

Section I
Notice of Development of Proposed Rules
and Negotiated Rulemaking

DEPARTMENT OF LEGAL AFFAIRS

Division of Victim Services and Criminal Justice Programs

RULE NOS.: RULE TITLES:

- 2A-2.0001 Definitions
2A-2.002 Victim Compensation Claims
2A-2.013 Property Claims
2A-2.014 Domestic Violence Relocation Assistance
2A-2.015 Sexual Battery Relocation Assistance
2A-2.016 Human Trafficking Relocation Assistance

PURPOSE AND EFFECT: The proposed rule amendments are intended to clarify definitions, documentation requirements, amend benefits, and procedures for claims filed pursuant to the Crimes Compensation Act including changes in response to recent statutory changes.

SUBJECT AREA TO BE ADDRESSED: Definitions, benefits, and documentation requirements.

RULEMAKING AUTHORITY: 960.045(1)(b), 960.13(9)(b) FS.

LAW IMPLEMENTED: 960.065, 960.07, 960.12, 960.13, 960.15, 960.16, 960.17, 960.18, 960.195, 960.198, 960.199, 960.03, 960.196, 960.14 FS.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE NOTICED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Michelle Crum, Chief of Victim Compensation, Department of Legal Affairs, PL- 01, The Capitol, Tallahassee, FL 32399-1050

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS NOT AVAILABLE.

DEPARTMENT OF LEGAL AFFAIRS

Division of Victim Services and Criminal Justice Programs

RULE NOS.: RULE TITLES:

- 2A-9.001 Purpose
2A-9.002 General Provisions
2A-9.003 Definitions
2A-9.004 Grant Eligibility
2A-9.005 Application Procedures
2A-9.006 Funding Requirements
2A-9.007 Unused Funds

PURPOSE AND EFFECT: Provide purpose, general provisions, definitions, and other requirements for funding under the Crime Stoppers Trust Fund.

SUBJECT AREA TO BE ADDRESSED: Crime Stoppers Grants.

RULEMAKING AUTHORITY: 16.555(6) FS.

LAW IMPLEMENTED: 16.555, 16.556, 938.06 FS.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE NOTICED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Rick Nuss, Chief, Bureau of Criminal Justice Programs, Department of Legal Affairs, PL-01, The Capitol, Tallahassee, FL 32399-1050

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS NOT AVAILABLE.

Section II
Proposed Rules

NONE

Section III Notice of Changes, Corrections and Withdrawals

AGENCY FOR STATE TECHNOLOGY

RULE NOS.:	RULE TITLES:
74-1.001	Purpose and Applicability; Definitions.
74-1.002	Risk and Complexity Assessment.
74-1.003	Initiation.
74-1.004	Planning.
74-1.005	Execution.
74-1.006	Monitoring and Controlling.
74-1.007	Closeout.
74-1.008	Compliance with the Florida Information Technology Project Management and Oversight Standards.
74-1.009	Agency for State Technology (AST) Oversight.

NOTICE OF CHANGE

Notice is hereby given that the following changes have been made to the proposed rule in accordance with subparagraph 120.54(3)(d)1., F.S., published in Vol. 41 No. 75, April 17, 2015 issue of the Florida Administrative Register.

74-1.001 Purpose and Applicability; Definitions.

(1) Purpose and Applicability

(a) Rules 74-1.001, F.A.C., through 74-1.009, F.A.C., will be known as the Florida Information Technology Project Management and Oversight Standards.

(b) ~~This~~ ~~The purpose of this Rule establishes is to:~~ ~~1. Establish project management and oversight standards when implementing information technology (IT) projects. These standards are documented in Rule 74-1.001 Rule 74-1.002, F.A.C., through 74-1.008 74-1.008, F.A.C. State Agencies must comply with these standards when implementing all IT projects, and, pursuant to Section 282.0051(15)(a), F.S., Cabinet Agencies must adopt the standards contained in Rule 74-1.001, F.A.C., through 74-1.008, F.A.C., for IT projects that have a total cost of \$25 million or more and that impact one or more other agencies. IT projects, and For all other IT projects, Cabinet Agencies are required to either adopt these standards or adopt alternative standards based on best practices and industry standards. See 282.00515, F.S. However, in accordance with Section 282.00515, F.S., for projects that have a total cost of \$25 million or more and that impacts one or more other agencies, Cabinet Agencies must adopt the standards documented in Rule 74-1.002, F.A.C., through 74-1.008, F.A.C.~~ Establish project management and oversight standards when implementing information technology (IT) projects. These standards are documented in Rule 74-1.001 through 74-1.008, F.A.C. State Agencies must comply with these standards when implementing all IT projects, and, pursuant to Section 282.0051(15)(a), F.S., Cabinet Agencies must adopt the standards contained in Rule 74-1.001, F.A.C., through 74-1.008, F.A.C., for IT projects that have a total cost of \$25 million or more and that impact one or more other agencies. For all other IT projects, Cabinet Agencies are required to either adopt these standards or adopt alternative standards based on best practices and industry standards. See 282.00515, F.S. However, in accordance with Section 282.00515, F.S., for projects that have a total cost of \$25 million or more and that impacts one or more other agencies, Cabinet Agencies must adopt the standards documented in Rule 74-1.002, F.A.C., through 74-1.008, F.A.C.

~~Establish oversight standards that the Agency for State Technology (AST) will use for oversight of IT projects. These standards apply to IT projects of State Agencies that have a total cost of \$10 million or more and that are funded in the~~

~~General Appropriations Act or any other law; and IT projects of Cabinet Agencies with a total cost of \$25 million or more and that impact one or more other agencies. (Per Sections 282.0051(4) and 282.0051(15) (a) (b), F.S.). These standards are documented in Rule 74-1.009, F.A.C.~~

~~1.(e)~~ Operations and Maintenance (O&M) activities that intended to support an existing product or service to keep it in conformance with its originally intended specifications, functionality, and service levels are exempt from these standards. O&M activities include, but are not limited to, break-fix actions, routine software upgrades, and network component replacements.

~~2.(d)~~ These standards, per Section 282.0051(3), F.S., also address:

a. Performance measurements and metrics that objectively reflect the status of an IT project based on a defined and documented project schedule, cost, and scope.

b. Methodologies for calculating acceptable variances in the projected versus actual schedule, cost, and scope of an IT project.

c. Reporting requirements, including requirements designed to alert all defined stakeholders that an IT project has exceeded acceptable variances.

d. Content, format, and frequency of project updates.

~~3.(e)~~ In 2016, AST will begin conducting annual assessments to determine State Agency compliance with the the Florida Information Technology Project Management and Oversight Standards set forth in Rule 74-1.008 74-1.008, F.A.C., (Per Section 282.0051(10), F.S.).

~~4.(f)~~ State Agencies, and as applicable Cabinet Agencies, will use incorporate the Florida Information Technology Project Management and Oversight Standards set forth in this rule in competitive solicitations and procurement documents or contract agreements for IT projects- , as appropriate, to provide project management standards for potential vendors.

(c) This Rule establishes oversight standards that the Agency for State Technology (AST) will use for oversight of IT projects. These standards apply to IT projects of State Agencies that have a total cost of \$10 million or more and that are funded in the General Appropriations Act or any other law; and IT projects of Cabinet Agencies with a total cost of \$25 million or more and that impact one or more other agencies. (Per Sections 282.0051(4) and 282.0051(15) (a) (b), F.S.). These standards are documented in Rule 74-1.009, F.A.C.

(2) Definitions.

(a) The following terms are defined:

1. Action Item - A documented event, task, activity, or action that needs to take place. Action Items are discrete units that are assigned to a single person for tracking and reporting until resolution.

2. Agency(ies) - For purposes of this Rule, Agency(ies) means State Agencies, ~~Cabinet Agencies that do not adopt alternative project management standards based on best practices and industry standards pursuant to section 282.00515, F.S., and Cabinet Agencies when implementing IT projects with IT projects~~ that have a total project cost of \$25 million or more and that impact one or more other Agencies.

3. Alternative Analysis – A technique used to evaluate identified options in order to select which options or approaches to use to execute and perform the work of the project. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. ~~AST – Agency for State Technology~~

4. AST – Agency for State Technology.

5. Baseline – The approved version of a work product that can be changed only through formal change control procedures and is used as a basis for comparison. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

6. Baselined Schedule - The agency-approved version of the project schedule that can be changed only through formal change control procedures. This document is used as a basis for Earned Value Analysis.

75. Business Case – Describes the necessary information from a business standpoint to determine whether or not the project is worth the required investment.

8. Cabinet Agency(ies) – The Department of Legal Affairs, the Department of Agriculture and Consumer Services, and the Department of Financial Services.

96. Change Control – ~~A a formal~~ process whereby modifications used to ensure that changes to a project (such as documents, deliverables, or baselines) are identified, documented, reviewed, introduced and approved in a controlled and coordinated manner, or rejected. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

107. Complexity – Technological and management characteristics of the project and the potential impacts, both positive and negative, that these characteristics could have on the project's risks.

118. Corrective Action – An intentional activity that realigns the performance of the project work with the project management plan. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

12. Corrective Action Plan - A plan that illustrates corrective actions required to bring the project back within established schedule, cost, and scope parameters.

139. Cost Benefit Analysis – A financial analysis tool used to determine the benefits provided by a project against its costs. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

14. Cost Performance Index (CPI) – ~~A ratio that represents project measure of the cost efficiency of budgeted resources expressed as the ratio of earned value to actual cost. A ratio that represents project efficiency in terms of how much a project is actually spending compared to the planned spending as of a specific date.~~ Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

1540. Earned Value – ~~The measure of work performed expressed in terms of the budget authorized for that work.~~ Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. ~~An approach to measuring project performance that is based on comparing actual progress against planned progress as of a specific date.~~

1641. Earned Value Analysis - An approach to measuring project performance that is based on comparing actual progress against planned progress.

1742. Independent Verification and Validation (IV&V) – A review of the project plans and other project artifacts by an independent third party. The primary objective of an IV&V is to provide an objective assessment of products and processes throughout the project management lifecycle. In addition, IV&V will facilitate early detection and correction of ~~issues errors~~, enhance management insight into risks, and ensure compliance with project performance, schedule, and budget requirements. The IV&V entity must have no technical, managerial, or financial interest in the project (~~or Agency~~) and will not have any responsibility for, or participation in, any other aspect of the project.

1843. Information Technology – Equipment, hardware, software, firmware, programs, systems, networks, infrastructure, media, and related material used to automatically, electronically, and wirelessly collect, receive, access, transmit, display, store, record, retrieve, analyze, evaluate, process, classify, manipulate, manage, assimilate, control, communicate, exchange, convert, converge, interface, switch, or disseminate information of any kind or form as defined in Section 282.0041 (11), F.S.

19.14. Issue - A point or matter in question or in dispute, or a point or matter that is not settled and is under discussion or over which there are opposing views or disagreements. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. ~~A significant, certain occurrence impacting planned project execution that the project team must identify and address.~~ An issue must be resolved as soon as possible; otherwise, it will have detrimental effects on the project.

20.15. PMP® Certified Project Manager – Project Management Professional (PMP®) is a certification administered by the Project Management Institute that demonstrates experience, education, and competency to lead and direct projects.

21.16. Project - An endeavor that has a defined start and end point; is undertaken to create or modify a unique product, service, or result; and has specific objectives that, when attained, signify completion as defined in Section 282.0041 (16), F.S.

22.17. Project Change - Something that is outside the documented and approved project scope or is a change to baselined project requirements, project schedule, or project cost (including resource effort). A project change requires approval, by project governance, for additional resources, funding, or modifications to the project schedule.

23.18. Project Governance – The alignment of project objectives with the strategy of the larger organization by the project sponsor and project team. A project's governance is defined by and is required to fit within the larger context of the program or organization sponsoring it, but is separate from organizational governance. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. Project governance is an oversight process aligned with (but separate from) the Agency management structure. Project governance provides the project manager, project team, project sponsor(s), and all stakeholders with structure, processes, decision-making models, and tools to ensure the successful management of the project and delivery of the product. It includes a framework for making project decisions (including project change control and deliverable acceptance) and defining roles, responsibilities, and accountabilities for the success of the project.

24.19. Project Life Cycle (PLC) – The project life cycle encompasses all the project management activities of the project grouped by the standard PLC phases of Initiation, Planning, ~~Execution~~, Monitoring and Controlling ~~Control~~, Execution, and Closure.

25.20. Project Oversight – Independent review and analysis of an information technology project that provides information on the project's scope, completion timeframes, and budget and that identifies and quantifies issues or risks affecting the successful and timely completion of the project as defined in Section 282.0041 (17), F.S.

26.21. Project Management Plan - The document that describes ~~defines~~ how the project ~~Agency~~ will be executed, monitored ~~execute, monitor, control,~~ and controlled ~~close the project.~~ Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

27.22. Project Schedule – A listing of a project's milestones, activities, and deliverables, with work estimates and start and finish dates. These estimates include budget and resource allocation, as well as task sequencing and dependencies.

28.23. Project Sponsor - The State Agency senior management role that approves the allocation of resources for an endeavor, develops a common vision, provides ongoing commitment to the project, and continually assesses success.

29.24. Project Variance - A quantifiable or qualitative deviation from an approved baseline or expected value. AST will use Cost Performance Index (CPI) and Schedule Performance Index (SPI) calculations and budget and scope variance analysis to determine the degree of project variance between project baselines and actual project performance.

30.25. Risk – An uncertain event or condition that, if it occurs, has ~~which may or may not happen and uncertainties caused by ambiguity or a lack of information.~~ A Risk could have a positive or negative effect ~~or positive impact~~ on one or more project objectives. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013.

31.26. Risk Manager – An individual responsible for managing a project's risk, such as conducting risk management planning, risk identification, analysis, response planning, and tracking of risks and mitigation throughout the project.

32.27. Schedule Performance Index (SPI) – A measure of schedule efficiency expressed as the ratio of earned value to planned value. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. ratio that represents how efficiently a project is progressing compared to the project's planned progress.

3328. Scope Baseline – Documented scope and objectives set forth in the agency-approved project plan document.

3429. Scope Variance - Deviation from the documented objectives and scope set forth in the agency-approved project plan documents.

3530. Scope Variance Analysis - An approach to measuring project performance that is based on comparing actual scope against planned scope.

3634. Significant Change - Significant Change are those changes that will modify a project’s approved cost, schedule, or scope, either by themselves or cumulatively, by more than 10%.

3732. Stakeholder – A person, group, organization, or state agency involved in or affected by a course of action as defined in Section 282.0041 (21), F.S.

3833. State Agency(ies) - Any official, officer, commission, board, authority, council, committee, or department of the executive branch of state government; the Justice Administrative Commission; and the Public Service Commission. The term does not include university boards of trustees or state universities. The term does not include the Department of Legal Affairs, the Department of Agriculture and Consumer Services, or the Department of Financial Services as defined in Section 282.0041 (23), F.S. (See Cabinet Agency(ies))

3934. Trend – a series of at least three data points indicating movement upward or downward.

4035. Work Breakdown Structure (WBS) - A hierarchical and deliverable-oriented decomposition of the total scope of work to be carried out by the project team to accomplish the project objectives and create the required deliverables a project into smaller components. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, PA: Project Management Institute, 2013. The WBS is a framework for overall planning and is the basis for dividing work into definable increments from which schedule, cost, and scope can be defined.

41. Work Package – The work defined at the lowest level of the work breakdown structure for which cost and duration can be estimated and managed. Definition from: A Guide to the Project Management Body of Knowledge (PMBOK Guide) 5th Edition. Newtown Square, Pa: Project Management Institute, 2013.

(b) A copy of the PMBOK Guide may be obtained from the Project Management Institute, 14 Campus Boulevard, Newtown Square, Pennsylvania, 29073-3299, or www.pmi.org.

Rulemaking Authority § 282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014). Law Implemented § 282.00515 ~~282.0041, 282.0054~~, Fla. Stat. (2014).

74-1.002 Risk and Complexity Assessment.

(1) The Agency will perform Risk & Complexity Assessments (R&C Assessments) for information technology (IT) projects to evaluate the risk and complexity factors for each IT project. The purpose of the assessments is to determine the minimum level of project management control necessary to manage a given project in order to reduce risk and increase the probability of success.

(2) These assessments align projects by risk and complexity levels into one (1) of four (4) Risk and Complexity (R&C) Categories, which determine the amount of project management control required. The following diagram indicates the distribution of risk and complexity levels into the R&C Category:

		Complexity		
		Low	Medium	High
Risk	Low	1	1	2
	Medium	2	2	3
	High	3	3	4

(a) Category 4 represents High Risk and High Complexity projects.

(b) Category 3 represents High Risk and Medium Complexity projects, High Risk and Low Complexity projects, or Medium Risk and High Complexity projects.

(c) Category 2 represents Medium Risk and Medium Complexity projects, Medium Risk and Low Complexity projects, or Low Risk and High Complexity projects.

(d) Category 1 represents Low Risk and Medium Complexity projects or Low Risk and Low Complexity projects.

(e) Specific lifecycle phase requirements for each category are identified in Rules 74-1.003, F.A.C. - Initiation, 74-1.004, F.A.C. - Planning, 74-1.005, F.A.C. - Execution, 74-1.006, F.A.C. - Monitoring and Controlling, and 74-1.007, F.A.C. - Closure.

(3) The R&C Assessments are conducted using Form AST-F-0505A, AST Risk & Complexity Assessment Workbook (07/15 effective 7-1-2015). This workbook is used by Agencies to determine the cumulative R&C Category designation. The R&C Assessment Workbook is divided into seven (7) separate assessment worksheets which are conducted at four (4) key points in the project management life cycle. Form ~~AST-F-0505A~~ AST-F-0505A, AST Risk & Complexity Assessment Workbook, is hereby incorporated by reference in this Rule. Form ~~AST-F-0505A~~ AST-F-0505A can be found on the AST web site at: <http://www.ast.myflorida.com/>.

(a) The Agency must complete a Pre-Charter R&C Assessment (consisting of a Risk worksheet and a Complexity worksheet) at the start of the Initiation phase of the project. During this assessment, the Agency will review priorities and business need, assess the project, and analyze factors that might impact project success. The resulting R&C Category establishes the project management control requirements to be applied during the project Initiation phase. (See Rule 74-1.003, F.A.C. - Initiation)

(b) The Agency must complete an Initiation Gate R&C Assessment at the end of the Initiation phase following completion of project Initiation documentation. During this assessment, the Agency will review Initiation documents, validate or amend the previous R&C assessment findings, and complete the Initiation Gate R&C Assessment (consisting of a Risk worksheet and a Complexity worksheet). This assessment will confirm or adjust the project’s cumulative risk & complexity level and resulting R&C Category, examine the effectiveness of Initiation phase activities, and set requirements for the project Planning phase. (See Rule 74-1.004, F.A.C. - Planning)

(c) The Agency must complete a Planning Gate R&C Assessment at the end of the Planning phase, following completion of project planning documentation. During this assessment, the Agency will review project documents, validate or amend the previous R&C assessment findings, and complete the Planning Gate R&C Assessment (consisting of a Risk worksheet and a Complexity worksheet). This assessment will confirm or adjust the project’s cumulative risk and complexity level and resulting R&C Category, examine the effectiveness of Planning phase activities, and set requirements for the project Execution and Monitoring and Controlling phases. (See Rule 74-1.005, F.A.C. - Execution and 74-1.006, F.A.C. - Monitoring and Controlling Control)

(d) The Agency must complete an Event-Driven R&C Assessment if the project experiences a significant change, or cumulative changes (in cost, schedule, or scope) from the project baseline. During this assessment, the Agency will review the change control request(s) and project documentation. The Agency will also review, validate or amend the previous R&C assessment findings, and complete the Event-Driven R&C Assessment (consisting of a Risk worksheet). This assessment will confirm or adjust the project’s cumulative risk & complexity level and resulting R&C Category and determine if review and amendment to project management baselines are needed.

Rulemaking Authority §282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014). Law Implemented §282.0041, 282.0051 Fla. Stat. (2014).

74-1.003 Initiation

(1) Project Initiation is the first phase in the project management lifecycle. In the Initiation phase, information technology projects are transitioned from ideas to a viable project proposal (through the Agency’s project request process) for consideration and approval by the Agency’s management.

(2) The Agency must complete the Pre-Charter Risk and Complexity (R&C) Assessment for the project (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This assessment will provide the project risk and complexity levels and resulting R&C Category, which will define the management control activities required for the Initiation phase.

(3) The following matrix lists Initiation phase activities and documents required for the project based on its R&C Category as determined by the Pre-Charter R&C Assessment.

(4) If an individual document listed in the matrix below is not required for a given R&C Category, the Agency is still expected to conduct the planning activity and summarize the results in the Project Charter.

(5) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

INITIATION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
Business Case and Alternative Analysis	Articulate a clear path to a return on investment (ROI) or business value in instances where a positive ROI is not present. Demonstrate a clear understanding of the processes, costs, strengths, and <u>weaknesses</u> of the Agency’s current business process. Document,	Required	Required	Preparation of a Business Case and Alternatives Analysis is not required ; however, the planning in this area must be included in the Project Charter.	Preparation of a Business Case and Alternatives Analysis is not required ; however, the planning in this area must be included in the Project Charter.

INITIATION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	identify, and analyze potential solutions. Provide a compelling argument for implementation and examine benefits and risks associated with the recommended course of action as well as not taking the action.				
Cost Benefit Analysis	Document the economic feasibility of the alternatives being considered including the planned project costs, as well as each of the tangible benefits, and then calculate key financial performance metrics such as ROI and payback period.	Required	Required	Preparation of a Cost Benefit Analysis is not required; however, the planning in this area must be included in the Project Charter.	Preparation of a Cost Benefit Analysis is not required; however, the planning in this area must be included in the Project Charter.
Project Charter	Document and formally communicate the existence of the project; appoint the	Required	Required	Required	Required

INITIATION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	project manager; identify the stakeholders and the project governance framework; authorize the expenditure of resources; establish the initial budget, schedule, and scope. This will serve as the basis for detailed planning.				
Centralized Project Repository	Establish a centralized project repository to house and archive all project documentation. This repository should be documented in project planning materials.	Required	Required	Required	Required
Project Manager	The Project Manager must be PMP® certified.	Required	Required	<u>Not Required</u>	<u>Not Required</u>
Risk Manager	Appointment of a Risk Manager, other than the Project Manager.	Recommended	<u>Not Required</u>	<u>Not Required</u>	<u>Not Required</u>
Independent Verification	Employ Independent	Recommended	Recommended	<u>Not Required</u>	<u>Not Required</u>

INITIATION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
n and Validation (IV&V)	Verification and Validation (IV&V)				

(6) The Agency must complete the Initiation Gate R&C Assessment (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This Assessment will confirm or adjust the project’s risk and complexity levels and the resulting R&C Category, validate Initiation management control requirements, and set management control requirements for the subsequent Planning phase Phase.

Rulemaking Authority §-282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014).
Law Implemented §-282.0041, 282.0051 Fla. Stat. (2014).

74-1.004 Planning.

(1) In the Planning phase, the Agency develops and approves detailed project planning documents.

(2) The following matrix lists planning activities and documents required for the project based on the project’s Risk and Complexity (R&C) Category.

(a) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

(b) This documentation, whether created separately or combined as a single document, constitutes the Project Management Plan.

(3) If an individual document listed in the matrix below is not required for a given R&C Category, the Agency is still expected to conduct the planning activity and summarize the results in the Project Plan Summary.

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
Project Scope and Objectives	Clearly delineate the project scope, specifically what is in scope and what is out of scope. Include objectives, deliverables, assumptions, and constraints. This will	Required	Required	Required	Preparation of a formal Scope and Objectives document is not required; however, the Agency must include a summary of planning in this area

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	determine scope baselines and variances. Discuss how the project scope and objectives trace back through the Project Charter to initial project documents such as the <u>Schedule IV-B</u> .				in the Project Plan Summary.
Work Breakdown Structure (WBS)	The hierarchical and incremental decomposition of the project into phases, deliverables, and work packages. Identifies all the tasks required to deliver the total scope of work to produce each deliverable. Tasks must be decomposed into subtasks until they can be estimated, observed, and evaluated.	Required	Recommended	<u>Not Required</u>	<u>Not Required</u>
Project Organizational and Governance Structure	A representation of the project from an organizational	Required	Required	Preparation of an Organizational & Governance	Preparation of an Organizational & Governance Structure

PLANNING PHASE		Risk & Complexity Category				PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requireme nts	4	3	2	1	Document ation or Activity	Requireme nts	4	3	2	1
	nal perspective . Include an organization chart with stakeholder and governance structures identified. Include a detailed description of the project and the Agency's governance process with roles, responsibilities, and approval authorities identified for project documents or artifacts, including any processes for final product acceptance. Include reporting and escalation parameters for variances in schedule, cost, and scope.			Structure document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary .	document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.		identify project roles, skills, number, and resource type required, and specify the method(s) for acquiring new personnel or incorporating and backfilling the current responsibilities of existing personnel. For equipment or materials_ identify types, quantities, and purpose, and specify the method(s) for acquiring equipment or materials.			of planning in this area in the Project Plan Summary .	of planning in this area in the Project Plan Summary.
Resource Plan	Document the resources required to complete the project and how these resources will be acquired. For personnel –	Required	Required	Preparation of a Resource Plan document is not required; however, the Agency must include a summary	Preparation of a Resource Plan document is not required; however, the Agency must include a summary	Project Schedule	Develop and maintain a schedule that is: fully task, resource, and cost loaded; identifies the total scope of work; baselined and updated with project	Required <u>The Agency will update the schedule weekly.</u>	Required <u>The Agency will update the schedule weekly.</u>	Develop, baseline and maintain a schedule that identifies the total scope of work, assigned resources, and task completion dates. The	Develop, baseline and maintain a schedule that identifies the total scope of work, assigned resources, and task completion dates. The schedule

PLANNING PHASE		Risk & Complexity Category				PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requireme nts	4	3	2	1	Document ation or Activity	Requireme nts	4	3	2	1
	progress; and contains the information necessary to provide earned value analysis and support schedule and cost performance index (SPI and CPI) variance analysis and reporting. The Project Schedule must be updated and the weekly. The Agency must track and report schedule status in their Project Status Report (see rule 74-1.006, F.A.C. - Monitoring and Controlling for status report requirements and a detailed description of SPI and CPI).			schedule must be updated weekly. The Agency must track and report status in their Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for status report requirements).	must be updated bi-weekly. The Agency must track and report status in their Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for status requirements).		specific fiscal year cost totals over the life of the project and the overall total cost of the project. Also include a description of the funding source(s) for the Project and a breakdown of the Project costs by major expense categories.				
Project Budget	Develop and maintain a Project Budget, which must include	Required	Required	Required	Required	Project Spending Plan	Develop and maintain a Project Spending Plan, which, as a component of the Project Budget, must include monthly budgeted and actual costs for Other Personal Services (OPS) staff, contractors, deliverables, major project tasks, hardware, Commercial off-the-shelf (COTS) software,	Required	Required	Preparation of a Project Spending Plan is not required; however, the Agency must include summary spending plan information in the Project Plan Summary with detail required for the Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling and	Preparation of a Project Spending Plan is not required; however, the Agency must include summary spending plan information in the Project Plan Summary with detail required for the Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for detailed

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requireme nts	4	3	2	1
	miscellaneous equipment, and other costs for each fiscal year.			ng for detailed requirements for the project status report).	requirements for the project status report).
Communications Plan	Identify the project information requirements of stakeholders and detail what, when, and how information will be collected and reported. This will include the responsibility, frequency, format, and distribution method for meeting summaries, project status reports, project governance meetings, and stakeholder communications, including reporting variances in schedule, cost, or scope and emerging risks or issues. Include documentation for Decision Tracking and Action	Required	Required	Required	Preparation of a Communication Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requireme nts	4	3	2	1
	Item Tracking (see Rule 74-1.006, F.A.C. - Monitoring and Controlling).				
Change Management Plan	Document the change control process and documentation involved in identifying, escalating, approving, and managing project change requests related to the project's schedule, cost, or scope baselines, or a change to project deliverables (see Rule 74-1.006, F.A.C. - Monitoring and Controlling). Include a summary of the change governance framework (see Organizational & Governance Structure above).	Required	Required	Required	Preparation of a Change Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.
Quality Management Plan	Document the processes and procedures for ensuring	<u>Required</u>	Required	Preparation of a Quality Management Plan is not required;	Preparation of a Quality Management Plan is not required;

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	quality planning, quality assurance, and quality control are all conducted.			however, the Agency must include a summary of planning in this area in the Project Plan Summary.	however, the Agency must include a summary of planning in this area in the Project Plan Summary.
Deliverable Acceptance Plan	Document each deliverable, the acceptance criteria for each deliverable, and the deliverable acceptance process.	Required	Required	Required	Preparation of a Deliverable Acceptance Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary
Risk Management Plan	Document the process for the descriptive identification (listing), evaluation (probability and impact), prioritization, and response to risks (specified mitigation strategies for each risk), as well as the nature of any time sensitivity	Required	Required	Required	Preparation of a Risk Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary. In addition, Agencies must track

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	to risks that may impact the project. Identify the roles and responsibilities of project staff assigned to risks. Identify and document the process to be used for tracking, periodic review, and update of Risks (see Rule 74-1.006, F.A.C. - Monitoring and Controlling).				risks and report their status in the Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for detailed requirements)
Issue Management Plan	Document the process for (and the documentation of) the identification, evaluation, prioritization, management, and response to issues impacting the project. Identify and document the process to be used for tracking, periodic review, and update of Issues (see Rule 74-1.006, F.A.C. -	Required	Required	Required	Preparation of an Issue Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary. In addition, Agencies must track issues and report their status in the Project Status

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	Monitoring and Controlling). Identify the roles and responsibilities of project staff.				Report (See 74-1.006, F.A.C. - Monitoring and Controlling for detailed requirements).
Procurement Management Plan	If procurement is required by the project, document any products or services needed, identify the necessary products and services to be purchased, along with the appropriate purchasing methods, rules, and statutes affecting these activities.	Required, if applicable	Required, if applicable	Required, if applicable	Preparation of a Procurement Management Plan is not required; however, if applicable, the Agency must include a summary of planning in this area in the Project Plan Summary.
Organizational Change Management Plan	Assess and document the impact of delivering the project's products to the user organization and individual users; the readiness of the user organization and individual users to accept those	Required	Required	Preparation of an Organizational Change Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project	Preparation of an Organizational Change Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan

PLANNING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	changes; and identify, describe, and plan the action necessary to facilitate those changes.			Plan Summary	Summary.
System Security Plan	See Rule Chapter 71A-1 74-2, F.A.C. - Florida Information Technology Resource Security Policies and Standards for requirements for System Security Planning.	Required	Required	Required	Required
Requirements Traceability Matrix (RTM)	Prepare a document (usually a table) that links high-level design and requirements with detailed requirements, detailed design, test plan, and test cases. The RTM ensures that all requirements are identified and correctly linked (from high-level to detailed and technical levels)	Required	Required	Required	<u>Not Required</u> Required

PLANNING PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
	throughout the project.				
Project Plan Summary	A document providing an overview of the planning for the management of the project that addresses all of the aforementioned documents and activities.	<u>Not Required</u>	<u>Not Required</u>	Required	Required

EXECUTION PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
Project Schedule	Execute and update the approved project schedule weekly with actual work effort and project progress (tasks, milestones, and deliverables completed) to track Schedule Performance Index (SPI) and Cost Performance Index (CPI).	<u>Required</u>	<u>Required</u>	Execute and update the project schedule with actual work effort and project progress (tasks, milestones, and deliverables completed)- <u>weekly</u> .	Execute and update the project schedule to track actual work effort and project progress (tasks, milestones, and deliverables completed)- <u>bi-weekly</u> .
Project Spending Plan	Maintain the Project Spending Plan and include Spending Plan data in the Monthly Project Status Report (see 74-1.006, F.A.C. - Monitoring and Controlling for status report requirements).	<u>Required</u>	<u>Required</u>	<u>Not Required</u>	<u>Not Required</u>
Procurement Management Plan	If procurement is required, the Agency will conduct procurements as documented in the approved Procurement	<u>Required</u>	<u>Required</u>	Required	<u>Conduct</u> If <u>required</u> , <u>conduct</u> procurements as documented in the Project Plan <u>Planning</u> Summary.

(4) The Agency must complete the Planning Gate R&C Assessment at the end of the Planning ~~phase~~ **Phase** (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This Assessment will confirm or adjust the project’s risk and complexity levels and the resulting R&C Category, validate Planning management control requirements, and set management control requirements for the subsequent Execution and Monitoring and Controlling phases. Rulemaking Authority ~~§-282.0051(18)~~ ~~282.0051(3)~~, Fla. Stat. (2014). Law Implemented ~~§-282.0041, 282.0051~~ Fla. Stat. (2014).

74-1.005 Execution.

(1) The Execution phase involves carrying out and managing all the activities described in the Project Management Plan.

(2) The majority of Execution phase activities and documentation will be associated with the Agency’s specific Systems Development Life Cycle (SDLC) process and requirements.

(3) All changes to the approved and baselined Project Management Plan (project schedule, cost, or scope) must follow the Agency’s project change control and governance processes.

EXECUTION PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
	Management Plan.				
Quality Management Plan	Perform quality assurance activities as specified in the approved Quality Management Plan.	Required	Required	Perform quality assurance activities outlined in the Project Plan <u>Planning Summary</u> .	Perform quality assurance activities outlined in the Project Plan <u>Planning Summary</u> .
Communications Plan	Manage project communications as specified in the approved Communications Plan.	Required	Required	Required	Manage communications and stakeholder needs as outlined in the Project Plan <u>Planning Summary</u> .
	Provide project status reports as required in this Rule. (see 74-1.006, F.A.C. - Monitoring and Controlling for status report requirements) Facilitate communications within the project team and with the project sponsor and stakeholders.	Required	Required	Required	Required
Deliverable Acceptance Plan	Execute the Deliverable Acceptance Plan.	Required	Required	Required	Document deliverable acceptance in accordance with deliverable acceptance processes.

EXECUTION PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
					criteria, and the project governance process outlined in the Project Plan <u>Planning Summary</u> .
Organizational Change Management Plan	Execute the Organizational Change Management Plan.	Required	Required	Facilitate organizational change management as outlined in the Project Plan <u>Planning Summary</u> .	Facilitate organizational change management as outlined in the Plan <u>Planning Summary</u> .
Operations and Maintenance (O&M) Plan	Develop an O&M Plan prior to the scheduled completion of the project's Execution phase. Obtain concurrence from financial, information technology, and operational managers on their readiness to support the system from a budgetary, staffing, technology, and operational perspective after go-live.	Required	Required	Required	Required

(4) Agency project management activities required during the Execution phase are further described in 74-1.006, F.A.C. - Monitoring and Controlling. Rulemaking Authority §-282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014). Law Implemented §-282.0041, 282.0051 Fla. Stat. (2014).

74-1.006 Monitoring and Controlling.

(1) Project Monitoring and Controlling spans all phases of the project and involves the regular review of project status in order to identify variances from approved project schedule, cost, and scope.

(2) Risk and Complexity (R&C) Category 4 and 3 Projects will use Earned Value analysis to ensure that the schedule provides an accurate representation of project status.

(a) Schedule Performance Index (SPI)

1. SPI is a measure of schedule efficiency expressed as a ratio of Earned Value (EV) to Planned Value (PV): $SPI = EV/PV$, where Earned Value is the measure of work performed expressed in terms of the budget amount authorized for that work, and Planned Value is the authorized budget assigned to scheduled work. Planned Value corresponds to the approved baseline budget.

2. A SPI value of less than 1.0 indicates that less work was completed, in a given time frame, than was planned.

3. A SPI value greater than 1.0 indicates that more work was completed, in a given time frame, than was planned.

(b) Cost Performance Index (CPI)

1. CPI is a measure of cost efficiency of budgeted resources for the work completed. CPI is expressed as a ratio of Earned Value (EV) to Actual Cost (AC): $CPI = EV/AC$, where Earned Value is the measure of work performed expressed in terms of the budget amount authorized for that work, and Actual Cost is the realized cost incurred for the work performed on an activity or set of activities during a specific time period.

2. A CPI value of less than 1.0 indicates a cost overrun for work completed, in a given time frame.

3. A CPI value greater than 1.0 indicates a cost underrun of performance to date.

(3) The following matrix details Monitoring and Controlling documentation and activities required for the project based on the project's R&C Category.

SEE PUBLISHED RULE FOR TABLE

(4) The Agency will report project status (~~as required in the Communications Plan~~) based on the project's R&C Category. Form AST-F-0505B, Project Status Report (07/15 effective 7-1-2015), is hereby incorporated by reference in this Rule. Form AST-F-0505B can be found on the AST website at: <http://www.ast.myflorida.com/>. Status reports will include:

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Documentation	Requirements	4	3	2	1
Interim Project Status Report	Sections 1, 2, 3, and 5 of the Project Status Report Form	<u>Bi-weekly</u>	<u>Bi-weekly</u>	<u>Recommended Bi-weekly</u>	<u>Recommended Bi-weekly</u>
Monthly Project Status Report	All Sections of the Project Status Report Form	Monthly	Monthly	Monthly	Monthly
Sections	Items Required	4	3	2	1
Section 1 – Project Status Overview	A. Overview of Project Progress. • Overall status of schedule, scope, risks, and budget Explanation of any variance	Required	Required	Required	Required
	B. Schedule Performance Index (SPI) Cost Performance Index (CPI)	Required	Required	<u>Not Required</u>	<u>Not Required</u>
	C. Overall Status	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>
Section 2 – Project Progress	A. Project Milestones & Deliverables	Required	Required	Required	Required
	B. Major Project Tasks & Activities	Required	Required	Required	<u>Not Required</u>
	C. Reports & System	Required	Required	<u>Not Required</u>	<u>Not Required</u>

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
	Interf aces				
	D. Scope Chang es	Require d	Require d	Required	Required
Section 3 – Project Issues and Risks	A. Project Issues	Require d	Require d	Required	Required
	B. Project Risks	Require d	Require d	Required	Required
Section 4 – Project Spend Plan	Attach current project spend plan to Status Report	Require d	Require d	<u>Not Required</u>	<u>Not Required</u>
	A. Major Projec t Costs	Require d	Require d	Required	Required
	B. Ident ify Plann ed Cost vs. Actua l Cost by Categ ory	Require d	Require d	<u>Not Required</u>	<u>Not Required</u>
Section 5 – Project Summary	Scope Statement , Project Objective s, Benefits	Require d	Require d	Required	Required

CLOSEOUT PHASE		Risk & Complexity Category			
Document ation or Activity	Requiremen ts	4	3	2	1
Lessons Learned	Identify and document final lessons learned with project team and stakeholders.	Require d	Require d	Require d	Require d
Project Closeout Report (PCR)	Document the project’s accomplishments against the project budget, scope, schedule, and performance baselines. Include a discussion of the lessons learned compiled by the project team and stakeholders. The PCR must be completed <u>as defined in the no later than 60 days after project schedule closure.</u>	Requi red	Requi red	Requi red	Requi red
Post Implementa tion Review (PIR) Report	Evaluate and document whether the products or services delivered by the project meet the Agency’s business objectives, and provide the expected results and benefits as documented in the Initiation and Planning phases. Validate the	Requi red	Requi red	Requi red	<u>Not Requi red</u>

Rulemaking Authority § 282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014).
Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.007 Closeout.

(1) The Agency must perform Project Closeout phase activities after the defined project objectives have been met and the Agency has accepted the project’s product in accordance with their deliverable acceptance criteria and governance process.

(2) The following matrix lists the closeout activities and documents required for the project based on its Risk and Complexity (R&C) Category.

(3) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

	<p>cost benefit analysis and projected return on investment analysis. This analysis should be performed six months to one year after the product or service has been implemented, or as otherwise defined in the Project Charter.</p>				
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(4) The Agency must archive all agency and third-party project documentation or artifacts.

(5) The Agency will ensure that system operations are transitioned to the appropriate support and operational entities in conformance with the Operations and Maintenance Plan.

Rulemaking Authority § 282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014).
Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.008 Compliance with the Florida Information Technology Project Management and Oversight Standards.

(1) Agencies as defined in Rule 74-1.001, F.A.C., must comply with the Florida Information Technology Project Management and Oversight Standards.

(2) The Florida Information Technology Project Management Standards set forth in Rule 74-1.001 through 74-1.008, F.A.C. will be applied to existing Agency information technology projects based on their current project management lifecycle phase as of July 1, 2015.

(a) Projects that have not been approved for Initiation by the Agency must implement all sections of the standards set forth in this Rule.

(b) Projects that are in the Planning phase will undergo a Planning Gate Risk and Complexity Assessment upon completion of their detailed plans and will be subject to the project management control requirements of the standards authorized set forth in this Rule from that point. (See 74-1.002, F.A.C. - Risk and Complexity Assessment and 74-1.004, F.A.C. - Planning.)

(c) Projects that are in the Execution phase will continue to operate under the specific Agency's project management procedures, unless a significant Change Request is submitted (see Rule 74-1.006 F.A.C. for the monitoring and controlling requirements for project change).

(3) ~~Agency for State Technology (AST)~~ will annually assess State Agency compliance with the standards set forth in this Rule pursuant to Section 282.0051(10), F.S.

(a) AST will assess compliance with the standards set forth in this Rule via assessments of a subset of the State Agency's IT projects.

(b) The State Agency will provide the documentation or other artifacts required by the standards set forth in this Rule for AST assessment.

(c) AST will provide results of this compliance assessment to the State Agency, the Executive Office of the Governor, the President of the Senate, and the Speaker of the House.

(4) Agencies may request a variance or waiver from compliance with the standards set forth in this Rule as defined in Section 120.542, F.S.

~~(5) Agencies may request alternative compliance with Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C., if the Agency has developed equivalent information technology project management and oversight processes and procedures.~~

~~(a) The Agency Head will make an alternative compliance request to AST. The request must include a detailed document (with any necessary reference or template materials) that maps the Agency's current information technology project management and oversight processes and procedures to the specific requirements of the Florida Information Technology Project Management and Oversight Standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C.~~

~~(b) AST will review the Agency's request to determine if the Agency's project management and oversight processes and procedures are in compliance with or exceed the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C.~~

~~(c) AST will report its findings for alternative compliance to the requesting Agency within 20 business days of receipt of the request.~~

~~1. If AST determines the Agency's current information technology project management and oversight processes and procedures meet the requirements of the standards set forth in Rule 74-1.00, F.A.C., through Rule 74-1.007, F.A.C., the AST will acknowledge alternative compliance to the Agency.~~

~~2. If AST determines the Agency's current information technology project management and oversight processes and procedures do not, in part or all, meet the requirements of the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C., AST will identify those sections of the Agency's current processes that will be allowed alternative compliance, and the remainder of the Agency's efforts must adhere to the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C..~~

~~(5)(a)~~ State Agencies receiving a variance or waiver pursuant to Section 120.542, F.S., alternative compliance status are subject to the compliance assessment process described in ~~(3)(2)~~ above.

Rulemaking Authority ~~§~~ 282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014).
Law Implemented ~~§~~ 282.0041, 282.0051 Fla. Stat. (2014).

74-1.009 Agency for State Technology (AST) Oversight.

(1) Section 282.0051(4), F.S., requires AST oversight on State Agency information technology projects that have total project costs of \$10 million or more and that are funded in the General Appropriations Act or any other law.

(2) Section 282.0051(15), F.S., requires AST oversight on Cabinet Agency information technology projects with a total project cost of \$25 million or more and that impacts one or more other agencies. Cabinet Agencies must adopt the standards contained in rules 74-1.001, F.A.C., through 74-1.008, F.A.C., for IT projects that have a total cost of \$25 million or more and that impact one or more other agencies.

(3) Agencies will participate and assist AST in oversight of a project as follows:

(a) The Agency and AST will cooperate to establish agreed-upon project oversight parameters (including schedule, cost, and scope) that will serve as the basis against which all project variances will be measured.

1. The project oversight parameters must be reviewed and approved by the Agency Project Sponsor (or designee), the Agency Project Manager, and the AST Project Assurance Manager within 15 business days of the beginning of AST project oversight.

2. The project oversight parameters may be revised during the life of the project based upon completion of the Agency's formal change control and governance process. Revision to the parameters must be reviewed and approved by the Agency Project Sponsor (or designee), the Agency Project Manager, and the AST Project Assurance Manager.

(b) The Agency will provide the project's Risk Management Plan to AST within 15 business days of the approval of the project oversight parameters. AST will review the plan and provide comment(s) to the Agency within 15 business days.

(c) The Agency will update the project schedule weekly and provide the updated schedule to AST. AST will review the project schedule weekly and will identify and track trends in Schedule Performance Index and Cost Performance Index.

(d) The Agency will update project documentation (schedule, spend plan, scope, risk and issues) at the end of each month and provide these documents to ~~the~~ AST no later than the 10th day of the following month.

(e) AST will review and document the project's progress on a monthly basis. The purpose of the review is to determine schedule, cost, and scope variances, (using the project oversight parameters along with other project baseline and actual documentation) and assess project risk and issues.

1. If the monthly review indicates that the project exceeds acceptable variance ranges ~~(measured against project parameters see 74-1.006 Monitoring and Controlling for definition of acceptable variance ranges)~~ in schedule, cost, or scope, AST will perform a diagnostic risk assessment, which will result in preliminary findings and recommendations for project corrective action.

2. The Agency will respond in writing to AST's findings and recommendations within 5 business days of receipt of the findings. This response will include a corrective action plan for bringing the project back within acceptable variance ranges.

3. AST will review the preliminary findings, recommendations, and corrective action plan with the Agency.

4. AST will finalize the monthly review document (including a summary of the risk assessment, recommendations and the corrective action plan) for review by the Agency and AST management.

(4) AST will report quarterly to the Executive Office of the Governor, the President of the Senate, and the Speaker of the House of Representatives on any information technology project that AST identifies as high-risk due to the project exceeding acceptable variance ranges (pursuant to Section 282.0051 (4), F.S.). Following the same process as the monthly review described in (3)(e) above, the quarterly report will include a discussion of the risk assessment, including fiscal risks associated with proceeding to the next stage of the project, and a recommendation for corrective actions required, up to and including suspension or termination of the project.

(5) Any project meeting the criteria for AST oversight must adhere to the requirements of a Risk and Complexity (R&C) Category 4 project.

(6) The Agency must use a PMP® Certified Project Manager for any project meeting the criteria for AST oversight. If the Agency designates a PMP® Certified third party or vendor project manager, the Agency must also designate an Agency employee in a Project Manager role that is ultimately responsible for the execution of the project effort and that serves as the primary point of contact for AST.

(7) Independent Verification and Validation (IV&V) must be employed for any project that meets the criteria for AST oversight. The Agency will purchase IV&V services in compliance with section 287.056, F.S., or procure such services in a manner consistent with Florida procurement

laws. The Agency will collaborate with AST when creating solicitations and contracts for IV&V services, and when identifying the amount of funding to be requested for IV&V as part of the project’s Legislative Budget Request (LBR). IV&V contract deliverables, including invoices, will be provided to AST at or around the time they are delivered by the IV&V vendor to the Agency.

~~(a) The Agency will include IV&V activities as part of the major milestones listed in the Project Charter developed during the Project Initiation phase and in the Work Breakdown Structure and Schedule detailed in the Planning phase.~~

~~(b) The Agency will include funding for IV&V in the project budget and spend plan(s).~~

~~(c) IV&V contractors will report directly to the AST on any project that meets the criteria for AST oversight. The AST will ensure the appropriate distribution of IV&V artifacts to all project stakeholders.~~

Rulemaking Authority §-282.0051(18) ~~282.0051(3)~~, Fla. Stat. (2014).
Law Implemented §-282.0041, 282.0051 Fla. Stat. (2014).

Form AST-F-0505A, AST Risk & Complexity Assessment Workbook

Form AST-F-0505B, Project Status Report

REASON: The changes to 74-1.001-74-1.009, F.A.C., and incorporated forms are supported by the record or public hearings held on the rule, were made in response to timely-submitted written material submitted to the agency or address comments submitted by JAPC for consideration and written response.

DEPARTMENT OF FINANCIAL SERVICES

OIR – Insurance Regulation

RULE NO.: RULE TITLE:
69O-144.007 Credit for Reinsurance From Eligible Reinsurers

NOTICE OF CHANGE

Notice is hereby given that the following changes have been made to the proposed rule in accordance with subparagraph 120.54(3)(d)1., F.S., published in Vol. 41 No. 12, January 20, 2015 issue of the Florida Administrative Register.

69O-144.007(10)(c) is changed to read:

(c) The Office shall have the authority to suspend, revoke, or otherwise modify a certified reinsurer’s certification at any time if the certified reinsurer fails to meet its obligations or security requirements under this section, or if other financial or operating results of the certified reinsurer, or documented significant delays in payment by the certified reinsurer, would cause the Office to determine that the certified reinsurer is unwilling or unable to meet its contractual obligations.

The remainder of the rule reads as previously published.

**Section IV
Emergency Rules**

NONE

**Section V
Petitions and Dispositions Regarding Rule
Variance or Waiver**

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-1.004 General Sanitation and Safety Requirements
The Florida Department of Business and Professional Regulation, Division of Hotels and Restaurants hereby gives notice:

On May 7, 2015, the Division of Hotels and Restaurants received a Petition for a Routine Variance for paragraph 61C-1.004(1)(a), F.A.C., and Paragraph 5-202.11(A), 2009 FDA Food Code, from Latin Café 2000 located in Miami. The above referenced F.A.C. addresses the requirement that each establishment have an approved plumbing system installed to transport potable water and wastewater. They are requesting to utilize holding tanks to provide potable water and to collect wastewater at the handwash sink in the coffee station.

The Petition for this variance was published in Vol. 41, No. 93, F.A.R., on May 13, 2015. The Order for this Petition was signed and approved on May 28, 2015. After a complete review of the variance request, the Division finds that the application of this Rule will create a financial hardship to the food service establishment. Furthermore, the Division finds that the Petitioner meets the burden of demonstrating that the underlying statute has been achieved by the Petitioner ensuring the wastewater holding tank for the handwash sink is emptied at a frequency as to not create a sanitary nuisance; and potable water provided must come from an approved source and be protected from contamination during handling. The Petitioner shall also ensure that the handwash sink is provided with hot and cold running water under pressure, soap, an approved hand drying device and a handwashing sign.

A copy of the Order or additional information may be obtained by contacting: Bianca.Kirkland@myfloridalicense.com, Division of Hotels and Restaurants, 1940 North Monroe Street, Tallahassee, Florida 32399-1011.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-4.010 Sanitation and Safety Requirements

The Florida Department of Business and Professional Regulation, Division of Hotels and Restaurants hereby gives notice:

On May 11, 2015, the Division of Hotels and Restaurants received a Petition for a Routine Variance for Paragraph 4-301.12(A), 2009 FDA Food Code, subsection 61C-4.010(5), F.A.C., Subparagraph 3-305.11(A)(2), 2009 FDA Food Code, and subsection 61C-4.010(1), F.A.C., from Wagon Wheel Flea Market Snack Bar #7 located in Pinellas Park. The above referenced F.A.C. addresses the requirement that each establishment dishwashing facilities for manually washing, rinsing and sanitizing equipment and utensils are provided, and that each establishment have areas for food preparation and storage. They are requesting to share the dishwashing, food preparation and food storage areas with another licensed food service establishment under the same ownership and on the same premises.

The Petition for this variance was published in Vol. 41, No. 94, F.A.R., on May 14, 2015. The Order for this Petition was signed and approved on June 2, 2015. After a complete review of the variance request, the Division finds that the application of this Rule will create a financial hardship to the food service establishment. Furthermore, the Division finds that the Petitioner meets the burden of demonstrating that the underlying statute has been achieved by the Petitioner ensuring that the dishwashing, food preparation and food storage areas within Wagon Wheel Snack Bar (NOS6201059) must be maintained in a clean and sanitary manner. These areas must also be available to Wagon Wheel Flea Market Snack Bar #7 during all hours of operation. If the ownership of Wagon Wheel Snack Bar and Wagon Wheel Flea Market Snack Bar #7 (David Huntly) changes, a signed agreement between the two establishments for the use of the shared facilities must be provided to the division immediately.

A copy of the Order or additional information may be obtained by contacting: Bianca.Kirkland@myfloridalicense.com, Division of Hotels and Restaurants, 1940 North Monroe Street, Tallahassee, Florida 32399-1011.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Architecture and Interior Design

RULE NO.: RULE TITLE:

61G1-14.001 Examination Designated, General Requirements

NOTICE IS HEREBY GIVEN that on June 1, 2015, the Board of Architecture and Interior Design received a petition for variance or waiver filed by Bruce D. Abugov. The petitioner is seeking a permanent variance or waiver of Rule 61G1-14.001, F.A.C., which requires that applicants for licensure by examination take and pass the examination prepared and administered by the National Council of Architectural Registration Boards (NCARB).

A copy of the Petition for Variance or Waiver may be obtained by contacting: Thomas Campbell, Executive Director, Board of Architecture and Interior Design, 1940 North Monroe Street, Tallahassee, Florida 32399-0783. Comments on this petition should be filed with the Board of Architecture and Interior Design within 14 days of publication of this notice.

DEPARTMENT OF HEALTH

School Psychology

RULE NO.: RULE TITLE:

64B21-500.002 Application Form Required for Licensure

NOTICE IS HEREBY GIVEN that on May 22, 2015, the Department of Health received a petition for Variance from Lisa Dronkers Sweatt seeking a variance of subsection 64B21-500.011(4), F.A.C. The Petitioner requests that the Florida Department of Health, Office of School Psychology, accept the forms and letters submitted documenting hours of supervised school psychology experience in lieu of submission of the Florida School Psychologist Supervised Experience forms required in Rule 64B21-500.002, F.A.C.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Allen Hall, Executive Director, Office of School Psychology/MQA, 4052 Bald Cypress Way, Bin #C05, Tallahassee, Florida 32399-3255.

Section VI

Notice of Meetings, Workshops and Public Hearings

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Division of Administration

The Florida Agricultural Museum announces a public meeting to which all persons are invited.

DATE AND TIME: Thursday, June 11, 2015, 11:00 a.m.
 PLACE: Palm Coast Holdings, Inc., 145 City Place, Palm Coast, FL 32164

GENERAL SUBJECT MATTER TO BE CONSIDERED:
 This is a meeting of the Executive Committee and the Finance Committee.

A copy of the agenda may be obtained by contacting: Andy Morrow at (386)446-7630.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 2 days before the workshop/meeting by contacting: Andy Morrow at (386)446-7630. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

DEPARTMENT OF EDUCATION

The Florida Rehabilitation Council announces a telephone conference call to which all persons are invited.

DATE AND TIME: June 12, 2015, 5:00 p.m. – 6:00 p.m.
 PLACE: Conference call: 1(888)670-3525, participant code: 7513637441

GENERAL SUBJECT MATTER TO BE CONSIDERED:
 Florida Rehabilitation Council Response to U.S. Dept. of Education Notice of Proposed Rulemaking.

A copy of the agenda may be obtained by contacting: Roy Cosgrove at (850)245-3317 or roy.cosgrove@vr.fldoe.org.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: Roy Cosgrove at (850)245-3317 or roy.cosgrove@vr.fldoe.org. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Roy Cosgrove at (850)245-3317 or roy.cosgrove@vr.fldoe.org.

DEPARTMENT OF TRANSPORTATION

The Florida Department of Transportation District 2 announces a public meeting to which all persons are invited.

DATE AND TIME: Thursday, June 11, 2015, 4:30 p.m. – 6:30 p.m.

PLACE: City of Newberry Municipal Building, 25440 W. Newberry Road, Newberry, FL 32669

GENERAL SUBJECT MATTER TO BE CONSIDERED:
 This meeting is being held to give interested persons an opportunity to express their views concerning the proposed

improvements of Financial Project ID: 207850-2 State Road (SR) 26 in Newberry, Florida. This meeting is part of a new Project Development and Environment (PD&E) Study to examine proposed SR 26 (W. Newberry Road) operational improvements and one-way lane pairs. FDOT conducted a PD&E Study in 2007 which studied several alternative alignments. Due to lack of funding, the project was put on hold. The new SR 26 improvements are being considered to improve mobility in downtown Newberry while preserving the historic district. Some of the alternatives being considered may include removal of on-street parking in downtown Newberry. The limits of this project extend from the Gilchrist County line to County Road 26A (approximately four miles).

A copy of the agenda may be obtained by contacting: Mr. Bill Henderson, District Planning and Environmental Manager, Florida Department of Transportation District 2, 1109 S. Marion Avenue, MS 2007, Lake City, Florida 32025-5874.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: Mr. Bill Henderson, District Planning and Environmental Manager, Florida Department of Transportation District 2, 1109 S. Marion Avenue, MS 2007, Lake City, Florida 32025-5874, (386)961-7873 or 1(800)749-2967, extension 7873. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

DEPARTMENT OF TRANSPORTATION

The Florida Department of Transportation announces a public meeting to which all persons are invited.

DATE AND TIME: Thursday, June 18, 2015, 6:00 p.m. – 8:00 p.m.

PLACE: Institute for Human and Machine Cognition, Lecture Hall, 15 SE Osceola Avenue, Ocala, Florida 34471

GENERAL SUBJECT MATTER TO BE CONSIDERED:
 Financial Management No.: 433665-1-32-01.

Project Description: State Road (SR) 40 (Silver Springs Boulevard) From US 441/SR 500 to Magnolia Avenue, Marion County.

The purpose of this public hearing is to receive public input and to gain ideas from the local community about proposed improvement including turn lanes, median improvements, signalization enhancements, and access management improvements on SR 40 between US 441 and Magnolia Avenue. A certified court reporter will be present to collect and document comments for the record.

A copy of the agenda may be obtained by contacting: Todd Alexander, (386)943-5420, todd.alexander@dot.state.fl.us or Mark Bertoncini, (407)839-4006, mbertoncini@vhb.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: Mark Bertoncini, P.E., at Vanasse Hangen Brustlin Inc., 225 E. Robinson Street, Orlando, FL 32801, (407)839-4006, mbertoncini@vhb.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Todd Alexander, E.I, Consultant Project Manager for the FDOT at (386)943-5420, todd.alexander@dot.state.fl.us or Mark Bertoncini, P.E., at Vanasse Hangen Brustlin, Inc. at (407)839-4006, mbertoncini@vhb.com.

STATE BOARD OF ADMINISTRATION

The Compensation Subcommittee of the Investment Advisory Council (IAC) announces a public meeting to which all persons are invited.

DATE AND TIME: Thursday, June 11, 2015, 3:00 p.m. until conclusion of agenda

PLACE: The State Board of Administration of Florida, 1801 Hermitage Boulevard, in the Emerald Coast Room, Tallahassee, Florida 32308

GENERAL SUBJECT MATTER TO BE CONSIDERED: The IAC Compensation Subcommittee will discuss and make recommendations relating to an incentive compensation program for the State Board of Administration, including criteria relating to the Executive Director and CIO of the State Board of Administration of Florida, and other matters that may come before the Subcommittee.

A copy of the agenda may be obtained by contacting: Diane Bruce at (850)413-1253 or diane.bruce@sbafla.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: James Linn at (850)413-1166 or james.linn@sbafla.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Diane Bruce at (850)413-1253 or diane.bruce@sbafla.com.

WATER MANAGEMENT DISTRICTS

South Florida Water Management District

The South Florida Water Management District announces a public meeting to which all persons are invited.

DATE AND TIME: June 11, 2015, immediately following the conclusion of the meeting of the Governing Board of the South Florida Water Management District

South Florida Water Management District Leasing Corporation

PLACE: St. Lucie County Administrative Building, Board of County Commission Chambers, Third Floor, 2300 Virginia Avenue, Ft. Pierce, FL 34982. All or part of this meeting may be conducted as a teleconference in order to permit maximum participation of Board members. The Board may take official action at the meeting on any item appearing on the agenda and on any item that is added to the agenda as a result of a change to the agenda approved by the presiding officer of the meeting pursuant to Section 120.525, Florida Statutes.

GENERAL SUBJECT MATTER TO BE CONSIDERED: Meeting of the South Florida Water Management District Leasing Corporation to discuss leasing corporation business.

A copy of the agenda may be obtained by contacting: Brenda Low, (561)682-6805 or blow@sfwmd.gov.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Brenda Low, (561)682-6805. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Brenda Low, (561)682-6805 or District Clerk, South Florida Water Management District, MS 3210, 3301 Gun Club Road, West Palm Beach, FL 33406.

WATER MANAGEMENT DISTRICTS

South Florida Water Management District

The South Florida Water Management District announces a public meeting to which all persons are invited.

DATE AND TIME: June 11, 2015, 9:00 a.m., Governing Board Regular Business Meeting

PLACE: St. Lucie County Administrative Building, Board of County Commission Chambers, Third Floor, 2300 Virginia Avenue, Ft. Pierce, FL 34982

GENERAL SUBJECT MATTER TO BE CONSIDERED: Governing Board to discuss and consider District business, including regulatory and non-regulatory matters, and issues of

interest related to water management, water supply and flood protection in the south Florida region. All or part of the meetings may be conducted as a teleconference in order to permit maximum participation by Governing Board members. The Governing Board may take official action at the meetings on any item appearing on the agenda and on any item that is added to the agenda as a result of a change to the agenda approved by the presiding officer of the meeting pursuant to Section 120.525, Florida Statutes.

A copy of the agenda may be obtained by contacting: Brenda Low, (561)682-6805 or at <https://www.sfwmd.gov>.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Brenda Low, (561)682-6805. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Brenda Low, (561)682-6805 or blow@sfwmd.gov.

SPACE FLORIDA

Space Florida announces a public meeting to which all persons are invited.

DATE AND TIME: Monday June 15, 2015, 10:00 a.m. – 11:00 a.m., ET

PLACE: Teleconference; call-in number: 1(888)204-5987, guest code: 4503386#

GENERAL SUBJECT MATTER TO BE CONSIDERED: Space Florida Board of Directors meeting.

A copy of the agenda may be obtained by contacting: Emma Newsham at enewsham@spaceflorida.gov, (321)730-5301, ext. 231.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 2 days before the workshop/meeting by contacting: Emma Newsham at enewsham@spaceflorida.gov, (321)730-5301, ext. 231. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Emma Newsham at enewsham@spaceflorida.gov, (321)730-5301, ext. 231.

DEPARTMENT OF MANAGEMENT SERVICES

Division of Purchasing

The Department of Management Services announces a public meeting to which all persons are invited.

DATE AND TIME: Tuesday, July 7, 2015, 2:01 p.m., EDT

PLACE: 4050 Esplanade Way, Tallahassee, Florida 32399-0950

GENERAL SUBJECT MATTER TO BE CONSIDERED: In accordance with Section 120.525, Florida Statutes, a bid opening is hereby noticed for the following ITB (Number: 19-4600000-N) for Defense Products. The Department reserves the right to issue amendments, addenda, and changes to the timeline and specifically to the meeting notice listed above. The Department will post notice of any changes or additional meetings within the Vendor Bid System (VBS) in accordance with subsection 287.042(3), Florida Statutes, and will not re-advertise notice in the Florida Administrative Register (FAR). Access the VBS at: http://vbs.dms.state.fl.us/vbs/main_menu.

A copy of the agenda may be obtained by contacting: Leslie Gallegos Williams at (850)488-4946, Leslie.Gallegos@dms.myflorida.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Leslie Gallegos Williams at (850)488-4946, Leslie.Gallegos@dms.myflorida.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Leslie Gallegos Williams at (850)488-4946, Leslie.Gallegos@dms.myflorida.com.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Employee Leasing Companies

The Department of Business and Professional Regulation, Board of Employee Leasing Companies announces a telephone conference call to which all persons are invited.

DATE AND TIME: Wednesday, June 17, 2015, 10:00 a.m.
 PLACE: Telephone conference: 1(888)670-3525, pass code: 2295006118, then #
 GENERAL SUBJECT MATTER TO BE CONSIDERED: General Business of the Board.
 This meeting is being changed from a public meeting to a telephone conference call meeting.
 A copy of the agenda may be obtained by contacting: Department of Business and Professional Regulation, Board of Employee Leasing Companies, 1940 North Monroe Street, Tallahassee, Florida 32399-0767, (850)487-1395.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting the board office at (850)487-1395. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).
 If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.
 For more information, you may contact: Florida Board of Employee Leasing Companies, 1940 North Monroe Street, Tallahassee, Florida 32399-0767.

DEPARTMENT OF HEALTH

Board of Medicine

The Board of Medicine - Probable Cause Panel South announces a public meeting to which all persons are invited.
 DATE AND TIME: Friday, June 19, 2015, 2:00 p.m.
 PLACE: Telephone conference: 1(888)670-3525, participation code: 125-528-7056

GENERAL SUBJECT MATTER TO BE CONSIDERED: To conduct a public meeting to reconsider disciplinary cases with prior findings of probable cause.
 A copy of the agenda may be obtained by contacting: Sheila Autrey at (850)245-4444, ext. 8210, sheila.autrey@flhealth.gov or Robert Wilcox at (850)245-4444, ext. 8142, robert.wilcox@flhealth.gov.
 Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 10 days before the workshop/meeting by contacting: Sheila Autrey at (850)245-4444, ext. 8210, sheila.autrey@flhealth.gov or Robert Wilcox at (850)245-4444, ext. 8142, robert.wilcox@flhealth.gov. If you are

hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).
 If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.
 For more information, you may contact: Sheila Autrey at (850)245-4444, ext. 8210, sheila.autrey@flhealth.gov or Robert Wilcox at (850)245-4444, ext. 8142, robert.wilcox@flhealth.gov.

DEPARTMENT OF HEALTH

Board of Medicine

The Board of Medicine - Probable Cause Panel North announces a public meeting to which all persons are invited.
 DATE AND TIME: Friday, June 26, 2015, 2:00 p.m.
 PLACE: Telephone conference: 1(888)670-3525, participation code: 125-528-7056

GENERAL SUBJECT MATTER TO BE CONSIDERED: To conduct a public meeting to reconsider disciplinary cases with prior findings of probable cause.
 A copy of the agenda may be obtained by contacting: Jacoyia Hill at (850)245-4444, ext. 8215, jacoyia.hill@flhealth.gov or Christopher Bush at (850)245-4444, ext. 8192, christopher.bush@flhealth.gov.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 10 days before the workshop/meeting by contacting: Jacoyia Hill at (850)245-4444, ext. 8215, jacoyia.hill@flhealth.gov or Christopher Bush at (850)245-4444, ext. 8192, christopher.bush@flhealth.gov. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.
 For more information, you may contact: Jacoyia Hill at (850)245-4444, ext. 8215, jacoyia.hill@flhealth.gov or Christopher Bush at (850)245-4444, ext. 8192, christopher.bush@flhealth.gov.

DEPARTMENT OF HEALTH

Division of Emergency Preparedness and Community Support
 The Bureau of Emergency Medical Oversight/Injury Prevention Section announces telephone conference calls to which all persons are invited.

DATES AND TIMES: Friday, June 19, 2015, 11:00 a.m. – 12:00 Noon; Monday, June 22, 2015, 10:00 a.m. – 11:00 a.m., Eastern Time

PLACE: Bureau of Emergency Medical Oversight/Injury Prevention Section, 4042 Bald Cypress Way, Second Floor, Tallahassee, Florida 32399; conference call: United States toll-free: 1(888)670-3525, access code: 6082454114

GENERAL SUBJECT MATTER TO BE CONSIDERED: Discussion of 2015 legislation relating to injury prevention, preparation for hyperthermia issues in summer, upcoming PREVCON Conference and Safe Kids coalition updates.

A copy of the agenda may be obtained by contacting: Mary Crew, mary.crew@flhealth.gov or (850)245-4982.

DEPARTMENT OF HEALTH

Division of Emergency Preparedness and Community Support
The Bureau of Emergency Medical Oversight/Injury Prevention Section announces a telephone conference call to which all persons are invited.

DATE AND TIME: Thursday, June 18, 2015, 10:00 a.m., Eastern Time

PLACE: Bureau of Emergency Medical Oversight/Injury Prevention Section, 4042 Bald Cypress Way, Second Floor, Tallahassee, Florida, 32399; conference call: United States toll-free: 1(888)670-3525, access code: 6082454114

GENERAL SUBJECT MATTER TO BE CONSIDERED: Child drowning prevention initiatives.

A copy of the agenda may be obtained by contacting: Suzanne Kelly, Suzanne.Kelly@flhealth.gov or (850)245-4110.

DEPARTMENT OF CHILDREN AND FAMILIES

Family Safety and Preservation Program

RULE NOS.:RULE TITLES:

- 65C-14.001 Definitions
- 65C-14.002 Licensed Child Caring Agencies
- 65C-14.003 Application and Licensing Study
- 65C-14.004 On Site Visits
- 65C-14.005 Grievance Procedure
- 65C-14.006 Administration and Organization
- 65C-14.007 Buildings, Grounds and Equipment
- 65C-14.008 Interior Accommodations
- 65C-14.009 Ventilation and Lighting
- 65C-14.010 General Sanitation and Safety
- 65C-14.011 Fire Regulations
- 65C-14.012 Transportation Safety
- 65C-14.013 Food and Nutrition
- 65C-14.014 Health Services
- 65C-14.015 Administration of Medication
- 65C-14.016 Incident Notification Procedures
- 65C-14.017 Child Abuse and Neglect
- 65C-14.018 Community Interaction

- 65C-14.019 Recreation, Leisure Activities and Work Experience
- 65C-14.020 Clothing and Personal Belongings
- 65C-14.021 Discipline, Control and Punishment
- 65C-14.022 Permanent Register
- 65C-14.023 Staff Qualifications
- 65C-14.024 Staffing Requirements
- 65C-14.025 Volunteers
- 65C-14.026 Organization
- 65C-14.027 Confidentiality Related to HIV Infected Children
- 65C-14.040 Admission and Planning
- 65C-14.041 Medical Information
- 65C-14.042 Orientation
- 65C-14.043 Child’s Case Record
- 65C-14.044 Placement Agreement
- 65C-14.045 Program Services for Children in Care
- 65C-14.046 Continuing Service Plan and Review
- 65C-14.047 Educational and Vocational Services
- 65C-14.048 Release Planning and Aftercare
- 65C-14.049 Religious and Ethnic Heritage
- 65C-14.050 Interior Space
- 65C-14.051 Food Service
- 65C-14.052 Health Care
- 65C-14.053 Apparel and Allowance
- 65C-14.054 Personnel
- 65C-14.055 Job Functions and Staff Qualifications
- 65C-14.056 Staff Development
- 65C-14.060 Standards for Contracted Emergency Shelters
- 65C-14.061 Standards for Runaway Shelters
- 65C-14.062 Medical Care in All Runaway Shelters
- 65C-14.070 Specific Rules for Maternity Residences
- 65C-14.071 Admission and Planning
- 65C-14.072 Medical Information
- 65C-14.073 Discharge
- 65C-14.074 Counseling Services
- 65C-14.075 Education and Vocational Service
- 65C-14.076 Orientation
- 65C-14.077 Case Record
- 65C-14.078 Interior Furnishings and Space
- 65C-14.079 Staffing Requirements for Maternity Residences
- 65C-14.080 Food Service
- 65C-14.081 Health Care
- 65C-14.082 Apparel and Allowance
- 65C-14.083 Personnel
- 65C-14.084 Job Functions and Staff Qualifications
- 65C-14.085 Staff Development
- 65C-14.090 Exemptions
- 65C-14.091 Administrative Organization
- 65C-14.092 Course Admission and Planning
- 65C-14.093 Medical History
- 65C-14.094 Program Orientation

- 65C-14.095 Case Record
- 65C-14.096 Case Plan
- 65C-14.097 Food Service
- 65C-14.098 Health
- 65C-14.099 Aquatic Safety Procedures
- 65C-14.100 Fire and Weather Safety
- 65C-14.101 Sedentary Programs
- 65C-14.102 Mobile Programs
- 65C-14.103 Personnel Practices
- 65C-14.104 Job Descriptions
- 65C-14.105 Training
- 65C-14.110 Specific Exemptions for Wilderness Camps
- 65C-14.111 Structural and Safety Requirements
- 65C-14.112 Clothing and Personal Needs
- 65C-14.113 Water Safety
- 65C-14.114 Admission, Education and Case Record Procedures
- 65C-14.115 Wilderness Camp Personnel Policies

The Department of Children and Families announces a workshop to which all persons are invited.

DATE AND TIME: July 2, 2015, 1:00 p.m. – 4:00 p.m.

PLACE: Florida Department of Children and Families, 1317 Winewood Boulevard, Bldg. 2, 3rd Floor, Room 315, Tallahassee, FL 32399-0700; conference call: 1(888)670-3525, code: 312 614 9586 #

GENERAL SUBJECT MATTER TO BE CONSIDERED: Group Care Licensing.

A copy of the agenda may be obtained by contacting: Jodi Abramowitz at (850)717-4189 or Jodi.abramowitz@myflfamilies.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Jodi Abramowitz at (850)717-4189 or Jodi.abramowitz@myflfamilies.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Jodi Abramowitz at (850)717-4189 or Jodi.abramowitz@myflfamilies.com.

DEPARTMENT OF CHILDREN AND FAMILIES

Substance Abuse Program

The Department of Children and Families announces a public meeting to which all persons are invited.

DATE AND TIME: June 17, 2015, 1:00 p.m.

PLACE: Department of Children & Families, 1317 Winewood Blvd., Bldg. 6, Conference Room B, Tallahassee, FL 32399-0700

GENERAL SUBJECT MATTER TO BE CONSIDERED: Suicide Prevention.

A copy of the agenda may be obtained by contacting: Sofia Castro at sindie.castro@myflfamilies.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Sofia Castro at sindie.castro@myflfamilies.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Sofia Castro at sindie.castro@myflfamilies.com.

JACKSONVILLE SHERIFF’S OFFICE

The Jacksonville Sheriff’s Office announces a public meeting to which all persons are invited.

DATE AND TIME: June 5, 2015, 9:00 a.m.

PLACE: Keiser University, 6430 Southpoint Parkway, Jacksonville, Florida 32216

GENERAL SUBJECT MATTER TO BE CONSIDERED: To discuss proposed changes, issues and concerns involving the minimum standards and operations of Florida’s county and municipal jails.

A copy of the agenda may be obtained by contacting: Sgt. David Harvey at (904)630-5724.

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Sgt. David Harvey at (904)630-5724.

SANTA FE COMMUNITY COLLEGE

The CJSTC Region IV Training Council announces a public meeting to which all persons are invited.

DATE AND TIME: Tuesday, June 23, 2015, 9:00 a.m.

PLACE: Santa Fe College Institute of Public Safety, 3737 NE 39th Avenue, Gainesville, Florida, 32609

GENERAL SUBJECT MATTER TO BE CONSIDERED: A meeting to discuss Region IV Training Center’s activities, CJST Commission updates, Advanced and Specialized courses, training center activities and the close of the 2014/2015 fiscal year.

A copy of the agenda may be obtained by contacting: Kathyleen Hardage, (352)271-2943. For more information, you may contact: Kathyleen Hardage, (352)271-2943.

HATCH MOTT MACDONALD

The Florida Department of Transportation announces a public meeting to which all persons are invited.

DATE AND TIME: June 18, 2015, 5:30 p.m. – 6:30 p.m., CDT

PLACE: Smyrna Baptist Church, 7000 North Pensacola Boulevard, Pensacola, Florida 32505

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The proposed action is to widen State Road (S.R.) 742 (Burgess Road) from a two-lane undivided roadway to a five-lane undivided roadway from State Road (S.R.) 95 (U.S. 29) to Hilburn Road, a distance of approximately 1.8 miles. Additional improvements will include: realignment of the road at both ends of the project, bicycle and pedestrian facilities, intersection improvements, a bridge at Carpenter’s Creek, and stormwater improvements.

A copy of the agenda may be obtained by contacting: FDOT General Consultant Project Manager Kim Stephens, E.I., (850)415-9001, kistephens@hntb.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: FDOT General Consultant Project Manager Kim Stephens, E.I., (850)415-9001, kistephens@hntb.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: FDOT General Consultant Project Manager Kim Stephens, E.I., (850)415-9001, kistephens@hntb.com.

**Section VII
Notice of Petitions and Dispositions
Regarding Declaratory Statements**

**DEPARTMENT OF BUSINESS AND PROFESSIONAL
REGULATION**

Division of Alcoholic Beverages and Tobacco

NOTICE IS HEREBY GIVEN that The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco has received a petition for declaratory statement from Food and Beverage Innovations, LLC., DS 2015-054. The petition seeks the agency’s opinion as to the applicability of 561.42, F.S., as it applies to the petitioner.

The Petitioner, Food and Beverage Innovations, LLC want to ensure that their proposed business model will abide by the rules and qualifications set forth in 561.42, F.S. The plans include selling or leasing specialty cocktail machines to licensed retailers throughout Florida, while not being in possession of an Alcoholic Beverage license of their own.

A copy of the Petition for Declaratory Statement may be obtained by contacting: Kelly.Vickery@myfloridalicense.com. Please refer all comments to: Sean J Anderson, Assistant General Counsel, Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco, 1940 North Monroe Street, Tallahassee, Florida 32399-1020.

DEPARTMENT OF FINANCIAL SERVICES

Finance

NOTICE IS HEREBY GIVEN that the Office of Financial Regulation has received a petition for declaratory statement from Check Mart of Florida, Inc. dba The Check Cashing Store on June 1, 2015. The petition seeks the agency’s opinion as to the applicability of Chapter 560, Florida Statutes, as it applies to the petitioner.

The petition seeks a declaratory statement as to whether Petitioner’s proposed business model of offering check cashing services to Florida residents via a mobile phone application feature which can be accessed (via a customer’s mobile phone) requires additional licensing under Chapter 560, Florida Statutes.

A copy of the Petition for Declaratory Statement may be obtained by contacting: Agency Clerk, Office of Financial Regulation, P.O. Box 8050, Tallahassee, Florida 32314-8050, (850)410-9889.

Please refer all comments to: Agency Clerk, Office of Financial Regulation, P.O. Box 8050, Tallahassee, Florida 32314-8050, (850)410-9889.

**Section VIII
Notice of Petitions and Dispositions
Regarding the Validity of Rules**

Notice of Petition for Administrative Determination has been filled with the Division of Administrative Hearings on the following rules:

NONE

Notice of Disposition of Petition for Administrative Determination has been filled with the Division of Administrative Hearings on the following rules:

NONE

Section IX
Notice of Petitions and Dispositions
Regarding Non-rule Policy Challenges

NONE

Section X
Announcements and Objection Reports of
the Joint Administrative Procedures
Committee

NONE

Section XI
Notices Regarding Bids, Proposals and
Purchasing

REGIONAL PLANNING COUNCILS

North Central Florida Regional Planning Council
 The Original Florida Tourism Task Force
 2009 NW 67th Pl
 Gainesville, FL 32653-1603
 Request for Proposals
 Five-Year Strategic Marketing Plan

The Original Florida Tourism Task Force (Visit Natural North Florida) seeks a professional tourism marketing company to create a strategic plan to guide its development and marketing efforts for the next five years (January 1, 2016 through December 31, 2020). The planning effort will focus on assisting the Task Force set long-term goal and objectives in the areas of organizational development, tourism promotion and marketing, as well as the education and training of Task Force members and their staff. The contract shall be effective for the period beginning with the date of executed contract and continuing through completion of work, which shall be completed no later than December 31, 2015.

The Original Florida Tourism Task Force is a governmental entity consisting of member counties located in North Central Florida. Current member counties consist of Alachua County, Bradford County, Dixie County, Gilchrist County, Jefferson County, Lafayette County, Levy County, Madison County, Taylor County, Union County and Wakulla County. The Task Force seeks to promote natural, historic and cultural attractions of the 11-county area to increase the number of visitors and to extend their stay.

The Task Force maintains a website at www.vnnf.org as well as a Facebook page at www.facebook.com/naturalnorthflorida.
 Scope of Work

The Task Force seeks a professional tourism marketing company with a proven track record within the travel and tourism industry of developing a five-year strategic plan. The selected company will also be capable of implementing the following components of the 5-year strategic marketing plan:

1. Conduct a visioning process among Task Force members to identify past, current, and future opportunities for tourism development and promotion.
2. Contain a Strengths, Weaknesses, Opportunities and Threats analysis of the region.
3. Identification of existing tourism attractions and infrastructure.
4. Identification of future tourism attractions, facilities and infrastructure needs.
5. Identification of goals and objectives to be implemented during the 5-year period of the strategic plan.
6. Development of marketing and promotion strategies for the 5-year period of the strategic plan.

General

The selected proposer will be expected to work closely with the Strategic Planning Committee of The Original Florida Tourism Task Force as well as Task Force staff through all phases of the project.

In addition to the items listed herein, the Task Force will give consideration to other concepts for its five-year strategic plan. Proposers are therefore encouraged to present other concepts and features not contained herein.

The budget for the project is a maximum of \$10,200.

Responses

If you would like to respond to this Request for Proposals, please provide the following:

A description of how the above scope of work will be implemented.

An explanation of coordination and communication with the Original Florida Tourism Task Force throughout the project.

A detailed implementation timeline.

A complete proposal summary page covering each item, their costs and/or a total overall cost for the project.

A description of your company, the year it was founded, and information about your philosophy for successful tourism marketing.

A list of previous/current clients in the travel and tourism sector and a description of the work you have performed for them, to include success stories and statistics demonstrating the impact of your services.

An organization chart naming the key players in your organization, their professional backgrounds and areas of expertise.

Specifically state which staff would be assigned to manage The Original Florida Tourism Task Force account.

Submit a list of all subcontracted vendors to be used in the proposed project, including a description of your work experience with them and the specific role each will have in the project.

An itemized budget and proposed set of deliverables.

Any terms and conditions that might affect the project.

Ranking and Selection Criteria

Preliminary Ranking: All proposals received will be reviewed and ranked by the Strategic Planning Committee of The Original Florida Tourism Task Force using the following criteria based upon a total of 100 points, as follows:

(a) capacity to complete the work by December 31, 2015 (25 points); (b) past experience with the development and maintenance of tourism-oriented strategic plans (25 points); (c) quality of proposal with regard to items 1 through 6 listed under Scope of Work as well as other proposed website features not contained herein (25 points); and (d) letters of reference (25 points). The total score from these criteria will be used to establish the rank order for the selection of the proposals by Strategic Planning Committee members. The rankings, as established by the individual Strategic Planning Committee members, will be combined to result in a Committee ranking of proposers based on the average rank order of proposals assigned by individual Committee members, not the total number of points assigned by individual Committee members.

Final Ranking: Unless oral presentations are requested by the Strategic Planning Committee, the Preliminary Ranking shall be the Final Ranking. Should the Committee request oral presentations from the highest-ranking proposers, the finalists will be re-reviewed and re-ranked after the oral presentations by the Website Development Committee using the same criteria and method used for the Preliminary Ranking.

An attempt will be made to reach an agreement with the highest ranking proposer, the second highest, and so on until a satisfactory agreement is reached.

General Information

The Original Florida Tourism Task Force is not liable for costs incurred by proposers prior to execution of a contract. All costs incurred as a result of this request for proposals, including travel and personnel costs, are the sole responsibility of the proposer.

Responses are due by 5:00 p.m. Eastern Daylight Savings Time, June 30, 2015.

Submit two copies of your proposal in writing to:

Scott R. Koons, Executive Director
 The Original Florida Tourism Task Force
 2009 NW 67th Place
 Gainesville, Florida 32653-1603

All submitted proposals shall be on 8.5" x 11" paper and stapled in the top left corner. Proposals submitted in any other size format will not be accepted. Proposals submitted in three-ring binders or other bindings will not be accepted. Facsimile and electronically mailed responses will not be accepted.

If you have any questions concerning the request for proposals, please contact Steven Dopp, Senior Planner, by email at dopp@ncfrpc.org or by telephone at (352)955-2200, extension 109.

CITY OF FLAGLER BEACH

NOTICE OF INTENT TO ENTER INTO A
 COMPREHENSIVE AGREEMENT FOR THE PUBLIC-
 PRIVATE DEVELOPMENT OF REAL PROPERTY
 LOCATED AT 3600 SOUTH CENTRAL AVENUE
 WITHIN THE CITY OF FLAGLER BEACH

Pursuant to Fla. Stat. 287.05712, the City of Flagler Beach hereby gives notice that it has received unsolicited proposals from private entities to enter into a comprehensive agreement with the City for the public-private development and management of a new golf course at the location of 3600 South Central Avenue within the City of Flagler Beach.

The City of Flagler Beach hereby invites additional proposals from any and all qualified entities who are willing to enter into a public-private partnership to transform said property into an executive 9-hole golf course and then to manage the golf course once completed.

Proposals will be accepted until 5:00 p.m. on June 19, 2015. In hearing from those interested, the City would like each entity's proposal to address the following:

- VISION FOR THE EXECUTIVE GOLF COURSE
- Long term lease acceptance
- financial qualifications
- business AND EXPERIENCE Qualifications
- references
- business plan with timeline
- financial plan
- staffing and equipment
- indicated your willingness to comply with the city's stormwater requirement
- benefits to the city of flagler beach

Proposals received after 5:00 p.m. on the 19th day of June 2015 will not be considered.

For more information, please contact Robert Smith, Public Works Director at (386)517-2000, ext. 243 (office) or cellular: (386)931-6743.

MERIDIAN ENGINEERING, LLC**Key West Harbour Yacht Club Sewer**

Meridian Engineering, LLC is soliciting formal competitive bids from certified or registered contractors licensed to work in the jurisdiction for the project listed below:

PROJECT NAME: Key West Harbour Yacht Club Sewer Project

SCOPE OF WORK: The Contractor will provide all equipment, materials, supplies, and labor necessary to construct the complete sewer pumpout system, and all other features specified in the plan sets, in accordance with the specifications contained in this document and any related documents including the plan set; technical specifications; general and special conditions; Florida Department of Environmental Protection (DEP) permits; local, State, and Federal laws, rules, and guidelines; and, generally accepted construction practices. In addition, the Contractor will provide all equipment, materials, supplies, and labor following the conclusion of construction activities needed to repair erosion or damage due to construction activities on the project site and surrounding properties. This project includes the following work:

Construction of a new sanitary sewer pumpout system at an existing marina, consisting of approximately 2,172 LF of 2" HDPE SDR-11 vacuum pipe, 1,092 LF of 3" HDPE SDR-11 vacuum pipe, 1,208 LF of 3" HDPE SDR-11 force main, 10 isolation valves, one single peristaltic pump station, two duplex peristaltic pump stations, one grinder pump station, 54 pumpout access nozzles, and 2 pumpout stanchion pedestals.

PROJECT LOCATION: The Key West Harbour Yacht Club is located at 6000 Peninsular Avenue, in Section 35, Township 67 South, Range 25 East, in Stock Island, FL, Monroe County. The marina is bordered by a warehouse facility/marina to the north, Boca Chica Channel to the east, the Straits of Florida to the south, and Oceanside Marina to the west.

PREQUALIFICATION: Per Chapter 60D-5 of the Florida Administrative Code (F.A.C.), when the total Bid including alternates exceeds \$200,000, each Bidder whose field is governed by Chapter 399, 455, 489, or 633, Florida Statutes, for licensure or certification, must submit prequalification data of their eligibility to submit bids 240 hours (10 days) PRIOR TO the Bid Opening date. If clarification or additional information is required, Bidder shall submit such information by 120 hours (5 days) prior to Bid Opening. Material submitted after those deadlines shall disqualify the Bidder. Prequalification requirements are outlined in Chapter 60D-5.004, F.A.C., Bidder's Qualification Requirements and Procedures.

BID BOND: If the Base Bid or the Base Bid plus the sum of any alternates exceed \$100,000, the bidder shall enclose a certified check, cashier's check, treasurer's check, bank draft or Bid Bond in the amount of not less than five percent (5%) of the Bid, payable to the Owner as a guarantee for the purpose set out in Instructions to Bidders. (Failure to submit a bid bond will result in disqualification)

INSTRUCTIONS: Any firm desiring plans for this project may obtain a copy at the following location: Meridian Engineering, LLC, 201 Front St., Suite 203, Key West, FL 33040. Any questions should be directed to Rick Milelli, P.E., (305)293-3263.

PRE-BID MEETING/SITE VISIT: A non-mandatory pre-bid meeting and site visit will be held on Wednesday, June 17, 2015 at 10:00 a.m. (ET) at the project site, 6000 Peninsular Ave, Stock Island, FL.

BID SUBMITTAL DUE DATE: Sealed bids must be delivered no later than 3:00 p.m. (ET), Thursday, July 2, 2015 to the following address: Meridian Engineering, LLC, 201 Front St., Suite 203, Key West, FL 33040; attn: Rick Milelli, (305)293-3263. It will be the sole responsibility of the bidder to clearly mark bid as such, and ensure that his bid reaches the destination stated above prior to the bid opening date and time listed.

BID OPENING DATE: Sealed bids received by the date and time above will be opened in a public forum immediately after the Bid Submittal deadline listed above.

BID AWARD POSTING DATE: On or after 8:30 a.m. (ET), Monday, July 13, 2015 unless extended for good cause.

This Project is funded in part by the Florida Department of Environmental Protection Clean Vessel Act Grant Program.

Section XII Miscellaneous

DEPARTMENT OF STATE

Division of Historical Resources

The Bureau of Historic Preservation of the Florida Department of State announces the availability of forms for application for designation as a 2015 Florida Main Street Community. A maximum of four communities will receive Florida Main Street Designation in 2015. Complete applications must be delivered to the Florida Main Street Program, R.A. Gray Building, 4th Floor, 500 South Bronough Street, Tallahassee, Florida 32399-0250, no later than 5:00 p.m. or postmarked and mailed or submitted (with evidence) to an express mail service on or before 12:00 midnight July 3, 2015. Applications are available by contacting Katherina Paliwoda, Florida Main Street Assistant, at the above address of by calling 1(800)847-7278.

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Division of Motor Vehicles

Cutting Edge Lawn Equipment for the establishment of GEM low speed vehicles

Notice of Publication for a New Point
Franchise Motor Vehicle Dealer in a County of More
than 300,000 Population

Pursuant to Section 320.642, Florida Statutes, notice is given that Polaris Sales and Service, Inc., intends to allow the establishment of Cutting Edge Lawn Equipment, as a dealership for the sale of GEM low-speed vehicles manufactured by Polaris Industries, Inc. (line-make GEM) at 2095 East Edgewood Drive, Lakeland, (Polk County), Florida 33803, on or after July 6, 2015.

The name and address of the dealer operator(s) and principal investor(s) of Cutting Edge Lawn Equipment are dealer operator(s): Jeffrey E. Worthy, 6357 Ashley Drive, Lakeland, Florida 33813; principal investor(s): Jeffrey E. Worthy, 6357 Ashley Drive, Lakeland, Florida 33813.

The notice indicates intent to establish the new point location in a county of more than 300,000 population, according to the latest population estimates of the University of Florida, Bureau of Economic and Business Research.

Certain dealerships of the same line-make may have standing, pursuant to Section 320.642, Florida Statutes, to file a petition or complaint protesting the application.

Written petitions or complaints must be received by the Department of Highway Safety and Motor Vehicles within 30 days of the date of publication of this notice and must be submitted to: Nalini Vinayak, Administrator, Dealer License Section, Department of Highway Safety and Motor Vehicles, Room A-312, MS65, Neil Kirkman Building, 2900 Apalachee Parkway, Tallahassee, Florida 32399-0635.

A copy of such petition or complaint must also be sent by US Mail to: Tom Triano, Polaris Sales and Service, Inc., 9955 59th Avenue North, Plymouth, Minnesota 55442.

If no petitions or complaints are received within 30 days of the date of publication, a final order will be issued by the Department of Highway Safety and Motor Vehicles approving the establishment of the dealership, subject to the applicant's compliance with the provisions of Chapter 320, Florida Statutes.

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Division of Motor Vehicles

Gainesville Imports, LLC for the establishment of AUDI vehicles

Notice of Publication for a New Point
Franchise Motor Vehicle Dealer in a County of Less
than 300,000 Population

Pursuant to Section 320.642, Florida Statutes, notice is given that Audi of America, Inc., an operation unit of Volkswagen Group of America, Inc., intends to allow the establishment of Gainesville Imports, LLC, d/b/a Audi Gainesville as a dealership for the sale and service of Audi motor vehicles (line-make AUDI) at 1920 North Main Street, Gainesville, (Alachua County), Florida 32609, on or after July 6, 2015.

The name and address of the dealer operator(s) and principal investor(s) of Gainesville Imports, LLC, d/b/a Audi Gainesville are dealer operator(s): Erik Day, 20860 Northwest 2nd Avenue, Miami, Florida 32609, Larry Zinn, 20860 Northwest 2nd Avenue, Miami, Florida 32609 and Warren Zinn, 20860 Northwest 2nd Avenue, Miami, Florida 32609, principal investor(s): Erik Day, 20860 Northwest 2nd Avenue, Miami, Florida 32609, Larry Zinn, 20860 Northwest 2nd Avenue, Miami, Florida 32609 and Warren Zinn, 20860 Northwest 2nd Avenue, Miami, Florida 32609.

The notice indicates intent to establish the new point location in a county of less than 300,000 population, according to the latest population estimates of the University of Florida, Bureau of Economic and Business Research.

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A copy of such petition or complaint must also be sent by US Mail to: Cody Thacker, Audi of America, Inc., Southern Region at 2520 Northwinds Parkway, Suite 500, Alpharetta, Georgia 30009.

If no petitions or complaints are received within 30 days of the date of publication, a final order will be issued by the Department of Highway Safety and Motor Vehicles approving the establishment of the dealership, subject to the applicant's compliance with the provisions of Chapter 320, Florida Statutes.

Section XIII
Index to Rules Filed During Preceding
Week

NOTE: The above section will be published on Tuesday beginning October 2, 2012, unless Monday is a holiday, then it will be published on Wednesday of that week.
