



**AGENDA REPORT**  
**February 12, 2019**

**Valkaria Airport - FDOT Grant Extensions**

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**SUBJECT:**

Board approval for airport staff to request time extensions to existing Florida Department of Transportation (FDOT) grants when needed.

**FISCAL IMPACT:**

None

**DEPT/OFFICE:**

Valkaria Airport

**REQUESTED ACTION:**

It is requested that the Board of County Commissioners authorize airport staff to request time extensions to existing FDOT grants when needed.

**SUMMARY EXPLANATION and BACKGROUND:**

For many years airport staff have been able to request time extensions to existing FDOT grants directly with Florida Department of Transportation. FDOT's new policy now requires the airport staff to have official approval from the airport governing body to extend any existing grant. This approval will streamline the process of completing projects and facilitate grant reimbursements for those projects. This authorization is limited to the term of the grant agreement but does will not adjust procedures needed to alter the amount or other terms of the grants.

Contact: Steve Borowski, Airport Manager  
(321) 952-4590  
steve.borowski@brevardfl.gov

**ATTACHMENTS:**

**Description**

- **Example - FDOT Grant Extension Request**



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

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Tammy.Rowe@brevardclerk.us

February 13, 2019

**M E M O R A N D U M**

**TO:** Steve Borowski, Valkaria Airport Manager

**RE:** Item F.9., Board Approval for Airport Staff to Request Time Extensions to Existing Florida Department of Transportation (FDOT) Grants When Needed

The Board of County Commissioners, in regular session on February 12, 2019, authorized Valkaria Airport staff to request time extensions to existing FDOT grants when needed.

Your continued cooperation is always appreciated.

Sincerely,

**BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK**

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

EXAMPLE



EXAMPLE

**Florida Department of Transportation**

RICK SCOTT  
GOVERNOR

133 South Semoran Boulevard  
Orlando, FL 32807

MIKE DEW  
SECRETARY

**DATE:** November 5, 2018  
**TO:** Mr. Steven Borowski  
**FROM:** Allison McCuddy  
**SUBJECT:** EXPIRATION OF AGREEMENT  
Valkaria Airport  
Financial Management (FM) Number: 429829-1-94-01 & 02  
Contract Number: AS211  
Description: Rehabilitate Runway 14-32 and Installation of Electrical Vault (Design)

The subject Joint Participation Agreement (JPA), and any supplementals thereto, between the Florida Department of Transportation and the Brevard County Board of County Commissioners dated May 24, 2016, will expire on February 1, 2019. All work under this contract must be completed prior to the expiration date. Work performed after this date will not be eligible for reimbursement. If it is anticipated that work on this project will extend past this date, a time extension may be requested. **Please complete, sign, date and return this form indicating your response below.** If a time extension is being requested, it must be received at least 30 days prior to the expiration date in order for timely execution. A request for time extension **must** include the extension date, reasons for the extension as well as a schedule for completion of the project.

**E-Verify.** Vendors/Contractors: 1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and 2. shall expressly require any subcontractors performing work or providing services pursuant to the state 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.

☐ I acknowledge receipt of the expiration of this agreement. A time extension will not be requested.

It is requested that the Joint Participation Agreement for the subject project be extended until ☐ February 1, \_\_\_\_\_) or ☒ June 1, 2019) or ☐ October 1, \_\_\_\_\_) for the reason(s) stated in the attached letter.

**AGENCY**

Brevard County Board of County Commissioners

**By:**

(Signature)

(Date)

STEPHEN BOROWSKI

(Name)

Airport Manager X-59

(Title)

**APPROVED**

The Department approves a time extension for the subject project to \_\_\_\_\_

**By:**

(Signature)

(Date)

Loreen Bobo, Director of Transportation Development  
(Name, Title)

FDOT Legal Review