Sent: Monday, April 20, 2026 11:08 AM
Subject: 2026 Primary Election Canvassing Board Schedule

Good morning,

Attached is the proposed 2026 Primary Canvassing Board scheduled. I will be sending out a calendar invite for a Canvassing Board Orientation Meeting soon. Please mark your calendars accordingly.

Please let me know if you have any questions.

Thank you,

Denise LaVancher, *MFCEP*
Supervisor of Elections
Hernando County Supervisor of Elections
352-754-4125 | www.HernandoVotes.gov
16264 Spring Hill Drive | Brooksville, FL 34604

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Board of County Commissioners

AGENDA ITEM

Meeting: 05/12/2026
Department: Administration
Prepared By: Jessica Wright
Initiator: Jeffrey Rogers
DOC ID: 16926
Legal Request Number:
Bid/Contract Number:

TITLE
Update Regarding Ongoing Board Directives

BRIEF OVERVIEW
County Administrator Jeff Rogers will review the attached list of BOCC ongoing directives for the Boards information.

FINANCIAL IMPACT
NA

LEGAL NOTE
NA

RECOMMENDATION
For informational purposes only; no action is required.

REVIEW PROCESS

Heidi Prouse	Approved	05/05/2026 10:03 AM
Toni Brady	Approved	05/05/2026 8:01 PM
Jeffrey Rogers	Approved	05/06/2026 6:12 AM
Jessica Wright	Approved	05/06/2026 10:15 PM

ONGOING BOCC DIRECTIVES

PRIORITY	BOARD DATE	ONGOING ISSUES	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	COMMENTS
1	6/14/2022	South Brooksville Community Redevelopment Agency	Veda Ramirez	TBD	Legal determined the County can only have one CRA. Thus, the Consultant is preparing two revised Finding of Necessity, separately for the City and County jurisdictions, and then the corresponding two CRA Plans. The City and the County will be preparing the related legal descriptions that independently define the two geographic areas as well as the necessary Resolutions/Ordinances to move forward to approval.
2	12/13/2022	Buffer Requirements	Omar DePablo	7/7/2026	Staff is to create Buffer Design Guidelines to be referenced in the Code, including ensuring that majestic trees are protected and buffer to be started early in construction. The Consultant and staff have created a draft and are finalizing for BOCC review.
3	12/13/2022	Ordinance on Required Plantings	Omar DePablo	7/7/2026	Staff to review the code; ensuring majestic trees are protected. Draft language created. The Consultant and staff have created a draft and are finalizing for BOCC review.
4	6/22/2021	Tiny Homes / Accessorily Dwelling Unit / Secondary Buildings for Larger Lots	Omar DePablo	7/7/2026	Sheds permits under 120 S.F. Removed from permitting. ADU / Tiny Homes under review.
5	12/13/2022	Subdivision Layouts	Omar DePablo	7/7/2026	Staff will review the code to determine sufficient and combination of lots sizes, garages, and parking within subdivisions. Staff has begun to meet with developers as the projects are submitted. Staff has begun to implement, through the Planned Development Project (PDP) process, subdivision standards in anticipation to Code Ordinance change.
6	8/23/2022	Homeless Resources and Projects	Veda Ramirez	Ongoing	Monthly meetings with Community Partners will be held to help address homelessness needs, training, funding, and initiatives ongoing. Updated Resource Card. Tenant-Based Rental assistance for individuals experiencing homeless.
7	12/13/2022	Architectural Design Requirements	Omar DePablo	TBD	Staff to review the code to determine architectural standards as it relates to commercial developments; if necessary. Staff has begun to implement through the PDP process. Consultant is drafting language.
8	8/23/2022	Twin Lakes Historic Designation	Veda Ramirez / Omar DePablo	Fall 2026	Direction signs completed for Twin Lake Cemetery and area. Twin Lake historic designation to be addressed in the Comprehensive Plan during the Planning Evaluation and Appraisal Report.
9	6/23/2020	Addition of Statue Memorializing Local African American Significance	Jeff Rogers	TBD	The Community has formed a committee; awaiting a decision from the Community on the addition of a statue.

PRIORITY	BOARD DATE	ONGOING ISSUES	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	COMMENTS
10	~~12/16/2025~~	~~Waterways Advisory Council~~	~~Jon Jouben~~	~~4/28/2026~~	~~Waterways Advisory Council. Options to include: Ordinance to dissolve the Waterways Advisory Council, review costs of moving meeting location to the Board of County Commissioner Chambers, or schedule regularly agenda items for BOCC meetings on Waterways and updates every quarter. Commissioner Hawkins will meet with the Chairman of Waterways Advisory Council and bring back to BOCC options.~~
11	12/16/2025	Permit Review	Toni Brady	7/7/2026	Review of all unnecessary permits. List of all permits currently required for BOCC review and consideration, if necessary. Review is ongoing. Will have a list of all permits for BOCC review with Fee Schedule in Spring 2026.
12	1/13/2026	Regulation on Dog Breeders	Jon Jouben	TBD	Proposed Ordinance to regulate dog breeding in the County. Requested the Sheriff's Office, Animal Control and Animal Shelter to provide suggested changes for County policy. County Attorney to draft ordinance for limiting unlicensed dog breeders
13	2/10/2026	Tow Truck on Call	Omar DePablo	TBD	Proposed change to ordinance to allow Tow Truck Drivers that are on-call to park vehicle at residence.
14	12/16/2025	Riverine Protection Ordinance	Omar DePablo	TBD	Review the internal process to ensure the ordinance is being followed.
15	12/16/2025	Dusky Warbler Roadway	Scott Herring	TBD	Send communication to Duke Energy and Southwest Florida Water Management District (SWFWMD) to determine ability to work with us on property acquisition to extend roadway. Letter has been sent to Duke Energy, and SWFWMD.
16	1/13/2026	Manatee Refuge at Hospital Hole	Chris Linsbeck	TBD	Staff to continue to follow up with FWC on possible establishment of Manatee Refuge. FWC is collecting data for their analyses of the County request.
17	2/24/2026	Prohibition Against not Accepting Cash Payments	Jon Jouben	TBD	Proposed Ordinance related to Retail Transactions; Creating Section 18-1 of Hernando County Code Prohibiting Retail Businesses From Refusing to Accept Cash Payments for Goods or Services. Ordinance to be updated to match state requirements.
18	2/3/2026	Short-Term Rental Use Regulations for Requiring Certificates of Use for Short-Term Rental Properties	Omar DePablo	TBD	Create ordinance requiring same requirements as State requires. This will allow for local enforcement.