



**MEETING AGENDA – Tuesday, January 21st, 2019 1:00 PM FloridaWest Economic
Development Alliance – Board of Director’s Meeting
Co:Lab, 1st Floor Conference Room
418 W Garden Street - Pensacola, Florida 32502**

- | | |
|---|----------------|
| 1. Call to Order | Karen Sindel |
| 2. Meeting publicly noticed (1/2/2020) | Karen Sindel |
| 3. Public Comment | Karen Sindel |
| 4. Action Items | Karen Sindel |
| a. BDI/Bluffs Closeout Presentation | Scott Luth |
| b. Saltmarsh Audit FYE 2019 Presentation | Scott Luth |
| c. Approval of October 15, 2019 Minutes | Karen Sindel |
| d. Approval of December 2019 Financials | Rick Byars |
| e. Miscellaneous Appropriations Agreement | Scott Luth |
| f. IT Services Provider Contract Approval | Scott Luth |
| 5. Discussion Items | |
| a. CSX Update | Rashard Howard |
| b. ED Project Updates | Scott Luth |
| i. Cybersecurity Update | |
| ii. Co:Lab | |
| iii. Business Development | |
| iv. Workforce | |
| v. Marketing | |
| c. Strategic Partner Updates | Karen Sindel |
| d. Membership | Karen Sindel |
| e. ED Calendar Review | Sena Maddison |
| f. New Business | Karen Sindel |
| i. ADA Compliance Brief | Sena Maddison |
| 6. Adjourn | Karen Sindel |

Next Meeting: Tuesday, February 18th, 2020 at 1:00 pm

Fiscal Year Meeting Schedule

March 17, 2020

April 21, 2020

May 19, 2020

June 16, 2020

July 21, 2020

August 18, 2020

September 15, 2020



BASKERVILLE-DONOVAN, INC.

"Engineering the South since 1927"

THE BLUFFS

Northwest Florida's Industrial Campus

The Bluffs: Northwest Florida's Industrial Campus

Final Design Build Criteria

January 2020



Acknowledgements

FUNDING AGENCIES

Florida Legislature

State of Florida, *Department of Economic Opportunity*

Florida Department of Transportation

STAKEHOLDERS

Emerald Coast Utilities Authority

Ascend Performance Materials

Gulf Power Company

Pensacola-Escambia Promotion & Development Commission

University of West Florida

STUDY TEAM

Baskerville-Donovan, Inc.

Wallace Roberts & Todd, LLC

Garnet Consulting Services, Inc.

Wadley-Donovan GrowthTech, LLC

Vision First Advisors

Biome, Inc.

Hutch Touch

idgroup

Atkins North America, Inc.

Tierra, Inc.



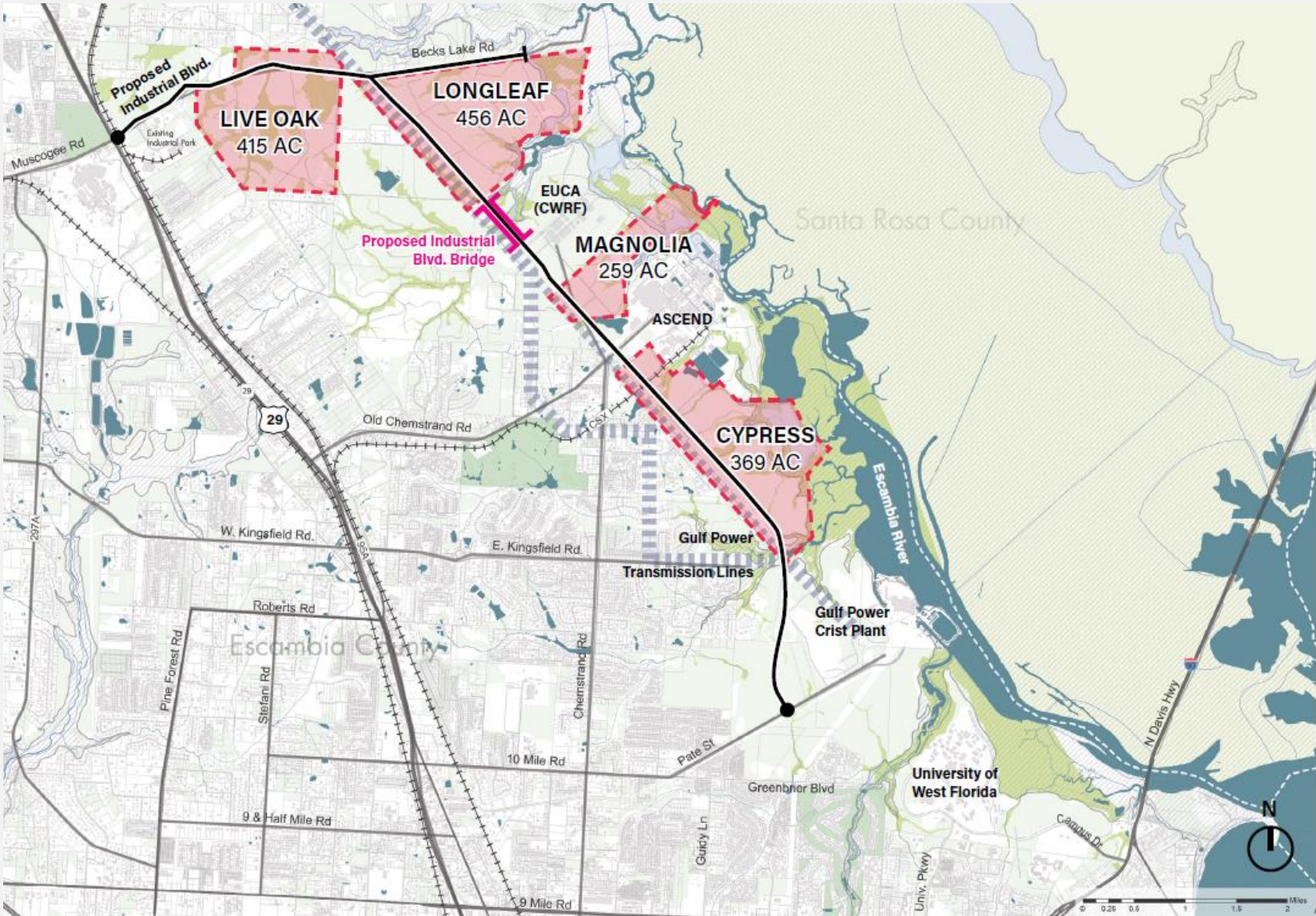
Overview

- Project Overview
 - The Bluffs Economic Analysis - \$399,000
 - The Bluffs Master Plan - \$1,599,029
 - Phase I Design-Build Criteria Package - \$1,950,000
 - Phase II Design-Build Criteria Package - \$3,025,000
 - Becks Lake Road Design-Build Criteria Package - \$493,000
- Design-Build Criteria Package
 - Project Goals
 - Design-Build Criteria Package Development
 - Design-Build Organizational Structure
 - RFQ Scoresheet
 - RFP Scoresheet
 - Performance Requirements
- Cost Estimate
- Next Steps

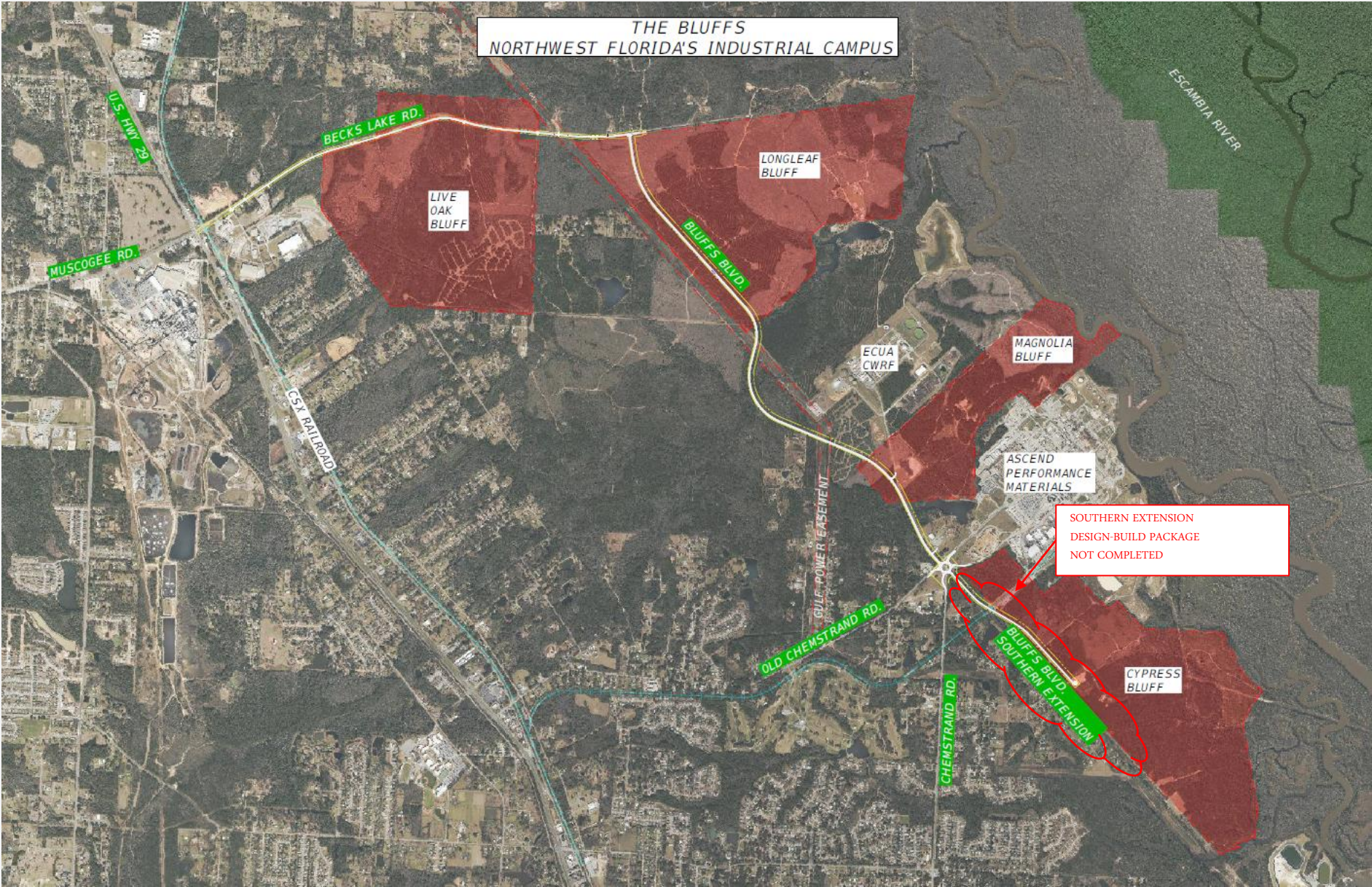


Project Overview

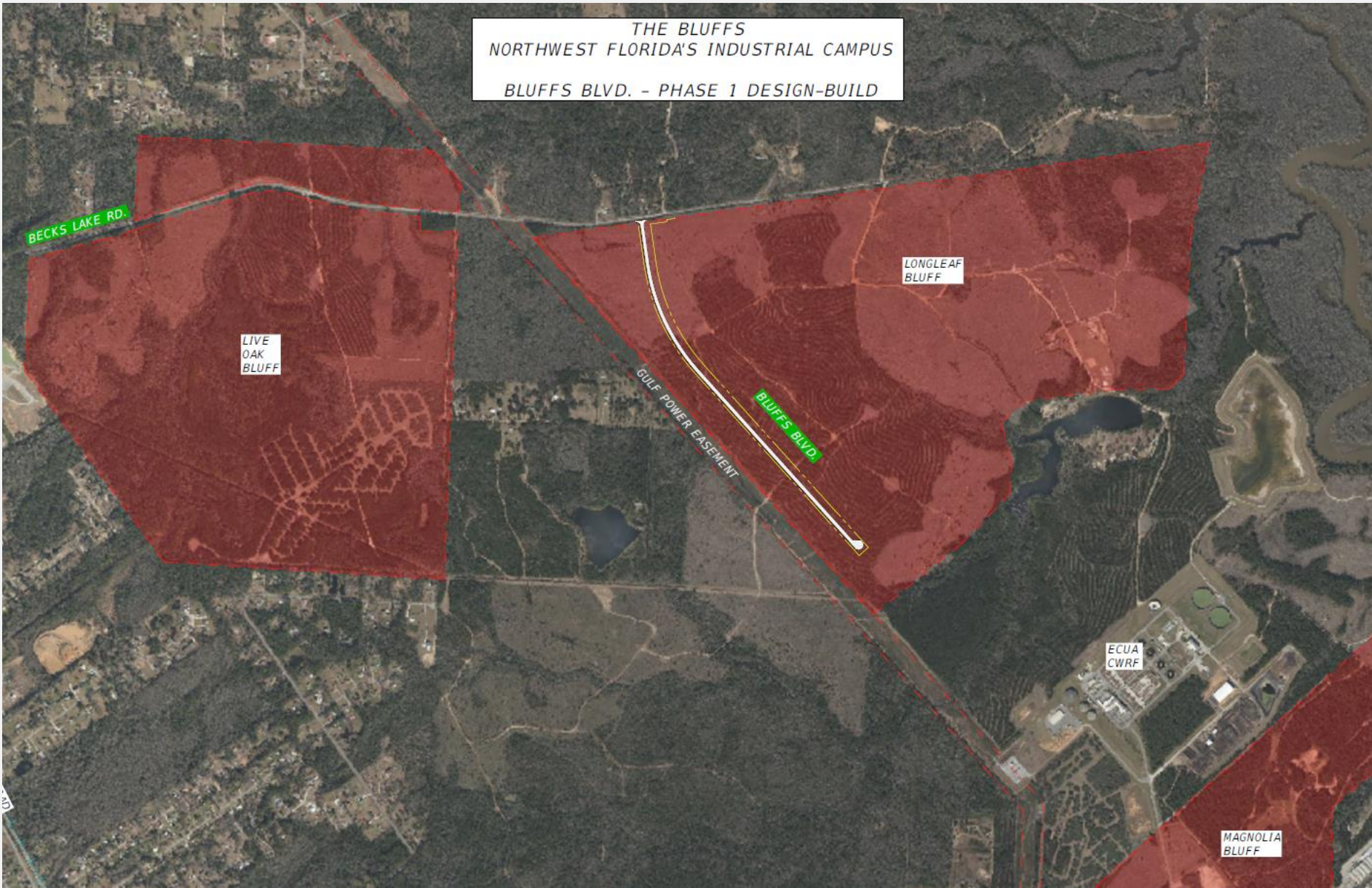
The Bluffs Master Plan (2015)



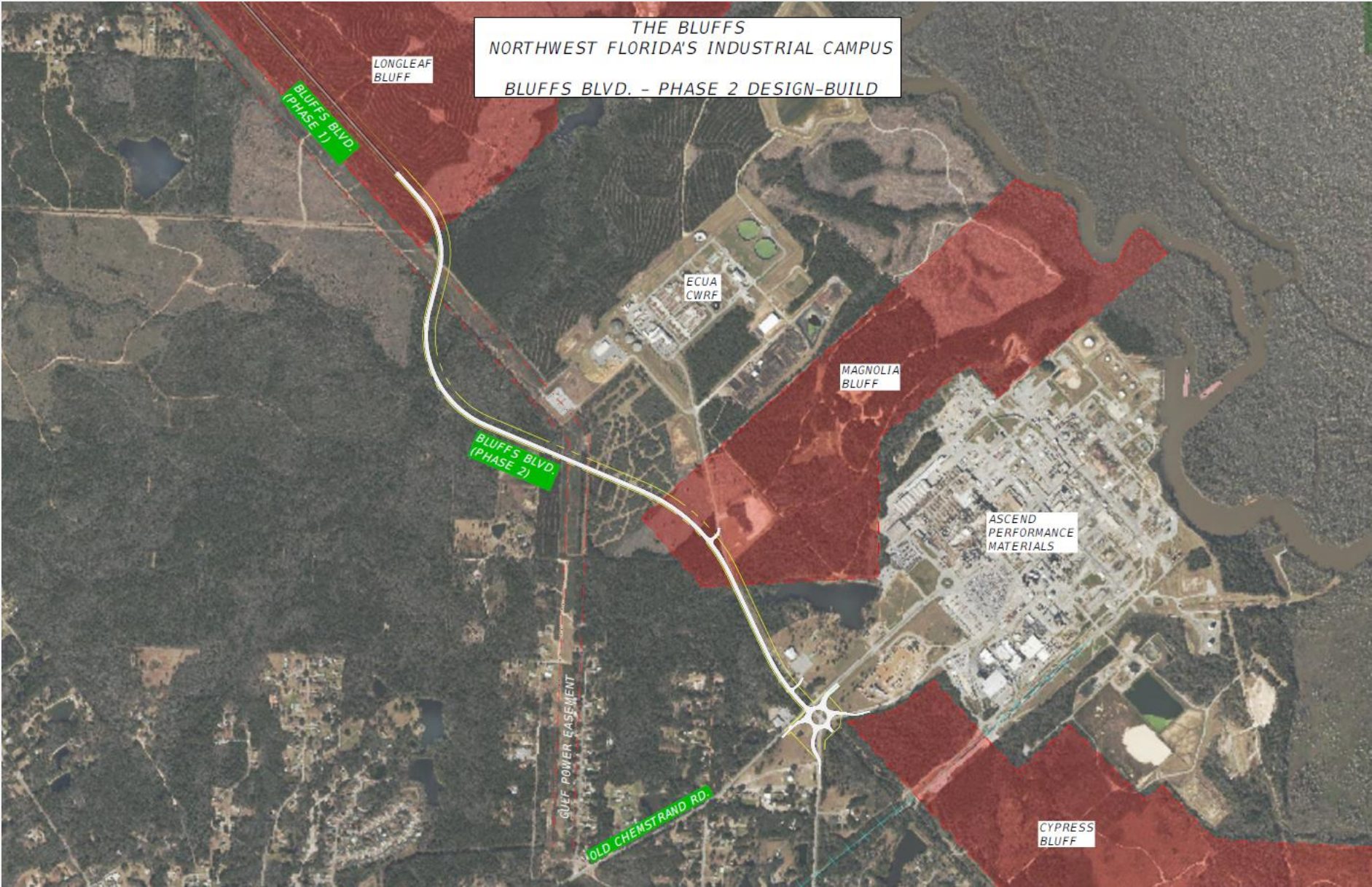
Project Overview



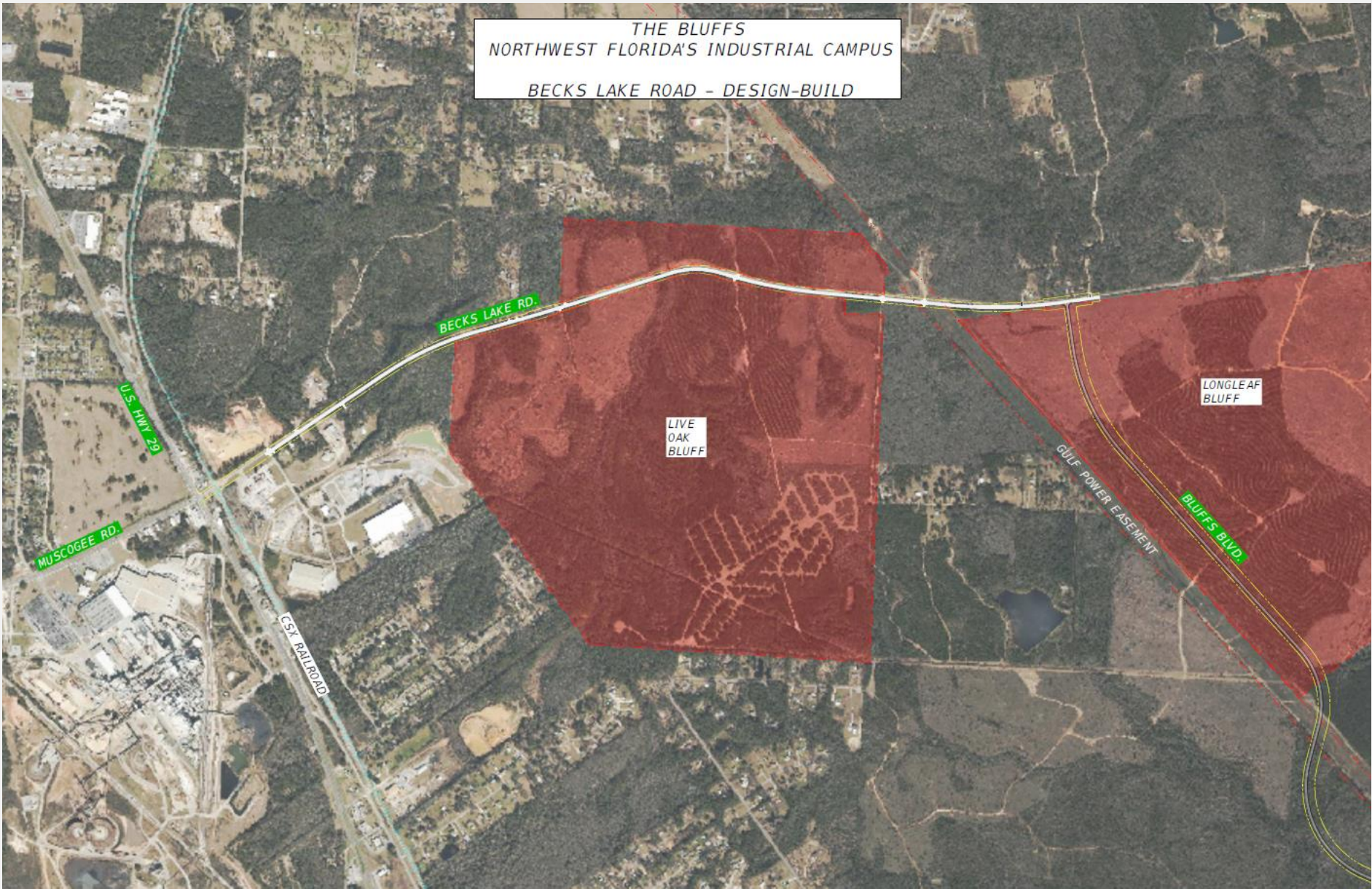
Phase 1 DB Criteria Package



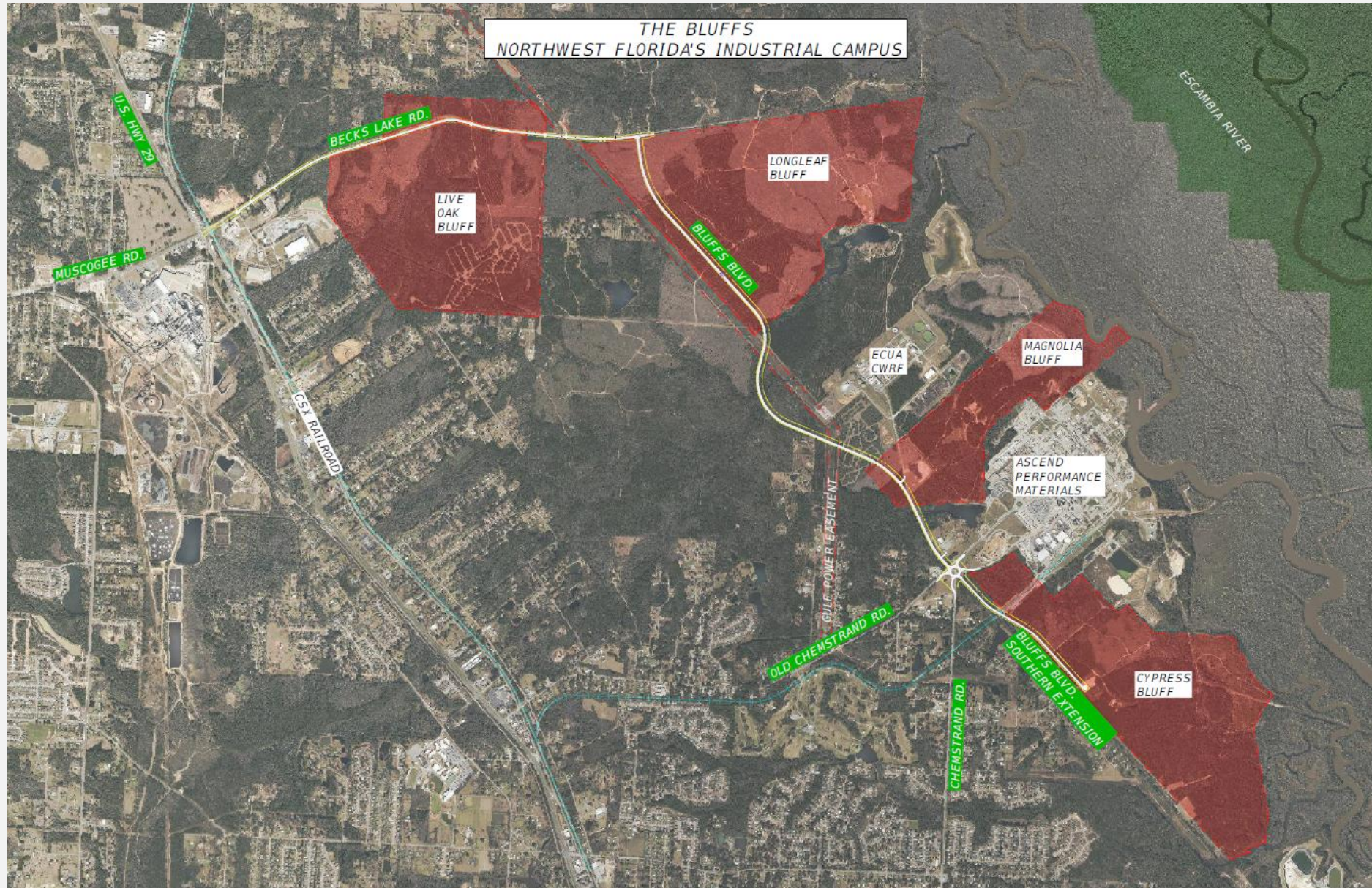
Phase 2 DB Criteria Package



Becks Lake Rd DB Criteria Package



The Bluffs – Overall Plan



Design-Build Criteria Package

Design-Build Criteria Package Development

- Engineers Joint Contract Documents Committee (EJCDC) Design-Build Contract Documents



Design-Build Criteria Package

Design-Build Criteria Package Development

- Engineers Joint Contract Documents Committee (EJCDC) Design-Build Contract Documents



EJCDC
CONTRACT DOCUMENTS

Why Use EJCDC Contract Documents?

EJCDC Contract Documents are widely recognized as the most fair and objective contract documents in the construction, engineering, and design-build industries.

- **IMMEDIATELY DOWNLOADABLE**
Get the documents you want, when you want them, in MS Word.
- **AVAILABLE FOR MULTI-USE AT NO EXTRA COST**
All EJCDC documents are easy to use and customizable in MS Word for use on multiple projects.
- **MINIMIZE RISK ON YOUR NEXT JOB**
Each EJCDC contract document is prepared by a team of industry professionals, including owners, contractors, professional liability and risk management experts, and legal counsel.
- **BALANCED AND FAIR**
EJCDC standard contract documents are created for the benefit of all parties involved in engineering design and construction projects.

What is EJCDC?

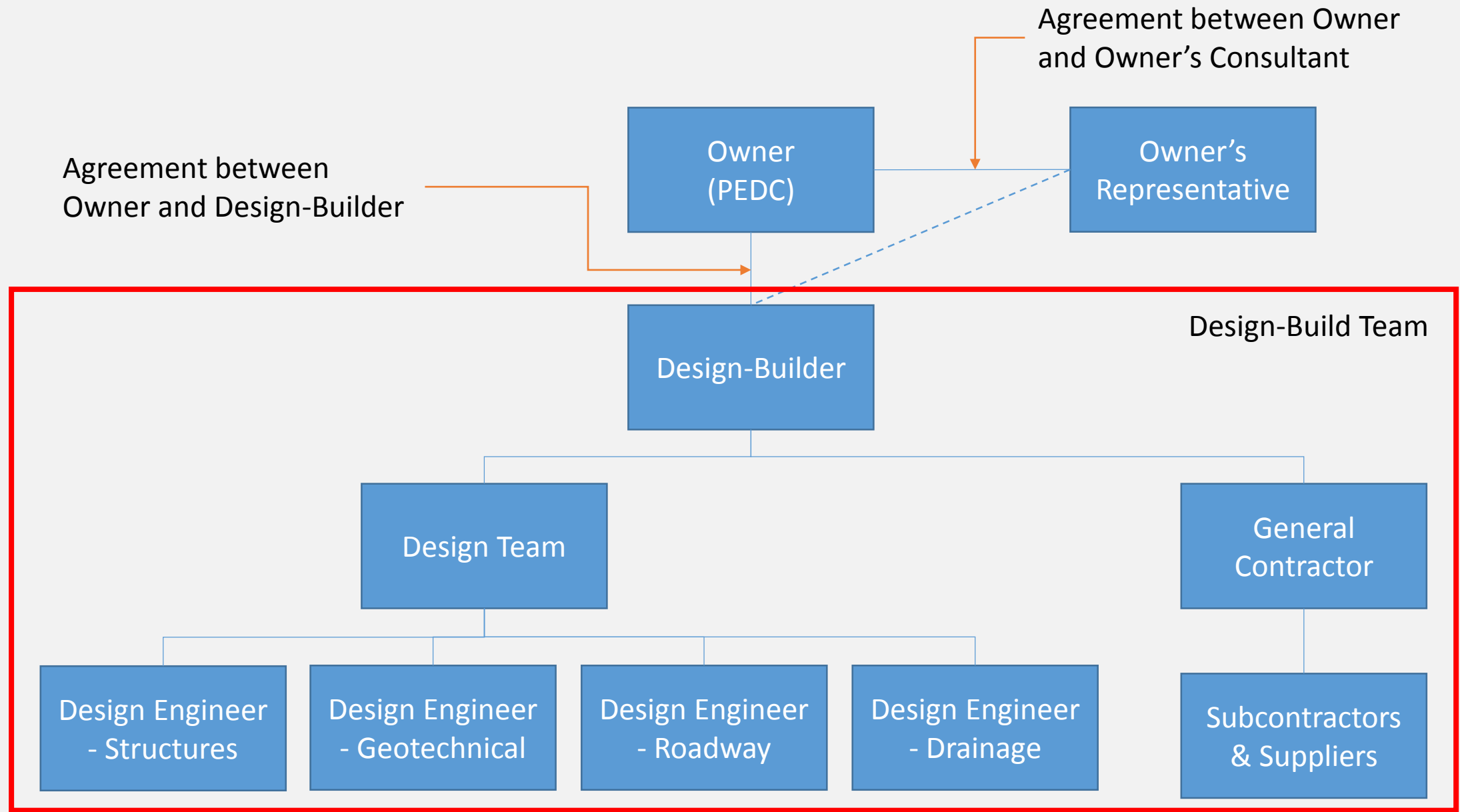
EJCDC (the Engineers Joint Contract Documents Committee) includes NSPE's Professional Engineers in Private Practice, the American Council of Engineering Companies, the American Society of Civil Engineers, and the participation of other professional engineering, design, construction, owner, legal, and risk management organizations.

- Use to reduce conflicts and litigation.
- User-friendly and easily customizable.

www.nspe.org/ejcdc

“Since 1975, EJCDC has developed and updated fair and objective standard documents that represent the latest and best thinking in contractual relations between all parties involved in engineering design and construction projects.”

DB Organizational Structure



Design-Build Criteria Package

Project Goals

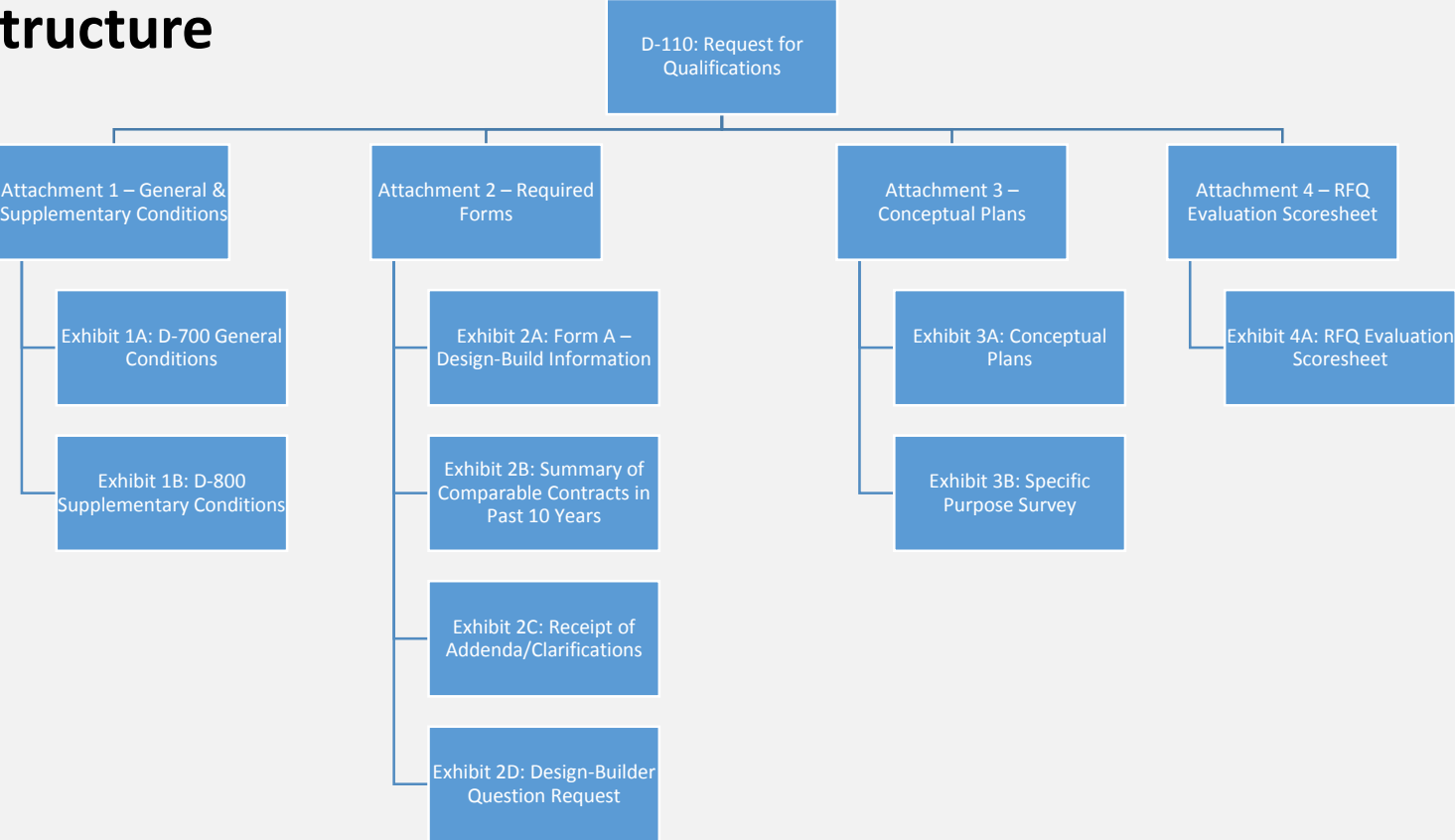
1. Minimize inconvenience to the public, ECUA, and Ascend Performance Materials during construction.
2. Provide a high quality project that minimizes future maintenance.
3. Provide a solution consistent with Escambia County Land Development Code, Escambia County Design Standards Manual, and Escambia County Technical Specifications that will be dedicated to Escambia County upon completion.
4. Adhere to local, state, and federal environmental regulations and/or permits that are required in executing and/or completing the Project.
5. Provide regional stormwater facilities to the greatest extent possible within the proposed right-of-way.
6. Provide a visually pleasing finished product.
7. Provide potable water, reuse water, sanitary sewer, and natural gas within the proposed right-of-way. Utility design shall be consistent with the Preliminary Industrial Utilities Alignment Study.
8. Provide a design that accommodates future widening within the proposed right-of-way.





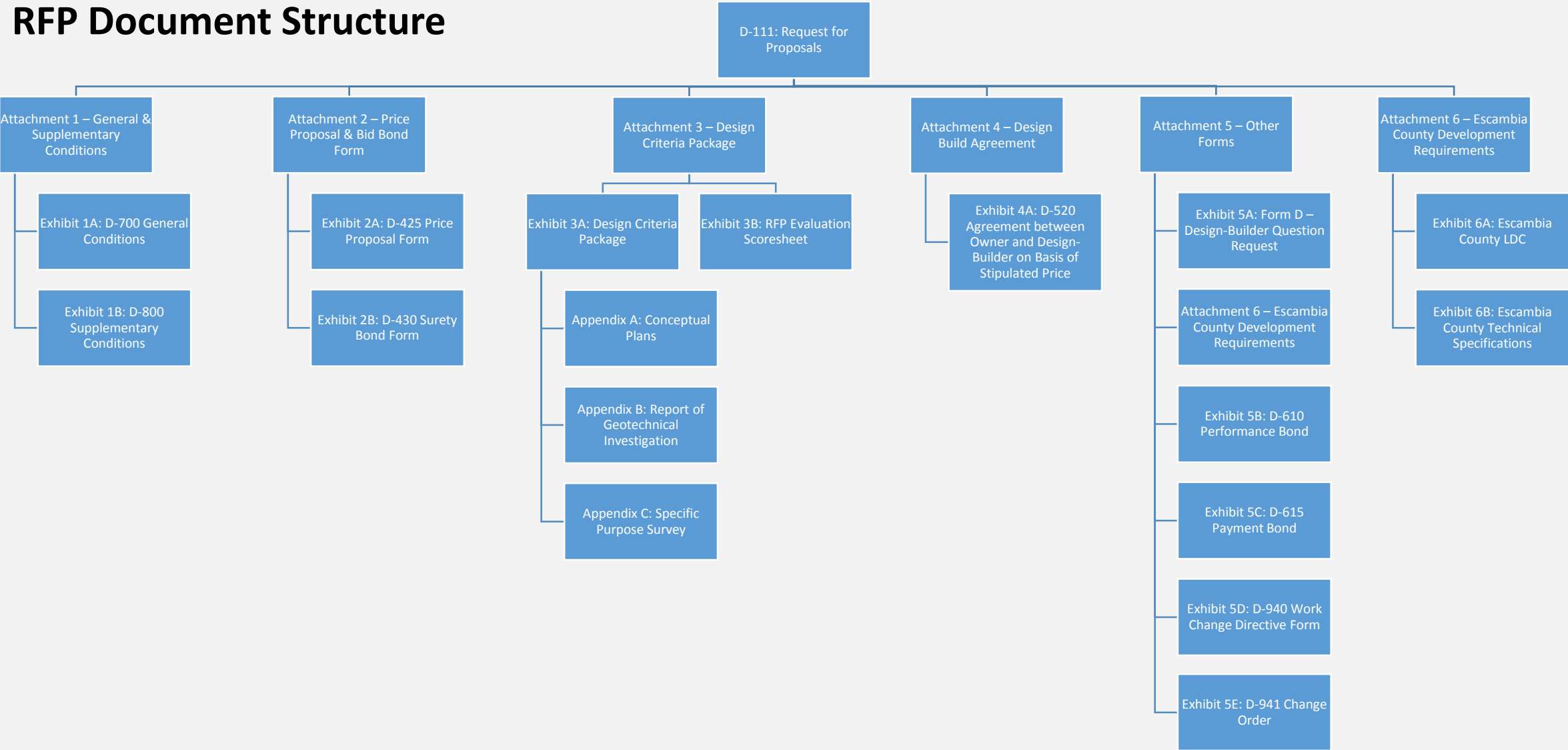
Design-Build Criteria Package

Design-Build Criteria Package Development RFQ Document Structure



Design-Build Criteria Package

Design-Build Criteria Package Development RFP Document Structure





Design-Build Criteria Package

Design-Build Criteria Package Development

- Two-phase selection process
 - Request for Qualifications
 - Pre-qualify and shortlist Design-Builders

Advertise RFQ	Date
Deadline for Submittal of Questions	Date + 30 days
Deadline for Owner to Provide Answers & Issue Addenda	Date + 40 days
SOQ Package Due Date	Date + 60 days
Evaluation of SOQ Package complete	Date + 75 days
Notify Short-Listed Design-Builders	Date + 80 days

- Request for Proposals
 - Evaluate and select Design-Builder

Advertise RFP	Date
Mandatory Pre-Proposal Conference	Date + 7 days
Deadline for Submittal of Questions	Date + 30 days
Deadline for Owner to Provide Answers	Date + 40 days
RFP Package Due Date	Date + 60 days
Evaluation of RFP Package complete	Date + 75 days
Notice of Award	Date + 80 days



Design-Build Criteria Package

Request for Qualifications Evaluation Scoresheet

- Proposer's Experience (44 points)
- Key Personnel & Organization (16 points)
- Project Understanding & Approach (20 points)
- Project Management & Approach (20 points)

	Maximum Raw Score Possible	Raw Score		Weight Factor		Weighted Score
Proposer's Experience (44 points)						
a. Experience on projects of similar scope and complexity	4		x	2	=	
b. Owner/client references	4		x	1	=	
c. Experience with timely completion of comparable projects	4		x	2	=	
d. Experience with on-budget completion of comparable projects	4		x	2	=	
e. Experience with integrating design and construction activities	4		x	2	=	
f. Experience of Proposer members working together	4		x	1	=	
g. Current workload	4		x	1	=	
Weighted Score =						
Key Personnel and Organization (16 points)						
a. Design-Builder's Project Manager	4		x	1	=	
b. Design Manager	4		x	1	=	
c. Construction Manager/Superintendent	4		x	1	=	
d. Environmental Compliance Manager	4		x	1	=	
Weighted Score =						
Project Understanding and Approach (20 points)						
a. Understanding of any major issues that need to be addressed and your solution to meeting or exceeding project goals.	4		x	2	=	
b. Understanding of Project Scope	4		x	3	=	
Weighted Score =						
Project Management and Project Approach (20 points)						
a. Functional relationships among participants and how the proposed organization will function as an integrated Design-Builder	4		x	1	=	
b. Budget management approach	4		x	1	=	
c. Quality management approach	4		x	1	=	
d. Schedule management approach	4		x	1	=	
e. Design and construction management approach	4		x	1	=	
Weighted Score =						
Total Weighted Score =						

Design-Build Criteria Package

Request for Proposals Evaluation Scoresheet

- Technical Proposal (70 points)
- Proposed Schedule & Price Control (15 points)
- Design-Builders QA Procedures (15 points)
- Price Proposal

$$\text{Adjusted Score} = \frac{\text{Bid Price Proposal}}{\text{Technical Score}}$$

	Maximum Raw Score Possible	Raw Score		Weight Factor		Weighted Score
PART 1 – TECHNICAL PROPOSAL						
Tab 1. Table of Contents (0 points)	0	0	x	0	=	0
Tab 2. Technical Proposal (70 points)						
1. Design quality and suitability	4		x	3	=	
2. Construction quality and suitability	4		x	3	=	
3. Team Performance	4		x	3	=	
4. Organizational structure and key personnel	4		x	3	=	
5. Approach and understanding	4		x	3	=	
Tab 3. Proposed Schedule and Price Control (15 points)						
1. Approach to scheduling	4		x	3	=	
2. Approach to managing cost	4		x	3	=	
Tab 4. Design-Builders Quality Assurance Procedures (15 points)						
1. Description of the Design-Builder's Design Quality Management Plan	4		x	4	=	
Technical Score (TS) =						
PART 2 – PRICE PROPOSAL						
Proposer Bid Price Proposal (BPP) =						
Adjusted Score = (BPP/TS) =						

Design-Build Criteria Package

Performance Requirements – Roadway Design Criteria

Criterion	Application	Source
GENERAL		
Functional Classification	Urban Collector (Industrial)	LDC Sec. 6-0.3 DSM 2-1.1 FLGB Ch. 1 B.2 AASHTO Ch. 1 FL Statues 334.03
Design Vehicle - Major Intersections - Other side streets	WB-62FL WB-62FL	AASHTO Ch. 2 FLGB 3C.2 & Table 3-2 FDM 201.5
Level of Service	LOS D	AASHTO Ch. 2
Design Speed	45 mph	FLGB Table 3-1
TYPICAL SECTIONS		
Number of Lanes & Widths - Lanes - Width	2 12 ft.	AASHTO Ch. 4 FLGB Table 3-10
Bicycle Lane	4 ft.	
CROSS SLOPES		
Travel Lane (w/o Superelevation)	2-3% DES., 1.5% min., 4% max.	FLGB Ch. 3.C.7
Max. Algebraic Difference in Cross Slope Between Through Lanes	4%	FLGB Ch. 3.C.7
CLEAR ZONE WIDTH		
Travel Lanes	24 ft. from edge of travel lane	FDM Table 215.2.1
ROADSIDE SLOPES		
Front Slope	1:4 DES., 1:3 max	FLGB Ch. 3.C.7.f.2
Back Slope	1:4 DES., 1:3 max	FLGB Ch. 3.C.7.f.2
Transverse Slope	1:4	FLGB Ch. 3.C.7.f.2

Criterion	Application	Source
HORIZONTAL GEOMETRY		
Maximum Curvature	8° 15'	FLGB Table 3-5
Maximum Superelevation	5%	FLGB Ch. 3.C.4
Superelevation Transition Length	Per STD Index 000-511	STD Index 000-511
Superelevation Transition Slope Rate	1:150, 75 ft. min.	FDM Table 210.9.3
GRADES		
Maximum Profile Grade	5%	FLGB Table 3-7
Max Change w/o Vertical Curve	0.70	FLGB Table 3-8
GRADE DATUM		
Min. Base Clearance above DHW Elev.	2 ft.	DSM 2-1.5
SIGHT DISTANCE		
Minimum Stopping Sight Distance	360 ft.	FLGB Table 3-3
VERTICAL CURVES		
Minimum Distance between VPIs	250 ft.	FDB 210.10.1.1
Minimum Crest Vertical Curve (k = 61)	300 ft.	FLGB Table 3-9
Minimum Sag Vertical Curve (k = 79)	200 ft.	FLGB Table 3-9
VERTICAL CLEARANCE		
Over Travel Lanes and Sidewalk	16.5 ft.	FLGB Ch. 3.C.7.j.4(b)
ABBREVIATIONS		
FDM	FDOT Design Manual	
AASHTO	A Policy on Geometric Design of Highways and Streets – American Association of State Highway and Transportation Officials (2011)	
STD	FDOT Standard Plans	
FLGB	Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways (Florida Green Book) (2016)	
FPDM	FDOT Flexible Pavement Design Manual (2008)	
LDC	Escambia County Land Development Code	
DSM	Escambia County Design Standards Manual	





Cost Estimates

Programming Cost Estimate

- **Includes:**
 - R/W Acquisition
 - Engineering Design ,Mitigation, & Permitting
 - Roadway, Bridge, & Utility Construction
 - Construction Engineering & Inspection

Project	Cost
Becks Lake Road Improvements (DB Package Complete)	\$14,074,940
Bluffs Blvd. – Phase I (DB Package Complete)	\$29,277,080
Bluffs Blvd. – Phase II (DB Package Complete)	\$26,352,160
Roundabout (DB Package Complete)	\$2,578,750
Bluffs Blvd. – Southern Extension (Pending DB Package)	\$7,212,500
Total Cost:	\$79,495,430



Next Steps

- Acquire Required Right-of-Way
 - ECUA Spray Field Relocation (\$130,000)
 - Property Acquisition (\$4,388,000)
- Stakeholder Agreements
 - Ascend Performance Materials
 - ECUA
 - Gulf Power
 - Escambia County
- Complete Design-Build Criteria Package for The Bluffs – Southern Extension (\$400,000)
- Obtain Agreements with Utility Providers
- Selection of Owner's Representative
- RFQ/RFP Selection Process
- Award Contract



THANK YOU

To the Board of Directors
Community Economic Development Association of Pensacola and Escambia County, Inc.
(d/b/a/ FloridaWest Economic Development Alliance)

We have audited the financial statements of the Community Economic Development Association of Pensacola and Escambia County, Inc. (d/b/a/ FloridaWest Economic Development Alliance) (“FloridaWest”) for the year ended September 30, 2019, and have issued our report thereon dated January 7, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 22, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by FloridaWest are described in Note 1 to the financial statements. As described in Note 1, FloridaWest changed accounting policies related to the presentation of net asset categories and enhancing disclosures about how FloridaWest manages its liquid resources by adopting FASB Accounting Standards Update No. 2016-14, *Not-For-Profit Entities-Presentation of Financial Statement of Not-For-Profit Entities (Topic 958)*, in 2019. We noted no transactions entered into by FloridaWest during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the disclosures of commitments and contingencies as described in Note 5.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements in the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following material misstatements detected as a result of audit procedures were corrected by management:

- To record prior year audit adjustments to properly state the balances of certain assets, liabilities, and net assets.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 7, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to FloridaWest's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as FloridaWest's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

To the Board of Directors
Community Economic Development Association of Pensacola and Escambia County, Inc.
(d/b/a/ FloridaWest Economic Development Alliance)

Page 3 of 4

This information is intended solely for the use of the Board of Directors and management of the Community Economic Development Association of Pensacola and Escambia County, Inc. (d/b/a/ FloridaWest Economic Development Alliance) and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in cursive script, reading "Saltmarsh Cleaveland & Lund".

Pensacola, Florida
January 7, 2020

Schedule of Passed Adjusting Journal Entries

To accrue September expenses.			
5559a	Workforce Grant	2,494.00	
2000	Account Payable		2,494.00
Total		2,494.00	2,494.00
To adjust accrued payroll expense.			
5700	Salary	5,070.00	
2400	Payroll Liabilities		5,070.00
Total		5,070.00	5,070.00
To record current year effect on prior year passed adjusting entries.			
3200	Net Assets without Donor Restrictions	1,535.00	
5700	Salary		1,535.00
Total		1,535.00	1,535.00

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)**

PENSACOLA, FLORIDA

FINANCIAL STATEMENTS

SEPTEMBER 30, 2019 AND 2018

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)**

PENSACOLA, FLORIDA

FINANCIAL STATEMENTS

SEPTEMBER 30, 2019 AND 2018

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Statements of Financial Position	3
Statements of Activities	4
Statements of Cash Flows	5
Notes to Financial Statements	6

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Community Economic Development Association
of Pensacola and Escambia County, Inc.
(d/b/a FloridaWest Economic Development Alliance)
Pensacola, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the Community Economic Development Association of Pensacola and Escambia County, Inc. (d/b/a FloridaWest Economic Development Alliance) ("FloridaWest"), which comprise the statements of financial position as of September 30, 2019 and 2018, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Board of Directors
Community Economic Development Association
of Pensacola and Escambia County, Inc.
(d/b/a FloridaWest Economic Development Alliance)

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of FloridaWest as of September 30, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in black ink, reading "Saltmarsh Cleveland & Gund". The signature is written in a cursive, flowing style.

Pensacola, Florida
January 7, 2020

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION OF
PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
STATEMENTS OF FINANCIAL POSITION
SEPTEMBER 30, 2019 AND 2018**

ASSETS

	<u>2019</u>	<u>2018</u>
Current Assets:		
Cash	\$ 535,991	\$ 567,262
Accounts receivable	1,287	571
Promise to give	-	22,000
Prepaid expenses and other assets	<u>19,750</u>	<u>19,750</u>
Total current assets	557,028	609,583
 Property and equipment, net	 <u>130,704</u>	 <u>125,528</u>
 Total Assets	 <u><u>\$ 687,732</u></u>	 <u><u>\$ 735,111</u></u>

LIABILITIES AND NET ASSETS

Current Liabilities:		
Accounts payable	\$ 5,000	\$ 1,391
Accrued payroll	<u>41,886</u>	<u>37,031</u>
Total current liabilities	<u>46,886</u>	<u>38,422</u>
 Commitments and Contingencies	 --	 --
 Net Assets:		
Net assets without donor restrictions	640,846	674,689
Net assets with donor restrictions	<u>-</u>	<u>22,000</u>
Total net assets	<u>640,846</u>	<u>696,689</u>
 Total Liabilities and Net Assets	 <u><u>\$ 687,732</u></u>	 <u><u>\$ 735,111</u></u>

The accompanying notes are an integral
part of these financial statements.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION OF
PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
STATEMENTS OF ACTIVITIES
YEARS ENDED SEPTEMBER 30, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
Changes in Net Assets Without Donor Restrictions:		
Support and Revenue:		
Memberships	\$ 220,000	\$ 210,000
Investor dues	62,500	-
Local governments	750,000	750,000
Incubator rental	98,387	96,988
Other revenue	5,129	2,047
Net assets released from restrictions	22,000	-
Total support, revenue and reclassifications	<u>1,158,016</u>	<u>1,059,035</u>
Expenses:		
Program services:		
Salaries and benefits	487,503	452,529
Marketing and advertising	139,561	82,307
Incubator	105,096	95,482
Travel	50,641	46,654
Other	76,717	36,576
Total program services	<u>859,518</u>	<u>713,548</u>
Supporting services:		
General and administrative	<u>332,341</u>	<u>290,008</u>
Total expenses	<u>1,191,859</u>	<u>1,003,556</u>
Increase (Decrease) in Net Assets Without Donor Restrictions	<u>(33,843)</u>	<u>55,479</u>
Change in Net Assets With Donor Restrictions:		
Contribution	-	22,000
Net assets released from restrictions	(22,000)	-
Change in net assets with donor restrictions	<u>(22,000)</u>	<u>22,000</u>
Change in Net Assets	(55,843)	77,479
Net Assets, Beginning of Year	<u>696,689</u>	<u>619,210</u>
Net Assets, End of Year	<u><u>\$ 640,846</u></u>	<u><u>\$ 696,689</u></u>

The accompanying notes are an integral
part of these financial statements.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION OF
PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
STATEMENTS OF CASH FLOWS
YEARS ENDED SEPTEMBER 30, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
Cash Flows From Operating Activities:		
Change in net assets	\$ (55,843)	77,479
Adjustments to reconcile change in net assets to net cash provided by operating activities -		
Depreciation	29,143	27,848
Bad debt	-	4,812
Changes in -		
Accounts receivable	(716)	(1,990)
Promise to give	22,000	(22,000)
Prepaid expenses and other assets	-	(9,375)
Accounts payable	3,609	(3,036)
Accrued payroll	4,855	(100)
Net cash provided by operating activities	<u>3,048</u>	<u>73,638</u>
Cash Flows From Investing Activities:		
Purchases of property and equipment	<u>(34,319)</u>	<u>(46,486)</u>
Net Increase (Decrease) in Cash	(31,271)	27,152
Cash, Beginning of Year	<u>567,262</u>	<u>540,110</u>
Cash, End of Year	<u><u>\$ 535,991</u></u>	<u><u>\$ 567,262</u></u>

The accompanying notes are an integral
part of these financial statements.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization:

The Community Economic Development Association of Pensacola and Escambia County, Inc. (d/b/a FloridaWest Economic Development Alliance) (“FloridaWest”) is a not-for-profit corporation incorporated on September 23, 2014 to promote business development in Pensacola and Escambia County. Its primary means of support is from local governments, its members and rents from the incubator project.

Financial Statement Presentation:

FloridaWest is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions. Contributions received are reported as without donor restrictions or with donor restrictions depending on the existence or nature of any donor restrictions.

Cash and Cash Equivalents:

For purposes of the statements of cash flows, all highly liquid investments with an original maturity of less than three months are considered to be cash equivalents.

Contributions and Local Government Funding:

Contributions and local government funding received are recorded as without donor restrictions or with donor restrictions, depending on the existence and/or nature of any donor restrictions. When the restrictions expire, donor-restricted net assets are reclassified to net assets without donor restrictions and are reported in the statement of activities as *net assets released from restrictions*. Donor-restricted contributions are classified as revenue without donor restrictions if the restrictions are met in the same reporting period in which the contributions are received. Donor-restricted net assets at September 30, 2018 represent contributions restricted by the donor for a subscription to a sites and buildings database. There were no donor-restricted net assets at September 30, 2019.

FloridaWest also receives funding in the form of memberships dues and investor dues from local businesses. Businesses that pay membership dues receive voting privileges in FloridaWest in exchange for their annual dues. Businesses that pay investor dues do not receive voting privileges. Income from membership and investor dues are recognized in the period to which the dues relate.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Accounts Receivable:

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the applicable accounts receivable.

Promise to Give:

Unconditional promises to give are recognized as revenues in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

Property and Equipment:

Property and equipment acquired through purchase is recorded at cost. Donated property and equipment is recorded at estimated fair value at the date received. The cost of maintenance and repairs is charged to expense as incurred; significant renewals and betterments are capitalized. The capitalization policy for FloridaWest requires applicable costs be recorded as property and equipment when amounts equal or exceed \$1,000. Property and equipment is depreciated using the straight-line method over the estimated useful lives as follows:

Furniture, fixtures and equipment	5 - 15 years
Computer equipment	5 years
Leasehold improvements	4 - 7 years

Allocation of Expenses:

Directly identifiable expenses are charged to programs and supporting services. Payroll and related expenses are charged to programs and supporting services based on estimated time of each employee dedicated to each function. General and administrative expenses include primarily those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of FloridaWest.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Advertising Costs:

Advertising costs are expensed when incurred. Advertising costs for the years ended September 30, 2019 and 2018 amounted to \$82,276 and \$70,092, respectively.

Income Taxes:

FloridaWest is operating as a not-for-profit corporation, under Section 501(c)(6) of the Internal Revenue Code and is not subject to income taxes with the exception of unrelated business income. Accordingly, no provision for income taxes has been recorded in the financial statements.

New Accounting Pronouncement:

During 2019, FloridaWest implemented Accounting Standards Update (“ASU”) 2016-14, *Not-For-Profit Entities-Presentation of Financial Statement of Not-for-Profit Entities (Topic 958)*. ASU 2016-14 requires not-for-profit entities to present on the statement of financial position amounts for two classes of net assets (net assets with donor restrictions and net assets without donor restrictions) rather than the three classes previously required. ASU 2016-14 has been applied retrospectively. The adoption of this standard did not materially impact the FloridaWest’s financial position, results of operations or cash flows.

Subsequent Events:

Management has evaluated subsequent events through January 7, 2020, which is the date the financial statements were available to be issued.

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 2 - PROPERTY AND EQUIPMENT

Property and equipment and related accumulated depreciation consist of the following:

	2019	2018
	<u>2019</u>	<u>2018</u>
Furniture, fixtures and equipment	\$ 44,010	\$ 42,087
Computer equipment	28,455	25,754
Leasehold improvements	135,545	61,050
Construction in progress	-	44,800
	<u>208,010</u>	<u>173,691</u>
Less accumulated depreciation	<u>(77,306)</u>	<u>(48,163)</u>
Property and equipment, net	<u><u>\$ 130,704</u></u>	<u><u>\$ 125,528</u></u>

Depreciation expense totaled \$29,143 and \$27,848 for the years ended September 30, 2019 and 2018, respectively.

NOTE 3 - GENERAL AND ADMINISTRATIVE EXPENSES

General and administrative expenses consist of the following:

	2019	2018
	<u>2019</u>	<u>2018</u>
Salaries and benefits	\$ 159,248	\$ 130,978
Professional services	40,444	39,776
Office	40,331	34,224
Rent	45,728	45,237
Travel	8,541	6,402
Depreciation	29,143	27,848
Other	<u>8,906</u>	<u>5,543</u>
	<u><u>\$ 332,341</u></u>	<u><u>\$ 290,008</u></u>

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 4 - BENEFIT PLAN

FloridaWest has a 401(k)-plan covering substantially all employees who have met certain service requirements. Contributions to the plan amounted to \$16,470 and \$15,421 for the years ended September 30, 2019 and 2018, respectively.

NOTE 5 - COMMITMENTS AND CONTINGENCIES

Concentration - Major Support:

FloridaWest receives a substantial amount of its support from local governments. A significant reduction in the level of this support may have an effect on FloridaWest's programs and activities.

Concentration of Credit Risk - Uninsured Cash Balances:

Demand deposits held at financial institutions are insured by the Federal Deposit Insurance Corporation ("FDIC") up to certain limits. At September 30, 2019, the FloridaWest had uninsured balances of \$320,137.

Operating Leases:

FloridaWest leases office facilities under an operating lease expiring in January 2023. Rent expense for this lease amounted to \$45,728 and \$45,237 for the years ended September 30, 2019 and 2018, respectively, and is included in general and administrative expenses. FloridaWest also leases office facilities under an operating lease expiring in January 2021. Rent expense amounted to \$37,500 and \$28,125 for the years ended September 30, 2019 and 2018, respectively, and is included in program services expenses. Future minimum lease payments under the leases at September 30, 2019 are as follows:

2020	\$ 100,006
2021	70,853
2022	46,428
2023	47,828
2024	16,100
	<hr/>
	\$ 281,215

**COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION
OF PENSACOLA AND ESCAMBIA COUNTY, INC.
(d/b/a FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE)
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019 AND 2018**

NOTE 5 - COMMITMENTS AND CONTINGENCIES (Continued)

Subleases:

FloridaWest subleases office space to tenants under noncancelable operating leases with terms of up to three years. Minimum rentals to be received under the subleases will be as follows:

2020	\$ 98,332
2021	<u>10,693</u>
	<u>\$ 109,025</u>

Sublease rental income amounted to \$94,888 and \$92,666 for the years ended September 30, 2019 and 2018, respectively.

NOTE 6 - LIQUIDITY

FloridaWest's financial assets available within one year of the statement of financial position date for general expenditure are as follows as of September 30, 2019:

Cash and cash equivalents	\$ 535,991
Accounts receivable	<u>1,287</u>
	<u>\$ 537,278</u>

As part of the FloridaWest's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.



MINUTES – October 15th, 2019 1:00 PM

FloridaWest Economic Development Alliance – Board of Director’s Meeting

Co: Lab- 418 W Garden Street – 1st Floor Conference Room

FloridaWest Members Present: Vice President Karen Sindel, Secretary/Treasurer Rebecca Ferguson, Jim Waite, Tim Haag, Ryan Tilley, Rick Byars, Bonita Player

Investors Present: Sheryl Rehberg, Carol Carlan

Absent Members: President Donnie McMahon, Lewis Bear

Absent Investors: Jonathan Tucker, Ed Meadows

Staff Present: Scott Luth, Melissa Stoker, Sena Maddison, Patrick Rooney, Casey Campbell, Margaret Stopp

Guests Present: Ruthie Speight, Brian Wyer

1. **Call to Order:** The meeting was called to order by Vice Chairman Karen Sindell at 1:03 pm.
2. **Public Notice:** This meeting was publicly noticed for FloridaWest on September 24th, 2019.
3. **Public Comment:** Public comments were requested. Brian Wyer shared that there is a game night tonight for the Gulf Coast Minority Chamber and next month the Chamber is hosting an event on “how to work with our government” in partnership the City and County purchasing departments. Also, Brian will be traveling to Boston next month together with Patrick Rooney as part of the MIT mentoring program.
4. **Discussion Items:**
 - a. **Board Officers FY 19-20:**
 1. Karen Sindel as President
 2. Rebecca Ferguson as Vice President
 3. Rick Byars as Secretary/TreasurerJim Waite moved.
Ryan Tilley seconded.
Approved unanimously.
 - b. **Board Appointees:**
 1. Lloyd Rashard – CareerSource
 2. Bonita Player – FloridaWest Designated Member
 3. Lewis Bear – PEDC 2 Year Term Remaining
 4. Dave Hoxeng – PEDC 1 Year RemainingTim Haag moved.
Jim Waite seconded.
Approved unanimously.
 - c. **Approval of September 17, 2019 Minutes:**

Rebecca Ferguson moved.
Rick Byars seconded.
Approved unanimously.

d. Approval of September 2019 Financials:

Melissa Stoker is to confirm receipt and allocation of Gulf Power dues payment.
Rick Byars moved.
Jim Waite seconded.
Approved unanimously.

e. Authorization of Check Signers:

Motion to approve all board officers as well as past president, Donnie McMahon, as check signers.
Jim Waite moved.
Tim Haag seconded.
Approved unanimously.

f. Ratify FY 19-20 Budget:

Rick Byars moved.
Tim Haag seconded.
Approved unanimously.

g. November and December Meeting Schedule:

Motion to move November meeting to align with PEDC board meeting on November 12th and to cancel the December meeting.
Tim Haag moved.
Ryan Tilley seconded.
Approved unanimously.

5. Discussion Items

- Ruthie Speight shared that the PYP Quality of Life Survey Rollout is this evening and all board member are invited. The Mason Dixon polling firm has conducted this research each year since 2008. The event this evening will provide some trend feedback based on the results of the survey. There will be another session on January 23, 2020 that focuses on the perceptions versus reality. The results from the survey will be available on the PYP website.

a. Old Business:

1. City/County Budget Updates: Scott again thank the board for their support during the budget process. PEDC and FloridaWest received full funding.
2. FloridaWest 5 Year Anniversary Follow Up: Scott Luth expressed his appreciation for our board, elected officials, partners, and supporters. Karen Sindel expressed her thanks for our staff on an event extremely well done.

b. ED Project Updates:

1. **Cybersecurity:** Congressman Gaetz visited DHS at Corry Station immediately following the 5 Year anniversary. Scott was in DC last week attending a conference and meeting to push our Cybersecurity strategy. Rick Byars asked if we envision the Cybersecurity Specialist being a full-time position. Scott shared that while we originally were looking at it that way, we were not able to find what we needed. Rick Byars shared that it is his opinion that we have an amazing opportunity and will support the staff in doing whatever we need to do to capture this opportunity. Jim Waite asked if there have been any efforts made to address the security clearance concerns and challenges. Scott Luth shared that we are reviewing the security clearance conversation with Chris Middleton and he is working with our federal delegation on some new creative strategies.
 2. **Co:Lab:** Occupancy is at 81%. Patrick provided an update on ITEN Wired and expressed his appreciation to Melissa Stoker and Sena Maddison for successfully executing the ITEN Wired VIT Dinner at the same time as the 5th Anniversary event. Ryan Tilley asked if we could extend the opportunity to our tenants to speak to our board. Patrick Rooney shared that it may be of value to highlight the Co:Lab Policy Board in order to educate our boards on who they are, what they do, and how they work.
 3. **Business Development:** In Danita's absence, Scott referenced the Business Development report. He also shared that this document will probably change in formatting as we transition to Salesforce. Ryan Tilley requested a meeting with Rick Byars and the FloridaWest staff to discuss reporting.
 4. **Workforce:** In Jeff's absence, Scott Luth shared that there is a meeting coming up with ST Engineering to discuss the expansion projects and workforce needs to ensure we are meeting the long-term goals and targets. There are upcoming IDN efforts that will be shared with the board as things develop. The current effort is to use the information to drive action. This group includes Community Action Agency, Achieve, CareerSource, and Santa Rosa County.
 5. **Marketing:** Sena Maddison shared that Co:Lab is doing a tenant panel at Entrecon with Bonita Player as the moderator.
- c. **Strategic Partner Updates:** Sheryl Rehberg shared that she has submitted an application for a grant to establish and expand apprenticeships focusing on manufacturing and cybersecurity. There may be opportunity for more partnership if the funding is granted. Scott Luth shared that the PEDC Board discussed potentially hiring a lobbyist for our community. Scott Luth is to have a meeting with Chris Holley and Janice Gilley to see if that makes sense and who will need to lead that charge, how much will it cost, and how do we need to do it. The board expressed agreement that this is a good move for the collective to make a unified statement.
- d. **Membership:** Ascension/Sacred Heart Health System needs to be listed as the Investor. Their application is included in the board packet.
 Rick Byars moved to approve.
 Ryan Tilley seconded.
 Approved unanimously.

Board members were asked to please send an email to Melissa Stoker with any organizations they think we should invite to learn about us, attend our meetings, and potentially pitch membership to.

e. ED Calendar Review: A calendar is provided in the board packet with upcoming important dates.

f. New Business:

Adjourned at 2:21 pm.

Respectfully Submitted By:

Rick Byars, Secretary-Treasurer
FloridaWest Economic Development Alliance

FloridaWest (CEDA)
Profit & Loss Budget vs. Actual
October through December 2019

	Oct - Dec 19	Budget	\$ Over Budget	% of Budget
Income				
4200 · Investor Membership Dues	30,000.00	40,000.00	-10,000.00	75.0%
4000 · Membership Dues	110,000.00	280,000.00	-170,000.00	39.29%
4410 · Non-Dues Income	27,592.53	85,000.00	-57,407.47	32.46%
4420 · Government Income	37,500.00	150,000.00	-112,500.00	25.0%
4430 · PEDC	168,750.00	675,000.00	-506,250.00	25.0%
4500 · CoLab - Rent	29,415.94	100,000.00	-70,584.06	29.42%
4512 · Miscellaneous Income	37.75	1,000.00	-962.25	3.78%
Total Income	403,296.22	1,331,000.00	-927,703.78	30.3%
Gross Profit	403,296.22	1,331,000.00	-927,703.78	30.3%
Expense				
5005 · Bank & Credit Card Fees	165.68	1,000.00	-834.32	16.57%
5060 · Marketing, Adv & Promo/Investor	7,736.51	125,000.00	-117,263.49	6.19%
5066 · Database/Research	0.00	45,000.00	-45,000.00	0.0%
5100 · Audit Expense	12,100.00	29,000.00	-16,900.00	41.72%
5105 · Legal Fees	1,350.00	10,000.00	-8,650.00	13.5%
5120 · Auto Travel	2,561.89	10,000.00	-7,438.11	25.62%
5140 · Business Travel	13,109.77	50,000.00	-36,890.23	26.22%
5190 · Depreciation Expense	0.00	15,000.00	-15,000.00	0.0%
5200 · Dues & Subscriptions	2,544.96	10,000.00	-7,455.04	25.45%
5310 · Insur-D&O/Liab/Umbrella/EPLI	5,349.17	6,000.00	-650.83	89.15%
5410 · Maint & Repair- Computers	3,384.66	21,000.00	-17,615.34	16.12%
5440 · Meeting Expense	54.38	2,000.00	-1,945.62	2.72%
5500 · CoLab Expenses	10,010.14	120,000.00	-109,989.86	8.34%
5559 · Workforce Marketing	3,802.17	20,000.00	-16,197.83	19.01%
5600 · Miscellaneous Expense	0.00	1,000.00	-1,000.00	0.0%
5610 · Postage	0.00	1,000.00	-1,000.00	0.0%
5680 · High Growth Companies	3,700.00	15,000.00	-11,300.00	24.67%
57000 · Employee Wages & Benefits	188,474.47	785,000.00	-596,525.53	24.01%
5800 · Supplies	587.24	3,000.00	-2,412.76	19.58%
5915 · Telephone	561.74	4,000.00	-3,438.26	14.04%
5925 · Cell Phones	2,110.74	8,000.00	-5,889.26	26.38%
5954 · Copier Expense	0.00	2,000.00	-2,000.00	0.0%
5980 · Rent Expense	15,322.45	48,000.00	-32,677.55	31.92%
Total Expense	272,925.97	1,331,000.00	-1,058,074.03	20.51%
Net Income	130,370.25	0.00	130,370.25	100.0%

FloridaWest (CEDA)

Balance Sheet

As of December 31, 2019

Dec 31, 19

ASSETS

Current Assets

Checking/Savings

1000 · Checking- Private Hancock -363 579,475.73

1010 · Checking - Public Hancock- 355 -12,475.68

Total Checking/Savings 567,000.05

Accounts Receivable

11000 · Accounts Receivable 92,958.05

Total Accounts Receivable 92,958.05

Total Current Assets 659,958.10

Fixed Assets

1702 · Accum Depr-Leasehold Improvemen -4,070.00

1655 · Leasehold Improvements 135,544.93

1600 · Furniture and Fixtures 44,009.73

1650 · Computers 28,454.59

1700 · Accum Depreciation Computers -7,798.31

1701 · Accum Depreciation Furn & Fix -8,447.41

Total Fixed Assets 187,693.53

Other Assets

1800 · Security Deposit 1,000.00

Total Other Assets 1,000.00

TOTAL ASSETS 848,651.63

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Account Payable 3,860.00

Total Accounts Payable 3,860.00

Other Current Liabilities

2300 · Other Payables

2350 · Christmas Club Payable 1,275.00

Total 2300 · Other Payables 1,275.00

2400 · Payroll Liabilities 3,677.00

Total Other Current Liabilities 4,952.00

Total Current Liabilities 8,812.00

Total Liabilities 8,812.00

Equity

3200 · Unrestricted Net Assets 709,469.38

Net Income 130,370.25

Total Equity 839,839.63

TOTAL LIABILITIES & EQUITY 848,651.63

MISCELLANEOUS APPROPRIATIONS AGREEMENT
BETWEEN
THE CITY OF PENSACOLA AND
COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION dba
FLORIDAWEST ECONOMIC DEVELOPMENT ALLIANCE

THIS AGREEMENT is made and entered into this 1st day of October, 2019, by and between the **City of Pensacola**, a municipal corporation of the State of Florida, with administrative offices at 222 W. Main Street, Pensacola, Florida 32502 (hereinafter referred to as the "City") and **Community Economic Development Association of Pensacola and Escambia County, Inc. dba FloridaWest Economic Development Alliance** (hereinafter referred to as the "Recipient" or "FloridaWest"), a non-profit corporation authorized to do business in the State of Florida, with administrative offices at 3 West Garden Street, Suite 618, Pensacola, Florida 32502, and a Federal Tax Identification Number of 47-1954665. City and Recipient collectively hereinafter referred to as the "Parties".

WITNESSETH:

WHEREAS, the City Council of the City of Pensacola is authorized under Section 166.021, Florida Statutes, to perform those acts, including the expenditure of public funds which serve a municipal purpose, and the City Council of the City of Pensacola finds that in order to advance the health, safety, and general welfare of the residents of Pensacola that said expenditure of City monies serves a municipal purpose as defined in Section 166.021, Florida Statutes; and

WHEREAS, the Recipient serves the residents of Pensacola by providing economic development through business expansion, retention and recruitment which benefits the citizens of this community; and

WHEREAS, in order to effectuate the economic development purposes of the City, the City has appropriated from the General Fund's Fiscal Year 2020 (October 1 through September 30) budget, the sum of \$150,000 to fund the Recipient's work program generally described as:

**To build, grow and sustain the economic development potential and
prosperity of Northwest Florida**

and more particularly set out in Exhibit "A" which is attached hereto and incorporated by reference herein, and to allow the City to appoint a City representative as the City's FloridaWest Governmental Entity Director ; and

WHEREAS, in order to further effectuate the economic development purposes of the City, the Recipient has agreed to perform certain terms and conditions relating to any appropriation, including the appropriation above and any other appropriation pursuant to this Agreement, of City public monies to the Recipient, such terms and conditions including but not limited to: (1) an annual payment of \$40,000 from Pensacola Energy which shall allow Pensacola Energy to appoint a representative to become a voting member on the Board of Directors on par with other utilities or dues paying companies contingent upon approval of the FloridaWest board; (2) that any appropriation shall be allocated solely to FloridaWest as a separate and distinct entity from the Pensacola-Escambia County Promotion and Development Commission ("PEDC") with FloridaWest bearing separate and distinct

responsibility for performance, and bearing separate and distinct responsibility for evaluation by the City of such performance by FloridaWest of the economic development purposes contemplated in this Agreement; (3) that FloridaWest shall make to the City written and verbal financial audits and updated reportings, as required and upon request of the City, and further, to respond to inquiries of the City's Chief Financial Officer; (4) that FloridaWest provide to the City a copy of any agreements between FloridaWest and the PEDC upon execution and without request by the City; and (5) that FloridaWest shall incorporate promotional information regarding City enterprises, assets and economic development incentives and benefits into all FloridaWest media as further described in this Agreement; and

WHEREAS, as a condition of the acceptance of such funds, the undersigned representative of the Recipient is authorized to sign this Agreement binding the Recipient to all terms and conditions, representations and warranties herein; and

NOW, THEREFORE, IN CONSIDERATION of Ten Dollars (\$10.00), the receipt and sufficiency of which is hereby acknowledged by the Parties, the appropriation and disbursement of funds by the City now or hereafter made, the services provided to the community by the Recipient, and the mutual covenants herein, the Parties do hereby agree as follows:

SECTION 1. The Parties agree the recitals above are true and correct and are hereby incorporated by this reference as material terms of this Agreement.

SECTION 2. Recipient acknowledges and agrees that pursuant to the Charter of the City of Pensacola, upon approval of appropriations by the City Council, the Mayor is the public official with responsibility and authority to administer and enforce the provisions of this Agreement and that the Mayor may do so through such designees as he may deem appropriate. For the purposes of making disbursements, acquiring information, performing audits, and such other tasks as may be deemed appropriate, the Mayor hereby designates the Chief Financial Officer of the City ("City's CFO") and such members of the City's CFO's staff as he may appoint, to fulfill the responsibilities of administration of this Agreement.

SECTION 3. This Agreement shall be considered to have become effective on the 1st day of October 2019, and will terminate on the 30th day of September 2020, unless cancelled sooner with or without cause and for convenience by either party by giving thirty (30) days prior written notice of such termination to the other party.

SECTION 4. The City agrees to pay the Recipient the sum of \$150,000 to fund the Recipient's work program generally described as carrying out economic development through business expansion, retention and recruitment for Escambia County and the City of Pensacola, more particularly set out in Exhibit "A" and to allow the City to appoint a City representative as the City's FloridaWest Governmental Entity Director. The City further agrees to pay the Recipient the sum of \$40,000 as an annual payment from Pensacola Energy. In consideration of the \$40,000 payment the Parties agree Pensacola Energy shall appoint a representative to become a voting member on the Board of Directors and such voting member shall be considered on par with other utilities or dues paying companies contingent upon approval of the FloridaWest board. In consideration of all funding under this Section 3 allocated by the City to the Recipient, Recipient shall successfully complete the work program outlined in Exhibit "A" in accordance with the payment procedures set forth in Exhibit "B" to this Agreement, and Recipient shall:

- A. Expend the funds allocated to Recipient under this Agreement solely for the purposes contemplated herein in Exhibit "A"; and

- B. Return to the City, within fifteen (15) days of demand, all City funds paid to Recipient upon the City Administration's determination that Recipient's provision of services has deviated or been lacking, or that Recipient's performance of any of the terms and conditions of this Agreement has deviated or been lacking, or that Recipient has not complied with any federal, state, or local law, rule, regulation, resolution or policy; and**
- C. Return to the City all funds expended for disallowed expenditures for the following purposes as determined by City Administration, including but not limited to:**
- i. payments for debts such as losses arising from uncollectible accounts, other claims, and related costs;**
 - ii. payments for contingencies including contributions to a contingency reserve or any similar provisions for unforeseen events;**
 - iii. contributions or donations unless otherwise expressly provided for in this Agreement;**
 - iv. payments of entertainment costs such as amusements, social activities, or any direct or incidental costs relating thereto, including meals, beverages, lodgings, rentals, transportation, and gratuities;**
 - v. payments of fines or penalties, including but not limited to any amounts due to non-compliance with any federal, state, and local laws, regulations, or policies;**
 - vi. payments for legislative lobbying or other political expenses, or any related expenses or contributions;**
 - vii. payments of interest or other financial costs, including but not limited to interest on borrowings of any kind or representation, bond discounts, costs of financing and refinancing operations, legal or professional fees paid, or costs related to or in connection therewith; and**
- D. Maintain a separate and complete accounting of City funds.**
- E. Ensure any equipment purchased in accordance with this or previous contract(s) in connection with aforementioned program, which has a unit cost of \$1,000.00 or more, will be placed on an inventory record by Recipient and inventoried at least annually. Upon the expiration of the useful life of such equipment or upon the expiration of the aforementioned program, whichever occurs first, such equipment will be transferred free and clear of all liens and encumbrances to the City, if requested, or disposed of as authorized in writing by the City.**
- F. Create, maintain and retain records and accounts of its financial affairs in accordance with the terms and conditions of this Agreement. Such records and accounts shall be available for examination and audit by the City upon thirty (30) days written notice. The Recipient shall cooperate with the City auditors and produce all documents required by such auditors. The Recipient shall on an annual basis cause an annual financial audit to be performed by an independent certified public accountant licensed and in good standing in the State of Florida for its fiscal year ending within the current fiscal year of the City. The audit report and management letter will be due within one hundred twenty (120) days of the close of the Recipient's fiscal year.**

- G. Provide the City with a semi-annual written and verbal narrative progress report on the work program described in Exhibit "A." Such reports will include basic statistical information relevant to the program as outlined in Exhibit "D", and a statement of expenditures made in each budget category and line item identified in the budget which is included in Exhibit "A." Continued disbursement of payments to the Recipient will be contingent upon prior receipt by the City of the required report which is due semi-annually.

SECTION 5. FloridaWest expressly agrees that any City appropriation shall be allocated solely to FloridaWest as a separate and distinct entity from the Pensacola-Escambia County Promotion and Development Commission ("PEDC"). FloridaWest shall be solely responsible for performance of all terms and conditions of this Agreement and shall be solely responsible for evaluation by the City of such performance by FloridaWest of the economic development purposes contemplated in this Agreement.

SECTION 6. FloridaWest shall provide to the City a copy of any agreements between FloridaWest and the PEDC upon execution and without request by the City.

SECTION 7. FloridaWest shall incorporate promotional information regarding City enterprises such as Pensacola Energy, Pensacola International Airport, and the Port of Pensacola, and City assets and economic development incentives and benefits into all FloridaWest media including but not limited to: television; radio; digital or print newspapers and magazines; social media including but not limited to Facebook, Instagram, Twitter, YouTube, blogs; email communications and press releases; e-newsletters; media advisory statements; public service announcements; event appearances; and all print media including but not limited to photographs, magazine articles, and billboards, all such media regardless of the actual host, including PEDC, of FloridaWest's media.

SECTION 8. FloridaWest shall make to the City written and verbal financial audits and updated reportings, as required by Section 166.021, Florida Statutes and this Agreement, and upon request of the City, and further, to respond to inquiries of the City's Chief Financial Officer.

SECTION 9. The Recipient previously shall have submitted to the City with Recipient's application a report of the Recipient's accomplishments of the economic development purposes contemplated by this Agreement during the Recipient's most recently completed fiscal year. The Recipient highlighted any accomplishments that were funded in whole or in part by funds provided by the City. A copy of that report is attached hereto as Exhibit "C" for form.

SECTION 10. The Recipient's approved budget, included in Exhibit "A" and any changes in that budget, which would affect expenditure of any funds, must be approved in writing by the Mayor or designee; provided that nothing herein will authorize or allow any expenditure or obligation of funds in excess of the total sum authorized by this Agreement.

SECTION 11. The Recipient agrees that any funds provided by the City for the operation of the program through September 30, 2020, which are residual funds remaining unspent or unencumbered by any existing (not contingent) legal obligations will be returned to the City in the form of a negotiable instrument not later than ninety (90) days after the close of this period unless the Recipient continues to receive a miscellaneous appropriation from the City in the next fiscal year. A limited amount of residual funds may be carried forward from September 30 to October 1, which will not exceed ten (10%) percent of the current appropriation to the Recipient. The City's appropriation for the new fiscal year may, however, be reduced by the amount of such encumbered residual funds carried forward. Any additional unencumbered funds will be returned as provided above.

SECTION 12. The Recipient may not enter into subcontracts or sub grants for the performance of any work under Section 3 of this Agreement without the City's prior written approval. The Recipient must furnish the City a copy of all subcontracts or sub grants prior to receiving written approval, which shall be made in the sole discretion of the City.

SECTION 13. The law of the State of Florida shall be the law applied in the resolution of any action, claim or other proceeding arising out of this Agreement. Venue for any claim, action or proceeding arising out of this Agreement shall be in Escambia County, Florida. The prevailing party in any action, claim or proceeding arising out of this Agreement shall be entitled to attorney's fees and costs from the losing party.

SECTION 14. The Parties acknowledge and agree to fulfill all obligations respecting required contract provisions in any contract entered into or amended after July 1, 2016, in full compliance pursuant to Section 119.0701, *Florida Statutes*, and obligations respecting termination of a contract for failure to provide public access to public records. The Parties expressly agree specifically that the contracting Parties hereto shall comply with the requirements within Attachment "A" attached hereto and incorporated by reference.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement on the day and year first above written.

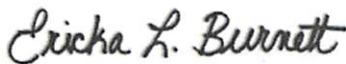
CITY OF PENSACOLA



Kerrith Fiddler
OU=Office of the Mayor, O=City
of Pensacola, CN=Kerrith Fiddler,
E=kfiddler@cityofpensacola.com
your signing location here
2019-11-20 13:43:16 for

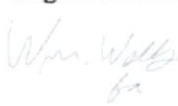
Grover C. Robinson, IV
Mayor

ATTEST:



Ericka L. Burnett
City Clerk

Legal in form and valid as drawn:



William D Wells
Deputy City
Attorney
2019-11-15 16:53:47

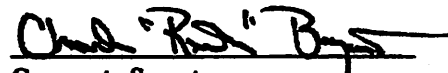
Susan Woolf, City Attorney

**Community Economic Development Assoc
of Pensacola and Escambia County, Inc. dba
FloridaWest Economic Development Alliance**



Karen Sindel, Chairman

ATTEST:



Corporate Secretary

EXHIBIT "A"

2019/2020 MISCELLANEOUS APPROPRIATIONS

NAME OF ORGANIZATION: Florida West Economic Development Alliance

APPROVED BUDGET

SALARIES AND BENEFITS	<u>\$190,000.00</u>
SUPPLIES	\$ _____
TRAVEL (airfare, hotels, and mileage).....	\$ _____
UTILITIES	\$ _____
EQUIPMENT	\$ _____

OTHER RECURRING COSTS:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL OTHER RECURRING COSTS: \$ _____

OTHER NON-REOCCURRING COSTS:

_____	\$ _____
_____	\$ _____

TOTAL OTHER NON-REOCCURRING COSTS: \$ _____

GRAND TOTAL: \$190,000.00

PROGRAM FUNCTIONS TO BE CARRIED OUT WITH THESE FUNDS ARE AS FOLLOWS:

To build, grow and sustain the economic development potential and prosperity of Northwest Florida.

EXHIBIT "B"

As a Recipient of funds resulting from a Miscellaneous Appropriations Agreement from the City of Pensacola, this guide is meant to assist you with submitting your invoices for your appropriations payments. Your invoice package should be complete and submitted to the City for the payment process to begin.

To begin the payment process, the City will need the following items:

- **A fully completed W-9 form (these will need to be updated every two years).**
- **A fully executed signed Miscellaneous Appropriations Agreement signed by your firm and the Mayor. It is the responsibility of the Recipient agency to be aware of and abide by the terms and conditions of the Agreement throughout the duration of Agreement.**
- **Invoicing should appear in accordance with the Agreement terms and should be accompanied by supporting documentation including canceled check showing proof of payment by your entity for the expense incurred per approved budget expenditures.**

Invoices and receiving documents received in the Financial Services Department, Accounts Payable by 5:00 p.m. on the third day of each month will be paid by the tenth of each month (as long as there are no discrepancies). Checks are mailed directly to vendor's remittance address indicated on the invoice. Checks are not released directly to vendors.

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Community Economic Development Association of Pensacola & Escambia County		
2 Business name/disregarded entity name, if different from above FloridaWest Economic Development Alliance		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. P.O. Box 1992		Requester's name and address (optional)
6 City, state, and ZIP code Pensacola, FL 32591		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
4	7	-	1	9	5	4	6	5

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date **2/1/2019**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

EXHIBIT "C"

PRIOR YEAR ACCOMPLISHMENTS

Miscellaneous Appropriations Agreement Exhibit "C"

April 1 – Sept 30, 2019

Metrics Report for City of Pensacola

Q3 – Q4 2018/2019												
	RFP Responses	Port Inquiries	Airport Inquiries	Existing Industry Visits	Targeted Marketing	New Locations/ Expansions Announcements	Job creation	Capital Investment	Business Park Site dev./ enhance readiness	Deals in pipeline	Prospect/ site selector visits	Special Projects
April 2019	1	1	1	8		0	0	0			2	
May 2019	2	2	2	10		0	0	0			3	
June 2019	6	6	6	7		1	30	\$4M			1	
July 2019	3	3	3	14		1	1325	\$245M			0	
August 2019	3	3	3	4		0	0	0			1	
September 2019	1	1	1	11		0	0	0			1	
Q3–Q4 FY 2019 Totals	16	16	16	54		2	1355	\$249M		2	8	
FY 2019 Totals	26	26	26	98		2	1355	\$249M		19	16	
RFP Responses	Project Identifier / Number of Potential Jobs/ Industry: V04232019_MFG 514 Manufacturing D05242019_MFG 100 Manufacturing S06212019_MFG 50 Manufacturing M05242019_AAM 115 Aviation S06242029_MFG 50 Manufacturing G06242019_MFG 100 Manufacturing M06252019_MFG 100 Manufacturing P06252019_MFG 101 Manufacturing F06262019_MFG 45 Manufacturing S07092019_MFG 30 Manufacturing R07172019_MFG 300 Manufacturing G07222019_MFG 120 Manufacturing A08012019_AAM 23 Aviation M08232019_MFG 500 Manufacturing P08272019_BPO 50 Business Process Outsourcing C09292019_MFG 35 Manufacturing											

Miscellaneous Appropriations Agreement Exhibit "C"

January 1 – March 31, 2019

Metrics Report for City of Pensacola

Port Inquiries & Airport Inquiries	The Pensacola Port and the Airport are included in all FloridaWest RFP response proposals, and both sites are highlighted in our targeted marketing activities and prospect/site selector visits.
Existing Industry Visits	Quarter 3 & Q4 of 2018/2019, FloridaWest made a total of 54 existing industry visits. Dedicated Business Retention and Expansion meetings with existing companies within the MSA provides insights into their present opportunities and helps to ascertain future growth needs of these local companies. We also assist with identifying potential resource programs that may be available and work with companies on applications for specific projects.
Targeted Marketing	
New Locations/ Expansions Announcements	<ol style="list-style-type: none"> 1. June 2019 American Tire Distributors – Expansion & Consolidation, construction of new distribution center, creating 30 new jobs and retaining 20 jobs 2. July 2019 ST Engineering Aerospace- Aviation expansion project, creating 1325 new jobs
Job Creation	1,355 new jobs, retaining 20 jobs
Capital Investment	\$249 Million capital investment
Business Park : Site dev / enhance readiness	<p>The following sites are promoted in RFPs, meetings, events, trade shows, and conferences:</p> <ul style="list-style-type: none"> -Technology Campus -Central Commerce Park -OLF 8 -Maritime Park -Pensacola Shipyard -The Bluff's Industrial Campus
Deals in Pipeline	<p>FloridaWestEDA has 26 Active Projects in the Pipeline</p> <p>7 Existing Industry Projects</p> <p>19 Attraction Projects</p>
Prospect/ site selector visits	<p>In Quarter 3 & 4 of 2018-2019: Target Industry Focused Events</p> <ul style="list-style-type: none"> • 8 Site visits, assessment for target industry projects

Miscellaneous Appropriations Agreement Exhibit "C"

October 1 – December 31, 2017

Metrics Report for City of Pensacola

	<ul style="list-style-type: none">• Consumer Technology Association• Business Development Mission, Montreal• Team Florida Partners Consultant Mission, New York• Experience Pensacola-United Airlines Direct Flight, Consultant Visits, New York• Select USA Investment Summit, International Business, Washington DC• International Paris Air Show, Paris, Le Bourget• FGNW Partners Consultant Mission, Atlanta, GA/Greenville, SC• Greater Seattle Mission, Joint FloridaWest-Santa Rosa
<i>Special Projects</i>	<ul style="list-style-type: none">• Held Pensacola MSA Aviation Roundtable at ST Engineering (co-sponsored by FloridaWest EDA & Santa Rosa EDO, 11 local aviation firms participated along with education and workforce development partners.• Hosted Economic Development Administration visit• Inclusive Development Network (IDN) Community Partners – sessions, Cleveland, OH & Spokane, WA

EXHIBIT "D"
SEMI-ANNUAL REPORT



FloridaWest

economic development alliance



BUSINESS DEVELOPMENT REPORT

Year to Date

October 1, 2018–September 30, 2019

DANITA ANDREWS

Chief Business Development Officer

FloridaWest

economic development alliance



FloridaWest - Business Expansion and Relocation Announcements

Company	Sector	New Jobs	Retained Jobs	Average Wage	Annual Payroll	Capital Investment
Navy Federal Credit Union October, 2014	Financial Services	5000		\$50,000	\$250,000,000	\$350,000,000
International Paper October, 2014	Manufacturing	12	424	\$49,900	\$21,756,400	\$92,000,000
Offshore Inland-Corporate December, 2014	Headquarters	30		\$75,000	\$2,250,000	\$90,000
AeroSekur March, 2015	Aviation MRO	5		\$43,600	\$218,000	\$50,000
Financial Management & Investment Corp. March, 2015	Headquarters	15		\$74,720	\$1,120,800	\$1,355,000
Dept. of Homeland Security June, 2015	IT/Cyber	35		\$85,000	\$2,975,000	\$20,000,000
Oren International March, 2016	Manufacturing	18	8	\$39,225	\$1,019,850	\$2,100,000
Re Vera Services September, 2016	Headquarters	4		NA	NA	NA
Jupiter Composites May, 2016	Manufacturing	150	100	\$27,040	\$6,760,000	\$1,000,000
Armoured Frog November, 2016	Mfg. / Showroom	5	5	\$45,000	\$450,000	\$200,000
Palm University February, 2017	Headquarters	7		NA	NA	\$340,200
Accounting Fly February, 2017	Headquarters	8		NA	NA	NA
Velfed December, 2017	IT	20	2	\$46,000	\$1,012,000	\$95,000
Pall Corporation January, 2018	R&D	14	36	\$73,500	\$3,675,000	NA
Intelligent Retinal Imaging Systems, Inc. April 2018	Headquarters/IT	30	30	NA	NA	NA
American Tire Distributors June, 2019	Distribution	30	20	\$32,000	\$1,600,000	\$4,000,000
ST Engineering Aerospace July, 2019	Aviation	1325		\$45,394	\$60,147,000	\$245,000,000
Totals	17 Projects	6708	625	\$52,798	\$352,984,050	\$716,230,200



Co:Lab Pensacola

Report for Policy Board as of 10/1/19



Occupancy (Goal: 80%)	Total Leasable Square Feet	Square Feet Occupied	Available	% Occupancy
1st Floor (sf)	2,280	1,235	1,045	54.17%
2nd Floor (sf)	3,695	3,269	427	88.47%
3rd Floor (sf)	3,974	3,571	403	89.59%
TOTAL SQUARE FEET:	9,950	8,075	Combined Occupancy:	81.16%

Current Clients	Connection	Status
Tamara Weaver, LLC	Tenant	2nd year
International Debt Recovery, Inc.	Virtual Tenant	3rd year
CDI Management Group, Inc.	Tenant	3rd year
Coast Software, dba: Building on Knowledge	Tenant	3rd year
Data Revolution, LLC	Tenant	3rd year
Pensacola Media Group, LLC	Tenant	3rd year
Aloud Marketing	Tenant	3rd year
Guided Particle Systems, Inc.	Tenant	2nd year
Vivid Bridge Studios	Tenant	2nd year
Snap Soccer	Tenant	2nd year
Warfighter Fitness	Tenant	2nd year
Co:Lab	Tenant	1st year
Enterprise Florida - International Trade	Affiliate	1st year
Greater Things Fitness	Tenant	1st year
Girl Catch Fire	Tenant	1st year
N Star Investments	Tenant	1st year
Eight on Target Marketing	Tenant	1st year
Social Icon	Tenant	1st year
Tag Tech	Tenant	1st year

Exited Clients	Date of Entry	Co:Lab Status	Business Status
The Analyst Group	Mar-09	Graduated 7/15/11	Office space in Milton
Engineering & Planning Resources	Sep-10	Graduated 4/2014	Office space in downtown Pensacola
Accounting	Jun-12	Graduated 2/15/17	Office space in downtown Pensacola
Pay Cell Systems, Inc.	Aug-12	Graduated 8/01/16	Office space in Escambia County, then moved to Atlanta
FFCFC	Oct-12	Moved out 02/15/17	Office space in downtown Pensacola
Re-Vista Services, LLC	Dec-12	Graduated 8/8/16	Bought office in downtown Pensacola
Intelligent Referral Imaging Systems	Feb-14	Graduated 04/01/18	Office space in downtown Pensacola
Lost Key Media	May-14	Graduated 05/11/19	Moved out; Principal took position inside Primary Customer
Paint University	Jun-14	Graduated 2/1/17	Bought office/warehouse in downtown Pensacola
Clearstream	Aug-14	Graduated 8/1/16	Moved company to NYC
Robotics Unlimited, Inc.	Oct-14	Graduated 12/2015	Office space in downtown Pensacola
Jewel Graphics	Feb-15	Moved out 4/1/17	Continues as freelance developer
Matchmark Studio	Oct-15	Graduated 08/01/18	Moved to Cowork Areas
Broker Frameworks	Dec-15	Moved Out 2/1/17	Moved into other office space in Pensacola
Kaala Pickup	Jul-16	Moved Out 2/1/17	Dissolved company, no scalability
Hexad Analytics	Jul-16	Moved out 4/1/17	Dissolved company, loss of founder
Robotics Unlimited, Inc.	May-17	Moved out 10/31/17	Company in idle state, took jobs out of town
ViperTechWeeks	Apr-18	Moved out 05/01/18	Returned to home office/freelance work
Business Radix	Jun-18	Moved out 06/25/18	Moved out
Greater Things Fitness	Sep-18	Moved out 9/30/19	Relocated
Total Tenant Companies	18		
Total Current Employment (working in Co:Lab)	52		

Confidential

10/8/2019



YEAR TO DATE BUSINESS DEVELOPMENT SUMMARY

Total Pipeline	40
Active Projects	19
Existing	4
New	15
Site Visits	16
Business Retention Visits	98

Pipeline by Sector



Manufacturing 65%



Aviation/Aerospace 18%



Warehouse/Distribution 8%



Headquarters 3%



Business Services 3%



Marine MRO 3%



Business Processing/Outsourcing 3%

Economic Development Pipeline - Project Rating

Indicates individual project rating/status with varied location decision factors and highly competitive environment:

- (1) Inquiry/Suspect - initial or early stage of activity (example: response for proposal (RFP), presentation of potential site/buildings, demographics, customized package supporting client's needs)
- (2) Prospect - client actively engaged (example: site visit, narrowing location options/short-listed)
- (3) Project - regular client interaction (example: multiple visits, site or building identified, or incentive process initiated)
- (4) Imminent - client decision forthcoming (example: moving toward incentive application approval and local support)
- (5) Announced - project approved, client location formally public

Economic Development Pipeline

Project Code	# Jobs	Industry Sector	Status	Space Required	Lead	Project Rating
A08312016_WD	5	Warehouse/Distribution	Active	150,000	Direct	3
B12282016_MFG	35	Manufacturing	Active	60,000	Direct	4
A02202017_MFG	20	Manufacturing	Active	0	Direct	3
T07172017_AAM	1325	Aviation	Active	200,000	Direct	4
F10012017_BSVC	5	Business Services	On Hold	20,000	Direct	3
V10302017_MFG	75	Manufacturing	Inactive	60,000	Direct	2
G01/02/2018_WD	30	Warehouse/Distribution	Active	100,000	Direct	4
I02052018_MFG	75	Manufacturing	Dead	155,000	Direct	3
D02202018_AAM	30	Aviation	Active	173,000	Direct	3
H004012018_MFG	140	Manufacturing	Inactive	200,000	Direct	2
A04162018_MFG	50	Manufacturing	Active	30 AC	Consultant	3
E07112018_MFG	20	Manufacturing	Active	40,000	Direct	2
V07132018_HQ	24	Headquarters	Active	10,000	Direct	2
A10232108_WD	45	Warehouse/Distribution	Active	100 AC	Consultant	2
B08102018_MRO	30	MRO	Active	TBD	Direct	2
M09182018_AAM	265	Aviation	Active	TBD	FGNW	3
F09242018_MFG	15	Manufacturing	Active	20 Acres	FGNW	1
C10022018_AAM	16	Aviation	Active	30,000	EFI	1
E10/04/2018_AAM	60	Aviation	Active	85,000	FGNW	1
S10052018_MFG	15	Manufacturing	Active	20 Acres	FGNW	1
L10152018_MFG	12	Manufacturing	Dead	40,000	Direct	1
H10172019_MFG	10	Manufacturing	Active	20,000	Direct	3
N101918_MFG	45	Manufacturing	Inactive	10,000	FGNW	2
S03112019_MFG	30	Manufacturing	Active	30,000	FGNW	1
C02252019_MFG	70	Manufacturing	Active	100,000	Direct	2
S03142019_MFG	250	Manufacturing	Active	50,000	Local Realtor	3
V04232019_MFG	514	Manufacturing	Active	200,000	EFI	2
M05242019_AAM	115	Aviation	Active	100,000	FGNW	1
D05242019_MFG	100	Manufacturing	Active	90,000	FGNW	1
S06212019_MFG	50	Manufacturing	Active	65,000	FGNW	1
S06242029_MFG	50	Manufacturing	Active	50,000/35-50 AC	FGNW	1
G06242019_MFG	100	Manufacturing	Active	50,000	FGNW	1
M06252019_MFG	100	Manufacturing	Active	200,000	FGNW	1
P06252019_MFG	100	Manufacturing	Active	108,000	FGNW	1
F06262019_MFG	45	Manufacturing	Active	15,000	FGNW	1
S07092019_MFG	30	Manufacturing	Active	40,000/5 AC	FGNW	1
G07222019_MFG	120	Manufacturing	Active	500,000/50 - 100 AC	FGNW	1
A08012019_AAM	23	Aviation	Active	35,000	EFI	1
M08132019_MFG	500	Manufacturing	Active	50 - 100 AC	Direct	1
P08212019_BPO	50	BPO	Active	2,500	Consultant	2
# Jobs	4,322		Total SF	1,991,000		

LEAD SOURCE:

Enterprise Florida, Inc. (3)
 Florida's Great Northwest (16)
 Site Consultant (4)
 Direct (16)
 Local Realtor (1)

TYPE:

Existing ☒
 New ☐

STATUS:

Active (34)
 Inactive (3)
 Hold (1)
 Dead (2)
 Announced

RATING:

1 Inquiry/Suspect
 2 Prospect
 3 Project
 4 Imminent
 5 Announced

Total Request For Proposal (RFP) by Sector 26



Manufacturing 69%



Aviation/Aerospace 23%



Warehouse/Distribution 4%



Business Processing/Outsourcing 4%

YTD Prospect/Project Site Visits 16

M09182018_AAM	ACTIVE	Sept. 18, Nov. 13, Dec. 19, 2018; Apr. 26, 2019
L10152018_MFG	ACTIVE	Oct. 18, 2018
N101918_MFG	ACTIVE	Dec. 2, 2018
A10232108_WD	ACTIVE	Jan. 22, 2019
I02052018_MFG	DEAD	Mar. 4, Mar. 27, 2019
S03142019_MFG	ACTIVE	Apr. 4; May 1-4; May 30, June 28; Aug 16, 2019
C02252019_MFG	ACTIVE	May 16 - 17, 2019
P08212019_BPO	ACTIVE	Aug. 27, 2019
V04232019_MFG	ACTIVE	September 13, 2019

Total Active Projects 19

15 Recruitment

4 Expansions

3313 JOBS



Manufacturing 53%



Aviation/Aerospace 16%



Warehouse/Distribution 16%



Marine MRO 5%



Headquarters 5%



Business Processing/Outsourcing 5

Business Retention-Expansion 98 Visits

Sample Existing Industry Visits 2018-2019

Date	Visit	# Employees	Sector
10/23/18	Vivid Bridge	5	1 Business Services
11/02/18	IHMC	100	1 R&D
11/06/18	Ascend Performance Materials	888	1 Manufacturing
11/09/18	Custom Control	50	1 Manufacturing
12/07/18	Bell Steel	85	1 Manufacturing
10/1/18 - 12/30/18	Co-Lab - 15 Existing Business Visits	31	15 Technology, Business Services
01/10/19	Swan Neck Winery	3	1 Manufacturing
01/11/19	Griffin & Associates	2	1 Business Services
03/12/19	Reliance AeroTech	6	1 Business Services
03/13/19	ST Engineering	150	1 Aviation
03/14/19	National Flight Academy	25	1 Manufacturing
03/19/19	Pall Corporation	240	1 Manufacturing
03/19/19	Navy Federal CU	7445	1 Financial Service
03/20/19	Offshore Inland	30	1 MMRO
04/02/19	Armstrong World Industries	245	1 Manufacturing
04/11/19	Cerex	75	1 Manufacturing
04/12/19	International Paper	500	1 Manufacturing
05/14/19	GE Renewable Energy	700	1 Manufacturing
07/02/19	Comfort Systems USA	135	1 Business Services
07/16/19	Port of Pensacola	8	1 Trade & Logistics
07/24/19	Ascend Performance Materials	880	1 Manufacturing
09/05/19	ST Engineering	180	1 Aviation
09/06/19	Velfed	10	1 Business Services
09/10/19	Superior Granite	6	1 Manufacturing
09/11/19	Oren International	40	1 Manufacturing
09/20/19	Hitachi Cable	360	1 Manufacturing

Aviation Roundtable event was held at ST Engineering, April 13, 2019, and brought together 10 Aviation/Aerospace companies to discuss latest trends and opportunities for growth.

Business Development & Site Consultant Missions

10/22/2018	ST Aerospace Corporate Visit, Singapore
11/01/2018	Team Florida Partners Blue Angels Homecoming, Pensacola
11/05/2018	Aviation Forum, Hamburg
12/05/2018	Economix, Consultant Connect, Nashville
01/08/2019	Consumer Technology Association, Las Vegas
02/26/2019	FGNW Partners Consultant Mission, New Jersey/New York
03/24/2019	Annual Site Selectors Guild, Salt Lake City
04/29/2019	Business Development Mission, Montreal
05/29/2019	Team Florida Partners Consultant Mission, New York
06/05/2019	Experience Pensacola-United Airlines Direct Flight, Consultant, New York
06/10/2019	Select USA Investment Summit, International Business, Washington DC
06/17/2019	International Paris Air Show, Paris, Le Bourget
08/19/2019	FGNW Partners Consultant Mission, Atlanta/Greenville
08/26/2019	Business Development Mission, Greater Seattle

Attachment "A"

PUBLIC RECORDS: Consultant/Contractor/Vendor shall comply with Chapter 119, Florida Statutes. Specifically, Consultant/ Contractor/Vendor shall:

- A. Keep and maintain public records required by the City to perform the service.
- B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following the completion of the Agreement if Consultant/ Contractor/Vendor does not transfer the records to the City.
- D. Upon completion of the Agreement, transfer, at no cost, to City, all public records in possession of Consultant/Contractor/Vendor or keep and maintain public records required by the City to perform the service. If Consultant/Contractor/Vendor transfers all public records to City upon completion of the Agreement, Consultant/ Contractor/Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant/Contractor/Vendor keeps and maintains public records upon completion of the Agreement, Consultant/Contractor/Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

Failure by Consultant/Contractor/Vendor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Agreement by City.

IF CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: THE OFFICE OF THE CITY ATTORNEY, (850) 435-1715, PUBLICRECORDS@CITYOFPENSACOLA.COM, 222 WEST MAIN STREET, PENSACOLA, FL 32502.



BUSINESS DEVELOPMENT REPORT

Year to Date

October 1, 2019 – December 31, 2019

DANITA ANDREWS
Chief Business Development Officer



FloridaWest - Business Expansion and Relocation Announcements

Company	Sector	New Jobs	Retained Jobs	Average Wage	Annual Payroll	Capital Investment
Navy Federal Credit Union	Financial Services	5000		\$50,000	\$250,000,000	\$350,000,000
October, 2014						
International Paper	Manufacturing	12	424	\$49,900	\$21,756,400	\$92,000,000
October, 2014						
Offshore Inland-Corporate	Headquarters	30		\$75,000	\$2,250,000	\$90,000
December, 2014						
AeroSekur	Aviation MRO	5		\$43,600	\$218,000	\$50,000
March, 2015						
Financial Management & Investment Corp.	Headquarters	15		\$74,720	\$1,120,800	\$1,355,000
March, 2015						
Dept. of Homeland Security	IT/Cyber	35		\$85,000	\$2,975,000	\$20,000,000
June, 2015						
Oren International	Manufacturing	18	8	\$39,225	\$1,019,850	\$2,100,000
March, 2016						
Re Vera Services	Headquarters	4		NA	NA	NA
September, 2016						
Jupiter Composites	Manufacturing	150	100	\$27,040	\$6,760,000	\$1,000,000
May, 2016						
Armoured Frog	Mfg. / Showroom	5	5	\$45,000	\$450,000	\$200,000
November, 2016						
PaintUniversity	Headquarters	7		NA	NA	\$340,200
February, 2017						
Accounting Fly	Headquarters	8		NA	NA	NA
February, 2017						
Velfed	IT	20	2	\$46,000	\$1,012,000	\$95,000
December, 2017						
Pall Corporation	R&D	14	36	\$73,500	\$3,675,000	NA
January, 2018						
Intelligent Retinal Imaging Systems, Inc.	Headquarters/ IT	30	30	NA	NA	NA
April, 2018						
American Tire Distributors	Distribution	30	20	\$32,000	\$1,600,000	\$4,000,000
June, 2019						
ST Engineering Aerospace	Aviation	1325		\$45,394	\$60,147,000	\$245,000,000
July, 2019						
Totals	17 Projects	6708	625	\$52,798	\$352,984,050	\$716,230,200

YEAR TO DATE BUSINESS DEVELOPMENT SUMMARY

Total Pipeline	21
Active Projects	16
Existing	7
New	9
Site Visits	3
Business Retention Visits	13

Pipeline by Sector



Manufacturing 65%



Aviation/Aerospace 18%



Warehouse/Distribution 8%



Headquarters 3%



Business Services 3%



Marine MRO 3%

Economic Development Pipeline - Project Rating

Indicates individual project rating/status with varied location decision factors and highly competitive environment:

- (1) Inquiry/Suspect - initial or early stage of activity (example: response for proposal (RFP), presentation of potential site/buildings, demographics, customized package supporting client's needs)
- (2) Prospect - client actively engaged (example: site visit, narrowing location options/short-listed)
- (3) Project - regular client interaction (example: multiple visits, site or building identified, or incentive process initiated)
- (4) Imminent - client decision forthcoming (example: moving toward incentive application approval and local support)
- (5) Announced - project approved, client location formally public

Economic Development Pipeline

Project Code	# Jobs	Industry Sector	Status	Space Required	Lead	Project Rating
A08312016_WD	5	Warehouse/Distribution	Active	150,000	Direct	3
B12282016_MFG	35	Manufacturing	Active	60,000	Direct	4
A02202017_MFG	20	Manufacturing	Active	0	Direct	3
T07172017_AAM	1325	Aviation	Active	200,000	Direct	4
A04162018_MFG	50	Manufacturing	Active	30 AC	Consultant	3
E07112018_MFG	20	Manufacturing	Active	40,000	Direct	2
V07132018_HQ	24	Headquarters	Active	10,000	Direct	2
A10232108_WD	45	Warehouse/Distribution	Active	100 AC	Consultant	2
B08102018_MRO	30	MRO	Active	TBD	Direct	2
H10172019_MFG	10	Manufacturing	Active	20,000	Direct	3
C02252019_MFG	70	Manufacturing	Active	100,000	Direct	2
S03112019_MFG	30	Manufacturing	Active	30,000	FGNW	1
S03142019_MFG	250	Manufacturing	Active	50,000	Local Realtor	3
V04232019_MFG	514	Manufacturing	Active	200,000	EFI	2
A08012019_AAM	23	Aviation	Active	35,000	EFI	1
C08-07-2019_B SVC	25	Business Services	Active	10 AC	Direct	3
M08132019_MFG	500	Manufacturing	Active	50 - 100 AC	Direct	1
P08212019_BPO	50	BPO	Active	2500 SF	Consultant	2
C09292019_MFG	35	Manufacturing	Active	60000 SF	Direct	2
S11152019_MFG	75	Manufacturing	Active	90000 SF	Direct	2
S11292019_MFG	100	Manufacturing	Active	70000 SF	Direct	2
# Jobs	3,236	Total SF		895,000		

LEAD SOURCE:

Enterprise Florida, Inc. (3)
 Florida's Great Northwest (16)
 Site Consultant (4)
 Direct (16)
 Local Realtor (1)

TYPE:

Existing ☒
 New ☐

STATUS:

Active (34)
 Inactive (3)
 Hold (1)
 Dead (2)
 Announced

RATING:

1 Inquiry/Suspect
 2 Prospect
 3 Project
 4 Imminent
 5 Announced

Total Request For Proposal (RFP) by Sector 4



Manufacturing 100%

YTD Prospect/Project Site Visits 3

S03142019_MFG	ACTIVE	Oct. 3, 2019
C09292019_MFG	ACTIVE	Oct. 7, 2019
S11152019_MFG	ACTIVE	Nov. 15, 2019

Total Active Projects 16

9 Recruitment

7 Expansions

2543 JOBS



Manufacturing 63%



Aviation/Aerospace 6%



Warehouse/Distribution 13%



Marine MRO 6%



Headquarters 6%



Business Services 6%

Business Retention-Expansion 13 Visits

Existing Industry Visits 2019-2020

Date	Visit	# Employees	Sector
10/01/19	Alorica	600	BPO
10/01/19	Lewis Bear Company	130	Warehouse/Distribution
10/02/19	ST Engineering	180	Aviation
10/03/19	IMS Expert Services	85	Business Services
10/03/19	DHS	240	Cyber/IT
10/08/19	WA United	8	Business Services
11/14/19	Immudyne	5	Manufacturing
11/14/19	Port of Pensacola	9	Port Operations
11/26/19	VetFed	9	Information Technology
12/10/19	Offshore Inland	120	Marine MRO
12/12/19	Superior Granite	30	Manufacturing
12/17/19	ST Engineering	180	Aviation
12/18/19	Navy Federal Credit Union	8182	Financial Services

Business Development & Site Consultant Missions

Oct 7 -11, 2019	Defense TechConnect Innovation Summit, National Harbor, MD
Oct 12-16, 2019	IEDC Annual Economic Development Conference, Kansas City
Oct 16 - 17, 2019	Orlando Aerospace Alliance, Orlando
Nov. 4 - 7, 2019	Southern California Trade Mission
Nov. 18 - 22, 2019	NY/NJ Region Trade Mission
Dec. 4 - 5, 2019	Economix - Consultant Connect, Charleston
Dec. 16-18, 2019	In-Bound SSG Consultants Visit (Gulf Power sponsored)
Jan. 7 - 10, 2020	CES -Consumer Technology Assoc., Las Vegas



Co:Lab Pensacola

Report for Policy Board as of 1/1/20

Occupancy (Goal: 80%)	Total Leasable Square Feet	Square Feet Occupied	Available	% Occupancy
1st Floor (sf)	2,280	2,280	0	100.00%
2nd Floor (sf)	3,696	3,269	427	88.45%
3rd Floor (sf)	3,974	3,047	927	76.67%
TOTAL SQUARE FEET:	9,950	8,596	Combined Occupancy:	86.39%

Current Clients	Connection	Status	
EBI Management Group, Inc.	Tenant	4th year	
International Debt Recovery, Inc.	Virtual Tenant	3rd year	
Coast Software, dba. Building on Knowledge	Tenant	3rd year	
Data Revolution, LLC	Tenant	3rd year	
Pensacola Media Group, LLC.	Tenant	3rd year	
Altius Marketing	Tenant	3rd year	
Guided Particle Systems, Inc.	Tenant	2nd year	
Vivid Bridge Studios	Tenant	2nd year	
Snap Soccer	Tenant	2nd year	
Warfighter Fitness	Tenant	2nd year	
CoFlyt	Tenant	1st year	
Enterprise Florida - International Trade	Affiliate	1st year	
Girl Catch Fire	Tenant	1st year	
N Star Investments	Tenant	1st year	
Right on Target Marketing	Tenant	1st year	
Social Icon	Tenant	1st year	
Tag Tech	Tenant	1st year	
Qualia Is	Tenant	1st year	
Association Resource Solutions	Tenant	1st year	
Exited Clients	Date of Entry	Co:Lab Status	Business Status
The Analyst Group	Mar-09	Graduated 7/15/12	Office space in Milton
Engineering & Planning Resources	Sep-10	Graduated 4/2014	Office space in downtown Pensacola
Accountingfly	Jun-12	Graduated 2/15/17	Office space in downtown Pensacola
Pay Cell Systems, Inc.	Aug-12	Graduated 6/01/16	Office space in Escambia County, then moved to Atlanta
FFCFC	Oct-12	Moved out 02/15/17	Office space in downtown Pensacola
Re Vera Services, LLC	Dec-12	Graduated 9/9/16	Bought office in downtown Pensacola
Intelligent Retinal Imaging Systems	Feb-14	Graduated 04/01/18	Office space in downtown Pensacola
Lost Key Media	May-14	Graduated 05/31/19	Moved out; Principal took position inside Primary Customer
Paint University	Jun-14	Graduated 2/1/17	Bought office/warehouse in downtown Pensacola
Clearstream	Aug-14	Graduated 9/1/16	Moved company to NYC
Robotics Unlimited, Inc.	Oct-14	Graduated 12/2015	Office space in downtown Pensacola
Jewel Graphics	Feb-15	Moved out 4/1/17	Continues as freelance developer
Hatchmark Studio	Oct-15	Graduated 08/01/18	Moved to Cowork Annex
Broker Frameworks	Dec-15	Moved Out 2/1/17	Moved into other office space in Pensacola
Koala Pickup	Jul-16	Moved Out 2/1/17	Dissolved company, no scalability
Hexad Analytics	Jul-16	Moved out 4/1/17	Dissolved company, loss of founder
Robotics Unlimited, Inc.	May-17	Moved out 10/31/17	Company in idle state, took jobs out of town
YourTechnoGeeks	Apr-18	Moved out 05/01/18	Returned to home office/ freelance work
Business RadioX	Jun-18	Moved out 06/25/18	Moved out
Greater Things Fitness	Sep-18	Moved out 9/30/19	Relocated
Samantha Weaver	Jun-17	Moved out 9/30/19	Moved out
Total Tenant Companies	19		
Total Current Employment (working in Co:Lab)	59		



Date	Time	Event	Location
JANUARY			
January 23rd	10:00 AM	Marketing Like a Human	Florida SBDC at UWF Synovus / 4th Floor Training Room
January 23rd	8:30 AM	BCC Public Forum	Ernie Lee Magaha Government Building
January 23rd	9:00 AM	BCC Regular Meeting	Ernie Lee Magaha Government Building
FEBRUARY			
February 4th	8:30 AM	Seminar-2020 Trade Mission to the Caribbean Region	Co:Lab
February 4th	9:30 AM	Pensacola Supplier Diversity Exchange	Sanders Beach, Corinne Jones Resource Center
February 10th	3:30 PM	City Council Agenda Conference	Hagler/Mason Conference Room
February 13th	5:30 PM	City Council Meeting	City Council Chambers
February 13th	5:30 PM	City Council Meeting	City Council Chambers