

From: [City of Ocala - Contracting Officer](#)
To: [Lisa M. Crouthamel](#); [Michelle Brooker](#); [Patricia Lewis](#); [Shayatta J. Roberts](#); [Daphne Robinson](#); [Ashley Presley](#)
Subject: Your policy exception has been approved.
Date: Monday, January 6, 2025 3:13:04 PM

Your policy exception has been **approved**.

Approval Comments: drobinson@ocalafl.org

After consultation with the Chief of Staff, Chris Watt, this exception request is APPROVED WITH CONDITIONS. Section 1.1 of the agreement shall be re-written to do away with the automatic renewal language.

Accordingly, the second sentence of Section 1.1 shall read "This Agreement shall be eligible for successive one-year additional terms (each a "Renewal Term") upon written agreement between the parties unless either party provides written Notice, as defined below, of non-renewal to the other party prior to the Initial Term or any subsequent Renewal Term." Section 2 shall include a provision stating that prior to engaging in any work, every Leased Employee shall be subject to a background check and verification of experience by the City of Ocala's Human Resources Department and may not begin work until cleared by Human Resources. Section 8 of shall include the Chief of Staff and the City Attorney as recipients to receive copies of all Notices.

Procurement/Contract/P-Card Exception

Select exception type:

Contract

Reason for contract exception:

Immediate Need

Enter a brief description of your exception request:

FMPA has presented us with a new program they have implemented: utilizing retired employees as Transmission and Distribution resident observers. We would like the attached documents reviewed and a contract drafted.

Should we establish the hourly pay rate, or do we need HR or the Contact's approval/input? The retirees would not perform physical hands-on work; they would only document and observe that all work is performed according to OEU's specifications. We would need to utilize this program with the FMPA contract for T&D Contractors, which your contract department is currently reviewing. ***i sent this to contracts instead***

Attach all documents related to the exception that can assist the Contracting Officer's decision.

[Leased Employee Program Agreement Template.docx](#)
[Per-Diem-&-Travel-Expense-Policy-\(policy\)-v7.pdf](#)
[Exhibit A Scope of Work - FMPA Retiree Contractor.docx](#)

Department

(ELE) ELECTRIC

Requestor Name

Lisa Crouthamel

Requestor Email

lcrouthamel@ocalafl.gov

Phone number

(352) 351-6646

Who authorized requesting this exception?

Randy Hahn