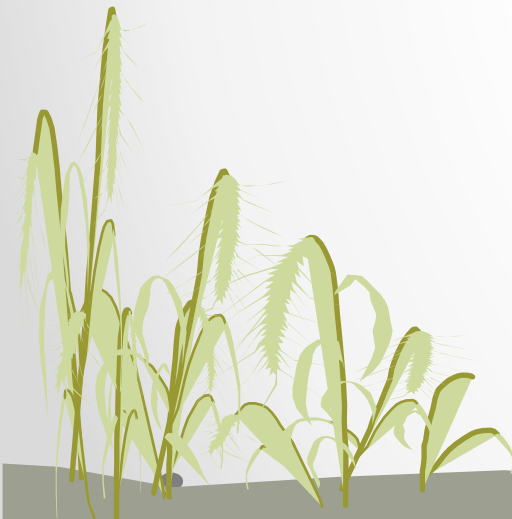




Finding a BIPP Permit

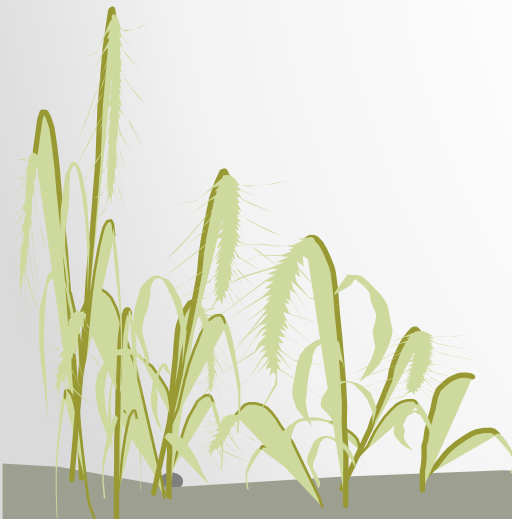
How to use NEXUS





What is NEXUS?

- The DEP Information Portal (Nexus) is a user-friendly way of accessing data and OCULUS documents associated with a permitted facility across DEP programs.
- You can search by facility/site or document.





Accessing NEXUS

<https://prodenv.dep.state.fl.us/DepNexus/public/searchPortal>

OR

Perform a search for
“DEP Nexus”

The screenshot shows the 'INFORMATION PORTAL' header with the 'Nexus Enterprise Solutions' logo. Below the header is the 'Facility and Document Search' section. The 'Facility/Site Search' form includes input fields for Facility/Site ID, Facility Name, Facility Address, City, Regulatory District, and County. It also features a 'Sort Order' dropdown menu with options: 1. Facility/Site ID, 2. Facility Name, 3. Facility Address, and a 'Change Order' button. At the bottom of this section are 'Submit' and 'Clear All' buttons. The 'Document Search' section includes a 'Division' section with radio buttons for Air, Water, and Waste. It has input fields for Document Type (with a 'Taxonomy' label), Document Date (with 'From' and 'To' sub-fields), Date Received (with 'From' and 'To' sub-fields), Document Subject, Facility ID, Permit/Application Number, Regulatory District, and County. It also features a 'Sort Order' dropdown menu with options: 1. Document Date, 2. Document Type, 3. Document Subject, and a 'Change Order' button. At the bottom of this section are 'Submit' and 'Clear All' buttons. A disclaimer at the bottom of the page states: 'Disclaimer: The Florida Department of Environmental Protection (FDEP) has made a reasonable effort to ensure that the information provided is up-to-date and comprehensive but cannot guarantee the accuracy or completeness of the data. Any specific, missing information may be obtained through a public records request. For more information visit our Public Records web site.' The footer contains the text 'Dep Nexus Portal - 3.8.27.-1 Office of Technology and Information Services Site Map - For Assistance Please Contact - (850) 245-7555 - Contact Us' and a small globe icon.



Search Tips

- Searches work best with minimal information
- Searches can always be modified
- Most searches are done using the Facility/Site option.
- On the *Search* page, you can change the sort order for your results. For example, you may want to order first by Facility Name rather than Facility/Site ID or by Document Type rather than Document Date.
- We recommend searching by the Facility/Site ID (first 7 digits of the permit number) or the entire Permit number (xxxxxxx-xxx-xx) because the way the project is recorded in the database may affect the search results (i.e., Smith, Jim vs Jim Smith).
- **Compliance related documents are all stored under the main authorization (i.e., xxxxxx-xxx-JC or BI but not the JN or BN)**





How to Search?

Facility/Site Search

Enter at least one search criterion below to access facility-related information and documents.

Hints: If you don't receive the results expected (e.g. no documents, no result), use different search criteria (e.g. Facility Name & County).
You can use the wild card '%' to help expand your search results.

Facility/Site ID:

Facility Name:

Facility Address:

City:

Regulatory District:

County:

Show All Facilities Without Documents Facilities With Documents

Sort Order

1. Facility/Site ID
2. Facility Name
3. Facility Address

The *Facilities/Site Search* displays all facilities or authorizations for the *Facility ID* entered. You then select one authorization to view the relevant documents. **Use this search option when you know the site number but not the exact number of the authorization of interest (e.g., 0309260 but not certain if it is 0309260-002-JN or 0309260-002-BV).**

Document Search

Enter at least one search criterion to generate a list of documents.

Hints: If you don't receive the results expected (e.g. no documents, no result), use different search criteria (e.g. Facility Name & County).
You can use the wild card '%' to help expand your search results.

Division: Air Water Waste

Document Type: Taxonomy

Document Date: From: To:

Date Received: From: To:

Document Subject:

Facility ID:

Permit/Application Number:

Regulatory District:

County:

Sort Order

1. Document Date
2. Document Type
3. Document Subject

The *Document Search* shows all available documents with the *Facility ID* or *Permit Number* entered. **Use this search option if you know the exact number of the authorization of interest (e.g., 0309260-001-JC).**

Note the *Document Search* cannot be sorted by the authorization number (i.e., 001-JC, 002-JN, 003-JM). So a search for a *Facility ID* will return documents for **all** authorizations associated with



Understanding *Document* Search Results

Document Search Results

Criteria selected:
WATER = true
Facility ID = 0309260-001-JC

Records on this page = 50 of 167

Your search returned these documents available online from DEP's unrestricted EDMS catalogs:
Click on the **View** link below to open a specific document.

Export CSV Data
1 2 3 4

Program	Facility/Site ID	Facility/Site Name	Document Type	View	More Details
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	MONITORING PLANS AND REPORTS RELATED	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	COMMENCEMENT RELATED	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	COMMENCEMENT RELATED	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	COMMENCEMENT RELATED	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	🔍

Note the search displays 4 pages of documents

- The search result includes the DEP Program, Facility/Site ID number, Facility Name, and Document Type.
- The results cannot be sorted or reprioritized by these titles after the search is done. However, you can export the results as a CSV data file and sort the data in a spreadsheet, if necessary.
- You can use the Find tool in your browser to find a key word or phrase if the list of results is very long.
- Notice the View Links at the far right.





Document Search Result Hyperlinks

Document Search Results

Criteria selected:
WATER = true
Facility ID = 0309260-001-JC

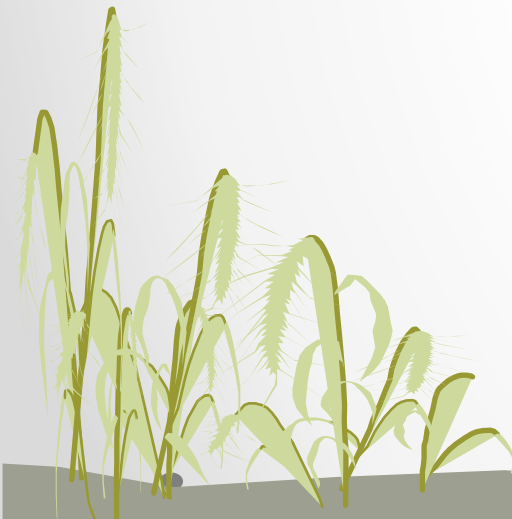
Records on this page = 50 of 167

Your search returned these documents available online from DEP's unrestricted EDMS catalogs:
Click on the **View** link below to open a specific document.

Permit Number: 0309260-001-JC
Application Number: 0309260-001-JC
Document Date: 05-10-2018
Date Received: 05-10-2018
Facility/Site Address: Hideaway Beach, Collier County
City: N/A
District/County: TLH / COLLIER
Subject: COMPLETION STATEMENT
File Type and Size: pdf - 153.3 KB

Program	Facility/Site ID	Facility/Site Name	Document Type	View	More Details
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	MONITORING PLANS AND REPORTS RELATED	▶	
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	COMMENCEMENT RELATED	▶	
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	COMMENCEMENT RELATED	▶	
BCMS	BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TURBIDITY REPORTS	▶	

Click the arrow on the right to view a document or hover over the magnifying glass to see more details (pop up)





Understanding *Facilities/Site* Search Results

Facilities Search Results

Criteria selected:
 Facility ID = 0309260
 Searching For = Search all facilities

For additional information, select the hyperlinks under "Data Links" where available.

- D - Provides a list of electronic documents associated with the facility.
- F - Provides a facility summary report.
- P - Provides facility-related permit information.
- M - Provides a GIS map focused on the facility.
- Q - Provides a contact for user questions and quality control.

Records on this page = 10 of 10

Your search returned these facilities:

Facility/Site Id	Facility Name	District	County	Address	City	Program	Facility Type	Data Links
BCS_0309260-010-JM	HIDEAWAY BEACH EROSION CONTROL PROJECT	TLH	COLLIER	Hideaway Maro Island	N/A	BCMS	BCMS	D F M Q
BCS_0309260-009-JN	HIDEAWAY BEACH CONTROL PROJECT - TIME EXT & MOD	TLH	COLLIER	Hideaway Beach - Marco Island	N/A	BCMS	BCMS	D F M Q
BCS_0309260-008-JN	HIDEAWAY BEACH - COLLIER CREEK	TLH	COLLIER	Marco Island	N/A	BCMS	BCMS	F M Q
BCS_0309260-007-JN	HIDEAWAY BEACH NOURISHMENT AND GROINS	TLH	COLLIER	N/A	N/A	BCMS	BCMS	D F M Q
BCS_0309260-006-JN	HIDEAWAY BEACH NOURISHMENT AND GROINS	TLH	COLLIER	N/A	N/A	BCMS	BCMS	D F M Q
BCS_0309260-005-JN	HIDEAWAY ADMINISTRATIVE MOD	TLH	COLLIER	Collier County	N/A	BCMS	BCMS	F M Q
BCS_0309260-004-JN	HIDEAWAY BEACH BA MODIFICATION	TLH	COLLIER	Collier County	N/A	BCMS	BCMS	D F M Q
BCS_0309260-003-JN	HIDEAWAY BEACH ADMINISTRATIVE MODIFICATION	TLH	COLLIER	Hideaway Beach, Collier County	N/A	BCMS	BCMS	D F M Q
BCS_0309260-002-BV	HIDEAWAY BEACH ERSION CONTROL PROJECT	TLH	COLLIER	Marco Island, Collier County	N/A	BCMS	BCMS	D F M Q
BCS_0309260-001-JC	HIDEAWAY BEACH NOURISHMENT AND GROINS	TLH	COLLIER	Hideaway Beach, Collier County	N/A	BCMS	BCMS	D F M Q

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- The search result includes the DEP Facility/Site ID number, Facility Name, District, County, Address, City, Program and Facility Type.
- The results cannot be sorted or reprioritized by these titles after the search is done. You can copy and paste the results into an Excel spreadsheet if you so desire.
- You can use the Find tool in your browser to find a key word or phrase if the list of results is very long.
- Notice the Data Links at the far right.





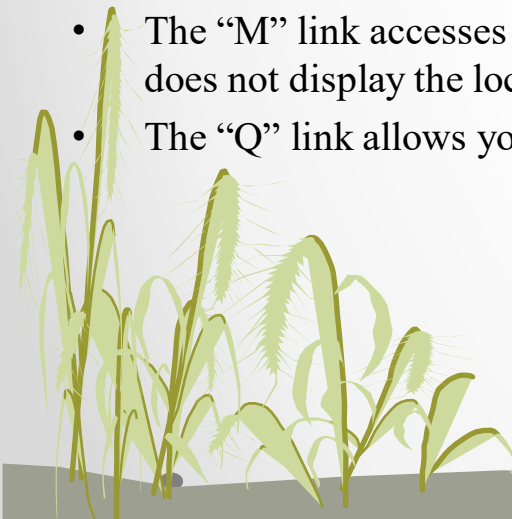
Facility Search Result Hyperlinks

For additional information, select the hyperlinks under "Data Links" where available.

- D - Provides a list of electronic documents associated with the facility.
- F - Provides a facility summary report.
- P - Provides facility-related permit information.
- M - Provides a GIS map focused on the facility.
- Q - Provides a contact for user questions and quality control.

- The “D” link accesses the electronic files stored on OCULUS
- The “F” and “P” links access the Department’s internal application tracking databases and are not accessible to the public at this time.
- The “M” link accesses Map Direct, the Department’s Online GIS mapping system. This mapping features does not display the location of BIPP projects at this time.
- The “Q” link allows you an opportunity to provide feedback and submit questions to the Department.

Facility Type	Data Links
BCMS	D F M Q
BCMS	D F M Q
BCMS	F M Q
BCMS	D F M Q
BCMS	D F M Q
BCMS	F M Q
BCMS	D F M Q
BCMS	D F M Q
BCMS	D F M Q
BCMS	D F M Q





Oculus Document List

A list of files stored in the Department's online database, Oculus, is provided when you click on the "D" link on the results page

Your search returned these documents available online from DEP's unrestricted EDMS catalogs:

Click on the **View** link below to open a specific document.

[Export CSV Data](#)

Document Date	Document Type	Document Subject	Permit / Application Number	File Type and Size	View
10-29-2021	PERMIT - INTENT TO ISSUE - DENY RELATED	INTENT	/ 0309260-010-JM	.pdf - 434.9 KB	▶
10-29-2021	PERMIT - INTENT TO ISSUE - DENY RELATED	DRAFT FO	/ 0309260-010-JM	.docx - 311.7 KB	▶
07-30-2021	COMPLETENESS REVIEW RELATED	RAI 1 RESPONSE	/ 0309260-010-JM	.pdf - 9.1 MB	▶
07-30-2021	COMPLETENESS REVIEW RELATED	PROPERTY OWNERS	/ 0309260-010-JM	.xlsx - 12.9 KB	▶
05-28-2021	COMPLETENESS REVIEW RELATED	SHPO	/ 0309260-010-JM	.pdf - 69.0 KB	▶
05-04-2021	REQUEST FOR ADDITIONAL INFORMATION	RAI	/ 0309260-010-JM	.pdf - 283.9 KB	▶
04-05-2021	PERMIT APPLICATION RELATED	APPLICATION COVER	/ 0309260-010-JM	.pdf - 4.0 MB	▶

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Note this search shows the *Document Date, Type, Subject* and *Permit Number* as well as *File Type and Size* and the *View* hyperlink. **Document Date and Subject are not displayed under the other search options.** You can also export as a CSV Data file.



Document Details

- The document list includes descriptions to assist you in finding the information you desire.
- Of note are the *Document Subject*, and the *File Type and Size* of the document. Click on the Red Arrow to *view* the document.

Document Subject
INTENT
DRAFT FO
RAI 1 RESPONSE
PROPERTY OWNERS
SHPO
RAI
APPLICATION COVER

Export CSV Data		
File Type and Size View		
.docx - 71.2 KB		▶
.pdf - 10.7 MB		▶
.pdf - 28.0 KB		▶
.pdf - 28.0 KB		▶
.pdf - 28.2 KB		▶
.pdf - 113.0 KB		▶
.pdf - 28.6 KB		▶
.pdf - 175.8 KB		▶
.pdf - 5.7 MB		▶

Tips

- Most documents will be in a PDF format, but occasionally you may see documents in another format.
- Depending on the document, it could take some time for the document to open. Going to Oculus directly to locate and open the documents could take less time in some cases.
- You can also choose to save the Document list to an excel spreadsheet by clicking on the “Export CSV Data” button.
- **Compliance related BIPP documents are always filed under the initial authorization (i.e., the relevant JC or BI)**



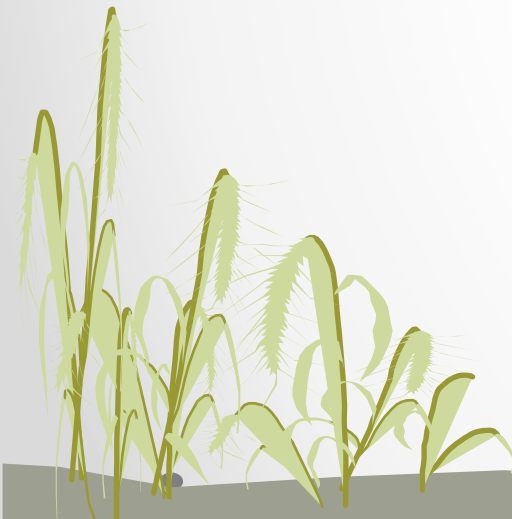
Other Links

OCULUS - DEP's electronic document management system

- Website: <http://depedms.dep.state.fl.us/Oculus/servlet/login>
- Tutorial: <https://floridadep.gov/rcp/beaches-inlets-ports/documents/finding-bipp-permit-how-use-oculus>

Map Direct - DEP's interactive GIS-based program

- Website: <https://ca.dep.state.fl.us/mapdirect>
- Tutorial: <https://floridadep.gov/rcp/beaches-inlets-ports/documents/map-direct-bipp>





For further assistance, contact the
[relevant permit manager](#)

or

BIPP@dep.state.fl.us