

## **RESOLUTION NO. 25-03-16**

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING STATEMENT OF WORK AGREEMENT NO 2.0 WITH FORERUNNER INDUSTRIES, INC. TO PROVIDE FLOODPLAIN MANAGEMENT AND RESILIENCY SOFTWARE; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Islamorada, Village of Islands (the "Village") currently has an underlying Master Service Agreement (the "Contract") (Exhibit "B") with Forerunner effective on April 1, 2024. The three (3) year hybrid pay Statement of Work (SOW) No. 2 (Exhibit "A") adopts and incorporates the terms and conditions of the Contract (Exhibit "B"); and

**WHEREAS**, Forerunner Industries, Inc. has submitted a SOW (Exhibit "A"), for the term of three (3) years, effective date April 1, 2025 to March 31, 2026 for \$24,900.000 and April 1, 2026 to March 31, 2028 for \$51,680.00; and

**WHEREAS**, the Floodplain Management software includes:

Accounts for up to ten (10) users

Disaster assessment management

Elevation Certificate management including automated error detection

Internal document management

Activity tracking Substantial Improvement and Damage tracking

Mapping

Property communication log

Public access to property profiles with flood risk information and Elevation  
Certificates

Customization and Consulting; and

**WHEREAS**, Village staff has identified the Building Service Special Fund as the appropriate funding source for this project; and

**WHEREAS**, the Village Council of Islamorada, Village of Islands (the "Village Council"), has determined that approval of the Statement of Work Forerunner Industries, Inc. is in the best interest of the Village and its residents.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and incorporated into this Resolution by this reference.

**Section 2. Approval of Work Authorization.** The Village Council hereby approves Statement of Work No. 2.0 with Forerunner Industries, Inc, attached as Exhibit "A," for completion of the Project.

**Section 3. Authorization of Village Officials.** The Village Manager and/or designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Statement of Work.

**Section 4. Authorization of Fund Expenditure.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the Statement of Work.

**Section 5. Effective Date.** This Resolution shall take effect immediately upon adoption.

Motion to adopt by Don Horton, seconded by Anna Richards.

**FINAL VOTE AT ADOPTION  
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Sharon Mahoney	Yes
Vice Mayor Don Horton	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	Yes
Councilwoman Anna Richards	Yes

**PASSED AND ADOPTED ON THIS 18TH DAY OF MARCH, 2025.**

Signed by:

*Sharon Mahoney*

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SHARON MAHONEY, MAYOR

ATTEST:

DocuSigned by:

*Marne K. McGrath*

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MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND  
LEGALITY FOR THE EXCLUSIVE USE AND BENEFIT  
OF ISLAMORADA, VILLAGE OF ISLANDS:

Signed by:

*John J. Quick*

362BFAATFDD417...

JOHN J. QUICK, VILLAGE ATTORNEY



# Statement of Work No. 2

This Statement of Work No. [2] ("**SOW**"), effective as of 4/1/2025 (the "**SOW Effective Date**"), is entered into between Forerunner Industries, Inc., a Delaware corporation ("**Forerunner**"), and the Village of Islamorada, a municipal corporation of the State of Florida ("**Customer**"). This SOW adopts and incorporates by reference the terms and conditions of the Master Services Agreement ("**MSA**"), entered into by Forerunner and Customer on 4/1/2024. Capitalized terms used but not defined in this SOW shall have the meanings set out in the MSA.

## Customer Information

Customer Name: Islamorada, FL  
Customer Address: 86800 Oversees Highway, Islamorada, FL 33036  
Customer Contact Name: Sheila Denoncourt  
Contact Email: sheila.denoncourt@islamorada.fl.us  
Contact Phone: 305-664-6400

Billing Contact Name:  
Billing Contact Email:  
Payment Type (Ex. ACH, Check):  
Purchase order signature necessary? (Y/N):

## Initial Term

Three (3) Year

## Fees

Items	Cost	
Forerunner License	April 1, 2025 - March 31, 2026	\$24,900
	April 1, 2026 - March 31, 2028	\$51,680

## Payment Terms

Forerunner’s may be renewed for additional periods, subject to written agreement of both parties. As described in the Agreement, all amounts due shall be payable within 30 days after invoice is received by Customer.

## Description of Forerunner Software and Services

1. **Software and Services.** Forerunner will provide the following software and services to the Customer:
  - a. **Data Extraction.** Forerunner will extract select fields ("Extracted Data") from Customer's archived and incoming Elevation Certificates, subject to the terms and conditions of the Master Services Agreement. List of extracted fields provided to Customer by request.
    - i. **Data augmentation.** When available, data extraction will include:
      - b. Automated address geocoding, subject to the terms and conditions of the Master Services Agreement.
      - c. Automated Elevation Certificate parcel assignment, subject to the terms and conditions of the Master Services Agreement.
      - d. FIRM data assignment.
      - e. Datum conversion.
  - b. **Software.** As part of its ongoing Software offering, Forerunner will provide the following:
    - i. Accounts for up to ten (10) users. Additional seats available for added fee.
    - ii. Forerunner internal dashboard
      - a. Elevation Certificate management.
        - i. Internal Elevation Certificate upload.
        - ii. Elevation Certificate table with filtering.
        - iii. Elevation Certificate download.
      - b. Internal document management.
        - i. Internal per-property document upload and storage.
      - c. Activity tracking.
        - i. Activity tracking for internal actions taken in dashboard.
        - ii. Per-property comment tracking.
      - d. Substantial Improvement and Damage tracking
      - e. Mapping.
        - i. FIRM map overlay(s) where available.
        - ii. Address search.
        - iii. Per-property building attribute data, where available.
      - f. Automated Elevation Certificate error detection for:
        - i. Residential structures only.
        - ii. Documents with form dates more recent than 2015.
        - iii. Documents with issue dates more recent than Effective FIRM date for location.
      - g. Per-property communication log.
        - i. Log export.
      - h. Dashboard permissions.
        - i. Segmented access to dashboard functionality by role type.
        - ii. Ability to add new users and set roles.
    - iii. Public Website.
      - a. Elevation Certificate public search including:
        - i. Elevation Certificate table filtering by address, parcel ID, Block, Lot, and more.
        - ii. PDF document view.
      - b. Public property profiles displaying flood risk information.

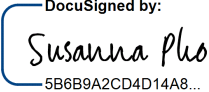
- i. Share public profile functionality and communication log tracking on internal dashboard.
  - c. Property search by address.
- 2. **Onboarding.** As part of initial Customer onboarding and implementation, Forerunner will provide Customer with successful transfer of all existing and relevant Customer Materials to Forerunner's database, user login/password provisioning, and onboarding training. Additionally, Forerunner will import and extract Customer's existing Elevation Certificate archive, as made available by Customer, during initial onboarding period. Customer will be responsible for uploading Elevation Certificates to Forerunner after initial onboarding period.
- 3. **Support.** Forerunner provides a dedicated account manager to the Customer starting at the time of initial onboarding to assist in coordination, troubleshooting, and error identification. Additional trainings are available upon request.
- 4. **License.** During the Term, Forerunner hereby grants a non-exclusive, non-transferable, non-sub-licensable license to Customer to access and use the Services through the Forerunner Website for Customer's internal purposes and in accordance with the terms and conditions of the Master Services Agreement, to which this Statement of Work is attached and incorporated by reference. Forerunner will be responsible for hosting the Software, and Customer and its Authorized Users will be responsible for obtaining internet connections and other third party software and services necessary for it to access the Software through the Internet. Customer and any of its Authorized Users will be responsible to Forerunner for compliance with the restrictions on use and other terms and conditions of the Master Services Agreement, to which this Statement of Work is attached and incorporated by reference.
- 5. **Customization and Consulting.**
  - a. Customer will notify Forerunner of changes in FIRM data that warrant updates from FEMA's Map Service Center.
  - b. Data incorporated into dashboard is obtained from Vendors at Forerunner's discretion. Incorporating additional data sources into the Services may be possible for an additional fee, to be negotiated as needed.
  - c. Customization, including the integration of additional map layers and unique exports, and data analysis consulting services are available for an additional fee. Any work or services not outlined in the Master Services Agreement or this Statement of Work will be incorporated in a separate SOW.
  - d. To the extent Services involve the development of any customization or configuration of software, all Intellectual Property Rights to such customization or configuration will be solely owned by Forerunner and will be deemed to be included in the definition of Services and licensed to Customer on the terms set forth in the Master Services Agreement, to which this Statement of Work is attached and incorporated by reference.
- 6. **Termination.** Extracted Data will be made available to Customer for 90 days following the termination of this Statement of Work.

[ Signature Page Follows ]

# Forerunner SOW Signature Page

The parties hereto have executed this STATEMENT OF WORK as of the SOW Effective Date.

## Forerunner Industries, Inc.

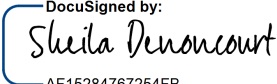
Signed:   
Name: Susanna Pho

Title: Chief Operating Officer

Date: 3/26/2025

Address: 548 Market Street #93531,  
San Francisco, CA 94104

## Village of Islamorada, FL

Signed:   
Name: Sheila Denoncourt

Title: Acting Village Manager/Chief Building Official

Date: 3/26/2025

Address: 86800 Overseas Highway, Islamorada, FL 33036