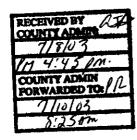
Lee County Board Of County Commissioners Agenda Item Summary  Blue Sheet No. 20030795  1. REQUESTED MOTION:  ACTION REQUESTED: Authorize Chairman to execute Modification to agreement with the Department of Community Affairs Contract #03-FT-1B-09-46-01-338 to extend the agreement to April 16, 2004.  WHY ACTION IS NECESSARY: Commission Chairman's signature is required to execute the modification.  WHAT ACTION ACCOMPLISHES: Provides additional time to complete Continuity of Operations (COOP) Terrorism Annex P Update.  2. DEPARTMENTAL CATEGORY: COMMISSION DISTRICT #:  3. MEETING DATE:  08-/2-2003  4. AGENDA: (Specify)  X CONSENT ADMINISTRATIVE ORDINANCE APPEALS PUBLIC WALK ON TIME REQUIRED:  7. BACKGROUND:  1. REQUESTED MOTION:  AUTHORIZED AUTHORIZED  Blue Sheet No. 20030795  Blue Sheet No. 2004079  Blue Sheet No. 2004079		
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COMMISSION DISTRICT #:    Company		
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4. <u>AGENDA</u> :  5. <u>REQUIREMENT/PURPOSE</u> : (Specify)  X CONSENT — ADMINISTRATIVE — APPEALS — APPEALS — PUBLIC — WALK ON — TIME REQUIRED:  7. BACKGROUND:  5. <u>REQUIREMENT/PURPOSE</u> : (Specify)  A. COMMISSIONER — A. COMMISSIONER — B. DEPARTMENT Independen  C. DIVISION Public Safet  BY: John D. Wilson, Director		
4. AGENDA:  S. REQUIREMENT/PURPOSE: (Specify)  A. COMMISSIONER  ADMINISTRATIVE ORDINANCE B. DEPARTMENT Independen APPEALS ADMIN. CODE C. DIVISION Public Safet  WALK ON TIME REQUIRED:  7. BACKGROUND:		
X CONSENT ADMINISTRATIVE ORDINANCE B. DEPARTMENT Independen C. DIVISION Public Safet  PUBLIC X OTHER BY: John D. Wilson, Director WALK ON TIME REQUIRED:  7. BACKGROUND:		
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APPEALS PUBLIC WALK ON TIME REQUIRED:  ADMIN. CODE X OTHER BY: John D. Wilson, Director BY: John D. Wilson, Director TIME REQUIRED:		
PUBLIC X OTHER BY: John D. Wilson, Director V V V V V V V V V V V V V V V V V V V		
WALK ON TIME REQUIRED:  7. BACKGROUND:		
TIME REQUIRED:  7. BACKGROUND:		
7. BACKGROUND:		
7. BACKGROUND:  March 21, 2002, the Lee County Board of County Commissioners approved an agreement with the Florida Department of Community		
March 31, 2003, the Lee County Board of County Commissioners approved an agreement with the Florida Department of Community Affairs for Lee County to revise the County Terrorism Annex Plan and develop a County Continuity of Operations (COOP) Plan and a municipal COOP Plan.		
Additional time has been provided to complete the project.  Attachment 1—Four (4) copies of Modification #1 to Agreement  8. MANAGEMENT RECOMMENDATIONS: Staff has requested extension.		
9. <u>RECOMMENDED APPROVAL</u> :		
A B C D E F G Department Purchasing Human Other County Rudget Services County Man Onector or Contracts Resources Attorney County Man		
W1100 N/A N/A WA Chiller OA 10M Risk GC Hong. 1903 79003 1903 1903 1903 1903		
10. CÓMMISSION ACTION:  APPROVED  DENIED  DEFERRED  OTHER  OTHER  APPROVED  DESCRIPTION  3:00 ATTV.  7/8/03  CO. ATTV.  SOURCE  DESCRIPTION  SOURCE  S		



Contract Number: 03-FT-1B-09-46-01-338

CFDA Number: 83.562

## MODIFICATION #1 TO AGREEMENT

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs (hereinafter referred to as the "Department"), and Lee County Board of County Commissioners (hereinafter referred to as the "Recipient"), to modify the Department of Community Affairs contract number 03-FT-1B-09-46-01-338, dated March 31, 2003 ("the Agreement").

WHEREAS, the Department, with headquarters in Tallahassee, Florida, and the Recipient have entered into the Agreement to revise the County Terrorism Annex Plan and develop a County Continuity of Operations (COOP) Plan and a municipal COOP Plan;

WHEREAS, The federal funding was released for this project on December 17, 2002. Due to the short time frame originally provided by the 2002 Federal Emergency Management Agency (FEMA) Supplemental Planning Grant to award sub-grants and achieve the objectives outlined in the Scope of Work, the Department immediately requested an extension of the Grant from FEMA, which was subsequently approved for an additional period of six months;

WHEREAS, this Federal Grant period has been extended to June 30, 2004; and

WHEREAS, the Recipient will require an extension of the contract period in order to allow time to achieve the objectives outlined in the Scope of Work.

NOW, THEREFORE, the parties agree to modify the above-referenced Agreement as follows:

- A. All references in the Agreement to the closing date of the Federal Grant shall reflect the new Federal Grant closing date of June 30, 2004;
- B. Paragraph (3), Period of Agreement, is amended to read as follows:

This Agreement shall begin upon execution by both parties and shall end April 16, 2004, unless terminated earlier in accordance with the provision of Paragraph (9) of this Agreement.

- C. Attachment B, Budget and Scope of Work, Paragraph II, Scope of Work, is modified such that "Revision and development of these Plans shall be completed no later than April 16, 2004;" and
- D. Attachment B, Budget and Scope of Work, Paragraph VI.B., Reporting Requirements and Reimbursement, is modified such that "Final Reimbursement Requests shall be received by the Department no later than May 16, 2004."

Other than as amended, all other terms and conditions of this agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this modification to be executed by the undersigned officials as of the date listed below.

Recipient	
Lee County Board of County Commissioners	STATE OF FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS
BY:	BY:
Name:	W. Craig Fugate, Director
Title:	Division of Emergency Management
Date:	Date:
SAMAS #	
FEID # 59-6000702	

## **Adjusted Reporting Schedule**

## Continuity of Operations (COOP)/Terrorism Annex Agreement 2002 FEMA Supplemental Planning Grant

- March 31, 2003 (For those with signed and executed contracts) Contract acceptance update, county/municipal sub-contract reports, and other information as applicable.
- June 30, 2003 Agency list for development of all plans due.
- Sep 30, 2003 County and municipal capability analysis and vulnerability assessments due.
- Dec 31, 2003 Draft Plans due.
- Apr 16, 2004 Final Plans due.
- May 16, 2004 Close out Documentation to substantiate incorporation of plans into the county CEMPs, close out financial documentation.