

	Petroleum Restoration Program Guidance	Author: B. Miller
	AC Cost Share SPI Preparation	Created: 7/18/2019

Advanced Cleanup applicant cost share commitments may be met with a) ATC Cost Savings, b) Applicant Co-Payments, or c) a combination of both.

Please review the Advanced Cleanup Agreement document; specifically, **Section 8C: Applicant Share** and **Section 8E: Applicant Co-Pay Obligation**, prior to completing the information in the STCM SPI Quantities tab.

Section 8C. includes the “**ATC Cost Savings=%**” information.

Section 8E. includes the Applicant Co-Pay Obligation % information. If 8E. includes the notation “[**Reserved**]” this identifies 8E as *Not Applicable* to the agreement.

B. ESTIMATED COSTS – ATTACHMENT A

A. Negotiated Cost to Closure

The FDEP, following negotiation with the Applicant, has determined the Estimated Cost to Closure to be, **\$160,622.80**.

B. Contingency Funding

An additional reserved amount of 10% of the “Negotiated Cost to Closure” = **\$16,062.28** has been included in the agreement ceiling. The Department, at its sole discretion, may authorize use of this funding through a Request for Change (“RFC”) form. If the Department determines that it will not access these funds at any time, these funds will revert to the IPTF.

C. Applicant Share

Chapter 376.30713 F.S. requires a minimum cost sharing commitment of 25% from the Applicant. This Cost Share Commitment can be met using a commitment to pay (Cost Share), a demonstrated Cost Savings to the Department, or both. The Applicant offered:

ATC Cost Savings = 25% of the Negotiated Cost to Closure (\$40,155.70).

The total applicant share = **25% (\$40,155.70)**.

D. FDEP Share

The FDEP Share = **75% (\$120,467.10)** of the “Negotiated Cost to Closure”.

E. Applicant Co-Pay Obligation [Reserved]

The Applicant is required to provide a Co-Payment of 25% to maintain eligibility in the PCPP Program

F. Agreement Ceiling - FDEP Share

Reviewing the terms of the AC Agreement and following the appropriate section below will ensure the proper procedures are followed and streamline the issuance of the SOW and SPI.

Providing the “ATC Cost Savings %” notation in both the SPI Quantities Description and email notifications to PRP.SiteManager will ensure that Contracts Team staff have the information needed to determine the correct SPI Template for the purchase order, as a specific SPI Template is used when cost sharing commitments include “ATC Cost Savings”.

ATC Cost Savings Only:

- a. As the Applicant Co-Pay Obligation is not applicable, the (STCM SPI Quantities tab) **DEP Cost Share*** field must be entered = 100%.
- b. The (STCM SPI Quantities tab) **Description** field must also include the notation: **“ATC Cost Savings = 25%”**.
- c. Ensure the correct Contract Assignment Type is selected according to your specific agreement (Cost Share, Advanced Cleanup Redevelopment, Advanced Cleanup PBC Bundle, Etc.).

Florida Department of Environmental Protection - Enterprise Applications

Workorder Codes RePorts Exit Window ORACLE

Storage Tank/Contamination Tracking - SPI Quantities

Facility ID* [] DEP Cost Share* 100.00 RP .00 SPI Quantities ID []

Pac ID [] Imminent Threat [] Contract Assignment Type* SHARE Discharge [] Eligibility [] Score []

Solicitation* [] Region [] RCI Excluded []

Status* SM SITE MANAGER PREPARING SPI Status Date* 04/26/2019

Description ATC COST SAVING 25% SPI Created By []

Phase* [] SubPhase* [] Task Total based on Average Costs []

Task [] Task Description* []

Pay Item	Item Description	Unit Type	Quantities	Average Cost	Total

Enter a Description of the work efforts being scoped
Record: 1/1

- d. Administrative reviewers are to include the same notation, **“ATC Cost Savings = 25%”**, in the text of their email to PRP.SiteManager.
- e. The Contracts team will add the appropriate **“Cost Savings”** percentage into the appropriate SPI template; ensuring the total cost to DEP is correct.
- f. When the PR is available for site manger approval in MFMP, confirm that the correct percentages display in the SPI: **FDEP Cost Share** (100%) and **Cost Savings** (25%).
- g. When printed, the SPI should be identified with the footer: **“Cost Savings SPI <date>”** in the lower left corner.

Applicant Co-Pay Obligation Only:

When an **Applicant Co-Pay Obligation** is utilized in any percentage, in any cost-sharing agreement (AC, SRFA, PCPP, etc.), the (STCM SPI Quantities) **DEP Cost Share*** field must be entered according to the DEP share identified in the Agreement.

Example 25% Applicant Co-Pay Obligation only:

- a. The (STCM SPI Quantities tab) **DEP Cost Share*** field must be entered = 75%, according to the terms of the agreement.
- b. The (STCM SPI Quantities tab) **Description** field must also include the notation: **“Applicant Co-Pay Obligation = 25%”**.
- c. Ensure the correct Contract Assignment Type is selected according to your specific agreement (Cost Share, Advanced Cleanup Redevelopment, Advanced Cleanup PBC Bundle, Etc.).

The screenshot shows the Oracle Enterprise Applications interface for 'Storage Tank/Contamination Tracking - SPI Quantities'. The window title is 'Florida Department of Environmental Protection - Enterprise Applications'. The interface includes a menu bar with 'Workorder Codes RePorts Exit Window' and the Oracle logo. Below the menu bar is a toolbar with various icons. The main form area contains several input fields and a table. The 'DEP Cost Share*' field is set to '75.00' and 'RP' is '25.00'. The 'Contract Assignment Type*' is 'SHARE'. The 'Description' field contains 'APPLICANT CO-PAY OBLIGATION 25%'. The 'Status*' is 'SM' and 'SITE MANAGER PREPARING'. The 'Solicitation*' field is empty. The 'Phase*' and 'SubPhase*' fields are empty. The 'Task' and 'Task Description*' fields are empty. Below these fields is a table with the following columns: 'Pay Item', 'Item Description', 'Unit Type', 'Quantities', 'Average Cost', and 'Total'. The table has 7 rows, with the first row highlighted in blue. The status bar at the bottom of the window displays 'Enter a Description of the work efforts being scoped' and 'Record: 1/1'.

- d. When the PR is available for site manger approval in MFMP, confirm that the correct percentages display in the SPI: **FDEP Cost Share** (75%) Owner Cost Share (25%).

ATC Cost Savings & Applicant Co-Pay Obligation:

When an **Applicant Co-Pay Obligation** is utilized, in any cost-sharing agreement (AC, SRFA, PCPP, etc.), and an ATC Cost Savings is also applied, the (STCM SPI Quantities) **DEP Cost Share*** field must be entered according to the DEP share identified in the Agreement.

Example 25% Co-Pay Obligation & 10% ATC Cost Savings:

- The (STCM SPI Quantities tab) **DEP Cost Share*** field must be entered = 75%, according to the terms of the agreement.
- The (STCM SPI Quantities tab) **Description** field must also include the notation: “**Applicant Co-Pay Obligation = 25% & ATC Cost Savings = 10%**”.
- Ensure the correct Contract Assignment Type is selected according to your specific agreement (Cost Share, Advanced Cleanup Redevelopment, Advanced Cleanup PBC Bundle, Etc.).

Florida Department of Environmental Protection - Enterprise Applications

Workorder Codes RePorts Exit Window ORACLE

Storage Tank/Contamination Tracking - SPI Quantities

Facility ID* [] DEP Cost Share* 75.00 RP 25.00 SPI Quantities ID []

Pac ID [] Imminent Threat [] Contract Assignment Type* SHARE Discharge Eligibility Score

Solicitation* [] Region [] RCI Excluded []

Status* SM SITE MANAGER PREPARING SPI Status Date* []

Description APPLICANT CO-PAY OBLIGATION = 25% & ATC COST SAVINGS = 10% SPI Created By []

Phase* [] SubPhase* [] Task Total based on Average Costs []

Task [] Task Description* []

Pay Item	Item Description	Unit Type	Quantities	Average Cost	Total

Enter a Description of the work efforts being scoped

Record: 1/1

- Administrative reviewers are to include the same notation, “**Applicant Co-Pay Obligation = 25% & ATC Cost Savings = 10%**”, in the text of their email to PRP.SiteManager. The Contracts team will add the appropriate “Cost Savings” percentage into the SPI template; ensuring the total cost to DEP is correct.
- When the PR is available for site manager approval in MFMP, confirm that the correct percentages display in the SPI: **FDEP Cost Share** (75%), Owners Cost Share (25%) and **Cost Savings** (10%).
- When printed, the SPI should be identified with the footer: “Cost Savings SPI <date>” in the lower left corner.