

Anastasia Mosquito Control District of St. Johns County



District Board Meeting
SEPTEMBER 10, 2020
Thursday at
5:00 P.M

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092
Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

Jeanne Moeller, Chairperson
Trish Becker, Vice-Chairperson
Don Girvan, Secretary/Treasurer
Gina LeBlanc, Commissioner
Gary Howell, Commissioner



DISTRICT DIRECTOR

Dr. Rui-De Xue



AGENDA

THURSDAY, SEPTEMBER 10, 2020
5:00 P.M.

NOTE: This regular meeting will begin as advertised, at 5:00 P.M., and then **at precisely 5:30 P.M.**, we will interrupt this regular meeting to hold our First Public Hearing and then when that is complete, we will resume our regular meeting as advertised.

1. CALL TO ORDER

2. INVOCATION ~ *Commissioner Howell*

3. PLEDGE OF ALLEGIANCE

PLEASE, TAKE THIS TIME TO SILENCE YOUR CELLPHONES!

4. ROLL CALL:

5. CITIZEN PARTICIPATION (FOR ITEMS NOT ON THE AGENDA)

6. APPROVAL OF THE AGENDA: ADDITIONS, CORRECTIONS OR DELETIONS

7. APPROVAL OF THE CONSENT AGENDA: Items on the Consent Agenda are defined as routine in nature, not warranting detailed discussion or individual action by the Board; therefore, all items on the Consent Agenda shall be approved and adopted by a single motion, second and vote by the Board. Items on the Consent Agenda are not subject to discussion. Any member of the Board may remove any item from the Consent Agenda simply by verbal request at the Board meeting. Removing an item from the Consent Agenda does not require a motion, second or vote; it would simply be a unilateral request of an individual Board member and this item would then be added as the last item under New Business.

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, August 13, 2020 at 5:00 P.M.
5. No November 12, 2020 Board Meeting
6. Cintas Uniform Contract Renewal
7. Subcontract with UF, (CDC Grant for smart cage, for adulticide testing)
8. Budget Amendments ~ \$39,254.07 from Receipts to Expenditures

8. UNFINISHED BUSINESS

1. Approval of Fleet/Liability and Workers Compensation Insurance Renewals ~
Mr. Matt Baker, Thompson Baker Insurance Company (15 min)

9. NEW BUSINESS

1. GMO and SIT Project Update Report ~ *Dr. Whitney Qualls (15 min)*

10. REPORTS

1. Director
2. Attorney

11. COMMISSIONER COMMENTS:

12. ATTACHMENTS – FOR INFORMATION PURPOSES ONLY

1. None

13. ADJOURNMENT

Announcements/Upcoming Meetings:

- September 24, 2020 Final Public Hearing Meeting at 5:30 P.M.
- October 8, 2020 Regular Board Meeting at 5:00 P.M. All items for inclusion in the October 8, 2020 Agenda must be received by 4:00 P.M., no later than Monday, September 28, 2020.

NOTE: Pursuant to Section 286.0150, Florida Statutes, if an individual decides to appeal any decision made by the District Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

NOTE: In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Charolette M. Hall at (904) 471-3107, prior to the meeting in order to request such assistance.

A Proposed Agenda and a complete copy of the materials for this Agenda is available is on AMCD's web site at (www.amcdsjc.org) or at the District Office.



**ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY**

PROPOSED AGENDA

Thursday, September 10, 2020
5:00 P.M.

Invocation and Pledge: *Commissioner Howell*

NOTE: This regular meeting will begin as advertised, at 5:00 P.M., and then **at precisely 5:30 P.M.**, as advertised, we will interrupt this regular meeting to hold our First Public Hearing and then when that is complete, we will resume our regular meeting.

Consent Items: APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, August 13, 2020 at 5:00 P.M.
5. No November 12, 2020 Board Meeting
6. Cintas Uniform Contract Renewal
7. Subcontract with UF, (CDC Grant for smart cage, for adulticide testing)
8. Budget Amendments ~ \$39,254.07 from Receipts to Expenditures

Unfinished Business:

1. Approval of Fleet/Liability and Workers Compensation Insurance Renewals ~ *Mr. Matt Baker, Thompson Baker Insurance Company (15 min)*

New Business:

1. GMO and SIT Project Update Report ~ *Dr. Whitney Qualls (15 min)*

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

1. None

CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

August 2020 Reconcile

Report for September, 2020 Meeting

Cash Balances Ending:

8/31/20

Local Fund	\$	2,865,839.09	
S.B.A. Fund	\$	5,468,378.82	
Bank of America	\$	19,340.74	(E-Pay Account)
Total Funds as of 08/31/20	\$	8,353,558.65	

Source of Income Local/ SBA Fund:

8/31/20

Taxes	\$	5,432.65	(Gross, before Tax Collector's Commission)
Prior Year Tax Distrib.	\$	-	
SBA Fund- Return on Investment	\$	1,808.77	
Local Fund, Interest	\$	-	
Salvage	\$	4,250.00	Surplus Autos (2)
Grant Momey	\$	28,371.42	Keystone/ UF \$15,971.42, MGK \$12,400
Dormatory Rent	\$	1,200.00	
Total Deposits by 08/31/20	\$	41,062.84	

CHEMICAL & INSECTICIDE INVENTORY

Report for September, 2020 Meeting

Summary

VOUCHERS PRESENTED

Report for September, 2020 Meeting

Local Fund

Several

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 08/01/20 through 08/31/20

Date	Num	Name	Memo	Clr	Amount	Balance
110 - Wells Fargo Bank - Local						3,250,367.56
110-A - QuickBooks Bill Pay						-8,924,378.32
Total 110-A - QuickBooks Bill Pay						-8,924,378.32
110 - Wells Fargo Bank - Local - Other						12,174,745.88
08/02/2020	9-#417	Lea Bangonan	August 2020 Rent	X	388.10	12,175,133.98
08/02/2020	9-#417	Mandi Pearson	August 2020 Rent	X	388.10	12,175,522.08
08/02/2020	9-#417	Jessica Baynocky	August 2020 Rent	X	388.10	12,175,910.18
08/02/2020	Direct Dep	Don Girvan		X	-100.00	12,175,810.18
08/02/2020	Direct Dep	Gary Howell		X	-100.00	12,175,710.18
08/02/2020	Direct Dep	Gina LeBlanc		X	-100.00	12,175,610.18
08/02/2020	Direct Dep	Jeanne Moeller		X	-100.00	12,175,510.18
08/02/2020	Direct Dep	Panagiota Becker		X	-100.00	12,175,410.18
08/06/2020	9-#429	Payroll	Taxes Withheld	X	-17,195.41	12,158,214.77
08/06/2020	9-#429	Payroll	Bank Account, Other	X	-2,897.41	12,155,317.36
08/06/2020	9-#429	Payroll	Credit Union	X	-968.39	12,154,348.97
08/06/2020	9-#429	Payroll	Net Pay to Bank	X	-50,258.01	12,104,090.96
08/06/2020	7920	Adapco, Inc.	1010	X	-25,577.90	12,078,513.06
08/06/2020	7921	Augustine Alar...	18081	X	-162.97	12,078,350.09
08/06/2020	7922	Dell Marketing	Cust.#53997269	X	-3,193.86	12,075,156.23
08/06/2020	7923	Fisher Scientific	ACCT#869579-001	X	-207.94	12,074,948.29
08/06/2020	7924	Florida Janitor &...	Acct#STJOH380	X	-116.11	12,074,832.18
08/06/2020	7925	Guardian Fuelin...	ANA0001	X	-720.50	12,074,111.68
08/06/2020	7926	Hagan Ace Mg...	ACCT#704012	X	-36.56	12,074,075.12
08/06/2020	7927	Micronair Sales ...	Inv. 14539	X	-626.27	12,073,448.85
08/06/2020	7928	Oklahoma State...	A20251838	X	-268.00	12,073,180.85
08/06/2020	7929	The Home Depot	6035322500357292	X	-372.58	12,072,808.27
08/06/2020	7930	TPH The Parts ...	23256	X	-528.18	12,072,280.09
08/06/2020	7931	AFLAC	HZQ29	X	-52.08	12,072,228.01
08/06/2020	7932	Nationwide Retir...	Entity Code#00371...	X	-890.00	12,071,338.01
08/06/2020	9-#418	Dennis Hollings...	Distrib. #9	X	5,324.00	12,076,662.01
08/10/2020	7933	Advance Auto P...	9530571521	X	-641.57	12,076,020.44
08/10/2020	7934	All Pro Vector	Cust#ANA32080	X	-18,492.00	12,057,528.44
08/10/2020	7935	Ann Simpson		X	-1,120.00	12,056,408.44
08/10/2020	7936	Comcast Busine...	906116964	X	-436.39	12,055,972.05
08/10/2020	7937	Lewis Longman ...	ID#4370-001	X	-1,250.00	12,054,722.05
08/10/2020	7938	St. Johns Count...	Account#000020	X	-26.40	12,054,695.65
08/11/2020	9-#417	Florida Retirem...	FRS August 2020 E...	X	-19,269.07	12,035,426.58
08/11/2020		wells Fargo		X	-138.21	12,035,288.37
08/12/2020	7939	CINTAS- 120 E...	Py#14380229	X	-443.64	12,034,844.73
08/12/2020	7940	Fisher Scientific	ACCT#869579-001	X	-207.94	12,034,636.79
08/12/2020	7941	FPL - EOC DR-...	54682-33191	X	-1,513.68	12,033,123.11
08/12/2020	7942	FPL - EOC DR -...	37751-46008	X	-1,121.06	12,032,002.05
08/12/2020	7943	L.V. Hiers, Inc.	Cust#ANAMOS	X	-4,580.91	12,027,421.14
08/12/2020	7944	The St. Aug. Re...	15661	X	-53.85	12,027,367.29
08/12/2020	7945	Tractor Supply ...	6035 3012 0268 4112	X	-8.98	12,027,358.31
08/13/2020	Direct Dep	Ralph Bruner		X	-27.56	12,027,330.75
08/18/2020	9-#428	MGK	Sales	X	10,650.00	12,037,980.75
08/18/2020	9-#416	Bank of America	Transfer, Opening o...	X	-20,000.00	12,017,980.75
08/20/2020	9-#430	Payroll	Taxes Withheld	X	-16,799.53	12,001,181.22
08/20/2020	9-#430	Payroll	Bank Account, Other	X	-2,897.41	11,998,283.81
08/20/2020	9-#430	Payroll	Credit Union	X	-968.39	11,997,315.42
08/20/2020	9-#430	Payroll	Net Pay to Bank	X	-48,295.40	11,949,020.02
08/20/2020	7946	Bank of America	4356 2200 0207 4579	X	-11,116.83	11,937,903.19
08/20/2020	7947	Blue Cross Blue...	A5658	X	-32,485.69	11,905,417.50
08/20/2020	7948	DiscoverTec	ANAS001	X	-50.00	11,905,367.50
08/20/2020	7949	Fisher Design, L...	Inv. 186	X	-5,950.00	11,899,417.50
08/20/2020	7950	Flagler Care Ce...	Acct# 2279-1		-20.00	11,899,397.50
08/20/2020	7951	Harrell Construc...	AMCD Complex		-3,400.00	11,895,997.50
08/20/2020	7952	Isolair Helicopte...	AMCD Hell		-200.07	11,895,797.43
08/20/2020	7953	Nationwide Retir...	Entity Code#00371...	X	-950.00	11,894,847.43
08/20/2020	7954	Turner Ace Har...	ACCT#107	X	-101.42	11,894,746.01
08/20/2020	7955	UHS Premium ...	Fed Tax ID# 59600...	X	-226.04	11,894,519.97
08/20/2020	7956	United Concordia	Recipient 000243770	X	-1,638.96	11,892,881.01
08/20/2020	7957	UPS	39E90E		-17.13	11,892,863.88
08/20/2020	7958	Verizon Wireles...	942060161-00001	X	-1,042.87	11,891,821.01
08/20/2020	9-#429			X	6,000.00	11,897,821.01
08/21/2020	9-#433	Keystone Grant ...	Keystone Grant Mo...	X	15,971.42	11,913,792.43
08/25/2020	7959	VyStar Credit U...	HSA Account Mich...		-1,150.27	11,912,642.16
08/26/2020	7961	Guardian	Group ID#00 473459		-317.62	11,912,324.54
08/26/2020	7962	Harrell Construc...	AMCD Complex		-33,300.00	11,879,024.54
08/26/2020	7963	St. Johns Count...	500562-129798		-355.67	11,878,668.87
08/26/2020	7964	Walmart Comm...	6032 2020 0039 2663		-67.88	11,878,600.99

5:22 PM

09/01/20

Accrual Basis

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay & Canceled Checks)
 From 08/01/20 through 08/31/20

Date	Num	Name	Memo	Clr	Amount	Balance
08/26/2020	7965	Harrell Construc...	AMCD Complex		-86,442.26	11,792,158.73
08/27/2020	7966	AFLAC	HZQ29		-52.08	11,792,106.65
08/27/2020	7967	Isolair Helicopte...	AMCD Heli		-1,704.24	11,790,402.41
08/27/2020	7968	Night Flight Con...	pleoneamcd@gmail...		-185.00	11,790,217.41
Total 110 · Wells Fargo Bank - Local - Other					-384,528.47	11,790,217.41
Total 110 · Wells Fargo Bank - Local					-384,528.47	2,865,839.09
TOTAL					-384,528.47	2,865,839.09

Anastasia Mosquito Control District
Reconciliation Summary
110 · Wells Fargo Bank - Local, Period Ending 08/31/2020

	Aug 31, 20
Beginning Balance	3,292,331.90
Cleared Transactions	
Checks and Payments - 66 items	-337,591.74
Deposits and Credits - 7 items	39,109.72
Total Cleared Transactions	-298,482.02
Cleared Balance	<u>2,993,849.88</u>
Uncleared Transactions	
Checks and Payments - 13 items	-128,010.79
Total Uncleared Transactions	-128,010.79
Register Balance as of 08/31/2020	<u>2,865,839.09</u>
Ending Balance	2,865,839.09

Anastasia Moscovitch Control District Reconciliation Detail

110 - Wells Fargo Bank - Local, Period Ending 08/31/2020

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						3,292,331.90
Cleared Transactions						
Checks and Payments - 66 items						
Bill Pmt -Check	07/23/2020	7904	Mobisoft Infotech	X	-19,530.00	-19,530.00
Bill Pmt -Check	07/23/2020	7905	Turner Ace Hardware	X	-472.72	-20,002.72
Bill Pmt -Check	07/23/2020	7903	Florida Pest Control	X	-53.50	-20,056.22
Bill Pmt -Check	07/28/2020	7911	All Pro Vector	X	-9,108.00	-29,164.22
Bill Pmt -Check	07/28/2020	7914	Fogco Acquisitions ...	X	-8,394.43	-37,558.65
Bill Pmt -Check	07/28/2020	7912	Cintas First Aid & S...	X	-417.80	-37,976.45
Bill Pmt -Check	07/28/2020	7916	St. Johns County Uti...	X	-381.88	-38,358.33
Bill Pmt -Check	07/28/2020	7913	COPYFAX	X	-198.89	-38,557.22
Bill Pmt -Check	07/28/2020	7910	Advanced Disposal	X	-152.79	-38,710.01
Bill Pmt -Check	07/28/2020	7915	Legal Shield	X	-57.80	-38,767.81
Bill Pmt -Check	07/30/2020	7917	Fisher Scientific	X	-1,820.32	-40,588.13
Bill Pmt -Check	07/30/2020	7919	Guardian	X	-317.62	-40,905.75
Bill Pmt -Check	07/30/2020	7918	Flowers by Shirley	X	-59.95	-40,965.70
Bill Pmt -Check	08/02/2020	7918	Don Girvan	X	-100.00	-41,065.70
Bill Pmt -Check	08/02/2020	Direct ...	Gary Howell	X	-100.00	-41,165.70
Bill Pmt -Check	08/02/2020	Direct ...	Jeanne Moeller	X	-100.00	-41,265.70
Bill Pmt -Check	08/02/2020	Direct ...	Gina LeBlanc	X	-100.00	-41,365.70
Bill Pmt -Check	08/02/2020	Direct ...	Panagiotis Becker	X	-100.00	-41,465.70
General Journal	08/06/2020	9-#429	Payroll	X	-50,258.01	-91,723.71
Bill Pmt -Check	08/06/2020	7920	Adapco, Inc.	X	-25,577.90	-117,301.61
General Journal	08/06/2020	9-#429	Payroll	X	-17,195.41	-134,497.02
Bill Pmt -Check	08/06/2020	7922	Dell Marketing	X	-3,193.86	-137,690.88
General Journal	08/06/2020	9-#429	Payroll	X	-2,897.41	-140,588.29
Bill Pmt -Check	08/06/2020	9-#429	Payroll	X	-968.39	-141,556.68
Bill Pmt -Check	08/06/2020	7932	Nationwide Retirem...	X	-890.00	-142,446.68
Bill Pmt -Check	08/06/2020	7925	Guardian Fueling Te...	X	-720.50	-143,167.18
Bill Pmt -Check	08/06/2020	7927	Micronair Sales & S...	X	-626.27	-143,793.45
Bill Pmt -Check	08/06/2020	7930	TPH The Parts House	X	-528.18	-144,321.63
Bill Pmt -Check	08/06/2020	7929	The Home Depot	X	-372.58	-144,694.21
Bill Pmt -Check	08/06/2020	7928	Oklahoma State Uni...	X	-268.00	-144,962.21
Bill Pmt -Check	08/06/2020	7923	Fisher Scientific	X	-207.94	-145,170.15
Bill Pmt -Check	08/06/2020	7921	Augustine Alarm, Fir...	X	-162.97	-145,333.12
Bill Pmt -Check	08/06/2020	7924	Florida Janitor & Pa...	X	-116.11	-145,449.23
Bill Pmt -Check	08/06/2020	7931	AFLAC	X	-52.08	-145,501.31
Bill Pmt -Check	08/06/2020	7926	Hagan Ace Mgmt. C...	X	-36.56	-145,537.87
Bill Pmt -Check	08/10/2020	7934	All Pro Vector	X	-18,492.00	-164,029.87
Bill Pmt -Check	08/10/2020	7937	Lewis Longman & ...	X	-1,250.00	-165,279.87
Bill Pmt -Check	08/10/2020	7935	Ann Simpson	X	-1,120.00	-166,399.87
Bill Pmt -Check	08/10/2020	7933	Advance Auto Parts	X	-641.57	-167,041.44
Bill Pmt -Check	08/10/2020	7936	Comcast Business ...	X	-436.39	-167,477.83
Bill Pmt -Check	08/10/2020	7938	St. Johns County So...	X	-26.40	-167,504.23
General Journal	08/11/2020	9-#417	Florida Retirement S...	X	-19,269.07	-186,773.30
Check	08/11/2020		wells Fargo	X	-138.21	-186,911.51
Bill Pmt -Check	08/12/2020	7943	L.V. Hiers, Inc.	X	-4,580.91	-191,492.42
Bill Pmt -Check	08/12/2020	7941	FPL - EOC DR-Main...	X	-1,513.68	-193,006.10
Bill Pmt -Check	08/12/2020	7942	FPL - EOC DR - Re...	X	-1,121.06	-194,127.16
Bill Pmt -Check	08/12/2020	7939	CINTAS- 120 EOC- ...	X	-443.64	-194,570.80
Bill Pmt -Check	08/12/2020	7940	Fisher Scientific	X	-207.94	-194,778.74
Bill Pmt -Check	08/12/2020	7944	The St. Aug. Record...	X	-53.85	-194,832.59
Bill Pmt -Check	08/12/2020	7945	Tractor Supply Credi...	X	-8.98	-194,841.57

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	08/13/2020	Direct ...	Ralph Bruner	X	-27.56	-194,869.13
General Journal	08/18/2020	9-#416	Bank of America	X	-20,000.00	-214,869.13
General Journal	08/20/2020	9-#430	Payroll	X	-48,295.40	-263,164.53
Bill Pmt -Check	08/20/2020	7947	Blue Cross Blue Shi...	X	-32,485.69	-295,650.22
General Journal	08/20/2020	9-#430	Payroll	X	-16,799.53	-312,449.75
Bill Pmt -Check	08/20/2020	7946	Bank of America	X	-11,116.83	-323,566.58
Bill Pmt -Check	08/20/2020	7949	Fisher Design, LLC	X	-5,950.00	-329,516.58
General Journal	08/20/2020	9-#430	Payroll	X	-2,897.41	-332,413.99
Bill Pmt -Check	08/20/2020	7956	United Concordia	X	-1,638.96	-334,052.95
Bill Pmt -Check	08/20/2020	7958	Verizon Wireless Ce...	X	-1,042.87	-335,095.82
General Journal	08/20/2020	9-#430	Payroll	X	-968.39	-336,064.21
Bill Pmt -Check	08/20/2020	7953	Nationwide Retirem...	X	-950.00	-337,014.21
Bill Pmt -Check	08/20/2020	7955	UHS Premium Billing	X	-226.04	-337,240.25
Bill Pmt -Check	08/20/2020	7952	Isolair Helicopter Sy...	X	-200.07	-337,440.32
Bill Pmt -Check	08/20/2020	7954	Turner Ace Hardware	X	-101.42	-337,541.74
Bill Pmt -Check	08/20/2020	7948	DiscoverTec	X	-50.00	-337,591.74
Total Checks and Payments					-337,591.74	-337,591.74
Deposits and Credits - 7 items						
General Journal	08/02/2020	9-#417	Lea Bangonan	X	388.10	388.10
General Journal	08/02/2020	9-#417	Jessica Baynoky	X	388.10	776.20
General Journal	08/02/2020	9-#417	Mandi Pearson	X	388.10	1,164.30
General Journal	08/06/2020	9-#418	Dennis Hollingsworth	X	5,324.00	6,488.30
General Journal	08/18/2020	9-#428	MGK	X	10,650.00	17,138.30
General Journal	08/20/2020	9-#429		X	6,000.00	23,138.30
General Journal	08/21/2020	9-#433	Keystone Grant Mon...	X	15,971.42	39,109.72
Total Deposits and Credits					39,109.72	39,109.72
Total Cleared Transactions					-298,482.02	-298,482.02
Cleared Balance					-298,482.02	2,993,849.88
Uncleared Transactions						
Checks and Payments - 13 items						
Bill Pmt -Check	04/23/2020	7740	VyStar Credit Union		-998.64	-998.64
Bill Pmt -Check	08/20/2020	7951	Harrell Construction ...		-3,400.00	-4,398.64
Bill Pmt -Check	08/20/2020	7950	Flagler Care Center		-20.00	-4,418.64
Bill Pmt -Check	08/20/2020	7957	UPS		-17.13	-4,435.77
Bill Pmt -Check	08/25/2020	7959	VyStar Credit Union		-1,150.27	-5,586.04
Bill Pmt -Check	08/26/2020	7965	Harrell Construction ...		-86,442.26	-92,028.30
Bill Pmt -Check	08/26/2020	7962	Harrell Construction ...		-33,300.00	-125,328.30
Bill Pmt -Check	08/26/2020	7963	St. Johns County Uti...		-355.67	-125,683.97
Bill Pmt -Check	08/26/2020	7961	Guardian		-317.62	-126,001.59
Bill Pmt -Check	08/26/2020	7964	Walmart Community		-67.88	-126,069.47
Bill Pmt -Check	08/27/2020	7967	Isolair Helicopter Sy...		-1,704.24	-127,773.71

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	08/27/2020	7968	Night Flight Concepts		-185.00	-127,958.71
Bill Pmt -Check	08/27/2020	7966	AFLAC		-52.08	-128,010.79
Total Checks and Payments					-128,010.79	-128,010.79
Total Undeclared Transactions					-128,010.79	-128,010.79
Register Balance as of 08/31/2020					-426,492.81	2,865,839.09
Ending Balance					-426,492.81	2,865,839.09

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 08/31/2020

	Aug 31, 20
Beginning Balance	5,466,570.05
Cleared Transactions	
Deposits and Credits - 1 item	1,808.77
Total Cleared Transactions	1,808.77
Cleared Balance	<u>5,468,378.82</u>
Register Balance as of 08/31/2020	5,468,378.82
Ending Balance	5,468,378.82

Anastasia Mosquito Control District
Reconciliation Detail
115 · SBA, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,466,570.05
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	08/31/2020			X	1,808.77	1,808.77
Total Deposits and Credits					1,808.77	1,808.77
Total Cleared Transactions					1,808.77	1,808.77
Cleared Balance					1,808.77	5,468,378.82
Register Balance as of 08/31/2020					1,808.77	5,468,378.82
Ending Balance					1,808.77	5,468,378.82



**State Board of Administration
Local Government Surplus Funds Trust Fund
Participant Statement**

AGENCY ACCOUNT 101071
08/01/2020 - 08/31/2020

Page 1 of 1

ANASTASIA MOSQUITO CONTROL DIS
OF ST JOHNS COUNTY
120 EOC DRIVE
ST. AUGUSTINE, FL 32092

Participant Return 08/31/2020 : 0.39 %

Date	Transaction Type	Description	Amount	Balance
08/01/2020	BEGINNING BALANCE			5,466,570.05
08/31/2020	EARNED INCOME	INTEREST	1,808.77	5,468,378.82
	Totals:		1,808.77	5,468,378.82

2:57 PM

09/01/20

Anastasia Mosquito Control District
Reconciliation Summary
112 · Bank of America, Period Ending 08/31/2020

	Aug 31, 20
Beginning Balance	
Cleared Transactions	
Checks and Payments - 5 items	-694.26
Deposits and Credits - 2 items	20,035.00
Total Cleared Transactions	19,340.74
Cleared Balance	19,340.74
Register Balance as of 08/31/2020	19,340.74
Ending Balance	19,340.74

Anastasia Mosquito Control District
Reconciliation Detail
112 · Bank of America, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						
Cleared Transactions						
Checks and Payments - 5 items						
Check	08/17/2020			X	-35.00	-35.00
Bill Pmt -Check	08/24/2020	E-Pay	COMCAST TV-Inter...	X	-356.93	-391.93
Bill Pmt -Check	08/24/2020	E-Pay	Staples Credit Plan	X	-78.63	-470.56
Bill Pmt -Check	08/27/2020	E-Pay	COPYFAX	X	-170.20	-640.76
Bill Pmt -Check	08/27/2020	E-Pay	Florida Pest Control	X	-53.50	-694.26
Total Checks and Payments					-694.26	-694.26
Deposits and Credits - 2 items						
General Journal	08/18/2020	9-#416		X	20,000.00	20,000.00
Deposit	08/21/2020			X	35.00	20,035.00
Total Deposits and Credits					20,035.00	20,035.00
Total Cleared Transactions					19,340.74	19,340.74
Cleared Balance					19,340.74	19,340.74
Register Balance as of 08/31/2020					19,340.74	19,340.74
Ending Balance					19,340.74	19,340.74



P.O. Box 15284
Wilmington, DE 19850

ANASTASIA MOSQUITO CONTROL DISTRICT OF
ST. JOHNS COUNTY
LOCAL GOVERNMENT
120 EOC DR
ST AUGUSTINE, FL 32092-0927

Customer service information

Customer service: 1.888.400.9009

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, Florida 33622-5118

Your Full Analysis Business Checking

for August 1, 2020 to August 31, 2020

Account number: 8981 0275 2170

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY LOCAL GOVERNMENT

Account summary

Beginning balance on August 1, 2020	\$0.00
Deposits and other credits	20,035.00
Withdrawals and other debits	-659.26
Checks	-0.00
Service fees	-35.00
Ending balance on August 31, 2020	\$19,340.74

of deposits/credits: 2

of withdrawals/debits: 5

of days in cycle: 31

Average ledger balance: \$8,879.25

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Bank of America, N.A. Member FDIC and



Equal Housing Lender

Deposits and other credits

Date	Transaction description	Customer reference	Bank reference	Amount
08/18/20	WIRE TYPE:WIRE IN DATE: 200818 TIME:1419 ET TRN:2020081800494631 SEQ:2020081800120697/361055 ORIG:ANASTASIA MOSQUITO DISTRI ID:002330018000016 SND BK:WELLS FARGO BANK NA ID:0407 PMT DET:33		903708180494631	20,000.00
08/21/20	07/20 ACCT ANALYSIS FEE REFUND		940308210000001	35.00
Total deposits and other credits				\$20,035.00

Withdrawals and other debits

Date	Transaction description	Customer reference	Bank reference	Amount
08/24/20	BAML Bill Pay DES:Payment ID:016CAJWUA1IDDNI INDN:Staples Credit Plan CO ID:1941687665 CCD PMT INFO:REF*TN*P20082401 - 9146063\RM*IV*AMCD\		902337018060481	-356.93
08/24/20	BAML Bill Pay DES:Payment ID:016WFLPVH1IDDNE INDN:Comcast- Main CO ID:1941687665 CCD PMT INFO:REF*TN*P20082401 - 9146061\RM*IV*258923 2791\		902337018060479	-78.63
08/27/20	BAML Bill Pay DES:Payment ID:016KQKSDM1IJ7QR INDN:Copyfax ID:1941687665 CCD PMT INFO:REF*TN*P20082701 - 0167509\RM*IV*INV263 098\	CO	902340021182809	-170.20
08/27/20	BAML Bill Pay DES:Payment ID:016OLMLMF1IJ7QW INDN:Florida Pest Control CO ID:1941687665 CCD PMT INFO:REF*TN*P20082701 - 0167511\RM*IV*898939 \		902340021182811	-53.50
Total withdrawals and other debits				-\$659.26

Service fees

Date	Transaction description	Amount
08/17/20	07/20 ACCT ANALYSIS FEE	-35.00

Total service fees **-\$35.00**

Note your Ending Balance already reflects the subtraction of Service Fees.



Your checking account

ANASTASIA MOSQUITO CONTROL DISTRICT OF | Account # 8981 0275 2170 | August 1, 2020 to August 31, 2020

Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)	Date	Balance (\$)
08/17	-35.00	08/21	20,000.00	08/27	19,340.74
08/18	19,965.00	08/24	19,564.44		

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MONTH OF JULY 2020

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER / (UNDER)
ALTOSID WSP	EA.				29,197.00	1738.00	27,459.00	27,459.00	0.00
ALTOSID XR	LBS.	880.00			✓ 1,066.00	40.00	1,026.00	1,026.00	0.00
ALTOSID XRG	LBS.				12,985.00	1060.00	11,925.00	11,925.00	0.00
AQUABAC XT	GALS.				0.00	0.00	0.00	0.00	0.00
AQUALUER 20-20	GALS.				298.50	16.76	281.74	281.00	-0.74
B. t. i. DUNKS (Doughnuts)	EA.				1,460.00	107.00	1,353.00	1,353.00	0.00
COCO BEAR	GALS.				117.17	6.20	110.97	110.97	0.00
DUET	GALS.				430.75	11.50	419.25	420.25	1.00
MOSQUITOMIST TWO	GALS.	275.00			✓ 388.00	49.25	338.75	334.50	-4.25
NALED	GALS.				1,320.00	0.00	1,320.00	1,320.00	0.00
NATULAR DT	EA.				10,127.00	6.00	10,121.00	10,121.00	0.00
STRIKE PELLETS	LBS.				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG	LBS.	1,320.00			✓ 1,920.00	1320.00	600.00	600.00	0.00
TALSTAR P	GALS.				23.58	3.77	19.81	19.80	-0.01
VECTOBAC 12AS	GALS.	300.00			459.45	38.79	420.66	420.66	0.00
GASOLINE	GALS.				3,581.00	1889.95	1,691.05	1,674.00	-17.05
JET A	GALS.				1,925.00	222.58	1,702.42	1,693.48	-8.94
TOTALS		2775.00	0.00	0.00	65,342.45	6509.80	58,832.65	58,802.66	-29.99

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BASE=	58,802.66
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John Doe

Total	58 802 66
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Sam. Jones

1000000

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
VALUE

MONTH OF JULY 2020

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	PHYSICAL COUNT	ACTUAL COST PER LB/GAL/EA	TOTAL INVENTORY VALUE	INVOICE DATE	PURCHASED FROM
ALTOSID WSP	EA. 27,459.00	\$0.8400	\$23,065.56	12/13/19	UNIVAR
ALTOSID XR	LBS. 1,026.00	\$3.42	\$3,508.61	7/7/20	UNIVAR
ALTOSID XRG	LBS. 11,925.00	\$8.7500	\$104,343.75	12/13/19	UNIVAR
AQUABAC XT	GALS. 0.00	\$32.5000	\$0.00	9/24/18	ADAPCO
AQUALUER 20-20	GALS. 281.00	\$118.0000	\$33,158.00	7/18/18	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 1,353.00	\$0.8550	\$1,156.82	4/30/19	ADAPCO
COCO BEAR	GALS. 110.97	\$20.4800	\$2,272.67	7/16/18	CLARKE
DUET	GALS. 420.25	\$194.3184	\$81,662.31	12/6/19	CLARKE
MOSQUITOMIST TWO	GALS. 334.50	\$80.5800	\$26,954.01	8/13/20	CLARKE
NALED	GALS. 1,320.00	\$220.3500	\$290,862.00	5/28/20	ADAPCO
NATULAR DT	EA. 10,121.00	\$0.4168	\$4,218.43	9/9/16	CLARKE
STRIKE PELLETS	LBS. 44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG	LBS. 600.00	\$6.9000	\$4,140.00	7/13/20	ALLPRO
TALSTAR P	GALS. 19.80	\$57.8273	\$1,144.98	8/9/19	UNIVAR
VECTOBAC 12AS	GALS. 420.66	\$32.5000	\$13,671.45	7/7/20	ADAPCO
GASOLINE	GALS. 1,674.00	\$1.7817	\$2,982.57	6/15/20	L. V. HIERS
JET A	GALS. 1,693.48	\$2.6051	\$4,411.68	5/20/19	Avfuel
TOTAL	58,802.66	\$966.27	\$605,655.43		

PREPARED BY: [Signature] weaver DATE: 8/26/2020

COST FIGURES REVIEWED BY: [Signature] DATE: 8/31/20

REVIEWED BY: Kay Harned DATE: 8/31/20

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092
Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

Jeanne Moeller, Chairperson
Trish Becker, Vice-Chairperson
Don Girvan, Secretary/Treasurer
Gary Howell, Commissioner
Gina LeBlanc, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, August 13, 2020

Next Meeting(s): Regular Mtg.; Thursday, September 10, 2020 – 5:00 PM
First Public Hearing; Thursday, September 10, 2020 – 5:30 PM (and
(then continuation of the regular meeting)
Final Public Hearing; Thursday, September 24, 2020 – 5:30 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, August 13, 2020, at 5:00 P.M.

Board members in attendance:

Mrs. Jeanne Moeller, Chairperson
Mrs. Trish Becker, Vice-Chairperson
Mr. Don Girvan, Secretary/Treasurer
Mr. Gary Howell, Commissioner
Mrs. Gina LeBlanc, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney
Mr. Jason Harrell, Harrell Construction Co., Inc.

Chairperson Moeller called the meeting to order.

Commissioner Howell led the invocation and the Pledge of Allegiance to the flag.

ROLL CALL: Chairperson Moeller noted ~ All were present

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

APPROVAL OF AGENDA: Chairperson Moeller called for approval of the Agenda.

A. A motion was made to approve the Agenda as presented.

- o Motioned by: Commissioner Becker
- o Seconded by: Commissioner Howell
- o VOTE accepted unanimously by all commissioners
- o **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Chairperson Moeller called for approval of the Consent Agenda.

A. A motion was made to approve the Consent Agenda as presented.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Girvan
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting: July 9, 2020 at 5:00 PM
5. Mosquito Abatement Research Collaboration Agreement with MosquitoMate, Inc.
6. AIG TankGuard Insurance Renewal
7. Budget Amendments ~ \$Receipts (\$212,694.27) to Expenditures (\$212,694.27)

UNFINISHED BUSINESS:

Item 1: Discussion and Approval of Education Center Construction Project Building Change Order Proposal ~ Mr. Jason Harrell, Harrell Construction Co., Inc.

- Mr. Harrell stated the change proposal was to provide a goal in saving project time and cost savings for the construction of the Education Center Building; time savings would be, being ready to go into permitting by the end of September; cost savings would include inflation costs, vendor discounts, and building code changes, using a 3.5 percent guess for inflation. Mr. Flowers cautioned the Board that if they do a change order, they need to determine that the savings of an estimated \$53,000, substantially exceeds the cost they would get from a competitive bid and suggested that it be put in the motion as such. Commissioner discussion included delaying this.

A. A motion was made to approve delaying the Education Center Building Construction Contract for six (6) months.

- Motioned by: Commissioner Girvan
- **MOTION FAILED for a LACK of a SECOND**

B. A motion was made to approve drawing up plans for the Education Center Building and put it out for a Competitive Bid.

- Motioned by: Commissioner Howell
- Seconded by: Commissioner Girvan

- Mr. Weaver said a bid could be ready in 3-4 months; Commissioners discussed an RFP would be good and it be for completion of the exterior and interior; the gardens and playground, etc. can be done at a later date; Dr. Xue suggested a motion be made to authorize the attorney and staff to prepare an RFP for the complete project and bring it back to the Board.

C. The motion was amended to approve an RFP be prepared for competitive bid for the complete project, including the interior and exterior and bring it back to the Board on or before the December Board Meeting.

- Motioned by: Commissioner Howell
- Seconded by: Commissioner Moeller
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

PUBLIC COMMENT:

- Mr. Frank Malle, The Malle Company, Inc., 115 Spoonbill Point Ct., St. Augustine, FL 32080; noted that he was also a contractor in St. Johns County for over 20 years and glad that the Board made the decision that they have on putting this out for a competitive bid.
- Mr. Howard McGaffney, 162 Prairie Lakes Drive, St. Augustine, FL 32084; commended the Board for doing an RFP. He also asked about when the Board does a motion on an Agenda item, does the audience get a chance to speak on that item at that time? Commissioner Moeller stated that the Board always allows the public to discuss any item on our Agenda and the public can fill out a comment card when they come into the meeting and the Chairperson will call on them before the Board discusses the item.
- Mr. Kevin Owens, a 30 plus year resident of St. Johns County; mosquito control has done some good things and sometimes have rushed into some things too quickly but he is pleased to hear that a project of this magnitude will be put out for competitive bid on an RFP for full exposure and thanked the Board for doing so.

Item 2: Approval of the Final Draft of the Revised Employee Manual ~ Mr. Wayne Flowers

- Mr. Flowers stated that he made changes to the FMLA and Drug Free Workplace policies, which are the main things changed on the Employee Handbook since the version the Board received last month. There were no other comments by the Board.
 - A. **A motion was made to approve the Revised Employee Manual as presented.**
 - Motioned by: Commissioner Howell
 - Seconded by: Commissioner LeBlanc
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

Item 1: Social Media Activities and Website Progress Update ~ Mr. Edward Zeszutko

- Mr. Zeszutko stated that he has used the “live” function on Facebook, the “story” function on Instagram, and the “polls” function on twitter to do online outreach education, he also created a YouTube account and did five videos there and is reaching out to teachers to do virtual presentations for their science classes. He also designed shirts for this year based on biological control; is assisting in a lot of the research projects, assisting in the surveillance program and is working on setting up the green house. He stated that he is working with the team on the new website and they pick through the old one, he writes up things that need to be on the new website and the team then collaborates with what changes need made and he then sends it to the website designer and they implement the changes. Our new website will be accessible, easily navigated, simplistic, and organized; he showed slides of the new layout, which will have new pictures and some updates in wording, every page includes the service request button, an accessibility tool icon and social media icons, and all pages can be found straight from the main menu.

- **THERE WAS NO MOTION ON THIS ITEM**

Item 2: Approval of Construction Change Order for \$29,141.00, (St. Johns County wants AMCD to put in an additional Fire Hydrant, Fire Department Connection, and line.)

- Mr. Weaver stated that St. Johns County wants AMCD to put in another fire hydrant and relocate a planned fire department connection between buildings 400 and 500 and that’s where they would hook the hose and run the sprinklers to the building which would be fed off a fire hydrant that would go between building 500 and the screened cages, building 600 A & B; the fire department connection was already in the plans but the fire hydrant was not; and the cost for that is \$29,141.00.

A. A motion was made to approve the Construction Change Order for \$29,141.00.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Girvan
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 3: SIT Building Project and Documentation for Legislators Update

- Dr. Xue stated that we received support letters from an International organization, a National Mosquito Control Association, a Federal laboratory, local universities, local mosquito control programs, and industries, all in support of the idea of obtaining matching funds to build the SIT building for mosquito sterilization; we will go to the County's local legislation meeting, in September or October and then give the proposal to the local legislation, and hopefully in January 2021, we can go to Tallahassee and lobby to apply for matching grant funds of \$890,000 to build the SIT building. Commissioner Moeller stated that the \$890,000 will come out of the appropriations funds if granted and that when built, the building would be a regional lab, so that everyone from north of Daytona to the Flagler line will be able to interact with us to get sterilized mosquitoes. Also, for the last 4 or 5 years, \$750,000 comes out of the Public Health Departments egg budget to support mosquito control in the panhandle and we should be able to put forth to our local elected officials for this at the next legislative delegation meeting at the courthouse. She has attempted to set up appointments with our two representatives and Senator Hudson.
 - **THERE WAS NO MOTION ON THIS ITEM**

REPORTS:

1. **Director** ~ Dr. Xue; there are no mosquito-borne viruses or diseases in our county but human cases of Dengue Fever and West Nile virus have been reported in South Florida; we test our sentinel chickens and do mosquito pooling every week, so far no positives have been found; we received \$127,000 for SIT on the CDC contract; Mrs. Moeller signed the DOD contract for 3 years research at \$789,000; we are currently waiting on a sub-contract with UF for \$290,000 for 2 years research and from January until the end of the year, we will receive about 1 million dollars in grant money; thanked the Board for their support; recent rainfall caused mosquito populations to increase so we started ULV spraying and did an air spray for larviciding of over 110 acres; we had two people with COVID-19 symptoms that tested positive; we then cooperated with the Department of Health and found two people without symptoms that tested positive and they are all now back to work. CDC and DOH requested that after 10 days with no symptoms, employees can return to work, so we requested everyone to wear masks and keep social distancing.
2. **Attorney** ~ Mr. Flowers; the Governor entered two orders extending prior orders to extend to the end of September, that all meetings, including the final budget hearing, can be done virtually if the need is there and that we need to notice it to the public in advance.

COMMISSIONER COMMENTS:

Commissioner Becker ~ thanks to the St. Johns County Health Department, she gave out almost ten thousand masks; has a function on her website to click on for masks and she will deliver them with pamphlets that Eddie made; did two Farmshare, Feeding Florida Families Programs, at the Ponce de Leon Mall and St. Augustine Lighthouse and Lincolnville Museum giving out 32,000 pounds of food; gave out 600 backpacks of school supplies and food that the commissioners assisted with; also did one in Armstrong, Flagler Estates, Hastings, and Elkton area with 500

backpacks; since COVID started, she has donated almost all of her salaries and other monies to local things to help others; thanked everyone that works here and she is proud of all employees; sent an email to Mr. Flowers and Dr. Xue about the turmoil in the FMCA, the Commissioner Chairperson there says that since they are all elected officials, talking about FMCA to each other comes under the Sunshine Law. Mr. Flowers stated that it's not covered in the Sunshine Law because they are members of different bodies, so it is not a violation of the Sunshine Law.

Commissioner LeBlanc ~ thanked the staff for all their hard work.

Commissioner Moeller ~ is very active in the FMCA and received an email that the Fly-In community is looking to not do the Fly-In this year; received an email from the Dodd Short Course that they are doing virtual classes; they want to reduce the Commissioners Caucus to one hour and wants all Commissioners to let Dr. Xue know if anyone wants to do a one hour virtual Commissioner's Caucus class and then she will get with Dr. Xue and then let Rebecca, with the Dodd Short Courses, know how many are interested; we truly appreciate our staff and thankful for all their hard work; there will not be an FMCA meeting in November this year.

Commissioner Girvan ~ thanked Commissioner Becker for helping one of the charities that he supports in Jacksonville, Seniors Automation; we need to start recruiting for the Junior Accounting position due to the complexity of all the grants and the testing and additional accounting requirements that we have now.

Commissioner Howell ~ thanked Commissioner Moeller who sits here with patience and understanding; thankful Mr. Richard Weaver survived the auto accident he had and his due diligence on AMCD projects; stated that all our employees are dedicated; thanked Mr. Flowers for always being on target; Dr. Xue who works hard; Ms. Charolette Hall who does well in helping keep him straight on the meetings and Mr. Eddie Zeszutko on his good presentation and working on the website; stated that mosquito control is unique and we are an important District; glad to hear that we are going into the sterile mosquito business and thanked the public, voters and commissioners.

ATTACHMENTS: ~

1. Director's Performance Evaluation Process Form and Policy *(to be completed and submitted back by September 10, 2020)*

ADJOURNMENT:

Chairperson Moeller adjourned the meeting at 6:38 P.M.

ATTEST

Chairperson, Commissioner Jeanne Moeller

Secretary/Treasurer, Commissioner Don Girvan

These minutes are not intended to be a verbatim transcript of this meeting and could easily be misinterpreted by a reader who was not present. To obtain a full and accurate record of the meeting, an individual should view/listen to the entire proceedings via the District's DVD visual/recording system.

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

*Jeanne Moeller, Chairperson
Trish Becker, Vice-Chairperson
Don Girvan, Secretary/Treasurer
Gary Howell, Commissioner
Gina LeBlanc, Commissioner*

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director;

CC: Charolette M. Hall, Administrative Assistant

DATE: September 10, 2020

RE: No November Board Meeting

Due to having three meetings (two days) in September for the new fiscal year's Budget, several Committee meetings in November and no major items for the Board approval in November, as well as many ongoing projects, we recommend not having a Board meeting on November 12, 2020.

Thank you.



STANDARD RENTAL SERVICE AGREEMENT

Location No. 0280 Agreement No. 210353713 Customer No. 14351252 Date _____
Customer ANASTASIA MOSQUITO CNTRL Phone 9044713107
Address 500 OLD BEACH RD 120 EOC DR City SAINT State FL Zip 32080-6531 32092

UNIFORM PRICING:

Material #	Description	Rental Freq.	Inventory	Unit Price
X270	CARGO PANT - Rental		ANY	0.270
X380	CARGO SHORT - SUSAN - Rental		ANY	0.252
X390	WOMENS PANT SUSAN - Rental		ANY	0.252
X394	CINTAS DENIM JEAN - Rental		ANY	0.313
X894	DENIM JEAN - Rental		ANY	0.313
X935	COMFORT SHIRT - Rental		ANY	0.252

EMBLEM PRICING:

Material #	Description	Rental Freq.	Inventory	Unit Price
BB2000S	NAVY/ NAVY/ WHITE*		ANY	0.000
BBZE00S	MIC BLUE/ MIC BLUE/ WHITE*		ANY	0.000
LXXXXXS	LXXXXX *		ANY	0.000
LXXXXXS	LXXXXX *		ANY	0.000

FACILITY SERVICES PRODUCTS PRICING:

Material #	Description	Rental Freq.	Inventory	Unit Price
X2161	SM SHOP TWL-WHT - Rental	01	ANY	0.190
X9208	SANIS BOWL CLIP RFL - Rental	04	ANY	0.000

- This agreement is effective as of the date of execution for a term of 12 months from date of installation.
- The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- COD Terms \$ N/A per week charge for delayed payment (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments due 10 Days After End of Month
- Automatic Lost Replacement Charge: Material N/A % of Inventory N/A \$ N/A EA.
- Make-Up charge \$ 0 per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ N/A per garment
- Artwork Charge for Logo Mat \$ N/A
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Service Charge: \$ 3.00 per delivery.
This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 5.000 per garment will be assessed for employees size changed within 4 weeks of installation.
- Uniform Advantage \$ N/A per garment. Premium Advantage \$ N/A per garment.
Uniform and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The Customer or Company may cancel Uniform Advantage and Premium Advantage at any time.
- Emblem Advantage \$ N/A per garment. Emblem Advantage covers name and company emblems initially selected by Customer. The Customer or Company may cancel Emblem Advantage at any time after six months from date of installation.
- Prep Advantage \$ N/A per garment. Prep Advantage covers all costs associated with garment preparation. The Customer or Company may cancel Prep Advantage at any time after six months from date of installation.
- Other _____

1☐

initial and check box if Unilease. All garments will be cleaned by Customer.

Date



 / ☐ _____
Date

Initial and check box if receiving Linen Service. Company may make periodic physical inventories of items in possession or under control of customer.

 / ☐ _____
Date

Initial and check box if receiving direct embroidery. If service is discontinued for an employee, or Customer deletes any of the garments with direct embroidery for any reason, or terminates this agreement for any reason, or fails to renew the agreement. Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

Customer certifies that ☐ it is ☐ is not a federal, state, or local government branch or agency.

This agreement is subject to the terms and conditions on the back of this agreement. By signing below, Customer agrees to and accepts the terms and conditions on the back of this agreement.

Cintas Loc. No. _____

By _____

Title _____

Accepted-GM: _____

CUSTOMER:

Please Sign Name _____

Please Print Name _____

Please Print Title _____

E-mail _____



STANDARD UNIFORM RENTAL SERVICE AGREEMENT RENEWAL

1. The Customer, its successors and assigns ("Customer") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("Company") all of the Customer's requirements of garment rental services and other materials covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental material per year.
2. All garments and other rented materials will be cleaned and maintained by Company and remain the property of the Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer.
3. Unless specified otherwise, the garments supplied under this Agreement are not personal protective equipment and have no special protective or other characteristics, including but not limited to, flame resistant or acid resistant properties. Specialty apparel and personal protective equipment may be available from Company upon request and would be covered under additional terms. Customer warrants that none of the employees for whom garments are supplied under this agreement require flame retardant or acid resistant clothing.
4. Customer is ultimately responsible for choosing the type and placement of any floor mats provided by Company and ensuring floor safety conditions at its locations. If a mat needs to be replaced for any reason prior to its next scheduled service, Customer should remove it and contact Company to request replacement.
5. Customer agrees to notify Company, in writing, of any hazardous materials, including lead, arsenic, hexavalent chromium and cadmium, that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.
6. The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garments issued to that individual, or the current replacement value of same, have been returned or paid to Company. Any non-standard, or special products (i.e., logo mats) must be purchased by the Customer if service is stopped for any reason. If materials are lost or damaged by any means Customer will pay the then current replacement values for said materials. Should Customer require garment sizes that are outside the standard size range, Customer agrees to pay the specific premium price for those materials and sizes designated under Uniform Pricing.
7. This agreement is effective as of the date of execution. The initial term of this agreement shall be as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, no more than 180 days, but no less than 90 days in advance of the expiration of the then current term. Company has the right to increase prices. The Customer has the right to reject the price increase within ten (10) days of the notice. If Customer rejects the price increase, Company may terminate this agreement. All invoices must be paid within ten days after the end of the month. Interest will accrue on any amounts which are not paid when due from the date due to the date of payment in full at an annual percentage rate equal to the lesser of (a) eighteen percent 18% or (b) the maximum rate permitted by applicable law.
8. Company is a licensee and not the owner of the Carhartt trademarked products. If Company should no longer have such license, then Company will substitute the Carhartt trademarked garments with garments of similar material and quality.
9. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement.
10. **Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental materials are paid for at the then current replacement values or returned to Company in good and usable condition.**
11. Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms and provisions of this agreement. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values. Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.
12. While this agreement is in effect, Customer agrees to pay a weekly minimum charge equal to 75% of (a) the charges on the initial invoice and (b) the charges for additional products and services added after the initial invoice.
13. Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration. The arbitration shall be conducted pursuant to applicable state or federal arbitration laws. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party. The exclusive jurisdiction and forum for resolution of any such dispute shall lie within the state where Customer is located.
14. Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other service provider.
15. This agreement contains the entire agreement of the parties with respect to the subject matter of this agreement and supersedes all prior negotiations, agreements and understandings with respect thereto, and any terms and conditions set forth in subsequent purchase orders or other documents issued by customer, in which case, the terms of this agreement shall control.
16. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a federal, state or local government body or its representative is a party to this agreement, the proposal modification, amendment, or supplement must be in a writing signed by a President or a Senior Vice President of Company.
17. If Company provides flame resistant clothing to Customer, Customer agrees it bears sole responsibility for selecting the flame resistant clothing and fabrics ("FRC") under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work environment(s). **CUSTOMER ACKNOWLEDGES THAT COMPANY HAS MADE NO REPRESENTATION, WARRANTY, OR**



COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. COMPANY MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Company from any and all liability that results or may result from the use of the garments, including but not limited to any alleged failure of the FRC to function as flame-resistant or provide indemnify and hold harmless Company from any claims and damages arising out of or associated with this Agreement or resulting from Customer's or its employees' use of the FRC.

18. If Company provides high visibility garments to Customer, Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.

SUBCONTRACT

between

The University of Florida Board of Trustees
Gainesville, Florida

and

Anastasia Mosquito Control District of St. Johns County
St. Augustine, Florida

Subcontract Number: SUB00002376

This Cost Reimbursable Subcontract ("Subcontract"), effective as of the last date signed below ("Effective Date"), by the **University of Florida Board of Trustees**, with offices at the Division of Sponsored Programs, 207 Grinter Hall, Gainesville, Florida 32611, (hereinafter referred to as UNIVERSITY) and **Anastasia Mosquito Control District of St. Johns County**, with offices located at 120 EOC Drive, St. Augustine, Florida 32092, (hereinafter referred to as the SUBCONTRACTOR), collectively referred to as "the Parties".

WITNESSETH THAT:

WHEREAS, UNIVERSITY has received prime funding with a contract from the **Centers for Disease Control and Prevention**, Contract No. 75D30120C08305, (Prime Award) pursuant to which UNIVERSITY has agreed to perform work; and

WHEREAS, UNIVERSITY is authorized to enter into subcontracts for the execution of a portion of the work; and

WHEREAS, SUBCONTRACTOR desires to enter into a contract with UNIVERSITY to perform that work hereinafter set forth;

NOW THEREFORE, in consideration of the promises hereinafter set forth, the Parties mutually agree as follows:

ARTICLE I. SCOPE OF WORK:

SUBCONTRACTOR shall provide services in accordance with the Scope of Work, attached as **Exhibit A** and hereinafter referred to as "Project", "Scope of Work," which is fully incorporated as set forth herein.

ARTICLE II. PERIOD OF PERFORMANCE:

The period of performance under this Subcontract begins on **July 15, 2020** and terminates on **August 14, 2022**, unless changed by mutual consent of the parties by written amendment to this Subcontract. No costs outside the period of performance will be paid from this Subcontract.

ARTICLE III. SUBCONTRACT PRICE:

For acceptable performance of the work described herein, SUBCONTRACTOR shall be reimbursed for costs incurred not to exceed **TWO HUNDRED EIGHTY-SIX THOUSAND ONE HUNDRED FOUR DOLLARS and THIRTY SEVEN CENTS (\$286,104.37)**, in accordance with the attached **Exhibit B** "Budget".

After the incurrence of allowable costs, SUBCONTRACTOR shall submit invoices that reflect awarded budget categories identified in Exhibit B "Budget". All invoices shall be submitted using SUBCONTRACTOR'S standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), appropriate dates of expenditures, UNIVERSITY's Project Number: **P0176746** and Subcontract Number: **SUB00002376**, a statement of certification as to truth and accuracy of the invoice and any required supporting documentation. Invoices that do not include details as referenced above shall be returned to SUBCONTRACTOR. Invoices shall be submitted no more frequent than monthly, but no less frequent than quarterly.

Invoices shall be submitted to:

University of Florida
Contracts and Grants Accounting Services
ATTN: Subcontract Manager
33 Tigert Hall, Box 113001
Gainesville, Florida 32611-3001
Phone: (352) 273-3486
Fax: (352) 846-0137
Email: Subcontract-Manager@ufl.edu

Final Invoice must be submitted within thirty (30) days of the end of the period of performance and marked "Final." UNIVERSITY is not under any obligation to pay invoices received after the deadline. Payment of the final invoice is contingent upon the receipt by UNIVERSITY of all required reports from SUBCONTRACTOR.

All travel expenses to be reimbursed under this Subcontract shall be in accordance with the Federal Travel Regulations and Joint Travel Regulations. Any travel pertaining to, or in support of conferences require prior approval.

SUBCONTRACTOR assumes sole responsibility for reimbursement to UNIVERSITY a sum of money equivalent to the amount of any expenditure disallowed through audit exception or some other appropriate means, in which expenditures from funds allocated to SUBCONTRACTOR for project costs were not made in compliance with this Subcontract.

ARTICLE IV. KEY PERSONNEL:

WILLIAM EISENSTADT is designated as UNIVERSITY Project Director and is responsible for guiding the technical work being performed under this Subcontract and for the general supervision of the Project, but is not authorized to initiate changes in or deviations from the provisions of this Subcontract unless and until such changes are authorized by a written modification to this Subcontract.

WHITNEY QUALLS is designated as SUBCONTRACTOR Project Director and is considered essential to successful performance of the Project. No substitution of other personnel for WHITNEY QUALLS shall be made without prior written approval of UNIVERSITY Administrative Contact.

ARTICLE V. ADMINISTRATIVE CONTACTS:

FOR SUBCONTRACTOR:

Scott Hanna
Anastasia Mosquito Control District
of St. Johns County
120 EOC Drive
St. Augustine, Florida 32092

Phone: (904) 484-7334
E-mail: shannaamed@gmail.com

FOR UNIVERSITY:

Kellie T. Crawford
University of Florida
Division of Sponsored Programs
Post Office Box 115500
207 Grinter Hall
Gainesville, Florida 32611-5500
Phone: (352) 392-0239
E-mail: ufsubawards@ufl.edu

ARTICLE VI. REPORTS/DELIVERABLES:

The Deliverables are set forth in Attachment A.

Progress reports shall be due on: March 15, 2021; August 15, 2021; February 15, 2022; and July 1, 2022.

A Final technical/progress report will be submitted to the UNIVERSITY Project Director within fifteen (15) days of the end of the Project Period or after termination of this Subcontract, whichever comes first.

Additional technical/progress reports on the project as may be required by UNIVERSITY Project Director in order for the UNIVERSITY to satisfy its reporting obligations to the Prime Funding Agency.

Property report required to be emailed within sixty (60) days of end of the period of performance to property@admin.ufl.edu.

ARTICLE VII. RELATIONSHIP OF THE PARTIES:

UNIVERSITY and SUBCONTRACTOR are independent contractors and nothing herein shall be construed to create a partnership, agency, or joint venture between the parties. Each party is responsible for wages, benefits, hours, and conditions of employment of its personnel during the term of, and under, this Subcontract.

ARTICLE VIII. DISCLAIMER:

UNIVERSITY disclaims any and all warranties both express and implied with respect to the services to be performed hereunder and any deliverables resulting therefrom, including their condition, conformity to any representation or description, the existence of any latent or patent defects therein, and their merchantability or fitness for a particular use or purpose, the use of any of the inventions or intellectual property will not infringe any rights of third parties.

ARTICLE IX. PUBLICITY:

Neither party shall use the name of the other party or of any investigator in any publicity, advertising, news release or any other promotional material without the prior written approval of the other.

ARTICLE X. CONFIDENTIAL INFORMATION:

"Confidential Information" means any information furnished by one Party ("Disclosing Party") to the other ("Receiving Party") in connection with the Project. Confidential Information must be specifically marked as confidential or followed up with a written summary of the disclosure in writing and marked confidential as soon as possible but no more than fifteen (15) days after disclosure.

Confidential Information disclosed to either Party by the other shall be received and maintained by the Receiving Party in strict confidence and shall not be disclosed to any third party. Furthermore, neither Party shall use Confidential Information for any purpose other than those purposes specified in this Subcontract. The Parties may disclose Confidential Information to employees requiring access for the purposes of the Project. Each employee shall have the duty and obligation to maintain Confidential Information in confidence and not use any Confidential Information for any purpose other than in accordance with the terms and conditions of this Subcontract.

The above shall not apply to any information that the Receiving Party can show the Confidential Information:

- a) Was available to the public generally at the time the information is provided to Receiving Party by the other Party, or thereafter becomes available to the public generally without fault on the part of the Receiving Party;
- b) Was already in Receiving Party's possession prior to receipt from the Disclosing Party;
- c) Was provided to the Receiving Party on a non-confidential basis by a third party having a right to do so;
- d) Was independently developed by Receiving Party;
- e) Five (5) years have elapsed after the date of execution; or
- f) Is required by law or regulation to be disclosed. To the extent that the Receiving Party is required to disclose Confidential Information by law, the Receiving Party shall provide written notice to Disclosing Party of the required disclosure.

SUBCONTRACTOR acknowledges that UNIVERSITY is a government entity and thus subject to the laws of the STATE OF FLORIDA.

ARTICLE XI. RIGHTS IN DATA:

The author or the SUBCONTRACTOR is free to copyright any books, publication, or other copyrightable material developed in the course of or in performance of this Subcontract, but the Prime Funding Agency and the UNIVERSITY reserve a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, the work for Government and UNIVERSITY internal education and research purposes.

ARTICLE XII. INTELLECTUAL PROPERTY & PUBLICATIONS:

"Intellectual Property" means discoveries, inventions, improvements, and prototypes whether patentable or not, including, software, copyrighted and copyrightable works other than publications and reports, trademarks, and service marks, which are conceived or made during performance of the Project.

"Background Intellectual Property" means any Intellectual Property owned or controlled by a Party as of the Effective Date or conceived outside of the research conducted under this Agreement. Neither Party shall have any claims to or rights in Background Intellectual Property of the other Party.

"Research Results" means data and technical information that are obtained in performance of the Project. Research Results are expressly excluded from the definition of Intellectual Property.

SUBCONTRACTOR agrees to be bound by the Prime Award terms and conditions that govern Intellectual Property Rights, to the same extent UNIVERSITY is bound.

SUBCONTRACTOR may disseminate research results developed under this Subcontract. SUBCONTRACTOR agrees to provide UNIVERSITY a copy of any publication, oral presentation, or poster thirty (30) days in advance of publication. If the publication, oral presentation or poster contains any Confidential Information, SUBCONTRACTOR agrees to delay submission of publication (or public presentation, as the case may be) to permit the filing of patent application(s) or deletion of certain Confidential Information. In no event shall such delay exceed sixty (60) days from receipt of the advance copy. In accordance with scientific custom, the contribution of the respective parties will be expressly noted in all written disclosures, by co-authorship, as appropriate.

SUBCONTRACTOR agrees to provide a copy of any intellectual property disclosures (invention disclosure) and/or reports required of the Prime Award to UNIVERSITY's Office of Technology Licensing at InventionCompliance@research.ufl.edu. The Parties shall retain all Intellectual Property Disclosures submitted in confidence.

The SUBCONTRACTOR grants to UNIVERSITY an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, publish and perform any copyrights or copyrighted material (including any computer software and its documentation and/or databases) developed under this Subcontract for education and research purposes or to the extent required to meet UNIVERSITY's obligations under its Prime Award.

SUBCONTRACTOR shall not incorporate any third party intellectual property into work prepared under this Subcontract without first obtaining permission necessary to meet its obligations set forth above.

ARTICLE XIII. LABORATORY ANIMALS:

If applicable, no research activity in which vertebrate animals are involved may be undertaken until the work has been reviewed and approved by an appropriate Animal Care and Use Committee. Subcontractor will follow approved research protocols for all periods of the Subcontract involving vertebrate animals. The use of vertebrate animals in the conduct of the research will comply with the Animal Welfare Act [7 U.S.C. 2131 et seq.] and the regulations promulgated there under by the Secretary of Agriculture [9 CFR, 1.1-4.11] and will follow the guidelines prescribed in the National Academy of Sciences (NAS) Publication, Guide for the Care and Use of Laboratory Animals (2011) including the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals which is included in Appendix D to the NAS Guide.

ARTICLE XIV. EQUIPMENT:

If applicable, all Equipment as defined in the Prime Award, either purchased under this Subcontract, shall vest with the SUBCONTRACTOR, however, the distribution or disposal of said property at the completion of this subcontract requires the approval of UNIVERSITY Administrative Contact.

ARTICLE XV. LIABILITY:

Each party shall be solely responsible for liability arising from personal injury, including death, damage to property arising from the negligent acts or failure to act of the respective party or of its officials, agents and employees pursuant to the Subcontract, to the extent provided by law. The liability of the UNIVERSITY shall be subject to the immunities and limitations of Florida Statute 768.28.

ARTICLE XVI. INSURANCE:

SUBCONTRACTOR shall obtain and maintain in force during the entire period of this Subcontract the following insurance:

Insurance policies shall cover Worker's Compensation Insurance and Employer's Liability, Commercial General Liability and/or Comprehensive General Liability, and Comprehensive Automobile Liability. SUBCONTRACTOR will provide proof of insurance will be sent upon request.

ARTICLE XVII. IMPORT/EXPORT:

Both parties acknowledge that this Subcontract and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders, including but not limited to the International Traffic in Arms Regulations (ITAR), 22 CFR Parts 120 through 130, and the Export Administration Regulations (EAR), 15 CFR Parts 730 through 799, and all embargoes and/or other restrictions imposed by the Treasury Department's Office of Foreign Asset Controls (OFAC), as amended. Both parties further agree that if the export laws are applicable, it will not disclose or re-export any technical data/materials received under this Subcontract to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless the parties have obtained prior written authorization from the appropriate U.S. government agency.

ARTICLE XVIII. ACCESS TO RECORDS, SITE VISITS, RECORD RETENTION:

With reasonable notice given, SUBCONTRACTOR will allow UNIVERSITY, or any of their duly authorized representatives access to any SUBCONTRACTOR books, documents, papers and records which are directly pertinent to the performance of this Subcontract for audit purposes during the period of the Subcontract and for a period of three (3) years following final payment made under this Subcontract.

ARTICLE XIX. CONVICTED VENDOR LIST:

SUBCONTRACTOR represents that they nor their affiliate has been placed on the Convicted Vendor list in the last 36 months.

http://dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists/convicted_vendor_list

ARTICLE XX. DISCRIMINATION:

SUBCONTRACTOR represents that they nor their affiliate has been placed on the Discriminatory Vendor list.

http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists/discriminatory_vendor_list

ARTICLE XXI. CLEAN AIR ACT AND FEDERAL WATER POLLUTION ACT:

SUBCONTRACTOR agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 701 et seq.) and the Federal Water Pollution Act as amended (33 USC 1251 et seq.). Violations shall be reported to the Administrative Grants Office at the Office of Naval Research and to the Regional Office of the Environmental Protection Agency (EPA).

ARTICLE XXII. EQUAL EMPLOYMENT OPPORTUNITY:

SUBCONTRACTOR shall, unless exempt, comply with Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive order 11375 (<http://monitor.nara.gov/fedreg/EO1967.html>), and as supplemented in Department of Labor regulations (41 CFR part 60, refer to http://www.dol.gov/dol/allcfr/Title_41/Chapter_60.htm). Accordingly, SUBCONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin and shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. SUBCONTRACTOR shall incorporate the requirements of this section in all nonexempt lower tier subcontracts.

ARTICLE XXIII. AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES:

SUBCONTRACTOR shall comply with FAR Clause 52.222-36 Affirmative Action for Workers with Disabilities (June 1998), which is incorporated herein by reference (http://www.arnet.gov/far/current/html/52_220.html#52.222-36). Accordingly, SUBCONTRACTOR shall not discriminate against any employee or applicant for employment because of physical or mental handicap and shall take affirmative action to employ, advance in employment, and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap. SUBCONTRACTOR shall incorporate the requirements of this section in all nonexempt lower tier subcontracts exceeding \$2,500.00.

ARTICLE XXIV. DRUG-FREE WORKPLACE:

The SUBCONTRACTOR agrees that it will make every effort to provide a drug-free workplace by notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the SUBCONTRACTOR's workplace and specifying the actions that will be taken against employees for violation of such prohibition. (Refer to: <http://www.dot.gov/ost/m60/grant/49cfr29.htm#subpartf>).

ARTICLE XXV. AUDIT REQUIREMENTS:

The SUBCONTRACTOR shall maintain accounting records and administer this Subcontract in accordance with Office of Management and 2 CFR 200. Accounting records are subject to inspection and audit by the cognizant audit agency. Principles for determining acceptance of applicable costs under this Subcontract shall be in accordance with 2 CFR 200 and General Terms and Conditions as in effect at the time of this Subcontract. The SUBCONTRACTOR shall maintain accounting records for three (3) years after termination of this Subcontract.

This Subcontract is subject to Office of Management and Budget the audit provisions contained in 2 CFR 200. If your organization is subject to an OMB single audit, this award should be reported as Federal Flow-through Funds and included in the base of the organization's Single Audit.

ARTICLE XXVI. DEBARMENT AND SUSPENSION:

The SUBCONTRACTOR certifies that it is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal department or agency in accordance with Executive Order 12549, Debarment and Suspension.

ARTICLE XXVII. LOBBYING CERTIFICATION:

The SUBCONTRACTOR certifies by signing this Subcontract that to the best of its knowledge and belief: (a) No Federal appropriated funds have been or will be paid by or on behalf of SUBCONTRACTOR to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with award, extension, renewal, continuation, amendment or modification of any Federal contract, grant, loan or cooperative agreement; (b) If any funds other than Federal appropriated funds have been or will be paid to any person for the above-noted purposes in connection with this Subcontract, SUBCONTRACTOR shall complete and submit to UNIVERSITY Standard Form-LLL "Disclosure Form to Report Lobbying", a copy of which is available from the Prime Funding Agency, in accordance with its instructions; and (c) SUBCONTRACTOR shall require that the language of this section be included in all subawards, including subcontracts and subgrants, at all tiers and that all subrecipients certify and disclose accordingly. (Refer to: <http://www.acf.dhhs.gov/programs/ccb/policy/lobby.htm>).

ARTICLE XXVIII. LOWER-TIER SUBCONTRACT AGREEMENTS:

All lower-tier subcontracts between SUBCONTRACTOR and other parties, as well as budgets and statements of work for activities to be conducted under the terms of such lower-tier subcontracts, must be submitted for prior review and written approval of UNIVERSITY Administrative Contact.

ARTICLE XXIX. DISPUTE RESOLUTION:

The Parties agree to attempt to resolve all controversies or claims between the Parties under this Subcontract equitably and promptly in good faith for a period of no less than thirty (30) days after receiving written notification of the existence of a dispute. If the dispute is not resolved with this thirty (30) day period, the Parties are free to exercise any available legal or equitable right. The SUBCONTRACTOR agrees however, that pending resolution of a dispute, it shall, unless otherwise directed by UNIVERSITY, proceed diligently with the performance of the Project and abide by any written instructions of UNIVERSITY concerning the matter under dispute.

ARTICLE XXX. TERMINATION:

Either party may terminate this Subcontract for any reason upon thirty (30) days written notice to the other party's Administrative Contact. If either party commits a material breach of this Subcontract and fails to remedy that breach within thirty (30) days after written notice from the other party, the party giving notice may terminate this subaward by written notice to the other Party, effective upon receipt.

If UNIVERSITY's Prime Award funding is terminated or reduced during the performance of this Subcontract, UNIVERSITY may terminate this Subcontract by notice to SUBCONTRACTOR Administrative Contact.

UNIVERSITY shall reserve the right to unilaterally terminate this Subcontract should SUBCONTRACTOR refuse to allow public access to all documents, papers, letter, or other material subject to the provisions of Florida Statute Chapter 119, and made or perceived by SUBCONTRACTOR in conjunction with the Subcontract. An exemption is granted to exclude proprietary or confidential information, personnel records of an evaluative nature, and any legally privileged information.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0119/0119.html

Upon notice of termination of this Subcontract by either party for any reason, SUBCONTRACTOR will cease further obligation of funds under this Subcontract and will take reasonable steps to cancel or otherwise reduce outstanding obligations. UNIVERSITY will compensate SUBCONTRACTOR for the allowable, allocable, and reasonable non-cancellable expenses and obligations incurred before the date of termination. If applicable, SUBCONTRACTOR will refund any portion of advance payments not obligated. SUBCONTRACTOR shall deliver to UNIVERSITY all work completed, materials, property and Confidential Information in the state they exist as of the date of termination.

Expiration or termination of this Subcontract by either party does not affect the rights and obligations of the parties that accrued prior to the effective date of termination.

ARTICLE XXXI. FULL AND COMPLETE SUBCONTRACT:

This Subcontract, together with any and all attachments herein incorporated, constitutes the full and complete understanding of the parties regarding the subject matter, and supersedes all prior agreements or understandings between the Parties. No modification or alteration of or addition to this Subcontract shall be effective to bind the parties hereto unless it shall be in writing signed by the parties' authorized representatives.

ARTICLE XXXII. CLAUSES INCORPORATED:

All applicable administrative rules and regulations, terms and conditions of the Prime Award, attached as **Exhibit C**, are binding upon SUBCONTRACTOR. In the event of any inconsistencies between the provisions set forth by this subcontract, the inconsistency shall be resolved by giving precedence in the following order: (1) Subcontract conditions, (2) the Prime Award conditions, (3) Exhibit B Budget, (4) Exhibit A Scope of Work.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized representatives:

SUBCONTRACTOR

UNIVERSITY

By: _____

By: _____

Typed Name: _____

Typed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Scope of Work

Smart Bioassay Cage Hardware and Software Design: The proposed research will provide a WiFi or cell-modem microcomputer module with an aerosol and environmental sensors (temp, wind and humidity) that works with a common bioassay cage or independently on a vertical pole used during spraying field tests. The module packaging needs to be compatible with the mosquito field testing environment. The module will be programmed to provide real time data while mosquito spray evaluations are being performed.

Provide Mosquito Field Testing Data and Analyses: The proposed research will provide data showing field-tests of aerosol impactor rotary sensors, smart bioassay cages, measurements of adulticide spraying parameters and environmental parameters, and an aerosol sensor calibration/cross-reference study. The proposed research will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation of mosquito mortality in collaboration with CDC statisticians.

Phase I (9 months) AMCD will measure the performance of various rotatory impact sensors in the field and determine the best sensors, sensor placement and mosquito cages to be used to create smart bioassay cages.

Phase II: (5 months): AMCD will perform smart bioassay field tests and demonstrate their utility in adulticide field tests.

Phase III : (5 months): AMCD will perform extensive field testing of the smart bioassay sensor with environmental sensors.
AMCD will develop a cross-reference table for different mosquito spray aerosol measurement sensors.

Phase IV: (5 months): AMCD will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation in collaboration with CDC statisticians of mosquito mortality.

Detailed Technical Requirements.

Phase I (9 months): Phase I work at UF will develop a rough laboratory prototype of a smart bioassay sensor (hardware and software) to be used with a mosquito bioassay cage or on an independent vertical pole used during spraying field tests. The rough laboratory prototype smart mosquito bioassay sensor module for a bioassay cage that 1) evaluates the properties of insect spray aerosols and 2) reports the data to a Cell phone or PC. Compact low power electronics will be created for data collection and communication next to the cage to give the best measurement results and provide real-time reporting. The goal will be to keep the parts cost under \$400 for this prototype so it can be manufactured and be available as a field test instrument.

AMCD will measure the performance of various rotary impact sensors in the field and determine the best sensors, sensor placement and mosquito cages to be used to create smart bioassay cages. There will be extensive field testing of commercial aerosol sensors and their precision and accuracy for use as a part of the smart bioassay cage. The accuracy of the sensors will be evaluated in the controlled environment in comparison with existing aerosol measurement and bioassay systems. UF will provide the smart bioassay sensor prototype hardware and software to be attached to a bioassay cages. AMCD will perform smart bioassay field tests and demonstrate their utility in adulticide field tests.

Phase II: (5 Months) UF work will ruggedize outdoor prototype bioassay sensor electronics hardware and software. The researchers will adapt and compact the mechanical fixtures and power systems of the Phase I prototype smart bioassay cage to better tolerate the environment of mosquito aerosol spray field testing. For example, the cage will be easily turned on or off, easily linked to a PC or a cell phone, made water proof and made "cleanable" after insecticide spraying. This will add some minor cost to the

prototype.

AMCD will perform extensive field testing of commercial bioassay sensors and cages in comparison with the Phase II prototype. The testing will be done in the controlled environment as well as in the real field environment. During this phase, properties and efficacy of the adulticide application measured by the smart cage will be compared with simultaneous measurements with currently used rotary impactors and bioassay cages.

Phase III: (5 months): UF will provide a smart bioassay sensor electronics with additional environmental sensors (wind, temperature and humidity) will be provided for a bioassay cage or on an independent vertical pole used during spraying field tests. This work will add some wind direction and wind speed sensors and associated programming to the hardware. UF will supply 5 or more prototypes for performing large area spray testing.

AMCD will perform extensive field testing of the smart bioassay sensor with environmental sensors. AMCD will develop a cross-reference table for different mosquito spray aerosol measurement. There will be an emphasis on large spray area testing with multiple smart bioassay cages. This testing will follow the same pattern as in full scale field testing of the adulticide efficacy covering the full swath of these applications. These tests will be repeated using ranges of spray parameters such as flow rates, travel speeds and under different environments. The smart bioassay communication software will be improved to link data to an example cloud server such as the AMCD mosquito data center.

Phase IV: (5 months): UF will provide a smart bioassay sensor prototype and add microSD drive and datalogging capability for a smart bioassay cage. UF will build custom boards for cost reduction and size reduction of the prototypes. UF researchers will work with the UF Innovation center and AMCD to identify a path to provide commercial production of these smart bioassay sensors.

AMCD will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation in collaboration with CDC statisticians of mosquito mortality. AMCD will use their extensive field-testing data from the smart bioassay cage prototype, to, create, validate or invalidate potential algorithms and collaborate with CDC scientists for their input and ideas.

EXHIBIT B

Anastasia Mosquito Control District
of St. Johns County
120 EOC Drive
Saint Augustine, Florida 32092
Contact: Scott Hanna, e-mail : shannaamed@gmail.com
Telephone (904) 471-3107 • Fax (904) 471-3189



Project Term: Two years

AMCD POC and Phone #s: Dr. Rui-De Xue (904)484-7330
AMCD POC and Phone #s: Dr. Whitney Qualls (904)484-7337

Budget Summary

Summary Line Items	TOTALS
Section A- Senior Personnel	\$ 34,548.65
Section B - Key Personnel	\$ 166,945.82
Section C – Equipment Descript. (2 year Life <):	\$ 60,000.00
Section D - Travel:	\$ 4,000.00
Section E – Participant/Trainee Support Costs:	\$ 3,000.00
Section F, Other Direct Costs	\$ -
Section F.1. – Materials and Supplies (Consumables):	\$ 8,500.00
Section F.2. – Publication Costs:	\$ 3,500.00
Section G. – Direct Costs:	\$ 280,494.48
Section H – Indirect Costs (overhead, general, admin., & other) Applied Rate 2%	\$ 5,609.89
Section I. – Total Direct and Indirect Costs:	\$ 286,104.37

AMCD Budget Justification

Personnel

Whitney Allyn Qualls, Co-PI (2.0 calendar months in Y1 and Y2; 2.0 calendar months in-kind contribution). Dr. Whitney Qualls, Scientific Manager/Entomologist, Anastasia Mosquito Control District of St. John's County, Florida will be the Co-PI of this project and will be the lead coordinator for AMCD on this project. Dr. Qualls has over ten years of applied operational mosquito control research and training. She has worked extensively in developing novel control methods and techniques for improving integrated vector management programs. Administratively, as Co-PI, she will be responsible for administrative and scientific management, team-building and coordinating activities, developing and monitoring interdisciplinary research protocols, monitoring and evaluating research progress, communicating extensively with team members, and providing project updates and reports. Scientifically, Dr. Qualls will take a lead role in study designs, survey development, providing technical guidance in field efficacy studies, providing oversight for data management and biostatistical analysis, and contributing to publications. Dr. Qualls in total will contribute 4 calendar months of effort, 2 calendar months' salary provided by the CDC BAA and 2 calendar months' salary provided by AMCD.

Muhammad Farooq, Co-Investigator (2.0 calendar months in Y1 and Y2; 2.0 calendar months in-kind contribution). Dr. Farooq is the Field Biologist at Anastasia Mosquito Control District of St. John's County, Florida. He is an authority on application technology and spray applications for vector control. Dr. Farooq has over 20 years' experience in vector control technology optimization. In this project, Dr. Farooq will contribute to field evaluations of application technology, provide technical guidance for field studies, and contribute to publications. Dr. Farooq in total will contribute 4 calendar months of effort, 2 calendar months' salary provided by the CDC BAA and 2 calendar months' salary provided by AMCD.

Rui-de Xue, Co-Investigator (2.0 calendar months in-kind contribution). Dr. Xue is the Director of the Anastasia Mosquito Control District of St. John's County, Florida. Dr. Xue has over 25 years of experience in vector behavior and ecology, integrated pest management, and development of attractants and repellents. Dr. Xue has over 250 peer-reviewed publications and book chapters. In this project, Dr. Xue will contribute to all aspects of the study designs and contribute to publications. Dr. Xue's salary will be covered by AMCD.

Biological Technician (12.0 calendar months in Y1 and Y2). Funds are requested to support one biological technician. He/she will be dedicated to conducting the field efficacy tests on the smart bioassay cage. The Biological Technician should have a MS degree in biology, engineering, or a related field. Priority will be given to those proficient in vector-biology or medical entomology. Any appropriate combination of education, certifications, and/or relevant work experience will be considered.

Scott Hanna, Administrative (120 hours of in-kind contribution). Mr. Hanna is the CFO and Chief Financial Officer for the Anastasia Mosquito Control District of St. John's County,

Florida. Mr. Hanna has worked in this role for AMCD for more than 10 years. In this project, Mr. Hanna will contribute to administrative issues including but not limited to invoicing, sending quarterly reports, and addressing any administrative questions from CDC or UF during the grant period.

Travel:

Domestic (\$1500 in Y1, \$2500 in Y2). Domestic travel support is included for an investigator to attend annual meetings/workshops. The investigator will attend project meetings in conjunction with scientific meetings of the American Mosquito Control Association. The estimate amount per trip is estimated at \$1500 in the first year and \$2500 in the second year that includes airfare and per diem. Travel related expenses will vary according to venue and year. The purpose of these trips will be to present results for this project and to interact with collaborators.

Support Costs (\$3,000 in Y2): Funds are included to pay for an AMCD Symposium on new smart cage

OTHER DIRECT COSTS:**Materials and Supplies (\$1500 Y1, \$7000 Y2).**

General trapping and supplies to conduct field studies (\$1500 in Y1, \$7000 in Y2).

Publications (\$1000 in Y1, \$2500 in Y2): Funds are included to pay for publication charges for scientific papers resulting from this project.

Equipment (\$60,000 in Y1):

Spectrofluorometer (\$45,000 in Y1).

Site monitoring technology (\$15,000 in Y1)

Indirect Costs (\$3,295 in Y1, \$2,315 in Y2)

EXHIBIT C

AWARD/CONTRACT		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350)		RATING	PAGE 1 OF 31 PAGES	
2. CONTRACT (Proc. Inst. Ident.) NO. 75D30120C08305		3. EFFECTIVE DATE 07/15/2020		4. REQUISITION/PURCHASE REQUEST/PROJECT NO. 000HCVLJ-2020-45734		
5. ISSUED BY Centers for Disease Control and Prevention (CDC) Office of Acquisition Services (OAS) 2900 Woodcock Blvd, MS TCU-4 Atlanta, GA 30341-4004		CODE 8219		6. ADMINISTERED BY (If other than Item 5) Centers for Disease Control and Prevention (CDC) Office of Acquisition Services (OAS) 2900 Woodcock Blvd, MS TCU-4 Atlanta, GA 30341-4004		
				Approved as to Form and Legality: _____		
7. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) UNIVERSITY OF FLORIDA 1523 UNION RD RM 207 GAINESVILLE, FL 32611-1941				8. DELIVERY <input type="checkbox"/> FOB ORIGIN <input checked="" type="checkbox"/> OTHER (See below)		
				9. DISCOUNT FOR PROMPT PAYMENT Net 30		
				10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN: ITEM		
CODE 969663814		FACILITY CODE				
11. SHIP TO/MARK FOR		CODE		12. PAYMENT WILL BE MADE BY Centers for Disease Control and Prevention (FMO) PO Box 15580 404-718-8100 Atlanta, GA 30333-0080		
				CODE 434		
13. AUTHORITY FOR OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304 (c) () <input type="checkbox"/> 41 U.S.C. 253 (c) ()				14. ACCOUNTING AND APPROPRIATION DATA See Section B		
15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT	
	"See Continuation Page"					
				15G. TOTAL AMOUNT OF CONTRACT → \$ \$690,664.00		
16. TABLE OF CONTENTS						
(√)	SEC.	DESCRIPTION	PAGE(S)	(√)	SEC.	DESCRIPTION
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES		
X	A	SOLICITATION/CONTRACT FORM	1	X	I	CONTRACT CLAUSES
X	B	SUPPLIES OR SERVICES AND PRICES/COSTS	2	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.		
X	C	DESCRIPTION/SPECS./WORK STATEMENT	Erro	X	J	LIST OF ATTACHMENTS
X	D	PACKAGING AND MARKING	8	PART IV - REPRESENTATIONS AND INSTRUCTIONS		
X	E	INSPECTION AND ACCEPTANCE	9	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
X	F	DELIVERIES OR PERFORMANCE	10			
X	G	CONTRACT ADMINISTRATION DATA	11			
X	H	SPECIAL CONTRACT REQUIREMENTS	15	L	INSTRS., CONDS., AND NOTICES TO OFFERORS	
				M	EVALUATION FACTORS FOR AWARD	
CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE						
17. <input type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return _____ copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)				18. <input checked="" type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number _____ including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.		
19A. NAME AND TITLE OF SIGNER (Type or print) Lisa C Stroud, Associate Director				20A. NAME OF CONTRACTING OFFICER Chad L Pickett		
19B. NAME OF CONTRACTOR BY _____ (Sig)		19C. DATE SIGNED Digitally signed by Lisa C Stroud Date: 2020.07.14 15:31:40 -04'00'		20B. UNITED STATES OF AMERICA Digitally signed by Chad L Pickett-5 Date: 2020.07.15 07:25:27 -04'00'		20C. DATE SIGNED 15JUL2020
				(Signature of person authorized to sign)		

Section B - Supplies Or Services and Prices/Costs

ITEM	SUPPLIES / SERVICES	QTY / UNIT	UNIT PRICE	EXTENDED PRICE
0001	SMARTCAGE - FY2020 BAA UF Smartcage – In accordance with the SOW provide smartcage development. Period of Performance: July 15, 2020 – August 14, 2022 This is a Firm-Fixed Price, non-severable line item.	1 Job	\$685,664.00	\$685,664.00
	Line(s) Of Accounting: 9211387 2516 2020 75-20-0949 5614311101 \$45,664.00 921ZBSQ 2516 2020 75-20-0956 5623131101 \$640,000.00			
0002	TRAVEL Travel will be reimbursed in accordance with the Federal Travel Regulations (FTR) and Joint Travel Regulations (JTR). PoP: July 15, 2020 – August 14, 2022 This is a cost-reimbursable non-severable line item.	1 Job	\$2,500.00	NOT TO EXCEED: \$2,500.00
	Line(s) Of Accounting: 9211387 2516 2020 75-20-0949 5614311101 \$2,500.00			
0003	CONFERENCE TRAVEL <u>IMPORTANT NOTE:</u> Any and all travel as it pertains to conferences, or other items, in support of conferences, must be entered in the Integrated Conference Approval Portal (ICAP) and approved at all required levels prior to the funds being obligated for the conference attendance. Contractor shall verify with the COR/CO that ICAP approval was obtained prior to incurring any costs related to conferences. The COR shall verify that ICAP approval was obtained prior to paying any invoices with costs related to conferences. Travel will be reimbursed in accordance with the Federal Travel Regulations (FTR) and Joint Travel Regulations (JTR). PoP: July 15, 2020 – August 14, 2022 This is a cost-reimbursable non-severable line item.	1 Job	\$2,500.00	NOT TO EXCEED: \$2,500.00
	Line(s) Of Accounting: 9211387 2516 2020 75-20-0949 5614311101 \$2,500.00			

The total awarded amount is: \$690,644.00

The total funded amount is: \$690,644.00

The technical proposal titled “20200528_DVBD_BioassayCageDevelopment_CDC_Proposal_Eisenstadt” is incorporated by reference into this award document.

Section C – Description/Specification/Work Statement

Title of Project: “Smart Bio-Assay Cage Development for Evaluation of Efficacy of Mosquito Control Adulticides”

C.1 Background and Need.

Mosquito control programs are tasked with controlling both nuisance and vector mosquitoes for disease control. Most programs focus on adult control as it is the most economically feasible approach for quick population reductions. Adult control usually includes the application of commercial insecticides (called adulticides) in targeted areas where adult mosquito infestations are identified either through mosquito surveillance or customer/resident service requests. For the application of adulticides to work they must come into contact with mosquitoes as they are flying. This becomes difficult when environmental conditions (wind direction, wind speed, temperature) can impact the adulticide application. Since mosquito control is important in promoting and protecting public health, and the overall cost to do this is high, it is important for mosquito control programs to have a way to measure adulticide efficacy. A mosquito infested community without effective adulticides becomes very susceptible to mosquito-borne (vectored) pathogens such as malaria, Zika, dengue, chikungunya, yellow fever, West Nile virus, and other arboviruses.

Mosquito adulticide field trials are critical in determining the efficacy, application rate, and the product's potential use within a control program as well as for field evaluation of spray delivery systems. Mosquito field trials involve aspirating mosquitos in “bioassay” cages and placing those at specific distances within a test area. Then an applicator will conduct adulticide spraying by driving in a specific pattern around the bioassay cages. Effectiveness is determined by assessing the number of dead and alive mosquitoes after the adulticide application. However, field trials, just like actual adulticide applications, are heavily influenced by environmental factors (wind, temperature, humidity). These factors, especially air velocity, impact the ability of the insecticide aerosol to stay suspended and disperse to the targeted areas and come into contact with mosquitoes. Mosquito control districts and industry partners depend on the data from these field trials to improve control of both nuisance and arbovirus vectors (mosquitos that carry diseases), to evaluate new active ingredients and formulations of products, and to evaluate for insecticide resistance. Bioassay cage testing is also used for product registration by industry.

There are a number of issues during the field evaluation of adulticides using bioassay cages that impact the quality and reliability of the data gleaned from these field trials. The major issues are with the uncertainty of spray materials delivered to the location where the bioassay cages are placed and with the way droplet size and the amount of insecticide penetrating the bioassay cages is measured. Currently, the most common reported method in the literature to determine the droplet size and volumetric measurements of the adulticide approaching the bioassay cage is use of a rotary impactor. The impactors are set throughout the study grid but not at each bioassay cage. Since wind direction and speed can change instantly, the impactors cannot reliably provide the droplet size or the droplet density penetrating each of the evaluation bioassay cages. Many studies demonstrated that even though the droplet size, density and amount of adulticide reported are within the optimal ranges of the adulticide label for effective application, this does not result in overall high mortality. This consistent issue with adulticide field trials has led to the need to develop a way of measuring both adulticide parameters (adulticide concentration, droplet size, droplet density) in combination with environmental conditions at the bioassay cage level with capability to provide real-time results. Thus, the development of a smart bioassay cage for mosquito adulticide evaluation would allow for a more accurate way to analyze

the field trial applications and contribute to the relative efficacy, feasibility, and limitations of different products and technologies on mosquito control. The real-time monitoring during field trials would provide information for equipment adjustments and to perform immediate retrievals to correct for unforeseen field-testing issues.

C.2 Project Objective.

The UF electronics work will develop a prototype smart mosquito bioassay cage that 1) evaluates the properties of insect spray aerosols, 2) records environmental information at spraying time such as temperature, humidity, timestamp and location, and 3) reports the information wirelessly to a cell phone or a computer. AMCD will measure the performance of various rotary impact sensors in the field and determine the best sensors, sensor placement and mosquito cages to be used to create smart bioassay cages. Then, AMCD will field-test smart bioassay cages, measure adulticide spraying parameters and environmental parameters, perform bio-statistical analyses and develop aerosol sensor calibration/cross-reference information.

C.3 Scope of Work.

Smart Bioassay Cage Hardware and Software Design: The proposed research will provide a WiFi or cell-modem microcomputer module with an aerosol and environmental sensors (temp, wind and humidity) that works with a common bioassay cage or independently on a vertical pole used during spraying field tests. The module packaging needs to be compatible with the mosquito field testing environment. The module will be programmed to provide real time data while mosquito spray evaluations are being performed.

Provide Mosquito Field Testing Data and Analyses: The proposed research will provide data showing field-tests of aerosol impactor rotary sensors, smart bioassay cages, measurements of adulticide spraying parameters and environmental parameters, and an aerosol sensor calibration/cross-reference study. The proposed research will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation of mosquito mortality in collaboration with CDC statisticians.

Phase I (9 months): Phase I work at UF will develop a rough laboratory prototype of a smart bioassay sensor (hardware and software) to be used with a mosquito bioassay cage or on an independent vertical pole used during spraying field tests. AMCD will measure the performance of various rotary impact sensors in the field and determine the best sensors, sensor placement and mosquito cages to be used to create smart bioassay cages.

Phase II: (5 months): UF will provide an outdoor-compatible smart bioassay sensor prototype hardware and software to be attached to a bioassay cages or on an independent vertical pole used during spraying field tests. AMCD will perform smart bioassay field tests and demonstrate their utility in adulticide field tests.

Phase III : (5 months): UF will provide a smart bioassay sensor with additional environmental sensors will be provided for a bioassay cage or on an independent vertical pole used during spraying field tests. AMCD will perform extensive field testing of the smart bioassay sensor with environmental sensors. AMCD will develop a cross-reference table for different mosquito spray aerosol measurement sensors.

Phase IV: (5 months): UF will provide a smart bioassay sensor with environmental sensors, a microSD drive and datalogging capability for a smart bioassay cage or on an independent vertical pole used during spraying field tests. AMCD will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation in collaboration with CDC statisticians of mosquito mortality.

C.4 Technical Requirements.

Phase I (9 months): Phase I work at UF will develop a rough laboratory prototype of a smart bioassay sensor (hardware and software) to be used with a mosquito bioassay cage or on an independent vertical pole used during spraying field tests. The rough laboratory prototype smart mosquito bioassay sensor module for a bioassay cage that 1) evaluates the properties of insect spray aerosols and 2) reports the data to a Cell phone or PC. Compact low power electronics will be created for data collection and communication next to the cage to give the best measurement results and provide real-time reporting. The goal will be to keep the parts cost under \$400 for this prototype so it can be manufactured and be available as a field test instrument.

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AMCD will perform extensive field testing of commercial bioassay sensors and cages in comparison with the Phase II prototype. The testing will be done in the controlled environment as well as in the real field environment. During this phase, properties and efficacy of the adulticide application measured by the smart cage will be compared with simultaneous measurements with currently used rotary impactors and bioassay cages.

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Phase IV: (5 months): UF will provide a smart bioassay sensor prototype and add microSD drive and datalogging capability for a smart bioassay cage. UF will build custom boards for cost reduction and size reduction of the prototypes. UF researchers will work with the UF Innovation center and AMCD to identify a path to provide commercial production of these smart bioassay sensors.

AMCD will work on bio-statistical analysis of adulticide field spraying data and evaluate the potential of real-time algorithm validation in collaboration with CDC statisticians of mosquito mortality. AMCD will use their extensive field-testing data from the smart bioassay cage prototype, to, create, validate or invalidate potential algorithms and collaborate with CDC scientists for their input and ideas.

C.5 Reporting Schedule.

The project will provide monthly phone calls to the CDC.

C.6 Special Considerations.

Current contracts of Prof. Eisenstadt with the U.S. Government Agencies

- Prof. Eisenstadt has current funding with the National Science Foundation where he is developing, "Bury and Forget Soil Sensors," 2019 to 2020.
- Prof. Eisenstadt is funded by the University of Florida USAID AREA Project supporting Haitian agriculture at University of Florida. He is providing custom solar WiFi weather station designs, technical workshops, consulting support and a manual.
- Prof. Eisenstadt is an unfunded faculty member of the NSF I/UCRC MIST Center and is the unfunded UF co-PI working to fund a new 5 University NSF I/UCRC Center for Soil Dynamics Technologies.
- Prof. Eisenstadt is an unfunded faculty member of the USDA CAP SmartPath Center of Excellence for irrigation water management.
- Dr. Muhammad Farooq is a Co-PI on a DWFP project with US Navy Entomology Center of Excellence from 2020-2022.
- Drs. Qualls and Xue have current funding from the CDC Hurricane Cooperative Agreement, sub-award SUM0002105 with University of Florida to conduct SIT evaluations with *Aedes aegypti*.

C.7 Government Furnished Property. N/A

C.8 Travel. Travel will be reimbursed in accordance with the Federal Travel Regulations (FTR) and Joint Travel Regulations (JTR).

C.8.1 Conference Travel.

IMPORTANT NOTE: Any and all travel as it pertains to conferences, or other items, in support of conferences, must be entered in the Integrated Conference Approval Portal (ICAP) and approved at all required levels prior to the funds being obligated for the conference attendance.

Contractor shall verify with the COR/CO that ICAP approval was obtained prior to incurring any costs related to conferences. The COR shall verify that ICAP approval was obtained prior to paying any invoices with costs related to conferences.

C.9 References.

Farooq M, Hoffmann WC, Walker TW, Smith VL, Robinson CA, Dunford JC, Sutherland IW. 2009. Samplers for evaluation and quantification of ultra-low volume space sprays. Journal of American Mosquito Control Association 25:521–524.

C.10 Deliverables

NAME	DELIVERABLE DESCRIPTION	QUANTITY /MODE	EXPECTED COMPLETION DATE	TO WHOM
Quarterly Report	1 st Quaterly Report on Phase I Work	1 / Electronic	Completed by month 4 after award	COR
Quarterly Report	2 nd Quaterly Report on Phase I Work	1 / Electronic	Completed by month 8 after award	COR
Quarterly Report	3 rd Quaterly Report on Phase I Work	1 / Electronic	Completed by month 10 after award	COR
Summary Report	Summary Project Technical Report on Phase I project work	1 / Electronic	Completed by month 10 after award	COR
Quarterly Report	4 th Quarterly Report on Phase II work	1 / Electronic	Completed by month 13 after award	COR
Summary Report	Summary Project Technical Report on PhaseII project work	1 / Electronic	Completed by month 15 after award	COR
Quarterly Report	5 th Quarterly Report on Phase II and III work	1 / Electronic	Completed by month 16 after award	COR
Quarterly Report	6 th Quarterly Report on Phase III work	1 / Electronic	Completed by month 19 after award	COR
Summary Report	Summary Project Technical Report on Phase III project work	1 / Electronic	Completed by month 20 after award	COR
Quarterly Report	7 th Quarterly Report on Phase IV work	1 / Electronic	Completed by month 22 after award	COR
Summary Report	Summary Project Technical Report on Phase IV project work	1 / Electronic	Completed by month 25 after award	COR
Final Report	Final Project Report	1 / Electronic	Completed by month 25 after award	COR

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Section D - Packaging And Marking

There are no clauses/provisions included in this section.

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Section E - Inspection And Acceptance**E.1 52.252-2 Clauses Incorporated by Reference (Feb 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acqnet.gov>

<http://farsite.hill.af.mil/>

(End of Clause)

FAR SOURCE	TITLE AND DATE
52.246-1	Contractor Inspection Requirements
52.246-9	Inspection of Research and Development (Short Form) (Apr 1984)

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Section F - Deliveries Or Performance**F.1 52.252-2 Clauses Incorporated by Reference (Feb 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acqnet.gov>

<http://farsite.hill.af.mil/>

(End of Clause)

FAR SOURCE	TITLE AND DATE
52.242-15	Stop-Work Order (Aug. 1989)
52.242-15 – ALT I	Stop-Work Order Alternate I (Apr. 1984)

F.2 Deliverables

Specifications for Deliverables are set forth in the Statement of Work. All deliverables shall be delivered to the COR for this contract.

(End of Clause)

F.3 Place of Performance

The primary work location is expected to be at the contractor's facility.

(End of Clause)

Section G - Contract Administration Data**G.1 Points of Contact****Vendor POC:****Dr. William Eisenstadt****Phone: 352-292-4946****Email: wre@tec.ufl.edu****Contracting Officer's Representative (COR) responsible for this contract:**

Christopher Duggar

National Center for Emerging and Zoonotic Infectious Diseases (NCEZID)

Division of Vector-Borne Diseases (DVBD)

Phone: 970-221-6499

Email: cnd8@cdc.gov**Contracting Officer:**

Chad Pickett

Office of Acquisition Services (OAS)

Centers for Disease Control and Prevention (CDC)

Phone: 404-498-2598

Email: pvt4@cdc.gov

(End of Clause)

G.2 CDC0.G018 Payment by Electronic Funds Transfer (Feb 2018)

(a) The Government shall use electronic funds transfer to the maximum extent possible when making payments under this contract. FAR 52.232-33, Payment by Electronic Funds Transfer—System for Award Management, in Section I, requires the contractor to designate in writing a financial institution for receipt of electronic funds transfer payments.

(b) In the case that EFT information is not within the System of Award Management, FAR 52.232-34 requires mandatory submission of Contractor's EFT information directly to the office designated in this contract to receive that information (hereafter: "designated office"); see below. The contractor shall submit the EFT information within the form titled "ACH Vendor/Miscellaneous Payment Enrollment Form" to the address indicated below. Note: The form is either attached to this contract (see Section J, List of Attachments) or may be obtained by contacting the Contracting Officer or the CDC Office of Financial Resources at 678-475-4510.

(c) In cases where the contractor has previously provided such information, i.e., pursuant to a prior contract/order, and been enrolled in the program, the form is not required unless the designated financial institution has changed.

(d) The completed form shall be mailed after award, but no later than 14 calendar days before an invoice is submitted, to the following address:

The Centers for Disease Control and Prevention
Financial Management Office (FMO)
P.O. Box 15580
Atlanta, GA 30333

Or – Fax copy to: 404-638-5342

(End of Clause)

G.3 CDCA_G001 – Invoice Submission (Jul 2017)

(a) The Contractor shall submit the original contract invoice/voucher to the address shown below:
The Centers for Disease Control and Prevention
Office of Financial Resources (OFR)
P.O. Box 15580
Atlanta, GA 3033

Or – The Contractor may submit the original invoice via facsimile or email:
Fax: 404-638-5324
Email: FMOAPINV@CDC.GOV
NOTE: Submit to only one (1) of the above locations.

(b) The contractor shall submit 2 copies of the invoice to the cognizant contracting office previously identified in this contract. These invoice copies shall be addressed to the attention of the Contracting Officer.

(c) The Contractor is 1, is not 0 required to submit a copy of each invoice directly to the Contracting Officer's Representative (COR) concurrently with submission to the Contracting Officer.

(d) In accordance with 5 CFR part 1315 (Prompt Payment), CDC's Office of Financial Resources is the designated billing office for the purpose of determining the payment due date under FAR 32.904.

(e) The Contractor shall include (as a minimum) the following information on each invoice:

- (1) Contractor's Name & Address
- (2) Contractor's Tax Identification Number (TIN)
- (3) Purchase Order/Contract Number and Task Order Number, if Appropriate
- (4) Invoice Number
- (5) Invoice Date
- (6) Contract Line Item Number and Description of Item
- (7) Quantity
- (8) Unit Price & Extended Amount for each line item
- (9) Shipping and Payment Terms
- (10) Total Amount of Invoice
- (11) Name, title and telephone number of person to be notified in the event of a defective invoice
- (12) Payment Address, if different from the information in (c)(1).
- (13) DUNS + 4 Number
- (14) Electronic funds transfer (EFT) banking information

(End of Clause)

G.4 CDC42.0002 Evaluation of Contractor Performance Utilizing CPARS (Apr 2015)

In accordance with FAR 42.15, the Centers for Disease Control and Prevention (CDC) will review and evaluate contract performance. FAR 42.1502 and 42.1503 requires agencies to prepare evaluations of contractor performance and submit them to the Past Performance Information Retrieval System (PPIRS).

The CDC utilizes the Department of Defense (DOD) web-based Contractor Performance Assessment Reporting System (CPARS) to prepare and report these contractor performance evaluations. All information contained in these assessments may be used by the Government, within the limitations of FAR 42.15, for future source selections in accordance with FAR 15.304 where past performance is an evaluation factor.

The CPARS system requires a contractor representative to be assigned so that the contractor has appropriate input into the performance evaluation process. The CPARS contractor representative will be given access to CPARS and will be given the opportunity to concur or not-concur with performance evaluations before the evaluations are complete. The CPARS contractor representative will also have the opportunity to add comments to performance evaluations.

The assessment is not subject to the Disputes clause of the contract, nor is it subject to appeal beyond the review and comment procedures described in the guides on the CPARS website. Refer to: www.cpars.gov for details and additional information related to CPARS, CPARS user access, how contract performance assessments are conducted, and how Contractors participate. Access and training for all persons responsible for the preparation and review of performance assessments is also available at the CPARS website.

The contractor must provide the CDC contracting office with the name, e-mail address, and phone number of their designated CPARS representative who will be responsible for logging into CPARS and reviewing and commenting on performance evaluations. The contractor must maintain a current representative to serve as the contractor representative in CPARS. It is the contractor's responsibility to notify the CDC contracting office, in writing (letter or email), when their CPARS representative information needs to be changed or updated. Failure to maintain current CPARS contractor representative information will result in the loss of an opportunity to review and comment on performance evaluations.

(End of Clause)

G.5 CDCP_G010 Contract Communications/Correspondence (July 2017)

The Contractor shall identify all correspondence, reports, and other data pertinent to this contract by imprinting thereon the contract number from Page I of the contract.

(End of Clause)

G.6 CDCP_G009 Contracting Officer (July 1999)

(a) The Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds. **No person other than the Contracting Officer can make any changes to the terms, conditions, general provisions, or other stipulations of this contract.**

(b) No information, other than that which may be contained in an authorized modification to this contract, duly issued by the Contracting Officer, which may be received from any person employed by the United States Government, or otherwise, shall be considered grounds for deviation from any stipulation of this contract.

(End of Clause)

G.7 CDC0_G008 Contracting Officer's Representative (COR) (Jul 2017)

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Performance of the work hereunder shall be subject to the technical directions of the designated COR for this contract.

As used herein, technical directions are directions to the Contractor which fill in details, suggests possible lines of inquiry, or otherwise completes the general scope of work set forth herein. These technical directions must be within the general scope of work, and may not alter the scope of work or cause changes of such a nature as to justify an adjustment in the stated contract price/cost, or any stated limitation thereof.

In the event that the Contractor believes full implementation of any of these directions may exceed the scope of the contract, he or she shall notify the originator of the technical direction and the Contracting Officer, immediately or as soon as possible, in a letter or e-mail separate of any required report(s). No technical direction, nor its fulfillment, shall alter or abrogate the rights and obligations fixed in this contract.

The Government COR is not authorized to change any of the terms and conditions of this contract. Contract changes shall be made only by the Contracting Officer by properly written modification(s) to the contract.

The Government will provide the Contractor with a copy of the COR delegation memorandum upon request.

(End of Clause)

Section H - Special Contract Requirements

H.1 CDC37.0001 Non-Personal Services (Apr 2015)

(a) Personal services shall not be performed under this contract. Although the Government may provide sporadic or occasional instructions within the scope of the contract, the Contractor is responsible for control and supervision of its employees. If the Contractor (including its employees) believes any Government action or communication has been given that would create a personal services relationship between the Government and any Contractor employee, the Contractor shall promptly notify the Contracting Officer of this communication or action.

(b) The contractor shall comply with, and ensure their employees and subcontractors comply with, CDC Policy titled "Identification of Contractors' Employees and Safeguarding Government Information." No Contractor employee shall hold him or herself out to be a Government employee, agent, or representative. No Contractor employee shall state orally or in writing at any time that he or she is acting on behalf of the Government. In all communications with third parties in connection with this contract, Contractor employees shall identify themselves as Contractor employees and specify the name of the company for which they work. . The contractor is limited to performing the services identified in the contract statement of work and shall not interpret any communication with anyone as a permissible change in contract scope or as authorization to perform work not described in the contract. All contract changes will be incorporated by a modification signed by the Contracting Officer.

(c) The Contractor shall ensure that all of its employees and subcontractor employees working on this contract are informed of the substance of this clause. The Contractor agrees that this is a non-personal services contract; and that for all the purposes of the contract, the Contractor is not, nor shall it hold itself out to be an agent or partner of, or joint venture with, the Government. The Contractor shall notify its employees that they shall neither supervise nor accept supervision from Government employees. The substance of this clause shall be included in all subcontracts at any tier.

(d) Nothing in this clause shall limit the Government's rights in any way under any other provision of the contract, including those related to the Government's right to inspect and accept or reject the services performed under this contract.

(End of Clause)

H.2 Non-U.S. Citizen Participation

If the proposed research (or a portion of the proposed research) requires access to critical technology, sensitive unclassified information, For Official Use Only material, or intelligence material, non-U.S. citizens may participate in the resultant contract (or portion of the resultant contract) only if special written permission is granted by the Contracting Officer. The Contracting Officer will require the review and concurrence of the CDC Foreign Disclosure Officer (FDO) before granting this permission.

If the proposed research (or a portion of the proposed research) requires access to classified information (i.e., confidential or secret), non-U.S. citizens may participate in the resultant contract (or portion of the resultant contract) only if a Limited Access Authorization (LAA) is granted. A LAA can be granted only in the event that there are no U.S. citizens that can perform the effort. Granting of LAAs is not anticipated under this Broad Agency Announcement.

If any non-U.S. citizen requires access to CDC buildings, or other Government facilities, special written permission must be requested and obtained from the Contracting Officer and Security Officer through the resultant contract's Technical Point of Contact. Requests shall specify purpose, duration, frequency, and location (specific room, lab, etc.).

(End of Clause)

H.3 CDC0_H049 Non-Disclosure Agreement for Contractor and Contractor Employees (May 2020)

(a) The contractor and contractor employees shall prepare and submit Non-Disclosure Agreements (NDA) to the Contracting Officer prior to access of government information or the commencement of work at CDC.

(b) The NDAs, at Exhibit I and II, are required in service contracts where contractor's employees will have access to non-public and procurement-sensitive information while performing functions in support of the Government. The NDA also requires contractor's employees properly identify themselves as employees of a contractor when communicating or interacting with CDC employees, employees of other governmental entities, and members of the public (when communication or interaction relates to the contractor's work with the CDC). The Federal Acquisition Regulation (FAR) 37.114 (c), states "All contractor personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public or Congress that they are Government officials, unless, in the judgment of the agency, no harm can come from failing to identify themselves. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed."

(c) The contractor shall inform contractor employees of the identification requirements by which they must abide and monitor employee compliance with the identification requirements.

(d) During the contract performance period, the contractor is responsible to ensure that all additional or replacement contractors' employees sign an NDA and it is submitted to the Contracting Officer prior to commencement of their work with the CDC.

(e) Contractor employees in designated positions or functions that have not signed the appropriate NDA shall not have access to any non-public, procurement sensitive information or participate in government meetings where sensitive information may be discussed.

(f) The Contractor shall prepare and maintain a current list of employees working under NDAs and submit to the Contracting Officer upon request during the contract period of performance. The list should at a minimum include: contract number, employee's name, position, date of hire and NDA requirement.

(End of Clause)

H.4 CDCA_H005 Data Subject to Privacy Act Requirements (Jul 2017)

(a) Notification is hereby given that the Contractor and its employees are subject to criminal penalties for violation of the Privacy Act to the same extent as employees of the Government. The Contractor shall assure that each of its employees knows the prescribed rules of conduct and that each is aware that he or she can be subjected to criminal penalty for violation of the Act.

(b) In accordance with HHSAR Clause 352.224-70, Privacy Act, which has been incorporated into this contract, certain data provided to the Contractor under this contract shall be treated confidentially. The type(s) of data subject to this clause are as follows:

Personally Identifiable Information (PII), including: Name, address, phone number, birth certificate number, partial social security numbers, mother/father's name, service dates, dates of birth, and email addresses.

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(c) Following are the requirements for handling this data and the disposition to be made of this data upon completion of contract performance:

PII, should be entered into secure system. Paper notes, files, etc. should be stored in secure file room.

(d) The Contracting Officer's Representative (COR) is hereby designated as the official who is responsible for monitoring contractor compliance with the Privacy Act.:

(End of Clause)

Section I - Contract Clauses**Section I-1 - Clauses Incorporated By Reference****I.1.1 52.252-2 Clauses Incorporated by Reference (Feb 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acqnet.gov>

<http://farsite.hill.af.mil/>

(End of Clause)

NUMBER	TITLE	DATE
52.202-1	Definitions	NOV 2013
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	MAY 2014
52.203-6	Restrictions on Subcontractor Sales to the Government	SEP 2006
52.203-7	Anti-Kickback Procedures	MAY 2014
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	MAY 2014
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity	MAY 2014
52.203-12	Limitation on Payments to Influence Certain Federal Transactions	OCT 2010
52.203-13	Contractor Code of Business Ethics and Conduct	OCT 2015
52.203-14	Display of Hotline Poster(s)	OCT 2015
52.203-15	Whistleblower Protections Under the American Recovery and Reinvestment Act of 2009	JUN 2010
52.203-17	Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights	APR 2014
52.204-4	Printed or Copied Double-Sided on Recycled Paper	MAY 2011
52.204-7	System for Award Management	JUL 2013
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-19	Incorporation by Reference of Representations and Certifications	DEC 2014
52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	OCT 2015
52.204-13	System for Award Management Maintenance	JUL 2013
52.204-14	Service Contract Reporting Requirements	OCT 2016
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment	AUG 2019
52.209-6	Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment	OCT 2015
52.209-10	Prohibition on Contracting with Inverted Domestic Corporation	NOV 2015
52.211-11	Liquidated Damages – Supplies, Services, or Research and Development	SEP 2000
52.215-2 (Alt II)	Audit and Records – Negotiation	(Aug 2016)
52.215-8	Order of Precedence – Uniform Contract Format	OCT 1997
52.215-11	Price Reduction for Defective Cost or Pricing Data –	AUG 2011

	Modifications	
52.215-13	Subcontractor Cost or Pricing Data – Modifications	OCT 2010
52.215-14	Integrity of Unit Prices	OCT 2010
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data – Modifications – Alternate IV	OCT 2010
52.215-22	Limitations on Pass-Through Charges—Identification of Subcontract Effort	OCT 2009
52.215-23	Limitations on Pass-Through Charges	OCT 2009
52.216-24	Limitation of Government Liability	APR 1984
52.217-8	Option to Extend Services	NOV 1999
52.219-1	Small Business Program Representations	OCT 2014
52.219-8	Utilization of Small Business Concerns	OCT 2014
52.219-9	Small Business Subcontracting Plan	JAN 2017
52.219-16	Liquidated Damages – Subcontracting Plan	JAN 1999
52.219-28	Post Award Small Business Program Representation	JUL 2013
52.222-3	Convict Labor	JUN 2003
52.222-17	Nondisplacement of Qualified Workers	MAY 2014
52.222-21	Prohibition of Segregated Facilities	APR 2015
52.222-26	Equal Opportunity	APR 2015
52.222-35	Equal Opportunity for Veterans	OCT 2015
52.222-36	Affirmative Action for Workers with Disabilities	JUL 2014
52.222-37	Employment Reports Veterans	FEB 2016
52.222-38	Compliance with Veterans' Employment Reporting Requirements	FEB 2016
52.222-40	Notification of Employee Rights Under the National Labor Relations Act	DEC 2010
52.222-50	Combating Trafficking in Persons	MAR 2015
52.222-54	Employment Eligibility Verification	OCT 2015
52.223-6	Drug-Free Workplace	MAY 2001
52.223-18	Encouraging Contractor Policies to Ban Text Messaging While Driving	AUG 2011
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.225-25	Prohibition on Contracting with Entities in Certain Activities or Transactions Relating to Iran – Representations and Certifications	Oct 2015
52.226-1	Utilization of Indian Organizations and Indian-Owned Economic Enterprises	JUN 2000
52.227-1	Authorization and Consent – Alternate I	APR 1984
52.227-2	Notice and Assistance Regarding Patent and Copyright Infringement	DEC 2007
52.227-11	Patent Rights-Ownership by The Contractor	MAY 2014
52.227-14 (Alt IV)	Rights in Data - General	(DEC 2007)
52.232-18	Availability of Funds	APR 1984
52.232-19	Availability of Funds for the Next Fiscal Year	APR 1984
52.232-23	Assignment of Claims	MAY 2014
52.232-25	Prompt payment	JUL 2013
52.232-33	Payment by Electronic Funds Transfer – System for Award Management	JUL 2013

52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-1	Disputes	MAY 2014
52.233-2	Service of Protest	SEP 2006
52.233-3	Protest after Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.239-1	Privacy or Security Safeguards	AUG 1996
52.242-1	Notice of Intent to Disallow Costs	APR 1984
52.242-13	Bankruptcy	JUL 1995
52.243-7	Notification of Changes	APR 1984
52.244-2	Subcontracts	JUN 2020
Alt 1		
52.244-5	Competition in Subcontracting	DEC 1996
52.244-6	Subcontracts for Commercial Items	JUN 2016
52.246-25	Limitation of Liability - Services	FEB 1997
52.249-5	Termination For Convenience of the Government (Educational & Other Nonprofit Institutions)	AUG 2016
52.252-4	Alterations in Contract	APR 1984
52.253-1	Computer Generated Forms	JAN 1991

b) The following clauses pertain to Firm-Fixed Price Contracts (as applicable):

NUMBER	TITLE	DATE
52.203-6	Restrictions on Subcontractor Sales to the Government	SEP 2006
52.217-6	Option for Increased Quantity	MAR 1989
52.228-5	Insurance - Work on a Government Installation	JAN 1997
52.229-3	Federal, State, and Local Taxes	FEB 2013
52.230-3	Disclosure and Consistency of Cost Accounting Practices	OCT 2015
52.230-6	Administration of Cost Accounting Standards	JUN 2010
52.232-1	Payments	APR 1984
52.232-8	Discount for Prompt Payment	FEB 2002
52.232-11	Extras	APR 1984
52.232-28	Invitation to Propose Performance-Based Payments	MAR 2000
52.232-32	Performance-Based Payments	APR 2012
52.233-3	Protest after Award	AUG 1996
52.237-3	Continuity of Service	JAN 1991
52.243-1	Changes - Fixed-Price – Alternate V	AUG 1984
52.249-5	Termination for Convenience of the Government (Educational and Other Nonprofit Institutions)	AUG 2016
52.249-8	Default (Fixed-Price Supply and Service)	APR 1984
52.249-9	Default (Research and Development)	APR 1984

DEPARTMENT OF HEALTH AND HUMAN SERVICES ACQUISITION REGULATIONS (HHSAR)

NUMBER	TITLE	DATE
352.211-2	Conference Sponsorship Requests and Conference Materials Disclaimer	DEC 2015
352.215-70	Late Proposals and Revisions	DEC 2015
352.216-70	Additional Cost Principles	DEC 2015
352.223-70	Safety and Health	DEC 2015

352.232-70	Incremental Funding	DEC 2015
352.233-71	Litigation and Claims	DEC 2015
352.239-73	Electronic and Information Technology Accessibility	DEC 2015

Section I.2 - Clauses Incorporated In Full Text

I.2.1 352.222-70 Contractor Cooperation in Equal Employment Opportunity Investigations (December 2015)

(a) In addition to complying with the clause at FAR 52.222-26, Equal Opportunity, the Contractor shall, in good faith, cooperate with the Department of Health and Human Services (Agency) in investigations of Equal Employment Opportunity (EEO) complaints processed pursuant to 29 CFR part 1614. For purposes of this clause, the following definitions apply:

(1) Complaint means a formal or informal complaint that has been lodged with Agency management, Agency EEO officials, the Equal Employment Opportunity Commission (EEOC), or a court of competent jurisdiction.

(2) Contractor employee means all current Contractor employees who work or worked under this contract. The term also includes current employees of subcontractors who work or worked under this contract. In the case of Contractor and subcontractor employees, who worked under this contract, but who are no longer employed by the Contractor or subcontractor, or who have been assigned to another entity within the Contractor's or subcontractor's organization, the Contractor shall provide the Agency with that employee's last known mailing address, e-mail address, and telephone number, if that employee has been identified as a witness in an EEO complaint or investigation.

(3) Good faith cooperation cited in paragraph (a) includes, but is not limited to, making Contractor employees available for:

(i) Formal and informal interviews by EEO counselors or other Agency officials processing EEO complaints;

(ii) Formal or informal interviews by EEO investigators charged with investigating complaints of unlawful discrimination filed by Federal employees;

(iii) Reviewing and signing appropriate affidavits or declarations summarizing statements provided by such Contractor employees during the course of EEO investigations;

(iv) Producing documents requested by EEO counselors, EEO investigators, Agency employees, or the EEOC in connection with a pending EEO complaint; and

(v) Preparing for and providing testimony in depositions or in hearings before the MSPB, EEOC and U.S. District Court.

(b) The Contractor shall include the provisions of this clause in all subcontract solicitations and subcontracts awarded at any tier under this contract.

(c) Failure on the part of the Contractor or its subcontractors to comply with the terms of this clause may be grounds for the Contracting Officer to terminate this contract for default.

(End of clause)

1.2.2 FAR 52.217-8 Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of Clause)

Section J - List of Exhibits And Attachments

J.1 Exhibit 1 Contractor Non-Disclosure Agreeemtn (2 Pages)

J.2 Exhibit 2 Contractors' Employee Non-Disclosure Agreement (2 pages)

J.3 Attachment 1 Contractors' Performance Assessment Reporting System (CPARS) Ratings (5 pages)

EXHIBIT I

Centers for Disease Control and Prevention (CDC)
Contractor Non-Disclosure Agreement

I. Non-public Information

[Name of contractor] understands that in order to fulfill the responsibilities pursuant to [contract name and number] between the Centers for Disease Control and Prevention and [Name of CDC contractor] dated [date], employees of [contractor] will have access to non-public information, including confidential and privileged information contained in government-owned information technology systems. For purposes of this agreement, confidential information means government information that is not or will not be generally available to the public. Privileged information means information which cannot be disclosed without the prior written consent of the CDC.

In order to properly safeguard non-public information, [contractor] agrees to ensure that prior to being granted access to government information or the commencement of work for the CDC, whichever is applicable, all contractor employees will sign a Non-Disclosure Agreement (NDA) provided by the CDC prior to beginning work for the CDC. Contractor agrees to submit to the Contracting Officer the original signed copies of NDAs signed by the contractor's employees in accordance with the instructions provided by the Contracting Officer. Failure to provide signed NDAs in accordance with this agreement and instructions provided by the Contracting Officer could delay or prevent the employee from commencing or continuing work at the CDC until such agreement is signed and returned to the Contracting Officer. Contractor further agrees that it will not cause or encourage any employee to disclose, publish, divulge, release, or make known in any manner or to any extent, to any individual other than an authorized Government employee any non-public information that the employee may obtain in connection with the performance of the employee's responsibilities to the CDC.

II. Procurement-Sensitive Information

Contractor further agrees that it will not cause or encourage any employee to disclose, publish, divulge, release, or make known in any manner or to any extent, to any individual, other than an authorized Government employee, any procurement-sensitive information gained while in connection with fulfilling the employee's responsibilities at the CDC. For purposes of this agreement, procurement-sensitive information includes, but is not limited to, all information in Statements of Work (SOW), Procurement Requests (PR), and Requests for Proposal (RFP); Responses to RFPs, including proposals, questions from potential offerors; non-public information regarding procurements; all documents, conversations, discussions, data, correspondence, electronic mail (e-mail), presentations, or any other written or verbal communications relating to, concerning, or affecting proposed or pending solicitations or awards; procurement data; contract information plans; strategies; source selection information and documentation; offerors' identities; technical and cost data; the identity of government personnel involved in the solicitation; the schedule of key technical and procurement events in the award determination process; and any other information that may provide an unfair competitive advantage to a contractor or potential contractor if improperly disclosed to them, or any of their employees.

Contractor understands and agrees that employee access to any procurement-sensitive information may create a conflict of interest which will preclude contractor from becoming a competitor for any acquisition(s) resulting from this information. Therefore, if an employee participates in any discussions relating to procurement-sensitive information, assists in developing any procurement-sensitive information, or otherwise obtains any procurement-sensitive information while performing duties at the CDC, contractor understands and agrees that contractor may be excluded from competing for any acquisition(s) resulting from this information.

III. Identification of Non-Government Employees

Contractor understands that its employees are not agents of the Government. Therefore, unless otherwise directed in writing by the CDC, contractor agrees to assist and monitor employee compliance with the following identification procedures:

A. At the beginning of interactions with CDC employees, employees of other governmental entities, and members of the public (when such communication or interaction relates to the contractor's work with the CDC), contractors' employees will identify themselves as an employee of a contractor.

B. Contractors' employees will include the following disclosures in all written communications, including outgoing electronic mail (e-mail) messages, in connection with contractual duties to the CDC:

Employee's name

Name of contractor

Center or office affiliation

Centers for Disease Control and Prevention

C. At the beginning of telephone conversations or conference calls, contractors' employees will identify themselves as an employee of a contractor.

D. Contractors' employees should not wear any CDC logo on clothing, except for a CDC issued security badge while carrying out work for CDC or on CDC premises. The only other exception is when a CDC management official has granted permission to use the CDC logo.

E. Contractors' employees will program CDC voice mail message to identify themselves as an employee of a contractor.

I understand that federal laws including, 18 U.S.C. 641 and 18 U.S.C. 2071, provide criminal penalties for, among other things, unlawfully removing, destroying or converting to personal use, or use of another, any public records. Contractor acknowledges that contractor has read and fully understands this agreement.

Name of contractor: _____

Signature of Authorized Representative of Contractor: _____

Date: _____

Copies retained by: Contracting Officer and contractor

EXHIBIT II**Centers for Disease Control and Prevention (CDC)
Contractors' Employee Non-Disclosure Agreement****I. Non-Public Information**

I understand that in order to fulfill my responsibilities as an employee of [Name of CDC contractor], I will have access to non-public information, including confidential and privileged information contained in government-owned information technology systems. For purposes of this agreement, confidential information means government information that is not or will not be generally available to the public. Privileged information means information which cannot be disclosed without the prior written consent of the CDC.

I, [Name of Employee], agree to use non-public information only in performance of my responsibilities to the CDC. I agree further that I will not disclose, publish, divulge, release, or make known in any manner or to any extent, to any individual other than an authorized Government employee, any non-public information that I may obtain in connection with the performance of my responsibilities to the CDC.

II. Procurement-Sensitive Information

I further agree that unless I have prior written permission from the CDC, I will not disclose, publish, divulge, release, or make known in any manner or to any extent, to any individual other than an authorized Government employee, any procurement-sensitive information gained in connection with the performance of my responsibilities to the CDC. I specifically agree not to disclose any non-public, procurement-sensitive information to employees of my company or any other organization unless so authorized in writing by the CDC. For purposes of this agreement, procurement-sensitive information includes, but is not limited to, all information in Statements of Work (SOW), Procurement Requests (PR), and Requests for Proposal (RFP); Responses to RFPs, including proposals, questions from potential offerors; non-public information regarding procurements; all documents, conversations, discussions, data, correspondence, electronic mail (e-mail), presentations, or any other written or verbal communications relating to, concerning, or affecting proposed or pending solicitations or awards; procurement data; contract information plans; strategies; source selection information and documentation; offerors' identities; technical and cost data; the identity of government personnel involved in the acquisition; the schedule of key technical and procurement events in the award determination process; and any other information that may provide an unfair competitive advantage to a contractor or potential contractor if improperly disclosed to them, or any of their employees.

I understand and agree that my access to any procurement-sensitive information may create a conflict of interest which will preclude me, my current employer, or a future employer from becoming a competitor for any resulting government acquisition derived from this information. Therefore, if I participate in any discussions relating to procurement-sensitive information, assist in developing any procurement-sensitive information, or otherwise obtain any procurement-sensitive information while performing my duties at the CDC, I understand and agree that I, my current employer, and any future employer(s) may be excluded from competing for any resulting acquisitions.

III. Special Non-Disclosure Clause for Contractors with Access to CDC Grants Management and Procurement-Related Information Technology Systems

In addition to complying with the non-disclosure requirements and safeguards stated above, I understand that my authorization to use CDC's grants management and procurement systems is strictly limited to the access and functions necessary for the performance of my responsibilities to the CDC and which have been approved in advance by the CDC. I understand that I am not authorized to enter procurement requests for any requirements pertaining to contracts or subcontracts held by me or my employer.

IV. Identification as a Non-Government Employee

I understand that as an employee of a government contractor, I represent an independent organization and I am not an agent of the Government. Therefore, I agree that unless I have prior written authorization from the CDC, I will, at the beginning of interactions with CDC employees, employees of other governmental entities, members of the public (when such communication or interaction relates to the contractor's work with the CDC), identify myself as an employee of a contractor. I further agree to use the following identification procedures in connection with my work at the CDC:

A. I will include the following disclosures in all written communications, including outgoing electronic mail (e-mail) messages:

Employee's name

Name of contractor

Center or office affiliation

Centers for Disease Control and Prevention

B. I will identify myself as an employee of a contractor at the beginning of telephone conversations or conference calls;

C. I will not wear any CDC logo on clothing, except for a CDC issued security badge while carrying out work for CDC or on CDC premises; the only other exception is when a CDC management official has granted permission to use the CDC logo.

D. I will program my CDC voice mail message to identify myself as a contractors' employee.

I understand that federal laws including, 18 U.S.C. 641 and 18 U.S.C. 2071, provide criminal penalties for, among other things, unlawfully removing, destroying or converting to personal use, or use of another, any public records. I acknowledge that I have read and fully understand this agreement.

Name of contractor: _____

Name of Employee: _____

Signature of Employee: _____

Date: _____

Copies retained by: Contracting Officer, contractor, and Contractor Employee

Attachment 1:

CONTRACTORS' PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)**RATINGS**

This assessment will be performed electronically at least annually or as required by www.cpars.gov.

1. Block 18a - Quality of Product or Service.

Assess the contractor's conformance to contract requirements, specifications and standards of good workmanship (e.g. commonly accepted technical, professional, environmental, or safety and health standards). MANDATORY.

- For example: Are reports/data accurate? Does the product or service provided meet the specifications of the contract? Does the contractor's work measure up to commonly accepted technical or professional standards? Assess the degree of Government technical direction required to solve problems that arise during performance.
- For Operations Support: Assess how successfully the contractor meets program quality objectives such as ability to produce, reliability, maintainability and ability to inspect. The Assessing Official must be flexible in how contractor success is measured (e.g. using data from field reliability and maintainability and failure reports, user comments and acceptance rates, and scrap and rework rates). These quantitative indicators may be useful later, for example, in source selection evaluations, in demonstrating continuous improvement, quality and reliability leadership that reflects progress in total quality management. Assess the contractor's control of the overall production process to include material control, shop planning and control, and status.

2. Block 18b - Schedule.

Assess the timeliness of the contractor against the completion of the contract, Contracts, milestones, delivery schedules, and administrative requirements (e.g. efforts that contribute to or effect the schedule variance). MANDATORY.

- This assessment of the contractor's adherence to the required delivery schedule should include the contractor's efforts during the assessment period that contributes to or effect the schedule variance. This element applies to contract closeout activities as well as contract performance. Instances of adverse actions such as the assessment of liquidated damages, or issuance of Cure Notices, Show Cause Notices, and Delinquency Notices are indicators of problems which may have resulted in variance to the contract schedule and should therefore be noted in the evaluation.

3. Block 18c - Cost Control (Not required for Firm Fixed Price or Firm Fixed Price with Economic Price Adjustment).**4. Block 18d - Business Relations.**

Assess the integration and coordination of all activity needed to execute the contract, specifically the timeliness, completeness and quality of problem identification, corrective action plans, proposal submittals, the contractor's history of reasonable and cooperative behavior (to include timely identification of issues in controversy), customer satisfaction, timely award and management of subcontracts. MANDATORY

Include, as applicable, information on the following:

- Is the contractor oriented toward the customer?
- Is interaction between the contractor and the government satisfactory or does it need improvement?
- Include the adequacy of the contractor's accounting, billing, and estimating systems and the contractor's management of Government Property (GFP) if a substantial amount of GFP has been provided to the contractor under the contract.
- Address the timeliness of awards to subcontractors and management of subcontractors, including subcontract costs. Consider efforts taken to ensure early identification of subcontract problems

and the timely application of corporate resources to preclude subcontract problems from impacting overall prime contractor performance.

- Assess the prime contractor's effort devoted to managing subcontracts and whether subcontractors were an integral part of the contractor's team.

5. Block 18e - Management of Key Personnel (For Services and Information Technology Business Sectors only - Not Applicable to Operations Support).

Assess the contractor's performance in selecting, retaining, supporting, and replacing, when necessary, key personnel. MANDATORY.

- For example, how well did the contractor match the qualifications of the key position, as described in the contract, with the person who filled the key position? Did the contractor support key personnel so they were able to work effectively? If a key person did not perform well, what action was taken by the contractor to correct this? If a replacement of a key person was necessary, did the replacement meet or exceed the qualifications of the position as described in the contract schedule?

6. Block 18f - Utilization of Small Business.

FAR Subpart 19.7 and 15 U.S.C. 637 contains statutory requirements for complying with the Small Business Subcontracting Program. Assess whether the contractor provided maximum practicable opportunity for Small Business (including Alaska Native Corporations (ANCs) and Indian Tribes) (including Small Disadvantaged Businesses (which also includes ANCs and Indian Tribes), Women Owned Small Businesses, HUBZone, Veteran Owned, Service Disabled Veteran Owned Small Business, Historically Black Colleges and Minority Institutions and ANCs and Indian Tribes that are not Small Disadvantaged Businesses or Small Businesses) to participate in contract performance consistent with efficient performance of the contract.

Assess compliance with all terms and conditions in the contract relating to Small Business participation (including FAR 52.219-8, Utilization of Small Businesses and FAR 52.219-9, Small Business Subcontracting Plan (when required)). Assess any small business participation goals which are stated separately in the contract. Assess achievement on each individual goal stated within the contract or subcontracting plan including good faith effort if the goal was not achieved.

It may be necessary to seek input from the Small Business specialist, ACO or PCO in regards to the contractor's compliance with these criteria. For contracts subject to a commercial subcontracting plan, the Utilization of Small Business factor should be rated "satisfactory" as long as an approved plan remains in place, unless liquidated damages have been assessed by the contracting officer who approved the commercial plan (see FAR 19.705-7(h)). In such case, the Utilization of Small Business area must be rated "unsatisfactory."

This area must be rated for all contracts and Contracts that contain a small business subcontracting goal. Ratings for the Utilization of Small Business evaluation area will be in accordance with the definitions described below. Ratings for the other CPAR evaluation areas will be in accordance with the ratings described in Block 18 Evaluation Areas.

In accordance FAR 19.705-2(e) a contract may have no more than one subcontracting plan. Evaluations of the Utilization of Small Business are required for contracts and orders placed against basic ordering agreement (BOA) and blanket purchase agreement (BPA) if a subcontracting plan is required. Evaluations of Utilization of Small Business for single-agency Contracts and delivery orders (to include FSS) are not required and shall not be accomplished unless the contracting officer determines that such evaluations would produce more useful past performance information for source selection officials than that contained in the overall contract evaluation. Execution of any subcontracting plan may be addressed in block 20.

- **Exceptional.** Exceeded all negotiated subcontracting goals or exceeded at least one goal and met all of the other negotiated subcontracting goals for the current period. Had exceptional success with initiatives to assist, promote, and utilize small business (SB), small disadvantaged business (SDB), women-owned small business (WOSB), HUBZone small business, veteran-owned small business (VOSB) and service disabled veteran owned small business (SDVOSB). Complied with

FAR 52.219-8, Utilization of Small Business Concerns. Exceeded any other small business participation requirements incorporated in the contract, including the use of small businesses in mission critical aspects of the program. Went above and beyond the required elements of the subcontracting plan and other small business requirements of the contract. Completed and submitted Individual Subcontract Reports and/or Summary Subcontract Reports in an accurate and timely manner.

Note: To justify an Exceptional rating, identify multiple significant events and state how they were a benefit to small business utilization. A singular benefit, however, could be of such magnitude that it constitutes an Exceptional rating. Ensure that small businesses are given meaningful, innovative work directly related to the project, rather than peripheral work, such as cleaning offices, supplies, landscaping, etc. Also, there should have been no significant weaknesses identified.

- **Very Good.** Met all of the negotiated subcontracting goals in the traditional socio-economic categories (SB, SDB and WOSB) and met at least one of the other socio-economic goals (HUBZone, VOSB, SDVOSB) for the current period. Had significant success with initiatives to assist, promote and utilize SB, SDB, WOSB, HUBZone, VOSB, and SDVOSB. Complied with FAR 52.219-8, Utilization of Small Business Concerns. Met or exceeded any other small business participation requirements incorporated in the contract, including the use of small businesses in mission critical aspects of the program. Endeavored to go above and beyond the required elements of the subcontracting plan. Completed and submitted Individual Subcontract Reports and/or Summary Subcontract Reports in an accurate and timely manner.

Note: To justify a Very Good rating, identify a significant event and state how they were a benefit to small business utilization. Ensure that small businesses are given meaningful, innovative work directly related to the project, rather than peripheral work, such as cleaning offices, supplies, landscaping, etc. There should be no significant weaknesses identified.

- **Satisfactory.** Demonstrated a good faith effort to meet all of the negotiated subcontracting goals in the various socio-economic categories for the current period. Complied with FAR 52.219-8, Utilization of Small Business Concerns. Met any other small business participation requirements included in the contract. Fulfilled the requirements of the subcontracting plan included in the contract. Completed and submitted Individual Subcontract Reports and/or Summary Subcontract Reports in an accurate and timely manner.

Note: To justify a Satisfactory rating, there should have been only minor problems, or major problems the contractor has addressed or taken corrective action. There should have been no significant weaknesses identified. A fundamental principle of assigning ratings is that contractors will not be assessed a rating lower than Satisfactory solely for not performing beyond the requirements of the contract.

- **Marginal.** Deficient in meeting key subcontracting plan elements. Deficient in complying with FAR 52.219-8, Utilization of Small Business Concerns, and any other small business participation requirements in the contract. Did not submit Individual Subcontract Reports and/or Summary Subcontract Reports in an accurate or timely manner. Failed to satisfy one or more requirements of a corrective action plan currently in place; however, does show an interest in bringing performance to a satisfactory level and has demonstrated a commitment to apply the necessary resources to do so. Required a corrective action plan.

Note: To justify Marginal performance, identify a significant event that the contractor had trouble overcoming and how it impacted small business utilization. A Marginal rating should be supported by referencing the actions taken by the government that notified the contractor of the contractual deficiency.

- **Unsatisfactory.** Noncompliant with FAR 52.219-8 and 52.219-9 and any other small business participation requirements in the contract. Did not submit Individual Subcontract Reports and/or Summary Subcontract Reports in an accurate or timely manner. Showed little interest in bringing

performance to a satisfactory level or is generally uncooperative. Required a corrective action plan.

Note: To justify an Unsatisfactory rating, identify multiple significant events that the contractor had trouble overcoming and state how it impacted small business utilization. A singular problem, however, could be of such serious magnitude that it alone constitutes an Unsatisfactory rating. An Unsatisfactory rating should be supported by referencing the actions taken by the government to notify the contractor of the deficiencies. When an Unsatisfactory rating is justified, the contracting officer must consider whether the contractor made a good faith effort to comply with the requirements of the subcontracting plan required by FAR 52.219-9 and follow the procedures outlined in FAR 52.219-16, Liquidated Damages-Subcontracting Plan.

NOTE 1: Plus or minus signs may be used to indicate an improving (+) or worsening (-) trend insufficient to change assessment status.

NOTE 2: Generally, zero percent is not a goal unless the Contracting Officer determined when negotiating the subcontracting plan that no subcontracting opportunities exist in a particular socio-economic category. In such cases, the contractor shall be considered to have met the goal for any socio-economic category where the goal negotiated in the plan was zero.

7. Block 18g - Other Areas.

Specify additional evaluation areas that are unique to the contract, or that cannot be captured elsewhere on the form. More than one type of entry may be included, but should be separately labeled. If extra space is needed, use Block 20.

If the contract contains an award fee provision, enter "award fee" in the "Other Areas" block (18g). The Assessing Official should translate the award fee earned to adjective ratings, which could prove more useful for using past performance to assess future performance risk in upcoming source selections. If award fee information is included in the CPAR, use block 20 to provide a description for each award fee. Include the scope of the award fee by describing the extent to which it covers the total range of contract performance activities, or is restricted to certain elements of the contract.

If any other type of contract incentive is included in the contract (excluding contract shareline incentives on fixed price or cost-type contracts), it should be reported in a manner similar to the procedures described above for award fee.

Use Block 18g in those instances where the Assessing Official believes strongly, either positively or negatively, regarding an aspect of the contractor's performance, but cannot fit that aspect into any of the other blocks on the form.



Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

ARTHROPOD CONTROL BUDGET AMENDMENT

NICOLE "NIKKI" FRIED
COMMISSIONER

Section 388.361, F.S. and 5E-13.027, F.A.C.
Telephone (850) 617-7911; Fax (850) 617-7939

Submit to:
Mosquito Control
3125 Conner Blvd, Suite E
Tallahassee, FL 32399-1650

STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE TWO FOR THIS PURPOSE.

Amendment No. 2020-08

Fiscal Year: 2019-2020

Date: 9/10/2020

Amending: Local Funds X State Funds (Check appropriate fund account to be amended. Use a separate form for each fund). The Board of Commissioners for Anastasia Mosquito Control District hereby submits to the Department of Agriculture and Consumer Services, for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized.

Total Available Cash and Receipts	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
\$ 12,637,987.13	\$ 6,884,022.74	\$ 12,637,987.13	\$ 39,254.07	\$ -	\$ 12,677,241.20

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 5,800,265.31	\$ 5,432.65	\$ -	\$ 5,805,697.96
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 228,365.65	\$ 28,371.42	\$ -	\$ 256,737.07
361	Interest Earnings	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 209,225.43	\$ 5,450.00	\$ -	\$ 214,675.43
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 6,302,856.39	\$ 39,254.07	\$ -	\$ 6,342,110.46
Beginning Fund Balance		\$ 6,335,130.74	\$ -	\$ -	\$ 6,335,130.74
Total Budgetary Receipts & Balances		\$ 12,637,987.13	\$ 39,254.07	\$ -	\$ 12,677,241.20

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised.

ACCT NO	Uniform Accounting System Transaction	Present Budget	Increase Request	Decrease Request	Revised Budget
10	Personal Services	\$ 1,722,749.37	\$ 22,405.74	\$ -	\$ 1,745,155.11
20	Personal Services Benefits	\$ 843,518.75	\$ 13,616.16	\$ -	\$ 857,134.91
30	Operating Expense	\$ 501,220.00	\$ -	\$ -	\$ 501,220.00
40	Travel & Per Diem	\$ 28,682.00	\$ -	\$ -	\$ 28,682.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
43	Utility Service	\$ 41,634.27	\$ -	\$ -	\$ 41,634.27
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 108,400.00	\$ -	\$ -	\$ 108,400.00
46	Repairs & Maintenance	\$ 107,250.00	\$ -	\$ -	\$ 107,250.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
49	Other Charges	\$ 6,325.00	\$ -	\$ -	\$ 6,325.00
51	Office Supplies	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00
52.1	Gasoline/Oil/Lube	\$ 91,600.00	\$ -	\$ -	\$ 91,600.00
52.2	Chemicals	\$ 574,388.00	\$ -	\$ -	\$ 574,388.00
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 106,679.80	\$ 3,232.17	\$ -	\$ 109,911.97
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 15,945.00	\$ -	\$ -	\$ 15,945.00
55	Training	\$ 40,250.00	\$ -	\$ -	\$ 40,250.00
60	Capital Outlay	\$ 1,096,920.20	\$ -	\$ -	\$ 1,096,920.20
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 385,998.00	\$ -	\$ -	\$ 385,998.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 5,753,964.39	\$ 39,254.07	\$ -	\$ 5,793,218.46
0.001	Reserves - Future Capital Outlay	\$ 5,793,033.74	\$ -	\$ -	\$ 5,793,033.74
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 960,989.00	\$ -	\$ -	\$ 960,989.00
0.004	Reserves - Sick and Annual Leave	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00
TOTAL RESERVES		\$ 6,884,022.74	\$ -	\$ -	\$ 6,884,022.74
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 12,637,987.13	\$ 39,254.07	\$ -	\$ 12,677,241.20
BEGINNING FUND BALANCE		\$ -	\$ -	\$ -	\$ -

APPROVED: _____
Chairman of the Board, or Clerk of Circuit Court

DATE _____

APPROVED: _____
FDACS Mosquito Control Program Designee

DATE _____

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2020

BUDGET AMENDMENT NUMBER 2020-08

PAGE 1 OF 1

COMPUTATIONS

LOCAL FUND

Receipts:

Ad Valorem (Current/ Delinquent)
Grants and Donations
Misc./Refunds (Prior yr. Expenditures)

5,432.65
28,371.42
5,450.00

39,254.07

Expenditures:

(Uses of Funds, matched to Revenue Stream)
Personal Services
Personal Service Benefits
Misc. Supplies: Entomology Supplies

(22,405.74)
(13,616.16)
(3,232.17)

Budget Amendment (Net, pooled from Contingency)

\$ -

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2020

LOCAL FUND BUDGET AMENDMENT NUMBER 2020-08

PAGE 1 OF 1

BUDGET JOURNAL ENTRIES:

Dr) EXPENDITURES:	Personal Services	22,405.74	
	Personal Service Benefits	13,616.16	
	Misc. Supplies: Entomology Supplies	3,232.17	
Cr) REVENUE:	Ad Valorem (Current/ Delinquent)		5,432.65
	REVENUE: Grants and Donations		28,371.42
	REVENUE: Miscellaneous/ Refunds		5,450.00
		\$ 39,254.07	\$ 39,254.07