

Meeting Date
January 26, 2016



AGENDA	
Section	Consent
Item No.	JL.D.1

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval of Budget Change Request(s)
DEPT/OFFICE:	Budget Office

Requested Action:

It is requested that the Board of County Commissioners review and approve the attached Budget Change Request(s) / BCR's

Summary Explanation & Background:

In accordance with the Budget and Financial Policy (BCC-21), the attached budget change request(s) are being submitted for review and approval by the Board of County Commissioners.

Clerk to the Board instruction:

Exhibits Attached

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager

Assistant County Manager

Department Director / Extension
Tom Rosenberg, Director
633-2153

Stockton Whitten

Assistant County Manager

Verita Valderez



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
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Tammy.Rowe@brevardclerk.us

January 27, 2016

MEMORANDUM

TO: Tom Rosenberg, Budget Director

RE: Item II.D.1., Approval of Budget Change Requests

The Board of County Commissioners, in regular session on January 26, 2016, approved Budget Change Requests.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/ds

Encls. (a/s)

cc: Finance



Budget Change Request (Form BCC-114)
Brevard County Budget Office

FUND: 4157 Department: UTILITY SERVICES DEPARTMENT
Date: 12/01/2015 Program: COUNTY CAPITAL
Type of Request: LINE ITEM TRANSFER

Revenue Change:

Expenditure Change:

CAPITAL EXPENDITURES (\$1,375,778)
CAPITAL EXPENDITURES \$1,375,778

Total: \$0 Total: \$0

Justification:

This Budget Change Request is to transfer funds from the South Central Service Area I & I budget to the South Beaches Services Area. The FY 2015 budget for Inflow and Infiltration (I&I) reduction work in the South Beaches Service Area was based on repair of gravity sewer pipes in the S17 lift station basin. In early 2015, the Department became aware of a Cost-sharing grant program from the St. Johns River Water Management District. The Department submitted applications on March 13th for I&I reduction work in the S17 and the S09 lift station basins. The applications were approved on August 11th for up to 33% reimbursement of the estimated construction costs (Board approved 1/12/16, see attached Tammygram). Although not in the original budget, the S-09 basin was added to the Cost-sharing application to utilize a potential funding source to make high priority repairs. Additional funds will be required from the Department to complete the S09 basin and meet grant requirements. Funds are available in the South Central Service Area I&I budget. South Central is currently a lower priority for I&I repairs due to less potential impact on the Indian River Lagoon.

Alternative:

Without this Budget Change Request the South Beach Inflow and Infiltration project will not be able to be completed.

SAP Document Number:

50011335

Approval:

JEHELMER APPROVED 12/01/2015
KLPETTERS APPROVED 01/19/2016
TTROSENBERG APPROVED 01/19/2016
SEWHITTEN APPROVED 01/20/2016

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 26 DAY OF January 2016

Scott Ellis, Clerk

BY: Deborah Thomas D.C.

BCR Log No. 20160076





Budget Change Request (Form BCC-114)
Brevard County Budget Office

FUND: 1470 Department: HOUSING AND HUMAN SERVICES DEPARTMENT
Date: 11/23/2015 Program: COMMUNITY RESOURCES
Type of Request: AMENDMENT

Table with 2 columns: Revenue Change and Expenditure Change. Revenue Change includes INTERGOVERNMENTAL (\$856,040) and STATUTORY REDUCTION (\$42,802). Expenditure Change includes OPERATING EXPENSES (\$180,000) and CAPITAL EXPENDITURES (\$633,238).

Total: \$813,238 Total: \$813,238

Justification:

This Budget Change Request (BCR) is a net increase in the Community Development Block Grant Capital Improvement Projects (CIP) budget. Operating budget is increased to cover the Country Acres demolition project and, the Short Street CIP project is added. Both started in 9/2015 therefore weren't in the FY 15-16 budget submission. The E Mims Exercise Room project is reduced by \$188,563 as the anticipated construction won't require requested budget. The Woody Simpson Community Room budget is increased from \$166,762 to \$800,000. This project was held up in FY 14-15 because of procurement issues in trying to use the construction management process. The issues are resolved and work will move forward this FY. The Schoolhouse Street Improvements budget is being increased from \$426,314 to \$473,000 to cover anticipated increase labor and material costs. With the reduction from the East Mims Exercise Room project, the net increase of this BCR is \$813,238. The Short Street Improvement and East Mims Community Room projects were approved by the Board on July 11, 2012 Agenda Item V.B. The Woody Simpson Park Community Room and Schoolhouse Street Improvement projects were approved on July 30, 2008 Agenda

Alternative:

Should this request not be approved it would result in the projects being stopped, left incomplete and, the department will be out of compliance.

SAP Document Number: 50011331
Approval: IJGOLDEN APPROVED 12/15/2015
CTLEA APPROVED 12/15/2015
TtROSENBERG APPROVED 12/15/2015
SEWHITTEN APPROVED 01/04/2016

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 26 DAY OF January 2016
Scott Ellis, Clerk
BY: Deborah Thomas D.C.



2725 Judge Fran Jamieson Way
Viera, Florida 32940

BOARD OF COUNTY COMMISSIONERS

Inter-Office Memo

TO: Brevard County Board of County Commissioners
FROM: Ian Golden, Director
Housing and Human Services Department
SUBJECT: Staff Report Supporting Budget Change Request (SAP Doc. #: 50011331)
DATE: January 13, 2016

On Tuesday, January 12, 2016, a Budget Change Request (BCR) was submitted in order to carry forward Community Development Block Grant (CDBG) funds from FY 14-15 into FY 15-16 and addresses four projects and demolition (an ongoing activity). The BCR is a net increase in the FY 15-16 CDBG CIP of \$813,238. This includes increased funding for 3 of the projects (Short Street, Woody Simpson, and Schoolhouse Street) and demolition, and the reduction of funding for 1 project (East Mims Exercise Room). These adjustments reflect changes in project end dates due to procurement issues (lack of bid responses and RFQ issues), and therefore require corresponding funding to be carried forward to facilitate completion.

The Woody Simpson project was approved by the Board of County Commissioners as part of the United States Department of Housing and Urban Development (HUD) required Annual Action Plan in 2008, and it was added to the backlog of projects identified through the CDBG community process. The project encompassed the renovation of the south side of the existing community center into a large room for various community and private event, exterior work, adding a covered entry and driveway, and painting the exterior of the building. Estimates put the total project cost at \$740,682, and it was determined that funding was available to begin construction during FY14-15, with completion in FY 15-16.

The Housing and Human Services Department was utilizing a Construction Management firm identified through a RFQ from the Facilities Department. However, upon review of the RFQ it was discovered that Local Preference was used as a determining factor. HUD does not allow Local Preference in their procurement rules, which halted construction and required the project to be bid. This in turn pushed the project out of last fiscal year and into the current year. This BCR is to carry forward the funds associated with the project and allow for its completion during the current year.

The BCR increased the amount available for the project approximately 8% (contingency) to account for potential material cost increases. Approximately \$55,000 has been expended on architecture and engineering and would need to be repaid with General Funds if the BCR is not approved and the project cancelled.