

USFS

EXHIBIT A

Buddy Cunill
FDOT Project/Program Manager

May 14, 2007
Date

Florida Department of Transportation
605 Suwannee Street, M.S. 37
Tallahassee, FL 32399-0450
Address

RE: Purchase Order Number: BDE82
Request Number: 1

Vendor Number: F720564834089
Financial Number: 41506422815

Action Request:	<input type="checkbox"/> Personnel Approval	<input type="checkbox"/> Increased Compensation
	<input type="checkbox"/> Overtime	<input type="checkbox"/> Relocation
	<input type="checkbox"/> Travel	<input type="checkbox"/> Sub-Consultant
	<input type="checkbox"/> Equipment Authorization	<input type="checkbox"/> Time Extension
	<input type="checkbox"/> Increased Advance Pay	<input checked="" type="checkbox"/> Funding Use Change

Approval of the above is requested. The following is justification/explanation of the requested action:

In order to provide timely review and participate in the planning stages for the State Road 40 project, the US Forest Service (USFS) requests permission to use current funding for supplemental staffing expenses, in addition to training and travel until such time as additional funding can be added to the current contract. These expenses would include the out-sourcing costs of bringing in Sandy Jacobsen, USFS Region 5 (Pacific Southwest Research Station) for her expertise in wildlife crossings and a personal services contract for Jim Thorsen (retired District Ranger) to act as the USFS representative at the numerous meetings scheduled for the project. (Estimated meetings based on current schedule is 40-45 meetings) He will also serve as a member of the steering committee in place of the current ranger (Estimated 30 days). In addition, USFS staffing in the areas of GIS, Biology, Fire Services and other areas of expertise will be used as needed. Organizational changes have occurred in the Ocala National Forest where there is only one District Ranger, which has significantly impacted the workload and limits the USFS ability to coordinate on this project without procuring help. Additional funding in the amount of \$158,438 is being requested to be used over the next two years (\$77,913 for FY 08 and \$80,525 for FY 09 * difference is due to inflation factor of 3% - standard pay raises) to supplement USFS staffing which includes \$7,500/year for FY 08 and 09 for Sandy Jacobsen; allowing 2 - 1 week trips per year for consultation. A second Exhibit A will be required to increase the budget once funds become available. (USFS Burden Rate = 17.8%; \$11,773 for FY 08 and \$12,127 for FY 09. Total additional funding for FY 08 + 09 = \$134,265 + \$23,900 burden rate)

Article II, Paragraph A is Amended to read: USFS shall continue to make qualified project review specialist(s) and other personnel as detailed in **Attachment A**, attached hereto and made a part hereof, available to review FDOT projects. USFS shall use the funds provided under this Agreement to provide supplemental staffing by employees and/or outsourcing and to defray the costs of training and travel expenses in accordance with Federal Travel Regulations, 41 C.F.R., Chapter 301, which are hereby incorporated by reference as if physically attached hereto. All travel shall be related to project and the ETDM process. Any training must enhance the employee's expertise and contribute to meeting environmental process needs.

"I certify that the above requested action is necessary for the operation of this project and is in compliance with the terms of the project agreement."

 5-17-07
ETAT Authorized Agency Signature/Date

Department Action _____ APPROVED _____ DISAPPROVE

Remarks: _____

"I certify to that to the best of my knowledge and belief, the above requested action is not in violation of the terms of the project agreement and is necessary for the operation of this project."

 5/29/07
FDOT Authorized Signature/Date

 5/29/07
FHWA Authorized Signature/Date