

NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP

PROJECT: Interlocal Agreement with the City of Belleair Beach for the Design and Construction of Mast Arm Signalization at Gulf Boulevard and Causeway Boulevard	
County PID No. 002680A	ESTIMATED EXPENDITURE / REVENUE: \$68,280 <i>(Circle or underline appropriate choice above.)</i>

In accordance with Contract Administration and its Review Process, the attached documents are submitted for your review and comment. Please complete this Non-Purchasing Contract Review Transmittal Slip below with your assessment, and **forward to the next Review Authority on the list, skipping any authority marked "N/A."** Indicate suggested changes by noting those in "Comments" column, or by revising, in **RED**, the appropriate section(s) of the document(s) to reflect the exact wording of the desired change(s).

REVIEW SEQUENCE	DATE	INITIAL/SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
Originator: Public Work, Traffic Engineering Rob Meador Ken Jacobs	Rev 8-17-15 8/18/15	RM	Typo on page 3 of 5 no additional	okay me
Risk Mgmt: Virginia Holscher	8/18/15	GH	Public Entity → Public Entity	
Finance:** Cassandra Williams	8/20/15	AW		
OMB:** Bill Berger	8/21/15	B	See attached.	
Legal: Christy Pemberton	8/24/15	CP		
Assistant County Administrator: Pick Talley	8/25/15	PT		

Please return to Merry Celeste, ext. #4-3185. All inquiries concerning this Agreement should be directed to Rob Meador, ext. #4-8851.

OMB Contract Review

Contract Name	Interlocal Agreement with the City of Belleair Beach for the Design & Construction of Mast Arm Signalization at Gulf Boulevard and causeway Boulevard				
CATS#	47912	Contract #		Date:	8/21/15

Mark all Applicable Boxes:

Type of Contract									
CIP	<input checked="" type="checkbox"/>	Grant	<input type="checkbox"/>	Other	<input type="checkbox"/>	Revenue	<input type="checkbox"/>	Project	002680A

Contract information:

New Contract (Y/N)	Y	Original Contract Amount	\$68,280.00
Fund(s)	3001	Amount of Change	
Cost Center(s)	414100	Contract Amount	\$68,280.00
Program(s)	3021	Amount Available	Total: \$68,280 TIF
Account(s)		Included in Applicable Budget? (Y/N)	N
Fiscal Year(s)	FY16		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

This is an Interlocal agreement with the City of Belleair Beach to assist in their design and construction of a mast arm at the corner of Gulf Boulevard and Causeway Boulevard. This agreement provides \$68,280 towards the City's costs, estimated to be \$275,000. The County would also provide project management and construction inspection, however OMB is still looking into what the funding of the project management and construction inspection will be, whether they will be charging to this project (if so, what task/fund)? Or will this be incorporated into CIP Project 001031A, ATMS Gulf Blvd Intersections, of which this is one of the included intersections.

The City will provide their portion of the funds (\$206,720) in advance, and the County's portion will be funded completely utilizing TIF revenues. The City will be responsible for any additional costs. Although this is not in the FY16 budget, there are adequate TIF funds to pay for this and has already been included on the TIF tracking spreadsheet.

Analyst:



Ok to Sign:

Instructions/Checklist

1. Upon receipt of a contract and notification in County Admin Tracking System (CATS) review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the "Description & Comments" section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Print the form, initial, and leave folder on the Director's desk.
5. Login to CATS and click in the cell next to your name. A date will appear and click on the date you completed your review. Choose save and close the CATS system.