



WILTON SIMPSON
COMMISSIONER

Attachment "A"

CONTRACT AMENDMENT

Please Respond To: Florida Department of Agriculture and
Consumer Services
Office of Energy
600 S. Calhoun Street Suite B04
Tallahassee, FL 32399-0001

August 17, 2026

The Honorable Tracy L. Andrews, Mayor
City of Chipley
1442 Jackson Avenue
Chipley, FL 32428-1600

RE: Amendment of Contract # 32604 dated 07/07/25.

This letter, upon execution by both parties and attachment to the original contract shall serve to amend said contract. The contract shall be amended as follows:

Amendment A-1

Pursuant to Section B. Term 2., this Subrecipient agreement is extended. Paragraph B.1 is hereby deleted in its entirety and replaced with the following :

B. Term

1. The agreement period of this Subrecipient agreement shall commence on July 7, 2025 and, unless sooner terminated or cancelled, shall end on the 31st day of January of 2028 ("Term"). All installation work must be completed by January 31st, 2027 ("Term").

Attachment A, Scope of Work, is hereby deleted in its entirety and replace with Attachment A-1, Revised Scope of Work, attached hereto and made a part of the Agreement. All references in Agreement to Attachment A, Scope of Work, shall hereinafter refer to Attachment A-1, Revised Scope of Work.

This Amendment will modify the funding set org code such that the total funding is associated with the correct encumbrance.

NO OTHER PROVISIONS OF THIS CONTRACT ARE AMENDED OR OTHERWISE ALTERED BY THIS AMENDMENT.



WILTON SIMPSON
COMMISSIONER

CONTRACT AMENDMENT

Joey B. Hicks

Joey B. Hicks
Director of Administration
Department of Agriculture
and Consumer Services

8/18/2026

(Date)

(Signature)

Mayor
(Title)

(Company)

(Date)



WILTON SIMPSON
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Administration

ATTACHMENT A-1
GRANT AGREEMENT NO. 32604
REVISED SCOPE
OF WORK

A. PROJECT TITLE:

City of Chipley- Wastewater Efficiency Improvements

B. PROJECT LOCATION:

692 Rustin Drive, Chipley, FL 32428

C. PROJECT BACKGROUND:

This project focuses on implementing critical infrastructure upgrades to optimize energy consumption, reduce operational costs, and ensure compliance with regulatory standards. By replacing aging equipment and integrating advanced technologies, the city aims to enhance the performance and sustainability of its wastewater treatment processes.

D. PROJECT OBJECTIVES:

- Objective 1: Reduce energy use by the City of Chipley
- Objective 2: Reduce energy cost to the City of Chipley
- Objective 3: Reduce the City of Chipley's greenhouse gas emissions

E. PROJECT DESCRIPTION:

The City of Chipley will undertake significant infrastructure upgrades at its Wastewater Treatment Facility (WWTF) located at 692 Rustin Drive to improve energy efficiency, reliability, and sustainability.

1. Effluent Pumps and Motors Replacement: Two 125-horsepower (or the adequate size as determined during the design process) energy-efficient effluent pumps will replace aging units, reducing energy consumption while improving discharge capacity.

2. Blowers and Motors Upgrade: Four outdated 75-horsepower (or the adequate size as determined during the design process) blowers will be replaced with modern, energy-efficient models to enhance aeration and reduce power usage.

F. PROJECT MILESTONES/DELIVERABLES/OUTPUTS:

No.	Task/Activity Description	Deliverables/ Outputs	Start Month	Deadline Month
1	Request for Proposals: Grant Administration /Engineering Services	RFP/RFQ Packets, Bid Tabulations, Ranking Sheets, Newspaper Affidavits.	June 2025	July 2025
2	Engineering Design and Inspection Services	Final Design Plans and Specifications, Inspection Reports, Photographs	August 2025	January 2027
3	Installation of Energy Efficiency Improvements –, Replacement of Pumps and Motors,	Delivery of Equipment/Installation - Monthly Progress Reports, Photos, Inspection Reports	July 2026	January 2027
4	Grant Administration	Project Management Reports, Davis-Bacon Reports during Construction	August 2025	January 2028
5	Collect Energy Savings Data	Provided Post Installation Energy Savings Reporting	January 2027	January 2028

G. PROJECT BUDGET:

The budget below summarizes the project by Funding Category. All dollar amounts are rounded to the nearest whole dollar value.

Funding Category	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Funding	Source of Funds
1. Salaries			
2. Fringe Benefits			
3. Travel (if authorized)			
4. Supplies/Other Expenses			
5. Equipment			
6. Contractual Services	\$661,500.00	N/A	
7. Indirect (if authorized)			
Total Project Budget	\$661,500.00	N/A	
Total Project Cost	\$661,500.00	= Grants Funds + Cost Share	
Cost Share Percentage*	100%	= Cost Share / Total Project Cost	

H. TOTAL BUDGET BY TASK:

The project budget below summarizes the project by Project Task. Project Tasks correspond to the “Project Description” section. All dollar amounts are rounded to the nearest whole dollar value.

Project Task		Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
			Matching Funds	Source
1	Request for Proposals: Grant Administration /Engineering Services	\$0.00	N/A	
2	Engineering Design and Inspections Services	\$72,000.00	N/A	
4	Energy Efficiency Improvements –, Replacement of Pumps and Motors,	\$560,000.00	N/A	
5	Grant Administration	\$29,500.00	N/A	
6	Post Installation Energy Savings Reporting			
Totals:		\$661,500.00	N/A	
Total Project Cost:		\$661,500.00	= Grant Funds + Cost Share	

I. BUDGET DETAIL:

Using the definitions provided below, the detailed, line-item budget clarifies the Budget Summary shown in Section G. Budget Category Sub-Totals have been rounded to the nearest whole dollar value. Up to 10% of grant funds may be used for administrative costs, excluding the cost of meeting reporting requirements of the program. Administrative costs are defined as: allowable, reasonable, and allocable Direct and Indirect costs related to overall management of the awarded grant (including travel). For each budget line-item, the appropriate column identifies if the cost is: 1) Grant or Match, 2) a Direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature. A description of what is required for each budget category is as follows:

1. Salaries – Identify the persons to be compensated for work on this project by name (if known), position, and title. Show the hourly cost and total hours to be charged for each person or position. Divide annual salaries by 2080 hours and nine-month academic salaries by 1560 hours, to find the hourly rate.
2. Fringe Benefits – Multiply the rate by the total salaries to which fringe benefits apply. If the rate is variable, explain and show calculations.
3. Travel – List trips by their purpose and/or destination. Indicate the number of days for each trip. The Department will only reimburse for travel at the appropriate State of Florida rate (Section 112.061, Florida Statutes), using the forms referenced in Payment Request Packet. Be prepared to provide the Department with details on costs utilized to calculate the “Amount Budgeted” for each trip.
4. Supplies & Other Expenses – List expendable supplies by category description, unit costs and quantity. List other expenses not included in any of the above categories. Examples would be printing, copying, postage, communications, etc. Non-expendable equipment valued at less than \$1,000 may be listed also. Include only expenses directly related to the project, not expenses of a general nature. For Match only, list costs related to donated real property such as land (not to exceed the fair market value of the property).
5. Equipment – List non-expendable personal property/equipment valued at \$1,000 or more by description, unit cost, and quantity. Computers and data-processing equipment should be described in detail.
6. Contractual Services – Subcontractors should provide the same information required by this budget table, with the following exceptions: (a) when professional services are provided at a pre-existing approved rate or fee shown on the budget; or (b) the subcontract is to be obtained competitively. For either (a) or (b), show an estimated maximum amount.
7. Total Budget Category – Show the total of all line-items within a Budget Category.
8. Total Budget – Show the total of all categories.

1. Salaries								
Salaries (Name/Position)	Hourly Cost (\$)	*	Hours/w k. or % FTE	=	Total Gross Salary (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N
N/A		*		=				
		*		=				
Sub-Totals for Salaries Category					\$0			

2. Fringe Benefits									
Name of Employee	Amount Gross Salary (\$)	Approved % per Work Plan or enter "N/A" & provide break-out	Benefit # 1 & Cost	Benefit # 2 & Cost	Benefit # 3 & Cost	Total Fringe Benefits (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
N/A									
Sub-Total of Fringe Benefits Category						\$0			

3. Travel * Cannot exceed cost limitations required by Section 112.061, Florida Statutes							
Name of Employee	Destination	Period of Trip (# of days)	Purpose of Trip	Amount Budgeted	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
N/A							
Sub-Total of Travel Category				\$0			

4. Supplies – Other Expenses								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
N/A								
Sub-Total of Supplies – Other Expenses Category					\$0			

5. Equipment								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
N/A								
Sub-Total of Equipment Category					\$0			

6. Contractual Services									
Name of Vendor	Description	Fee/Rate (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
TBD	Engineering Design and Inspection	\$72,000.00		1		\$72,000.00	G	N	
TBD	Grant Administration	\$29,500.00		1		\$29,500.00	G	N	
TBD	Energy Upgrade/Improvements	\$560,000.00		1		\$560,000.00	G	N	
Sub-Total of Contractual Services Category						\$661,500.00			

7. Indirect Cost (if approved)									
Budget Category included in Base of Indirect Cost Calculations	Total Direct Costs for Budget Category	*	Approved Indirect Cost Rate (%) from Scope of Work	=	Total Indirect Cost for Budget Category (\$)	=	Total Indirect Costs for Grant	+	Total Indirect Costs for Match
N/A		*		=		=		+	
		*		=		=		+	
Sub-Total of Indirect Costs Category					\$0	=	\$0	+	\$0

8. Total Project Budget					
Budget Category	Total Costs for Budget Category	=	Total Grant Costs	+	Total Match Costs
Salaries	\$0	=	\$0	+	\$0
Fringe Benefits	\$0	=	\$0	+	\$0
Travel	\$0	=	\$0	+	\$0
Supplies	\$0	=	\$0	+	\$0
Equipment	\$0	=	\$0	+	\$0
Contractual	\$661,500.00	=	\$661,500.00	+	\$0
Total Project Budget	\$661,500.00	=	\$661,500.00	+	\$0

J. MEASURES OF SUCCESS:

The disbursement of cost-share funds under this Agreement shall be allowable, necessary, and reasonable, and must be submitted by budget category consistent with the budget plan submitted with applicant's application. Energy savings must be tracked by the subrecipient for at least one year following completion of the project and reported to the department.

In the Final Report, the Subrecipient shall address how the project objectives were accomplished.



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Certificate Of Completion

Envelope Id: A5FA6F6F-E751-8F49-81C9-6331D83CCBDE
Subject: Please DocuSign: FDACS CONTRACT # 32604 CITY OF CHIPLEY AMENDMENT
Source Envelope:
Document Pages: 12
Certificate Pages: 5
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Envelope Originator:
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407 South Calhoun Street
Mayo Building, SB-8
Tallahassee, FL 32399-0800
Joseph.Duncan@fdacs.gov
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Electronic Record and Signature Disclosure:
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Patricia Tanner PTANNER@CITYOFCHIPLEY.COM Mayor Security Level: Email, Account Authentication (None)	Sent: August 18, 2026 08:39 Viewed: August 25, 2026 08:44
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Electronic Record and Signature Disclosure:
Accepted: August 25, 2026 | 08:44
ID: 3614fcfb-8ee1-42cc-95f0-f4dbe4ce157c

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Tyler Dudley tyler.dudley@fdacs.gov Security Level: Email, Account Authentication (None)	COPIED	Sent: August 18, 2026 08:39 Viewed: August 18, 2026 09:56
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Carbon Copy Events	Status	Timestamp
CONTRACTS		
Contracts@fdacs.gov		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure:		
Accepted: April 19, 2022 10:10		
ID: 5695f407-15b9-4d70-aded-c5e1c7791665		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	August 17, 2026 15:49
Certified Delivered	Security Checked	August 25, 2026 08:44

Payment Events	Status	Timestamps
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