Agenda
City of Dunnellon
City Council Workshop Meeting
July 1, 2024, 5:30 PM

Dunnellon City Council Workshop meeting will be held on July 1, 2024, 5:30 pm at Dunnellon City Hall

Public Comment: Anyone who wishes to provide public comment will be able to do so by participating in the City Council Workshop meeting in person.

Supporting Documentation for Agenda items may not be ADA compliant for website posting. To obtain supporting documentation not published to the website, please contact the City Clerk's office.

Call to Order

Pledge of Allegiance

Opening Prayer/Moment of Silence
(suggested time limit: 1minute: Mayor to request if any invitee is present to open with prayer; if no invitee is present, Mayor will ask if a Dunnellon citizen will volunteer. If no volunteers, a moment of silence will be offered. If a citizen outside of Dunnellon requests to open with prayer, (s)he may do so if no invitee/citizens volunteer.)

Roll Call

Proof of Publication - The agenda was posted on the City's website and City Hall bulletin board on Monday, June 24, 2024. The agenda was amended on June 27th to add backup to item #5a. and 6b and on July 1st to add backup to item #3a.

1. **Public Comment**

2. **Board Reports**

3. Dunnellon Chamber and Business Association Reports

   3.a July City Council Report

   Documents:
   July City Council Report.pdf

4. **Presentations**

   4.a Waste Management - Doug McCoy, District Manager

   4.b Waste Pro - Carl Zalak, Government Affairs and Sales Manager

5. **Regular Agenda Items**

   5.a Request for Proposal #RFP2024-03, Solid Waste Collection and Disposal

Documents:
Agenda Summary for RFP2024-03 Solid Waste Collection.pdf
2024-03 Solid Waste Bid Results Residential.pdf
2024-03 Solid Waste Bid Results Commercial.pdf
2024-03 Proposal Evaluation.pdf

5.b Request for Qualifications #RFQ2024-02, General Planning Services

Documents:
Agenda Summary for RFQ2024-02 Planning Services.pdf

6. **Staff Agenda Items**

6.a Chief Scaglione
- Police Department School Zone Project

6.b Chad Ward - Public Works Manager
- Granada and Palmetto Way Project
- Purchase approval request - Public Works Pickup Truck

Documents:
Agenda Summary_PaveRite Change Order.pdf
Purchase Request_PW Truck.pdf

7. **Council Agenda Items**

7.a Mayor Green
- Sunday Alcoholic Beverage Sales

7.b Vice-Mayor Inskeep
- Ticket Processing by the City
- Police Department Structure

7.c Paid Parking Fees

8. **Ordinances**

8.a Ordinance #ORD2024-05, Parking Fines

Documents:
ORD2024-05 Parking Fine Adjustment_First Draft.pdf

8.b Ordinance #ORD2024-06, Boating Fines

Documents:
ORD2024-06 Boating Fines_First Draft.pdf

9. **Resolutions**

9.a Resolution #RES2024-16, Surplus Equipment

Documents:
2024-16_Surplus Trailer, OCE Printer and Equipment.pdf

10. **Proclamations**

10.a Proclamation #PRO2024-02, 2024 City Council Election

Documents:
Proclamation PRO2024-02 2024 City Council Election.pdf

11. **Department Reports**

11.a Emergency Purchases - Chad Ward, Public Works Manager

12. **Council Comments**

13. **City Attorney Comments**

14. **Public Comment**

Adjournment

Tentative Agenda for Council Meeting on Wednesday, July 10, 2024
Consent Agenda
- Approval of Minutes

Regular Agenda
- Proclamation #PRO2024-02, City Council Election
- Resolution #RES2024-16, Surplus Equipment
- First Reading Ordinance, #ORD2024-05 Parking Fines
- First Reading Ordinance, #ORD2024-06 Boating Fines
- Award #RFQ2024-02, General Planning Services
- Award #RFP2024-03, Solid Waste Collection and Disposal

Future Meetings:
- 07/10/2024 Special Budget Workshop 3:00 pm
- 07/10/2024 Special CRA Meeting 5:00 pm
- 07/10/2024 City Council Meeting 5:30 pm

ANY PERSON REQUIRING A SPECIAL ACCOMMODATION AT THIS HEARING BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT THE CITY CLERK AT (352) 465-8500 AT LEAST 48 HOURS PRIOR TO THE PROCEEDING. IF A PERSON DESIRES TO APPEAL ANY DECISION WITH RESPECT TO ANY MATTER CONSIDERED AT THE ABOVE MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY IS NOT RESPONSIBLE FOR ANY MECHANICAL FAILURE OF RECORDING EQUIPMENT.

DUNNELLON CHAMBER & BUSINESS ASSOCIATION

July City Council Report

New Members

Ocala Plastic Surgery & Dermatology

Globe Life Family Heritage

Florida Generator Services

Upcoming Events

July 1- Bingo Night at Cheers from 5-7 pm. 19330 SW 83rd Place Rd.

July 2- DCBA Board Meeting 6pm at the chamber 20500 E. Pennsylvania Ave.

July 6- Sparr Building & Farm Supply Farm Swap 8-12 2915 W. Dunnellon Rd.

July 8- Bingo Night at Cheers from 5-7 pm. 19330 SW 83rd Place Rd.

July 10- Ribbon Cutting for Ocala Plastic Surgery & Dermatology at 4 pm. 20056 E. Pennsylvania Ave. Unit #6

July 12- Business After Hours At TCT Realty Group 6 pm. 20372 E. Pennsylvania Ave. Unit D.

July 15- Bingo Night at Cheers from 5-7 pm. 19330 SW 83rd Place Rd.

June 16- Ribbon Cutting for Rocket Shop Farm Foundation at 2 pm. At the Dunnellon Chamber & Business Association. 20500 E. Pennsylvania Ave.

July 20- Sparr Building & Farm Supply Farm Swap 8-12 2915 W. Dunnellon Rd.

July 21- Dunnellon Poetry Society Meeting 2-4 pm 20804 W. Pennsylvania Ave.

July 22- Bingo Night at Cheers from 5-7 pm. 19330 SW 83rd Place Rd.

July 29- Bingo Night at Cheers from 5-7 pm. 19330 SW 83rd Place Rd.

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City of Dunnellon
Agenda Summary Form

Meeting Date: July 1, 2024

1. Responsible Department: Public Works/City Clerk
2. Presenter: Mandy Odom
3. Recommended Action: Review Proposals for Solid Waste Collection

Subject: RFP2024-03, Solid Waste Collection Services

Request for Approval Summary Explanation & Background:
The City currently contracts through Franchise Agreement #AGR2017-49 with Waste Management for residential and commercial solid waste collection and disposal. The contract expires September 30, 2024, with an option to renew for (1) additional 5-year period. On April 10, 2024, the City Council directed staff to prepare a request for proposals for solid waste collection.

RFP2024-03 was issued on April 29, 2024. A mandatory pre-bid conference was held on May 13, 2024, at 2:00 p.m. Representatives from Waste Management and Waste Pro attended the conference with me and Chad Ward. Proposals were received from each company on or before the deadline of June 10, 2024.

Summary of Residential Collection:

Waste Management submitted a base bid and three alternate bids:

Base Bid	2x per week collection, customer provided 50 gal can, 2x per month recycling w/supplied 19gal bin, 1x per week yard waste.	$36.75/month ($17.86 increase)
Alternate 1	2x per week collection, customer provided 50gal can, comingled for the purpose of incineration.	$22.25/month ($3.36 increase)
Alternate A	2x per week collection, contractor provided 96gal cart, comingled for the purpose of incineration. Monday collection of bulk yard waste and cart content overflow.	$19.95/month ($1.06 increase)
Alternate B	1x per week collection, contractor provided 96gal cart, comingled for the purpose of incineration. All services provided on Monday.	$17.50/month ($1.39 decrease)
Other	White Goods/Furniture per item Bulk Yard Waste Collection per yard	$18.97 $15.17

Waste Pro submitted a base bid and one alternate bid:

Base Bid	2x per week collection, customer provided 50gal can, 2x per month recycling w/supplied 19gal bin, 1x per week yard waste.	$23.75/month ($4.86 increase)
Alternate 1	2x per week collection, customer provided 50gal can, comingled for the purpose of incineration.	$18.76/month ($0.13 decrease)
Other	White Goods/Furniture per item Bulk Yard Waste Collection per yard	$20.00 $20.00

Summary of Commercial Collection:

Small Volume:
Waste Management proposed a 0% increase on the rates for Commercial Small Volume.
Waste Pro's proposed resulted in a 21-32% decrease in rates and provided for 64gal carts at no additional cost. (38 customers affected)

Recycling Option:
Waste Management was low bidder.

Two Yard Containers:
Waste Management was primarily the low bidder in this category with rate decreases in 4 pickup categories from 2.23 – 5.58% (34 customers affected)

Three Yard Containers:
Waste Management currently services (3) 3-yard containers. Waste Pro would negotiate with the business to switch to either a 2-yard or 4-yard container.

Four through Eight Yard Containers:
Waste Pro was the low bidder in these categories. The Waste Management proposal resulted in an overall increase of 11.18%, while the Waste Pro proposal resulted in an overall decrease of .47% compared to current rates. (69 customers affected)

Four Yard Compactor (Walgreens):
Waste Management currently charges for (1) monthly pickup at $207.89. Waste Pro quoted $240.06 for this item, a 15.47% increase over the current rate.

Other Services:	**Waste Management**	**Waste Pro**
Extra Pickup On Route per cubic yard	$21.63 (3.15% increase)	$20.00 (4.63% decrease)
Extra Pickup Off Route per cubic yard	$28.83 (5.64% increase)	$60.00 (119.86% increase)
Lock Fees/Lock Bars per Month	$10.82 (14.01% increase)	$10.00 (5.73% increase)
Roll Out/In Containers per Month		$25.00
Tires Normal/Large		$8.00/$15.00

Waste Pro's Alternate 1 Proposal is identical to Waste Management's Alternate A for residential service except for Waste Management providing 96gal carts and a price difference of $1.19 per month. The benefit of having carts is they are on wheels and easier to transport to and from the curb. It holds more waste and decreases the number of cans the resident must purchase/replace and move back and forth to the curb. Carts are repaired or replaced when necessary. Carts also increase curb appeal by creating visual uniformity and the lids keep waste contained.

Regarding commercial service, Waste Pro is the low bidder for the majority of service levels.

Procurement Method: Request for Proposals #RFP2024-03
Fiscal Information: To be determined.
Attorney Review: RFP was reviewed.

		Waste Management Monthly Charge	Waste Pro Monthly Charge		Waste Management Incr/Decr Compared to Current Monthly Charge		Waste Pro Incr/Decr Compared to Current Monthly Charge
Base Bid	**50 gal can provided by customer**			**Price Difference**	**CMC**	**Incr/Decr**	**Incr/Decr**
	Weekly Pickups						
Monday/Thursday	2						
Disposal		$ 2.77	$ 2.76	$0.01	$ 2.51	0.26	0.25
Collection		$ 29.23	$ 15.67	$13.56	$ 16.38	12.85	(0.71)
Recyclable Collection		$ 4.75	$ 5.32	($0.57)	$ -	4.75	5.32
Total Monthly Cost		**$ 36.75**	**$ 23.75**	**$13.00**	**$ 18.89**	**17.86**	**4.86**
White Goods/Furniture per item		$ 18.97	$ 20.00	($1.03)	$ 18.97	0.00	1.03
Bulk Yard Waste per yard		$ 15.17	$ 20.00	($4.83)	$ 15.17	0.00	4.83
Alternate 1	**50 gal can provided by customer**						
Comingled/Incineration	Weekly Pickups						
Monday/Thursday	2						
Disposal		$ 2.77	$ 3.19	($0.42)	$ 2.51	0.26	0.68
Collection		$ 19.48	$ 15.57	$3.91	$ 16.38	3.10	(0.81)
Recyclable Collection		$ -	$ -	$0.00	$ -	0.00	0.00
Total Monthly Cost		**$ 22.25**	**$ 18.76**	**$3.49**	**$ 18.89**	**3.36**	**(0.13)**
White Goods/Furniture per item		$ 18.97	$ 20.00	($1.03)	$ 18.97	0.00	1.03
Bulk Yard Waste per yard		$ 15.17	$ 20.00	($4.83)	$ 15.17	0.00	4.83
Alternate A	**96 gal cart provided by WM**						
Comingled/Incineration	Weekly Pickups		**WP Alternate 1**				
Monday/Thursday	2						
Disposal		$ 2.77	$ 3.19	($0.42)	$ 2.51	0.26	0.68
Collection		$ 17.18	$ 15.57	$1.61	$ 16.38	0.80	(0.81)
Recyclable Collection		$ -	$ -	$0.00	$ -	0.00	0.00
Total Monthly Cost		**$ 19.95**	**$ 18.76**	**$1.19**	**$ 18.89**	**1.06**	**(0.13)**
White Goods/Furniture per item		$ 18.97	$ 20.00	($1.03)	$ 18.97	0.00	1.03
Bulk Yard Waste per yard		$ 15.17	$ 20.00	($4.83)	$ 15.17	0.00	4.83
Alternate B	**96 gal cart provided by WM**						
Comingled/Incineration	Weekly Pickups		**WP Alternate 1**				
Monday	1						
Disposal		$ 2.77	$ 3.19	($0.42)	$ 2.51	0.26	0.68
Collection		$ 14.73	$ 15.57	($0.84)	$ 16.38	(1.65)	(0.81)
Recyclable Collection		$ -	$ -	$0.00	$ -	0.00	0.00
Total Monthly Cost		**$ 17.50**	**$ 18.76**	**($1.26)**	**$ 18.89**	**(1.39)**	**(0.13)**
White Goods/Furniture per item		$ 18.97	$ 20.00	($1.03)	$ 18.97	0.00	1.03
Bulk Yard Waste per yard		$ 15.17	$ 20.00	($4.83)	$ 15.17	0.00	4.83

		Waste Management Monthly Charge		Waste Pro Monthly Charge				Waste Management Incr/Decr Compared to Current Monthly Charge				Waste Pro Incr/Decr Compared to Current Monthly Charge	
Solid Waste (small volume)	**50g can provided by customer**			**WP provides 96g cart**		**Price Difference**	**# Customers**	**WM-CMC**	**Incr/Decr**	**% O/U Current**	**Incr/Decr**	**% O/U Current**	
Number of Containers	Weekly Pickups												
One	2	$	36.74	$	25.00	$11.74	8	$ 36.74	0.00	0.00%	(11.74)	-31.95%	
Two	2	$	48.17	$	35.00	$13.17	29	$ 48.17	0.00	0.00%	(13.17)	-27.34%	
Three	2	$	59.62	$	45.00	$14.62	1	$ 59.62	0.00	0.00%	(14.62)	-24.52%	
Four	2	$	71.06	$	55.00	$16.06		$ 71.06	0.00	0.00%	(16.06)	-22.60%	
Five	2	$	82.48	$	65.00	$17.48		$ 82.48	0.00	0.00%	(17.48)	-21.19%	
Recycling Option		**WM provides 64g cart**		**Customer 19g bin/cart**				**Recycling Option currently not offered**					
Number of Containers	Weekly Pickups												
One	1	$	10.00	$	12.00	($2.00)		$ -	10.00		12.00		
Two	1	$	12.00	$	24.00	($12.00)		$ -	12.00		24.00		
Three	1	$	14.00	$	36.00	($22.00)		$ -	14.00		36.00		
Four	1	$	16.00	$	48.00	($32.00)		$ -	16.00		48.00		
Five	1	$	18.00	$	60.00	($42.00)		$ -	18.00		60.00		
Solid Waste (Front/Rear Load, Non-compacted Mechanically Loaded Container)													
Non-Compacted Unit Size	Weekly Pickups												
Two (2) Yard	1	$	95.77	$	85.73	$10.04	34	$ 86.14	9.63	11.18%	(0.41)	-0.48%	
Two (2) Yard	2	$	174.22	$	171.47	$2.75		$ 172.28	1.94	1.13%	(0.81)	-0.47%	
Two (2) Yard	3	$	252.65	$	257.20	($4.55)		$ 258.42	(5.77)	-2.23%	(1.22)	-0.47%	
Two (2) Yard	4	$	331.09	$	342.94	($11.85)		$ 344.56	(13.47)	-3.91%	(1.62)	-0.47%	
Two (2) Yard	5	$	409.54	$	428.67	($19.13)		$ 430.70	(21.16)	-4.91%	(2.03)	-0.47%	
Two (2) Yard	6	$	487.98	$	514.40	($26.42)		$ 516.84	(28.86)	-5.58%	(2.44)	-0.47%	
Three (3) Yard	1	$	-	$	-	$0.00	3	$ 129.21					
Three (3) Yard	2	$	-	$	-	$0.00		$ 258.42					
Three (3) Yard	3	$	-	$	-	$0.00		$ 387.63					
Three (3) Yard	4	$	-	$	-	$0.00		$ 516.84					
Three (3) Yard	5	$	-	$	-	$0.00		$ 646.05					
Three (3) Yard	6	$	-	$	-	$0.00		$ 775.26					
Four (4) Yard	1	$	191.55	$	171.47	$20.08	21	$ 172.28	19.27	11.19%	(0.81)	-0.47%	
Four (4) Yard *Walgreens	1	$	207.89 *	$	240.06	($32.17)	1	$ 207.89	0.00	0.00%	32.17	15.47%	
Four (4) Yard	2	$	383.09	$	342.94	$40.15	3	$ 344.56	38.53	11.18%	(1.62)	-0.47%	
Four (4) Yard	3	$	574.64	$	514.40	$60.24		$ 516.84	57.80	11.18%	(2.44)	-0.47%	
Four (4) Yard	4	$	766.16	$	685.87	$80.29		$ 689.12	77.04	11.18%	(3.25)	-0.47%	
Four (4) Yard	5	$	957.37	$	857.87	$99.50		$ 861.40	95.97	11.14%	(3.53)	-0.41%	
Four (4) Yard	6	$	1,149.28	$	1,028.81	$120.47		$ 1,033.68	115.60	11.18%	(4.87)	-0.47%	
*Current rate													
Six (6) Yard	1	$	287.32	$	257.20	$30.12	13	$ 258.42	28.90	11.18%	(1.22)	-0.47%	
Six (6) Yard	2	$	574.64	$	514.40	$60.24	7	$ 516.84	57.80	11.18%	(2.44)	-0.47%	

		Waste Management Monthly Charge	Waste Pro Monthly Charge			Waste Management Incr/Decr Compared to Current Monthly Charge	Waste Pro Incr/Decr Compared to Current Monthly Charge			
								% O/U		% O/U
Six (6) Yard	3	$ 861.96	$ 771.61	$90.35	1	$ 775.26	86.70	11.18%	(3.65)	-0.47%
Six (6) Yard	4	$ 1,149.28	$ 1,028.81	$120.47	1	$ 1,033.68	115.60	11.18%	(4.87)	-0.47%
Six (6) Yard	5	$ 1,436.60	$ 1,286.01	$150.59		$ 1,292.10	144.50	11.18%	(6.09)	-0.47%
Six (6) Yard	6	$ 1,723.92	$ 1,543.21	$180.71		$ 1,550.52	173.40	11.18%	(7.31)	-0.47%
Eight (8) Yard	1	$ 383.09	$ 342.94	$40.15	9	$ 344.56	38.53	11.18%	(1.62)	-0.47%
Eight (8) Yard	2	$ 766.18	$ 685.87	$80.31	7	$ 689.12	77.06	11.18%	(3.25)	-0.47%
Eight (8) Yard	3	$ 1,149.28	$ 1,028.81	$120.47	6	$ 1,033.68	115.60	11.18%	(4.87)	-0.47%
Eight (8) Yard	4	$ 1,532.37	$ 1,371.74	$160.63		$ 1,378.24	154.13	11.18%	(6.50)	-0.47%
Eight (8) Yard	5	$ 1,915.46	$ 1,714.68	$200.78		$ 1,772.80	142.66	8.05%	(58.12)	-3.28%
Eight (8) Yard	6	$ 2,298.55	$ 2,057.62	$240.93		$ 2,067.36	231.19	11.18%	(9.74)	-0.47%
Extra Dumpster Pickup On Route per cubic yard		$ 21.63	$ 20.00			$ 20.97	0.66	3.15%	(0.97)	-4.63%
Extra Dumpster Pickup Off Route per cubic yard		$ 28.83	$ 60.00			$ 27.29	1.54	5.64%	32.71	119.86%
Lock Fees/Lock Bars Per Month (Lock/Unlock)		$ 10.82	$ 10.00			$ 9.49	1.33	14.01%	0.51	5.37%
Roll Out/In for Containers Per Month			$ 25.00							
Tires (Normal/Large)			$ 8/15							

This is for containers that have to be physically rolled in/out of an enclosure in order to empty.

Evaluation Criteria & Weighting:

The following criteria will be used to determine the most responsible, responsive bidder. A Contract, if awarded, will be awarded to the Bidder that the City Council determines can best meet the City's needs. ***Lowest price will not necessarily guarantee award.***

Weighting	Criteria
30%	1. Initial Bid Pricing: Total projected annual cost, as developed from the unit pricing submitted in each bidder's response
20%	2. Year-to-Year Price Protection: The degree to which the proposed costs adjustment factors are determined by City staff to protect the City in terms of the magnitude of future costs.
35%	3. Relevant Experience: City staff's evaluation of the Bidder's previous work experience and quality of service with contracts involving comparable services and responsibilities.
10%	4. Recycling Capability: Staff's evaluation of the Bidder's proposed methodology for Residential and Commercial recycling services.
5%	5. Thoroughness of Proposer's RFP Response: Staff's evaluation of the completeness, accuracy, and overall presentation of the Bidder's written proposal.

Scoring Methodology.

All proposals will be evaluated by City staff. For each proposal, each participating staff member will evaluate each criteria item and assign points on the following scale:

Excellent	7 points
Good	5 points
Acceptable	3 points
Unacceptable	0 points

Waste Management

CRITERIA	RATER 1	RATER 2	TOTAL	WEIGHT	WEIGHTED SCORE
1	5	5	10	30%	3.0
2	7	7	14	20%	2.8
3	7	7	14	35%	4.9
4	7	7	14	10%	1.4
5	7	7	14	5%	0.7
TOTAL SCORE	33	33	66		12.8

Waste Pro

CRITERIA	RATER 1	RATER 2	TOTAL	WEIGHT	WEIGHTED SCORE
1	7	7	14	30%	4.2
2	7	7	14	20%	2.8
3	5	5	10	35%	3.5
4	7	7	14	10%	1.4
5	5	7	12	5%	0.6
TOTAL SCORE	33	35	68		12.5

City of Dunnellon

Agenda Summary Form

Meeting Date: July 1, 2024

1. Responsible Department: Community Development
2. Presenter: Mandy Odom/Kelly Wyen
3. Recommended Action: Award RFQ2024-02 to eda consultants, inc. and authorize staff to prepare a contract for services for consideration by the City Council.

Subject: RFQ2024-02 for General Planning Services

Request for Approval Summary Explanation & Background:
The Evaluation Committee (the "Committee") has completed their evaluations of all proposals received in response to RFQ 2024-02 and developed the attached Executive Summary which outlines the evaluation process and recommendation of a selected agency to provide General Planning Services to the City.

Procurement Method: **Request for Qualifications #RFQ2024-02**

Fiscal Information: **TBD**

Attorney Review: **RFQ was reviewed**

Executive Summary for RFQ 2024-02 - General Planning Services

Introduction

On April 3, 2024, RFQ 2024-02 was issued to the public in an effort to engage a qualified consultant to perform various planning services for the City. Complete submittal packages were to be received by the City by April 30, 2024 at 2:00 PM. The City Clerk appointed an Evaluation Committee (the "Committee") to review and evaluate the responses. A total of six proposals were received and all six proposals were evaluated by the Committee.

Summary

The Committee, comprised of Mandy Odom (City Clerk), Kelly Wyen (Community Development Supervisor), and Michelle Leonard (Assistant City Clerk), completed their evaluations of all proposals received in response to RFQ 2024-02.

The proposals were evaluated based on the RFQ criteria shown below and sections were scored from 0 to 25, with 25 being the best possible score for each section.

	Category	**Maximum Available Points**
1.	**Qualifications of the Firm (Proposer)** To include years of municipal experience, ability, capacity and skill of firm(s), whether the firm is a certified minority business enterprise, and adequacy of personnel to perform, including timeliness, stability, availability, and licenses.	25 Points
2.	**Qualifications/Experience of Project Team** Credentials and accomplishments of the proposed team (up to 3) members	25 Points
3.	**Previous Similar Projects & Client References** Experience and background in providing similar municipal services and past performance, including but not limited to, familiarity with local, state, and federal regulatory agencies' procedures and requirements.	25 Points
4.	**Project/Services Implementation Strategy** Indicate Firm's understanding of the City's needs and the Service Implementation Strategy to address those needs.	25 Points
	TOTAL	**100 Points**

Recommendation

The Committee applied the Evaluation Criteria set forth in the RFQ to each Proposal received. The Committee believes *eda consultants, inc.*, has the experience, administrative and technical capability to work with the City to efficiently and effectively provide the services sought under the scope of services. Accordingly, the Committee recommends the City Council award the RFQ to eda consultants, inc. The following table encompasses the average total scores for all respondents:

Company	**Total Average Score**
eda consultants	100
Kimley Horn	90
JBrown Professional Group	83
Calvin, Giordano & Associates	82
LPG	62
Bonnie Landry	57

City of Dunnellon

Agenda Summary Form

Meeting Date: July 1, 2024

1. Responsible Department: Public Works
2. Presenter: Chad Ward, Public Works Manager
3. Recommended Action: Authorize the Mayor to execute Change Order #1 in the amount of $164,460.90 for the Granada and Palmetto Way Road Project and Authorize the City Clerk and the Public Works Manager to jointly approve future change orders, not to exceed the project contingency, for the Granada and Palmetto Way Road Project, Agreement #AGR2024-14 with Pave Rite, Inc."

Subject: Pave Rite Change Order #1

Request for Approval Summary Explanation & Background:

The City Council approved Agreement #AGR2024-14 with Pave Rite, Inc. in the amount of $518,286.93 for the Granada and Palmetto Way Road Project. The City has a balance of $232,734.07 in ARPA funds to contribute toward expanding the scope of this project. Pave Rite has proposed Change Order #1 in the amount of $164,460.90 which includes adding sections of The Granada not in the original scope and completion of the side street intersections. If approved, the remaining contingency for the project will be $68,273.17.

Procurement Method: RFP#2024-01

Fiscal Information: Available ARPA Fund Balance $751,021.00

Attorney Review: N/A

Change Order Proposal

To: **City Of Dunnellon**
20750 River Drive
Dunnellon, FL 34431

Attn: Chad Ward
Tel: (352) 465-8500 Fax: (352) 465-8505

Proposal ID: 2024-050
Job:
Location: City of Dunnellon, Florida
Various Streets

Description of Work

Change Order Request #1:
Additional reclamation and paving of sections of The Granada.

Item	Description	Qty		Unit Price	Extended
	Alternate 1: Add sections of The Granada not in original scope.				
	Pay items affected by this change order request:				
	Mobilization (includes additional material testing)	1	LS	$5,460.00	$5,460.00
	Payment/Performance bond increase	1	LS	$1,452.00	$1,452.00
	Maintenance of traffic - including flagman	1	LS	$7,344.00	$7,344.00
	Layout and As-Built Survey addition	1	LS	$3,500.00	$3,500.00
	Clear and Grub - Cut back overgrowth, sawcut driveways	1	LS	$4,000.00	$4,000.00
	Reclaim existing pavement per original specifications	4,620	SY	$15.72	$72,626.40
	!.25" Asphalt paving for new surface	313	TN	$201.87	$63,185.31
	Alternate 2:				
	Same scope of work as above. This alternate would be if the City				
	of Dunnellon chose not to accept Alternate 1. The intersection work				
	would be at 3 intersections, and would include a section of The Granada				
	as well as a part of the side street. **Alt. 2 total - $21,027.98**				
	Alternate 3: This alternate would complete the side street intersections				
	if the City od Dunnellon chose to accept Alternate 1.				
	Alt. 3 total - $6,893.19				

Qualifications:

Includes: Mobilization, labor, equipment, materials, and testing to complete the above referenced work.

Excludes: Any swale and sod work along these sections of added roadway reclamation.

Total Proposal **$157,567.71**

Proposal Valid Until 7/31/2024

By: Jerry Zielinski
Name: Jerry Zielinski
Date: 06/26/2024

Accepted:

By: _____
Name: _____
Date: _____

City of Dunnellon

Agenda Summary Form

Meeting Date: July 1, 2024

1. Responsible Department: Public Works
2. Presenter: Chad Ward, Public Works Manager
3. Recommended Action: Authorize the purchase of a 2024 Ford F250 Super Cab Pickup Truck in the amount of $54,323.13.

Subject: Purchase Approval Request

Request for Approval Summary Explanation & Background:

Staff obtained quotes through State contracts from Step One Automotive Group and Duval Ford. The new truck will replace Vehicle #12, Year 2001 Chevrolet Silverado 1500 VIN#1GCEC14V31Z198627, which will be declared surplus and sold.

Procurement Method: State Contract Quotes

Fiscal Information: $50,000 budgeted for FY2023-24. Budget amendment will be presented at a future date for $4,323.13 to fund the balance of the purchase from the 1% Discretionary Sales Surtax Reserve.

Attorney Review: N/A

City of Dunnellon

Prepared for:

City of Dunnellon
Chad Ward
cward@dunnellon.org

Contract Holder 6/27/24

Duval Ford
Bambi Darr
(Work) 904-388-2144
(Fax) 904-387-6816
bambi.darr@duvalmotor.com
405 Lane Avenue North
Jacksonville, FL 32258

PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL

We appreciate your interest and the opportunity to quote. Pricing references the FLORIDA SHERIFFS ASSOCIATION LIGHT VEHICLE CONTRACT FSA 23-VEL-31 / FSA 23-VEH21. If you have any questions regarding this quote please call! Note, Vehicle will be ordered white exterior unless specified on purchase order. Shipping and Invoicing instructions are required on agency purchase order.

$100 Parts Q	Rate/Hr Labor Hours.		Code	Equipment	UNIT PRICE	EXTENDED
		1	W2B SOUTH	Item 168: 2024 Ford F250 Crew Cab 160"WB 4x4. Power Windows, Locks, Keyless Entry	$ 47,812.00	$ 47,812.00
		1	LWB.W2B	56" Cab to Axle, 8 Foot Bed	$ 1,505.52	$ 1,505.52
		1	Z1	Oxford White	No Charge	No Charge
		1	AS	40/20/40 Vinyl Bench Seat (front) Rear 60/40 in Grey	No Charge	No Charge
		1	99A.44F	6.8L 2V DEVCT NA PFI V8 Gas (Flex Fuel)/TorqShift-G Ten- Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul, Trail (4x2), Off-Road (4x4) N/A on (X3C & W3C)	Std	Std
		1	X3E	3.73 Electronic Locking Rear Axle (SRW, nc w/99n)	$ 426.78	$ 426.78
		1	66S	Upfitter Switches; (6) (Located in overhead console; req. 190 Amp Alternator (67D), 250 Amp Alternator (67E), 410 Amp	$ 163.76	$ 163.76
		1	TINTA	Window Tint On Front 4 Windows Including Windshield Strip	$ 435.00	$ 435.00
		1	85S	TOFF spray-in bedliner; includes tailgate-Guard, bed attachment bolts; NA w/ Pickup Box Delete (66D))	$ 590.54	$ 590.54
	0	1	LED PKG 1	4 Corner Flashing System (2 Surface Mounted In Grille , 2 In Tail Lights) (Specify Color At Time Of Order)	$ 833.75	$ 833.75
			NOTE:	COLOR: AMBER/WHITE DUAL		
	0	1	534	COMPLETE TRAILER TOW PACKAGE – HD Availability: ● Optional on XL, XLT, Includes trailer plug 6 or 7 way ● Includes hardware pack: Class IV Ball Mount, 2"" Ball, Sleeve reducer, pin and clip ● Recommend Locking Differential , Includes Hardware	$ 1,483.79	$ 1,483.79
	0	1	TAG	New Tag Charge (Florida only) Requires (TTO) Tag/Title option. Specify City, State, or Sheriffs Tag. Includes (TMP)	$ 125.00	$ 125.00
	0	1	TTO	Tag and Title processing and handling fee. Tags are processed at the local tag office and affixed to vehicle prior to	$ 48.00	$ 48.00
	0	1	OOS	Out of Dealer Inventory: C484 / RED46984 (Subject to Availability)	$ 899.00	$ 899.00
	0		NOTE:			
	UNIT COST					$ 54,323.13
	TOTAL QUANTITY		1	*TOTAL PURCHASE*		$ 54,323.13

ORDINANCE #ORD2024-05

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, UPDATING FINES FOR PARKING TICKETS; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Dunnellon finds that it is in the best interest of the City and the health, safety, and welfare of the public to update the City's Code regarding antiquated parking fine amounts.

LEGISLATIVE UNDERSCORING: Underlined words constitute additions to the City of Dunnellon Code of Ordinances, ~~strikethrough~~ constitutes deletions from the original, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF DUNNELLON, FLORIDA AS FOLLOWS:

SECTION 1. The " whereas" clauses cited herein are the legislative findings of the City Council.

SECTION 2. Section 66-62, Chapter 66, Article II, Division 2 of the City of Dunnellon Code of Ordinances is hereby amended as follows:

Sec. 66-62. Schedule of fines.

The following fines apply for the violations listed:

(1) *Overtime parking.* The fine for parking overtime shall be ~~$50.00~~ $100.00.

(2) *Parking in fire zone.* The fine for parking in an area designated as a fire zone shall be $200.00.

(3) *Parking in a no parking zone.* The fine for parking in a no parking zone shall be ~~$50.00~~ $100.00.

(4) *Improper parking.* The fine for improper parking shall be ~~$50.00~~ $100.00.

(5) *Parking meter violations.* The fine for violations of 66-42~~(a), (b)~~ (1), (2) of this article shall be ~~$50.00~~ $100.00. The fine for violations of 66-42~~(c), (d)~~ (3), (4) of this article shall be $500.00.

(6) *Other violations.* The fine for any other violation of this article or provisions of the Florida Statutes pertaining to parking shall be ~~$50.00~~ $100.00.

(7) *Leaving vehicle with keys in ignition.* The fine for leaving a parked vehicle while the keys remain in the ignition shall be ~~$35.00~~ $50.00.

(8) *Parking in space reserved for handicapped or disabled persons.*

a. The fine for parking in a handicapped zone without a permit shall be $250.00.

b. If a citation is issued to a person legally entitled to park in a designated handicapped zone, the fine shall be waived upon presentation of proof of a disabled parking permit at the police department.

SECTION 3. CONFLICTS. In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this City, the provision which establishes the higher standards for the promotion and protection of the health and safety of the people shall prevail.

SECTION 4. SEVERABILITY. If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

SECTION 5. CODIFICATION. The provisions of this Ordinance shall be codified as and become and be made a part of the City of Dunnellon Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section," "Article", or other appropriate word. The Code codifier is granted liberal authority to codify the provisions of this Ordinance.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption at the second reading/public hearing.

Upon motion duly made and carried, the foregoing Ordinance was approved upon the first reading on the ____ day of _____ 2024.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed upon the second and final reading and public hearing on the ____ day of _____, 2024.

Ordinance Posted on the City's website on _____, 2024.

Public hearing advertised on the City's website on _____, 2024, and advertised in the Riverland News on _____, 2024.

ATTEST: **CITY OF DUNNELLON**

_____ _____

Amanda L. Odom, CMC Walter L. Green, Mayor
City Clerk

Approved as to Form:

_____
Andrew J. Hand, City Attorney

CERTIFICATE OF POSTING

I HEREBY CERTIFY that copies of the foregoing Ordinance were posted at City Hall, the Chamber of Commerce, and Dunnellon Library, in the City of Dunnellon, Florida, and on the City's Official Website this ____ day of _____ 2024.

_____
Amanda L. Odom, CMC
City Clerk

ORDINANCE #ORD2024-06

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, AMENDING CHAPTER 78, ARTICLE II, DIVISION 3 OF THE CITY OF DUNNELLON CODE OF ORDINANCES AND UPDATING FINES RELATED TO ISSUANCE OF CIVIL MUNICIPAL CODE VIOLATION TICKETS FOR BOATING; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Dunnellon finds that it is in the best interest of the City and the health, safety, and welfare of the public to update the City's Code regarding fine amounts related to issuance of civil municipal code violation tickets for boating.

LEGISLATIVE UNDERSCORING: Underlined words constitute additions to the City of Dunnellon Code of Ordinances, ~~strikethrough~~ constitutes deletions from the original, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF DUNNELLON, FLORIDA AS FOLLOWS:

SECTION 1. The " whereas" clauses cited herein are the legislative findings of the City Council.

SECTION 2. Chapter 78, Article II, Division 3 of the City of Dunnellon Code of Ordinances is hereby amended as follows:

DIVISION 3. PENALTIES ~~AND SPECIAL MAGISTRATE~~

Sec. 78-53. Penalties—Fine schedule for civil municipal code violations.

(a) Violations of the provisions of this chapter, or failure to comply with any of the requirements as stated, shall constitute a civil municipal code violation.

(b) Any person who violates this chapter or fails to comply with any of its provisions shall be issued a civil municipal code violation.

(c) Contents of civil municipal code violation ticket. The ticket shall specifically describe the following:

(1) Describe the vessel;

(2) Indicate its location;

(3) Specify the nature of the violation;

(4) Indicate the amount of the fine;

(5) Give notice to the violator that he or she must pay the fine within 30 days or appeal the ticket; and

(6) Describe the procedures to be followed in either paying such fine or electing not to pay such fine and requesting a hearing before a county court official concerning the violation, and the penalty for failure to comply with the directions on the ticket.

A sequential numbering system shall be used.

(d) Computation of time. If the last day of any time period described in this section falls on a Saturday, Sunday or legal holiday, the time period shall run until the end of the next day which is neither a Saturday, a Sunday nor a legal holiday.

(e) All civil municipal code fines under chapter 78 of this Code, will be ~~$50.00~~ $100.00 per violation. Any future changes with regard to fees will be made by resolution.

Sec. 78-54. Payment of fine; appeals.

(a) Violations of this division shall be referred to the county court for the county of the Fifth Judicial Circuit.

(b) An individual receiving a ticket pursuant to this section shall have 30 days from the date of issuance to pay the fine per the instructions on the ticket or request an appeal per subsection (c) below.

(c) Appeal of civil municipal code fine ticket.

(1) Any individual who receives a civil ticket issued pursuant to the requirements of this chapter may voluntarily elect to appeal the ticket and request a hearing within 30 days from issuance of the ticket, by requesting an appeal with the county court for the county of the Fifth Judicial Circuit per the instructions on the ticket.

(2) Any person who elects to appear before a designated official to present evidence waives his or her right to pay the fine cited on the ticket. The official, after a hearing, shall make a determination as to whether a violation has been committed and may impose a civil penalty or the fine amount designated on the ticket, plus court costs.

(d) Failure to pay fine. If the fine is not paid within 30 days from issuance, and no appeal is filed, then the appearance before the county court of persons who fail to comply with the provisions of this division will be compelled by the issuance of a summons by the deputy clerk of the court for the county of the Fifth Judicial Circuit. A warrant shall be issued by the court for the arrest of any person who fails to appear in response to such summons.

***

SECTION 3. CONFLICTS. In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this City, the provision which establishes the higher standards for the promotion and protection of the health and safety of the people shall prevail.

SECTION 4. SEVERABILITY. If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase,

word, or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

SECTION 5. CODIFICATION. The provisions of this Ordinance shall be codified as and become and be made a part of the City of Dunnellon Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section," "Article", or other appropriate word. The Code codifier is granted liberal authority to codify the provisions of this Ordinance.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption at the second reading/public hearing.

Upon motion duly made and carried, the foregoing Ordinance was approved upon the first reading on the ____ day of _____ 2024.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed upon the second and final reading and public hearing on the ____ day of _____, 2024.

Ordinance Posted on the City's website on _____, 2024.

Public hearing advertised on the City's website on _____, 2024, and advertised in the Riverland News on _____, 2024.

ATTEST: **CITY OF DUNNELLON**

_____ _____
Amanda L. Odom, CMC Walter L. Green, Mayor
City Clerk

Approved as to Form:

_____
Andrew J. Hand, City Attorney

CERTIFICATE OF POSTING

I HEREBY CERTIFY that copies of the foregoing Ordinance were posted at City Hall, the Chamber of Commerce, and Dunnellon Library, in the City of Dunnellon, Florida, and on the City's Official Website this ____ day of _____ 2024.

_____
Amanda L. Odom, CMC
City Clerk

RESOLUTION #RES2024-16

A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA, DECLARING CERTAIN PROPERTY AS SURPLUS AND PROVIDING FOR DISPOSAL THEREOF.

WHEREAS, The City of Dunnellon has certain property that is considered as surplus; and

WHEREAS, The City of Dunnellon wishes to dispose of said property by the disposal methods listed below.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Dunnellon, Florida, on this 10th day of July 2024, that:

1. The property outlined in "Exhibit A" identified as Dump Trailer is declared as surplus and shall be disposed of through the sealed bid process.
2. The property outlined in "Exhibit A" identified as OCE Colorwave 300 printer is declared as surplus and shall be disposed of through the sealed bid process.
3. The property outlined in "Exhibit A" identified as Equipment is declared as surplus and shall be disposed of as outlined in Agreement #AGR2022-02 with Technology Conservation Group.

Upon motion duly made and carried, the foregoing resolution was adopted by the City Council of the City of Dunnellon this 10th day of July 2024.

ATTEST:

_____
Amanda L. Odom, CMC
City Clerk

CITY OF DUNNELLON, FLORIDA

_____
Walter L. Green, Mayor

Approved as to form:

_____
Andrew J. Hand, City Attorney

PROCLAMATION #PRO2024-02

DUNNELLON CITY COUNCIL ELECTION

WHEREAS, the Mayor of the City Council for the City of Dunnellon proclaims a general election to be held on November 5, 2024 for the election of council members for the following seats:

SEAT NUMBER	OCCUPIED BY
1	Walter Green
2	Vacant
4	Rex Lehmann
5	Valerie Hanchar

WHEREAS, any individual interested in seeking election to the City Council may do so by obtaining election information and qualifying forms from the City's website at www.dunnellon.org or by contacting the Office of the City Clerk and requesting qualification forms. The qualifying period begins at 12:00 noon on August 19, 2024 and ends at 12:00 noon on August 23, 2024. City Hall office hours on August 23, 2024 will be from 8:00 a.m. until 12:00 noon.

WHEREAS, Petitions, as well as the proper financial disclosure and candidate qualifying forms must be submitted to the City Clerk no later than 12:00 noon on August 23rd. The cost for qualifying will be $45.00, plus 1.0% of council's annual salary equaling $18.00, for a total of $63.00.

WHEREAS, in the event that the election results in a candidate not receiving the most votes cast, the Mayor of the City Council for the City of Dunnellon proclaims a runoff election to be held on January 21, 2025.

Be it hereby proclaimed that an election will take place on November 5, 2024 and qualifying packages are available on the City of Dunnellon website at www.dunnellon.org.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Dunnellon to be affixed, this 10th day of July 2024.

ATTEST:

_____ _____

Amanda L. Odom, CMC Walter L. Green, Mayor

City Clerk