BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, JULY 15, 2025 – 6:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MEETING NOTICE AND AGENDA

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. APPROVAL OF REGULAR AND WORKSHOP AGENDAS

D. PROCLAMATIONS, RECOGNITIONS, CERTIFICATES OF APPRECIATION

E. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

F. APPROVAL OF MINUTES

F.1 Approval of the following Minutes: January 2, 2025, Special Meeting; January 7, 2025, Regular Meeting; May 14, 2025, Special Meeting; June 3, 2025, Regular and Workshop Meetings; June 17, 2025, Regular and Workshop Meetings; and June 24, 2025, Special Meeting.
6-24-25 Special_Meeting.docx
May 14 Special Meeting_LM.docx
1-2-25 BoC Meeting_LM.docx
1-7-25 BoC Meeting_LM.docx
June 17 2025 Regular Minutes.pdf
June 17 2025 Workshop Minutes.pdf
06.03.2025_Regular Meeting.pdf
06.03.2025 Workshop Minutes.pdf

G. CONSENT AGENDA

G.1 Authorize the Purchase of Eleven (11) Backup Submersible Sewage Pumps
Flygt Quote.pdf

G.2 Authorize the construction of the replacement Force Main serving Lift stations 8, 9, & 10
Treasure Island 10 FM Proposal.pdf

Capri_Force_Main_Sizing_Assessment-Tech_Memo.pdf
TI_LS8-10FM_90PlansR1.pdf
Specifications.pdf
Fully Exec Contract.pdf

G.3 Authorize the City Manager to execute a contract for Causeway Bridges and Bascule Bridge Structural, Electrical & Painting Program Design
TI_2025_H&H_Task_1_STRUCT_.pdf
TI_2025_H&H_Task_2_ELEC_.pdf
TI_2025_H&H_Task_3_PAINT_.pdf

H. ITEMS OF BUSINESS

H.1 Second reading and public hearing of Ordinance 2025-09: Budget Amendment to Recognize the Sale of a Seized Truck by the Police to Parks and Recreation
ORDINANCE_2025-09 TRANSFER TRUCK FROM POLICE TO PARKS.docx
Budget Amendment 2025-09.xlsx
Legal AD ORD2025-09.pdf

H.2 Second hearing to approve Ordinance No. 2025-07, budget amendment to recognize insurance proceeds in the amount of $600,000.
Budget Amendment 2025-07.xlsx
ORDINANCE_2025-07- INSURANCE PROCEEDS.docx
Legal AD ORD2025-07.pdf

H.3 First reading of Ordinance 2025-12, budget amendment to recognize insurance proceeds in the amount of $14,126.59 for hurricane damages.
Budget Amendment 2025-12.xlsx
ORDINANCE_2025-12-_INSURANCE_PROCEEDS.docx

H.4 First reading and public hearing of Ordinance 2025-10, budget amendment to recognize insurance proceeds in the amount of $2,526,077.83 for Hurricane damages
Budget Amendment 2025-10.xlsx
ORDINANCE_2025-10- INSURANCE PROCEEDS.docx

H.5
Approval to Authorize the City Manager to Execute a Contract with Berquist Recovery Consulting for Disaster Financial Recovery Consultant Services.

RFP 25-011 Contract Package with Berquist Recovery Consulting_07102025.pdf

H.6
First reading to approve Ordinance No. 2025-11 to fund Disaster Financial Recovery Services for 4Q FY 2025 in the amount not to exceed $50,000.

ORDINANCE 2025-11r1.pdf
Budget_Amendment_2025-11r1.pdf

H.7
Approval of Resolution No. 2025-14 to Authorize the Mayor and/or City Manager to

Make Grant Applications to the FEMA Hazard Mitigation Grant Program (HMGP) for City Mitigation Projects

RESOLUTION 2025-14 Authorization to Apply to FEMA HMGP.pdf
HMGP Project Eligibility Criteria.pdf
City of Treasure Island HMGP HELENE DR 4828 - Projects List Prioritized_062025.pdf

H.8 Interlocal Agreement with City of St. Petersburg for Trash Disposal at the Municipal Beach on Treasure Island
Interlocal Agreement with City of St. Pete.docx

I. COMMISSIONER REPORTS

J. ADJOURNMENT

For any person desiring to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based [F.S. 286.0105]. NOTE: Any transcript shall be requested and made by the individual requesting same at his or her own expense. Therefore, a court reporter may be desired or required accordingly.

Any person with a disability who needs any accommodation in order to participate in this proceeding is entitled to assistance at no cost. Please contact the Office of the City Clerk in writing at 10451 Gulf Blvd, Treasure Island, FL, 33706 or by phone at (727) 547-4575 at least two working days prior to the meeting to advise what assistance is needed.

AGENDA ITEM NO. F.1

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Tia Payton, Administration
ITEM TYPE:	Minutes
AGENDA SECTION:	APPROVAL OF MINUTES
SUBJECT:	Approval of the following Minutes: January 2, 2025, Special Meeting; January 7, 2025, Regular Meeting; May 14, 2025, Special Meeting; June 3, 2025, Regular and Workshop Meetings; June 17, 2025, Regular and Workshop Meetings; and June 24, 2025, Special Meeting.
BACKGROUND:	Minutes of public meetings are governed by Florida Statute 286.011. The minutes are not required to be verbatim. Minutes will, however, include: the location, time and duration of the meeting; identification of attending Commission Members; titles of topics that were considered; action taken, in the form of motions, seconds, and votes on the motions. The City Clerk's office recognizes the historical value of providing context. To that end, the City Clerk's office may add a summary of discussions and additional details.
POLICY/PURPOSE:	The purpose of this item is to review and approve the minutes of the January 2, 2025, Special Meeting; January 7, 2025, Regular Meeting; May 14, 2025, Special Meeting; June 3, 2025, Regular and Workshop Meetings; June 17, 2025, Regular and Workshop Meetings; and June 24, 2025, Special Meeting.
STRATEGIC PLAN RELEVANCE:	.
ANALYSIS/DISCUSSION:	.
FUNDING:	There is no cost associated.

MOTION: I move to approve the minutes, as presented.

ATTACHMENTS:
6-24-25 Special_Meeting.docx
May 14 Special Meeting_LM.docx
1-2-25 BoC Meeting_LM.docx
1-7-25 BoC Meeting_LM.docx
June 17 2025 Regular Minutes.pdf
June 17 2025 Workshop Minutes.pdf
06.03.2025_Regular Meeting.pdf
06.03.2025 Workshop Minutes.pdf

BOARD OF COMMISSIONERS SPECIAL MEETING
TUESDAY, JUNE 24, 2025
CITY HALL COMMISSION CHAMBERS
10451 GULF BLVD TREASURE ISLAND FL 33706

Minutes

A. PLEDGE OF ALLEGIANCE

Mayor Doctor called the meeting to order at 2 p.m. and led the pledge of allegiance.

B. ROLL CALL

Present
Mayor John Doctor
Commissioner Tammy Vasquez
Commissioner Chris Clark
Commissioner Arden Dickey

Absent:
Commissioner Arthur Czyszczon

C. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Mark Hohe, District 3, notated future topics coming before the Commission.

D. ITEMS OF BUSSINESS

D.1. Appointment of Short Term City Manager

Human Resource Director Jessica Zamora presented the item as detailed in the background material. Each commissioner listed their top 2 picks:

- Commissioner Clark: Charles Van Zant and Taylor Brown
- Vice Mayor Vasquez: Howard Brown and Charles Van Zant
- Mayor Doctor: Howard Brown and Charles Van Zant
- Commissioner Dickey: Taylor Brown and Charles Van Zant.

Following discussion on the applicants qualifications, **Vice Mayor Vasquez moved to select Charles Van Zant to serve as City Manager, pending contract approval and resolution of appointment to be considered at the July 1, 2025, Regular Meeting and select Mayor John Doctor to lead salary negotiations and other contractual agreements, seconded by Commissioner Clark. The motion carried four to zero.** Director Zamora asked for direction regarding the full-time permanent position for City Manager and if the commission would like to continue with the search through SGR. Commissioner Dickey suggests a probationary period for the new City Manager and then reevaluating. Director Zamora clarified the proposal from SGR had a clause for 1 year which ended August 2025. Commissioner Clark did not support the search through SGR. The Commission agreed unanimously to pause the search with SGR. Commissioner Dickey suggested to Mayor Doctor use the current pay rate for City Manager during the salary negotiation.

D.2. Severance Agreement with Charles Anderson

Director Zamora presented the item as detailed in the background material. City Attorney Anthony Sabatini explained the Commission could vote to execute the severance agreement through July 1st. He further explained he would make changes to the City Manager contract as directed by the Commission.

Vice Mayor Vasquez moved to authorize the Mayor to execute the severance agreement with Chuck Anderson through July 1, seconded by Commissioner Dickey. The motion carried four to zero.

E. ADJOURNMENT

The meeting was adjourned at 1:29 p.m.

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John Doctor, Mayor

Attest:

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Tia Payton, Deputy City Clerk

BOARD OF COMMISSIONERS SPECIAL MEETING
WEDNESDAY, MAY 14, 2025
CITY HALL COMMISSION CHAMBERS
10451 GULF BLVD TREASURE ISLAND FL 33706

Minutes

A. PLEDGE OF ALLEGIANCE

Mayor John Doctor called the meeting to order at 4:00 p.m. and led the pledge of allegiance.

B. ROLL CALL

Present
Mayor John Doctor
Vice Mayor Tammy Vasquez
Commissioner Chris Clark
Commissioner Arthur Czyszczon
Commissioner Arden Dickey

C. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

There were no public comments.

D. ITEMS OF BUSSINESS

D.1. Selection of the City Attorney

Human Resource Director Jessica Zamora provided background information on the item. Each of the City Attorney applicants addressed the Commission, introduced themselves, and responded to questions.

Mr. Rany Mora – Trask Daigneault LLP
Commissioner Dickey inquired about any potential conflict of interest due to the firm's representation of Madeira Beach. Mr. Mora clarified that there would be no conflict, as their intent is to foster collaboration. Commissioner Dickey also asked about the firm’s availability to begin work. Mr. Mora confirmed that Trask Daigneault LLP is prepared to start immediately.

Ms. Becky Vose – Vose Law Firm
Mayor Doctor requested details on the firm's compensation structure. Ms. Vose explained that the firm uses a flat-rate model to encourage early and frequent engagement from city staff and officials. Vice Mayor Vasquez asked whether the firm would serve as the full-time or interim City Attorney for St. Pete Beach. Ms. Vose informed the Commission they are serving as interim.

Mr. Anthony Sabatini – Sabatini Law Firm
Commissioner Dickey asked about the firm's availability, and Mr. Sabatini confirmed they could begin as soon as the Commission was ready. Vice Mayor Vasquez questioned how his experience as a commissioner benefited his legal practice. Commissioner Clark asked if Mr. Sabatini had military experience; he confirmed his service in the Army National Guard. Mr. Sabatini also noted that while he would serve as the primary point of contact, two additional attorneys from his firm might also assist. Commissioner Clark moved to select Sabatini Law Firm with a start date of May 14, 2025, at 7 p.m. The motion died due to lack of a second.
Commissioner Clark amended his motion and moved to select Sabatini Law Firm for the position of City Attorney, seconded by Commissioner Czyszczon. Mayor Doctor called for public comment; there was no response**. The motion carried five to zero.**

D.2. Selection of Interim City Attorney services if no viable City Attorney Applicants are available

Item was not discussed as a City Attorney was selected.

D.3. International City/County Municipal Association (ICMA) Interim City Manager update

Human Resource Director Jesica Zamora gave background on the item and asked the Commission for direction on how to move forward with the applicants. Following discussion on desired qualifications, the Commission directed staff to bring forth the ICMA applicants, move forward with Strategic Government Relations to find candidates for the City Manager position with IMCA accreditation, costal or Florida experience, and business experience, and wanted to move forward as quickly as possible. City Attorney Cowan asked the Commission to confirm whether the direction was to proceed with reviewing the ICMA candidates once the application period closed, have Director Zamora schedule interviews with Florida-based candidates and that the previous search firm be contacted to revise the selection criteria.

City Attorney Cowan mentioned there would be a gap due to Mr. Andersons administrative leave ending at the next meeting. The Commission unanimously agreed on extending the administrative leave. Attorney Cowan also clarified that the reason for the extension of Chuck's administrative leave was because under Florida's dual officeholding prohibition, an individual cannot simultaneously hold two public offices. Since the position of Fire Chief was legally considered a public office, Acting City Manager Barrs could not hold the office as City Manager, which necessitated the continuation of Mr. Anderson's administrative leave.

Commissioner Dickey asked if the Commission would allow the previous City Manager Charles Anderson to resign instead of being terminated. After discussion on procedural steps, the Commission unanimously agreed.

Attorney Cowan sought a motion stating that the City had, under the contract, identified Mr. Anderson needed to resign and would bring that forth to Mr. Anderson as an option and the admin leave extension for two more weeks. **Vice Mayor Vasquez so moved, seconded by Commissioner Dickey.** Mayor Doctor called for public comment; there was no response**. The motion carried five to zero.**

Acting City Manager William Barrs received clarification on the fee waiver, which would only be for single-family homes and would be retroactive to September 25, 2024.

E. ADJOURNMENT

The meeting adjourned at 5:20 PM.

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John Doctor, Mayor

Attest:

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Tia Payton, Deputy City Clerk

BOARD OF COMMISSIONERS SPECIAL MEETING
TUESDAY, JANURARY 2, 2025
CITY HALL COMMISSION CHAMBERS
10451 GULF BLVD TREASURE ISLAND FL 33706

Minutes

A. PLEDGE OF ALLEGIANCE

Mayor John Doctor called the meeting to order at 6 p.m. and led the pledge of allegiance.

B. ROLL CALL

Present – 5
Mayor John Doctor
Commissioner Deb Toth
Commissioner Diana Crabill
Commissioner Bob Minning
Vice Mayor Arden Dickey

C. DISCUSSION/ACTION ITEM(S) WITH PUBLIC COMMENT ON DISCUSSION/ACTION ITEM(S)

C.1. Discussion on Substantial Damage

City Manager Charles Anderson introduced the item, noting it was placed on the agenda at the request of a commissioner due to new information that might require Commission action. He explained that a previous motion to follow Federal Emergency Management Agency's (FEMA) Option 2 guidelines had led to unintended consequences. Community Development Director Kathryn Younkin gave a presentation, as included in the backup materials.

City Manager Anderson clarified that some residents were waiting to receive their substantial damage determination letters before applying for permits. Commissioner Minning inquired about the permitting process, and Director Younkin explained that the Community Development Department had been issuing "Remain in Your Home Program" permits—such as for HVAC and roof repairs—with the caveat that the costs would be factored into the overall project valuation. She also explained that FEMA required the City to use all available information in making damage determinations, including post-storm measurements, Tidal Basin inspections, and

insurance claims. City Manager Anderson further explained that Tidal Basin was hired by the State of Florida to assist several municipalities, including Treasure Island, with substantial damage assessments. Mayor Doctor called for public comment.

Mr. Mark Hohe, District 1, expressed concerns about the drive-by evaluation, highlighting the need for data validation before issuing further notices due to flawed information. He noted that following the December 18, 2024, Town Hall, Kevin Hayes from the Pinellas County Property Appraiser's Office presented a solution regarding FEMA valuations for condo owners.

Ms. Barb Adams, District 2, co-president of the Isle of Palms Civic Association and a realtor, highlighted the uncertainty facing residents impacted by flooding, shared several cases of citizen hardships, and emphasized the need for clear, compassionate communication from City officials.

Ms. Carolyn Geck, District 2, requested a breakdown of the 1,553 permit applications submitted, with 540 issued and 1,330 still pending, clarity on weekly processing rates, and questioned if staffing was sufficient. She urged the City to factor in NFIP flood adjustment reports and emphasized balancing regulations with homeowner needs.

Mr. Chris Clark, District 2, criticized discrepancies in substantial damage letters, particularly among similar homes, expressed concern for elderly and non-English-speaking residents who were confused by the process, requested a visual flowchart to guide residents, and emphasized the urgency for clearer communication.

Mr. West Evans, District 2, called the damage letters flawed and inaccurate, claiming unqualified individuals entered the data, warned of potential fraud if the data was used for insurance purposes, and criticized technical barriers that prevent residents from accessing their assessments.

Ms. Sarah Pennington, District 2, questioned the dual implementation of FEMA Options 1 and 2 and the necessity for residents to appeal letters that should be disregarded, emphasized many request the letter only because they believe it was required, and urged the City to officially adopt Option 2 and ensure consistent staff messaging and senior outreach.

Ms. Jennifer Orns, District 2, voiced concern over the financial burden and delays in permitting, noting contractors were walking away; cited an increase in home listings as an indicator of dropping property values; and stressed the need for faster, clearer communication.

Ms. Tracy Clark, District 2, argued assessments based on exterior evaluations were inaccurate and that flawed letters have caused fear and confusion and asked the City to prioritize accurate interior inspections and improve outreach to residents.

Mr. Andrew Vasey, District 2, questioned the City’s lack of advocacy with FEMA, criticized the lack of urgency in presenting FEMA's role, and objected to the Terrain Modification Program being scheduled for the next meeting.

Ms. Crystal Kraemer, District 2, described elderly residents receiving alarming letters despite having no damage, warned the City against issuing inaccurate letters, and called for better communication and ethical permitting practices.

Mr. Anthony Johnson, District 1, expressed concern that substantial damage letters lowered property values, suggested waiving the ordinance prohibiting home sales within one year of hurricane-related repairs, and reported not receiving a response to a public records request for his determination letter.

Ms. Joana expressed concern the public was generally uninformed about the nature of the City of Treasure Island, noting that it was a municipal corporation. She shared that she and her parents have been displaced since the recent storms. Joana emphasized that the City needed to better inform residents about its status as a corporate entity and urged the City to improve its overall communication and responsiveness.

Mr. Arthur Czyszczon, District 3, expressed concerns that the substantial damage letters were not accurate and the impacts of the letter if the someone's to sell their house in the future.

Mr. Gary Berkowitz, District 4, expressed frustration that some residents were conducting repairs without permits, while those following the rules were left waiting and believed damage letters should be available without requiring a permit.

Mr. Robert Bazzo, District 1, felt the City lacked urgency and suggested it triage the situation more effectively and believed the Commission's direction under Option 2 was clear.

Mr. Ron DeBiase, District 1, urged the City to prioritize getting residents back into their homes and asked about obtaining a permit for his own property.

Following public comment, Vice Mayor Dickey stated the Commission's direction might not have been clear and noted some residents wanted their substantial damage letters and presented a petition from 44 District 4 residents requesting them. Commissioner Crabill reported residents in District 2 had reached out for a substantial damage letter. Mayor Doctor agreed with giving the letters to the residents who wanted them. Commissioner Minning requested a cost-benefit analysis for the Jacobs contract and asked the City Attorney whether anything legally prohibited sending the letters. City Attorney Noah Draikker confirmed there was no prohibition, but any associated data would need to be reviewed for public records exemptions.

Vice Mayor Dickey moved to instruct City staff to resume sending out substantial damage determination letters out as they became available; seconded by Commissioner Toth. Vice Mayor Dickey clarified the motion included the substantial damage data when available. Mayor Doctor called for public comment.

Mr. Peter Donnatoni, District 3, expressed concern for slowdown on residents receiving permits due to a focus on substantial damage letters and asked for extra staff or resources to help with permitting.

Director Younkin clarified it took about 30 minutes per substantial damage letter and that it had been estimated about an hour per week for the flood plain manager to review the substantial damage letters.

Mr. Chris Clark, District 2, expressed concerns for residents not having any answers and the inaccuracies of the substantial damage letters. Commissioner Minning explained there was an appeal process for substantial damage determination letters. Mr. Clark advocated for an alternative to the appeal process.

Mr. West Evans, District 2, expressed concerns for elderly not understanding the substantial damage letters and wanted any resident who wanted the letter to request the letter and not continue to send the letters out in the mail.

City Manager Anderson noted there was a requirement to send out a substantial damage determination to all structures.

Ms. Brandy Long, District 2, expressed frustration with staff and the Commission.

Ms. Tammy Vasquez, District 1, suggested labeling letters as "For Informational Purposes Only."

Mr. Joe Pultrone, District 2, suggested giving substantial damage determination letters to residents who request it and continue with making the determination through permits, then after the permits were finished send out the rest of the letters to those who did not apply for permits.

Mayor Doctor wanted to table the motion until the next meeting. Vice Mayor Dickey, Commissioners Crabill and Commissioner Toth wanted to vote on the motion.

Mr. Andrew Vasey, District 2, supported issuing letters only upon request and continuing with Option 2.

Mr. Chris Downing, District 2, cautioned the Commission not to send the letter to everyone due to some residents who already have their permit but did not have the substantial damage determination letter as the determination in the letter and from the permit could contradict each other.

Ms. Tracy Clark, District 2, expressed concern for residents spending money to appeal for substantial damage determinations.

After closing the public hearing, **Mayor Doctor motioned to table the item until the next meeting, seconded by Commissioner Minning. The motion carried three to two; Vice Mayor Dickey and Commissioner Toth voted no.**

D. ADJOURNMENT

The meeting adjourned at 8:49 p.m.

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John Doctor, Mayor

Attest:

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Tia Payton, Deputy City Clerk

BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, JANUARY 7, 2025
CITY HALL COMMISSION CHAMBERS
10451 GULF BLVD TREASURE ISLAND FL 33706

Minutes

A. PLEDGE OF ALLEGIANCE

Mayor John Doctor called the meeting to order at 6:00 p.m. and led in the Pledge of Allegiance.

B. ROLL CALL

Present:
Mayor John Doctor
Vice Mayor Arden Dickey
Commissioner Deb Toth
Commissioner Diana Crabill
Commission Bob Minning

C. APPROVAL OF REGULAR AND WORKSHOP AGENDAS

Commissioner Crabill requested that agenda Item J.2, First Reading of the Terrain Modification Program as outlined in Ordinances 2024-11, 2024-12, 2024-13, 2024, 14, 2024-15, 2024-16, 2024-17 and 2024-18, be moved to a workshop for open discussion.

Commissioner Minning moved to move Item J.2 to the next Commission Workshop on January 21, 2025, seconded by Commissioner Toth. The motion carried five to zero.

D. PROCLAMATIONS, RECOGNITIONS, CERTIFICATES OF APPRECIATION

D.1. Introduce the New Economic Development Director

City Manager Chuck Anderson introduced Joan Goodrich, the city's first Economic Development Director. Mayor Doctor and the Commissioners welcomed her to the meeting. City Manager Anderson highlighted that during the budget season the

Commission prioritized economic development, which led to the creation of the new position.

E. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Mr. West Evans, District 2, expressed frustration with the ongoing disconnect between the Mayor, residents, and some members of the Commission and staff; criticized responses to residents' concerns; argued strong leadership was needed; called for leaders who were willing to act themselves, rather than relying on outside agencies; and urged the Commission to stand with the residents and prioritize their needs, instead of catering to special interests or external pressures.

Mr. Ron DeBaise, District 2, addressed the Commission regarding building permit fees for hurricane damage repairs, stated South Pasadena and St. Petersburg had waived building permit fees for demolition and repairs due to Hurricane Helene and Milton; and questioned why Treasure Island still required permit fees. The Mayor acknowledged the concern and confirmed it would be addressed during the Commissioner reports section of the meeting.

Ms. Lori Ifill, District 2, expressed frustration with the City's permitting process after Hurricane Helene and described difficulties with debris removal, conflicting instructions from the City, and delays in obtaining permits for repairs; criticized the lack of standardized permitting procedures and inefficiencies; called for stronger leadership and better coordination; and suggested involving FEMA to address the ongoing issues.

F. COMMISSIONER REPORTS

Commissioner Toth explained a previous comment during the last meeting was made from frustration, noted how the hurricane affected her home, asked to find out how Tidal Basin was vetted by the State of Florida, and requested the City Manger have a request for procurement if additional staff was needed.

Commissioner Crabill informed residents of a mitigation grant.

Vice Mayor Dickey addressed Mr. DeBiase's comments regarding waiving fees. He explained some fees were waived through the end of January and he had asked the City Manager to investigate waving additional fees as well. Mr. DeBiase asked why residents could come in and get a permit with no fees.

Commissioner Minning addressed the Jacobs' contract and wanted to receive a cost-benefit analysis.

Mayor Doctor read a letter addressed to the City Manager regarding the Jacobs contract and echoed the desire for a cost-benefit analysis.

G. CITY MANAGER AND CITY ATTIORNEY REPORTS - None

H. APPROVAL OF MINUTES

Vice Mayor Dickey moved to approve the minutes from the June 20, 2024 Commission Regular, Workshop and Emergency meeting, seconded by Commissioner Toth. The motion carried five to zero.

I. CONSENT AGENDA

I.1. Approval of Expenses to David Nelson Construction Co. for emergency repair of the Treasure Island Central Beach Trail Concrete Benches and Sand Wall in the Total Amount of $239,636.60

Vice Mayor Dickey moved to approve the consent agenda as written, seconded by Commissioner Toth. Mayor Doctor called for public comment; there was no response. Responding to Commissioner Minning, City Manager Anderson confirmed the item was reimbursable. **The motion carried five to zero.**

J. ITEMS OF BUSSINESS

J.1. Second Reading and Public Hearing of Ordinance 2024-27- Amending Chapter 68 Rescheduled to January 21, 2025

The item was rescheduled to the January 21, 2025, Regular Meeting.

J.2. First Reading of the Terrain Modification Program as outlined in Ordinances 2024-11, 2024-12, 2024-13, 2024, 14, 2024-15, 2024-16, 2024-17 and 2024-18. Review Ordinances 2024-11 through 2024-18 and move to second reading and public hearing.

The item was rescheduled to the January 21, 2025, Regular Meeting

J.3. Continuing the Commission's Discussion on Substantial Damage

City Manager Anderson reported FEMA will be coming Friday for a staff assistance visit, asked the Commission if they would like to table the item until after the meeting with FEMA. Commissioner Crabill asked if the commission could observe the meeting. City Manager Anderson explained the meeting would be about FEMA looking at the processes in the City and recommended only one commissioner attending. Mayor Doctor called for public comment.

Mr. Robert Bazzo, District 1, noted the FEMA guidelines might have been misinterpreted.

Mr. Chris Clark, District 2, highlighted the errors in the substantial damage determination letters and suggested only sending the letters to those who requested it and have everyone else receive their determination through the permitting process.

Mr. West Evans, District 2, discussed option 2 and suggested only giving letters to residents who requested it.

Ms. Tracy Clark, District 2, expressed concern for residents due to FEMA's help expiring.

Ms. Sarah Pennigton, District 2, suggested only sending letters to those who requested them and have everyone else get their determinations through the permitting process.

Mr. Andrew Vasey, District 2, noted if following option 2, the appeal process would not be needed.

Mr. Tony Johnson, District 1, asked to have the meeting with FEMA as a public meeting and noted he would be filling a petition due to not receiving a record.

Ms. Kim Cavello, District 3, expressed frustration with the substantial damage inspections, substantial damage determination letter and permitting process.

Mr. Gary Burkawitz, District 4, was in support of sending out the substantial damage letters.

Mr. Chris Platt, on behalf of Suzanne Fisher from District 2, explained Ms. Fisher had not received her substantial determination letter which she needed for insurance.

Ms. Michelle Wolf, District 4, asked for the substantial damage letters to be mailed to Sunset residents.

Mr. Larry Lunn, former Mayor, expressed concern over the City's processes, offering suggestions based on his experience and stressed the need for clear guidelines and a better management system.

Mr. Chris Downing, District 2, offered suggestions on how to better issue substantial damage letters and wanted all permit fees related to the storms waived.

Vice Mayor Dickey argued sending the letters upon request only would be inefficient and recommended adding a disclaimer to the substantial determination letter.

Former Mayor Lunn suggested putting the data spreadsheets online for the residents to view instead of creating letters. Mayor Doctor suggested waiting to vote until the FEMA meeting. Commissioner Crabill recommends having the residents fill out a request form.

Commissioner Toth moved to direct staff to start the process of getting the substantial damage letter out upon request, seconded by Vice Mayor Dickey. Commissioner Minning clarified the motion was to direct staff. City Attorney Jennifer Cowan clarified with Commissioner Toth and Vice Mayor Dickey if amending the motion to direct staff was accepted. The amendment was accepted. **The motion carried five to zero.**

K. ADJOURNMENT

The meeting adjourned at 8:49 p.m.

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John Doctor, Mayor

Attest:

_____

Tia Payton, Deputy City Clerk

BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, JUNE 17, 2025 – 6:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MINUTES

A. PLEDGE OF ALLEGIANCE

Mayor Doctor called the meeting to order at 6:00 p.m. and led in the pledge of allegiance.

B. ROLL CALL

Present:

Mayor John Doctor
Vice Mayor Tammy Vasquez
Commissioner Chris Clark
Commissioner Arthur Czyszczon
Commissioner Arden Dickey

C. APPROVAL OF REGULAR AND WORKSHOP AGENDAS

Commissioner Czyszczon wanted to add two agenda items at the beginning of Items of Business, the first one would be to increase parking fees from $4 to $6 for all public parking effectively immediately and put the money in a restrictive fund. Following comments, Attorney Sabatini advised an item could be added, but if the item was a resolution or ordinance, it would be best to notice the item. Answering Commissioner Dickey, Commissioner Czyszczon said the purpose was to fund parking structures and personnel. Commissioner Dickey recommended the item be added to a future agenda. **Vice Mayor Vasquez moved the item to the next Regular Commission meeting, seconded by Commissioner Clark, and carried four to one; Commissioner Dickey voted no.** Attorney Sabatini said he could draft any necessary resolution at the next meeting.

Due to the mosquitos and public safety issues, Commissioner Czyszczon wanted to add Code Enforcement staffing to enforce and address derelict buildings, unpermitted work, dirt, fill, et cetera. Mayor Doctor was unsure the item was needed. Acting City Manager William Barrs noted the Community Development Department was reevaluating staffing to address City needs of the City. On suggestion, Commissioner Czyszczon agreed to have the item added to the workshop instead. Following discussion, Community Development Director Bobbie Shay Lee

confirmed the department was short staffed, expressed concerns about funding, but was happy to discuss the item at workshop.

Commissioner Clark agreed about nuisance mitigation needs. Director Shay relayed issues regarding mosquito control and efforts to control the issue. Commissioner Clark reiterated property conditions in the City were deteriorating.

D. PROCLAMATIONS, RECOGNITIONS, CERTIFICATES OF APPRECIATION – None.

E. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Mr. Rick Matthews, District 3, relayed the anonymous harassment he received on social media was from Vice Mayor Vasquez, called for her to be removed as Vice Mayor and for her to step down from the Commission, and distributed copies of the harassment.

Mr. Robert Bazzo, District 3, echoed his experience with online harassment and expressed his prior optimism for the new Commission and his dismay with the hire of Director Lee.

Mr. Mark Hohe, District 3, thanked the Commission for removing the agenda item to purchase garbage trucks and encouraged the solid waste outsourcing process. Commissioner Clark asked if there would be an update on solid waste tonight.

Mr. Corey Evans, 11425 4th Street East, wanted trash cans returned to the beach.

Ms. Kimberly Stewart, Isle of Palms, stated the high cost of St. Petersburg parking was a deterrent to beach visitors, discussed code enforcement issues, and said homeowners could contact the County to get individual relief from mosquitos.

Ms. Kara Simm, District 1, noted summer camp was going great, and, referencing building funds and fees, noted Treasure Island did not have impact fees and wanted the City to investigate implementation.

Mr. Phillip Collins, former Commissioner, expressed his appreciation for the work done by City staff.

Referring to a leaked anonymous staff letter, Ms. Brandy Long, Gulf Boulevard, disagreed City staff quit due to citizen bullying, believed staff disregarded directions from the Commission and were not held accountable, and read a letter from Citizens Voice for Treasure Island (CVTI).

Mr. Buzzy Barnett, 201 104th, wanted a strong City Manager and emphasized the ongoing concerns with the City that needed to be addressed, and did not want the Public Safety Building in the park.

Mr. Darrin Brown, Isle of Palms, shared difficulties with rebuilding his home under the new terrain modification manual and asked for the ability for homeowners/builders to speak with the City engineer and view where their applications were in the queue.

Mr. West Evans, Isle of Palms, commented on anonymous Facebook posts directed to his wife, Ms. Sarah Pennington, and asserted anyone could come to the Commission meetings to voice their concerns or desires.

Mr. Ron DeBiase expressed his desire to change the form of government to strong Mayor and suggested everything be put on hold until there was a vote to change the government structure and expressed displeasure with the City Manager search.

Vice Mayor Vasquez acknowledged her social media posts; relayed an overheard conversation between Commissioner Clark, Mr. West Evans, and Mr. Andrew Vasey regarding allegedly slanderous comments directed towards Vice Mayor Vasquez; and noted a meeting with the City Attorney, Commissioner Clark and the heads of CVTI. City Attorney Sabatini made remarks. Vice Mayor Vasquez detailed alleged harassment from Commissioner Clark toward citizens.

F. APPROVAL OF MINUTES

F.1 Approval of the following Minutes: May 20, 2025, Regular Meeting

Commissioner Czyszczon moved to approve the minutes, seconded by Vice Mayor Vasquez, and carried five to zero.

G. CONSENT AGENDA

G.1 Permit Review

Mayor Doctor commented on the seating arrangement for staff, commended staff for their efforts, and emphasized the need to be civil and support staff. Interim Finance Director Mike Howard reported on the item. Director Lee emphasized that although the number of permits had decreased, there would probably be an increase.

Vice Mayor Vasquez moved to approve the Consent Agenda, seconded by Commissioner Czyszczon, and carried five to zero.

H. ITEMS OF BUSINESS

H.1 Review Ordinance 2025-04 amending the Future Land Use Map of the City of Treasure Island Comprehensive Plan.

H.2 Review of Ordinance 2025-05 amending the Official Zoning Map of the City of Treasure Island.

Assistant Community Development Department Director Maryellen Edwards asked City Attorney Sabatini to read Ordinances 2025-04 and 2025-05 by title only. Assistant Director Edwards explained the need for both items. Mayor Doctor questioned if the grant had been received. Parks and Recreation Director Cathy Hayduke noted everything had been approved pending the zoning change. Mayor Doctor called for public comment; there was no response.

Commissioner Czyszczon moved to approve Ordinance 2025-04 at the first reading and recommend transmittal to the required reviewing agencies; a second reading would be scheduled following approval of the Countywide Plan amendment, seconded by Commissioner Dickey, and carried five to zero.

Commissioner Dickey moved to approve Ordinance 2025-05 and schedule for a second reading following approval of the countywide plan amendment for Ordinance 2025-04

(amending the City of Treasure Island Future Land Use Map), seconded by Commissioner Czyszczon, and carried five to zero.

H.3 Authorize the City Manager to sign a contract renewal with M.T. Causley for Building Department Services.

H.4 Authorize the City Manager to sign a contract renewal with Joe Payne Incorporated for supplemental Building Department Services.

Assistant Director Edwards explained Items H.3. and H.4., as contained in background material.

Vice Mayor Vasquez moved to approve the one-year renewal of contract 20-001 with M.T. Causley to provide building department and other planning related services and to authorize the City Manager to sign the contract extension, seconded by Commissioner Czyszczon. Mayor Doctor called for public comment; there was no response. Commissioner Dickey commented the renewal rate was low but there was a percentage difference. **The motion carried five to zero.**

Vice Mayor Vasquez moved to approve the one-year renewal of contract 20-001 with Joe Payne Incorporated to provide building department and other planning related services and to authorize the City Manager to sign the contract extension, seconded by Commissioner Czyszczon. Mayor Doctor called for public comment; there was no response**. The motion carried five to zero.**

H.5 Kingfish Drive - Road Deed Transfer Agreement

Director Shay reviewed the item. **Vice Mayor Vasquez moved to authorize the Acting City Manager to enter into the deed transfer agreement with Pinellas County, seconded by Commissioner Dickey.** Mr. Mark Hohe, 225 104th Avenue, Unit 110, asked if the change would incur any additional expense. Acting City Manager Barrs stated there was no intended expense. Director Lee commented it was important to complete the agreement before anything could be done with the property. **The motion carried five to zero.**

H.6 Motion to Accept Donation from the Treasure Islettes to the Parks and Recreation Department

Director Hayduke introduced the item. Ms. Deb Toth was pleased to offer the funds to the children. **Vice Mayor Vasquez moved to accept the generous donation of $2,500 from the Treasure Islettes for the Parks and Recreation Department's Scholarship Fund to assist families otherwise unable to afford the registration fees for the winter and summer children's camps, seconded by Commissioner Czyszczon.** Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

H.7 First hearing to approve Ordinance No. 2025-07 to recognize Insurance Revenue in the amount of $600,000

Interim Finance Director Mike Howard reviewed the item. **Commissioner Czyszczon moved to approve Ordinance No. 2025-07 at the first public hearing and to schedule it for a second reading at the July 1, Regular Commission meeting, seconded by Vice Mayor**

Vasquez. Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

H.8 RFP 25- 011 Disaster Financial Recovery Consultant Services Evaluation Committee Ranking and Approval to Negotiate Contract

Economic Development Director Joan Goodrich introduced the item. Vice Mayor Vasquez wanted clarification the motion was only for pricing. Director Goodrich noted a contract and budget amendment would come back to the Commission.

Vice Mayor Vasquez moved to direct staff to proceed with contract negotiations with the number-one ranked firm, Berquist Recovery Consulting; if contract negotiations were not successful, authority was granted to proceed with contract negotiations with the number two ranked firm; a contract would be returned to the City Commission for approval and notice to proceed, seconded Commissioner Dickey. Mayor Doctor called for public comment. Mr. Mark Hohe, District 3, emphasized there was a substantial amount of money available to the City and there were no staff members available to work the grants. Responding to Commissioner Clark, Director Goodrich emphasized the item was for a specialized external service the City could call on when needed and would be managed by the Grant Manager. Commissioner Dickey did not believe there was a duplication of efforts with the Grants Manager and the consultant service. **The motion carried four to one; Commissioner Clark voted no.**

H.9 Rebuild Treasure Island (TI) Working Group Report

Director Goodrich reviewed a presentation found in the background material. Mr. Mark Hohe, 225 104th Avenue, Unit 110, emphasized the process was difficult and wanted to clarify the Rebuild TI working group was not advocating for the location of the Public Safety Building. Acting City Manager Barrs confirmed the Rebuild TI working group did not make a recommendation for the location of the Public Safety Building.

H.10 Authorize the Mayor to Execute Easement Agreements with the Army Corps of Engineers for the upcoming Beach Renourishment on Treasure Island.

Acting City Manager Barrs explained the item in background material. **Vice Mayor Vasquez moved to approve staff's recommendation to authorize the Mayor to execute four easement agreements with the Army Corps of Engineers for the upcoming beach renourishment on Treasure Island, seconded by Commissioner Czyszczon.** Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

H.11 Select Candidates for Short-Term City Manager Interviews

Human Resources Director Jessica Zamora gave an overview of the City Manager search. Attorney Sabatini advised there was no legal requirement to narrow the candidate pool. Commissioners relayed the top candidates they would like to interview. Discussions ensued regarding candidate needs. Attorney Sabatini advised on the Commission's ability to make hiring decisions. Commissioner Clark asked if the Commission could hire a permanent City Manager without going through the recruitment process. Acting City Manager Barrs advised if the City hired a City Manager, Strategic Government Resources' services would no longer be

available at a reduced cost. Director Zamora asked for direction on who to interview. Commissioner Czyszczon noted he would be gone for the Special Meeting on June 24, 2025. Mayor Doctor preferred keeping the June 24, 2025, meeting. There were no objections. On request from Mayor Doctor, there were no objections to a 1 p.m. meeting. Responding to Director Zamora, Commissioner Czyszczon confirmed he would like to participate in interviews.

Following discussion, the Commission selected the following candidates to be interviewed: Charles Van Zant, Howard Brown, Michael Brillhart, and Taylor Brown. Director Zamora would send an email to schedule interviews the following day and asked if the Commission wanted the candidates at the June 24th meeting. The commission declined.

H.12 Qualifications for City Manager (Commissioner Czyszczon)

Mayor Doctor asked to address Item H.12. prior to Item H.11. Commissioner Czyszczon reviewed the previous Commission direction for 5-years of experience in a similar sized city, coastal experience, International City/County Management Association (ICMA) accreditation, and economic resiliency. Director Zamora noted the brochure stated it was 2 years of experience. Commissioner Clark commented the ICMA credentials should not be a deal breaker. Mayor Doctor asked if a person had to be a city manager to receive ICMA accreditation. Commissioner Dickey supported all the qualifications but noted the Commission may need to be flexible when reviewing the candidates.

H.13 Amendments to the Rules of Procedure: Section 5.1, placing Commissioner's Reports before Adjournment, and Section 7.2. to allow for Voice Votes in some instances.

Attorney Sabatini reviewed the background material. **Vice Mayor Vasquez moved to approve Resolution 2025-10 to amended the Board City Commission Rules of Procedure, amending Section 5.1., placing Commissioner's Reports before Adjournment, and Section 7.2 to allow for voice votes in some instances, seconded by Commissioner Dickey.** Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

I. COMMISSIONER REPORTS

Vice Mayor Vasquez showed a video tour of the current Public Safety Building and commented on the poor state of the building.

Commissioner Clark noted the District 2 Pizza Party would be Friday night at City Hall, would put an item on the next Regular agenda regarding the Terrain Modification Manual, conveyed uncertainty about Vice Mayor Vasquez's comments regarding dinners with residents/City Attorney, relayed he had received threating phone calls at home and work, denied being part of CVTI, and thanked the residents of District 2 for their support.

Commissioner Dickey displayed a spreadsheet reflecting the millage rate and tax increases, as contained in background material, and wanted Director Shay to give an update on the terrain modification program at the next meeting.

Commissioner Czyszczon noted he would miss the June 24, 2025, meeting, asked the Police do patrols and target standing water, wanted to know who was on CVTI, highlighted threats of violence against Peter Donnantuoni from Commissioner Clark and showed memes Commissioner Clark had made about him, contained in background material.

Mayor Doctor expressed disappointment with the Commission's behavior and stated there was a need for positive energy

J. ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

_____
John Doctor, Mayor

Attest:

_____
Lisa-Marie V. Kennedy, City Clerk

BOARD OF COMMISSIONERS REGULAR WORKSHOP
TUESDAY, JUNE 17, 2025 – 7:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MINUTES

A. CITY MANAGER AND CITY ATTORNEY REPORT

City Attorney Anthony Sabatini reviewed a presentation in background material. Commissioner Dickey wanted clarification on whether the height and density restrictions were still in place in the City. Attorney Sabatini clarified only future restrictions would not be allowed. Vice Mayor Vasquez asked if the mixed-use housing had to be a certain percentage. Attorney Sabatini would follow up. In response to Vice Mayor Vasquez, Mayor Doctor confirmed if a developer wanted a higher building, the City was confined to County restrictions. Community Development Director Bobbie Shay Lee noted the governing body at the County level and the Countywide plan changed in 2023. Attorney Sabatini offered to review the Terrain Modification Manual to have it reduced and simplified and advised Commissioners could speak to fellow Commissioners if it was not about City business.

Acting City Manager William Barrs highlighted the July 4th celebration and the Run for the Beaches Fun Run in December, noted the LIFT Board was looking to fill vacancies; addressed the recruitment of Director Lee, the beach trash cans, the mosquito/Code Enforcement situation, and the beach renourishment project; read an anonymous letter from staff, and invited members from Citizens Voices of Treasure Island to meet with the Acting City Manager.

B. DISCUSSION

B.1 Commissioner Goals for End of September (4th Quarter), End of December (1st Quarter) and End of 2026 (Commissioner Czyszczon)

Commissioner Czyszczon introduced the item and wanted to set goals. Commissioner Dickey reflected that in a previous meeting Commissioners had agreed on the top priorities and suggested increasing parking from $4 to $6 an hour to pay for the public safety facility without raising taxes. Vice Mayor Vasquez noted there were multiple methods of raising funds to pay the debt of a public building. Acting City Manager Barrs explained the math and relayed staff was investigating other means. Finance Director Victor Ortiz expounded on the purpose and use of impact fees and asked to refrain from making major revenue decisions until July. On

request from Commissioner Czyszczon, Economic Development Director Joan Goodrich confirmed the parking fees could be changed by resolution or ordinance. Mayor Doctor expounded on the need for increased parking capacity. Commissioner Czyszczon wanted feedback on what to do with the item.

Vice Mayor Vasquez asked if there was a date needed for the public safety building location. Acting City Manager Barrs relayed the ongoing plans process and different location options. Vice Mayor Vasquez asked if the park option on 105th would need to go to referendum. Director Shay said she would report back. Acting City Manager Barrs read the charter language regulating the sale of City property. Comments ensued. Commissioner Dickey noted the Commission needed to decide on the facility and the location and asked when those decisions needed to be made. Acting City Manager Barrs relayed a decision would be preferred sometime in July. Mayor Doctor also noted funding was required and questioned the cost. Commissioner Dickey reviewed funding sources from the State, grants, insurance, and parking increases.

Commissioner Czyszczon commented on Code Enforcement staffing needs and responsibilities. Commissioner Dickey agreed with the need for additional staff and Code Enforcement. Commissioner Czyszczon remarked all Code Meetings had been canceled. Mayor Doctor said the Code Enforcement staff should be working on Code Enforcement.

Director Lee stated she was evaluating consulting firms and emphasized the importance of a flood plain manager and was hoping to have an item to the Commission next Regular Meeting and noted it was a financial constraint.

Vice Mayor Vasquez shared Mr. Mitchell Shankman's idea of holding real estate companies responsible for maintaining properties.

Attorney Sabatini clarified a mixed-use housing development had to be 40 percent affordable housing to meet the Live Local Act and the maximum height in the County was 60 feet.

C. PUBLIC COMMENT

Mr. West Evans, Isle of Palms, commented the Commission was on the same page, refuted claims that he had made any threatening statements toward Vice Mayor Vasquez, and reflected there may be division occurring in the background.

D. ADJOURNMENT

The meeting was adjourned at 9:54 p.m.

_____
John Doctor, Mayor

Attest:

_____
Lisa-Marie V. Kennedy, City Clerk

BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, JUNE 3, 2025 – 6:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MINUTES

A. PLEDGE OF ALLEGIANCE

Mayor Doctor called the meeting to order at 6:00 p.m. and led in the pledge of allegiance.

B. ROLL CALL

Present:

Mayor John Doctor
Vice Mayor Tammy Vasquez
Commissioner Chris Clark
Commissioner Arthur Czyszczon
Commissioner Arden Dickey

C. APPROVAL OF REGULAR AND WORKSHOP AGENDAS

Mayor Doctor sought a motion to move Commissioner Reports to the end of the agenda and stated it would be a permanent change to the agenda. **Commissioner Czyszczon so moved, seconded by Vice Mayor Vasquez, and carried five to zero.**

Following comments, **Commissioner Czyszczon moved to relocate Consent Agenda Item H.1. to I.10, seconded by Clark.** Hearing no response to the call for public comment, **the motion carried five to zero.**

D. PROCLAMATIONS, RECOGNITIONS, CERTIFICATES OF APPRECIATION – None.

E. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Ms. Carrie Auerbach, St. Petersburg, sought volunteers for several beach clean-up events, noted it was turtle nesting season, and asked for assistance.

Mr. Rick Matthews, District 3, wanted information about Senate Bill 718.

Ms. Marie Barba, 118 91st Avenue, expounded on her struggles with obtaining a permit. Acting City Manager William "Trip" Barrs relayed an update on the permit status.

Mr. Morgan Barba, 118 91st Avenue, relayed concerns about temporary beach structures in the event of a storm. Acting City Manager Barrs stated the structures would be removed in the event of the storm.

Mr. West Evans, Isle of Palms, noted the seawall on 115th Avenue still needed repair. Acting City Manager Barrs explained City efforts to make the repair. Public Works Director Gary Volenec expounded on efforts to permanently fix the sea wall.

Ms. Kimberly Stewart, Isle of Palms, shared appreciation for emergency services, City staff, and the Commission.

Acting City Manager Barrs introduced newly hired Finance Director Victor Ortiz, Assistant Finance Director David Green, and Community Development Director Bobby Shae Lee.

F. APPROVAL OF MINUTES

G.1 Approval of the following Minutes: May 6, 2025, Regular and Workshop Meetings, and May 13, 2025, Workshop meeting.

Vice Mayor Vasquez moved to approve the minutes of May 6, 2025, Regular and Workshop Meetings, May 13, 2025, Workshop Meeting, seconded by Commissioner Dickey, and carried five to zero.

G. CONSENT AGENDA

H.1 Negotiate a contract with Kimley Horn for the design of the new Master Pump Station (Moved to Items of Business as Item I.10)

H.2 Approve City Manager the Purchase Authority of $147,548.10 for the purchase of three (3) 2025 Ford Super Duty F-350 SRW (W3B) XL 4WD Crew Cab trucks.

H.3 Approve City Manager the Purchase Authority of $28,000 to purchase and install Temporary PW Building and Carport

H.4 Motion to Approve City Manager Purchase Authority of $30,000 to Alpha Firework Displays for the Fourth of July Fireworks Display

Vice Mayor Vasquez moved to approve the Consent Agenda as written, seconded by Commissioner Dickey. Ms. Kimberly Stewart, Isle of Palms, wanted a better plan for protecting City-owned vehicles. Commissioner Czyszczon noted the high cost of a drone show versus fireworks. **The motion carried five to zero.**

I. ITEMS OF BUSINESS

I.1 Request to approve Resolution 2025-09 to temporarily reduce the City of Treasure Island's building permit fees for the elevation of an existing single-family home and the replacement (new construction) of a storm damaged single-family home.

City Attorney Anthony Sabatini read the resolution by title only. Assistant Community Development Director Maryellen Edwards reviewed the resolution. Commissioner Clark asked about extending the standard permit fee waiver. Vice Mayor Vasquez noted Treasure Island was one of the last cities to continue the permit fee waiver. Commissioner Clark questioned what would happen with surplus funds in the building fund in the future. Interim Finance Director Mike Howard stated the building funds could be moved to the City's general fund. Commissioner Dickey agreed there would be an excess in the building fund, and it would be addressed in the future, but felt it was safe to proceed. Mayor Doctor highlighted past decisions regarding building funds related to permitting. Acting City Manager Barrs commented increased development would lead to more permitting and associated costs. Responding to Commissioner Clark, Attorney Sabatini believed the building fund money could be moved to other accounts.

Vice Mayor Vasquez moved to approve Resolution 2024-09, which authorized a reduction in building permit fees for the elevation of an existing single-family home by $1,000 and a reduction in building permit fees for the replacement (new construction) of a storm damaged single-family home by $2,000; for property owners who were the owner of record as indicated on the property deed as of September 25, 2024, through September 30, 2025, and retroactive to September 25, 2024, seconded by Commissioner Czyszczon. Commissioner Dickey noted the motion should be Resolution 2025-09. **The motion carried five to zero.**

I.2 Public Safety Facility Engineering/Design RFQ Staff Ranking/Approval to Negotiate

Acting City Manager Barrs expounded on the item, requested permission to work with Sweet Sparkman, and asked for final clarification on the location for the public safety facility. Responding to Mayor Doctor, Acting City Manager Barrs stated it would be about four weeks for the design to be submitted. Mayor Doctor noted the Commission was still waiting for funding from the State. Commissioner Clark wanted clarity that no money would be lost by moving forward. Mayor Doctor called for public comment; there was no response.

Vice Mayor Vasquez moved to direct the staff to proceed with contract negotiations for our public safety facility design and engineering with Sweet Sparkman; if successful, contract to be brought before Commission for approval and notice to proceed, seconded by Commissioner Clark, and carried five to zero.

I.3 Appointment of Interim City Manager

Mayor Doctor requested a motion to reopen and extend the Interim City Manager recruitment for ten days. Commissioner Clark wanted a submission deadline. Human Resources Director Jessica Zamora said the recruitment window could be opened until June 13, 2025, the Commission could select the candidates that would be interviewed at the June 17, 2025, Regular Meeting, and a final decision could be made at a potential Special Meeting on June 24, 2025. Commissioner Clark asked if the recruitment could be broadened beyond the International City/County Management Association (ICMA) program. Mayor Doctor emphasized the position should be advertised on as many sites as possible. Vice Mayor Vasquez questioned how to ensure a quick start date for the candidate. Director Zamora said

candidates appear to be aware of the nature of short-term contracts and asked the Commission to keep their calendars clear after the 17th for interviews. Vice Mayor Vasquez asked about backup options if there were no viable candidates. **Commissioner Clark moved to direct staff to reopen the process with a deadline of Friday 13th and the City would look at all avenues to find new applicants, seconded by Commissioner Dickey.** Mayor Doctor called for public comment; there was no response. Commissioner Czyszczon wanted to make sure the candidate was a full-time City Manager with five to ten years' experience, Florida experience, coastal, ICMA certification, and economic development experience (the amended motion died for lack of a second). Comments ensued on the impact of the restrictive nature of the suggested candidate qualifications. **The motion carried five to zero.**

I.4 Severance Agreement with Charles Anderson

Following discussion on required actions, **Commissioner Czyszczon moved to extend the severance agreement with Charles Anderson to June 30, 2025, seconded by Commissioner Dickey.** Acting City Manager Barrs clarified the extension would be for Mr. Anderson's administrative leave with pay**. Commissioner Czyszczon amended the motion as stated by Chief Barrs, seconded by Commissioner Dickey.** Mayor Doctor called for public comment; there was no response. Attorney Sabatini advised on Board rules. **The motion carried five to zero.**

I.5 Approval of Resolution 2025-08: Update of Signature Authority

Interim Finance Director Mike Howard reviewed the item. **Vice Mayor Vasquez moved to approve Resolution 2025-08, allowing William Barrs, Victor Ortiz, Mayor John Doctor, and Vice Mayor Tammy Vasquez to be added as signers on the City's financial accounts, seconded by Commissioner Clark.** Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

I.6 Grants Manager Position

Director Zamora introduced the item. Vice Mayor Vasquez questioned the cost of a full-time grants manager. Director Zamora noted the salary would be between $74,000-$100,000, which would be negotiable, and there would be additional employment costs. Commissioner Clark asked if it was worth leveraging the new Finance Director and Assistant Finance Director prior to moving forward with a full-time position. Commissioner Dickey expounded on past/future grant opportunities and felt the position was needed and would pay for itself within three years. Commissioner Clark asked if other cities used their Finance staff to obtain grants. Commissioner Dickey said the real work comes with managing grants after they are awarded. Vice Mayor Vasquez felt grant work was a full-time job and a dedicated position would be beneficial. Mayor Doctor agreed. Commissioner Czyszczon agreed. **Commissioner Dickey moved to authorize the City Manager to recruit and hire a full-time Grants Manager for the City, seconded by Vice Mayor Vasquez.** Mayor Doctor called for public comment.

Mr. West Evans, Isle of Palms, wanted to know other cities' return on investments for grants manager, questioned if Treasure Island would be competing with neighboring cities, felt pay based on grants-awarded would be favorable, wanted to see an end to Federal grants, and

favored using GrantWorks. Acting City Manager Barrs noted a grant manager evaluation would be based on efficacy.

Ms. Marie Barba, 118 91st Avenue, spoke in support of the grant manager position.

Ms. Sarah Pennington, Isle of Palms, believed dismissing an employee was difficult and wanted a more conservative approach to ensure grant money would come in.

Mr. Carlos Miro, District 3, wanted grant money but favored Commissioner Clark's approach of fiscal constraint and suggested hiring a position that would be shared between other municipalities.

Commissioner Dickey emphasized the position was pay-for-performance and the person in the position would be held accountable and said sharing a grants manager would not be best because grants are competitive.

The motion carried four to one; Commissioner Clark voted no.

Referencing discussion from Item I.1, Commissioner Clark stated the information regarding building funds was not accurate and wanted staff to provide accurate information.

I.7 Hold-Harmless Agreement with St. Pete Fire Department for use of their Fire Department Training Facility

Deputy Fire Chief Tom Brennan reviewed the item and the need for the training facility. **Vice Mayor Vasquez moved for the Commission to approve the Hold-Harmless agreement between the Cities of Treasure Island and St. Petersburg; the agreement authorized Treasure Island Fire Rescue to utilize the St. Pete Fire Training Facility at zero cost, with the Mayor signing the agreement as Treasure Island's representative, seconded by Commissioner Dickey.** Mayor Doctor called for public comment; there was no response. **The motion carried five to zero.**

I.8 Permit Review

Director Howard addressed the building fund versus enterprise funds and would investigate further. Director Ortiz confirmed the building funds were restricted. Acting City Manager Barrs stated the budget could be reevaluated.

Director Howard reviewed the presentation in background material.

I.9 Enterprise Funds Research and Direction

Director Volenec reviewed the background material and sought Commission direction. Commissioner Dickey stated he was surprised there had been no research into solid waste outsourcing. Vice Mayor Vasquez noted there had not been a cost analysis. Acting City Manager Barrs said a request for procurement (RFP) could be done for an analysis. Commissioner Clark wanted an in-house analysis and invitation to solid waste providers to give presentations on what they charged and what could be provided. Commissioner Czyszczon gave staff direction to figure out a way forward.

Director Volenec explained the level of difficulty in the process. Vice Mayor Vasquez remarked reoccurring funds were the Commissions concerns. Commissioner Dickey commented it was a past purchase of garbage trucks that spurred the conversation. Director Volenec stated they could examine the options, favored an RFP to compare the different providers, and agreed with outsourcing commercial solid waste pickup.

Acting City Manager Barrs provided guidance on how to move forward with an RFP. Attorney Sabatini suggested a motion to advertise an RFP for commercial, residential, and/or both. Commissioner Dickey added the provision of excluding beach waste pickup. Commissioner Czyszczon said he wanted to move forward with an RFP for everything the City currently offered. Acting City Manager Barrs said alternative options would be included. Commissioner Czyszczon wanted the company to take the City trucks and employees. Commissioner Clark did not believe the City should provide concierge service. **Vice Mayor Vasquez moved to instruct the City staff to go out to RFP on commercial and residential trash for twice a week and once a week pickup, beach pick up as well.** On comments from staff, **Vice Mayor Vasquez said the proposals would be due July 15, 2025, seconded by Commissioner Czyszczon.**

Mr. Andrew Vasey, Isle of Palms, believed a workshop would be beneficial, spoke on the increase in stormwater rates due to the West Causeway, emphasized the Commission should make motions rather than directions to staff because staff direction had been previously ignored, and asserted Elevate TI funds were wound into other enterprise funds.

Director Volenec clarified the stormwater rates and how it impacted projects. Commissioner Clark spoke about the rates and their uses and wanted them to come down. Director Volenec would provide more information on the stormwater capital improvement program.

The motion carried five to zero.

Director Volenec proposed a workshop for feedback from the solid waste companies to get more information for the RFP. Acting City Manager Barrs said the workshop could be the kickoff meeting for the RFP and asserted staff was following standing Commission direction and the current Commission had the authority to change the priorities and staff direction. Commissioner Clark moved to direct staff to analyze the City's stormwater water bills and see if the City could lower the rates based on the fact the City was not doing those environmental resiliency projects. (The motion died for lack of a second.) Attorney Sabatini suggested adding an item to amend the strategic plan. Acting City Manager Barrs noted the strategic plan was expiring. Mayor Doctor asked if Commissioner Clark's staff direction took staff away from ongoing projects. Following comments, Mayor Doctor recommended not making a motion on stormwater. Director Volenec said an item would come to the next meeting providing information on the rates. Commissioner Dickey said the Commission would have to approve fees on the budget.

Ms. Susan Perkins, 12509 Sunshine Lane, stated there had been no trucks draining the flooding in her neighborhood. Acting City Manager Barrs noted the reason for the flooding and would have staff investigate.

Commissioner Clark clarified the stormwater rate was on the water bill.

I.10 Negotiate a contract with Kimley Horn for the design of the new Master Pump Station (Moved from Consent Agenda to Items of Business as Item I.10)

Commissioner Czyszczon wanted to discuss the item. Commissioner Clark supported getting the lift station done but wanted the master pump station and lift station separated since there was discussion on outsourcing. Director Volenec noted the item was for only the master pump station. Following remarks, **Commissioner Czyszczon moved for the City Commission to approve the authorization for the City Manager to negotiate a contract for the design and permitting for the new master pump station with review by the City Attorney, seconded by Commissioner Dickey.**

Mayor Doctor called for public comment. Mr. Andrew Vasey, Isle of Palms, cautioned the RFP was for the lift station and public works building.

Mr. West Evans, Isle of Palms, suggested all directions from staff be a motion and commended the Commission on making things clear to staff.

Ms. Kimberly Stewart, Isle of Palms, wanted clarity that although the backup materials were for a public works building and lift station, the Commission was only moving forward with the pump station.

Following comments, **the motion carried five to zero.**

H. COMMISSIONER REPORTS

Mayor Doctor sought a motion to limit Commissioner Reports to five minutes, with the option of extending another five minutes. Commissioner Dickey moved for future meetings, the Commission restrict Commissioner comments to five minutes, unless otherwise pre-approved to 10 minutes, seconded by Czyszczon (The second and motion was subsequently withdrawn.) Mayor Doctor called for public comment.

Mr. West Evans, Isle of Palms, and Ms. Brandy Long, District 2, did not want Commissioner reports limited.

Ms. Mary Downing, Isle of Palms, wanted to know the rationale for the motion and engaged in discussion with Mayor Doctor about the scope of Commissioner reports.

Ms. Sarah Pennington, Isle of Palms, did not agree with limiting Commissioner Reports and favored PowerPoint presentations.

Mr. Andrew Vasey, Isle of Palms, did not agree with the motion and noted a past challenge to free speech during the meetings.

Mr. Chris Downing, Isle of Palms, believed if Commissioner Reports were limited, then all staff reports would be limited.

Commissioner Clark reminded the Mayor he was previously unable to add items to the agenda, conveyed the positive feedback he received about his reports, and stated no one was concerned about the next community event and items in his commission report were from residents.

Commissioner Dickey withdrew his motion, but agreed the Commissioner Reports should be limited in scope and time. On advisement from City Attorney Sabatini, Commissioner Czyszczon withdrew his second, and Commissioner Dickey withdrew his motion. Commissioner Czyszczon believed the Commissioner Reports should be limited and Commissioners could bring items to staff outside the meeting or to a workshop. Vice Mayor Vasquez echoed those comments.

Vice Mayor Vasquez had no report.

Commissioner Clark reported on the Isle of Palms Pizza Party; asked the City Manager to give an update each Commission meeting on the seawalls, the lift station, and other critical infrastructure projects; clarified it was okay for him to reach out to past Strategic Government Recruitments candidates; and refuted a newspaper article.

Commissioner Czyszczon requested the City Attorney to look into the purchasing RFP for Treasure Bay Tennis and fencing and the Roselli pickleball and fencing to see if they could be expedited for saving money by eliminating the engineering requirement the former City Attorney imposed, praised the hire of Bobbie Shay Lee, and wanted the Commission to set goals to be accomplished by the end of the year.

Commissioner Dickey reported on the erosion control line; noted he had attended the Florida Department of Emergency Management training for local elected officials and learned the 100 percent cost coverage for Federal Emergency Management Agency expenses were over; read an email complimenting employee Renee Tarsitano; addressed comments from Mr. Rick Matthews; and asked the City Attorney to report back at the next meeting on whether or not, based on the State's new regulations, the City had height and density requirements.

Mayor Doctor asked the City Attorney for a report on the Live Local act, reported the State Budget did not currently contain money for the Public Safety Building, but was hoping during budget reconciliation money would be awarded.

J. ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

_____
John Doctor, Mayor

Attest:

_____
Lisa-Marie V. Kennedy, City Clerk

BOARD OF COMMISSIONERS REGULAR WORKSHOP
TUESDAY, JUNE 3, 2025 – 7:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

MINUTES

Mayor Doctor called the meeting to order at 9:00 p.m.

Present:

Mayor John Doctor
Vice Mayor Tammy Vasquez
Commissioner Chris Clark
Commissioner Arthur Czyszczon
Commissioner Arden Dickey

A. CITY MANAGER AND CITY ATTORNEY REPORT

City Attorney Anthony Sabatini noted he would bring back an item back to amend the Rules of Procedure for roll call votes and to move the commissioners reports to the end of the agenda and would give a presentation on the Live Local Act and offered to report on any items the Commission requested.

Acting City Manager William "Trip" Barrs reviewed the report and would bring updates on the Commission's top five priorities at each meeting. Commissioner Clark asked for clarification on the timeline for the seawalls and lift station now the item had been approved. Public Works Director Gary Volenec advised the lift station would be four to six months to design and about a year to build. Commissioner Clark wanted clarity on whether work had started on the sea walls. Commissioner Dickey noted there was a grant application to replace all the sea walls, but work could not commence prior to receiving the money.

B. DISCUSSION

B.1 Financial Update

Interim Finance Director Mike Howard reviewed information provided in background material. Commissioner Dickey commented that the current fund balance was similar to past carryforward amounts. Director Howard continued the report. Commissioner Dickey commented the pavement management and seawall rehabilitation funds were allocated

but unspent. Director Howard recommenced the report. Commissioner Dickey noted undergrounding and beautification funds would be lost if unspent and was concerned there was no progress. Director Volenec reported there was positive movement on utilizing the funds that would be reported in the next City Manager report. Following a review of enterprise funds, Commissioner Dickey noted a drop in revenue from the prior year was unexplained and asked if the $1.2 million Federal grant revenue would be lost if unspent. Director Howard said he would follow up on those items. Commissioner Dickey noted the funds for sewer relining and force main rehabilitation were also unspent and those projects needed to be completed. Director Howard continued the presentation and responded to Commissioner Dickey regarding carry forward amounts.

Commissioners Clark and Dickey sought clarification on what unencumbered funds were available. Director Howard stated the City was doing financially better than expected considering the storms and praised the staff for their work and expounded insurance and Federal Emergency Management Agency efforts for more reimbursement. Commissioner Dickey asked if there were any red flags staff could identify in the budget. Director Howard relayed ad valorem for next year was expected to be down 5.5 percent, rather than 7 percent, and, responding to Commissioner Dickey, said financial audit was expected to be completed at the end of June. Commissioner Dickey highlighted the decline in taxes. Director Howard said staff were building a realistic budget.

B.2 Treasure Island Comprehensive Parking Study Discussion

Economic Development Director Joan Goodrich reviewed the presentation as contained in background materials and sought guidance from the Commission to move forward with a request for procurement (RFP) for a parking study. Commissioner Clark asked if they should update the Land Development Regulations/Comprehensive plan before moving forward with a parking study and wondered if mixed use developments would be considered in the study. Commissioner Dickey agreed with moving forward with the parking study and sought clarification on what was being requested. Director Goodrich said the cost for the study would be between $50,000 and $90,000 and the money would come from the parking user fee funds and explained the RFP would be broken down into various options. Commissioner Dickey was fine with going out to RFP, but did not support the potential cost. Commissioner Clark reiterated that he believed it was premature. Following comments, Commissioner Czyszczon wanted to cap the amount for the study at $50,000 and to rezone parking with dynamic pricing, with no resident parking in zone A. Citing the issue of side street parking in Sunset Beach, Commissioner Dickey wondered if the revenue was worth the inconvenience to residents.

Commissioner Dickey was fine with an RFP but emphasized he would not support a high price tag. Mayor Doctor emphasized parking was important and supported the RFP, with a lesser cost. Commissioner Czyszczon was in favor of the study.

C. PUBLIC COMMENT

Mr. Andrew Vasey, Isle of Palms, discussed with Director Howard the encumbered amount of funds.

Mr. West Evans, Isle of Palms, believed high parking prices would discourage tourism.

D. ADJOURNMENT

The meeting was adjourned at 10:14 p.m.

_____
John Doctor, Mayor

Attest:

_____
Lisa-Marie V. Kennedy, City Clerk

AGENDA ITEM NO. G.1

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Gary Volenec, Public Works
ITEM TYPE:	Resolutions
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Authorize the Purchase of Eleven (11) Backup Submersible Sewage Pumps
BACKGROUND:	During the hurricane season of 2024, the sanitary sewer system was flooded across Treasure Island. This inundation of stormwater/flood water caused significant amounts of sand being deposited into the collection system, which flowed into the wetwells of the eleven (11) lift stations the City maintains. The sand caused significant damage and/or failure of the pumping equipment which placed a health and safety risk to the City residents as well as the potential to cause environmental degradation to the waters of the Boca Ciega Bay Aquatic Preserve.
POLICY/PURPOSE:	In order to maintain redundancy in the event of pump failure associated with unforeseen deterioration or emergency outage, stocking of pump inventory for each lift station is recommended.
STRATEGIC PLAN RELEVANCE:	Goal 3 of the City's Strategic Plan is to "Proactively maintain and improve infrastructure that meets the future needs of the City."
ANALYSIS/DISCUSSION:	Providing redundancy to maintain the continuous operation of the City Wastewater System is necessary for the health and safety of the City residents and commercial operations on Treasure Island. Additionally, the island is surrounded by the Gulf and Bay waters, so it is important to have the necessary equipment on hand to ensure continuous operation of the Wastewater System to safely convey sewage from the island and prevent environmental degradation to the waters of the

	Boca Ciega Bay Aquatic Preserve.
FUNDING:	Funding for the $163,071.65 purchase will be provided from Fund 420 - Wastewater Fund, Category:53 - Operating Expenses, Item 420-5350-46900 Repair/Maint. Bldg./Equipment, through a budget amendment transferring unused funds from Item 420-5350-31200 Professional Services. An insurance claim has been submitted for the replacement of failed pumping equipment resulting from the 2024 hurricane season.
MOTION:	I move that the City Commission authorize the City Manager to Purchase Eleven (11) Backup Submersible Sewage Pumps pending review by the Finance Director and City Attorney.

ATTACHMENTS:
Flygt Quote.pdf

Xylem Water Solutions USA, Inc.
Flygt Products

455 Harvest Time Drive
Sanford, FL 32771
Tel (407) 880-2900
Fax (407) 880-2962

June 4, 2025

CITY OF TREAS ISLE
120 108TH AVE
TREASURE ISLAND FL 33706-4702

Quote # 2025-APO-0791
Project Name: Treasure Island Station Spares
Job Name:

LS 1

Qty	Part Number	Description	Unit Price	Extended Price
1	3127.060-0058	Flygt Model NP-3127.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 10 HP 1750 RPM motor, 487 impeller, 1 x 50 Ft. length of SUBCAB 4G10+S(2x0,5) submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 15,379.90	$ 15,379.90
		LS 1 Price		**$ 15,379.90**

LS 2

Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1658	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 462 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35
		LS 2 Price		**$ 10,056.35**

LS 3

Qty	Part Number	Description	Unit Price	Extended Price

Qty	Part Number	Description	Unit Price	Extended Price
1	3127.060-0038	Flygt Model NP-3127.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 7.5 HP 1750 RPM motor, 489 impeller, 1 x 50 Ft. length of SUBCAB 4G6+2x1,5 submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 13,601.70	$ 13,601.70
		LS 3 Price		**$ 13,601.70**

LS 4

Qty	Part Number	Description	Unit Price	Extended Price
1	3202.185-3183	Flygt Model NP-3202.185 6" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 45 HP 1750 RPM motor, 462 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 44,352.15	$ 44,352.15
		LS 4 Price		**$ 44,352.15**

LS 5

Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1658	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 462 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35
		LS 5 Price		**$ 10,056.35**

LS 6

Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1637	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 464 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35

Qty	Part Number	Description	Unit Price	Extended Price
		LS 6 Price		**$ 10,056.35**
LS 7				
Qty	Part Number	Description	Unit Price	Extended Price
1	3127.060-2553	Flygt Model NP-3127.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 10 HP 1750 RPM motor, 488 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 14,699.90	$ 14,699.90
		LS 7 Price		**$ 14,699.90**
LS 8				
Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1658	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 462 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35
		LS 8 Price		**$ 10,056.35**
LS 9				
Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1658	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 462 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35
		LS 9 Price		**$ 10,056.35**
LS 10				
Qty	Part Number	Description	Unit Price	Extended Price

Qty	Part Number	Description	Unit Price	Extended Price
1	3102.060-1637	Flygt Model NP-3102.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 464 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 10,056.35	$ 10,056.35
		LS 10 Price		**$ 10,056.35**

LS 11

Qty	Part Number	Description	Unit Price	Extended Price
1	3127.060-2553	Flygt Model NP-3127.060 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 10 HP 1750 RPM motor, 488 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 14,699.90	$ 14,699.90
		LS 11 Price		**$ 14,699.90**
		Total Price		**$ 163,071.65**

Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx and incorporated herein by reference and made a part of the agreement between the parties.

As of October 14, 2024, all orders must meet a minimum dollar value of $1,200. Xylem reserves the right to refuse to process any order that does not meet the minimum order value requirement. Xylem will support order adjustments to meet the minimum order value threshold.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Freight Terms: 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2020)
See Freight Payment (Delivery Terms) below.

Taxes: State, local and other applicable taxes are not included in this quotation.

Back Charges: Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.

Tariff Changes: The prices quoted herein are based on the current tariff rates, duties, government charges, and trade regulations as of the date of this quote. If any new tariffs, duties, taxes, or similar charges are imposed, or any existing tariffs, duties, or charges are increased or modified by any government or regulatory authority

(collectively, "Tariff Changes"), and such Tariff Changes result in an increase in the cost of goods, Xylem reserves the right to adjust the pricing of the affected goods to reflect the increased costs.

Shortages: Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Sincerely,

Stephen Toolsie
Sales Representative
Phone: 407-553-4148
Cell: 407-793-4407
stephen.toolsie@xylem.com
Fax: 407-880-2962

Customer Acceptance

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx and incorporated herein by reference and made a part of the agreement between the parties.

A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2025-APO-0791
Customer Name: CITY OF TREAS ISLE
Job Name:
Total Amount: $ 163,071.65
(excluding freight)

Signature: _____ Name:_____
(PLEASE PRINT)

Company/Utility:_____ PO:_____

Address:_____ Date:_____

_____ Phone:_____

_____ Email:_____

_____ Fax:_____

AGENDA ITEM NO. G.2

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Gary Volenec, Public Works
ITEM TYPE:	Resolutions
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Authorize the construction of the replacement Force Main serving Lift stations 8, 9, & 10
BACKGROUND:	Problems with deterioration of the downstream portion of the cast iron force main required previous replacement, and this project will complete the upgrading of the force mains on Isle of Capri to PVC Piping.
POLICY/PURPOSE:	In order to maintain reliable wastewater service for the citizens of Treasure Island, Public Works is requesting authorization to construct a new 10" PVC Force Main to replace the old cast iron force main that has been subject to deterioration. The PVC Force Main will be upsized from 8" to 10" diameter piping which will reduce pumping pressures and allow a longer service life than the existing cast iron piping which is subject to deterioration.
STRATEGIC PLAN RELEVANCE:	Goal 3 of the City's Strategic Plan is to "Proactively maintain and improve infrastructure that meets the future needs of the City."
ANALYSIS/DISCUSSION:	Providing reliable operation of the City Wastewater System is necessary for the health and safety of the City residents and commercial operations on Treasure Island. Additionally, the City is surrounded by the Gulf and Bay waters, so it is important to maintain infrastructure to safely convey sewage from the island and prevent environmental degradation to the waters of the Boca Ciega Bay Aquatic Preserve.
FUNDING:	Funding will be provided from Fund 420 - Wastewater Fund, Category:56 - Capital Outlay, Item 420-5350-63463

Construction.

MOTION: I move that the City Commission authorize the Construction of the replacement Force Main serving Lift stations 8, 9, & 10.

ATTACHMENTS:
Treasure Island 10 FM Proposal.pdf
Capri_Force_Main_Sizing_Assessment-Tech_Memo.pdf
TI_LS8-10FM_90PlansR1.pdf
Specifications.pdf
Fully Exec Contract.pdf

Utility Rehabilitation and Construction Services **240055-B-AS**

TLC Diversified, Inc.

Work Order #: Treasure Island 10" FM 8,9, and 10

Current Work Order Information

Total Work Order Cost **$** 1,077,158.34

Will Subcontractors to be used on project?: No

if yes, please list company names below

1 _____

2 _____

3 _____

Days to Complete: _____

Changes to Work Order

Change Order #: _____

Increase Current Work Order by: **$** _____

Decrease Current Work Order by: **$** _____

Updated Work Order Total: **$** **1,077,158.34**

Additional Days Needed: _____

Utility Rehabilitation and Construction Services				240055-B-AS
Bid Sheets				

M&P = Measurement and Payment	Specs = Specifications
UOM = Unit of Measurement	LF = Linear Feet
EA = Each	SY = Square Yard
N/A = Not Applicable	SF = Square Foot
VF = Vertical Feet	CY = Cubic Yard
TN = Ton	ED = Each Day
LB = Pound	HR = Hour
FDOT = Florida Department of Transportation Specifications	Revisions in red

Item #	M&P Item #	Description	UOM	Qty	Unit Cost	Extended Cost
1		**Restoration, includes maintaining for 30 days after completion**				
4	1.01	Sodding - St. Augustine	SY	450	$ 22.00	$ 9,900.00
6		**Control and abatement of erosion and water pollution**				
9	1.02	Staked silt fence	LF		$ 6.00	$ -
10	1.02	Filter Sock or Log	EA	10	$ 125.00	$ 1,250.00
11		**Earthwork and related operations**				
12	1.03	Excavation of unsuitable material - haul offsite and dispose (truck measure)	CY		$ 50.00	$ -
14	1.03	Clear right-of-way and haul off and dispose offsite (truck measure)	CY	251	$ 75.00	$ 18,825.00
15		**Asphaltic concrete surface and friction courses**				
16	1.04	1-1/2" asphalt, Superpave Asphalt Base, Type B-12.5	SY	500	$ 77.00	$ 38,500.00
20	1.06	Crushed concrete base, 12" thick	SY	945	$ 160.00	$ 151,200.00
26	1.07	Roadway density test	EA	18	$ 200.00	$ 3,600.00
27	1.08	Proctor	EA	2	$ 300.00	$ 600.00
30	1.09	Furnish and Install Structural Concrete (4000 psi) Vault	CY	12	$ 1,300.00	$ 15,600.00
32	1.11	Flowable fill	CY		$ 275.00	$ -
33	1.12	Remove and dispose of existing asphalt and concrete (truck measure)	CY	72	$ 250.00	$ 18,000.00
34		**Concrete sidewalk, driveways and curb elements**				
35	1.09	Concrete sidewalk or driveway 4" thick	SY	25	$ 150.00	$ 3,750.00
36	1.09	Concrete sidewalk or driveway 6" thick	SY		$ 175.00	$ -
38	1.09	2' valley gutter (Miami)	LF	90	$ 65.00	$ 5,850.00
39	1.09	Special Refill Materials - Crushed Stone	LF	18	$ 175.00	$ 3,150.00
40	1.09	Remove and Replace Concrete for Wall Penetrations 4" Diameter Hole Vault Drain	CY	0.25	$ 2,500.00	$ 625.00
45		**Traffic control devices**				
46	1.13	Barricade type I or II, with warning light	ED	1080	$ 5.00	$ 5,400.00
47	1.13	Barricade type III, with warning light	ED	90	$ 15.00	$ 1,350.00
53	1.13	Signs, construction	ED	270	$ 10.00	$ 2,700.00
54	1.13	Arrow boards - 5' minimum horizontal size	ED		$ 75.00	$ -
79		**PVC C900 SDR 25, for force mains, 0' - 6' depth**				
80	1.16	3" SDR 25, PVC Vault Drain	LF	45	$ 35.00	$ 1,575.00
82	1.16	6" SDR 25, PVC C900 DR 18	LF	220	$ 52.00	$ 11,440.00
84	1.16	10" SDR 25, PVC C900 DR 18	LF	1660	$ 62.00	$ 102,920.00
149		**C153 mechanical joint fittings or flanged without accessories**				
150	1.19	Miscellaneous MJ fittings for all C153 MJ fittings	LB	2979	$ 58.00	$ 172,782.00
151		**Gate valve and box, resilient seated**				
152	1.20	2" plug valve and box ARV	EA	3	$ 850.00	$ 2,550.00
155	1.20	6" gate valve and box	EA	2	$ 2,050.00	$ 4,100.00
210		**Thrust block**				
211	1.24	Cast-in-place thrust block	CY		$ 800.00	$ -
212	1.24	Pre-cast thrust block	EA		$ 350.00	$ -
213		**Restrained joint devices, bell restraint, for ductile iron pipe or PVC**				
216	1.25	Meg-a-Lug series 1100 or equal, bell restraint, 6"	EA	6	$ 185.00	$ 1,110.00
217	1.25	Meg-a-Lug series 1100 or equal, bell restraint, 8"	EA	1	$ 195.00	$ 195.00
218	1.25	Meg-a-Lug series 1100 or equal, bell restraint, 10"	EA	20	$ 270.00	$ 5,400.00
227		**Restrained joint devices, fitting restraint, for ductile iron pipe or PVC**				
230	1.25	Meg-a-Lug Series 1100 or equal, fitting restraint, 6"	EA	24	$ 135.00	$ 3,240.00
231	1.25	Meg-a-Lug Series 1100 or equal, fitting restraint, 8"	EA	4	$ 140.00	$ 560.00
232	1.25	Meg-a-Lug Series 1100 or equal, fitting restraint, 10"	EA	50	$ 170.00	$ 8,500.00
267		**Initial repair excavation, for the first 25 feet of excavation at the following pipe depths (includes mobilization)**				
281	1.27	0'- up to 6' depth	EA	1	$ 8,500.00	$ 8,500.00
289		**Additonal repair excavation, per foot in excess of 25 feet at the following pipe depths to be paid for under separate pay items**				
290	1.28	0'- up to 6' depth	LF	1800	$ 150.00	$ 270,000.00
291	1.28	over 6' - up to 8' depth	LF	75	$ 155.00	$ 11,625.00
298		**Sheeting**				
300	1.30	Sheeting - Removed	SF	160	$ 55.00	$ 8,800.00
301		**Dewatering**				
302	**1.31**	**Fuel included for well point pumps**				
303	1.31	Well point pump - Initial, 0' - 6' depth (up to 12 well points)	EA	1	$ 4,250.00	$ 4,250.00
306	1.31	Well point pump - Initial, 10' - 12' depth (up to 12 well points)	EA	1	$ 4,600.00	$ 4,600.00
311	1.31	Well point pump - Additional, 0' - 6' depth (per well point)	EA	900	$ 75.00	$ 67,500.00
314	1.31	Well point pump - Additional 10' - 12' depth (per well point)	EA	40	$ 75.00	$ 3,000.00
326		**Gravity sewer pipe C900 DR18 (Green) service pipe**				
332	1.33	4" C900 DR18 (Green) service pipe	LF		$ 60.00	$ -
333	1.33	6" C900 DR18 (Green) service pipe Lateral Repairs SDR 35 with fittings and fernco	LF	200	$ 85.00	$ 17,000.00
334	1.33	8" C900 DR18 (Green) service pipe	LF		$ 105.00	$ -
403		**Removal of existing pipelines - nonhazardous**				
405	1.39	6" through 8" diameter pipe	LF	200	$ 45.00	$ 9,000.00
409		**Grouting and abandonment of existing pipeline**				
410	1.40	2" through 4" diameter pipe	LF		$ 24.00	$ -
411	1.40	6" through 8" diameter pipe 1588' FM grout discount cost reduced footage	LF	600	$ 30.00	$ 18,000.00

	TLC Diversified, Inc. Vendor Name	$ 1,016,947.00

Utility Rehabilitation and Construction Services					210102-B-JL
Out-of-Scope Work Order - TLC Diversified, Inc.					
				Work Order #	
Item #	Description	UOM	QTY	UNIT COST	EXTENDED COST
1	2" SS ARV with Plastic Enclosure. 2" poly piping system with SS ball valve.	EA	3	$ 10,500.00	$ 31,500.00
2	SS Pipe stands	Ea	4	$ 450.00	$ 1,800.00
3	Valve Vault H20 Loading aluminum hatch	Ea	1	$ 5,750.00	$ 5,750.00
4	6" Check Valves	Ea	2	$ 2,500.00	$ 5,000.00
5	304 SS Flg bolt kits	Pd	100.54	$ 21.00	$ 2,111.34
6	Linkseals and sleeve	LS	1	$ 1,500.00	$ 1,500.00
7	Reverse Deadman	Ea	3	$ 850.00	$ 2,550.00
8	Bollards	Ea	8	$ 1,250.00	$ 10,000.00
9					$ -
10					$ -
11					$ -
12					$ -
13					$ -
14					$ -
15					$ -
16					$ -
17					$ -
18					$ -
19					$ -
20					$ -
				Out-of-Scope Total	$ 60,211.34

TECHNICAL MEMORANDUM

ADVANCED ENGINEERING & DESIGN, INC.

To: Michael Helfrich, P.E., Public Works Director - City of Treasure Island

From: Martin Jansons, P.E., Advanced Engineering & Design, Inc. (AED)

CC: JP Agrall, Special Projects Manager - City of Treasure Island

Justin Keller, P.E., AED

Date: March 21, 2025

Re: Lift Station Nos. 8, 9 & 10 Force Main Sizing Assessment

AED has been commissioned to design a replacement section of the Treasure Island Capri shared force main. This task includes an analysis and recommendation for the replacement pipe size. The City also desires to address the occasional high level alarms observed at Lift Station No. 8. As reported by the City, these high level alarms typically coincide with wet weather events or elevated tidal conditions.

Utilizing Bentley OpenFlows SewerCAD, a model of the Capri sub-system was developed. The model extends to the shared force main discharge point on Gulf Boulevard. Record drawings were reviewed to obtain component properties for Lift Station Nos. 8, 9, and 10, including wet wells, pumps, and force mains. Pump curves are shown in the Appendix. The model framework consists of a 24-hour extended period simulation.

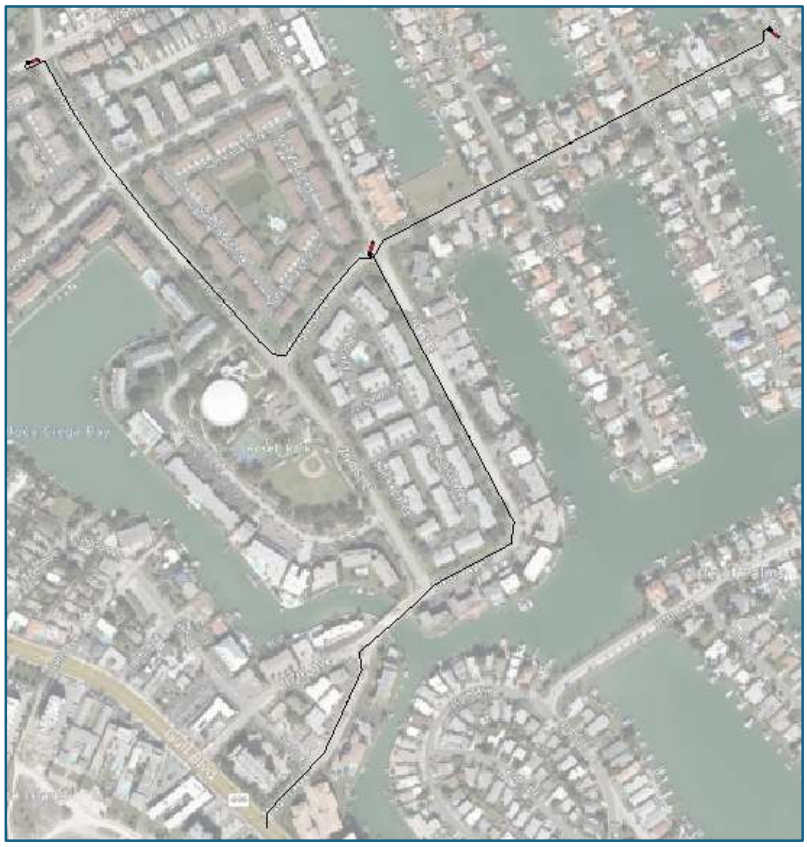


Figure 1 *SewerCAD Model Screencap - Extent*

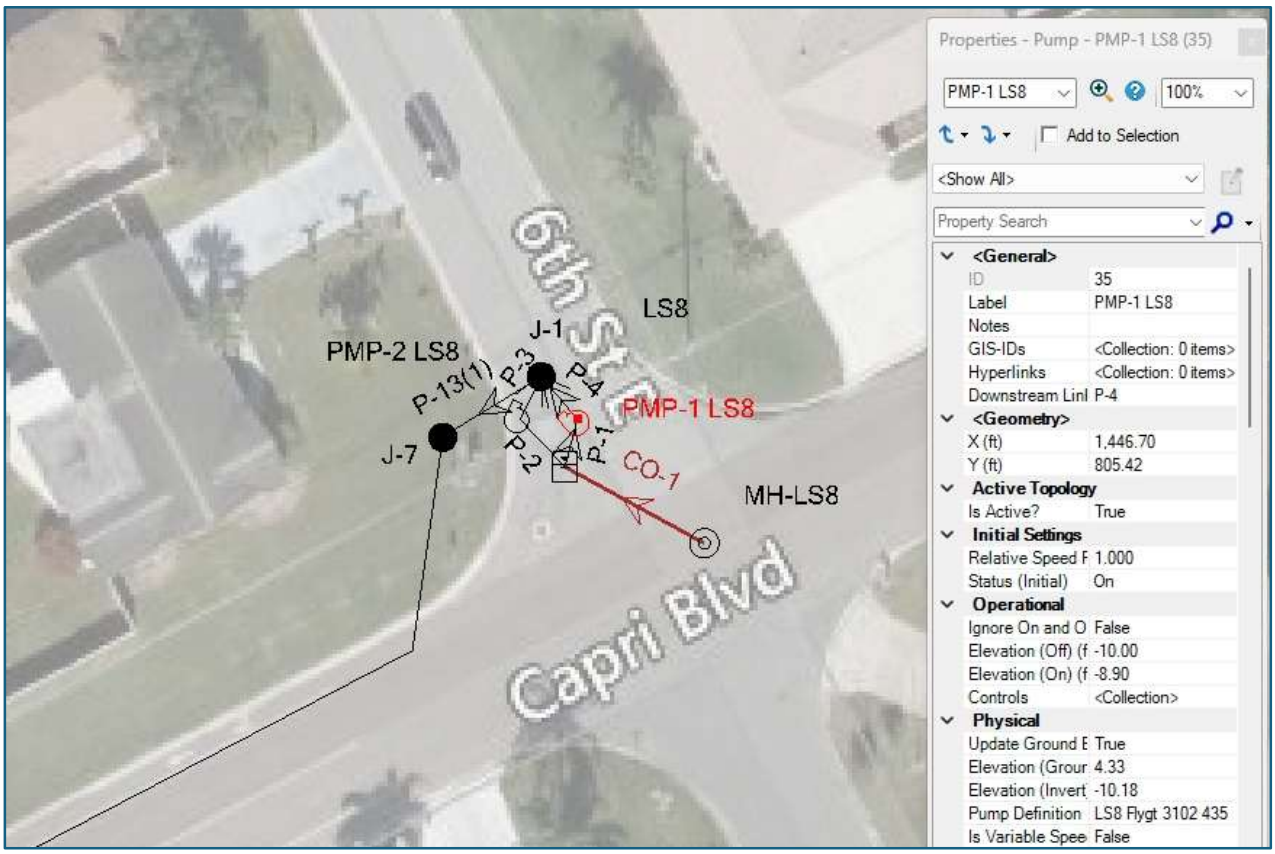


Figure 2 *SewerCAD Model Screencap – Lift Station No. 8*

A diurnal curve was developed for sanitary loadings, and additional wet weather flows were modeled as fixed. See below for additional discussion on the development of these flows.

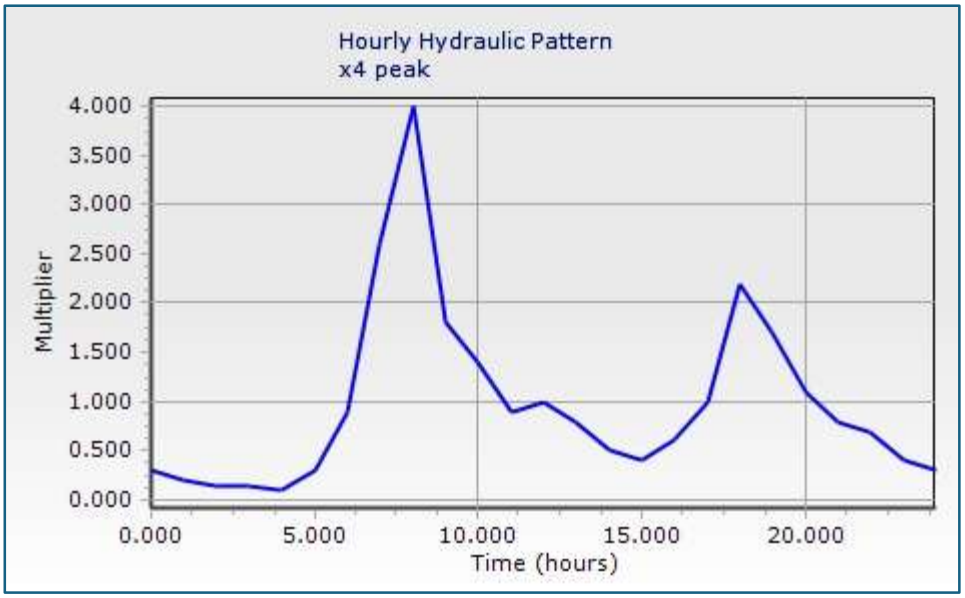


Figure 3 *Diurnal Curve, Sanitary Loads*

MODEL DEVELOPMENT

Though all physical characteristics of the system were available, in order to execute the model code it was necessary to obtain the actual dry (sanitary) and wet weather design hydraulic loadings. We relied on the following data to develop such flows:

- "Treasure Island Basin Priorities & Pump Station Drawdown Data" dated April 17, 2001, and prepared by TBE Group, Inc. The report contains flow data collected for the months of January Through October of 2000 for all stations, including the subjects. Included in this time frame, the month of July 2000 saw 14.8 in. precipitation, and the month of September 2000 saw 9.0 in., according to the report.

- Data extracted from the City's SCADA system for August 1, 2024 through September 23, 2024 and provided to AED by the City. Data compiled included daily precipitation, times on per day for each pump, and average time on per day for each pump. Notably, wet weather data for August 4, 2024 is significant in that 6.5 in. precipitation was recorded.

The SCADA tabulation was found to be more consistent than the 2001 report, and therefore this most recent data was our focus. Note that neither data source contains a record of simultaneous pump operation time.

Flows were initially approximated by utilizing pump curves and tabulated run times for each pump. These results are inexact because no run time data exists for the condition when both pumps are running (for fixed pump run times, station throughput decreases with increased duplex operation).

Uncertainties as to duplex operation times and station throughput were resolved through an iterative process whereby dry weather and wet weather flows were initially estimated and modeled, with the resulting average pump rates substituted in the next iteration. Convergence was achieved, with results summarized in **Table 1**. For comparison, an analysis of dry and wet weather flows calculated for the 2001 report study period is also shown in **Table 1**.

LIFT STATION NO. 10 FLOWS

The abnormally low dry weather flows for Lift Station 10 as shown in **Table 1** were investigated further. Water billing records for the Key Capri condo master meter were obtained from the City. This condo has 177 units and comprises approximately 33% of the Lift Station No. 10 connection base. Billing records back to October 2023 indicate the average water usage at Key Capri was 56 GPD/Connection. This usage is a reasonable corroboration of the (dry) 63 GPD/Connection sewer flow observed for the entire Lift Station No.10 basin.

STORM SIMULATION

Once dry and wet weather design flows were established, the model was utilized to evaluate alternate force main sizes and pumping upgrades. **Table 2** depicts the August 4, 2024 storm simulation results for the various combinations analyzed. The predominant variables modeled to determine the optimal performance scenario were the Lift Station No. 8 pump size and force main size, and the shared section of the force main downstream of Lift Station No. 9. Option evaluation should consider that force main velocities greater than 5 FPS are typically avoided due to excessive friction head loss, and regulatory design standards state that velocities should be greater than 2 FPS to ensure adequate solids flushing.

LIFT STATION NO. 8 HIGH LEVELS

Of note is the model's depiction of the elevated wet well levels at Lift Station No. 8 for Option 1, which represents existing conditions (as well as replacement with 8-inch). As shown in **Table 2**, options increasing hydraulic capacity will moderate these levels, to varying degrees.

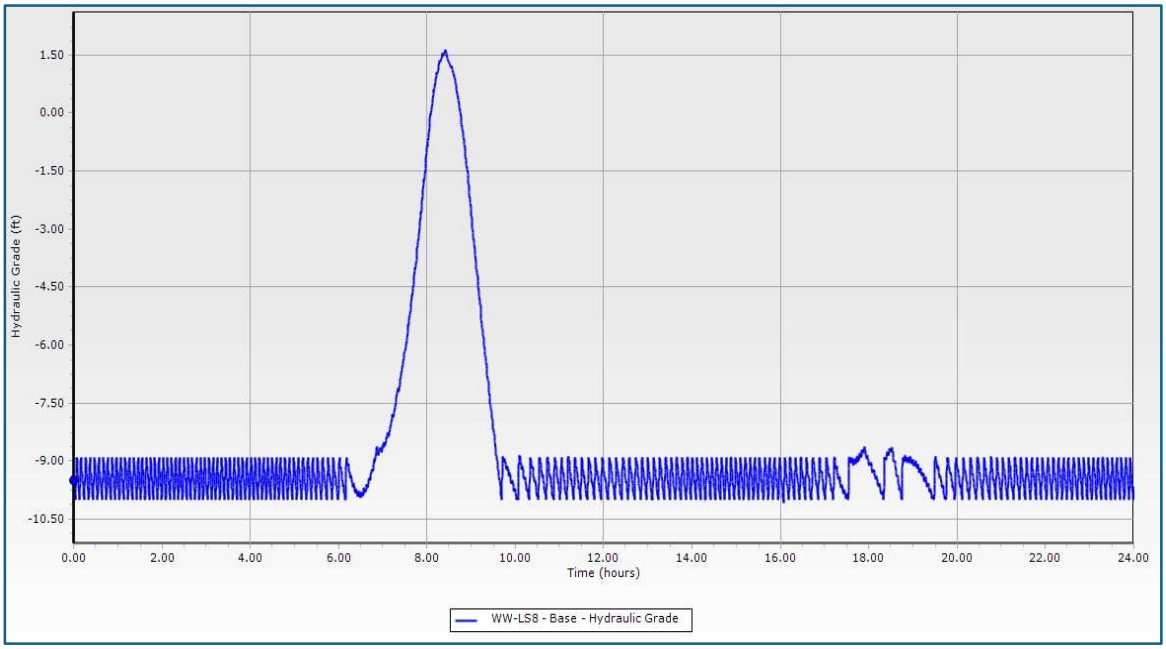


Figure 4 *Lift Station No. 8 Wet Well Levels, Storm Simulation, Existing Conditions*

DISCUSSION

Options 2 through 13 all depict a considerable drop in wet well levels at Lift Station No. 8. Option 2 does show improvement, but this option does not result in the greatest reduction of wet well levels. Option 3, which provides an additional +/- 18" of stage reduction within the wet well could be pursued as part of the replacement effort, though limited velocity within the shared section of force main could result in solids accumulation.

Option 13 presents the optimized system configuration. When segments downstream of the Capri bridge failed, the City's decisive action mitigated environmental threats and promptly restored service. It is recognized that emergency repairs do not have the benefit of an evaluation phase. Therefore, it is not practical to pursue the replacement of a relatively new line. This Option demonstrates that the downstream segments of the force main should be replaced with a 10" force main at the end of the facility's life cycle.

RECOMMENDATIONS

Option 2 models a 10-inch force main replacing the existing 8-inch subject pipe. **Option 2, 10-inch force main, is the recommended design** because the larger shared pipe enables additional pumping capacity at Lift Station 8 thus moderating high wet well levels, while velocity constraints are managed.

City of Treasure Island
Lift Station Nos. 8, 9, & 10 - Force Main Sizing Assessment
Table 1 - Iterative Modeling Results - Storm Simulation
March 21, 2025

Aug. - Sep. 2024 SCADA Data, 24 Hr. Extended Period Simulation

	Dry Flow (Average of 5 Lowest)			Wet Weather		Simultaneous	Station Throughput
Lift Station No.	Avg. (GPM)	No. Connections	GPD/Connection	Additional Flow (GPM)*	Avg. Pump Rate (GPM)	Pump Operation (Hr.)	Per 24 Hr., (Gal.)
8	40	316	182	181	236	2.9	318,388
9	56	499	162	165	380	0.9	318,250
10	23	523	63	40	163	0.7	91,454

2001 Report Data

	Dry	Wet Weather
Lift Station No.	Avg. (GPM)	Additional Flow (GPM)
8	40	121-217
9	61	148-150
10	40	82-123

* August 4, 2024

City of Treasure Island
Lift Station Nos. 8, 9, & 10 - Force Main Sizing Assessment
Table 2 - Modeling Results - FM Size/Pump Options
March 21, 2025

	Lift Station No. 8 Force Main			LS No. 8 Pumps		LS No. 8 Wet Well - Highest	Shared Force Main (Upstream)			Shared Force Main (Downstream)			
Option	Size (In.)	Avg. Q (GPM)	Avg. V (FPS)	HP	Flygt Pump Model	Level, Below Grnd, (Ft.)**	Size (In.)	Avg. Q (GPM)	Avg. V (FPS)	Size (In.)	Avg. Q (GPM)	Avg. V (FPS)	Commentary
1	6	277	3.1	5	3102 435*	2.8	8	559	3.6	8	559	3.6	Existing condition, high wet well LS8
2	6	303	3.4	5	3102 435*	11.2	10	591	2.4	8	591	3.8	
3	6	312	3.5	5	3102 435*	12.9	12	600	1.7	8	600	3.8	Low V 12"
4	8	330	2.1	5	3102 435*	10.8	8	593	3.8	8	593	3.8	LS8 FM replacement $$
5	8	384	2.5	5	3102 435*	12.9	10	648	2.6	8	648	4.1	LS8 FM replacement $$
6	8	400	2.6	5	3102 435*	13.2	12	655	1.9	8	655	4.2	LS8 FM replacement $$, low V 12"
7	6	424	4.8	10	3127 487	13.2	8	628	4.0	8	628	4.0	
8	6	459	5.2	10	3127 487	13.2	10	672	2.7	8	672	4.3	High V 6"
9	6	476	5.4	10	3127 487	13.2	12	688	2.0	8	688	4.4	High V 6"
10	8	549	3.5	10	3127 487	13.2	8	653	4.2	8	653	4.2	LS8 FM replacement $$
11	8	606	3.9	10	3127 487	13.2	10	716	2.9	8	716	4.6	LS8 FM replacement $$
12	8	641	4.1	10	3127 487	13.2	12	732	2.1	8	732	4.7	LS8 FM replacement $$
13	6	333	3.8	5	3102 435*	13.0	10	623	2.5	10	623	2.5	Hypothetical

Note: Wettest day flows modeled (8/4/2024, 6.5"). Occasional duplex pump operation:
LS8: 40 GPM dry/181 GPM wet addit., 318,388 Gal. 24 HR flow
LS9: 56/165, 318,250
LS10: 23/40, 91,454

* This is the existing pump at LS8

** Ground El. = 4.3, Pump On = -8.9, Max = 13.2

APPENDIX

PUMP CURVES

CP 3102 MT 3~ 435

Performance curve

Pump

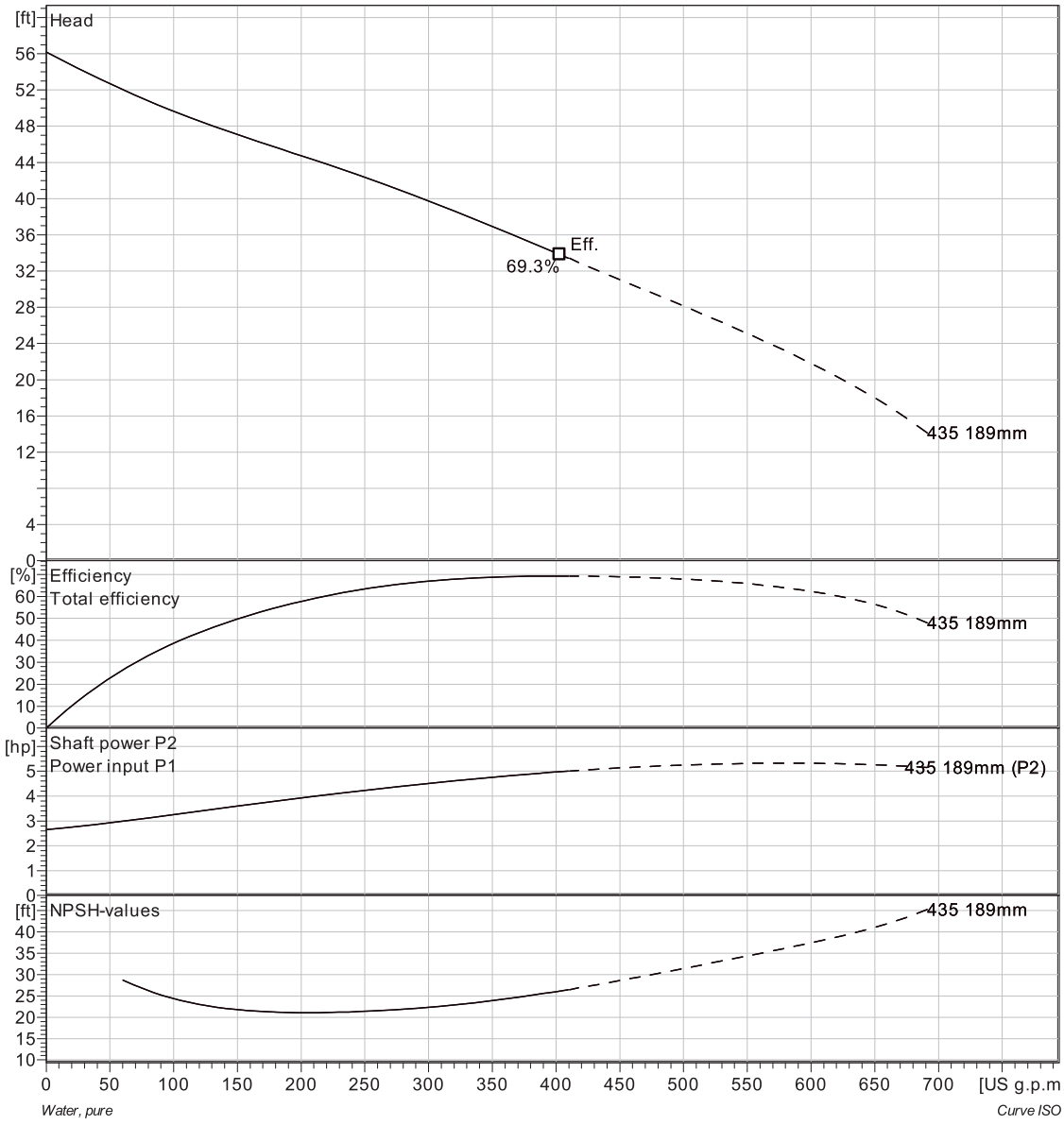
Discharge Flange Diameter	3 15/16 inch
Inlet diameter	100 mm
Impeller diameter	$7^{7}/_{16}$"
Number of blades	1
Throughlet diameter	3 inch

Motor

Motor #	C3102.090 18-11-4AL-W 5hp
Stator variant	1
Frequency	60 Hz
Rated voltage	230 V
Number of poles	4
Phases	3~
Rated power	5 hp
Rated current	14 A
Starting current	83 A
Rated speed	1745 rpm

Power factor	
1/1 Load	0.81
3/4 Load	0.75
1/2 Load	0.63

Efficiency	
1/1 Load	85.0 %
3/4 Load	85.0 %
1/2 Load	83.5 %



Project	Project ID	Created by	Created on	Last update
			2016-04-18	

NP 3102 MT 3~ 462

Performance curve

Pump

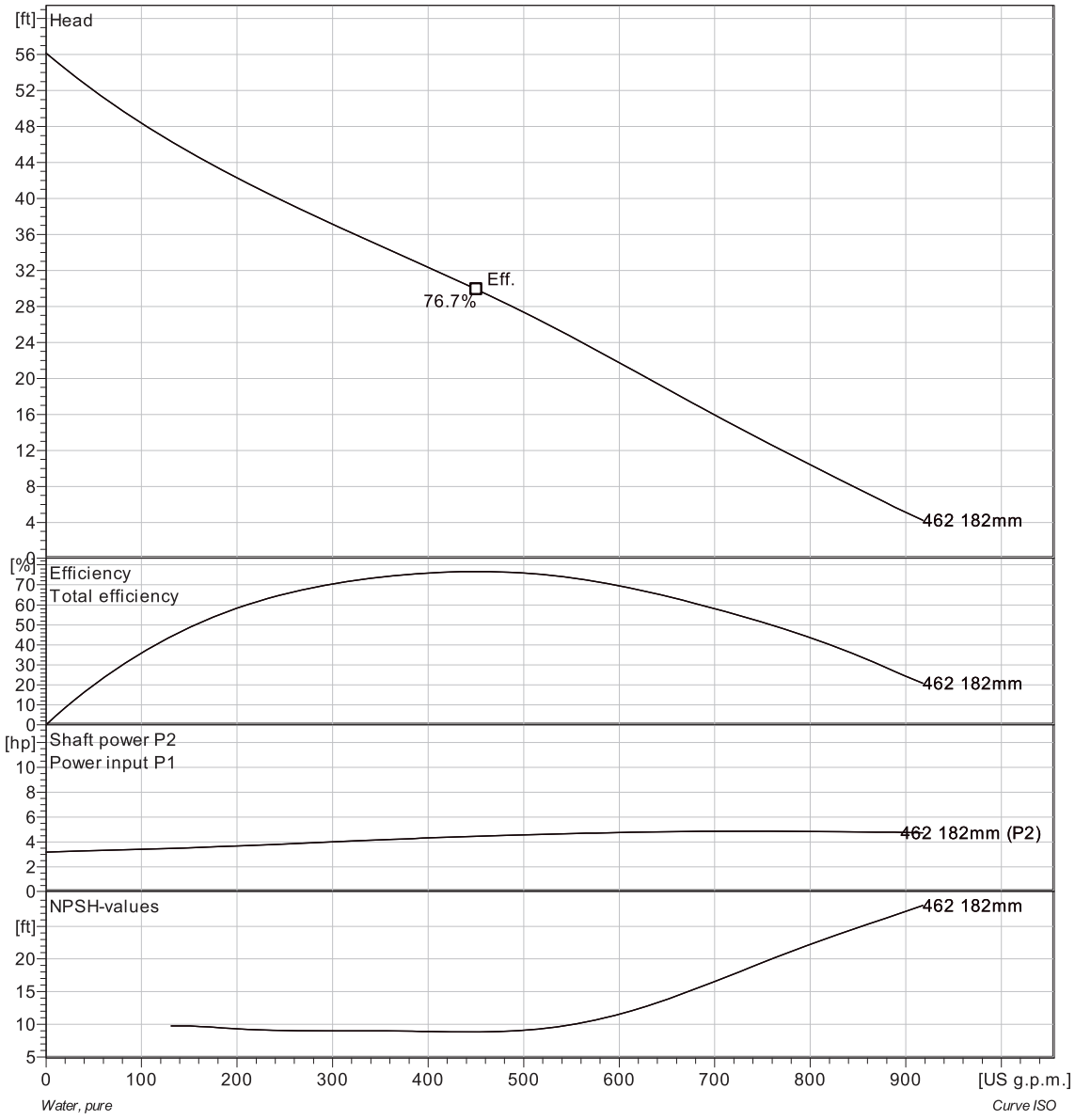
Discharge Flange Diameter	3 15/16 inch
Inlet diameter	100 mm
Impeller diameter	$7^{3}/_{16}$"
Number of blades	2

Motor

Motor #	N3102.095 18-11-4AL-W 5hp
Stator variant	1
Frequency	60 Hz
Rated voltage	230 V
Number of poles	4
Phases	3~
Rated power	5 hp
Rated current	14 A
Starting current	83 A
Rated speed	1745 rpm

Power factor	
1/1 Load	0.81
3/4 Load	0.75
1/2 Load	0.63

Efficiency	
1/1 Load	85.0 %
3/4 Load	85.0 %
1/2 Load	83.5 %



Project	Project ID	Created by	Created on	Last update
			2016-04-15	

Existing - Lift Station 10

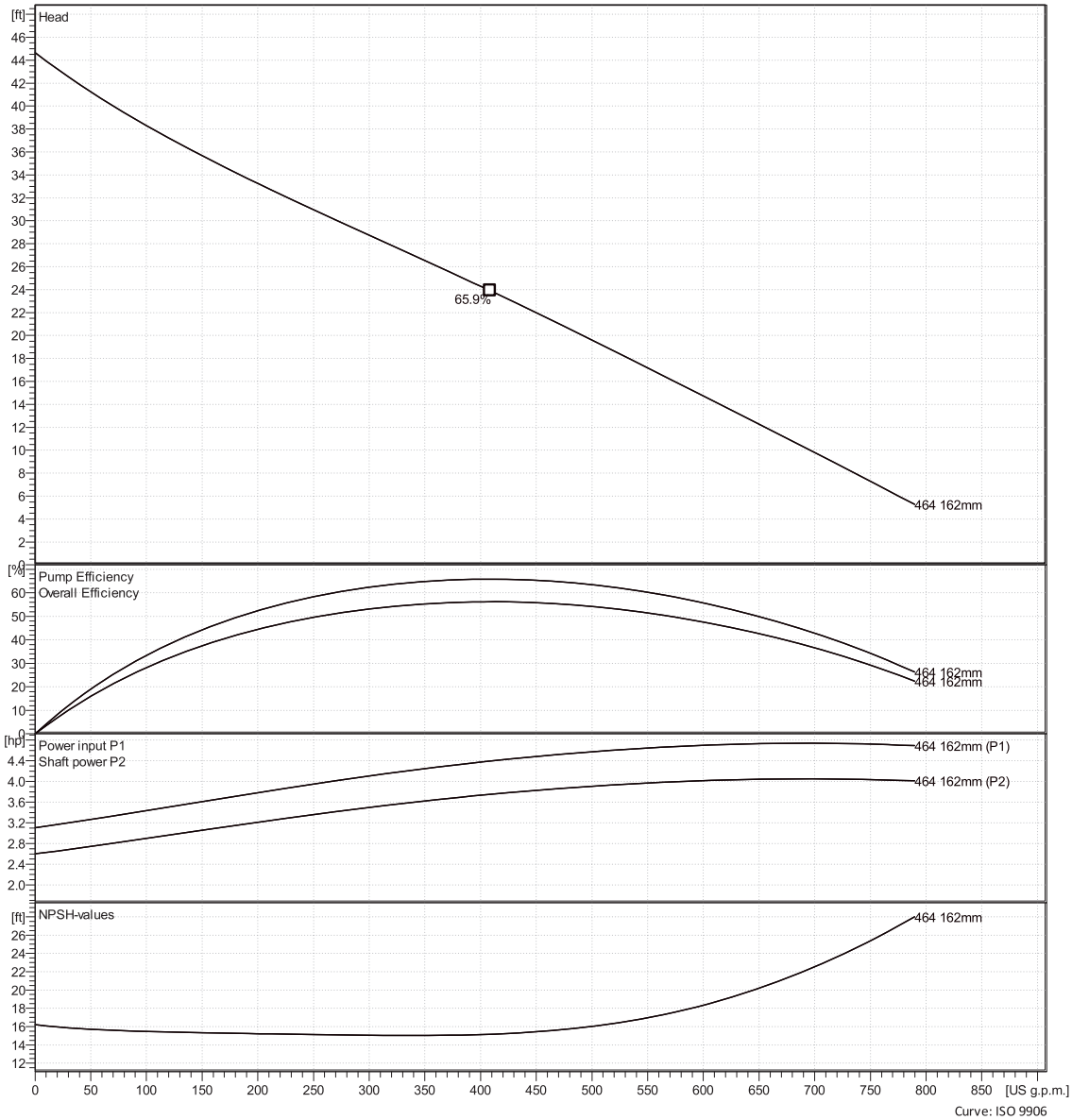
NP 3102 MT 3~ Adaptive 464

Performance curve

Duty point

Flow	Head

Curves according to: Water, pure [100%],39.2 °F,62.42 lb/ft³,1.6891E-5 ft²/s



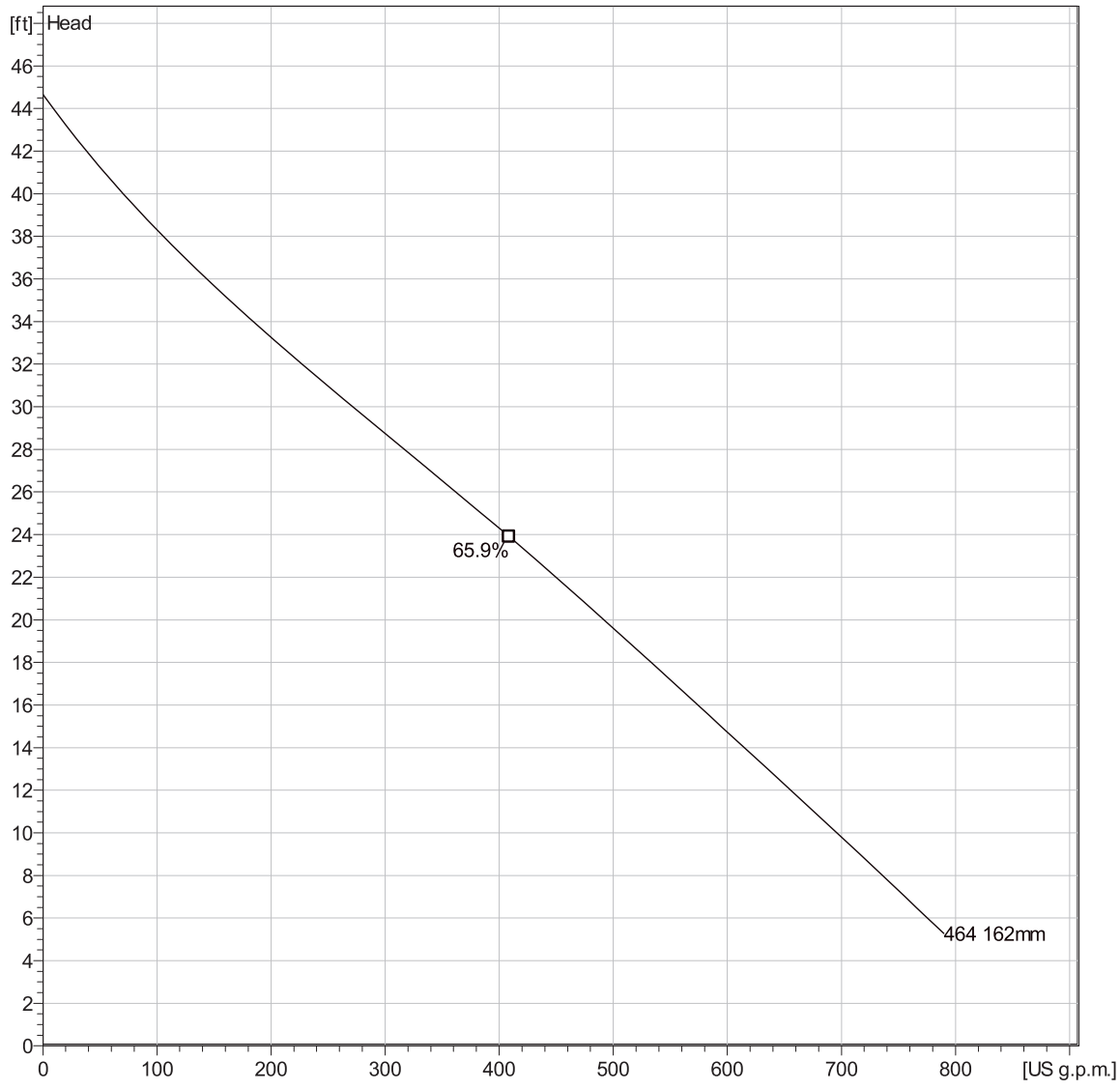
Curve: ISO 9906

Project	Created by	Last update
Block	Created on 12/5/2019	

NP 3102 MT 3~ Adaptive 464

Duty Analysis

Curves according to: Water, pure [100%],39.2 °F,62.42 lb/ft³,1.6891E-5 ft²/s



Curve: ISO 9906

Operating characteristics

Pumps/Systems	Flow	Head	Shaft power	Flow	Head	Shaft power	Hydr.eff.	Specific energy	NPSHr

Project	Created by		Last update
Block	Created on	12/5/2019	

Alternate - Lift Station 8, 10 HP

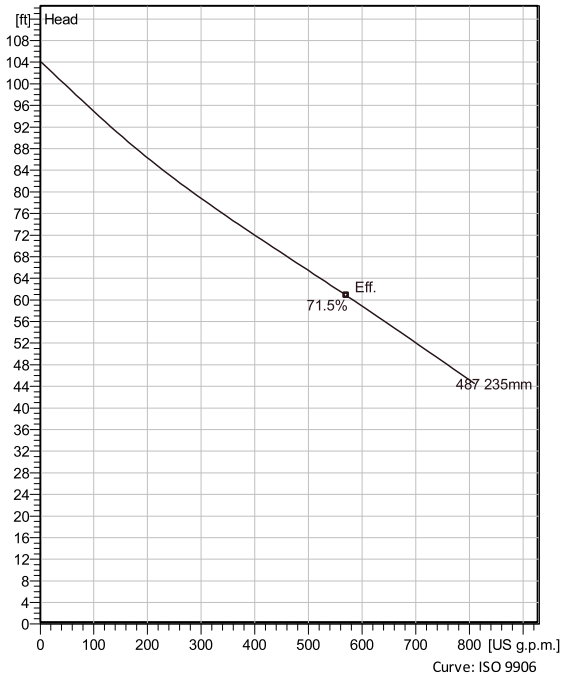
NP 3127 HT 3~ Adaptive 487

Patented self cleaning semi-open channel impeller, ideal for pumping in waste water applications. Modular based design with high adaptation grade.

Technical specification



Curves according to: Water, pure Water, pure [100%], 39.2 °F, 62.428 lb/ft³, 1.6889E-5 ft²/s



Curve: ISO 9906

Nominal (mean) data shown. Under- and over-performance from this data should be expected due to standard manufacturing tolerances.
Please consult your local Flygt representative for performance guarantees.

Configuration

Motor number
N3127.060 21-12-4AL-W 10hp

Installation type
P - Semi permanent, Wet

Impeller diameter
235 mm

Discharge diameter
4 inch

Pump information

Impeller diameter
235 mm

Discharge diameter
4 inch

Inlet diameter
100 mm

Maximum operating speed
1745 rpm

Number of blades
2

Max. fluid temperature
40 °C

Material

Impeller
Hard-Iron ™

Stator housing material
Grey cast iron

Project	Xylect-20205785	**Created by**			
Block	0	**Created on**	11/15/2024	**Last update**	11/15/2024

NP 3127 HT 3~ Adaptive 487

Technical specification

Motor - General

Motor number N3127.060 21-12-4AL-W 10hp	**Phases** 3~	**Rated speed** 1745 rpm	**Rated power** 10 hp
ATEX approved No	**Number of poles** 4	**Rated current** 13 A	**Stator variant** 34
Frequency 60 Hz	**Rated voltage** 440 V	**Insulation class** H	**Type of Duty** S1
Version code 060			

Motor - Technical

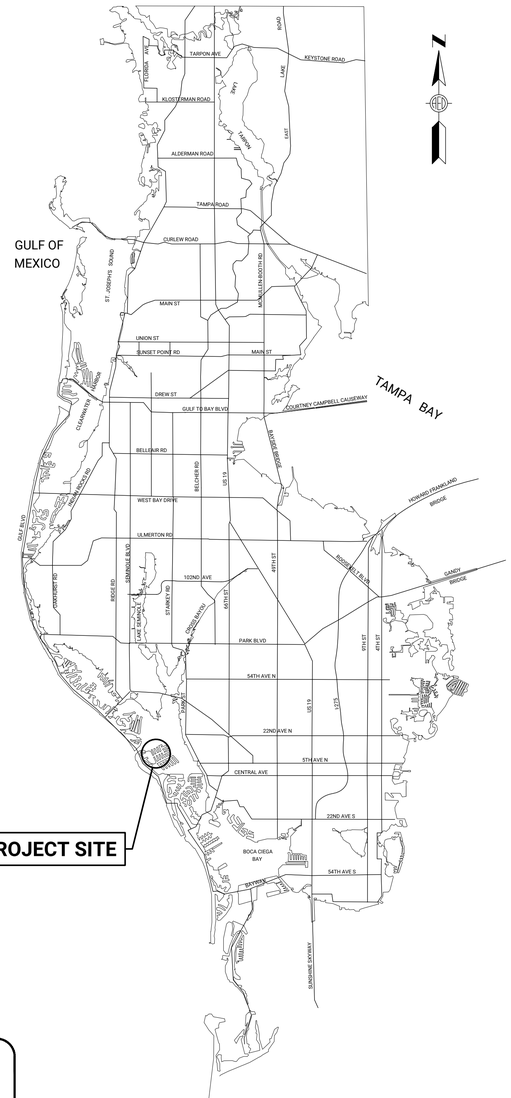
Power factor - 1/1 Load 0.85	**Motor efficiency - 1/1 Load** 86.8 %	**Total moment of inertia** 1.41 lb ft²	**Starts per hour max.** 30
Power factor - 3/4 Load 0.82	**Motor efficiency - 3/4 Load** 88.4 %	**Starting current, direct starting** 78 A	
Power factor - 1/2 Load 0.74	**Motor efficiency - 1/2 Load** 88.4 %	**Starting current, star-delta** 26 A	

Project	Xylect-20205785	**Created by**			
Block	0	**Created on**	11/15/2024	**Last update**	11/15/2024

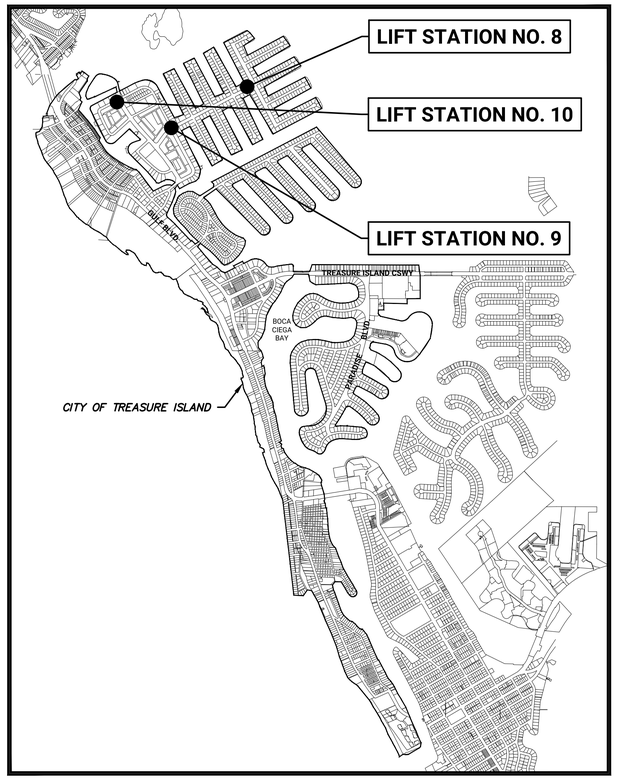
CONSTRUCTION PLANS FOR:

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

SECTION 14 TOWNSHIP 31 SOUTH, RANGE 15 EAST
PINELLAS COUNTY, FLORIDA



VICINITY MAP
N.T.S.



LOCATION MAP
N.T.S.

DRAWING INDEX	
DWG. NO.	SHEET TITLE
C1	COVER PAGE
C2	GENERAL NOTES & LEGENDS
C3	KEY MAP & CONTROL PLAN
C4	DEMOLITION, EROSION & SEDIMENT CONTROL PLAN
C5-C7	PLAN & PROFILE
C8-C9	GENERAL DETAILS

90% PLANS

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PREPARED FOR:
CITY OF TREASURE ISLAND
120 - 108TH AVENUE
TREASURE ISLAND, FL 33706

Prepared By:
ADVANCED ENGINEERING & DESIGN, INC.
3931 68th Avenue North, Pinellas Park, FL 33781 • (727) 526-9158 • www.aed-fl.com

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:42pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_C1.dwg]

GENERAL NOTES

1. ANY PROPERTY MONUMENTS WITHIN THE LIMITS OF CONSTRUCTION ARE TO BE PROTECTED. IF ANY ARE DISTURBED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESETTING.
2. LOCATIONS, ELEVATIONS AND DIMENSIONS OF EXISTING UTILITIES, STRUCTURES AND OTHER FEATURES ARE SHOWN TO THE BEST AVAILABLE INFORMATION AT THE TIME OF PLAN PREPARATION BUT DO NOT PURPORT TO BE ABSOLUTELY CORRECT. THERE MAY BE OTHER IMPROVEMENTS, UTILITIES, ETC. WHICH ARE WITHIN THE PROJECT AREA AND WHICH HAVE BEEN INSTALLED AND CONSTRUCTED SINCE THE PREPARATION OF THESE PLANS. THE CONTRACTOR SHALL VERIFY, PRIOR TO CONSTRUCTION, THE LOCATIONS, ELEVATIONS, AND DIMENSIONS OF ALL EXISTING UTILITIES, STRUCTURES AND OTHER FEATURES AFFECTING THE WORK (WHETHER OR NOT SHOWN ON THE PLANS)
3. ALL CONTRACTORS ARE DIRECTED, PRIOR TO BIDDING, TO CONDUCT WHATEVER NONDESTRUCTIVE INVESTIGATIONS THEY MAY DEEM NECESSARY TO ARRIVE AT THEIR OWN CONCLUSIONS REGARDING THE ACTUAL CONDITIONS THAT WILL BE ENCOUNTERED.
4. FIELD CONDITIONS MAY NECESSITATE SLIGHT ALIGNMENT AND/OR GRADE DEVIATIONS FROM THOSE WHICH ARE INDICATED ON THE PLANS. ANY DEVIATIONS OR ADJUSTMENTS SHALL FIRST BE APPROVED BY THE ENGINEER BEFORE BEING PERFORMED.
5. THE CONTRACTOR WILL BE RESPONSIBLE FOR THE PREPARATION OF RECORD DRAWINGS ONCE THE CONSTRUCTION IS COMPLETE. THE RECORD DRAWING SHALL BE SIGNED AND SEALED BY A FLORIDA REGISTERED PROFESSIONAL LAND SURVEYOR. THE CONTRACTOR SHALL MAINTAIN A SET OF PLANS WITH CURRENT FIELD CONDITIONS MARKED.
6. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY WHEN CONFLICTS BETWEEN DRAWINGS AND ACTUAL CONDITIONS ARE DISCOVERED.
7. ALL WORK PERFORMED SHALL COMPLY WITH THE REGULATIONS AND ORDINANCES OF THE VARIOUS GOVERNMENTAL AGENCIES HAVING JURISDICTION OVER THE WORK.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SURVEY WORK, INCLUDING BUT NOT LIMITED TO CONSTRUCTION STAKEOUT AND RECORD DRAWING PREPARATION.
9. THE CONTRACTOR SHALL ENDEAVOR TO PROTECT PRIVATE PROPERTY. ANY DAMAGE CAUSED BY THE CONTRACTOR IN THE PERFORMANCE OF THE WORK SHALL BE CORRECTED TO A CONDITION EQUAL TO OR BETTER THAN EXISTING. NO PAYMENT SHALL BE MADE FOR THIS WORK.
10. ANY AND ALL CONSTRUCTION MATERIALS, METHODS AND INSTALLATION SHALL BE IN FULL COMPLIANCE WITH THE SPECIFICATIONS.
11. PAYMENT FOR INCIDENTAL ITEMS AND WORK NOT SPECIFICALLY LISTED OR INDICATED ON THE PLANS SHALL BE INCLUDED IN THE CONTRACT UNIT PRICE FOR OTHER ITEMS.
12. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROTECTING EXCAVATIONS AGAINST COLLAPSE AND SHALL PROVIDE BRACING, SHEETING, SHORING (PROPRIETARY AND NON-PROPRIETARY) AS NECESSARY. DEWATERING SHALL BE UTILIZED AS REQUIRED TO KEEP TRENCHES AND EXCAVATIONS DRY THROUGHOUT CONSTRUCTION.
13. ALL PRIVATE IRRIGATION SYSTEMS DISTURBED DURING CONSTRUCTION SHALL BE COMPLETELY RESTORED. THE CONTRACTOR SHALL FURNISH ALL LABOR AND MATERIALS NECESSARY TO COMPLETE THE WORK. SYSTEMS SHALL BE CAPPED TO ALLOW FOR UTILIZATION DURING CONSTRUCTION. THIS WORK SHALL BE CONSIDERED INCIDENTAL. DIRECT PAYMENT FOR IRRIGATION REMOVAL, PROTECTION, TEMPORARY CONNECTIONS, REPAIRS & RESTORATION WILL NOT BE PROVIDED.
14. THE CONTRACTOR SHALL MAINTAIN A CLEAR PATH FOR SURFACE WATER DRAINAGE STRUCTURES AND DITCHES DURING ALL PHASES OF CONSTRUCTION.
15. ALL ROADWAYS AND OPEN RIGHT OF WAYS SHALL BE CLEARED OF DIRT, DEBRIS AND CONSTRUCTION MATERIALS BY THE END OF EACH WORK SHIFT. ALL CONSTRUCTION AREAS MUST BE SAFELY DELINEATED AVOID ACCIDENTS WHILE THE CONTRACTOR IS NOT PRESENT. OVERALL CLEAN UP SHALL BE ACCOMPLISHED BY THE CONTRACTOR IN ACCORDANCE WITH CITY STANDARDS OR AS DIRECTED BY THE CITY. ANY AND ALL EXPENSES INCURRED FOR THIS WORK SHALL BE INCLUDED IN THE UNIT PRICE BID FOR OTHER ITEMS.
16. THE CONTRACTOR SHALL SOD ALL GRASSED AREAS THAT ARE DISTURBED DURING CONSTRUCTION.
17. IT SHALL BE NOTED THAT SHEETING, SHORING AND/OR TRENCH BOX SYSTEMS (PROPRIETARY & NON-PROPRIETARY) WILL BE REQUIRED TO CONSTRUCT THE PROPOSED IMPROVEMENTS. DIRECT PAYMENT WILL NOT BE PROVIDED.
18. IT IS RECOMMENDED THAT THE CONTRACTOR RECORD THE OPERATING CONDITION OF EXISTING IRRIGATION SYSTEMS PRIOR TO DEMOLITION OF THESE SYSTEMS. THE CONTRACTOR WILL BE REQUIRED TO RESTORE IRRIGATION SYSTEMS TO THEIR PRE-CONSTRUCTION OPERATIONAL CONDITION AS REPORTED BY THE CITY/RESIDENT OR AS RECORDED BY THE CONTRACTOR.
19. ALL SOD SHALL BE STAKED AFTER PLACEMENT ON SLOPED TERRAIN. THE CONTRACTOR SHALL STAKE SOD, AS NEEDED, TO ENSURE LONGEVITY.
20. SOD SHALL BE RESTORED SPECIES IN-KIND. WHERE NO DISCERNABLE SOD SPECIES IS PRESENT IN THE PRE-CONSTRUCTION CONDITION, BAHIA SHALL BE USED.
21. SEEDING WILL NOT BE PERMITTED. ALL GREEN AREAS SHALL BE RESTORED WITH SOD.
22. THE CONTRACTOR WILL BE REQUIRED TO REPLACE ALL LANDSCAPING (BUSHES, SHRUBS, TREES, ETC.) REMOVED/DAMAGED/IMPACTED DURING CONSTRUCTION. LANDSCAPING SHALL BE WATERED, FERTILIZED AND MAINTAINED THROUGHOUT THE ESTABLISHMENT PERIOD.
23. THE CONTRACTOR WILL BE RESPONSIBLE FOR DOCUMENTING THE SIZE & SPECIES OF LANDSCAPING WHICH WILL BE IMPACTED PRIOR TO LANDSCAPE REMOVAL.
24. THE PROTECTION/SUPPORT OF EXISTING FEATURES (UTILITY POLES, STREET LIGHTS, LANDSCAPING, FENCES, ETC.) WILL BE NEEDED TO CONSTRUCT THE PROPOSED IMPROVEMENTS. THE PROTECTION/SUPPORT OF EXISTING FEATURES, AS NEEDED TO CONSTRUCT THE PROPOSED IMPROVEMENTS, WILL BE CONSIDERED INCIDENTAL TO THE WORK. DIRECT PAYMENT WILL NOT BE PROVIDED.
25. THE CONTRACTOR SHALL RESET EXISTING MAILBOXES. NEW MAILBOX SHALL ONLY BE FURNISHED IF THE PRE-CONSTRUCTION CONDITION DOES NOT ALLOW FOR RESETTING.
26. ALL PASSING MATERIAL & FIELD TESTING COSTS SHALL BE PAID FOR BY THE CITY. FAILED TESTS SHALL BE PAID BY THE CONTRACTOR.
27. DIRECT PAYMENT FOR FUEL WILL NOT BE PROVIDED. FUEL PRICE ADJUSTMENTS WILL NOT BE APPLICABLE.
28. FLOWABLE FILL SHALL ONLY BE USED WITH CITY APPROVAL. THIS ITEM SHALL NOT BE USED AT THE CONTRACTOR'S DISCRETION. FLOWABLE FILL SHALL MEET THE MATERIAL & INSTALLATION REQUIREMENTS OF FDOT SPECIFICATION SECTION 121.
29. AERIAL UTILITIES ARE NOT DEPICTED. CONTRACTOR SHALL COMPLY WITH OSHA 1926 AS IT PERTAINS TO OVERHEAD LINE CLEARANCE.

INSTALLATION NOTES:

1. THE CONTRACTOR SHALL PROVIDE ADEQUATE, TEMPORARY THRUST RESTRAINT AT BENDS, VALVES AND TEES IN EXISTING PRESSURIZED CONDUITS IN PROXIMITY TO EXCAVATIONS AS REQUIRED TO PREVENT ANY DISLODGMENT, SEPARATION OR LEAKAGE OF THESE FACILITIES.
2. THE CONTRACTOR SHALL ADJUST (AS REQUIRED) PIPELINE ALIGNMENTS HORIZONTALLY AND/OR VERTICALLY TO AVOID CONFLICTS WITH ACTUAL FIELD CONDITIONS AS UNCOVERED DURING CONSTRUCTION. FIELD ADJUSTMENTS SHALL BE COORDINATED WITH, AND APPROVED BY, THE ENGINEER.
3. THE CONTRACTOR SHALL NOT OPERATE ANY EXISTING VALVES ON THE CITY'S SYSTEM. THE CONTRACTOR SHALL COORDINATE WITH THE ENGINEER AND THE CITY'S INSPECTOR REGARDING SHUTTING DOWN MAINS FOR NEW CONNECTIONS OR RE-LOCATIONS. PROPER AND ADEQUATE NOTIFICATION MUST BE GIVEN, BUT IN NO CASE SHALL LESS THAN ONE (1) WEEK WRITTEN NOTICE.
4. EXISTING PIPE SHALL BE RESTRAINED WHEN CONNECTED TO THE PROPOSED PIPING. RESTRAINING OF THE EXISTING PIPE SHALL OCCUR ON EACH SIDE OF THE FITTING. REFERENCE THE PLAN DETAILS FOR THE MINIMUM LENGTH OF EXISTING PIPE TO BE RESTRAINED. THE PLAN DETAILS ARE ALSO APPLICABLE FOR RESTRAINED LENGTHS OF PROPOSED MAINS.
5. ALL MAINS SHALL BE PIGGED TO REMOVE ALL SAND AND FOREIGN MATTER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DEVELOPING A PIGGING PLAN TO BE SUBMITTED TO THE CITY AS A SHOP DRAWING. PIGGING SHALL BE ACCOMPLISHED BY THE CONTROLLED AND PRESSURIZED PASSAGE OF A SERIES OF HYDRAULIC OR PNEUMATIC POLYURETHANE PLUGS OF VARYING DIMENSIONS, COATINGS AND DENSITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DEVELOPMENT, IMPLEMENTATION, SURVEILLANCE, REPAIR AND CLEANUP ASSOCIATED WITH PIGGING ACTIVITIES. THE COST FOR THIS WORK SHALL BE INCLUDED IN THE APPROPRIATE PAY ITEMS. SEPARATE PAYMENT WILL NOT BE PROVIDED.
6. THE CONTRACTOR SHALL CAP THE END OF ALL OUT OF SERVICE MAINS TO REMAIN IN PLACE. FILL ANNULAR SPACE WITHIN PIPE WHEN CALLED FOR ON PLANS.
7. CONTRACTOR SHALL ADJUST THE PROPOSED ALIGNMENT IN ORDER TO MINIMIZE SHUTDOWN TIMES. PROPOSED ADJUSTMENTS SHALL BE APPROVED BY THE ENGINEER OF RECORD.
8. PIPE JOINT DEFLECTION SHALL NOT EXCEED 75% OF THE PIPE MANUFACTURER REQUIREMENTS. JOINT DEFLECTION WILL BE NEEDED AT MULTIPLE LOCATIONS NOT EXPLICITLY STATED ON THE PLANS.
9. ALL DUCTILE IRON PIPE, FITTINGS & VALVE BODIES SHALL BE WRAPPED IN POLYETHYLENE IN ACCORDANCE WITH ANSI/AWWA C105.
10. ALL EXISTING & NEWLY INSTALLED VALVES SHALL BE ACCESSIBLE AT ALL TIMES DURING CONSTRUCTION PHASES.
11. THE CONTRACTOR SHALL COORDINATE PRIVATE PROPERTY ACCESS WITH THE CITY AND PROPERTY OWNER / TENANT.

PRIVATE UTILITY NOTES:

1. THE CONTRACTOR SHALL PROVIDE AT LEAST 48 HOURS NOTICE TO THE VARIOUS UTILITY COMPANIES IN ORDER TO PERMIT THE LOCATION OF EXISTING UNDERGROUND UTILITIES IN ADVANCE OF CONSTRUCTION. CONTACT UTILITIES NOTIFICATION CENTER AT 1-800-432-4770.
2. THE CONTRACTOR SHALL COORDINATE OR PERFORM TEMPORARY SUPPORT ACTIVITIES FOR UTILITY POLES AS NEEDED.
3. ALL VALVE BOXES, MANHOLE FRAMES, CLEAN-OUTS, IRRIGATION BOXES, ETC. SHALL BE ADJUSTED TO MATCH FINISHED GRADES. FOR MANHOLE FRAME ADJUSTMENTS, UTILIZE CONCRETE RINGS AS REQUIRED.
4. THE CONTRACTOR WILL BE RESPONSIBLE FOR PERFORMING ALL UTILITY COORDINATION. DIRECT PAYMENT FOR UTILITY COORDINATION EFFORTS WILL NOT BE PROVIDED.

SURVEY NOTES:

1. SURVEY MAP AND REPORT OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED.
2. NO EXCAVATION WAS PERFORMED TO VERIFY THE LOCATION OR EXISTENCE OF ANY UNDERGROUND UTILITIES, ENCROACHMENTS, IMPROVEMENTS, STRUCTURES OR FOUNDATIONS. UNDERGROUND UTILITY LINE LOCATIONS (IF SHOWN HEREON) ARE BASED UPON UTILITY PROVIDER ATLASES AND VISIBLE SURFACE EVIDENCE.
3. RE-USE OF THIS SURVEY FOR PURPOSES OTHER THAN WHICH IT WAS INTENDED, WITHOUT WRITTEN VERIFICATION, WILL BE AT THE RE-USERS SOLE RISK AND WITHOUT LIABILITY TO THE SURVEYOR. NOTHING HEREIN SHALL BE CONSTRUED TO GIVE ANY RIGHTS OR BENEFITS TO ANYONE OTHER THAN THOSE TO WHOM CERTIFIED.
4. ALL FOUND POINTS ARE UNMARKED UNLESS OTHERWISE NOTED. ALL PERIMETER BEARINGS AND DISTANCES ARE ALSO FIELD MEASURED UNLESS NOTED.
5. THIS SURVEY IS NOT INTENDED TO SHOW THE LOCATION OR EXISTENCE OF ANY JURISDICTIONAL, HAZARDOUS OR ENVIRONMENTALLY SENSITIVE AREAS.
6. ANY ZONING INFORMATION SHOWN OR NOTED HEREON IS BASED ON INFORMATION AVAILABLE DURING THE PREPARATION OF THE SURVEY. THIS INFORMATION SHOULD BE VERIFIED WITH THE GOVERNING AUTHORITY PRIOR TO ANY DETERMINATIONS OR DESIGN.
7. SHOWN ANYWHERE ON THIS SURVEY, THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF A PROFESSIONAL OPINION BASED UPON THE SURVEYOR'S BEST KNOWLEDGE, INFORMATION AND BELIEF, AND THAT IT THUS CONSTITUTES NEITHER A GUARANTEE NOR A WARRANTY.
8. UNLESS OTHERWISE INDICATED, THE PROPERTY DESCRIPTION AND EASEMENTS SHOWN WERE FURNISHED TO POLARIS ASSOCIATES, INC. AND ARE PRESUMED TO BE CORRECT. NO SEARCH OF ANY PUBLIC RECORDS, FOR EASEMENTS, DEEDS, ETC., WAS PERFORMED BY THIS FIRM FOR THE COMPLETION OF THIS SURVEY AND THERE MAY BE ADDITIONAL RESTRICTIONS THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
9. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE AND MAY BE SUBJECT TO EASEMENTS, RESTRICTIONS, RIGHTS-OF-WAY AND OTHER MATTERS OF RECORD.
10. ELEVATIONS ARE BASED ON A FLORIDA DEPARTMENT OF TRANSPORTATION BENCHMARK, BM 195, HAVING AN ELEVATION OF 15.459, NORTH AMERICAN VERTICAL DATUM 1988 (NAVD 88).
11. TREES 4" IN DIAMETER AND LARGER HAVE BEEN LOCATED WITH COMMON NAME AND APPROXIMATE DIAMETER BREAST HIGH. SMALLER TREES, NON-PROTECTED SPECIES (INCLUDING ORNAMENTALS) AND TREES WITHIN JURISDICTIONAL AREAS (IF ANY) HAVE NOT BEEN LOCATED. TREES BY NATURE ARE IRREGULAR IN SIZE AND SHAPE. EVERY EFFORT IS MADE TO ACCURATELY LOCATE TREES. THE TREE LOCATION IS THE CENTER OF THE TREE. THIS LOCATION MAY BE DIFFERENT IF LOCATED FROM A DIFFERENT DIRECTION. ALL TREE LOCATIONS SHOULD BE FIELD CHECKED IF CRITICAL TO DESIGN.
12. THIS SURVEY IS BASED ON U.S. FEET.
13. NO UNDERGROUND INSTALLATIONS OR IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS SHOWN.
14. NO INSTRUMENTS OF RECORD REFLECTING EASEMENTS, RIGHT OF WAY AND/OR OWNERSHIP WERE FURNISHED TO THIS SURVEYOR EXCEPT AS SHOWN.
15. THIS SURVEY DOES NOT REFLECT OR DETERMINE OWNERSHIP.
16. USE OF THIS SURVEY BY ANYONE OTHER THAN THOSE PREPARED FOR WILL BE THE RE-USERS SOLE RISK WITHOUT LIABILITY TO THE SURVEYOR.
17. THERE MAY BE ITEMS DRAWN OUT OF SCALE TO GRAPHICALLY SHOW THEIR LOCATION.
18. THE SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT AND IS SUBJECT TO EASEMENTS, RIGHTS-OF-WAY AND SIMILAR MATTERS OF TITLE.
19. NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
20. THE HORIZONTAL DATUM IS TIED TO THE FLORIDA STATE PLANE COORDINATE SYSTEM (GRID), WEST ZONE NORTH AMERICAN DATUM 1983, ADJUSTMENT 2011.
21. ELEVATIONS SHOWN HEREON ARE IN FEET AND REFER TO THE NORTH AMERICAN VERTICAL DATUM OF 1988. (N.A.V.D.) REFERENCE BENCHMARK No.1: AG0118 ELEVATION = 20.84'.
22. THIS SURVEY IS FOR TOPOGRAPHIC PURPOSES AND IS NOT A BOUNDARY SURVEY.
23. SUBJECT PROPERTY LIES IN FLOOD ZONE AE (EL 10) ACCORDING TO FEMA MAP PANEL 12103C0194H EFFECTIVE DATE 8/24/2021
24. BEARINGS AND DISTANCES ARE MEASURED UNLESS OTHERWISE NOTED.
25. BASIS OF BEARING IS GRID NORTH.

SUE DATA TABLE

VVH No.	Utility Description (Owner, Type)	Size (in.)	Material	Location Information			Existing Ground Elevation (Approx.) (ft.)	Measure Down (ft.)	Top of Utility Elevation (Approx.) (ft.)
				Station	Offset	LT. / RT.			
LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT									
VVH4	City of Treasure Island, Sanitary Sewer	6"	PVC	212+18.26	76.963'	LT.	3.87	3.40	0.47
VVH5	Communication	2"	PVC	212+22.33	82.996'	LT.	3.96	2.20	1.76
VVH18	City of Treasure Island, Sanitary Sewer	8"	DIP	102+58.57	22.002'	LT.	3.94	2.26	1.68
VVH18A	Communication	2"	PVC	102+58.50	23.402'	LT.	4.00	2.35	1.65
VVH19	City of Treasure Island, Sanitary Sewer	8"	DIP	102+99.28	22.254'	LT.	4.32	3.30	1.02
VVH20	City of Treasure Island, Sanitary Sewer	8"	DIP	200+94.98	28.927'	LT.	3.99	2.15	1.84
VVH21	City of Treasure Island, Sanitary Sewer	8"	DIP	204+93.09	27.044'	LT.	3.91	2.50	1.41
VVH22	City of Treasure Island, Sanitary Sewer	8"	DIP	209+79.52	28.297'	LT.	3.98	2.76	1.22
VVH23	City of Treasure Island, Sanitary Sewer	8"	DIP	211+48.47	29.082'	LT.	4.27	2.75	1.52
VVH24	City of Treasure Island, Sanitary Sewer	4"	DIP	207+41.65	24.423'	LT.	3.54	1.43	2.11
VVH25	City of Treasure Island, Sanitary Sewer	8"	DIP	207+41.65	24.423'	LT.	3.74	2.65	1.09
VVH26	Pinellas County, Water Main	24"	DIP	102+35.52	19.977'	LT.	3.59	6.85	-3.26
VVH27	Pinellas County, Water Main	20"	HDPE	102+43.71	86.670'	LT.	5.43	2.75	2.68
VVH28	Pinellas County, Reclaimed Water Main	4"	PVC	102+47.89	26.139'	LT.	3.98	3.80	0.18
VVH29	City of Treasure Island, Sanitary Sewer	8"	DIP	101+29.92	5.681'	RT.	4.82	3.10	1.72
VVH30	Pinellas County, Water Main	16"	DIP	101+64.75	10.629'	RT.	3.98	4.70	-0.72
VVH31	City of Treasure Island, Sanitary Sewer	6"	DIP	211+89.67	18.113'	LT.	4.11	4.00	0.11
VVH32	City of Treasure Island, Sanitary Sewer	6"	DIP	212+46.73	45.768	RT.	3.95	6.75	-2.80

"PROPOSED" LEGEND:

- ISOLATION VALVE
- 8" FM — FORCE MAIN (OPEN CUT)
- DEFLECTION FITTING (HORIZONTAL)
- DEFLECTION FITTING (VERTICAL)
- WYE FITTING
- REDUCING FITTING
- WASTEWATER STRUCTURE
- DETECTABLE WARNING SURFACE (PER FDOT INDEX 522-002)
- RESTRAINED PLUG/CAP TO SUPPORT FACILITY ABANDONMENT
- MANHOLE

LEGEND

NOT TO SCALE

FND	FOUND	ATV	BURIED CATV MARKER POST
FCIR	FOUND CAPPED IRON ROD (SIZE NOTED)	TV	CABLE TV BOX
FCM	FOUND CONCRETE MONUMENT (SIZE NOTED)		CONCRETE LIGHT POLE
FIP	FOUND IRON PIPE (SIZE NOTED)		CONCRETE UTILITY POLE
FIR	FOUND IRON ROD (SIZE NOTED)	CO	CLEANOUT
FN&D	FOUND NAIL & BRASS DISK		DECORATIVE LIGHT
FPP	FOUND PINCHED PIPE (SIZE NOTED)		ELECTRIC BOX
FRRS	FOUND RAILROAD SPIKE	E	ELECTRIC MANHOLE
SCIR	SET 1/2" CAPPED IRON ROD "LB 4513"	EM	ELECTRIC METER
SN&D	SET NAIL & BRASS DISK "LB 4513"	FO	FIBER OPTIC CABLE BOX
LB	LICENSED BUSINESS		FIRE HYDRANT
PLS	PROFESSIONAL LAND SURVEYOR		FIRE DEPARTMENT CONNECTION
(C)	CALCULATED	GM	GAS MARKER POST
(R)	RECORDED	G	GAS METER/REGULATOR
PB	PLAT BOOK	GAS	GAS VALVE
PG	PAGE	GT	GREASE-TRAP MANHOLE
BFP	BACKFLOW PREVENTER		GUY WIRE
DCV	DOUBLE CHECK VALVE	ICV	IRRIGATION CONTROL VALVE
FFE	FINISH FLOOR ELEVATION		MAIL BOX
INV	INVERT		METAL UTILITY POLE
ORB	OFFICIAL RECORDS BOOK	MW	MONITOR WELL
R/W	RIGHT OF WAY	R	RECLAIMED WATER METER BOX
TBM	TEMPORARY BENCHMARK	RW	RECLAIMED WATER VALVE
TOB	TOP OF BANK		ROOF DRAIN
TOS	TOE OF SLOPE	S	SANITARY MANHOLE
A/C	AIR CONDITIONER	SAN	SANITARY VALVE
BWF	BARB WIRE FENCE		SIGN
CLF	CHAIN LINK FENCE		SOIL BORING LOCATION
WDF	WOOD PANEL FENCE	D	STORM OR DRAINAGE MANHOLE
CMP	CORRUGATED METAL PIPE		STREET LIGHT ACCESS BOX
DIP	DUCTILE IRON PIPE	T	TELECOMMUNICATIONS MANHOLE
ERCP	ELLIPTICAL REINFORCED CONCRETE PIPE	T	TELEPHONE BOX
HDPE	HIGH DENSITY POLYETHYLENE PIPE	TP	TELEPHONE LINE MARKER POST
PVC	POLYVINYL CHLORIDE PIPE		TRAFFIC SIGNAL ACCESS BOX
RCP	REINFORCED CONCRETE PIPE		TRAFFIC SIGNAL POLE
MES	MITERED END SECTION	V	VERIZON ACCESS BOX
FOC	FIBER OPTIC CABLE	W	WATER MANHOLE
OHE	OVERHEAD ELECTRIC		WATER VALVE
TRAN	TRANSFORMER	W	WATER METER BOX
TP IR	TRAVERSE POINT IRON ROD	W	WELL
TP SN	TRAVERSE POINT SET NAIL		WOOD LIGHT POLE
PC	POINT OF CURVE		WOOD UTILITY POLE
PCC	POINT OF COMPOUND CURVE		
R	RADIUS		
L	ARC LENGTH		
Δ	DELTA ANGLE		
CB	CHORD BEARING		
C	CHORD LENGTH		
SPRK	SPRINKLER HEAD		
PEG	PIPE ENTER GROUND		
UW	PAINT OR FLAG MARKING UG FORCE MAIN		
UTL	PAINT OR FLAG MARKING UG UNKNOWN UTILITY		
CTV	PAINT OR FLAG MARKING UG CABLE TELEVISION LINE		
E	PAINT OR FLAG MARKING UG ELECTRIC		
FOC	PAINT OR FLAG MARKING UG FOC		
G	PAINT OR FLAG MARKING UG GAS LINE		
RCW	PAINT OR FLAG MARKING UG RECLAIMED WATER		
S	PAINT OR FLAG MARKING UG SANITARY SEWER		
T	PAINT OR FLAG MARKING UG TELEPHONE LINE		
V2	PAINT OR FLAG MARKING UG VERIZON LINE		
W	PAINT OR FLAG MARKING UG WATER LINE		
	BENCHMARK		
	BOLLARD/POST		

NO.	REVISIONS	BY	DATE

SCALE: N/A
DRAWN: S.A.T.
DESIGNED: A.E.D.
APPROVED: J.V.K.

TREASURE ISLAND FLORIDA

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CITY OF TREASURE ISLAND
LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

GENERAL NOTES & LEGENDS

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: C2

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:43pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cad\C.Current\TI-100_C2.dwg]



NO.	REVISIONS	BY	DATE

SCALE:	N/A
DRAWN:	S.A.T.
DESIGNED:	A.E.D.
APPROVED:	J.V.K.

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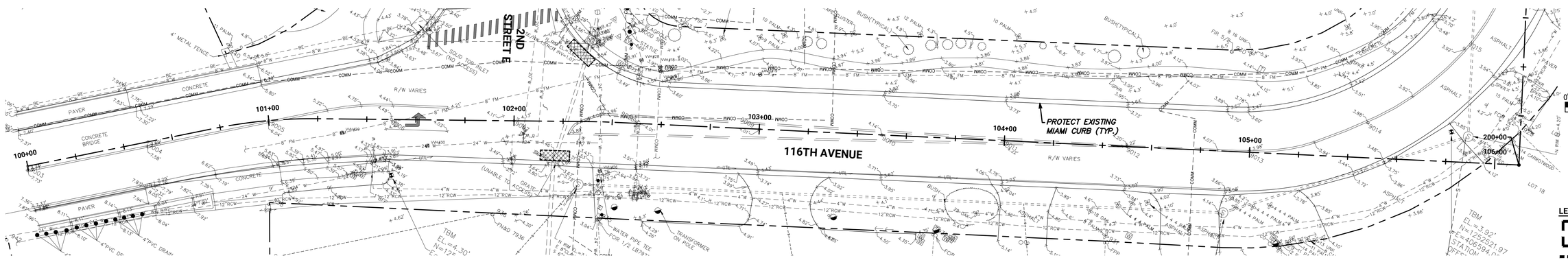
CITY OF TREASURE ISLAND

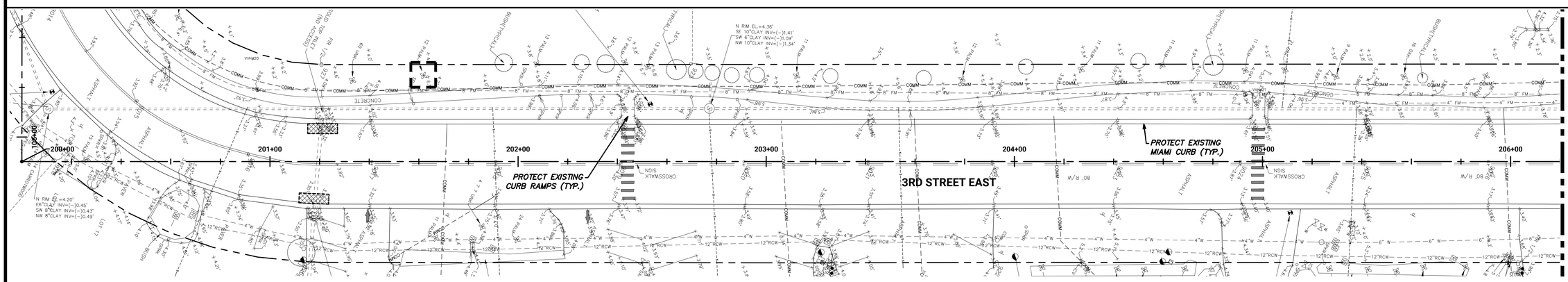
LIFT STATION NO. 8, 9 & 10
FORCE MAIN REPLACEMENT

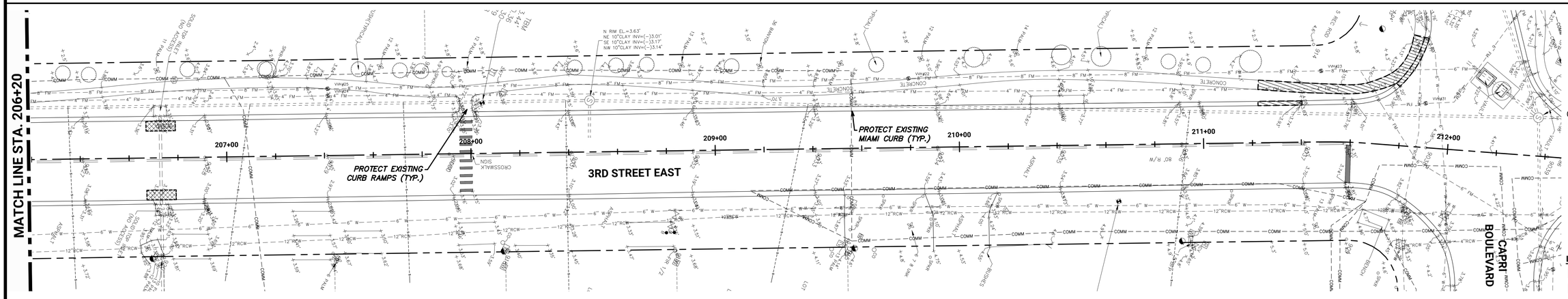
KEY MAP & CONTROL PLAN

DATE:	2/14/2025
PROJECT NO:	24.TI-100
SHEET NO:	C3

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:44pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_C3.dwg]







0' 20' 40'
SCALE: 1"= 20'
GRAPHIC SCALE (IN FEET)

LEGEND:
- TREE BARRICADE
- SILT FENCE
- INLET PROTECTION DEVICE
- TO BE DEMOLISHED

NO.	REVISIONS	BY	DATE

SCALE: 1"=20'
DRAWN: S.A.T.
DESIGNED: A.E.D.
APPROVED: J.V.K.

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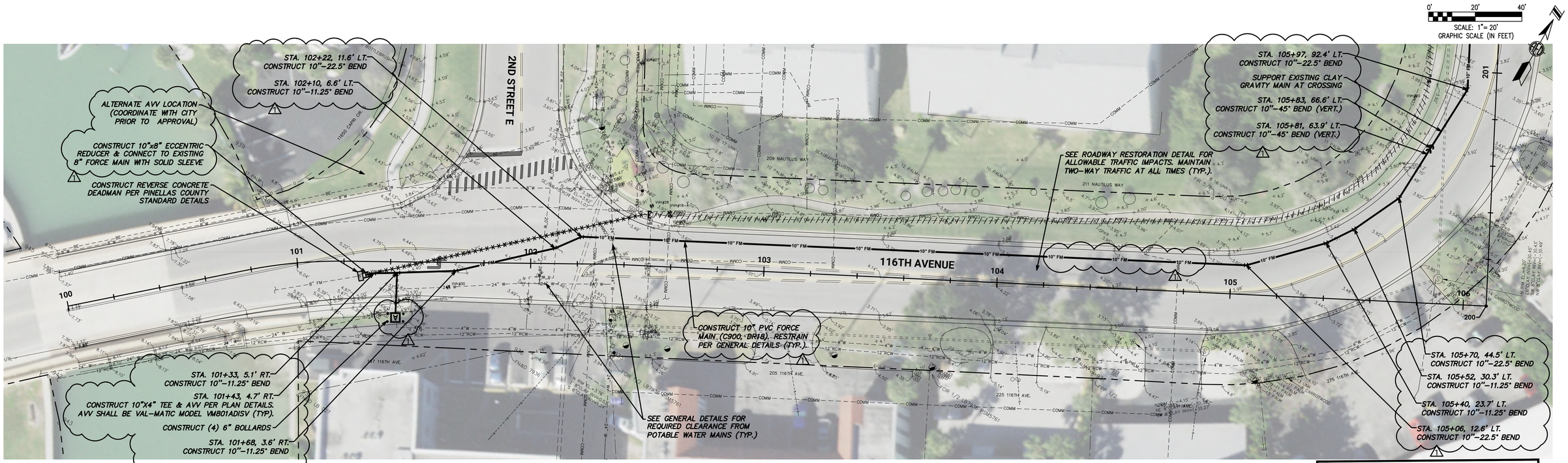
CITY OF TREASURE ISLAND

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

DEMOLITION, EROSION & SEDIMENT CONTROL PLAN

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: **C4**

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:42pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_C4-DEMO.dwg]

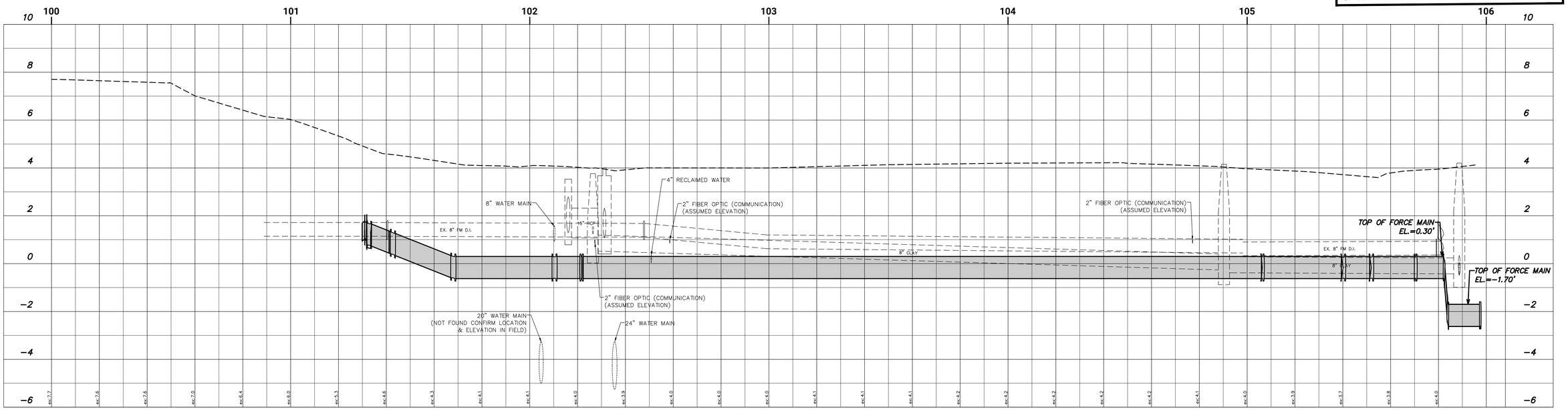


LEGEND:

////////////////// PIPE TO REMAIN IN PLACE/ PLACED OUT OF SERVICE USING FLOWABLE FILL

xxxxxxxxxxxxxx PIPE TO BE REMOVED

NOTE:
PIPE SEGMENTS WITHOUT A HATCH WILL BE PLACED OUT OF SERVICE WITHOUT THE NEED FOR FLOWABLE FILL.



NO.	REVISIONS	BY	DATE
1	REVISION 1	J.V.K.	4/8/2025

SCALE:	1"=20' (horz.) 1"=2' (vert.)
DRAWN:	S.A.T.
DESIGNED:	A.E.D.
APPROVED:	J.V.K.

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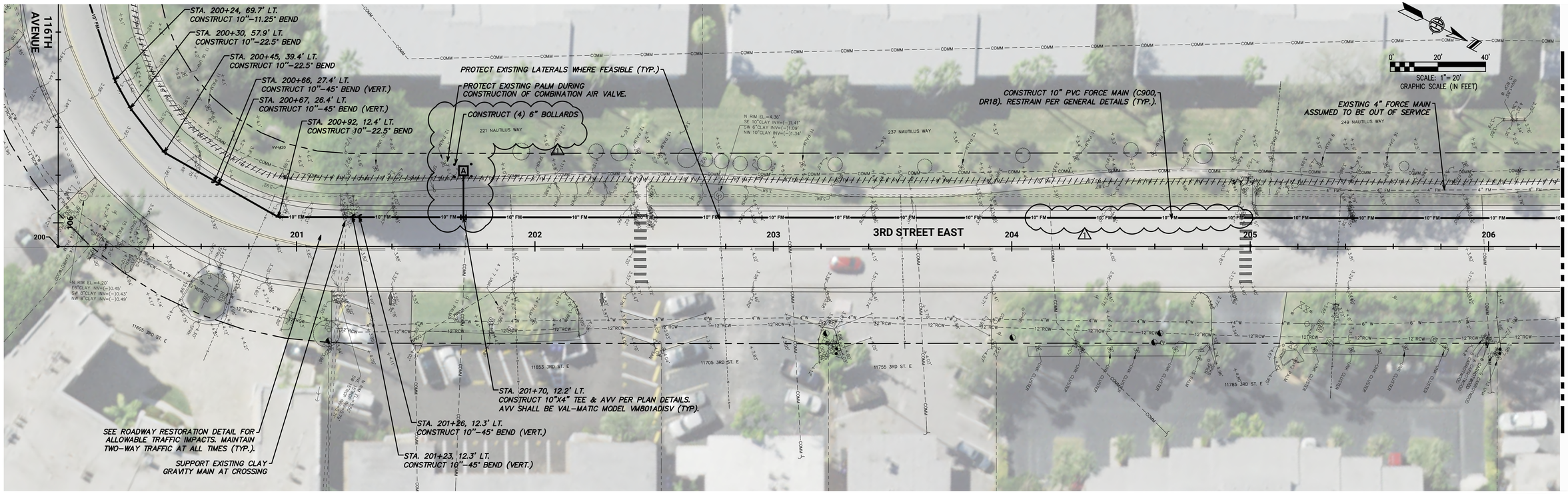
CITY OF TREASURE ISLAND

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

PLAN & PROFILE

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: **C5**

USER: {Steven.Torres} Date: {Apr 09, 2025} Time: {12:45pm} File Location: {M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_C5-P&P_REV1.dwg}

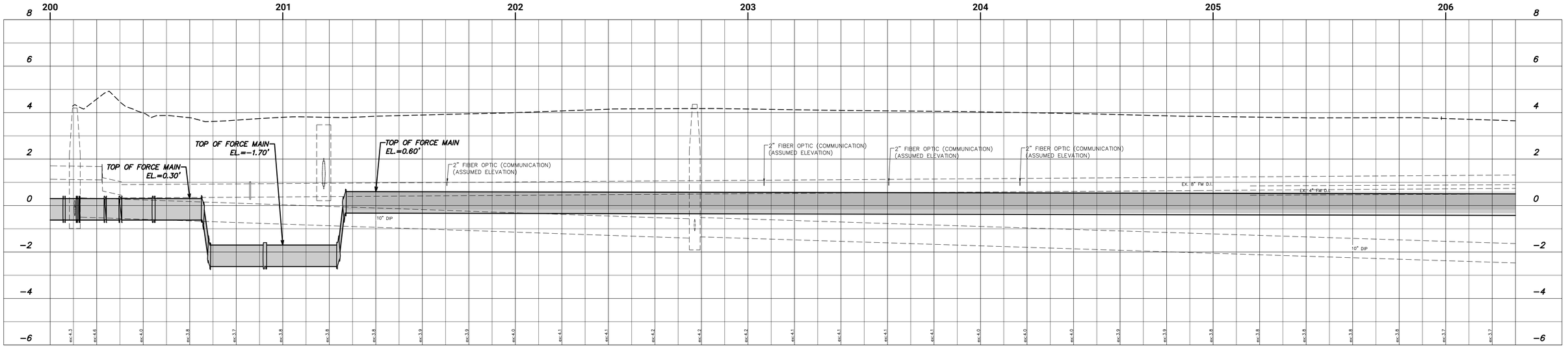


LEGEND:

////////////////// PIPE TO REMAIN IN PLACE/ PLACED OUT OF SERVICE USING FLOWABLE FILL

xxxxxxxxxxxxxx PIPE TO BE REMOVED

NOTE:
PIPE SEGMENTS WITHOUT A HATCH WILL BE PLACED OUT OF SERVICE WITHOUT THE NEED FOR FLOWABLE FILL.



NO.	REVISIONS	BY	DATE
1	REVISION 1	J.V.K.	4/8/2025

SCALE:	1"=20' (horz.) 1"=2' (vert.)
DRAWN:	S.A.T.
DESIGNED:	A.E.D.
APPROVED:	J.V.K.

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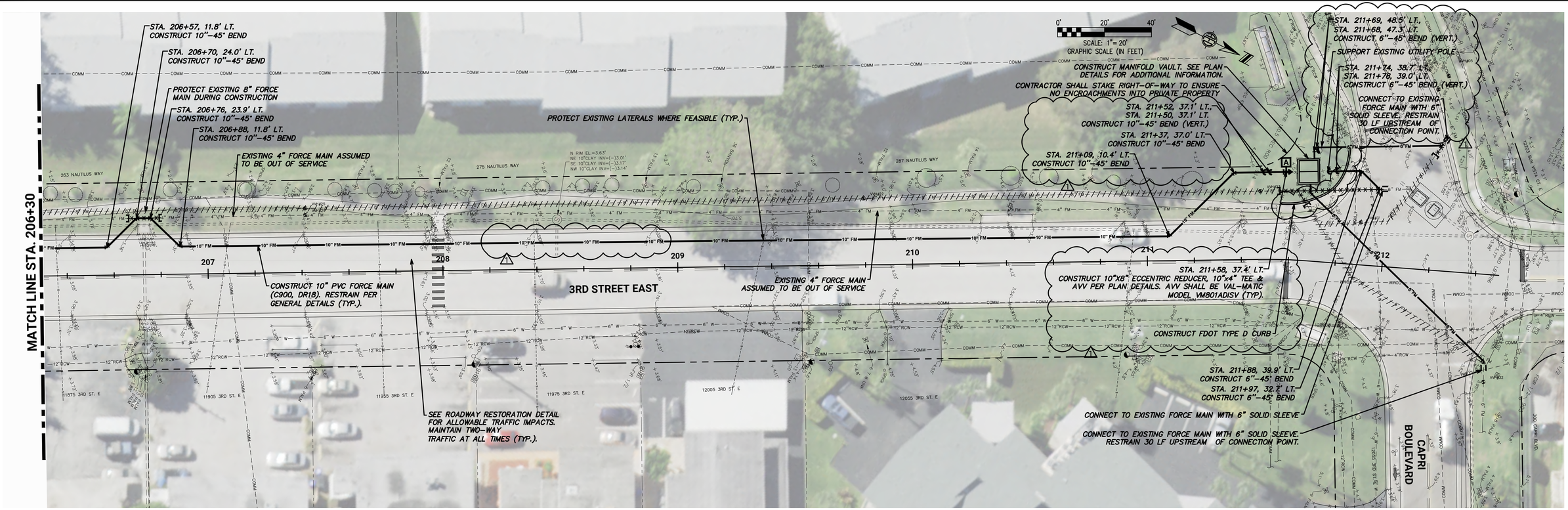
CITY OF TREASURE ISLAND

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

PLAN & PROFILE

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: **C6**

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:44pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\cadd_Current\TI-100_C5-P&P_REV1.dwg]

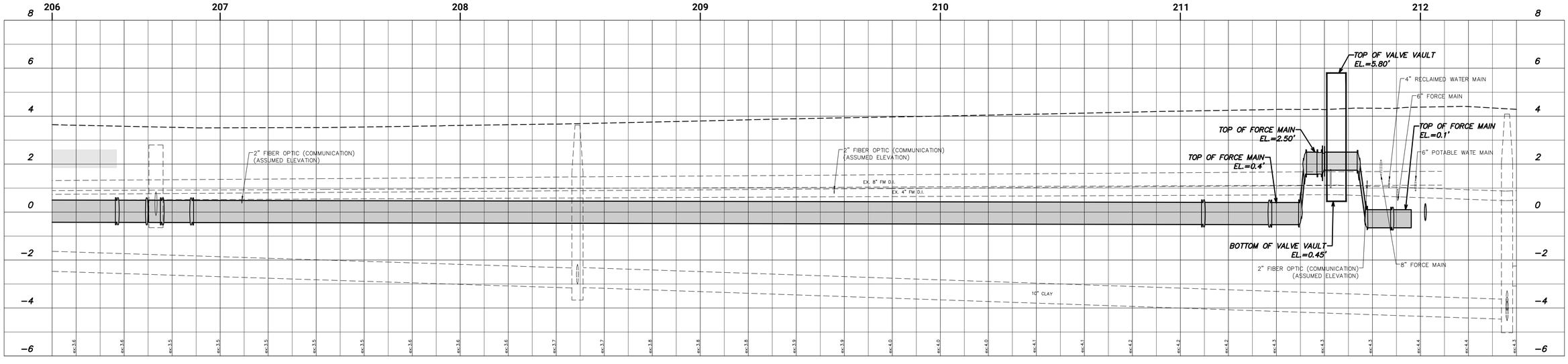


LEGEND:

////////////////// PIPE TO REMAIN IN PLACE/ PLACED OUT OF SERVICE USING FLOWABLE FILL

xxxxxxxxxxxxxx PIPE TO BE REMOVED

NOTE:
PIPE SEGMENTS WITHOUT A HATCH WILL BE PLACED OUT OF SERVICE WITHOUT THE NEED FOR FLOWABLE FILL.



NO.	REVISIONS	BY	DATE
1	REVISION 1	J.V.K.	4/8/2025

SCALE:	1"=20' (horz.) 1"=2' (vert.)
DRAWN:	S.A.T.
DESIGNED:	A.E.D.
APPROVED:	J.V.K.

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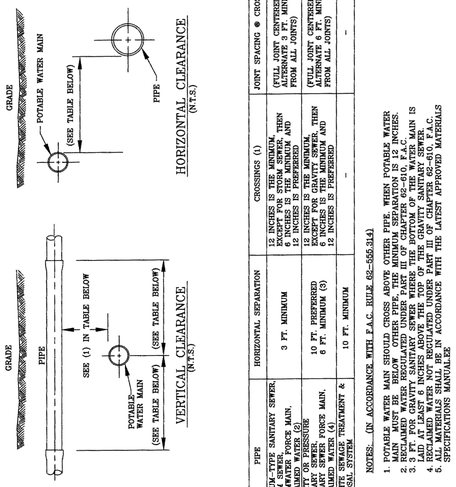
CITY OF TREASURE ISLAND

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

PLAN & PROFILE

DATE:	2/14/2025
PROJECT NO:	24.TI-100
SHEET NO:	C7

USER: [StevenTorres] Date: [Apr 09, 2025] Time: [12:43pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_CS-P&P_REV1.dwg]

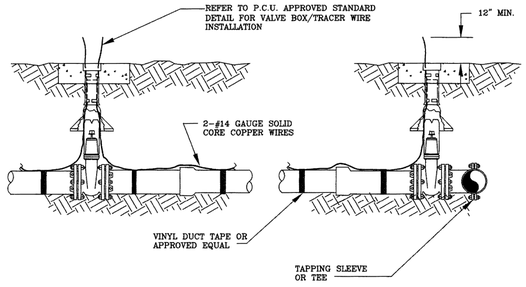


PIPE	HORIZONTAL SEPARATION	CROSSINGS (1)	JOINT SPACING @ CROSSINGS
VACUUM-TYPE SANITARY SEWER, STORMWATER FORCE MAIN, RECLAIMED WATER (2)	3 FT. MINIMUM	12 INCHES IS THE MINIMUM, 18 INCHES IS PREFERRED THEN 6 INCHES IS THE MINIMUM AND 12 INCHES IS PREFERRED	(FULL JOINT CENTERED. ALTERNATE 3 FT. MINIMUM FROM ALL JOINTS)
GRAVITY OR PRESSURE TYPE SANITARY SEWER, SANITARY SEWER FORCE MAIN, RECLAIMED WATER (4)	10 FT. PREFERRED 6 FT. MINIMUM (3)	12 INCHES IS THE MINIMUM, EXCEPT FOR GRAVITY SEWER, THEN 18 INCHES IS PREFERRED	(FULL JOINT CENTERED. ALTERNATE 3 FT. MINIMUM FROM ALL JOINTS)
ON-SITE SEWAGE TREATMENT & DISPOSAL SYSTEM	10 FT. MINIMUM	12 INCHES IS THE MINIMUM AND 18 INCHES IS PREFERRED	-

NOTES: (IN ACCORDANCE WITH F.A.C. RULE 62-555.314)
1. POTABLE WATER MAIN SHOULD CROSS ABOVE OTHER PIPE. WHEN POTABLE WATER MAIN MUST BE BELOW OTHER PIPE, THE MINIMUM SEPARATION IS 12 INCHES.
2. SEPARATION FOR RECLAIMED WATER PIPE SHALL BE AS FOR POTABLE WATER.
3. 3 FT. FOR GRAVITY SANITARY SEWER WHERE THE BOTTOM OF THE WATER MAIN IS LAID AT LEAST 6 INCHES ABOVE THE TOP OF THE GRAVITY SANITARY SEWER.
4. ADD ALL WATER MAIN INCHES ABOVE TO TOP OF SEWER PIPE FOR F.A.C.
5. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST APPROVED MATERIALS SPECIFICATIONS MANUALS.

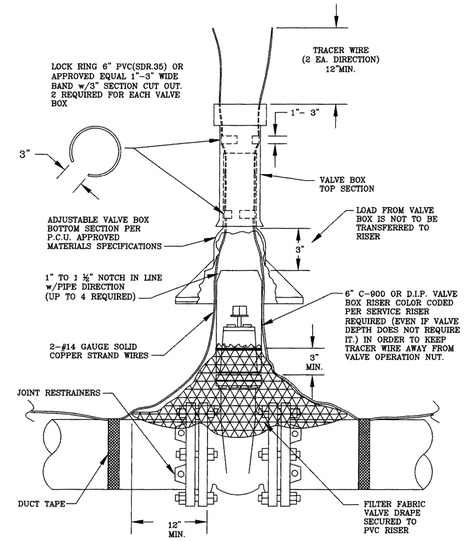
1 MAIN CLEARANCES DETAIL

NOTES:
1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST P.C.U. APPROVED MATERIAL SPECIFICATION MANUAL.
2. USE 2–#14 GAUGE (MINIMUM), SOLID CORE COPPER WIRE WITH COLOR CODED INSULATION PER SERVICE.
3. THERE SHALL BE SUFFICIENT SLACK IN TRACER WIRE TO EXTEND A MIN. OF 12" ABOVE VALVE BOX.
4. WIRE IS TO CONTINUE THROUGH TEES ON MAIN LINE WHERE NO VALVES EXIST.
5. ATTACH WIRE TO TOP CENTER LINE OF MAIN USING DUCT TAPE OR APPROVED EQUAL @ 5'– 0" INTERVALS.
6. DUMMY BOXES ARE TO CONSIST OF A TOP SECTION OF A VALVE BOX ASSEMBLY ENCASED IN A CONCRETE VALVE BOX COLLAR PER P.C.U. APPROVED STANDARD DETAIL.



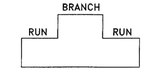
2 TRACER WIRE INSTALLATION DETAIL

NOTES:
1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST P.C.U. APPROVED MATERIAL SPECIFICATION MANUAL.
2. FILTER FABRIC REQUIRED ON VALVES WHEN PIPE LINE HAS 5' OR MORE OF COVER
   VALVE KEY EXTENSION REQUIRED ON VALVES WITH OPERATOR NUT OVER 3' DEEP.
   COLOR CODED POLY WRAP REQUIRED ON ALL BURIED VALVES AND FITTINGS.



3 VALVE BOX/TRACER WIRE INSTALLATION DETAIL

NOTES:
1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST P.C.U. APPROVED MATERIAL SPECIFICATION MANUAL.
2. THIS TABLE SHALL BE UTILIZED FOR ALL PRESSURE MAIN INSTALLATIONS. ALL FITTINGS SHALL BE RESTRAINED TO THE LENGTHS INDICATED, AT A MINIMUM.
3. THIS TABLE WAS DEVELOPED USING THE FOLLOWING ASSUMPTIONS:
   - D.I. PIPE WITH POLY WRAP
   - SAFETY FACTOR OF 1.5 TO 1
   - TEST PRESSURE OF 150 P.S.I.
   - SOIL TYPE = S.M.
   - TYPE 3 TRENCH
   - DEPTH OF COVER = 2.5' UP TO 18" AND 3' FOR 20" AND ABOVE.
4. WHEN A TEE HAS A VALVE ON THE RUN, THE BRANCH AND THE RUNS SHALL BE RESTRAINED AS A 90° BEND FOR THE SIZE OF THE PIPE.
5. ALL BENDS, TEES, AND VALVES SHALL BE RESTRAINED ON EACH SIDE OF THE FITTING.
6. ALL RESTRAINED PIPE LENGTHS ARE IN FEET.
7. "F" REPRESENTS THE RESTRAINED JOINTS AT THE FITTINGS.
8. HDPE TRANSITION VALVE IS FOR STRAIGHT TIE–INS, IF A BEND IS USED, THE VALVE FOR THE BEND MUST BE ADDED.
9. LINE VALVES SHALL BE RESTRAINED UPSTREAM AND DOWNSTREAM AS A DEAD END.



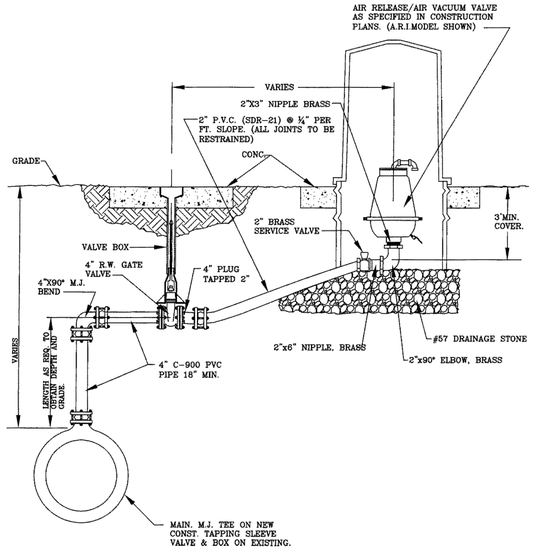
PIPE SIZE	FITTINGS					
	TEE BRANCH ONLY	90°	45°	22½°	11¼°	DEAD END
2"	F	40	17	F	F	40
4"	19	49	20	10	5	49
6"	33	69	28	14	7	69
8"	58	88	37	18	9	88
10"	76	107	44	21	11	107
12"	93	125	52	25	12	125
14"	110	142	59	28	14	142
16"	127	159	66	32	16	159
18"	143	175	73	35	17	175
20"	132	164	68	33	16	164
24"	159	192	79	38	19	192
30"	195	229	95	46	23	229
36"	230	264	109	53	26	264

PRESSURE MAIN RESTRAINED JOINT

FITTINGS			
REDUCERS			LARGER PIPE
LG. SIZE	SM. SIZE	LENGTH	
4"	2"	17'	24
6"	4"	50'	35
8"	4"	91'	64
	6"	53'	37
10"	4"	123'	87
	6"	93'	66
	8"	51'	36
12"	4"	154'	108
	6"	129'	91
	8"	94'	66
	10"	52'	37
14"	6"	160'	113
	8"	131'	92
	10"	95'	67
	12"	52'	36
16"	8"	190'	134
	8"	165'	116
	10"	134'	94
	12"	96'	67
	14"	52'	36
18"	8"	198'	137
	10"	169'	118
	12"	135'	95
	14"	96'	67
	16"	51'	36
20"	10"	172'	121
	12"	147'	103
	14"	117'	82
	16"	82'	58
	18"	44'	30
24"	12"	201'	141
	14"	177'	124
	16"	149'	104
	18"	117'	82
	20"	82'	57
30"	18"	206'	144
	20"	178'	125
	24"	115'	80
36"	20"	258'	180
	24"	207'	144
	30"	114'	80

4 PRESSURE MAIN RESTRAINED JOINT DETAIL

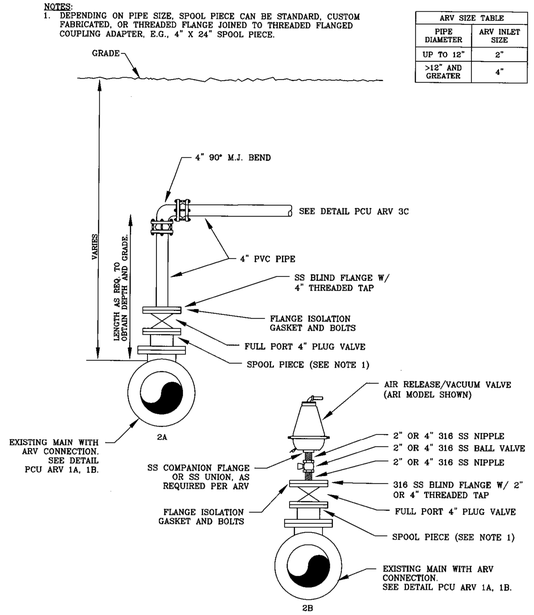
NOTES:
1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST P.C.U. APPROVED MATERIAL SPECIFICATION MANUAL.
2. SUPPORT/RESTRAINT MECHANISM FOR AIR RELEASE/AIR VACUUM VALVE SHALL REQUIRE APPROVAL BY COUNTY ENGINEER PRIOR TO INSTALLATION.



5 OFFSET AIR RELEASE ASSEMBLY FOR 4"-12" AND LARGER SANITARY SEWER (ABOVE GROUND) DETAIL

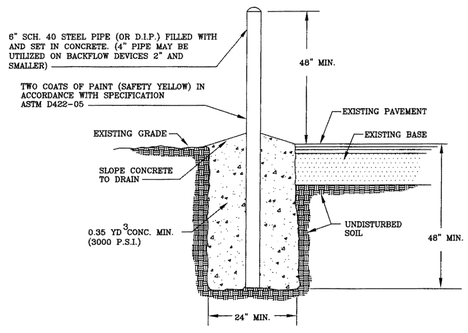
NOTES:
1. DEPENDING ON PIPE SIZE, SPOOL PIECE CAN BE STANDARD, CUSTOM FABRICATED, OR THREADED FLANGE JOINED TO THREADED FLANGED COUPLING ADAPTER, E.G., 4" X 24" SPOOL PIECE.

ARV SIZE TABLE	
PIPE DIAMETER	ARV INLET SIZE
UP TO 12"	2"
>12" AND GREATER	4"



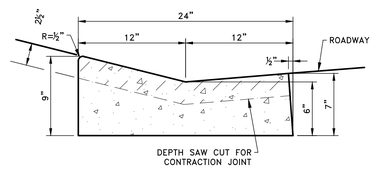
6 SEWER AIR RELEASE/AIR VACUUM VALVE LOCATION DETAIL

NOTE:
1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST APPROVED MATERIAL SPECIFICATION MANUAL.

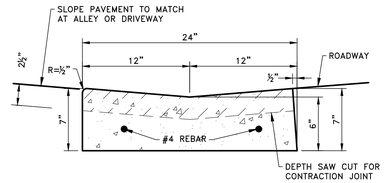


INSTALLATION

7 BOLLARD DETAIL



FULL SECTION VIEW



DROP SECTION VIEW

8 MIAMI CURB DETAIL

NO.	REVISIONS	BY	DATE
1	REVISION 1	J.V.K.	4/8/2025

SCALE: AS SHOWN
DRAWN: S.A.T.
DESIGNED: A.E.D.
APPROVED: J.V.K.

TREASURE ISLAND FLORIDA

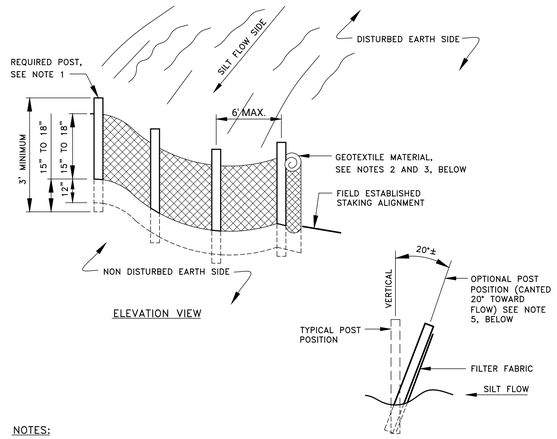
ADVANCED ENGINEERING & DESIGN, INC.
3931 68th Avenue North, Pinellas Park, FL 33781 • (727) 526-9158 • www.aed-fl.com

CITY OF TREASURE ISLAND
LIFT STATION NO. 8, 9 & 10
FORCE MAIN REPLACEMENT

GENERAL DETAILS

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: C8

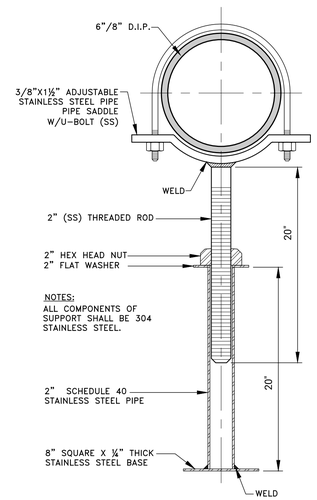
USER: {Steven.Torres} Date: [Apr 09, 2025] Time: [12:43pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_GEN-DET_REV1.dwg]



NOTES:

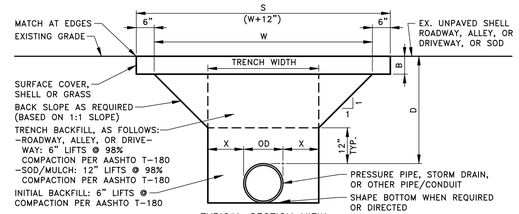
1. POST: 2"x2" WOOD, P.T. OR 2¼"ø STEEL AT 6'-0" CENTERS MAXIMUM.
2. GEOTEXTILE; GRAB TENSILE AT 90 LBS, TRAPEZOIDAL TEAR AT 35 LBS., MULLEN BURST AT 180 PSI.
3. GEOTEXTILE MATERIAL SHALL BE BURIED IN THE GROUND A MINIMUM OF 12" AND BACK FILLED.
4. ALSO SEE FDOT INDEX 199, "GEOTEXTILE CRITERIA", (HISTORICAL DESIGN INDEX).
5. OPTIONAL POST POSITION REQUIRED WHEN SLOPE IS GREATER THAN 1:2.

1 STAKED SILT BARRIER DETAIL (FDOT TYPE III)



NOTES:
ALL COMPONENTS OF SUPPORT SHALL BE 304 STAINLESS STEEL.

2 PIPE SUPPORT DETAIL



TYPICAL SECTION VIEW

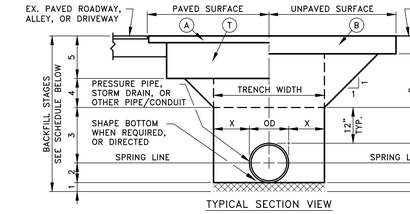
SCHEDULE																
PRESSURE PIPE	X	S IN FEET (2)				STORM DRAIN RCP, ERCP, B/C	X	S IN FEET (2)				OTHER PIPE /CONDUIT	X	S IN FEET (2)			
		ALLEY OR D/W	UNPAVED RDWY	HVY DUTY RDWY	BRICK RDWY (3)			ALLEY OR D/W	UNPAVED RDWY	HVY DUTY RDWY	BRICK RDWY (3)			ALLEY OR D/W	UNPAVED RDWY	HVY DUTY RDWY	BRICK RDWY (3)
4"	12"	6.25	6.25	N/A	N/A	UPTO 18"	12"	8.00	8.00	N/A	N/A	UPTO 5"	--	(6)	(6)	N/A	N/A
6"	12"	6.50	6.50	N/A	N/A	21" TO 36"	18"	10.75	10.75	N/A	N/A	6" TO 18"	12"	8.00	7.50	N/A	N/A
8"	12"	6.75	6.75	N/A	N/A	42" TO 72"	24"	15.25	15.25	N/A	N/A	21" TO 36"	18"	10.75	10.75	N/A	N/A
12"	12"	7.00	7.00	N/A	N/A	BEYOND 72"	(4)	(4)	(4)	N/A	N/A	42" TO 72"	24"	15.25	15.25	N/A	N/A
16"	12"	7.25	7.25	N/A	N/A	---------	--	--	--	--	--	-------	--	--	--	N/A	N/A

	ITEM	ALLEY OR D/W	UNPAVED RDWY	HVY DUTY RDWY	BRICK RDWY	PARKWAY
B	SURFACE COVER MIN. THICKNESS	6" SHELL	6" SHELL	N/A	N/A	SOD (5)
D	COVER MIN. DEPTH	PRESS. PIPE-36" ALL OTHER PIPE-30"	PRESS. PIPE-36" ALL OTHER PIPE-30"	N/A	N/A	PRESS. PIPE-30" ALL OTHER PIPE-30"

NOTES:

1. ALL RESTORATION ITEMS SHALL MEET CITY SPECIFICATIONS.
2. DIMENSION S SHOWN IS BASED ON 36" COVER, REPLACEMENT BASE MATERIAL THICKNESS, AND LARGEST PIPE SIZE IN THE RANGE AS SHOWN ABOVE.
3. SURFACE RESTORATION IN UNPAVED ROADWAYS SHALL BE SHELL.
4. DIMENSIONS X AND S SHALL BE BASED ON TRENCH WIDTH AS REQUIRED. RESTORATION SHALL BE THE SAME AS SHOWN ABOVE, OVER THE PIPE/CONDUIT.
5. SOD REPLACEMENT SHALL MATCH EXISTING VARIETY.
6. FOR PIPES/CONDUITS LESS THAN 5" OD, DITCH WIDTH MAY BE REDUCED TO THE WIDTH OF THE MECHANICAL TAMPER IF BACKFILLED WITH DRY 15:1 SAND/CEMENT MIX, OR OTHER APPROVED MATERIAL, TO 4" ABOVE PIPE/CONDUIT. THE OPEN CUT RESTORATION SHALL BE THE SAME METHOD AS SHOWN ABOVE OVER THE PIPE/CONDUIT.

3 RIGHT-OF-WAY RESTORATION DETAIL



TYPICAL SECTION VIEW

SCHEDULE	
STAGE NO.	MATERIALS
1	BEDDING: WHERE DIRECTED, REPLACE EXISTING MATERIAL WITH 4" TO 6" OF GRANULAR MATERIAL. THE GRANULAR MATERIAL MAY BE ANY OF THE FOLLOWING: CLEAN NATIVE SAND, CONCRETE SAND, GRAVEL, OR RECLAIMED CONCRETE. SEE NOTE 1, BELOW. BOX CULVERTS SHALL HAVE MANDATORY STONE BEDDING PER SPECIFICATIONS.
2	PIPE BEDDING/HAUNCHING: NATIVE SAND IN 6" LIFTS. WHERE DIRECTED, REPLACE EXISTING MATERIAL WITH CLEAN CONSTRUCTION SAND, OR GRAVEL. SEE NOTE 2, BELOW
3	INITIAL BACKFILL: NATIVE SAND IN 6" LIFTS. WHERE DIRECTED, REPLACE EXISTING MATERIAL WITH CLEAN CONSTRUCTION SAND, SEE NOTE 2, BELOW
4	TRENCH BACKFILL: NATIVE SAND IN LIFTS AS LISTED BELOW- WHERE DIRECTED, REPLACE EXISTING MATERIAL WITH CLEAN CONSTRUCTION SAND. PAVED ROADWAYS, PAVED DRIVEWAYS, AND PAVED ALLEYS IN 6" LIFTS UNPAVED ROADWAYS, UNPAVED DRIVEWAYS, UNPAVED ALLEYS, AND SIDEWALKS IN 6" LIFTS SOD, OR MULCHED SURFACES IN 12" LIFTS
5	SURFACE RESTORATION: AS SHOWN BELOW. ALSO SEE NOTES BELOW FOR OTHER STANDARD DETAIL REFERENCES.

PRESSURE PIPE	X	STORM DRAIN-RCP, ERCP, B/C	X	OTHER PIPE/CONDUIT	X
4"	12"	UPTO 18"	12"	UPTO 5"	(2) OR (3)
6"	12"	21" TO 36"	18"	6" TO 18"	12"
8"	12"	42" TO 72"	24"	21" TO 36"	18"
12"	12"	BEYOND 72"	(2) OR (3)	42" TO 72"	24"
16"	12"	---------	-------	-------	--------

	ITEM	ALLEY OR D/W	STD DUTY RDWY	HVY DUTY RDWY	BRICK RDWY	REMARKS
A	SURFACE PAVING MIN. THICKNESS	1" ASPHALT	2.25" ASPHALT	2.25" ASPHALT	ROADWAY BRICK	DEFAULT ASPHALT THICKNESS WHEN NOT PROVIDED IN PLANS
B	SURFACE COVER MIN. THICKNESS	6" SHELL	6" SHELL	N/A	N/A	SOD
T	BASE MATERIAL MIN. THICKNESS	LMRK/SHELL-9" RCLM. CONC. 10.5"	LMRK/SHELL-12" RCLM. CONC. 14"	LMRK/SHELL-16" RCLM. CONC. 19"	1" SAND OVER 12" SHELL BASE	BASE MAT. MAY BE ASPH. EXCEPT W/ BRICK RDWY
D	COVER MIN. DEPTH	PRESS. PIPE-36" ALL OTHER PIPE-30"	PRESS. PIPE-36" ALL OTHER PIPE-30"	PRESS. PIPE-36" ALL OTHER PIPE-36"	PRESS. PIPE-36" ALL OTHER PIPE-30"	

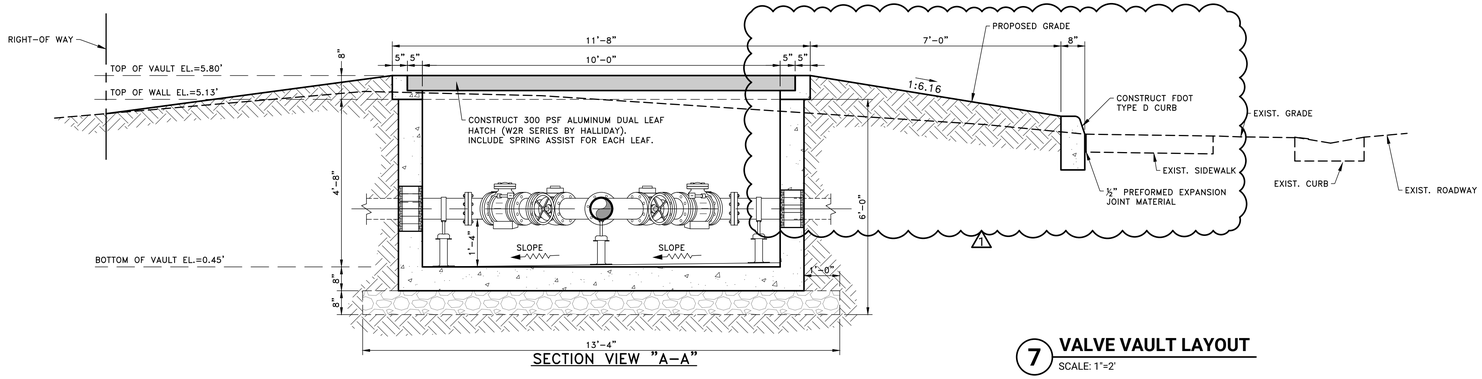
NOTES:

1. ALL BEDDING TYPES REQUIRE AN IMPERMEABLE GROUNDWATER BARRIER AT 100' INTERVALS ALONG THE TRENCH LENGTH.
2. GRAVEL OR RECLAIMED CONCRETE SHOULD NOT CONTACT DUCTILE IRON OR POLYVINYL PIPE OR CONDUIT.
3. FOR PAVED SURFACES SEE STANDARD DETAIL-FLEXIBLE PAVEMENT RESTORATION.
4. FOR UNPAVED SURFACES SEE STANDARD DETAIL-RIGHT-OF-WAY RESTORATION.

4 BEDDING FOR PIPE/CONDUIT OR BOX CULVERT DETAIL

6 ROADWAY RESTORATION DETAIL

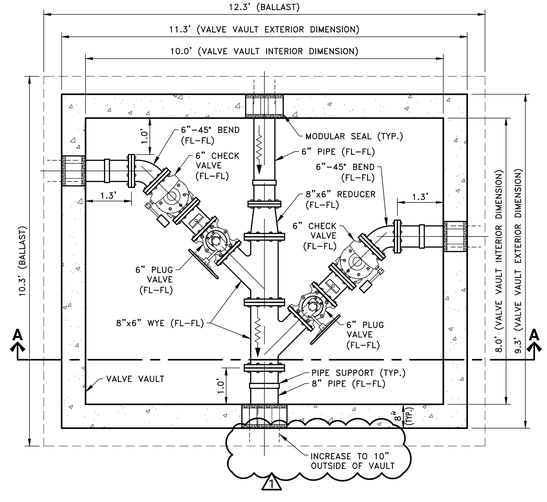
SCALE: 1"=3'



SECTION VIEW "A-A"

7 VALVE VAULT LAYOUT

SCALE: 1"=2'



PLAN VIEW

NO.	REVISIONS	BY	DATE
1	REVISION 1	J.V.K.	4/8/2025

SCALE: AS SHOWN
DRAWN: S.A.T.
DESIGNED: A.E.D.
APPROVED: J.V.K.

TREASURE ISLAND FLORIDA

ADVANCED ENGINEERING & DESIGN, INC.
3931 68th Avenue North, Pinellas Park, FL 33781 • (727) 526-9158 • www.aed-fl.com

CITY OF TREASURE ISLAND

LIFT STATION NO. 8, 9 & 10 FORCE MAIN REPLACEMENT

GENERAL DETAILS

DATE: 2/14/2025
PROJECT NO: 24.TI-100
SHEET NO: C9

USER: [Steven.Torres] Date: [Apr 09, 2025] Time: [12:42pm] File Location: [M:\Public\Treasure Island\24.TI-100 (LS 8-10 FM Replacement)\Cadd_Current\TI-100_GEN-DET_REV1.dwg]

CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

INVITATION TO BID

UTILITY REHABILITATION AND CONSTRUCTION SERVICES

Date: March 01, 2024

Bid No.: 240055-B-AS

Sealed bids **w**ill be received electronically by the City of Tarpon Springs, Procurement Services, 324 East Pine Street, Tarpon Springs, FL 34689 through the online services of DemandStar.com, all documents and attachments must be uploaded by the date and time indicated:

3:00 p.m., March 26, 2024

at which time bids will be publicly opened and read aloud for:

Utility Rehab and Construction Services for the City of Tarpon Springs

Bids and all addenda shall be available only through DemandStar(www.demandstar.com).

Instructions to Bidders

Submission and Receipt of Bids
Submitting electronically through the online services of DemandStar, all documents and attachments must be uploaded by the date and time indicated. Respondents who are E-Bidding for the first time are strongly encouraged to contact DemandStar.com at (800)711-1712 or obtain assistance by e-mailing questions to suppliersservices@onvia.com.
Solicitation responses uploaded to DemandStar.com (i.e., www.demandstar.com) after the Solicitation Response Due Date and time shall not be considered. It is the sole responsibility of the Respondent to ensure that its solicitation response is uploaded before such date and time. Tarpon Springs Procurement Services shall not be responsible for delays caused by any power outages or internet failures. No exceptions will be made.
Note: It is strongly recommended to upload your response in adequate time to assure that it will post on the day prior to the closing date.

Preparation of Bids
Bids will be prepared in accordance with the following:

a. The enclosed Bid Form is to be used in submitting your bid. All information required by the Bid form shall be furnished. The bidder shall print or type its name and manually sign the schedule and each continuation sheet on which an entry is made. Bids having any

erasures or corrections must be initialed by the bidder in ink. Bids shall be signed in ink. All bid amounts shall be typewritten or filled in with ink.

b. All bids must be signed with the firm's name and by an officer or employee having authority to bind the company or firm by vendor's signature.

c. Unit price shall be shown and where there is an error in extension of price, the unit price shall govern.

d. Proposed service/delivery times must be shown and shall include Saturdays, Sundays, and Holidays (if applicable).

e. Bidders shall thoroughly examine the drawings, specifications, schedule, instructions, and all other contract documents.

f. Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment, services as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as result of failure or omission on the part of the bidder to make the necessary examinations and investigations or failure to fulfill in every detail the requirements of the contract documents will be accepted as a basis for varying the requirements of City or the compensation to the vendor.

g. Bidders are advised that all City contracts are subject to all legal requirements provided for in any Purchasing Resolutions or Policies of City and State and Federal Statues.

h. The bidder shall retain a copy of all bid documents for future reference.

Explanations to Bidders
All questions or requests for additional information are required to be in writing and may be e-mailed to purchasing@ctsfl.us.

Questions must be submitted, in writing, not later than March 08, 2024.
Any verbal responses to questions or changes or additions to the Scope of Services or any part of this Invitation to Bid shall not be binding on the City or its representatives. Only changes or additions made by Addenda issued by the City of Tarpon Springs through DemandStar should be considered for your bid submittal.

Compliance
Failure to comply with the ITB in full may be cause for rejection of bid. Bids must conform to the scope of services and terms and conditions. Bids must be returned on the forms provided. Nonconformance with these instructions is grounds for rejection of bid.

Rejection of Bids
The City reserves the right to accept or reject any and all bids or parts of bids, waive minor informalities, and request rebids on the material or services described in the ITB. The City reserves the right to waive minor informalities.

Ex-Parte Communication. In order to ensure fair evaluation of bids, ex parte communication initiated by bidders is prohibited from the time the responses are opened until a final decision has been made. No bidder may initiate communication with any City Commissioner or any City official, staff, or employee who is participating in the evaluation process. Any and all communication initiated by a bidder after the responses are opened must be in writing to:

Janina Lewis, CPPO, NIGP-CPP
Procurement Services Director
City of Tarpon Springs
Procurement Services
PO Box 5004
Tarpon Springs, FL 34688-5004
727-937-1766 Fax
jlewis@ctsfl.us.

The City may, however, initiate communication with any bidder in order to obtain additional information or clarification necessary for fair evaluation of their bid. Ex parte communication initiated by a bidder may disqualify that bidder from consideration for this or future Invitations to Bid.

Janina Lewis, CPPO, NIGP-CPP
Procurement Services Director

JL:AS

SECTION 1 - SCOPE OF SERVICES

PART A

INTRODUCTION

The City of Tarpon Springs, Florida, is seeking Bids from qualified Contractors to provide underground utility rehabilitation and construction services. Work will be done on an as needed basis.

3.1. SPECIAL CONDITIONS

Bidders must bid on all items for the bid to be considered responsive. Award will be made based on low bid as described herein. The Procurement Services Director reserves the right to reject any or all bids and/or waive any minor irregularities in the bids received, whichever would be in the best interest of the City.

The City will identify three (3) sample projects to be used to evaluate the bids. At the time of bid opening, prior to the first bid being opened, the City will reveal (from sealed parcel) the three (3) sample projects. Sample projects will be based upon various line items in the bid with sample quantities. During the bid evaluation, the unit prices from each bidder will be used to determine what their price on each sample project would be. The prices of all three (3) projects will be totaled and that will become the bidders overall bid for evaluation purposes.

The City may elect to award a single contract or to award multiple contracts for the same or similar supplies and/or services to two or more sources under this solicitation. Award of this bid will be made to Contractor(s) submitting the lowest and best bids for the three (3) sample projects. Work shall be distributed, with the Contractor(s) being used on a rotation basis (taking into consideration the dollar amount of each project, Contractor's performance, expertise, and the minimum guaranteed dollar amount of work). Should the Contractor next up in rotation not be able to meet the City's timeframe or requirements for project completion, the City reserves the right to request a Work Order Proposal from the other awarded Contractor(s).

3.2. Contract Term

The term of this contract will be for a three (3) year initial period from the date of contract execution. The City reserves the right to extend this Agreement under the same terms and conditions for one (1) additional two-year (2-year) period from the date of expiration provided such extension is mutually agreeable to both the City and Contactor(s). Total duration of this contract, including the exercise of renewal options, shall not exceed 60 months.

3.3. Issuance of Work Orders

A. Contract Administration

This contract for services will be administered via individual work orders/purchase orders based on the unit prices submitted by the Contractor and initiated by the request from the City of sequential work order proposals.

B. Work Orders

When the City Project Manager is satisfied with the work order proposal from the Contractor, they will request a purchase order for the project. The work order proposals, after approval, will become the work orders for each specified item of work. Subsequent to the issuance of a purchase order, the City's Project Manager will confirm the work order to the Contractor.

C. Work Order Proposal

Depending on the complexity of the work, the City will either provide the Contractor with a written scope of work or will request a work order proposal from the Contractor prior to the beginning of each work order. Upon notification, the Contractor shall acknowledge the request and be available for a meeting and/or site visit within three (3) working days. The Contractor shall provide a work order proposal, based on unit prices submitted in the Contractor's bid, within five (5) working days after the meeting and/or site visit.

As part of the price proposal, the Contractor shall also provide a construction schedule for completion of the work. Upon confirmation of the work order, the Contractor will commence the work and proceed in accordance with the work order schedule.

The amount specified on an individual work order proposal constitutes the total compensation payable to the Contractor performing the specified work. All duties, responsibilities and obligations assigned to or undertaken by the Contractor shall be at their expense without change in the work order price. The work order price may only be changed by written revision to the work order authorized by the City's Project Manager. After a purchase order has been issued to the Contractor, it may be revised only for increases or decreases in work (or changes in scope) beyond that shown in the original work order scope as determined by the Project Manager. If, in the Project Manager's opinion, increases or decreases in work or changes to scope and/or time are required, the Contractor must provide a proposal for the same. The Project Manager will review the Contractor's proposal and, if approved, will request a new purchase order to cover said changes or request an amendment (change order) to the current purchase order.

If the Contractor desires to make a claim for a change in the price or time of an authorized work order, then any such claim shall be in writing and delivered to the City's Project Manager within fifteen (15) calendar days of the occurrence of the event, which is causing the claim. The City's Project Manager shall approve all claims for adjustment in the work order price or time. An amended work order/purchase order shall reflect adjustments.

3.4. Emergency Work

In the event of an emergency, the City will contact the Contractor next up in rotation to request a work order proposal. Depending on the nature and severity of the emergency, the City reserves the right to contact two (2) or more Contractors. Upon notification, the Contractor(s) shall acknowledge the request and be available for a meeting and/or site

visit within 24 hours. The Contractor(s) shall provide a work order proposal, based on unit prices submitted in the Contractor's bid, within two (2) calendar days after the meeting and/or site visit. If the Contractor next up in rotation is unable to meet this timeline, the City will contact the other awarded Contractor. If both are unable to meet the required timeline, or if it is determined that it is the best interest of the City to contract with an alternate Contractor, the City reserves the right to do so.

If the City chooses to award the work to one of the awarded Contractors, that Contractor can add the pay item for "Emergency Work Premium" to their work order proposal.

3.5. Florida Trench Safety Act

The Contractor shall comply with Florida Trench Safety Act and OSHA Standards, and any other applicable law, rule, statute, or regulation governing the work to be performed.

3.6. Out of Scope Services

When preparing a work order proposal, if it is known or reasonably anticipated at the time that there are necessary **items of construction that are not included on the price sheets of the bid** or, during the course of executing a work order, the Contractor determines there are necessary items of construction that are not included on the price sheets of the bid, then the Contractor should submit an "out of scope" proposal to the Project Manager. The "out of scope" proposal shall contain all necessary costs, expenses, and time; the City shall not be obligated in any event for payment over the amounts identified in the proposal. Upon approval by the Project Manager, a request shall be made to Procurement Services for an "out of scope" purchase order. After the purchase order is issued, the City's Project Manager will issue a notice to commence for the "out of scope" services. "Out of Scope" services **shall not exceed ten percent (10%)** of the Work Order Proposal without approval of the Procurement Services Director.

3.7. Provisions for Direct Purchase of Materials

When a work order proposal is submitted to Procurement Services for issuance of the purchase order, Procurement Staff will review the items within the proposal to determine if it is in the best interest of the City to issue a purchase order for any or all the materials that are included. Should one or more items be identified for issuance of a purchase order, Procurement Services will advise the Contractor of the items selected and provide a copy of the purchase order issued. The prices that will be used to issue the purchase order will be unit prices provided by the Contractor after the bid has been awarded, less sales tax. The delivery of these materials will be made the same as though the Contractor ordered them. The coordination of the delivery, the receipt of the materials and the maintenance and safekeeping of the materials shall be the sole responsibility of the Contractor.

3.8. Application for Payment

Should the duration of the project be less than one (1) month, the Contractor will submit one (1) application for payment when the work is completed. For projects with duration greater than one (1) month, payment applications will then be submitted at the end of each month until the project is completed. The request for payment shall only contain line items from the approved work order (both in-scope services and out-of-scope services) that

have been completed. The City will issue one (1) purchase order for both “in-scope” and “out-of-scope” work. Each pay request shall refer to the corresponding purchase order number. Final applications for all projects MUST be marked “FINAL.”

3.9. Existing Utilities

Where existing utility lines are intersected by proposed repairs, the Contractor shall give a minimum of forty-eight (48) hours’ notice to the owners of such utilities to permit them to locate their lines prior to construction. Per Chapter 556, Florida Statutes, Sunshine 811 shall be contacted at 1-800-432-4770 at least three (3) business days prior to the start of excavation. Utilities which are not members of the Utility Notification Center shall be contacted individually by the Contractor. It will be the Contractor’s responsibility to preserve existing utilities. Any damage to utilities which, in the City Project Manager’s professional opinion, is caused by carelessness on the part of the Contractor, shall be repaired at the Contractor’s expense.

3.10. Utility Disruption Caused by Contractor

Known or Field Located Utilities

In the event that the Contractor or their subcontractor during the execution of the work breaks any known or field located pressure or gravity main identified under Sunshine One-Call guidelines, causing the disruption of service and/or an eminent hazard, it will be the responsibility of the Contractor/subcontractor to immediately notify the City’s Project Manager at the designated emergency telephone number and immediately undertake measures to repair the damaged utility. To that effect, the Contractor/subcontractor shall ascertain prior to initiating the work he has on hand the necessary repairing parts, tools, equipment, and labor without any delays to carry out the repair work. The City’s Project Manager shall witness repair work, at the City’s discretion.

Contractor will make repair(s) at their cost and complete work in a timeframe deemed acceptable by the City.

Unknown or Inaccurately Located Utilities

If the utility was not field located or it was inaccurately located in accordance with the prescribed procedures under the Sunshine State One-Call guidelines and the Contractor/subcontractor caused a line break during the execution of the work, the same notification procedure as above must be followed. The City’s Project Manager will coordinate the repair work at no cost to the contractor.

3.11. Salvage

Unless identified by the City prior to work, all existing pipe, materials, and appurtenances removed by the Contractor shall become the property of the Contractor and shall be removed away from the site of the work to an approved disposal site.

3.12. Field Layout

The City will identify the street addresses and/or general location of the repair, along with other pertinent information, as required and available. If there is evidence of the defect visible from the surface, such as a depression, the Contractor shall center their excavation on the evidence. If there is any question as to the general location described by the City, the Contractor shall approach the City's Project Manager and address the questions before beginning with the excavation.

Each step of construction is subject to approval by the City's Project Manager prior to proceeding with a subsequent step; however, this shall not relieve the Contractor of the responsibility for delivering a project completed in conformance with the details, specifications, and guarantees as stipulated elsewhere.

3.13. Acceptance of Work

Within ten (10) calendar days of completion of the work, a post-construction meeting will be scheduled. Attendees will include the Project Manager, City representatives and the Contractor. At such time, an inspection walk-through will be done for verification of completeness and quality of the work. The Contractor shall replace any workmanship or product found to be defective without additional charge to the City. The defective work shall be completed in an expedient and reasonable time frame but will not exceed 30 calendar days.

3.14. Construction Requirements

a. The Contractor is required to provide all necessary permits prior to construction. Fees for City of Tarpon Spring permits will be waived if the Contractor obtains these permits prior to construction. Fees will be charged to the Contractor if he neglects to obtain permits prior to construction. Any penalty fees collectable by the City of Tarpon Springs shall NOT be waived.

b. Work shall not start until the Contractor has all the necessary permits from the appropriate governing regulatory agencies.

c. The Contractor shall contact "Sunshine 811" two (2) business days prior to performing any excavation.

d. The Contractor shall perform all work in accordance with the City's Standard Technical Specifications and Standard Details.

e. The Contractor shall provide all structures, safety equipment, and professional services required to provide for the health and safety of the general public and of personnel involved in the work in accordance with the requirements of federal, state, and local authorities.

f. The Contractor shall take all measures necessary to protect surrounding public and private property, adjacent buildings, roads, drives, sidewalks, drains, sewers, utilities, trees, mailboxes, landscaping, structures, poles, and appurtenances from damage due to the work. Responsibility and payment for correction of such damage shall be the sole responsibility of the Contractor.

g. The Contractor shall be responsible for the protection of nearby bodies of water from impacts caused by erosion or siltation. Protective measures shall include but not be

limited to the installation of silt barriers and/or hay bales. Payment for this item shall be included in the unit price in the bid.

3.15. Project Schedule

Any work performed under this contract shall be on a per Work Order basis. Any liquidated damages assessed will be on a Work Order basis.

3.16. Execution of Work

The Contractor shall perform the work continuously in such a manner and in such order of precedence as may be directed by the City to meet the specified dates.

3.17. Guarantees

The Contractor guarantees that all workmanship, materials, equipment, or any components thereof, provided by the Contractor which fail within a minimum of one (1) year after acceptance by the City, shall be replaced by the Contractor without further cost to the City. If the Contractor is unable or unwilling to produce the required work needed to remedy the failure, the City reserves the right to complete the repairs at the expense of the Contractor.

3.18. Corrective Work

Should the work during the guarantee period require corrective work due to faulty workmanship or materials; or should the materials as supplied or as installed require corrective work, the City after 30 calendar days from notification to the Contractor will proceed as follows:

a. If the City's time schedule permits, the Contractor will be allowed to perform the corrective work and bear all costs.

b. If the City's time schedule does not permit the action described above, or if the Contractor refuses or neglects to take immediate action, the City shall have the right to perform the corrective work, exercising due care to ensure the lowest possible expense, and the Contractor shall reimburse the City for the cost of the corrective work.

3.19. Codes and Regulations

a. All materials and equipment shall be in accordance with any and all applicable federal, state, and local codes, laws, and ordinances in effect at the job site. All of the above referenced codes, laws, and ordinances shall take precedence over these specifications in case of any conflict. All such conflicts shall be referred to the City for adjudication.

b. The following industry, association, and government codes and standards shall be followed as applicable to the design, fabrication, assembly, installation, and testing of all materials and equipment furnished under this specification:

AASHTO	American Association of State Highway & Transportation Officials
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute

ANSI	American National Standards Institute
ASME	American Society of Mechanical Engineers
ASSE	American Society of Sanitary Engineers
ASTM	American Society of Testing and Materials
AWS	American Welding Society
AWWA	American Water Works Association
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FM	Factory Mutual
IEEE	Institute of Electrical and Electronics Engineers
NACE	National Association of Corrosion Engineers
NASSCO	National Association of Sewer Service Companies
NEMA	National Electrical Manufacturers Association
OSHA	Occupational Safety and Health Administration
SBCC	Southern Building Code Congress
SSPC	Structural Steel Painting Council
UL	Underwriters Laboratories

3.20. Budget

The City guarantees a minimum of $5,000.00 in work to be awarded to the successful Contractor(s) during the first year of this contract.

PART B

TECHNICAL SPECIFICATIONS

1. Bypass Pumping

   a. The Contractor shall maintain uninterrupted wastewater service during the entire bypass process. The City and the Contractor will mutually agree in cases where a high risk for a sewer overflow exists for the Contractor to provide a backup pump on site during bypass pumping operations. The backup pump shall be capable of being placed into operation within 15 minutes should be the primary pump fail. The backup pump shall have the same pumping capability as the primary bypass pump.

   b. The Contractor shall ensure that bypass pumping does not adversely affect the downstream wastewater collection and treatment system. Specifically, the Contractor shall ensure bypass pumping volumes and rates do not overflow the downstream structures such as pump station, manholes, laterals, etc. Precautions shall be taken by the Contractor to prevent the introduction of any foreign matter into the sanitary system during the preparation and coating application process.

   c. The Contractor will coordinate with the City's Project Manager to ensure notification to the Wastewater Treatment Facility of any bypass pumping necessary.

   d. The Contractor shall ensure noise generated from pump(s) is suppressed so as not to disturb residents after working hours. The pumps to be utilized shall be of the Quiet Zone type with the total sound enclosure. The maximum acceptable sound pressure level (SPL) shall not exceed 64.15 dB (A)@23 feet, operating at 1800 rpm, full load (pumping).

e. During the day, when low flow conditions allow the installation of sewer plugs, as approved by the City, in lieu of bypassing setups, the Contractor shall monitor upstream manholes or lift station at all times as to ensure the prevention of any sewer overflows. The use of sewer plugs for contractor unattended period of times is strictly prohibited.

f. Bypass discharge piping shall be of the plastic rigid type such as PVC or HDPE with leak proof joints.

PART C

MEASURE AND PAYMENT

1.0 General

Measurement and payment shall be based upon completed work performed in strict accordance with the drawings, specifications, and the pay item schedule.

Each unit price stated shall constitute full compensation as herein specified for each item of work complete, in place, and ready for use and operation in accordance with the drawings and specifications.

The descriptions in the following sections generally define the work tasks, materials, etc., associated with each pay item listing. This information is provided to assist the Contractor in assigning and accounting for costs associated with each pay item. Notwithstanding this, it is the Contractor's sole responsibility to fully define and establish the cost for each item and the work in its entirety.

Payment shall be only for accepted work furnished and installed.

1.01 Restoration (Grassing, by Seeding and Mulching, and Sodding)

The grassing bid item describes measurement and payment for grassing of completed construction areas by planting grass seed.

Grassing shall be measured on a square yard basis of the area installed according to the drawings or where directed by the City. The unit bid price includes ground preparation, seed application of the seed and mulching, applying, cutting in, rolling, and anchoring (where required) of the mulch material.

Mulch material: mulch material will be measured by the ton as measured by truck scales at the job site; or by other means acceptable to the project manager. Payment will be at the unit bid price shown on the proposal. When green mulch is furnished, instead of dry mulch, the unit bid price will be reduced twenty percent (20%) to account for the higher moisture content.

Seeding and mulching: seeding and mulching will be measured on a square yard basis of the area installed according to the drawings or where directed by the project manager. The unit bid price includes ground preparation; application of the seed; and applying, cutting in, rolling, and anchoring (where required) of the mulch material.

Fertilizer and limestone: fertilizer and dolomitic limestone will be measured by the ton installed, according to bag weight delivered; by scale weight when bulk fertilizer or limestone is used; or by other means approved by the project manager. The unit price includes furnishing and applying the material. The Contractor shall use the recommended spreading rate shown on the plans to determine this quantity.

Payment for grassing will be on a unit price basis for each component shown on the proposal. The unit bid price shall include all related miscellaneous item of work required to establish a healthy stand of grass in the designated areas. This shall include watering.

The sodding pay item describes measurement and payment for grassing of completed construction areas by planting sod.

Sodding: measurement of sodding will be on a square yard basis for the area of sod installed where shown on the drawings; or where directed by the City. Sod will be paid for on the basis of type, and area installed, as shown on the proposal. The unit bid price is for sod, rolling, mowing and any other measure necessary to establish and maintain a healthy stand of grass until the City accepts the work. This shall include watering.

No payment will be made for the installation of sod where the Contractor disturbs existing lawn areas during the performance of the work. New sod shall be installed where existing lawn areas are disturbed by the operations of the Contractor. Installation of sod shall be considered a subsidiary obligation of the Contractor and all costs associated therewith shall be included in the unit and lump sum unit prices. This means that if the Contractor disturbs lawns outside the construction area, the Contractor will repair it to as good or better condition than before damage was incurred, at no cost to the City.

Brick Streets: This measure and payment item describes the work done to restore brick roadways (disturbed due to work completed) in accordance with the Brick Surface Roadway Detail attached herein.

Measurement and payment will be based upon the square foot and will include all materials, equipment, and labor necessary to remove, store, and restore brick roadway segments disturbed due to work done in the roadway. Payment will include costs for up to 30% new brick installation due to original bricks being unusable.

Cost for any new brick needed in excess of the 30% shall be negotiated between the City and the Contract and will be considered an “out of scope” item.

1.02 Control and Abatement of Erosion and Water Pollution

This bid item describes measurement and payment for construction of temporary and permanent erosion control features to protect the work areas and adjacent property.

The quantities to be paid for under this item, installed where shown on the plans or where directed by the City, shall be per cubic yard for sand bagging; per each for baled hay filter sock or log and staked hay; and the length, in feet, of staked silt fence.

Measurement will be according to length actually installed.

Payment will be according to the unit quantity and material as set forth in the proposal. The unit bid price includes furnishing and installing material, routine maintenance, mowing and removal of temporary erosion control features upon completion of construction.

1.03 Earthwork and Related Operations

This bid item shall conform to the requirements of Section 120 of the FDOT Specifications, except as amended in the City of Tarpon Springs Standard Technical Specifications.

Excavation of unsuitable material: describes measure and payment for removal of muck, clay, rock and all other types of unsuitable material. Includes hauling off and disposing off-site as well as the supply, placement, and compaction of fill material as replacement for unsuitable material.

Borrow: describes measure and payment for the amount of material actually furnished as determined by field measurement of the compacted in-place material and accepted by City.

Clearing and grubbing: describes measure and payment for removal and disposal of trees, snags, stumps, shrubs, brush, limbs, and other vegetative growth. Contractor will remove all evidence of their presence from the surface including sticks and branches greater than 1-inch in diameter or thickness. Remove and dispose of trash piles and rubbish. Protect trees, shrubs, other vegetative growth and fencing which are not designated for removal.

After clearing, remove and dispose of wood or root matter including stumps, trunks, roots, or root systems greater than 1-inch in diameter or thickness to a depth of 12 inches below the ground surface.

1.04 Asphaltic Concrete

This bid item provides for reimbursement of the actual cubic yards installed of Superpave Asphalt Base, Type B-12.5 [the Contractor may use SP-12.5 (Traffic Level B or C) in lieu of Type B-12.5, at no additional cost to the City] at the thickness specified in the applicable pay item.

1.05 Milling

This bid item shall conform to the City of Tarpon Springs Standard Technical Specifications and provides for reimbursement of the actual square yards of milling of the various materials at a thickness not to exceed 1”.

1.06 Crushed Concrete Base

This bid item provides for reimbursement of the actual cubic yards installed of crushed concrete base, installed at the thickness specified in the pay item.

1.07 Roadway Density Test

This bid item provides reimbursement of the cost of a roadway density tests. Copies of the tests shall be presented with the application for payment. Should any test indicate that any portion of the materials or workmanship does not comply with the City of Tarpon Springs Standard Technical Specifications, a re-test shall be performed at the expense of the Contractor. The City shall pay for the “passing” test ONLY.

1.08 Proctor

This bid item provides reimbursement of the cost for proctors. The unit bid price includes labor, materials, and necessary equipment.

1.09 Concrete

This bid item provides reimbursement for the cost of actual cubic yards, square yards, or linear feet (depending on use) of concrete installed at the thickness and as specified in the pay item.

Class I concrete and miscellaneous concrete to be paid by cubic yard.

Concrete sidewalk (either 4” or 6”) to be paid by square yard.

Curb and gutters to be paid by linear feet.

1.10 Riprap

This bid item provides reimbursement for the cost of actual cubic yards of riprap used as specified in the pay item.

1.11 Flowable Fill

This bid item describes the measure and payment for flowable fill material utilized for roadway repair in accordance with FDOT Specification No. 400-9.

The quantity of flowable fill to be paid for under this bid item shall be the area, in cubic yards, acceptably installed to the limits and dimensions shown on the drawings. The volume to be paid shall be based on the dimensions shown on the drawings.

1.12 Remove and Dispose of Existing Asphalt and Concrete

This bid item describes the measure and payment for removing and disposing of existing asphalt and concrete. All material to be removed and disposed of in accordance with state and local guidelines.

1.13 Traffic Control Devices

Traffic control devices include barricades, arrow boards, signs, temporary pavement markers, lights, and temporary striping.

For all devices the following applies:

PH = per hour calculated to the closest 15 minutes.

ED = each day calculated by rounding up to the next full day.

All travel, overhead or any other associated expenses in transportation and setting out will be included in the price. Time is calculated by actual time of persons or equipment on the job site.

Traffic Control – The Contractor shall notify the appropriate agencies a minimum of two (2) working days prior to any construction affecting traffic flow. As a minimum, traffic control shall meet the requirements set forth in the Florida State Department of Transportation Manual on Traffic Control and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations. Failure or refusal, on the part of the Contractor, to install, maintain, and/or position traffic control devices or barriers promptly, fully, and in an acceptable manner, shall be sufficient cause for the City, after twenty-four (24) hours' notice, to perform the work with its own organization, or to contract with any other individual, firm or corporation to perform the work. All costs and expenses incurred thereby shall be charged against the Contractor, and the amount thereof deducted from any money due, or which may become due them, or shall be charged against the contract bond. Any work performed as described by this paragraph, shall not relieve the Contractor in any way of his responsibility for the work performed by them.

1.14 Maintenance of Traffic (MOT) – Multi-Lane

This bid item describes the measure and payment of maintenance of traffic that is not included in other pay items or where MOT is designated by an Engineer to be beyond the scope of the other pay items. This work consists of maintaining traffic within the limits of the project for the duration of the construction period, including any temporary suspensions of the work. It shall include labor and equipment to furnishing, installing, and maintaining of traffic control and safety devices during construction; it shall include the construction and maintenance of any necessary detour facilities; providing necessary facilities for access to residences, businesses, pedestrian, schools, etc., control of dust and any other special requirements for safe and expeditious movement of traffic as may be called for on the plans. The term, Maintenance of Traffic, shall include all such facilities, devices and operations as are required for the safety and convenience of the public, as well as for minimizing public nuisance. The Contractor, however, shall not obstruct nor create a hazard to any traffic during the performance of the work and shall be responsible for repair of any damage to existing pavement or facilities caused by their operations. Traffic Control Devices include all types of barricades, arrow boards, signs, temporary pavement markers, lights, concrete barriers and permanent striping. All travel, equipment, labor overhead or any other associated expenses in transportation and setting up the MOT will be included in the price.

Measurement will be measured as EACH DAY completed and priced on an individual project basis. The minimum measurement is eight (8) hours or 0.333 days and is measured from the time that the MOT set up is actually completed. This eight (8) hour minimum (0.333 days) includes full compensation for set up and operation for up to the first eight (8) hour period. Additional time will be in tenths of the day or twenty-four (24) hour period. The lump sum price for each assignment will be based on the specific MOT requirements for the assignment. The Contractor shall provide the Project Manager with a proposal for the MOT that includes a breakdown of the costs, which are included in the lump sum price, and receive written acceptance from the Project Manager prior to the installation of the MOT.

Payment shall be on an individual basis for each item as set forth on the bid form. The unit bid price shall be full compensation for furnishing, proper set up, maintenance and removal of the items listed on the bid form.

1.15 Concrete Pipe and Corrugated Metal Pipe

This bid item describes the measure and payment for concrete pipe (round and elliptical) and corrugated metal pipe. The quantity to be paid for under this item is the length, in linear feet, of pipe acceptably installed at the diameter specified in the pay item.

1.16 PVC Pipe for Water, Reclaimed Water and Force Mains

This bid item describes the measure and payment for polyvinyl chloride (PVC) pipe. The quantity to be paid for this under this item is the length, in feet, of piping acceptably installed to the limits shown on the drawings or where directed by the City.

Measurement will be horizontally, above the center of the pipe, and includes the length of any valve or fittings. Measurement shall be to the nearest foot.

The unit price includes furnishing and installing all materials above and below ground pipeline alignment; joints and jointing materials; stripping, and trenching, including exploratory excavation; bedding and backfill; constructing the specified protection; adjusting of existing aboveground and underground utilities, including mailboxes.

Water mains shall be color-coded blue, reclaimed mains shall be color-coded pantone purple, and sanitary sewer mains shall be color-coded green. All others shall be in accordance with Ten State Standards. For PVC mains, color shall be an integral part of the pipe material.

The unit price includes furnishing and installing chlorine injection points, temporary blow-off assemblies and all other related materials required to perform disinfecting, and hydrostatic (pressure) testing, in accordance with AWWA Technical Specifications.

1.17 High Density Polyethylene (HDPE) Pipe

This bid item describes the measure and payment for High Density Polyethylene (HDPE) pipe. The quantity to be paid for this under this item is the length, in feet, of piping acceptably installed to the limits shown on the drawings or where directed by the City.

Measurement will be horizontally, above the center of the pipe, and includes the length of any valve or fittings. Measurement shall be to the nearest foot.

The unit price includes furnishing and installing all materials above and below ground pipeline alignment; joints and jointing materials; stripping, and trenching, including exploratory excavation; bedding and backfill; constructing the specified protection; adjusting of existing aboveground and underground utilities, including mailboxes.

Water mains shall be color-coded blue, reclaimed mains shall be color-coded pantone purple, and sanitary sewer mains shall be color-coded green. All others shall be in accordance with Ten State Standards.

The unit price includes furnishing and installing chlorine injection points, temporary blow-off assemblies and all other related materials required to perform disinfecting, and hydrostatic (pressure) testing, in accordance with AWWA Technical Specifications.

1.18 Ductile Iron Pipe for Water, Reclaimed Water, Gravity, and Force Mains

This bid item describes the measure and payment for ductile iron pipe. The quantity to be paid for under this item is the length in feet of piping acceptably installed to the limits shown on the drawings or where directed by the City.

Measurement will be horizontally, above the center of the pipe, and includes the length of any valve or fittings. Measurement shall be to the nearest foot.

The unit price includes furnishing and installing all pipe, vinyl identification tape, metallic detectable tape and materials above and below ground pipeline alignment; joints and jointing materials; stripping and trenching, including exploratory excavation; bedding and backfill; constructing the specified protection and adjusting of existing aboveground and underground utilities, including mailboxes.

The unit price includes furnishing and installing chlorine injection points, temporary blow-off assemblies and all other related materials required to perform disinfection, and hydrostatic (pressure) testing, in accordance with AWWA Technical Specifications.

1.19 Ductile Iron Pipe Fittings for Water and Wastewater Mains

This bid item describes measurement and payment for ductile iron pipe fittings used in the construction and adjustment of water and wastewater mains, if separate payments for fittings are called for. This bid item includes, but is not limited to, tees, crosses, plugs, and caps, and reducers and increasers.

Payment will be according to per pound bags. The unit price includes furnishing and installing all fittings and materials above or below ground along the pipeline alignment, joints, and jointing materials. The bid does not include ductile iron pipe.

1.20 Valve and Valve Boxes

This bid item describes measurement and payment for valves of various types and valve boxes for water and wastewater pipelines. The quantity to be paid for under this item is the number of valves acceptably installed where shown on the drawings or where directed by the City.

Measurement will be on an individual basis for each type of valve.

1.21 Directional Boring

This bid item describes the measure and payment for directional boring in accordance with FDOT Specifications, Sections 555-7 and 555-8. To be paid by linear feet.

1.22 Blowoff Assembly

This bid item describes measurement and payment for the installation of blowoff assemblies as described in the City of Tarpon Springs Standard Details, Index W-19.

Measurement will be on an individual basis for each blowoff assembly installed.

Payment – the bid price includes furnishing and installing restrained joint gate valve, valve box and valve pad, valve stem extension, tapped cap, thrust block, pipe with gate valve, fittings and end cap, meter box, crushed stone, testing, labor, materials, and equipment required to install the blowoff assembly, excavation and backfill.

1.23 Fire Hydrant and Valve Assembly

This bid item describes measurement and payment for installing new fire hydrant and valve assemblies on existing and proposed water mains, replacement on existing water mains and for relocating and adjusting existing fire hydrants. The quantity to be paid for under this item is the number of hydrant and valve assemblies acceptably, installed or relocated to the limits shown on the drawings or where directed by the City.

Measurement will be on an individual basis for each hydrant and valve assembly, including disinfection and hydrostatic (pressure) testing, in accordance with AWWA Technical Specifications.

1.24 Thrust Block (Pre-Cast and Cast-in-Place)

Pre-Cast: this bid item describes measurement and payment for furnishing and installing pre-cast thrust blocks on water, reclaimed water, and force mains. The quantity to be paid for under this item is the number of pre-cast thrust blocks installed where shown on the drawings or directed by the City.

Measurement will be on a “per each” basis.

Cast-in place: this bid item describes measurement and payment for pouring and installing cast-in-place thrust blocks on water, reclaimed water, and force mains.

Measurement will be on a cubic yard basis.

1.25 Restrained Joint Devices

This bid item describes measurement and payment for installing restrained joint devices on water, reclaimed water, and force mains. The quantity to be paid for under this item is the number of restrained joint devices installed where shown on the drawings or where directed by the City.

Measurement will be on an individual basis for each restrained joint device installed.

Payment will be according to the size of the pipeline, and the type of restrained joint device, as set forth in the proposal. The unit bid price includes furnishing and installing the restrained joint device.

1.26 Tapping Sleeve and Valve

This bid item describes measurement and payment for the installation of tapping sleeve and valves on existing water and wastewater pipeline, under pressure at the time of installation. The quantity to be paid for under this item is the number of sleeves and valve acceptably installed where shown on the drawings or as directed by the City.

Payment will be according to the diameter of the branch and run of the sleeve and the diameter of the tapping valve, as set forth on the proposal. The unit bid price includes furnishing and installing the tapping sleeve and valve, labor, materials, and equipment required to install the tapping sleeve and valve.

1.27 Initial Excavation

This bid item provides all labor, equipment and material for mobilization, delivery and set up of excavation equipment and excavation for the installation of the first 25 linear feet of new gravity sewer pipe, or the excavation and exposing up to the first 25 linear feet of existing pipe and first 50 linear feet of waterline as measured in the horizontal plan view. This bid item also includes trench box, non-well point dewatering, crushed stone if required by the Contractor for stabilization, hand cleaning of the pipe and observation of its condition, realignment of misaligned pipe, protection of existing utilities and backfilling, including irrigation sprinkler system protection and restoration.

Excavation in excess of 25 linear feet will be paid for under contract pay item 1.28.

The quantity to be measured for payment under this pay item will be one (1) initial excavation per work order for the installation of new pipe or the actual number of such initial excavations made in conjunction with pipe repair at the various cut ranges listed in the proposal.

The cut for initial excavation shall be the average of the pipe cut (grade elevation minus the pipe invert elevation) measured at each end of the trench that measures 25 feet in length or less.

The following items, if specified or directed, will be paid for under other contract pay items; new gravity sewer pipe, pipe repair, well point de-watering, by-pass pumping, surface restoration, sheeting (removed or left in place), and additional excavation.

1.28 Additional Excavation

This bid item provides for excavation for the installation of new pipe, and the excavation and exposing existing pipe as measured in the horizontal plan view in excess of the 25 linear feet specified in contract pay item 1.27. This pay item is applicable only in conjunction with, and includes the same work as listed in, contract pay item 1.27, except mobilization and that measurement and payment will be made on a per foot basis.

Measurement will be horizontally, above the center of the pipe excavation, less the 25 linear feet paid for in contract pay item 1.27.

The cut for additional excavation shall be the average of the pipe cut (grade elevation minus the pipe invert elevation) measured at each end of the trench.

1.29 Sheeting – Left in Place

This bid item provides for all labor, equipment, and materials to furnish timber or steel sheeting as required and approved by City Project Manager to be left in place. The work includes cutting the sheeting at the elevation specified or directed. The work doesn't include installation of the sheeting, which is part of the work under item 1.27, as applicable.

The quantity to be measured for payment under this bid item will be the actual area in square feet of sheeting to be left in place between 18-inches below grade and three (3) feet below the bottom of the pipe or structure.

1.30 Sheeting - Removed

This bid item provides for all labor, equipment, and materials to install, extract, and retrieve timber or steel sheeting as required and approved by City Project Manager for a particular excavation.

Sheeting not approved by the City Project Manager will be included under Pay Item 1.27 and 1.28 and is not included in the work under this Pay Item.

The quantity to be measured for payment under this bid item will be the actual area in square feet of sheeting approved by the City installed between 18-inches below grade and three (3) feet below the bottom of the pipe or structure.

1.31 Dewatering - Initial

Payment for initial dewatering shall be made as listed on the bid sheet for the various depths. Payment includes necessary labor, equipment, and materials and equipment for the mobilization, set up and operation of dewatering pumping equipment, including up to twelve (12) well points. When directed by the City Project Manager, the well point dewatering will stabilize the trench bottom and remain in operation until backfill operations are complete.

The quantity to be measured for payment under this Pay item will be the actual number of such systems placed in the work, as directed by the City Project Manager, for the various cuts listed in the Work Order.

1.32 Bypass System

Payment for bypass pump shall be made for the items listed on the bid sheet. Payment for these items shall be per the unit listed for each item, respectively, furnished, installed, operated, and maintained to properly bypass for the day of set-up and up to 3 additional days. If project is expected to have more than a total of 4 days of bypass pumping, both lines will be charged. Payment includes mobilization, necessary labor, equipment, and materials necessary to provide, install, maintain, operate, and remove the required bypass pump. The City, its agent, and Contractor will cooperatively select the discharge rate needed for bypass pumping.

Payment for pump set up shall be to furnish and set up a pump. The quantity shall be the total number of pump setups required. Payment for pump operation and maintenance shall be to properly operate and maintain the pump. Measurement for payment of this item shall be per day the pump is needed for bypassing.

For reclaimed water, potable water systems, or sanitary sewer systems, the rigid pipe shall be capable of handling at least 100-psi operation pressure and 30” of vacuum.

1.33 PVC Pipe for Gravity Sanitary Sewer

This bid item describes measurement and payment for PVC, for construction and adjustment of gravity sanitary sewers. The quantity to be paid for under this item is the length in feet of pipe acceptably installed to the limits shown on the drawings or where directed by the City.

Measurement will be horizontally above the center of the pipe and includes the length of any fittings.

Payment will be according to the diameter, thickness class, and type of joint, as set forth on the proposal. The unit bid price includes furnishing and installing all pipe, materials and labor along the pipeline alignment, magnetic identification tape, joints and jointing materials, stripping, and trenching, including exploratory excavation; bedding and backfill; constructing the specified

protection and adjusting of existing aboveground and underground utilities and service connections, and work and equipment required to construct a complete, operable pipeline.

1.34 Ductile Iron Pipe for Gravity Sewer

This bid item describes the measure and payment for ductile iron pipe for gravity sewer. The quantity to be paid for under this item is the length in feet of piping acceptably installed to the limits shown on the drawings or where directed by the City.

Measurement will be horizontally, above the center of the pipe, and includes the length of any valve or fittings. Measurement shall be to the nearest foot.

The unit price includes furnishing and installing all pipe, vinyl identification tape, metallic detectable tape and materials above and below ground pipeline alignment; joints and jointing materials; stripping and trenching, including exploratory excavation; bedding and backfill; constructing the specified protection and adjusting of existing aboveground and underground utilities, including mailboxes.

1.35 PVC Sewer Fittings

This bid item describes measurement and payment for PVC pipe fittings used in the construction of sewer mains and laterals. The quantity to be paid for under this item will be the actual number of fittings acceptably installed as shown on the drawings. This bid item includes, but is not limited to, wyes, bends, tees, plugs, caps and clean out assemblies.

Payment will be according to the diameter and type of fittings as set forth on the proposal. The unit price includes furnishing and installing all fittings and materials above or below ground along the pipeline alignment, joints, and jointing materials.

1.36 Remove Existing Manhole

This bid item provides all labor, equipment, and materials necessary to remove an existing manhole in accordance with the diameter and depth as shown on pay item.

1.37 Manhole Drop Connection (Outside)

This bid item provides all labor, equipment, and materials for building manhole outside connection as per City of Tarpon Springs Standard Details, Index SS-03.

1.38 Manhole Drop Connection (Inside)

This bid item provides for all labor, equipment, and material to make a connection in the manhole wall as per City of Tarpon Springs Standard Technical Specifications. This work includes coring the proper size hole, a water stop or core and seal boot connection, all interior piping, drop bowl and any masonry or concrete and coatings patching required to complete a repair connection to an existing manhole, gravity or force main.

1.39 Removal of existing pipelines – nonhazardous

This bid item provides all labor, equipment, and materials necessary for the removal of existing pipelines in accordance with the diameters as shown on the pay item.

Payment to be by linear feet.

1.40 Grouting and Abandonment of Existing Pipeline

This bid item provides all labor, equipment, and materials necessary for the grouting and abandonment of existing pipelines in accordance with the diameters as shown on the pay item.

Payment to be by linear feet.

1.41 Sanitary Sewer Manhole - Installation

This bid item provides all labor, equipment and materials for the excavation and installation of new manholes with pre-cast manholes, with frames and covers. The quantity paid for under this item is the number of manholes acceptably installed where shown on the drawings.

Measurement will be on an individual basis according to the depth of cut, measured from the invert of the outfall sewer to the design finish grade at the center of the manhole.

Payment will be according to the inside diameter of the manhole barrel section and the depth of cut, as set forth on the proposal. The unit bid price includes furnishing and installing manhole sections, frames, and covers, flexible pipe connections, resilient non-shrink grout, and bituminous coating.

The work does may include restoration, de-watering, or construction of an outside drop connection, which, if required, will be paid for under other contract pay items.1.42 Water Services

This item provides all labor, equipment, and materials for the installation of water services in accordance with AWWA Technical Standards and Specifications.

The quantities to be paid for under this item are the length in feet of tubing and per assembly or connection according to the unit prices set forth in the proposal.

1.42 Water Services

This item provides all labor, equipment, and materials for the installation of water services in accordance with AWWA Technical Standards and Specifications.

The quantities to be paid for under this item are the length in feet of tubing and per assembly or connection according to the unit prices set forth in the proposal.

1.43 Lining and Sheeting

This bid item provides all labor, equipment, and materials necessary for the Lining and sheeting as shown on the pay item.

Payment to be by square feet and vertical feet.

1.44 Sewer Pipe TV Inspections

Payment will be according to the sewer pipe TV inspections as set forth on the proposal. The unit price includes sewer main cleaning and inspections as shown on the pay item.

1.45 Sewer Cleanout Installations

Payment will be according to the sewer cleanout installations will be by depth and area type as set forth on the proposal. The unit price includes sewer cleanout installation as shown on the pay item.

1.46 Sewer Pipe Laterals

Payment will be according to the diameter and type of fittings as set forth on the proposal. The unit price includes furnishing and installing all fittings and materials above or below ground along the pipeline alignment, joints, and jointing materials.

Payment to be by Linear feet.

1.47 Emergency Work Premium

This measure and payment item describes the “premium” to be added to the Work Order should the work required work be designated as an “Emergency” by the City. In this event, the Contractor response times shall be in accordance with Part A Special Conditions, Item #4 “Emergency Work.”

PART D

GENERAL CONDITIONS FOR CONSTRUCTION

1. **Definitions**

“Owner”	The City of Tarpon Springs, Florida.
“Contractor”	The person, firm, or corporation with whom this Contract is executed by the Owner.
“City Manager”	The duly appointed City Manager of the City of Tarpon Springs, Florida.
“Contract Documents”	Instructions to Bidders, Notice to Contractors, Specifications, Plans, Permits, Addenda, Change Orders and Written Orders, Instructions, and General Conditions.
“Engineer”:	The City Engineer of Tarpon Springs or a duly appointed representative.
“Bidder”	Any person, firm, or corporation submitting a bid for the contemplated work.
“Subcontractor”	Any person, firm, or corporation having a direct contract with the Contractor for the performance of a part of the work at the site.

“Work”	All labor, material, tools, and equipment necessary to produce the construction required by the contract documents.
“Inspector”	An authorized representative of the Engineer assigned to make any and all inspections of the work performed, and materials furnished by the Contractor.
“Board of Commissioners”	The governing body of the City of Tarpon Springs, Florida hereinafter referred to as the “Board”.
“Plans”	The drawings prepared by the Engineer that show the location, character, dimension, and details of the work to be done.
“Specifications”	The detailed written directions, provisions, and requirements relating to the quantities and qualities of the work to be performed under the contract.
“Addendum”	A modification of the plans, specifications, or other contract documents issued by the Engineer and distributed to the bidders before the opening of bids.
“Change Order”	A written order authorized by the Board to the Contractor directing certain changes, additions, or reductions in the Work.
“Substantial Completion	“The stage in the process of the work or designated portion is sufficiently complete in accordance with the contract documents so that the owner can occupy or utilize the work for its intended use.
“Surety”	The entity engaged by the Contractor to be responsible for the Contractor’s acceptable performance of the Contract and the Contractor’s payment of all debts pertaining thereto.
“Bid Security”	The surety bond or certified check furnished by the bidder with his bid proposal.
“Payment Bond”	A bond, which assures payments, as required by law, to all persons supplying labor or material for the completion of work under the contract.
“Performance Bond”	A bond, executed subsequent to award by the Contractor from loss due to the Contractors inability to complete the contract as agreed; secures the fulfillment of all contract requirements.

2. **Covenants Against Contingent Fees**

The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the Owner shall have the right to annul this Contract without liability or, in its discretion, to deduct from the Contract

price or consideration, or otherwise recover the full amount of such commission, percentage brokerage or contingent fee.

3. **Site Investigation**

The Contractor acknowledges that the Contractor has satisfied itself as to the nature and location of the work; the general and local conditions, including but not restricted to those bearing upon transportation, disposal, handling, and storage of prosecution materials; availability of labor, water, electric power, roads; uncertainties of weather, river stages, tides, or similar physical conditions at the site; the conformation and conditions of the ground; and the character of equipment and facilities needed preliminary to and during the work.

The Contractor further acknowledges that Contractor has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered, insofar as this information is reasonably ascertainable from inspection of the site, including all exploratory work done by the Owner, as well as from information presented by the Contract Documents made a part of this contract.

Any failure by the Contractor to acquaint himself with the available information will not relieve him from responsibility for estimating properly the difficulty or cost of successfully performing the work.

Owner does not guarantee that any site or soil conditions will be as described and are available only upon waiver of all responsibility of the Owner. It is the Contractor's sole risk and responsibility to verify such information in order that he may complete the project as specified and shown in the contract documents. Under no condition will a variation in the information obtained by the Owner on site or soil conditions, including subsurface soil conditions at the job site, be accepted as a basis in any claim for extra compensation.

Submittal of a bid by the Contractor shall be taken as prima facie evidence of compliance with this section.

The Owner assumes no responsibility for any conclusions or interpretations made by the Contractor on the basis of the information made available by the Owner. The Owner also assumes no responsibility for any understanding or representations made by its officers or agents during or prior to the execution of this Contract, unless:

1) such understanding or interpretations are made in writing by the Engineer or are expressly stated in the Contract; and
2) the Contract expressly provides that the responsibility therefore is assumed by the Owner.

The Contractor shall assume all risks resulting from any changes in the conditions which may occur during the progress of the work resulting from Acts of God.

4. **Bid Documents/Cost**

Bid Documents with Instructions and Contract Documents may be obtained **only** from DemandStar/Onvia (www.demandstar.com) The cost of these documents, if any, will be as specified on DemandStar/Onvia.

5. **Equal Opportunity**

Attention of Contractor is particularly called to the requirement for ensuring that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, or national origin.

6. **Insurance Requirements**

The successful bidder must provide a Certificate of Insurance in accordance with Insurance Requirements, Construction Agreement, prior to issuance of a Purchase Order and Notice To Proceed.

7. **Patents**

The Contractor shall obtain all necessary consents and shall pay all royalties, licenses, and fees for the use of any patented invention, articles, composition, or process in the work done or the materials furnished, or any part thereof embraced in this Contract. The Contractor shall be responsible for any claims made against the Owner, its agents, and employees for any actual or alleged infringement of patents by the use of any patented articles, appliances, etc., in the construction and completion of the work and shall save harmless and indemnify the Owner, its agents, and employees from all costs, expenses, and damages, including attorney's fees which the Owner may be obliged to pay by reason of any actual or alleged infringements of patents used in the construction and completion of work herein specified.

8. **Assignments**

Neither the Contractor nor the Owner shall sell, transfer, assign, or otherwise dispose of the Contract or any portion thereof or of the right, title, or interest of his obligations hereunder, without the written consent of the other party.

9. **Permits**

A construction permit, tree removal permit (if applicable), and a building permit issued by the City of Tarpon Springs to the Contractor will be required prior to start of the Contract. Fees for these permits will be waived if the Contractor obtains these permits prior to construction. Fees will be charged to the Contractor if he neglects to obtain permits prior to construction. Any penalty fees collectable by the City of Tarpon Springs shall NOT be waived. In addition, the Contractor shall be responsible for obtaining all permits/licenses necessary to complete the work.

10. **Sign: City Of Tarpon Springs Tax Dollars At Work**

The successful contractor shall display a "CITY OF TARPON SPRINGS TAX DOLLARS AT WORK" sign at the project site at all times until completion. The Public Works Department will arrange for the sign to be delivered to the site. It is the contractor's

responsibility to see that the sign is returned to the City upon the project being completed and that the sign is returned in the same condition as it was when received.

11. **Submission Of Formal Bid**

A TOTAL BID shall be submitted in as (1 Original, and 1 Electronic Copy via USB flash drive), including Bid the Proposal Form, all applicable Warranties & Guarantees of Workmanship, Bid Guaranty, Vendor References, (if not currently on file), listing of Manufacturers and Suppliers, and all ADDENDA, if issued.

12. **Liquidated Damages**

The amount of liquidated damages for each project is hereby established as **$250.00** per calendar day; unless established separately on individual workorders. The construction time for each project will be established per Work Order.

13. **Five Percent (5%) Retainer**

A five percent (5%) retainer or partial payment will be withheld until the final acceptance of the work and the satisfaction of any liquidated damages.

14. **Contingency Statement**

In the event sufficient funds have not been currently made or are not available for a new fiscal period, the City shall notify the Contractor of such occurrence; and contract shall terminate on the last day of current fiscal period without penalty or expense to the City.

15. **Plans And Specifications Furnished To Contractors**

The successful Contractor shall be entitled to receive from the Engineer four (4) sets of contract plans and specifications at no cost to the contractor. Additional plans and specifications may be purchased from the Engineer at the cost of reproduction.

16. **Qualifications Of Contractors And Subcontractors**

The Contractor shall assure that all superintendents, foremen, crafts, and workers are competent, careful, and reliable. All crafts and workers must have sufficient skill and experience to properly perform the work assigned them. All crafts and workers engaged in any trade shall have had sufficient experience in such work to perform it properly and satisfactorily and to operate the equipment involved and shall make do and proper effort to execute the work in the manner prescribed in the Contract Documents, or the Engineer may take action as follows:

Whenever the Engineer shall determine that any person is incompetent, unfaithful, intemperate, disorderly, or insubordinate; such person shall upon notice be discharged from the work and shall not again be employed on it except with the written consent of the Engineer. Should the Contractor fail to remove such person or persons, the Engineer may withhold all estimates which are or may become due or may suspend the work until the Contractor complies with such orders.

17. **Engineer's Status**

The Engineer cannot direct day-to-day work or Contractor's employees. The day-to-day responsibility of furnishing competent supervision and superintending shall be that of the Contractor in accordance with the article hereof regarding supervision. The Engineer has authority to stop the work whenever such stoppage may be necessary to ensure the proper execution of the contract. The Engineer shall also have authority to reject all work and materials which do not conform to the contract and to decide questions and disputes which arise in the execution of the work.

The Engineer in all cases shall have the authority to determine the amount, quality, acceptability, and fitness of the several kinds of works, materials, and equipment which are to be paid for under this contract. Any such determination, however, in no way guarantees the Contractor's workmanship, materials, or equipment used. The Engineer shall also determine all questions or conflicts which may arise in relation to the work and the performance of the contract.

The Engineer does not underwrite, guarantee, or ensure the work done by the Contractor. It is the Contractor's responsibility to perform the work in all details in accordance with the contract documents, and the Engineer shall never be responsible or liable to the Contractor or any other party by reason of the Contractor's failure to do so.

18. **Inspection Of Work**

The purpose of inspection is to ensure compliance with the technical specifications and contract documents. The Engineer and the Engineer's representatives shall at all times have access to the work; and the Contractor shall provide proper facilities for such access and for inspection including scaffolds, lighting, etc. If the specifications, the Engineer's instructions, laws, ordinances, or any public authority require any work to be specially tested or approved; the Contractor shall give the Engineer timely notice of its readiness for inspection, and if the inspection is by another authority other than the Engineer, of the date fixed for such inspection. Inspection by the Engineer shall be made within a reasonable time after notification and, where practicable, at the source of supply. If any work should be covered up without approval or consent of the Engineer, it shall, if required by the Engineer, be uncovered for examination at the Contractor's expense.

Re-examination of questioned work may be ordered by the Engineer; and, if so ordered, the work shall be uncovered by the Contractor. If such work is found to be in accordance with the Contract documents, the Owner shall pay the cost of re-examination and replacement. If such work is found not to be in accordance with the Contract documents, the Contractor shall pay such cost.

The Engineer may appoint such persons as the Engineer may deem necessary to inspect, at any time, the materials and equipment furnished, and the work done under this contract. Said inspections are to be made at the shop or plant or at the site of the work at the discretion of the Engineer.

No inspection or direction, no failure to inspect or direct, no approval of payments, nor the presence or absence of any employees of the Owner or Engineer during the execution of the work shall relieve the Contractor of any of its obligations to fulfill the contract; nor shall prevent the rejection of the said work, materials, and equipment, in whole or in part, at any

time, should said work, materials or equipment be found by the Owner or Engineer to be defective or not in accordance with the requirements of the contract documents.

19. **Schedule**

Within ten (10) days after the execution of the Contract, the Contractor shall deliver to the Engineer a schedule of delivery of materials and a construction progress schedule in a form satisfactory to the Engineer and showing the proposed dates of commencement and completion of each of the various subdivisions of work.

In conjunction with the construction schedule, the Contractor shall furnish the Engineer a schedule of anticipated monthly payments that will become due and at the same time furnish the Engineer with a detailed estimate giving a complete breakdown of the value of items of work to be paid for in lump sums for the purpose of making partial payments thereon. The values employed in making up any of these schedules are subject to acceptance by the Engineer and will be used only for determining the basis of partial payment and will not be considered as fixing a basis for additions to or deductions from the contract price.

20. **Shop Drawings**

The Contractor shall provide shop drawings as may be necessary for the prosecution of the Work as required by the Contract documents. The Engineer shall promptly review all Shop Drawings. The Engineer's approval of any Shop Drawing shall not release the Contractor from responsibility for deviations from the Contract documents. The approval of any Shop Drawing which substantially deviates from the requirement of the Contract documents shall be evidenced by a Change Order.

When submitted for the Engineer's review, Shop Drawings shall bear the Contractor's certification that he has reviewed, checked, and approved the Shop Drawings and that they are in conformance with the requirements of the Contract documents.

Portions of the Work requiring a Shop Drawing or sample submission shall not begin until the Shop Drawing or submission has been approved by the Engineer. A copy of each approved Shop Drawing and each approved sample shall be kept in good order by the Contractor at the site and shall be available to the Engineer.

21. **Line And Grade**

The Contractor shall employ a competent surveyor satisfactory to the Owner and the Engineer to lay out the work from the benchmarks, grades, dimensions, points, and lines noted on the working drawings, established at the site, or supplied by the Engineer. All work of every description shall be laid out and checked by the Contractor, who will be held solely responsible for its correctness. All expenses in connection with this work shall be paid for by the Contractor. The maximum allowable interval for construction batter boards on sewers and pipelines will be twenty-five (25) feet for grades under 1.00 per cent and fifty (50) feet for grades of 1.00 per cent and over. Work may be checked by the Engineer; and, in the event of discrepancy, the Engineer's decision shall be final.

No special compensation will be made to the Contractor to defray costs of any of the work or delays occasioned by making surveys and measurements, tests, or inspections. Such

costs shall be considered as having been included in the price stipulated for the several items of the work to be done under this contract.

22. **Use Of Completed Portions**

The Owner shall have the right to take possession of and use any completed or partially completed portions of the work, notwithstanding that the time for completing the entire work or such portions may not have expired. Such taking possession and use shall not be deemed an acceptance of any work not completed in accordance with the Contract documents. If such prior use increases the cost of or delays the work, the Contractor shall be entitled to such extra compensation or extension of time or both as the Engineer may determine.

23. **Water**

The cost of all water for construction and testing purposes, as well as the expense of having the water conveyed to and about the work, must be borne by the Contractor. The cost of this work shall be considered as having been included in the unit or lump sum prices stipulated for the several items or work to be done under this contract.

Unless otherwise specifically permitted by the Engineer, all water used for construction purposes shall be obtained from the public water supply main. Contractor shall use temporary or permanent water meters to measure all of the water it uses. Meters shall be provided as outlined in the Tarpon Springs Municipal Code. Water shall be purchased at prevailing City rates.

24. **Subcontractors**

Within ten (10) days after the award of each and every Subcontract, the Contractor shall deliver to the Engineer a statement setting forth the name and address of the Subcontractor and a summary description of the work contracted.

The Contractor shall be as fully responsible to the Owner for the acts and omissions of Subcontractors and of persons either directly or indirectly employed by them as it is for the acts and omissions of persons directly employed by the Contractor.

The Contractor shall not award more than thirty (30) percent of the Contract price to any Subcontractor or group of Subcontractors without the prior written approval of the Engineer.

Nothing contained in this Contract shall create any contractual relationship between any Subcontractor and the Owner.

25. **Cooperation With Others**

The Contractor will cooperate with City crews or others who may be engaged in authorized work prior to final completion of the project.

26. **Supervision By Contractor**

The Contractor will supervise and direct the Work and be solely responsible for the means, methods, techniques, sequences, and procedures of construction. The Contractor will employ and maintain on the Work a qualified Supervisor or Superintendent, who shall have been designated in writing by the Contractor as the Contractor's representative at the site. The Supervisor shall have full authority to act on behalf of the Contractor, and all communications given to the Supervisor shall be as binding as if given to the Contractor.

27. **Area For Work And Access Thereto**

The Owner will furnish and define the limits of adequate land for access to the construction site and for the site proper. All information shown on the plans constitutes the extent of land provided by the Owner. Any and all other lands required by the Contractor shall be procured by the Contractor at the Contractor's expense.

As the work progresses, the Contractor shall keep the site clear of rubbish, trash, waste, and other disposable materials. If the Contractor allows the site to become littered and unsightly, any payments otherwise due may be withheld until the Contractor cleans up the site to the satisfaction of the Owner.

Temporary buildings (storage sheds, shops, offices, etc.) may be erected by the Contractor only with the approval of the Engineer and shall be built with labor and materials furnished by the Contractor without expense to the Owner. Such temporary buildings and utilities shall remain the property of the Contractor and will be removed by Contractor at Contractor's expense upon the completion of the work. With the written consent of the Engineer, such buildings and utilities may be abandoned and need not be removed.

28. **Storage Of Material**

Materials shall be so placed as to permit easy access for proper inspection and identification of each shipment. Any material which has deteriorated, become damaged, or is otherwise unfit for use shall not be used in the work and shall be removed from the site.

29. **Material Safety Data Sheets Requirement**

If any chemicals or materials or products containing toxic substances, as defined by Chapter 442, Florida Statutes, are to be used at any time during this Contract pursuant to completion of this Contract; the Contractor shall furnish Material Safety Data Sheets to the Engineer prior to commencing such use.

30. **Convict Labor**

In connection with the performance of work under this Contract, the Contractor agrees not to employ any person undergoing sentence of imprisonment.

31. **Monuments And Landmarks**

Monuments or landmarks shall not be molested or removed by the Contractor or any of its employees without the written consent of the Engineer. Any monument or landmark so removed will be replaced by the Engineer at the expense of the Contractor.

32. **Sanitary Facilities**

The Contractor shall provide and maintain adequate sanitary conveniences for the use of persons employed on the work. These conveniences shall be maintained at all times without nuisance, and their use shall be strictly enforced.

33. **Use Of Explosives**

No blasting shall be done except upon written approval by the Owner and any other governmental agency or political subdivision having jurisdiction.

34. **Protection Of Existing Structures, Utilities, Work, And Vegetation**

Location of existing structures and utilities shown on the plans are approximate only. Any damage to existing structures or work of any kind or the interruption of a utility service resulting from failure to comply with the requirements of this contract caused by carelessness shall be repaired or restored promptly by or at the expense of the Contractor.

The Contractor will preserve and protect all existing vegetation such as trees, shrubs, and grass on or adjacent to the site which do not unreasonably interfere with the construction as may be determined by the Engineer. The Contractor will be responsible for all unauthorized cutting or damaging of trees and shrubs, including damage due to careless operation of equipment, stockpiling of materials, or tracking of grass areas by equipment.

Care will be taken by Contractor in felling trees authorized for removal to avoid unnecessary damage to vegetation that is to remain in place. Any limbs or branches of trees broken during such operations shall be trimmed with a clean cut and painted with an approved tree pruning compound if required by the Engineer. The Contractor will be liable for or may be required to replace or restore at its own expense all vegetation not protected and preserved as required herein that may be destroyed damaged.

35. **Work On Saturdays, Sundays, And Holidays**

No work will be permitted on a Saturday, Sunday, or Holiday unless permission to work has been requested in writing by Contractor, and written approval has been granted by the Engineer. Holiday is defined as any Holiday listed in the City of Tarpon Springs Personnel Department Rules and Regulations.

Should the Contractor engage in the prosecution of the work on a Saturday, Sunday, or Holiday, having first been duly authorized to do so in accordance with the provisions stated above, the Contractor shall pay to the Owner as a reimbursement of additional costs incurred by the Owner in providing engineering, inspection, or survey services on such days the sum of THREE HUNDRED AND NO/100 DOLLARS ($300.00) per day per Inspector for each Saturday, Sunday, or Holiday on which the Contractor engages in the prosecution of the work.

Payment to the Owner of such sums as may become payable under the provisions of this Article shall be made by identifying the said sums as a credit item on the Contractor's pay estimate for the period during which the liability for the sums shall have been incurred. The credit item shall show the total number of man-days applicable above, times the corresponding sum.

36. **Delays**

The Owner may grant an extension of time for the completion of the work provided: (1) the delay of the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor; including, but not restricted to, Acts of God, acts of the public enemy, acts of the Owner or other governmental entity acting in its official or contractual capacity, fires, floods, epidemics, quarantine, restrictions, strikes, trade embargoes, unusually severe weather, or delays of Subcontractors or suppliers arising from unforeseeable causes beyond the control and without the fault or negligence of both Contractor and such Subcontractors or suppliers; and (2) the Contractor within forty-eight (48) hours from the beginning of any such delay notifies the Engineer in writing of the cause of the delay. The Engineer shall ascertain the facts and the extent of the delay and recommend to the Board the extension of time needed for completing the work when, in the Engineer's judgment, the findings of fact justify such an extension. The Engineer's findings shall be final and conclusive.

Extensions of time will not be granted for delays caused by inadequate construction force or for the failure of the Contractor to timely order equipment or materials. No claim shall be made for acceleration caused by delays, notwithstanding the fact that the job may be completed within the contract period.

37. **Clean-Up**

As the work progresses and as the Engineer may direct, the Contractor shall remove from the site and dispose of debris and waste material. Particular attention shall be given to minimizing any fire hazard from combustibles as may be used in connection with the work.

Upon failure of the Contractor to keep the sites of its operations clean to the satisfaction of the Engineer, the Owner may upon twenty-four (24) hours' notice to the Contractor remove any rubbish, materials, earth, etc., which the Engineer may deem necessary. The cost thereof will be charged to the Contractor, and the amount may be deducted from any money that may be due the Contractor.

On or before the date of the final estimate for the work, the Contractor shall tear down and remove all temporary structures that it built; shall remove all construction plant that it used; shall repair and replace all parts of existing embankments, fences, sidewalks, shrubbery, or structures which were removed or injured by the Contractor's operations or by Contractor's employees; shall thoroughly clean out all sewer, drains, pipes, manholes, and miscellaneous structures; and shall remove all rubbish and leave the grounds, thoroughfares, and rights-of-way in a neat condition satisfactory to the Engineer.

38. **Defective Work Or Materials**

If at any time any materials or workmanship should be discovered which do not comply with the plans, specifications, and contract drawings; such defective work and material shall immediately be removed or corrected by the Contractor when notified to do so by the Engineer. Such defects shall be replaced or corrected at the Contractor's expense. Any work or materials condemned by the Engineer as unsuitable or improperly done shall be removed and repaired or otherwise remedied as the Engineer may require.

If the Contractor shall neglect or refuse to remove or replace defective work or materials within seven (7) days from the date of the notice from the Engineer to do so, then the Owner may remove or cause the same to be removed and satisfactorily replaced by contract or otherwise, as Owner may deem expedient. Owner may and is empowered to charge the expense thereof to the Contractor. If moneys due to the Contractor are not sufficient to deduct the expenses that become due under this agreement, then the additional moneys shall be furnished by the Contractor. If the Contractor refuses or neglects to provide the necessary moneys, they shall be provided by his Surety.

39. **Change Orders And Time Extensions**

Without invalidating the contract, the Owner may at any time, by written order and without preliminary notice to the surety, order extra work within the general scope or alter the work by addition or deduction; and the contract price will be adjusted accordingly.

The value of such extra work or change shall be determined by contract unit prices if applicable unit prices are set forth in the Contract. The amount of the change shall be computed from such prices and added to or deducted from the Contract price.

If applicable unit prices are not in the contract, the value of such extra work or change shall be determined by negotiation. The Owner and Contractor may negotiate a change order to the contract at mutually satisfactory unit prices or lump sum for the extra work, addition, or deletion ordered. If no mutual agreement occurs between the Owner and the Contractor, the change in the Contract Price, if any, shall be derived by determining the reasonable actual costs incurred or savings achieved, resulting from revisions in the work. Such reasonable actual costs or savings shall include a component for direct jobsite overhead and profit but shall not include home-office overhead or other indirect costs or components. Any such costs or savings shall be documented in the format and with such content and detail as the Owner or the Engineer requires.

Except for emergencies described below, in no case shall any extra work be paid which has not been previously authorized by a change order approved by Owner's Board of Commissioners. Payment by such change order shall represent full and complete compensation to the Contractor for labor, materials, incidental expenses, overhead, profit, impact costs, and time associated with the work authorized by such change order. However, in cases of emergency likely to cause personal injury or property damage, Contractor may rely upon written authorization from the Owner's City Manager or City Engineer.

If Contractor experiences unforeseen conditions which, in Contractor's opinion, require additional work, Contractor shall have fifteen (15) days from date thereof to notify Owner's City Manager in writing of that condition. Furthermore, Contractor shall have thirty (30) days from the date of such notification to the City Manager to submit a change order to Engineer. That request shall detail such conditions and the costs of all labor and materials incidental thereto. Failure to comply with such notification shall be cause to waive Contractor's right to compensation for such delinquent change order. However, in cases of emergency likely to cause personal injury or property damage, Contractor may rely upon written authorization from the Owner's City Manager or City Engineer.

40. **Operation And Maintenance Instructions**

The Contractor shall furnish to the Owner two (2) sets of brochures containing spare parts data and operating and maintenance instructions on all equipment incorporated into the work. Copies of all manufacturers' guarantees and warranties shall also be furnished by the Contractor to the Owner. Final payment will not be made until this material is received by the City.

41. **Guaranty**

The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one year from the date of acceptance of the completed work. The Contractor warrants and guarantees for a period of one (1) year from said date that the completed work is free from all defects due to faulty materials or workmanship, and the Contractor shall promptly make such corrections as may be necessary by reason of such defects including the repairs of any damage to other parts of the system resulting from such defects. The Owner will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments, or other work that may be made necessary by such defects, the Owner may do so and charge the Contractor the cost thereby incurred. Contractor agrees that in the event Owner shall make such repairs adjustments, or other work; Contractor shall be responsible to Owner for all costs incurred; and no claim shall be made by Contractor that such repairs, adjustments, or other work could have been done at a lesser cost. It is the intent of the parties that the damages which may be collected from Contractor be the actual cost incurred by Owner. The Performance Payment shall remain in full force and effect through the guarantee period. In addition, Contractor warrants and guarantees that the completed work is free from all latent defects due to either faulty materials or workmanship, which are not discovered within one (1) year from the date of Substantial Completion.

42. **Payment To Contractor**

At least fifteen (15) calendar days before each progress payment falls due (but not more often than once a month), the Contractor will submit to the Engineer a partial payment estimate filled out and signed by the Contractor covering the work performed during the period covered by the partial payment estimate and supported by such data as the Engineer may reasonably require. If payment is requested on the basis of materials and equipment not incorporated in the work but delivered and suitably stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data satisfactory to the Owner as will establish the Owner's title to the material and equipment and protect the Owner's interest therein, including applicable insurance. Within fifteen (15) calendar days after receipt of each partial payment estimate, the Engineer will either approve payment in writing and present the partial payment estimate to the Owner or return the partial payment estimate to the Contractor indicating in writing the reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and resubmit the partial payment estimate. Within thirty (30) days of presentation to the Owner of an approved partial payment estimate, the Owner will pay the Contractor a progress payment on the basis of the approved partial payment estimate. The Owner shall retain ten percent (10%) of the amount of each payment until final completion and acceptance of all work covered by the Contract documents.

The request for payment may also include an allowance for the cost of such major materials and equipment which are suitably stored either at or near the site, upon receipt of Contractor's proof of ownership.

Prior to Substantial Completion, with the approval of the Engineer and the concurrence of the Contractor, the Owner may use any completed or substantially completed portions of the work. Such use shall not constitute an acceptance of such portions of the work.

The Owner shall have the right to enter the premises for the purpose of doing work or having work done by other contractors not covered by the Contract Documents. This provision shall not be construed as relieving the Contractor of the sole responsibility for the care and protection of the work or the restoration of any damaged work, except such as may be caused by employees of the Owner.

Upon completion of the work, the Engineer shall attach a certificate to the final payment request certifying that the work has been accepted by the Engineer under the conditions of the Contract Documents. The entire balance found to be due the Contractor, including the retained percentages but except such sums as may be lawfully retained by the Owner, shall be paid to the Contractor within thirty (30) days of completion and acceptance of the work.

43. **Acceptance And Final Payments**

Semi-final Inspection - The Engineer will make a semi-final inspection after notice from the Contractor of presumptive completion of the entire project. At the semi-final inspection, if all construction provided for and contemplated by the contract is found completed to the Engineer's satisfaction, such inspection shall constitute the final inspection, as prescribed below. If, however, at any semi-final inspection, any work is found unsatisfactory, in whole or in part, the Engineer shall give the Contractor the necessary instructions as to replacement of material and performance or re-performance of work necessary and prerequisite to final completion and acceptance, and the Contractor forthwith shall comply with and execute such instructions. Upon satisfactory replacement of material and performance or re-performance of such work, another inspection shall be made.

Final Inspection- Whenever all materials have been furnished, all work has been performed, and the construction contemplated by the contract has been satisfactorily completed, the Engineer will make the final inspection.

Maintenance of Work - The Contractor shall maintain all work in first-class condition until it has been completed as a whole and has been accepted by the Board of Commissioners.

Final Acceptance - When, upon completion of the final construction inspection, the work is found to be completed satisfactorily; the Engineer shall prepare a final estimate. Whenever the work provided for under the Contract has been completely performed by the Contractor, and the final inspection has been made by the Engineer, a final estimate showing the value of the work will be prepared by the Engineer as soon as the necessary measurements and computations can be made. All prior estimates and payments shall be subject to correction in the final estimate and payment. The amount of this estimate, less any sums that may have been deducted or retained under the provisions of the contract, will be paid to the Contractor as soon as practicable after the Contractor has

furnished a sworn Affidavit to the effect that all bills are paid and no suits are pending, and after the Contractor has agreed in writing to accept the balance due, as determined by the Owner, as full settlement of the Contractor's account under contract and of all claims in connection therewith.

By completion of its portion of the affidavit and surety release subsequent to the Contractor's completion of the Contractor's portion, the surety on the contract bond consents to final payment to the Contractor and agrees that the making of such payment shall not relieve the surety of any of its obligations under the bond.

Termination of Contractor's Responsibility - The Contract will be considered complete when all work has been completed and has been accepted by the Board of Commissioners. The Contractor will then be released from further obligation except as set forth in the Contractor's bond and elsewhere in this article.

Recovery Rights, Subsequent to Final Payment - The Owner reserves the right, should an error be discovered in the partial or final estimates, or should proof of defective work or materials used by or on the part of the Contractor be discovered after the final payment has been made, to claim and recover from the Contractor or its surety, or both, by process of law, such sums as may be sufficient to correct the error or make good the defects in the work and materials.

44. **Testing**

The Contractor shall retain a certified testing and soils laboratory and Florida Registered Professional Engineer qualified and competent to perform and supervise all tests as outlined elsewhere in the Contract Documents. All testing shall be paid for by the Contractor and the costs associated with testing will be a part of the various items bid which require such testing in this contract. Copies of all test results and explanations, when necessary, will be furnished directly to the Engineer by the Florida Registered Professional Engineer in charge of the testing. In addition to or in the absence of any specific testing requirements, the Minimum Testing Frequency Requirements as prepared by the Pinellas County Department of Public Works and Utilities (Approved December 20, 1983) shall be adhered to.

45. **Brick Pavers**

The Owner has reserved the right to ownership to any paving brick unearthed on City property, regardless of who has unearthed the bricks.

Upon discovery of any brick the Contractor shall notify the Owner’s representative immediately, who shall then make a determination on a case-by-case basis on whether the bricks will be re-used on that or any other project based upon the brick condition. If the bricks are not to be re-used on the project, they will be disposed of according to City Policy or, at the direction of the Engineer, delivered to the City storage yard.

Under no circumstances shall the Contractor re-use, reject, or make any other arrangements to dispose of the bricks without the consent of the Engineer.

PART E

INSTRUCTIONS TO BIDDERS FOR CONSTRUCTION SERVICES

1. General Information

The construction work called for within this bid package involves work for the City of Tarpon Springs as Owner. Firms submitting bids on this project ("Bidders") are cautioned to carefully follow the instructions of this section so as to help ensure that their bids are responsive to the requirements as presented herein.

2. Completeness of Bid Package

The physical makeup and content of the Bid Documents are designed to be complete for the preparation and submittal of Bids. However, the Bidder shall verify to its own satisfaction that all material issued him including Addenda, is complete. Should the Bidder discover that a page, sheet, or other item is missing, he shall so notify the City and the missing item(s) will be posted on DemandStar (www.demandstar.com). After bids have been submitted, no claims of ignorance of the requirements of bidding or of construction, due to such missing material, including Addenda, will be recognized.

3. Bidder's Responsibility to the Project

The submission of a Bid will constitute an incontrovertible representation by the Bidder that he has or will comply with all provisions of the Bid Documents, and that the Bid Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for the performance of the Work, and that the Bidder has thoroughly reviewed the Plans and Specifications and has included all required labor and material in his bid.

4. Conflicts in the Documents

Should any particular requirement in the Plans and/or Specifications for the Project appear to a Bidder to be in disagreement with other requirements in the Bid Documents, or if a Bidder is unsure of the intent or meaning of any particular requirement of the Bid Documents, the Bidder shall immediately notify the City. If such notifications are received by the City seven (7) days prior to the Bid Opening, the City will, if deemed by the City to be warranted, issue a written clarification or an Addendum through DemandStar.com.

5. Agreement Completion Time

The City of Tarpon Springs will require that work under this Agreement be completed within the time limit stipulated in the Agreement, and Bidders must give consideration to this requirement when submitting Bids. If a Bidder is of the opinion that more time should be allowed for accomplishing the Work, a request for such extra time may be made in writing to the City's Procurement Services. For consideration, said request must be in possession of the City's Procurement Services not later than seven (7) days prior to the date of Bid opening. If the Procurement Services Director deems it to be in the best interest of the City to revise the time requirement, an Addendum will be issued through DemandStar/Onvia.

6. Bid Guarantee

A bid guarantee in the amount of Twenty-Thousand Dollars and zero Cents/$20,000.00, shall be submitted with each bid. The Bidder may submit a bid guarantee in a form satisfactory to the City, with a surety company qualified to do business in the State of Florida and conditioned upon faithful performance by the principals of the agreements contained in the bid. In lieu of a bid bond, the Bidder may submit an irrevocable letter of credit, certified check, or a treasurer's or cashier's check issued by a responsible bank or trust company payable to the City of Tarpon Springs (personal or company checks will not be accepted).

The bid deposit shall be paid into the funds of the City of Tarpon Springs, Florida, as liquidated damages if the Bidder fails to execute the written Agreement and furnish the required Agreement security bond within ten (10) consecutive calendar days following written notice of the award of the Agreement.

The certified check, treasurer or cashier check of the Unsuccessful Bidders will be returned to the parties submitting same after the execution of an Agreement, or in the event that all the bids are rejected.

7. **Performance & Payment Bonds**

The Successful Bidder and/or equipment supplier shall furnish a Performance Bond and a Payment Bond executed by a surety company duly authorized to do business in the State of Florida, which shall be counter-signed by an agent for the company, resident in the State of Florida. The amount of the bonds shall be equal to one hundred percent (100%) of the estimated Agreement price, as security for the faithful performance of this Agreement and as security for the payment of all persons performing labor and furnishing materials in connection with this Agreement. The surety shall have a rating classification of "A-" and a financial category of Class IV as evaluated in the current Best's Key Rating Guide, Property Liability. In lieu of a Performance and Payment Bond, the Bidder may submit an irrevocable letter of credit, certified check, treasurer's, or cashier's check issued by a responsible bank or trust company payable to the City of Tarpon Springs (personal or company checks will not be accepted).

8. **Delivery of Bids**

Each Bid shall be submitted electronically through demandstar.com, clearly identified with the bid number, bid description, and bid opening date and time. Bids received after the time and date specified will not be considered.

9. **Bid Forms**

Bids shall be made upon the forms supplied by Procurement Services, City of Tarpon Springs, Florida. Each Bidder must state in their Bid the price for which they will perform the Work as required by the Plans and Specifications.

10. **Signatures on Bids**

Each Bidder shall sign their Bid with a full name and address at all locations as indicated. In cases where a firm or corporation submits a Bid, the Bid shall be signed with the full name of one member of the firm, or by the name of the officer or officers authorized by its by-laws. Electronic Signature is acceptable.

11. **Bases of Bid Prices**

The Plans and these Specifications, together with any modifications of either or both, which are furnished to prospective Bidders during the advertising period, shall become the basis of the Agreement.

Unless otherwise provided in the Bid Documents, the Successful Bidder shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work including the costs incurred by the Bidder in complying with all the provisions and requirements of these Bid Documents.

Each unit price will be deemed to include an amount considered by the Bidder to be adequate to cover the Bidder's overhead and profit for each separately identified item.

12. **Bid Preparation**

Bids shall be legibly written in ink or typed. All applicable pages of the Bid shall be completed.

All prices for lump sum or unit price work shall be given in numerals. For unit price items, Bidders shall fill in the unit price bid for each item and shall also make an extension based on the estimated quantities. Bid prices shall be entered on the Bid for all items, unless directed otherwise on the Bid.

Failure to complete the bid price of the Bid will render the Bid non-responsive.

13. **Addenda**

If, in the judgment of the Procurement Services Director, an Addendum is required to modify, add to, or delete from the contents of the Plans and/or Specifications, a copy of such will be issued through DemandStar/Oniva. All Addenda shall become part of the Bid Documents. No other interpretations or clarifications issued prior to the Bid Opening shall have legal effect.

Acknowledgment of receipt of all Addenda shall be noted on the Contractor’s Bid Form.

The sole obligation of the Procurement Services Director with respect to distribution of Bidder shall bear the responsibility to satisfy themselves prior to submitting the Bid, and Addenda is to ensure that the Addenda is issued through DemandStar/Oniva. Each that the Bid is responsive to all Addenda issued. Failure to receive or acknowledge any Addenda shall not release the Bidder from all obligations contained in such Addendum.

14. **Bid for Alternates**

To be responsive, all Bids shall include Bids for all Alternates. Unless otherwise specified, any Bid which does not include the Base Bid plus each and every Alternate may be rejected as being non-responsive.

Alternate Bids provide for additional work (under Additive Alternates) or less work (under Deductive Alternates) than included in the Base Bid. Bidders shall complete and submit costs for every item of each Alternate unless otherwise specified. The City may select any

combination or reject any or all Alternate Bids as best serves the interest of the City.

15. **Period Bid Remains in Effect**

Bids for the Work covered by this Agreement may be held by the City for a period of ninety (90) days after Bid Submittal Deadline. The Bids shall continue in full effect and not be subject to withdrawal during that period until an Agreement has been executed with the Successful Bidder. If no Agreement has been executed within the ninety (90) day period, any Bid may be withdrawn or nullified by the Bidder. Bids may be deemed to be confirmed and extended in time for as long as permitted by the Bidder thereof.

16. **Familiarity with Site Conditions**

It shall be the responsibility of the Bidder to examine the site of the proposed work. Before submitting a Bid, Bidders shall inform themselves fully of the conditions relating to the cost of construction materials and labor under which the Work will be prosecuted and shall make whatever site investigations or site tests they deem necessary. Should this Bid be accepted, Bidder will be responsible for any and all errors in its Bid resulting from its failure to do so.

17. **Extent and Locations of Subsurface Conditions**

The Plans show the existing surface and other underground structures likely to affect the prosecution of the Work insofar as they have been determined, but the information shown is not guaranteed as being correct and/or complete. Bidders are expected to examine the Plans, and the location of the Work upon the ground, and consult various utility companies if deemed necessary, in order to judge for themselves the potential circumstances affecting the cost of the Work or the time required for its completion.

18. **Bid Opening**

Bids received prior to the Submittal Deadline will be securely kept unopened until the specified time, at which time all Bids will be publicly opened and read aloud. The City cannot be held responsible for the premature opening of any Bid not properly marked as required in the Invitation for Bids.

19. **Correction of Mathematical Errors**

Where there is conflict between the unit bid price and the extension thereof made by the Bidder, the Procurement Services Director is authorized to use his discretion in determining whether the unit prices or the extended amounts were intended and to make the corrections in the Bid as necessary and to use such corrections in comparing Bids. Any such determination of the Procurement Services Director is final.

20. **Acceptance or Rejection of the Bids**

The City of Tarpon Springs reserves the right to accept or reject any or all Bids. Any Bid which is incomplete, conditional, obscure, or contains irregularities of any kind, may, at the City's discretion be considered irregular and may be cause for rejection of the Bid. Acceptance of the Bid will not constitute acceptance or approval of equipment and/or materials, and their acceptance for use in the Project will be based upon Shop Drawings and other submittals. Failure to meet these requirements will render the Bid non-responsive.

21. **Qualification of Bidders**

A Bidder may be required, before the award of any Agreement, to show to the complete satisfaction of the City that they have the necessary facilities, equipment, ability, experience, financial resources and special qualifications to perform the Work in a satisfactory manner within the time specified. No Agreement will be awarded except to qualified responsible Bidders capable of performing the class of work contemplated. Bidders shall possess a City, County or State approved certification to perform the Work required by these documents. The Bidder and its Subcontractors may be requested to submit evidence of certification prior to bid award or during the period of the Agreement.

22. **Disqualification of Bidders**

Each Bidder, by submitting its Bid, states that neither it nor its agents, nor any other party for him, has paid or agreed to pay, directly or indirectly, to any person, firm, corporation, or employee of the City any money or valuable consideration for assistance in procuring or attempting to procure the Agreement herein referred to, and further agrees that no such money or reward will be hereafter paid.

A Bid will be rejected if: the Bidder's references do not confirm that the Bidder can perform the Work required; the Bidder does not have adequate resources; or the Bidder does not possess the required experience.

Any or all Bids will be rejected if there is any reason for believing that collusion exists among the Bidders, and participants in such collusion will not be considered in future Bids for the City.

23. **Right to Waive Informalities**

The City reserves the right to waive any and all informalities or irregularities, or to clarify Agreement terms with the lowest responsible Bidder, and to disregard all nonconforming, non-responsive, or conditional Bids, if such a waiver is in the best interest of the City.

24. **Factors Influencing Award**

If an Agreement is awarded, it will be awarded to the lowest responsible and responsive Bidder whose evaluation by the City indicates that the award will be in the best interests of the Project.

In the determination of the lowest responsive and responsible Bidder, the City reserves the right to take into account and give reasonable weight to: (a) the Bidder's past performance in the completion of other City or other governmental Agreements; (b) the probability of the Agreement being carried to successful completion, within the time specified, by the methods and with the equipment the Bidder proposes to use; (c) default under previous Agreements.

25. **Recommendation of Award**

Upon review and consideration of the above factors by the Procurement Services Director, the funding agency, and the Design Professional, a recommendation for Board of

Commissioners award will be made by the Procurement Services Director.

26. **Award of Agreement**

Agreements will be awarded to the lowest responsible, responsive, and qualified Bidder. The criteria to determine the lowest responsible, responsive, and qualified Bidder shall include:

a. Price,
b. Compliance with specifications,
c. Financial ability to perform the Agreement,
d. Integrity, trustworthiness, and honesty,
e. Skill, judgment, and experience,
f. Promptness - whether the Agreement can be performed within the required time, or without delay.
g. Performance of previous satisfactory work, including the fulfillment of warranties,
h. Availability of the necessary facilities and equipment to perform the work,
i. Special factors, such as compliance with laws and ordinances relating to the Agreement.

In awarding any Agreement, the Board of Commissioners may reject any bid determined by the Board of Commissioners not to be the City's best bid.

27. **Prior Approval of Subcontractors**

No part of the Agreement shall be sublet without the approval of the City. If the Successful Bidder should sublet any part of this Agreement, the Bidder shall be as fully responsible to the City for acts and omissions of its Subcontractor and of the persons either directly or indirectly employed by its Subcontractor, as Bidder is for the acts and omissions of persons directly employed by it.

28. **Subletting of Agreement**

It is a requirement of this Agreement that the **Successful Bidder must perform at least 30 percent (30%)** of the Work called for under this Agreement with the Bidder's own forces. It is also required that Subcontractors utilized under this Agreement must perform at least 20 percent (20%) of the Work subcontracted to them with their own forces. Prior to final payment for the Work, the Bidder will be required to furnish an affidavit substantiating the above.

The term "own work force" shall be construed to include only workmen employed and paid directly by the Bidder and equipment owned or rented by the Bidder with or without operators. Such term does not include employees or equipment of a Subcontractor, assignee, or agent of the Bidder. An assignment of Agreement work is considered synonymous with a subcontract to perform work.

All Subcontractors shall be responsible for performing in accordance with the Bid and shall be licensed or certified by the City or County to perform the Work assigned.

29. **Public Records Requirements**

All bids submitted to the City are subject to become public records and public disclosure pursuant to Chapter 119, Florida Statutes. Bids may not be returned to the bidder.

30. **Default of Contract**

In case of default by the bidder or contractor, the City may procure the services from other sources and hold the bidder or contractor responsible for any excess costs incurred thereby.

31. **Attorney's Fee**

In the event either party employs an attorney to enforce any of the conditions of this agreement or to enforce any covenants hereunder or to enforce any of the rights, remedies, privileges, or options at law or in equity; the prevailing party shall be entitled to reimbursement from the non-prevailing party of all legal costs and expenses incurred or paid by the prevailing party in so doing, including without limitation, all attorney and paralegal fees and costs if the matter is settled by legal action at the trial court level and at any and all appellate court levels in all matters of collection, enforcement, construction, and interpretation, as well as appearances in and connected with any bankruptcy proceedings or creditors' reorganization or similar proceedings.

32. **Governing Law and Venue**

The laws of the State of Florida shall govern the rights, obligations, duties and liabilities of the Parties to this Agreement and shall govern the interpretation of this Agreement. Any and all legal or equitable actions necessary to enforce this Agreement shall be held and maintained solely in the state and federal courts in and for Pinellas County, Florida. Venue shall lie exclusively in Pinellas County.

33. **Conflict of Interest**

Bidders, by acceptance of this order, certify that to the best of their knowledge or belief, no elected or appointed official or employee of the City of Tarpon Springs is financially interested directly or indirectly, in the purchase of services specified in this ITB.

34. **Order of Precedence**

In the event of inconsistency between provisions of this solicitation, the inconsistency shall be resolved by giving precedence in the following order: (a) bid form and bid schedule, (b) bid specifications, (c) standard solicitation provisions/general contract clauses, whether incorporated by reference or otherwise, (d) special solicitation provisions/special contract clauses and (e) instructions to bidders.

35. **Public Entity Crimes**

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on an Agreement to provide any goods or services to a public entity, may not submit a bid on an Agreement with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Bidder, supplier, subcontractor, or consultant under an Agreement with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

36. **Hold Harmless**

Parties recognize that the Contractor is an independent contractor. The Contractor agrees to indemnify, hold harmless, and defend City of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims whatsoever for personal injuries or property damage caused by the negligent or deliberate act or omission of the Contractors, its agents, officers, subcontractors, employees, sub-contractors, material-men and independent contractors. This includes claims made by the employees of the Contractor against the procuring Agency and Contractor hereby waives its entitlement, if any, to immunity under section 440.11, Florida Statues. This shall not be construed as a waiver of any immunity City may have under the Doctrine of Sovereign Immunity or of 768.28, Florida Statues

37. **Drug-Free Workplace**

Preference shall be given to businesses with drug-free workplace programs in accordance with Section 287.087, Florida Statutes. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services; a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tied bidders have a drug-free workplace program.

38. **Vendor Registration**

Prior to award of an agreement resulting from this solicitation, successful bidder shall be registered with the Florida Division of Corporations https://dos.fl.gov/sunbiz/ to do business in the state of Florida and as a vendor with the City of Tarpon Springs.

39. **Disputes and Complaints**

All complaints or grievances shall be in accordance with the City of Tarpon Springs Ordinance No. 2008-15.

40. **Electronic Bid Sheets**

All bid sheets are to be submitted in Excel format. Deviation from the bid sheets is strictly prohibited and will not be accepted. The bid sheets are locked, and you need only enter the unit cost. Please enter the unit cost per the Unit of Measure as listed on the bid sheet. Unit costs will automatically total.

41. **Public Records**

Contractor acknowledges that information and data it manages as part of the services being provided may be public records in accordance with Chapter 119, Florida Statutes and the City's public records policies. Contractor agrees that prior to providing services it will implement policies and procedures to maintain, produce, secure, and retain public records in accordance with applicable laws, regulations, and Owner policies, including but not limited to the Section 119.0701, Florida Statutes. Notwithstanding any other provision of this Agreement relating to compensation, the Contractor agrees to charge the Owner, and/or any third parties requesting public records only such fees allowed by Section 119.07, Florida Statutes, for locating and producing public records during the term of this Agreement. A

Contractor who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under s. 119.10.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
410 NORTH RING AVENUE
TARPON SPRINGS, FL 34689
727-942-5614
CITYCLERK1@CTSFL.US

42. **E-Verify**

The Contractor shall comply with all Applicable Laws concerning the protection and rights of employees, including but not limited to equal employment opportunity laws, minimum wage laws, immigration laws, the Americans with Disabilities Act, and the Fair Labor Standards Act.

Immigration Compliance; E-Verify. Contractor acknowledges that it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986, U.S.C. § 1324, et seq., and regulations relating thereto. Failure to comply with the above statutory provisions shall be considered a material breach and shall be grounds for immediate termination of this Agreement. The Contractor's employment of unauthorized aliens is a violation of § 274(e) of the Federal Immigration and Employment Act. The Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired during the term of this Agreement, and shall require the same verification procedure of any Subcontractors authorized by the City. Pursuant to Florida Statutes § 448.095(2), beginning January 1st, 2021, Contractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. Contractor's contract with the City cannot be renewed unless, at the time of renewal, Contractor certifies in writing to the City that it has registered with and uses the E-Verify system. If Contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and Contractor shall maintain a copy of such affidavit for the duration of the contract. If Contractor develops a good faith belief that any subcontractor with which it is contracting has knowingly violated Florida Statutes § 448.09(1) (making it unlawful for any person knowingly to employ, hire, recruit, or refer, either for herself or himself or on behalf of another, for private or public employment within the state, an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States) Contractor shall terminate the contract with the subcontractor. If the City develops a good faith belief that Contractor has knowingly violated Florida Statutes § 448.09(1) (making it unlawful for any person knowingly to employ, hire, recruit, or refer, either for herself or himself or on behalf of another, for private or public employment within the state, an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States) City shall terminate this contract. Pursuant to Florida Statutes § 448.095(2)(c)(3), termination under the above-circumstances is not a breach of contract and may not be considered as such.

43. **Prohibition Against Considering Social, Political Or Ideological Interests In Government Contracting -- F.S. 287.05701:**

Bidders are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the City will not request documentation of or consider a Bidder's social, political, or ideological interests when determining if the Bidder is a responsible Bidder. Bidders are further notified that the City's governing body may not give preference to a Bidder based on the Bidder's social, political, or ideological interests.

44. **Cooperative Use of Contract**

The City has entered into various cooperative purchasing agreements with other Florida government agencies, including the Tampa Bay Area Purchasing Cooperative. Under a Cooperative Purchasing Agreement, any contract may be extended for use by other municipalities, school districts and government agencies in the State of Florida with the approval of Contractor. Any such usage by other entities must be in accordance with the statutes, codes, ordinances, charter and/or procurement rules and regulations of the respective government agency.
Orders placed by other agencies and payment thereof will be the sole responsibility of that agency. The City is not responsible for any disputes arising out of transactions made by others.

SECTION 4-GENERAL CONDITIONS

4.1 BEGINNING AND END DATE OF INITIAL TERM. Three (3) years from the date of award.
If the commencement of performance is delayed because the City does not execute the contract on the start date, the City may adjust the start date, end date and milestones to reflect the delayed execution.

4.2 EXTENSION. The City reserves the right to extend the initial three (3) year term of this contract from the date of execution under the same terms and conditions from the date of expiration, provided however, that the City shall give written notice of its intentions to extend this contract no later than thirty (30) days prior to the expiration date of the contract.

4.3 RENEWAL. At the end of the initial term of this contract, the City may initiate one (1) two – year (2-year) renewal as provided, for a total Contract term not to exceed five (5) years. The decision to renew a contract rest solely with the City. The City will give written notice of its intention to renew the contract no later than thirty (30) days prior to the expiration.

4.4. PRICES. All pricing shall be firm for the initial term of one (1) year; except where otherwise provided by the specifications, and include all transportation, insurance, and warranty costs. The City shall not be invoiced at prices higher than those stated in any contract resulting from this bid. The Contractor certifies that the prices offered are no higher than the lowest price the Contractor charges other buyers for similar quantities under similar conditions. The Contractor further agrees that any reductions in the price of the goods or services covered by this bid and occurring after award will apply to the undelivered balance. The Contractor shall promptly notify the City of such price reductions.
During the sixty (60) day period prior to each annual anniversary of the contract effective date, the Contractor may submit a written request that the City increase the prices for an amount for no more than the twelve month change in the Consumer Price Index for All Urban Consumers (CPI-

U), US City Average, All Items, Not Seasonally Adjusted as published by the U.S. Department of Labor, Bureau of Labor Statistics (http://www.bls.gov/ppi/home.htm). The City shall review the request for adjustment and respond in writing; such response and approval shall not be unreasonably withheld.
At the end of the initial term, pricing may be adjusted for amounts other than inflation based on mutual agreement of the parties after review of appropriate documentation. Renewal prices shall be firm for at least one year and may be adjusted thereafter as outlined in the previous paragraph.

No fuel surcharges will be accepted.

BID FORMS

BID No. 240055-B-AS

Submittal Checklist

IMPORTANT
BID DOCUMENTS TO BE RETURNED

The following forms must be completed and submitted with your bid:

_____ **Bid Form**

_____ **Bid Sheets**

_____ **Bid Bond**

_____ **Reference Form**

_____ **Drug Free Workplace Form**

BID FORM

UTILITY REHABILITATION AND CONSTRUCTION SERVICES

BIDDER _____

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with City of Tarpon Springs to provide all Services specified and in accordance with the other terms and conditions of the Contract Documents.

This Bid will remain subject to acceptance for ninety (90) days after the day of Bid opening.

1. In submitting this Bid, Bidder represents that:

   a. Bidder has examined and carefully studied the Bidding Documents and the following Addenda (receipt of all which is hereby acknowledged):

Date	Number	Date	Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

   b. Bidder is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, performance and furnishing of the Work.

   c. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

   d. Bidder acknowledges that Owner and Engineer do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bidding Documents with respect to Underground Facilities at or contiguous to the site.

e. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted.

f. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

g. Bidder will complete the Work in accordance with the Contract Documents for the unit prices shown on the Electronic Bid Sheets. Electronic Bid Sheets to be submitted with bid in Excel format on a flash drive as well as a printed hard copy.

TOTAL OF A QUANTITY OF ONE (1) FOR EACH BID ITEM FROM ELECTRONIC BID SHEETS (HARD COPY OF ELECTRONIC BID SHEETS TO BE INCLUDED WITH BID:

_____ **/ $** _____
(Words) **(Numbers)**

h. Bidder acknowledges that included in the various items of the Bid and in the Total Bid Price are costs for complying with Florida Trench Safety Act (90-96, laws of Florida) effective October 1, 1990.

Bidder: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone No.: _____ Fax No: _____

Email: _____

_____ _____
Printed Name and Title Authorized Signature

Bid Bond

STATE OF FLORIDA
COUNTY OF PINELLAS

KNOW ALL MEN BY THESE PRESENTS:

That we, _____
(Name and Address of Company)

(hereinafter called "Principal") and _____(hereinafter called "Surety") are held and firmly bound unto the City of Tarpon Springs, Florida (hereinafter called "City") in the sum of:

_____ Dollars ($_____)

lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents:

WHEREAS, the "Principal": contemplates submitting or has submitted a Bid to the City of Tarpon Springs, Florida, for

UTILITY REHABILITATION AND CONSTRUCTION SERVICES
Bid No. 240055-B-AS

WHEREAS, it was a condition precedent to the submission of said Bid that a certified check, cashier's check or Bid Bond in the amount of $20,000 be submitted with said Bid as a guarantee that the Bidder would, if awarded the contract, enter into a written contract with the City of Tarpon Springs, Florida, and furnish a Public Construction Bond in an amount equal to one hundred percent (100%) of the bid for the performance of said contract, within ten (10) consecutive calendar days after written Notice of Award of the contract.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that if the bid and the "Principal" herein be accepted and said "Principal" within ten (10) consecutive calendar days after written Notice of Award, enter into a written contract with the City of Tarpon Springs, Florida, and furnish a Public Construction Bond in an amount equal to one hundred percent (100%) of the Bid, satisfactory to the City of Tarpon Springs, Florida, then this obligation shall be void; otherwise,

the sum herein stated shall be due and payable to the City of Tarpon Springs, Florida, and the "Surety" herein agrees to pay said sum immediately upon demand of said City of Tarpon Springs, Florida, in good and lawful money of the United States of America, as liquidated damages for failure thereof of said "Principal."

BID FORM PRICING

BID NO. 240055-B-AS
UTILITY REHABILITATION AND CONSTRUCTION SERVICES

ATTACHMENT A- PRICING TAB ATTACHED AS AN EXCEL SPREADSHEET

Bidder acknowledges that all applicable licenses (City, County, State, and Federal) have been obtained and shall provide proof immediately upon request.

Bidder: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone No.: _____ Fax No.: _____ Email: _____

_____
Printed Name and Title

_____
Authorized Signature

_____
Date

List at least 5 References

LOCAL COMMERCIAL AND/OR GOVERNMENTAL REFERENCES WHICH ARE SIMILAR IN SCOPE TO THIS PROJECT:

1.Project/Contract Name:	
Dollar Value:	
Contact Name:	
Email/Phone Number:	
Agency/Company Name:	
Address:	
Date completed/or if in Progress:	

2. Project/Contract Name:	
Dollar Value:	
Contact Name:	
Email/Phone Number:	
Agency/Company Name:	
Address:	
Date completed/or if in Progress:	
3. Project/Contract Name:	
Dollar Value:	
Contact Name:	
Email/Phone Number:	
Agency/Company Name:	
Address:	
Date completed/or if in Progress:	
4. Project/Contract Name:	
Dollar Value:	
Contact Name:	
Email/Phone Number:	
Agency/Company Name:	
Address:	
Date completed/or if in Progress:	
5. Project/Contract Name:	
Dollar Value:	
Contact Name:	
Email/Phone Number:	
Agency/Company Name:	
Address:	
Date completed/or if in Progress:	

QUESTIONNAIRE

This questionnaire must be completely filled out and returned as part of your bid/proposal. Failure to do so may result in disqualification of your bid/proposal. Evaluation of this questionnaire is a prime factor in the award of this Agreement.

1. Please state the full, legal name (including any d/b/a) of your firm and provide contact information.

Company Name: _____

Contact Name: _____

_____

Address:

Address:

City: State: Zip:

Telephone: Fax:

E-Mail Address: Website:

2. How long has your firm been in business? _____

3. How long has your firm provided these services? _____

4. Annual gross revenues of your firm? (Check the appropriate box)
☐ under $100,000 ☐ $100,000 – $499,000 ☐ $500,000 – $999,000
☐ $1,000,000 - $2,000,000 ☐ over $2,000,000

5. How many full and part-time employees do you currently employee?
Full-time: Part-time: _____

6. Provide information on your employee staffing by category and the number of employees in each category.

Category	# of employees

7. Who will be supervising the services to be performed under this Agreement and what are their qualifications, years of experience, number of years employed with your firm, etc.?

8. What tools, vehicles and equipment currently owned by your firm will be utilized to provide the requirements of this Agreement?

9. List additional equipment your firm will require to provide services to the City and when and how you plan to acquire the equipment.

10. Have you had a contract terminated by a customer in the past 3 years? _____ If yes, please explain.

11. Provide a copy of your firm's Occupational License No. with the Expiration Date (if applicable).

12. Provide a copy of your firm's Federal Employer Tax ID certificate.

13. Provide a copy of all your current insurance coverages for General Liability, Automobile and Worker's Compensation.

14. Provide evidence of a certification through Pinellas County Licensing Board (if applicable).

15. Provide documentation that your firm is registered with the Florida Division of Corporations to do business within the state of Florida.

DRUG FREE WORKPLACE FORM

PREFERENCES TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS UNDER SECTION 287.087, FLORIDA STATUTES.

1. This statement is submitted with the attached Bid/Proposal.

2. Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a bid received from a business that certifies that is has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

    a. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
    b. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
    c. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (a).
    d. In the statement specified in subsection (a), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, violation of Chapter 893 or of any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (5) days after such conviction.
    e. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
    f. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

VENDOR'S PRINTED NAME:_____

AUTHORIZED SIGNATURE:_____

MINIMUM INSURANCE REQUIREMENTS

Contractor shall carry the following minimum types and amounts of insurance at its own expense, for the contract period:

A. Prior to the time Contractor is entitled to commence any part of the project, work, or services under this contract, Contractor shall procure, pay for, and maintain at least the following insurance coverages and limits. Said insurance shall be evidenced by delivery to Procurement Services for the City of Tarpon Springs of a Certificate of Insurance executed on a standard ACORD form, listing all coverage and limits, expiration dates and terms of policies, and all endorsements whether or not required by the City. The insurance requirements shall remain in effect throughout the term of this Contract, or any Contract extension.

1) Worker's Compensation limits as required by law; Employers' Liability Insurance of not less than $1,000,000 for each accident.

2) Comprehensive General Liability Insurance including, but not limited to, Independent Contractor, Contractual, Premises/Operations, Products/Completed Operations and Personal Injury covering the liability assumed under indemnification provisions, with limits of liability for personal injury and/or bodily injury, including death, of not less than $1,000,000, each occurrence; and property damage of not less than $100,000, each occurrence. (Combined Single Limits of not less than $1,000,000, each occurrence, will be acceptable unless otherwise stated). Coverage shall be on an occurrence basis, and the policy shall include Broad Form Property Damage coverage, and Fire Legal Liability of not less than $50,000 per occurrence, unless otherwise stated by exception herein.

3) Comprehensive Automobile and Truck liability covering owned, hired, and non-owned vehicles with minimum limits of $1,000,000 each occurrence, and property damage of not less than $100,000 each occurrence. (Combined Single Limits of not less than $500,000, each occurrence, will be acceptable unless otherwise stated). Coverage shall be on an "occurrence basis, such insurance to include coverage for loading and unloading hazards.

4) $500,000 combined single limits, personal injury and/or bodily injury, including death, and property damage liability bodily injury, including death, and property damage liability insurance as an excess of the primary coverage required above.

B. Each Insurance Policy shall include the following conditions by endorsement to the policy:

1) Each policy shall require that thirty (30) days prior to expiration, cancellation, non-renewal, or any material change in coverages or limits, a notice thereof shall be given to the City by certified mail to: City of Tarpon Springs, %Procurement Services, P.O. Box 5004, Tarpon Springs, Florida, 34688-5004. Contractor shall also notify City, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal, or material change in coverage received by said Contractor from its insurer; and nothing contained herein shall absolve Contractor of this requirement to provide notice.

2) Companies issuing the insurance policy, or policies, shall have no recourse against City for payment of premiums or assessments for any deductibles which all are at the sole assessments for any deductibles which all are at the sole responsibility and risk of Contractor.
3) The term "CITY" shall include all Authorities, Boards, Commissions, Divisions, Departments, and offices of City and individual members, employees thereof in their official capacities, and/or while acting on behalf of the City.
4) City of Tarpon Springs shall be endorsed to the required policy or policies as an additional insured or additional named Insured.
5) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by City to any such future coverage, or to City's Self-Insured Retentions of whatever nature.

AGREEMENT

THIS AGREEMENT, made and entered into on the ____7____ day of ____May__, 2024,

by and between TLC Diversified, Inc., (herein referred to as the "Contractor") and the City of Tarpon Springs, Florida (herein referred to as the "City").

NOW, THEREFORE in consideration of the promises and covenants contained herein, the parties agree as follows:

1. **Contractor Duties.**

That the Contractor shall furnish material and perform work for:

Utility Rehabilitation and Construction Services

For the City of Tarpon Springs, Florida, and in full and complete accordance as provided by the following enumerated documents, ("Contract Documents") which are incorporated herein by reference and made a part hereof as if fully setout herein:

The Invitation for Bid No. 240055-B-AS ("Exhibit A")
The Contractor's Bid dated April 02, 2024 ("Exhibit B")
Certificate of Insurance
This instrument and any changes to the following documents agreed to by the parties hereto.

Incorporation by Reference; Order of Precedence. This Agreement incorporates and makes a part hereof by reference the following documents: (i) the ITB No. 240055-B-AS and Addenda ("Exhibit A"), (ii) and Contractor's Proposal and all associated documents (collectively "Firm's Standard Terms") dated April 02, 2024 ("Exhibit B"). Notwithstanding any term in the City Contract to the contrary, in the event of any irreconcilable conflict between the terms of these respective documents, the terms in the earlier-listed document shall prevail over conflicting terms in a subsequently listed document.

2. **Term.**

The initial term of this contract will be May 7, 2024 through May 6, 2027. This contract includes one (1) 2-year renewal option.

3. **Pricing.**

Contractor warrants that all prices stated in its bid will remain firm for the initial term of this Agreement. Any escalation in prices will be made on an annual basis thereafter by mutual agreement between the City and Contractor. Request for price increases must be made in writing to the Procurement Services Director at least 60 days in advance. Increases in prices shall be based on the most recent U.S. Bureau of Labor Statistics, Consumer Price Index news release text (released Quarterly: April, July, October, and January of each fiscal period) 12-month percentage changes in the Consumer Price Index, not seasonally adjusted. Private Industry, Compensation Costs, the percentage change for the most recent calendar year reported, not to exceed five (5%) percent (see https://www.bls.gov/ppi/). All request for price increases are subject to review and approval by the City.

4. **Payment.**

Provided Contractor faithfully performs its obligations contained in this Agreement, the City shall pay Contractor in accordance with the prices submitted in the Contractor's bid dated April 02, 2024 ("Payment").

5. Amendments.

All provisions of the Contract Documents shall be strictly complied with and conformed to by the Contractor, and no amendment to this Contract shall be made except upon the written consent of the parties, which consents shall not be unreasonably withheld.

6. Severability.

In the event that any provision or portion hereof of any Contract Document shall be found to be invalid or unenforceable, then such provisions or portion thereof shall be performed in accordance with the applicable laws. The invalidity or unenforceability of any provision or portion of any Contract Document shall not affect the validity or enforceability of any other provision of the Contract Documents.

7. Due Authority.

Each party to this Agreement represents and warrants to the other parties that: (i) they are duly organized, qualified and existing entities under the laws of the State of Florida; and (ii) all appropriate authority exists so as to duly authorize the persons executing this Agreement to so execute the same fully bind the parties on whose behalf they are executing.

City of Tarpon Springs:

By: Mark LeCouris

Mark LeCouris, City Manager

Contractor: TLC Diversified, Inc.

By: X

Name: Dalas Lamberson

Title: President

REMAINING PORTION INTENTIONALLY LEFT BLANK

(Acknowledgment of Contractor)

State of Florida)
County of Manatee) ss:
City of Palmetto)

The foregoing Agreement was acknowledged before me this 13th day of May, 2024, by Dalas Lamberson/President (Name and Title) of TLC Diversified, Inc. ("Company"), on behalf of the Company. He/She is personally known to me or has produced N/A, as identification and appeared before me at the time of notarization.

Dalas Lamberson/President warrants that he/she is authorized by the Company to execute the foregoing Agreement.

NOTARY PUBLIC:

(SEAL)

Linda Kay Moore

Linda Kay Moore
My commission expires: March 20, 2028

LINDA KAY MOORE
MY COMMISSION # HH 503395
EXPIRES: March 20, 2028

AGENDA ITEM NO. G.3

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Gary Volenec, Public Works
ITEM TYPE:	Contracts
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Authorize the City Manager to execute a contract for Causeway Bridges and Bascule Bridge Structural, Electrical & Painting Program Design
BACKGROUND:	It is the City's responsibility to operate and maintain the Causeway Bridges and Bascule Bridge. The Florida Department of Transportation performs an annual inspection to ensure safe condition of bridges to allow for continued public access. The recommendations of the reports, along with staff observations as well as the relative aging of the componentry, were used in developing a repair program.
POLICY/PURPOSE:	The periodic repairs to the Causeway Bridges and Bascule Bridge are important to providing vehicular access and boat traffic to and from Treasure Island. The proposed contracts will provide the City with the necessary contract documents to allow solicitation for the recommended repairs.
STRATEGIC PLAN RELEVANCE:	Goal 3 of the City's Strategic Plan is to "Proactively maintain and improve infrastructure that meets the future needs of the City."
ANALYSIS/DISCUSSION:	The City is committed to maintaining the infrastructure that serves the citizens of Treasure Island. The periodic repairs to the Causeway Bridges and Bascule Bridge are important to providing vehicular access and boat traffic to and from Treasure Island. The proposed work authorizations will provide the City with the necessary contract documents to allow solicitation for the recommended repairs. H&H engineers are intimately familiar with the bridges and were selected under a Continuing Services contract to provide consulting services

to the City.

FUNDING: Funding for the design of this project is included in the FY 2025 Budget as follows:

001-5411-63421 – Painting/Structural
001-5411-63422 – Mechanical
001-5411-63423 - Electrical

MOTION: I move that the City Commission authorize the City Manager to execute a contract for Causeway Bridges and Bascule Bridge Structural, Electrical & Painting Program Design

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ATTACHMENTS:
TI_2025_H&H_Task_1_STRUCT_.pdf
TI_2025_H&H_Task_2_ELEC_.pdf
TI_2025_H&H_Task_3_PAINT_.pdf

5110 Eisenhower Boulevard
Suite 310
Tampa, FL 33634
T: 813.749.0823
www.hardestyhanover.com

May 25, 2025

Mr. Gary Volenec
City of Treasure Island
10451 Gulf Blvd.
Treasure Island, FL 33706

RE: Structural Design Services for Causeway Bridges

Dear Mr. Volenec,

H&H is pleased to provide the City of Treasure Island with this Scope of Services for Structural Design Services for the preparation of Contract Documents related to repairs to the Causeway Bridges.

If you have any questions, or need any additional information, please do not hesitate to contact me. We are happy to continue to serve you.

Sincerely,
H&H

for Marco Lara, PE
Project Manager

Exhibit A: Scope of Services

Structural Design Services for Causeway Bridges

PROJECT DESCRIPTION

The City of Treasure Island (CLIENT) is seeking to prepare contract documents for repairs to the Causeway Bridges. The CLIENT has contracted with H&H (CONSULTANT) to prepare these documents.

Task 1.0 Site Visit

The CONSULTANT will schedule and perform a limited site visit of the CLIENT owned Causeway Bridges. The purpose of the site visit is to assess the existing conditions of each bridge to verify the applicability of drawing details to be prepared and verify the assumptions listed in Tasks 2.0 and 3.0. The CONSULTANT will notify the CLIENT once the site visit has been completed and will inform the CLIENT if any modifications are required to the scope, as written herein.

Assumptions:

1. Site visit by two mechanical engineers and two structural engineers.
2. Two site visits will be performed. One to evaluate conditions to develop a scope of work and one plans in hand review prior to the 90% submittal.

Task 2.0 Design Calculations

The CONSULTANT will prepare a computation book for structural elements as required. The computations are to be signed and sealed by a Professional Engineer licensed in the State of Florida employed by the CONSULTANT.

Task 3.0 Construction Plans

The CONSULTANT will prepare standard details that will be used to solicit bids from qualified Contractors. The drawings to be created are:

1. Key Sheet
2. General Notes
3. General Plan & Elevation
4. Live Load Shoe Adjustment Details
5. Miscellaneous Structural Details (2)
6. Fender Repair Details (2)

7. Trellis Repair Details (2)

Task 4.0 Technical Specifications

The specifications for this project will be based on the FDOT Standard Specifications for Road and Bridge Construction (FY 2024-2025) as found in the FDOT Standard Specifications Library. The CONSULTANT will develop a technical specifications package to include Technical Special Provisions 465 and 468 to address live load shoe repairs and span balancing. Modified Special Provisions (MSPs) will not be developed for this project.

Task 5.0 Bid Schedule

CONSULTANT will prepare a bid schedule for soliciting contractor bids. The bid schedule will only include quantities for each item and not unit prices or extended total dollar values. The bid schedule will include all repairs shown in the plans and specifications.

Exclusions:

1. CONSULTANT will not be providing bidding phase services as part of this work order. The following activities are excluded:
    a. Attend the pre-bid meeting
    b. Assist the City with the pre-bid meeting agenda

Task 6.0 Permits

CONSULTANT will obtain a “No Permit Required” letter from the USCG.

DELIVERABLES:

The CONSULTANT is to provide 60%, 90% and Final submittals to the CLIENT for review. CONSULTANT will address review comments. The following documents are to be provided with each submittal:

1. Design Calculations
2. Construction Plans
3. Specifications Package
4. Cost Estimates / Bid Schedule

COST ESTIMATE:

Exhibit B provides a description of the staff hours necessary to complete the outlined scope of work. For the scope of services described in this work assignment, CONSULTANT shall be compensated as shown below in accordance with the terms of this agreement. This includes lump sum expenses.

- LUMP SUM: $ 114,727

CITY OF TREASURE
ISLAND, FLORIDA
DEPARTMENT OF
PUBLIC WORKS
WORK ORDER INITIATION AND AUTHORIZATION FORM
Revision Number _____

Submittal Date: 05/25/2025
Contractor Firm: H&H

CTI Contract Number: 18-19-07
CTI Project Number:

PROJECT TITLE

Structural Design Services for Causeway Bridges

SCOPE OF WORK

Prepare typical construction details, technical specifications package and bid schedule that can be used by a contractor to repair the Causeway Bridges.

PROJECT GOALS

Prepare contract documents that can be used by a contractor to repair the Causeway Bridges.

BUDGET

H&H will provide these services for a lump sum fee of $114,727. Services are to be billed on a monthly basis or at project milestones. Any additional services beyond the scope of this proposal may be negotiated separately as requested by the client.

STAFF ASSIGNMENTS

Marco Lara, P.E., Project Manager, H&H
Robert Plocica, PE, Mechanical Engineer, H&H
Vilius Ruseckas, Mechanical Engineer, H&H
Jim Englert, PE, Structural Engineer, H&H
James Newberry, PE, Structural Engineer, H&H

SPECIAL CONSIDERATIONS

N/A

PREPARED BY:		APPROVED BY:	
James W. Englert, P.E.	5/25/25 Date	_____	_____ Date
Consultant H&H		City of Treasure Island Gary Volenec, P.E.	

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:	2025 Engineering Scopes	Consultant Name:	H&H
County:	Pinellas	Consultant No.:	6245.01
FPN:	18-18-07	Date:	5/23/2025
FAP No.:	N/A	Estimator:	ENGLERT

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		$263.30	$340.07	$260.35	$197.13	$197.13	$197.13	$161.27	$135.91	$98.92	$90.64	$0.00	$0.00	$0.00			
3. Project Common and Project General Tasks	130	8	0	0	0	0	0	25	36	34	27	0	0	0	130	$16,841	$129.55
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
6c. Selective C&G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
7. Utilities	67	2	0	0	0	0	0	17	17	18	13	0	0	0	67	$8,538	$127.43
8. Environmental Permits,and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	270	20	6	6	0	0	0	68	68	68	34	0	0	0	270	$38,885	$144.02
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
16. Structures - Movable Span	182	8	5	5	0	0	0	36	46	46	36	0	0	0	182	$24,979	$137.25
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
18. Structures - Miscellaneous	184	9	6	4	0	0	0	37	46	46	36	0	0	0	184	$25,484	$138.50
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
30. Terrestrial Mobile LiDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
Total Staff Hours	833	47	17	15	0	0	0	183	213	212	146	0	0	0	833		
Total Staff Cost		$12,375.10	$5,781.19	$3,905.25	$0.00	$0.00	$0.00	$29,512.41	$28,948.83	$20,971.04	$13,233.44	$0.00	$0.00	$0.00		**$114,727.26**	**$137.73**

Check = $114,727.26

Survey Field Days by Subconsultant
4 - Person Crew:

Notes:
1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.
2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

TASK	DESCRIPTION OF WORK
3. Project Common and Project General Tasks	Project Management; progress meetings; prepare specifications package
7. Utilities	Identify local utilities and coordinate "No Conflict" process
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	Prepare general plan sheets and cost estimates; field reviews; quality control; technical meetings
16. Structures - Movable Span	Prepare movable span calculations and plan sheets
18. Structures - Miscellaneous	Prepare miscellaneous repair plan sheets

SALARY RELATED COSTS:							$114,727.26
OVERHEAD:			0%				$0.00
OPERATING MARGIN:			0%				$0.00
FCCM (Facilities Capital Cost Money):			0.00%				$0.00
EXPENSES:			0.00%				$0.00
Survey (Field - if by Prime)	0	4-person crew days @		$ -	/ day		$0.00
SUBTOTAL ESTIMATED FEE:							**$114,727.26**
Subconsultant:	Enter Name Sub 1						$0.00
Subconsultant:	Sub 2						$0.00
Subconsultant:	Sub 3						$0.00
Subconsultant:	Sub 4						$0.00
Subconsultant:	Sub 5						$0.00
Subconsultant:	Sub 6						$0.00
Subconsultant:	Sub 7						$0.00
Subconsultant:	Sub 8						$0.00
Subconsultant:	Sub 9						$0.00
Subconsultant:	Sub 10						$0.00
Subconsultant:	Sub 11						$0.00
Subconsultant:	Sub 12						$0.00
SUBTOTAL ESTIMATED FEE:							**$114,727.26**
Geotechnical Field and Lab Testing							$0.00
SUBTOTAL ESTIMATED FEE:							**$114,727.26**
Optional Services							$0.00
GRAND TOTAL ESTIMATED FEE:							**$114,727.26**

Project Activity 3: General Tasks

Estimator: 2025 Engineering Scopes

18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	0	0	
3.1.2	Notifications	LS	1	0	0	
3.1.3	Preparing Mailing Lists	LS	1	0	0	
3.1.4	Median Modification Letters	LS	1	0	0	
3.1.5	Driveway Modification Letters	LS	1	0	0	
3.1.6	Newsletters	LS	1	0	0	
3.1.7	Renderings and Fly Throughs	LS	1	0	0	
3.1.8	PowerPoint Presentation	LS	1	0	0	
3.1.9	Public Meeting Preparations	LS	1	0	0	
3.1.10	Public Meeting Attendance/Followup	LS	1	0	0	
3.1.11	Other Agency Meetings	LS	1	0	0	
3.1.12	Web Site	LS	1	0	0	
	3.1 Public Involvement Subtotal				**0**	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	24	24	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours	0	
		Components	0	0		
3.4	Contract Maintenance and Project Documentation	LS	1	60	60	4 hours per month x 15 months
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	14	14	See listing below
3.7	Plans Update	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	0	0	To be negotiated separately at a later date
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	32	32	Develop and discuss repair recommendations following site visits
3. Project Common and Project General Tasks Total					**130**	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway Analysis	EA	0	0	0	
Drainage	EA	0	0	0	
Selective C&G	EA	0	0	0	
Utilities	EA	1	1	1	
Environmental	EA	0	0	0	
Structures	EA	3	1	3	
Signing & Pavement Marking	EA	0	0	0	
Signalization	EA	0	0	0	
Lighting	EA	0	0	0	
Landscape Architecture	EA	0	0	0	
Survey	EA	0	0	0	
Photogrammetry	EA	0	0	0	
ROW & Mapping	EA	0	0	0	
Terrestrial Mobile LiDAR	EA	0	0	0	
Architecture	EA	0	0	0	
Noise Barriers	EA	0	0	0	
ITS Analysis	EA	0	0	0	
Geotechnical	EA	0	0	0	
Progress Meetings	EA	5	2	10	5 meetings x 2 staff x 1 hr
Phase Reviews	EA	0	0	0	
Field Reviews	EA	0	0	0	
Total Project Manager Meetings		9		14	Total PM Meeting Hours carries to Task 3.6 above

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments

Notes:

1. **If the hours per meeting vary in length (hours) enter the average in the hour/unit column.**
2. **Do not double count agency meetings between permitting agencies.**
3. **Project manager meetings are calculated in each discipline sheet and brought forward to Column D.**

Project Activity 7: Utilities

Estimator:

2025 Engineering Scopes
18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.1	Utility Kickoff Meeting	LS	1	0	0	Meeting is listed below
7.2	Identify Existing Utility Agency Owner(s)	LS	1	4	4	
7.3	Make Utility Contacts	LS	1	4	4	
7.4	Exception Processing	LS	1	0	0	
7.5	Preliminary Utility Meeting	LS	1	0	0	Meeting is listed below
7.6	Individual/Field Meetings	LS	1	3	3	Meetings are listed below
7.7	Collect and Review Plans and Data from UAO(s)	LS	1	8	8	Incorporate greenline information into plans
7.8	Subordination of Easements Coordination	LS	1	0	0	
7.9	Utility Design Meeting	LS	1	0	0	Meeting is listed below
7.10	Review Utility Markups & Work Schedules, and Processing of Schedules & Agreements	LS	1	0	0	
7.11	Utility Coordination/Followup	LS	1	0	0	
7.12	Utility Constructability Review	LS	1	0	0	
7.13	Additional Utility Services	LS	1	0	0	
7.14	Processing Utility Work by Highway Contractor (UWHC)	LS	1	0	0	
7.15	Contract Plans to UAO(s)	LS	1	0	0	
7.16	Certification/Close-Out	LS	1	0	0	
7.17	Other Utilities	LS	1	48	48	Research utility hangers and provide detail sheets Assume 2 sheets x 24 hrs each

Project Activity 7: Utilities

7. Utilities Total	67	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Kickoff (see 7.1)	EA	0	0	0			0
Preliminary Meeting (see 7.5)	EA	0	0	0			0
Individual UAO Meetings (see 7.6)	EA	0	0	0			0
Field Meetings (see 7.6)	EA	1	3	3	1 staff x 3 hrs		0
Design Meeting (see 7.9)	EA	0	0	0			0
Other Meetings *(this is automatically added into Utilities Total (cell F27))*	EA	0	0	0			0
Total Meetings				**3**	**Total Project Manager Meetings (carries to Tab 3)**		**0**

Carries to Tab 3

Estimator: ENGLERT

2025 Engineering Scopes

18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments
			No. of Units	Hours per Unit	No. of Sheets	Total	
	General Drawings						
9.1	Key Sheet and Index of Drawings	Sheet	1	10	1	10	
9.2	Project Layout	Sheet	0	0	0	0	N/A
9.3	General Notes and Bid Item Notes	Sheet	1	20	1	20	
9.4	Miscellaneous Common Details	Sheet	0	0	0	0	N/A
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0	N/A
9.6	Standard Plans- Bridges	LS	1	0		0	Assume no Standard Plans required for rehabilitation scope of work
9.7	Existing Bridge Plans	LS	1	4		4	
9.8	Structures Quantites for EQ Report	Bridges	0	Calculated Hours		0	Assume no EQ Report required for City projects
		Walls	0				
		Box Culverts	0	0			
9.9	Cost Estimate	LS	1	24		24	Prepare cost estimate at 60%, 90% and Final; 3 x 8 hrs each
9.10'	Technical Special Provisions and Modified Special Provisions	LS	1	60		60	TSP465 and 468 for live load shoes and span balancing; 2 x 30 hrs each
Structures - Summary and Miscellaneous Tasks and Drawings					2	118	

Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	182	0	0	0	0	0	0	182		
10-16	Bridge 2	0									
10-16	Bridge 3	0									
10-16	Bridge 4	0									

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

10-16	Bridge 5	0									
10-16	Bridge 6	0									
10-16	Bridge 7	0									
10-16	Bridge 8	0									
10-16	Bridge 9	0									
10-16	Bridge 10	0									
17	Retaining Walls	0								0	
18	Miscellaneous Structures	184									184
Structures Technical Subtotal		366	0	0	0	0	0	0	182	0	184

Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments
9.11	Field Reviews	LS	1	48	48	2 mech + 2 struct x 6 hrs each x 2 trips
9.12	Technical Meetings	LS	1	12	12	Meetings are listed below
9.13	Quality Assurance/Quality Control	LS	%	7%	34	
9.14	Independent Peer Review	LS	1	0	0	
9.15	Supervision	LS	%	5%	24	
Structures Nontechnical Subtotal					118	
9.16	Coordination	LS	1	34	34	Utilities (10); Permitting (16); Spec Package (8)
9. Structures - Summary and Miscellaneous Tasks and Drawings					270	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	0	0	0			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	1	4	4	No permit letter from USCG		0
Local Governments (cities, counties)	EA	0	0	0			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	4	2	8	4 meetings x 2 staff x 1 hour each		0

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Subtotal Technical Meetings				**12**						0
Progress Meetings (if required by FDOT)	EA	0	0	0	*PM attendance at Progress Meetings is manually entered on General Task 3*					- -
Phase Review Meetings	EA	0	0	0	*PM attendance at Phase Review Meetings is manually entered on General Task 3*					- -
Total Meetings				**12**					**Total Project Manager Meetings (carries to Tab 3)**	**0**
				Carries to 9.12						Carries to Tab 3

Project Activity 16: Structures- Movable Span

Estimator: 2025 Engineering Scopes

Bridge Identifier (Number or Name): 18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Final Design Bascule Pier						
16.1	Pier Deck	LS	1	0		0	
16.2	Leaf/Pier Clearance Diagrams	EA Diagram	0	0		0	
16.3	Load Shoe Columns	LS	1	0		0	
16.4	Trunnion Columns	LS	1	0		0	
16.5	Foundations	LS	1	0		0	
16.6	Footing	LS	1	0		0	
16.7	Seal	LS	1	0		0	
16.8	Back Wall (Approach Span Bearings) Closed Piers Only	LS	1	0		0	
16.9	Bascule Pier Deck Elevations	EA Pier	0	0		0	
	Bascule Pier Dimensions - Detailing						
16.10	Pier Plan Views	Sheet	0	0	0	0	
16.11	Pier Elevation Views	Sheet	0	0	0	0	
16.12	Pier Sections	Sheet	0	0	0	0	
	Bascule Pier Reinforcing Details						
16.13	Pier Reinforcing	Sheet	0	0	0	0	
	Bascule Pier Miscellaneous Details						
16.14	Pier Barrier Details	Sheet	0	0	0	0	
16.15	Stair Details	Sheet	0	0	0	0	
16.16	Handrail Details	Sheet	0	0	0	0	
16.17	Ladder and Hatch Details	Sheet	0	0	0	0	
16.18	Pier Equipment	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.19	Bascule Pier Notes and Summary of Quantities	Sheet	0	0	0	0	
16.20	Miscellaneous Details	Sheet	0	0	0	0	
	Bascule Leaf Design						
16.21	Deck Design	LS	1	0		0	
16.22	Sidewalk Design	LS	1	0		0	
16.23	Stringer Design	LS	1	0		0	
16.24	Typical Floorbeam Design	LS	1	0		0	
16.25	End Floorbeam Design	LS	1	0		0	
16.26	Deep Floorbeam Design	LS	1	0		0	
16.27	Sidewalk Bracket Design	LS	1	0		0	
16.28	Roadway Bracket Design	LS	1	0		0	
16.29	Main Girder Influence Lines	LS	1	0		0	
16.30	Main Girder Design	LS	1	0		0	
16.31	Trunnion Girder Design	LS	1	0		0	
16.32	Main Girder Camber Data	LS	1	0		0	
16.33	Leaf Lateral Bracing Design	LS	1	0		0	
16.34	Counterweight Design	LS	1	0		0	
16.35	Live Load Shoe Design	LS	1	0		0	
16.36	Barrier Design	LS	1	0		0	
16.37	Deck Elevations	LS	1	0		0	
16.38	Balance Calculations	LS	1	30		30	
	Bascule Leaf Detailing						
16.39	Bascule GP&E	Sheet	1	24	1	24	
16.40	Bascule Leaf Notes	Sheet	0	0	0	0	
16.41	Framing Plan	Sheet	0	0	0	0	
16.42	Flooring Plan and Details	Sheet	0	0	0	0	
16.43	Typical Section and Finish Grade Elevations	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.44	Girder Elevation	Sheet	0	0	0	0	
16.45	Girder Details	Sheet	0	0	0	0	
16.46	Camber Layout	Sheet	0	0	0	0	
16.47	Floor Beams	Sheet	0	0	0	0	
16.48	Counterweight Girder/Box	Sheet	0	0	0	0	
16.49	Trunnion Girder	Sheet	0	0	0	0	
16.50	Cylinder Girder	Sheet	0	0	0	0	
16.51	Lateral Bracing Details	Sheet	0	0	0	0	
16.52	Counterweight Bracing Details	Sheet	0	0	0	0	
16.53	Joint Details	Sheet	0	0	0	0	
16.54	Traffic Barrier Details	Sheet	0	0	0	0	
16.55	Pedestrian Rail and Support Details	Sheet	0	0	0	0	
16.56	Curb and Sidewalk Details	Sheet	0	0	0	0	
16.57	Barrier and Sidewalk Bracket Details	Sheet	0	0	0	0	
16.58	Counterweight Details	Sheet	0	0	0	0	
16.59	Stress Table or Influence Lines	Sheet	0	0	0	0	
	Mechanical Design						
16.60	Final Power Requirements	LS	1	0		0	
16.61	Trunnion Assembly	LS	1	0		0	
16.62	Span Locks	LS	1	0		0	
16.63	Sump Pumps	LS	1	0		0	
	Mechanical Drive Design						
16.64	Drive Shafts, Couplings, Keys, Bearings and Supports	LS	1	0		0	
16.65	Rack & Pinion, Bearings and Supports	LS	1	0		0	
16.66	Drive Train	LS	1	0		0	
16.67	Motor Brakes & Machinery Brakes	LS	1	0		0	
	Hydraulic Drive Design						

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.68	Hydraulic Drive	LS	1	0		0	
	Machinery Detailing						
16.69	Machinery Layout	Sheet	0	0	0	0	
16.70	Machinery Elevation	Sheet	0	0	0	0	
16.71	Machinery Section	Sheet	1	40	1	40	Live load shoe details
16.72	Trunnion Assembly	Sheet	0	0	0	0	
16.73	Drive Details	Sheet	0	0	0	0	
16.74	Span Locks	Sheet	0	0	0	0	
	Electrical Design						
16.75	Load Analysis	LS	1	0		0	
16.76	Power Distribution	LS	1	0		0	
16.77	Drive Equipment	LS	1	0		0	
16.78	Bridge Controls	LS	1	0		0	
16.79	Grounding	LS	1	0		0	
16.80	Lightning and Surge Suppression	LS	1	0		0	
16.81	Pier Lighting	LS	1	0		0	
	Electrical Detailing						
16.82	Electrical Plan and Elevation	Sheet	0	0	0	0	
16.83	Electrical Symbols and Abbreviations	Sheet	0	0	0	0	
16.84	Single/Three Line Diagram	Sheet	0	0	0	0	
16.85	Panelboard and Light Fixture Schedules	Sheet	0	0	0	0	
16.86	Wire and Conduit Schedules and Diagrams	Sheet	0	0	0	0	
16.87	Control Desk/Panel Layout	Sheet	0	0	0	0	
16.88	Control Schematics	Sheet	0	0	0	0	
16.89	PLC Logic	Sheet	0	0	0	0	
16.90	Communication System	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.91	Navigation Lighting Details	Sheet	0	0	0	0	
16.92	Pedestrian Gate, Traffic Gate and Barrier Details	Sheet	0	0	0	0	
16.93	Submarine Cable	Sheet	0	0	0	0	
16.94	Miscellaneous Details	Sheet	0	0	0	0	
	Control House						
16.95	Architectural Design	LS	1	0		0	
16.96	Architectural Details	Sheet	0	0	0	0	
16.97	Structural Design	LS	1	40		40	
16.98	Structural Details	Sheet	2	24	2	48	
16.99	HVAC/Plumbing Design	LS	1	0		0	
16.100	HVAC/Plumbing/Electrical Cables	Sheet	0	0	0	0	
	Reinforcing Bar Lists						
16.101	Preparation of Reinforcing Bar List	Sheet	0	0	0	0	
	Load Rating						
16.102	Load Ratings	LS	1	0		0	
	16. Structures - Movable Span Total				**4**	**182**	

Estimator:

2025 Engineering Scopes
18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Concrete Box Culvert						
18.1	Concrete Box Culverts	EA	0	0		0	
18.2	Concrete Box Culverts Extensions	EA Extension	0	0		0	
18.3	Concrete Box Culvert Data Table Plan Sheets	Sheet	0	0	0	0	
18.4	Concrete Box Culvert Special Details Plan Sheets	Sheet	0	0	0	0	
	Strain Poles						
18.5	Steel Strain Poles	Initial Config	0	0		0	
		EA Add'l Config	0	0		0	
18.6	Concrete Strain Poles	Initial Config	0	0		0	
		EA Add'l Config	0	0		0	
18.7	Strain Pole Data Table Plan Sheets	Sheet	0	0	0	0	
18.8	Strain Pole Special Details Plan Sheets	Sheet	0	0	0	0	
	Mast Arms						
18.9	Mast Arms	EA Design	0	0		0	
18.10	Mast Arms Data Table Plan Sheets	Sheet	0	0	0	0	
18.11	Mast Arm Special Details Plan Sheets	Sheet	0	0	0	0	
	Overhead/Cantilever Sign Structures						
18.12	Cantilever Sign Structures	EA Design	0	0		0	
18.13	Overhead Span Sign Structures	EA Design	0	0		0	
18.14	Special (Long Span) Overhead Span Sign Structures	EA Design	0	0		0	
18.15	Monotube Overhead Sign Structure	EA Design	0	0		0	
18.16	Bridge Mounted Signs (Attached to Superstr.)	EA Design	0	0		0	
18.17	Overhead and Cantilever Sign Structures Data Table Plan Sheets	Sheet	0	0	0	0	
18.18	Overhead and Cantilever Sign Structures Special Details Plan Sheets	Sheet	0	0	0	0	
	High Mast Lighting						
18.19	Non-Standard High Mast Lighting Structures	EA Design	0	0		0	
18.20	High Mast Lighting Special Details Plan Sheets	Sheet	0	0	0	0	
	Noise Barrier Walls (Ground Mount)						
18.21	Horizontal Wall Geometry	EA Wall	0	0		0	
18.22	Vertical Wall Geometry	EA Wall	0	0		0	
18.23	Summary of Quantities - Aesthetic Requirements	Sheet	0	0	0	0	
18.24	Control Drawings	Sheet	0	0	0	0	
18.25	Design of Noise Barrier Walls Covered by Standards	EA Design	0	0		0	
18.26	Design of Noise Barrier Walls Not Covered by Standards	EA Design	0	0		0	
18.27	Aesthetic Details	LS	1	0		0	
	Special Structures						

Project Activity 18: Miscellaneous Structures

18.28	Fender System	LS	1	120		120	
18.29	Fender System Access	LS	1	0		0	
18.30	Special Structures	LS	1	64		64	Trellis details
18.31	Other Structures	LS	1	0		0	
	Ancillary Structures Report						
18.32	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.33	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles (No As built or Design Plans Available)	EA structure	0	0	0	0	
18.34	Analytical Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.35	Ancillary Structures Report	LS	1	0		0	
18. Structures - Miscellaneous Total					**0**	**184**	

5110 Eisenhower Boulevard
Suite 310
Tampa, FL 33634
T: 813.749.0823
www.hardestyhanover.com

May 25, 2025

Mr. Gary Volenec
City of Treasure Island
10451 Gulf Blvd.
Treasure Island, FL 33706

RE: Electrical Design Services for Treasure Island Bascule Bridges

Dear Mr. Volenec,

H&H is pleased to provide the City of Treasure Island with this Scope of Services for Electrical Design Services for the preparation of Contract Documents related to repairs to the Treasure Island Bascule Bridges.

If you have any questions, or need any additional information, please do not hesitate to contact me. We are happy to continue to serve you.

Sincerely,
H&H

for Marco Lara, PE
Project Manager

Exhibit A: Scope of Services

Electrical and Mechanical Design Services for Treasure Island Movable Bridge

PROJECT DESCRIPTION

The City of Treasure Island (CLIENT) is seeking to prepare contract documents for repairs to the Treasure Islan Movable Bridge. The CLIENT has contracted with H&H (CONSULTANT) to prepare these documents.

Task 1.0 Site Visit

The CONSULTANT will schedule and perform a limited site visit of the CLIENT owned Movable Drawbridge. The purpose of the site visit is to assess the existing conditions of the electrical systems to verify the applicability of drawing details to be prepared and verify the assumptions listed in Task 1.0. The CONSULTANT will notify the CLIENT once the site visit has been completed and will inform the CLIENT if any modifications are required to the scope, as written herein.

Assumptions:

1. Site visit by two electrical engineers.
2. Two site visits will be performed. One to evaluate conditions to develop a scope of work and one plans in hand review prior to the 90% submittal.

Task 2.0 Design Calculations

The CONSULTANT will prepare a computation book for electrical and mechanical elements as required. The computations are to be signed and sealed by a Professional Engineer licensed in the State of Florida employed by the CONSULTANT.

Task 3.0 Construction Plans

The CONSULTANT will prepare standard details that will be used to solicit bids from qualified Contractors. The drawings to be created are:

1. Key Sheet
2. Signature Sheet
3. Electrical General Notes
4. Electrical Plan & Elevation
5. Navigation Lighting Details

6. Miscellaneous Electrical Details (2)
7. Fiber Optic Replacement Details
8. Traffic Gate Replacement Details (2)

Task 4.0 Technical Specifications

The specifications for this project will be based on the FDOT Standard Specifications for Road and Bridge Construction (FY 2024-2025) as found in the FDOT Standard Specifications Library. The CONSULTANT will develop a technical specifications package to include Technical Special Provisions 465, 468 and 508 to address electrical repairs. Modified Special Provisions (MSPs) will not be developed for this project.

Task 5.0 Bid Schedule

CONSULTANT will prepare a bid schedule for soliciting contractor bids. The bid schedule will only include quantities for each item and not unit prices or extended total dollar values. The bid schedule will include all repairs shown in the plans and specifications.

Exclusions:

1. CONSULTANT will not be providing bidding phase services as part of this work order. The following activities are excluded:
    a. Attend the pre-bid meeting
    b. Assist the City with the pre-bid meeting agenda

Task 6.0 Permits

CONSULTANT will obtain a “No Permit Required” letter from the USCG.

DELIVERABLES:

The CONSULTANT is to provide 60%, 90% and Final submittals to the CLIENT for review. CONSULTANT will address review comments. The following documents are to be provided with each submittal:

1. Design Calculations
2. Construction Plans
3. Specifications Package
4. Cost Estimates / Bid Schedule

COST ESTIMATE:

Exhibit B provides a description of the staff hours necessary to complete the outlined scope of work. For the scope of services described in this work assignment, H&H shall be compensated as shown below in accordance with the terms of this agreement. This includes lump sum expenses.

- LUMP SUM: $ 112,867.21

CITY OF TREASURE
ISLAND, FLORIDA
DEPARTMENT OF
PUBLIC WORKS
WORK ORDER INITIATION AND AUTHORIZATION FORM
Revision Number _____

Submittal Date: 5/23/2025
Contractor Firm: H&H

CTI Contract Number: 18-19-07
CTI Project Number:

PROJECT TITLE

Electrical Design Services for Treasure Island Movable Bridge

SCOPE OF WORK

Prepare typical construction details, technical specifications package and bid schedule that can be used by a contractor to repair the Treasure Island Movable Bridge.

PROJECT GOALS

Prepare contract documents that can be used by a contractor to repair the components of the Treasure Island Movable Bridge.

BUDGET

H&H will provide these services for a lump sum fee of $112,867. Services are to be billed on a monthly basis or at project milestones. Any additional services beyond the scope of this proposal may be negotiated separately as requested by the client.

STAFF ASSIGNMENTS

Marco Lara, P.E., Project Manager, H&H
Robert Plocica, PE, Mechanical Engineer, H&H
Vilius Ruseckas, Mechanical Engineer, H&H
Jim Englert, PE, Structural Engineer, H&H
James Newberry, PE, Structural Engineer, H&H

SPECIAL CONSIDERATIONS

N/A

PREPARED BY:		APPROVED BY:	
Marco A. Lara, P.E.	5/23/25	_____	_____
	Date		Date
Consultant		City of Treasure Island	
H&H		Gary Volenec, P.E.	

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:	2025 Engineering Scope - Electrical	Consultant Name:	H&H
County:	Pinellas	Consultant No.:	4322
FPN:	18-18-07	Date:	3/31/2025
FAP No.:	N/A	Estimator:	Marco Lara, P.E

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		$263.30	$340.07	$260.35	$197.13	$197.13	$197.13	$161.27	$135.91	$98.92	$90.64	$0.00	$0.00	$0.00			
3. Project Common and Project General Tasks	136	7	0	0	0	34	0	27	34	34	0	0	0	0	136	$20,884	$153.56
6c. Selective C&G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
8. Environmental Permits,and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	22	11	11	0	43	0	65	1	66	0	0	0	0	219	$38,021	$173.61
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
16. Structures - Movable Span	323	16	16	16	0	65	0	65	65	81	0	0	0	0	324	$53,962	$166.55
Total Staff Hours	676	45	27	27	0	142	0	157	100	181	0	0	0	0	679		
Total Staff Cost		$11,848.50	$9,181.89	$7,029.45	$0.00	$27,992.46	$0.00	$25,319.39	$13,591.00	$17,904.52	$0.00	$0.00	$0.00	$0.00		**$112,867.21**	**$166.23**

Check = $112,867.21

Survey Field Days by Subconsultant
4 - Person Crew:

Notes:
1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

SALARY RELATED COSTS:							$112,867.21
OVERHEAD:			0%				$0.00
OPERATING MARGIN:			0%				$0.00
FCCM (Facilities Capital Cost Money):			0.00%				$0.00
EXPENSES:			0.00%				$0.00
Survey (Field - if by Prime)		0	4-person crew days @		$ -	/ day	$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Subconsultant:	Sub 1						$0.00
Subconsultant:	Sub 2						$0.00
Subconsultant:	Sub 3						$0.00
Subconsultant:	Sub 4						$0.00
Subconsultant:	Sub 5						$0.00
Subconsultant:	Sub 6						$0.00
Subconsultant:	Sub 7						$0.00
Subconsultant:	Sub 8						$0.00
Subconsultant:	Sub 9						$0.00
Subconsultant:	Sub 10						$0.00
Subconsultant:	Sub 11						$0.00
Subconsultant:	Sub 12						$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Geotechnical Field and Lab Testing							$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Optional Services							$0.00
GRAND TOTAL ESTIMATED FEE:							**$112,867.21**

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

Financial Project Number: 18-18-07 Project Name: 2025 Engineering Scope - Electrical

FAP Number: N/A Date: 3/31/2025 Name of Consultant: H&H

WORK ACTIVITY	Hours from "Summary" sheet	EMPLOYEE CLASSIFICATION													TOTAL STAFF HOURS RANGE		ON CADD
	Grand Total	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used			
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours			PERCENT
3. Project Common and Project General Tasks	136	7	0	0	0	34	0	27	34	34	0	0	0	0	136	150	
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8. Environmental Permits and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	22	11	11	0	43	0	65	0	65	0	0	0	0	217	239	
16. Structures - Movable Span	323	16	16	16	0	65	0	65	65	81	0	0	0	0	324	356	
TOTALS	676	45	27	27	0	142	0	157	99	180	0	0	0	0	677	745	
									Field Survey Estimate:								
									0 4-person crew days			(Prime Consultant)			677	745	

Notes:
1. This worksheet provides the distribution of the grand total staff hours for a project.
2. Percentages for staff hour distribution by classification are entered below in rows 65 to 99 of this sheet.
3. Total Staff Hours (column O) may not match staff hours from Summary worksheet (column B) due to rounding. Staff hours calculated for employee classifications are to be adjusted so totals in columns B and O match.
4. Formulas under "Total Staff Hours Range" (columns O & P) may be adjusted to provide desired range.
5. This spreadsheet to be provided in Technical Proposals for Districts that require a breakdown of hours by classification.

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

Financial Project Number: 18-18-07 Project Name: 2025 Engineering Scope - Electrical

FAP Number: N/A Date: 3/31/2025 Name of Consultant: H&H

Staff Hour Distribution Percentages - Grand Total

	Hours from "Summary" sheet Grand Total	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	Total
3. Project Common and Project General Tasks	136	5.0%	0.0%	0.0%	0.0%	25.0%	0.0%	20.0%	25.0%	25.0%	0.0%	0.0%	0.0%	0.0%	100.00%
7. Utilities	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
8. Environmental Permits and Env. Clearances	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	10.0%	5.0%	5.0%	0.0%	20.0%	0.0%	30.0%	0.0%	30.0%	0.0%	0.0%	0.0%	0.0%	100.00%
10. Structures - Bridge Development Report	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
11. Structures - Temporary Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
12. Structures - Short Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
13. Structures - Medium Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
14. Structures - Structural Steel Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
15. Structures - Segmental Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
16. Structures - Movable Span	323	5.0%	5.0%	5.0%	0.0%	20.0%	0.0%	20.0%	20.0%	25.0%	0.0%	0.0%	0.0%	0.0%	100.00%

Note: This spreadsheet to be used in Technical Proposal for Districts requiring the Grand Total hours be provided along with percentage distribution by classification.

Project Activity 3: General Tasks

Estimator: Marco Lara

2025 Engineering Scope - Electrical

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	24	24	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours	0	Assume no EQ Report required for City projects
		Components	0	0		
3.4	Contract Maintenance and Project Documentation	LS	1	60	60	4 hours per month x 15 months
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	20	20	See listing below
3.7	Plans Update	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	0	0	
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	32	32	Develop and discuss repair recommendations following site visits
3. Project Common and Project General Tasks Total					**136**	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Utilities	EA	1	1	1	
Environmental	EA	0	0	0	
Structures	EA	3	1	3	
Progress Meetings	EA	8	2	16	8 meetings x 2 staff x 1 hr (virtual)
Phase Reviews	EA	0	0	0	
Field Reviews	EA	0	0	0	
Total Project Manager Meetings		12		20	Total PM Meeting Hours carries to Task 3.6 above

Notes:

1. **If the hours per meeting vary in length (hours) enter the average in the hour/unit column.**
2. **Do not double count agency meetings between permitting agencies.**
3. **Project manager meetings are calculated in each discipline sheet and brought forward to Column D.**

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator: Marco Lara

2025 Engineering Scope - Electrical

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments
			No. of Units	Hours per Unit	No. of Sheets	Total	
	General Drawings						
9.1	Key Sheet and Index of Drawings	Sheet	1	12	1	12	1 key sheet with index
9.2	Project Layout	Sheet	0	0	0	0	N/A
9.3	General Notes and Bid Item Notes	Sheet	1	20	1	20	
9.4	Miscellaneous Common Details	Sheet	0	0	0	0	N/A
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0	N/A
9.6	Standard Plans- Bridges	LS	1	0		0	Assume no Standard Plans required for rehabiltation scope of work
9.7	Existing Bridge Plans	LS	1	4		4	
9.8	Structures Quantites for EQ Report	Bridges	0	Calculated Hours		0	Assume no EQ Report required for City projects
		Walls	0				
		Box Culverts	0	0			
9.9	Cost Estimate	LS	1	24		24	Prepare cost estimate at 60%, 90%, 100% and Final; 4 x 6 hrs each
9.10'	Technical Special Provisions and Modified Special Provisions	LS	1	60		60	TSP 465 and 508 = 2 x 30 hrs each
Structures - Summary and Miscellaneous Tasks and Drawings					2	120	

Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	323	0	0	0	0	0	0	323		
17	Retaining Walls	0								0	
18	Miscellaneous Structures	0									0

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Structures Technical Subtotal		323	0	0	0	0	0	0	323	0	0
Task No.	**Task**	**Units**	**No. of Units**	**Hours per Unit**	**Total**	**Comments**					
9.11	Field Reviews	LS	1	32	32	2 elect x 8 hrs each x 2 trips					
9.12	Technical Meetings	LS	1	12	12	Meetings are listed below					
9.13	Quality Assurance/Quality Control	LS	%	7%	31						
9.14	Independent Peer Review	LS	1	0	0						
9.15	Supervision	LS	%	5%	22						
Structures Nontechnical Subtotal					97						
9.16	Coordination	LS	1		0						
9. Structures - Summary and Miscellaneous Tasks and Drawings					217						

Technical Meetings	**Units**	**No of Units**	**Hours/ Unit**	**Total Hours**	**Comments**	**PM Attendance at Meeting Required?**	**Number**
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	0	0	0			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	1	4	4	No permit letter from USCG		0
Local Governments (cities, counties)	EA	0	0	0			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	4	2	8	4 meetings x 2 staff x 1 hour each (virtual)		0
Subtotal Technical Meetings				**12**			0
Progress Meetings (if required by FDOT)	EA	0	0	0	*PM attendance at Progress Meetings is manually entered on General Task 3*		- -
Phase Review Meetings	EA	0	0	0	*PM attendance at Phase Review Meetings is manually entered on General Task 3*		- -
Total Meetings				**12**	**Total Project Manager Meetings (carries to Tab 3)**		**0**

Carries to 9.12

Carries to Tab 3

Project Activity 16: Structures- Movable Span

Estimator: Marco Lara

2025 Engineering Scope - Electrical

Bridge Identifier (Number or Name):

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Electrical Design						
16.75	Load Analysis	LS	1	32		32	Calculation of total loads for bridge electrical components, including voltage drop and short circuit calculations
16.76	Power Distribution	LS	1	0		0	
16.77	Drive Equipment	LS	1	0		0	
16.78	Bridge Controls	LS	1	0		0	
16.79	Grounding	LS	1	3		3	Design of grounding system for bridge electrical components
16.80	Lightning and Surge Suppression	LS	1	0		0	
16.81	Pier Lighting	LS	1	24		24	Design of pier interior lighting for maintenance
	Electrical Detailing						
16.82	Electrical Plan and Elevation	Sheet	1	16	1	16	Plan of power supply to the bridge and equipment layout for all electrical components, including lightning protection, grounding and location of services
16.83	Electrical Symbols and Abbreviations	Sheet	1	8	1	8	Show all symbols and abbreviations used in design
16.84	Single/Three Line Diagram	Sheet	0	0	0	0	
16.85	Panelboard and Light Fixture Schedules	Sheet	0	0	0	0	
16.86	Wire and Conduit Schedules and Diagrams	Sheet	1	24	1	24	Schedules showing conduits, wire sizes, conduit numbers and number of conductors in each conduit
16.87	Control Desk/Panel Layout	Sheet	0	0	0	0	
16.88	Control Schematics	Sheet	0	0	0	0	
16.89	PLC Logic	Sheet	0	0	0	0	
16.90	Communication System	Sheet	0	0	0	0	
16.91	Navigation Lighting Details	Sheet	2	24	2	48	Details of fender, channel and clearance guage lights
16.92	Pedestrian Gate, Traffic Gate and Barrier Details	Sheet	2	24	2	48	Details of conduit layout at pedestrian gates and traffic gates
16.93	Submarine Cable	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.94	Miscellaneous Details	Sheet	5	24	5	120	Details of fiber optic, limit switches, and other miscellaneous details.
	Control House						
16.95	Architectural Design	LS	1	0		0	
16.96	Architectural Details	Sheet	0	0	0	0	
16.97	Structural Design	LS	1	0		0	
16.98	Structural Details	Sheet	0	0	0	0	
16.99	HVAC/Plumbing Design	LS	1	0		0	
16.100	HVAC/Plumbing/Electrical Cables	Sheet	0	0	0	0	
	Reinforcing Bar Lists						
16.101	Preparation of Reinforcing Bar List	Sheet	0	0	0	0	
	Load Rating						
16.102	Load Ratings	LS	1	0		0	
16. Structures - Movable Span Total					**12**	**323**	

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:	2025 Engineering Scope - Electrical	Consultant Name:	H&H
County:	Pinellas	Consultant No.:	4322
FPN:	18-18-07	Date:	3/31/2025
FAP No.:	N/A	Estimator:	Marco Lara, P.E

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		$263.30	$340.07	$260.35	$197.13	$197.13	$197.13	$161.27	$135.91	$98.92	$90.64	$0.00	$0.00	$0.00			
3. Project Common and Project General Tasks	136	7	0	0	0	34	0	27	34	34	0	0	0	0	136	$20,884	$153.56
6c. Selective C&G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
8. Environmental Permits,and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	22	11	11	0	43	0	65	1	66	0	0	0	0	219	$38,021	$173.61
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
16. Structures - Movable Span	323	16	16	16	0	65	0	65	65	81	0	0	0	0	324	$53,962	$166.55
Total Staff Hours	676	45	27	27	0	142	0	157	100	181	0	0	0	0	679		
Total Staff Cost		$11,848.50	$9,181.89	$7,029.45	$0.00	$27,992.46	$0.00	$25,319.39	$13,591.00	$17,904.52	$0.00	$0.00	$0.00	$0.00		**$112,867.21**	**$166.23**

Check = $112,867.21

Survey Field Days by Subconsultant
4 - Person Crew:

Notes:
1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

SALARY RELATED COSTS:							$112,867.21
OVERHEAD:			0%				$0.00
OPERATING MARGIN:			0%				$0.00
FCCM (Facilities Capital Cost Money):			0.00%				$0.00
EXPENSES:			0.00%				$0.00
Survey (Field - if by Prime)	0	4-person crew days @		$ -	/ day		$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Subconsultant: Sub 1							$0.00
Subconsultant: Sub 2							$0.00
Subconsultant: Sub 3							$0.00
Subconsultant: Sub 4							$0.00
Subconsultant: Sub 5							$0.00
Subconsultant: Sub 6							$0.00
Subconsultant: Sub 7							$0.00
Subconsultant: Sub 8							$0.00
Subconsultant: Sub 9							$0.00
Subconsultant: Sub 10							$0.00
Subconsultant: Sub 11							$0.00
Subconsultant: Sub 12							$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Geotechnical Field and Lab Testing							$0.00
SUBTOTAL ESTIMATED FEE:							**$112,867.21**
Optional Services							$0.00
GRAND TOTAL ESTIMATED FEE:							**$112,867.21**

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

Financial Project Number: 18-18-07 Project Name: 2025 Engineering Scope - Electrical

FAP Number: N/A Date: 3/31/2025 Name of Consultant: H&H

WORK ACTIVITY	Hours from "Summary" sheet	EMPLOYEE CLASSIFICATION													TOTAL STAFF HOURS RANGE		ON CADD
	Grand Total	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used			
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours			PERCENT
3. Project Common and Project General Tasks	136	7	0	0	0	34	0	27	34	34	0	0	0	0	136	150	
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8. Environmental Permits and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	22	11	11	0	43	0	65	0	65	0	0	0	0	217	239	
16. Structures - Movable Span	323	16	16	16	0	65	0	65	65	81	0	0	0	0	324	356	
TOTALS	676	45	27	27	0	142	0	157	99	180	0	0	0	0	677	745	
									Field Survey Estimate:			(Prime Consultant)			677	745	
									0	4-person crew days							

Notes:
1. This worksheet provides the distribution of the grand total staff hours for a project.
2. Percentages for staff hour distribution by classification are entered below in rows 65 to 99 of this sheet.
3. Total Staff Hours (column O) may not match staff hours from Summary worksheet (column B) due to rounding. Staff hours calculated for employee classifications are to be adjusted so totals in columns B and O match.
4. Formulas under "Total Staff Hours Range" (columns O & P) may be adjusted to provide desired range.
5. This spreadsheet to be provided in Technical Proposals for Districts that require a breakdown of hours by classification.

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

Financial Project Number: 18-18-07 Project Name: 2025 Engineering Scope - Electrical

FAP Number: N/A Date: 3/31/2025 Name of Consultant: H&H

Staff Hour Distribution Percentages - Grand Total

	Hours from "Summary" sheet Grand Total	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	Total
3. Project Common and Project General Tasks	136	5.0%	0.0%	0.0%	0.0%	25.0%	0.0%	20.0%	25.0%	25.0%	0.0%	0.0%	0.0%	0.0%	100.00%
7. Utilities	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
8. Environmental Permits and Env. Clearances	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	217	10.0%	5.0%	5.0%	0.0%	20.0%	0.0%	30.0%	0.0%	30.0%	0.0%	0.0%	0.0%	0.0%	100.00%
10. Structures - Bridge Development Report	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
11. Structures - Temporary Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
12. Structures - Short Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
13. Structures - Medium Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
14. Structures - Structural Steel Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
15. Structures - Segmental Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
16. Structures - Movable Span	323	5.0%	5.0%	5.0%	0.0%	20.0%	0.0%	20.0%	20.0%	25.0%	0.0%	0.0%	0.0%	0.0%	100.00%

Note: This spreadsheet to be used in Technical Proposal for Districts requiring the Grand Total hours be provided along with percentage distribution by classification.

Project Activity 3: General Tasks

Estimator: Marco Lara

2025 Engineering Scope - Electrical

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	24	24	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours	0	Assume no EQ Report required for City projects
		Components	0	0		
3.4	Contract Maintenance and Project Documentation	LS	1	60	60	4 hours per month x 15 months
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	20	20	See listing below
3.7	Plans Update	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	0	0	
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	32	32	Develop and discuss repair recommendations following site visits
3. Project Common and Project General Tasks Total					**136**	

3.6 - List of Project Manager Meetings	**Units**	**No of Units**	**Hours/ Unit**	**Total Hours**	**Comments**
Utilities	EA	1	1	1	
Environmental	EA	0	0	0	
Structures	EA	3	1	3	
Progress Meetings	EA	8	2	16	8 meetings x 2 staff x 1 hr (virtual)
Phase Reviews	EA	0	0	0	
Field Reviews	EA	0	0	0	
Total Project Manager Meetings		12		20	Total PM Meeting Hours carries to Task 3.6 above

Notes:

1. **If the hours per meeting vary in length (hours) enter the average in the hour/unit column.**
2. **Do not double count agency meetings between permitting agencies.**
3. **Project manager meetings are calculated in each discipline sheet and brought forward to Column D.**

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator: Marco Lara

2025 Engineering Scope - Electrical

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments
			No. of Units	Hours per Unit	No. of Sheets	Total	
	General Drawings						
9.1	Key Sheet and Index of Drawings	Sheet	1	12	1	12	1 key sheet with index
9.2	Project Layout	Sheet	0	0	0	0	N/A
9.3	General Notes and Bid Item Notes	Sheet	1	20	1	20	
9.4	Miscellaneous Common Details	Sheet	0	0	0	0	N/A
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0	N/A
9.6	Standard Plans- Bridges	LS	1	0		0	Assume no Standard Plans required for rehabiltation scope of work
9.7	Existing Bridge Plans	LS	1	4		4	
9.8	Structures Quantites for EQ Report	Bridges	0	Calculated Hours		0	Assume no EQ Report required for City projects
		Walls	0				
		Box Culverts	0	0			
9.9	Cost Estimate	LS	1	24		24	Prepare cost estimate at 60%, 90%, 100% and Final; 4 x 6 hrs each
9.10'	Technical Special Provisions and Modified Special Provisions	LS	1	60		60	TSP 465 and 508 = 2 x 30 hrs each
Structures - Summary and Miscellaneous Tasks and Drawings					2	120	

Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	323	0	0	0	0	0	0	323		
17	Retaining Walls	0								0	
18	Miscellaneous Structures	0									0

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Structures Technical Subtotal		323	0	0	0	0	0	0	323	0	0
Task No.	**Task**	**Units**	**No. of Units**	**Hours per Unit**	**Total**	**Comments**					
9.11	Field Reviews	LS	1	32	32	2 elect x 8 hrs each x 2 trips					
9.12	Technical Meetings	LS	1	12	12	Meetings are listed below					
9.13	Quality Assurance/Quality Control	LS	%	7%	31						
9.14	Independent Peer Review	LS	1	0	0						
9.15	Supervision	LS	%	5%	22						
Structures Nontechnical Subtotal					97						
9.16	Coordination	LS	1		0						
9. Structures - Summary and Miscellaneous Tasks and Drawings					217						

Technical Meetings	**Units**	**No of Units**	**Hours/ Unit**	**Total Hours**	**Comments**	**PM Attendance at Meeting Required?**	**Number**
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	0	0	0			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	1	4	4	No permit letter from USCG		0
Local Governments (cities, counties)	EA	0	0	0			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	4	2	8	4 meetings x 2 staff x 1 hour each (virtual)		0
Subtotal Technical Meetings				**12**			0
Progress Meetings (if required by FDOT)	EA	0	0	0	*PM attendance at Progress Meetings is manually entered on General Task 3*		- -
Phase Review Meetings	EA	0	0	0	*PM attendance at Phase Review Meetings is manually entered on General Task 3*		- -
Total Meetings				**12**	**Total Project Manager Meetings (carries to Tab 3)**		**0**

Carries to 9.12

Carries to Tab 3

Project Activity 16: Structures- Movable Span

Estimator: Marco Lara

2025 Engineering Scope - Electrical

Bridge Identifier (Number or Name):

18-18-07

Representing	Print Name	Signature / Date
City of Treasure of Island		
H&H		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Electrical Design						
16.75	Load Analysis	LS	1	32		32	Calculation of total loads for bridge electrical components, including voltage drop and short circuit calculations
16.76	Power Distribution	LS	1	0		0	
16.77	Drive Equipment	LS	1	0		0	
16.78	Bridge Controls	LS	1	0		0	
16.79	Grounding	LS	1	3		3	Design of grounding system for bridge electrical components
16.80	Lightning and Surge Suppression	LS	1	0		0	
16.81	Pier Lighting	LS	1	24		24	Design of pier interior lighting for maintenance
	Electrical Detailing						
16.82	Electrical Plan and Elevation	Sheet	1	16	1	16	Plan of power supply to the bridge and equipment layout for all electrical components, including lightning protection, grounding and location of services
16.83	Electrical Symbols and Abbreviations	Sheet	1	8	1	8	Show all symbols and abbreviations used in design
16.84	Single/Three Line Diagram	Sheet	0	0	0	0	
16.85	Panelboard and Light Fixture Schedules	Sheet	0	0	0	0	
16.86	Wire and Conduit Schedules and Diagrams	Sheet	1	24	1	24	Schedules showing conduits, wire sizes, conduit numbers and number of conductors in each conduit
16.87	Control Desk/Panel Layout	Sheet	0	0	0	0	
16.88	Control Schematics	Sheet	0	0	0	0	
16.89	PLC Logic	Sheet	0	0	0	0	
16.90	Communication System	Sheet	0	0	0	0	
16.91	Navigation Lighting Details	Sheet	2	24	2	48	Details of fender, channel and clearance guage lights
16.92	Pedestrian Gate, Traffic Gate and Barrier Details	Sheet	2	24	2	48	Details of conduit layout at pedestrian gates and traffic gates
16.93	Submarine Cable	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.94	Miscellaneous Details	Sheet	5	24	5	120	Details of fiber optic, limit switches, and other miscellaneous details.
	Control House						
16.95	Architectural Design	LS	1	0		0	
16.96	Architectural Details	Sheet	0	0	0	0	
16.97	Structural Design	LS	1	0		0	
16.98	Structural Details	Sheet	0	0	0	0	
16.99	HVAC/Plumbing Design	LS	1	0		0	
16.100	HVAC/Plumbing/Electrical Cables	Sheet	0	0	0	0	
	Reinforcing Bar Lists						
16.101	Preparation of Reinforcing Bar List	Sheet	0	0	0	0	
	Load Rating						
16.102	Load Ratings	LS	1	0		0	
16. Structures - Movable Span Total					**12**	**323**	

5110 Eisenhower Boulevard
Suite 310
Tampa, FL 33634
T: 813.749.0823
www.hardestyhanover.com

May 25, 2025

Mr. Gary Volenec
City of Treasure Island
10451 Gulf Blvd.
Treasure Island, FL 33706

RE: Coating Design Services for Causeway Bridges

Dear Mr. Volenec,

H&H is pleased to provide the City of Treasure Island with this Scope of Services for Coating Design Services for the preparation of Contract Documents related to repairs to the Causeway Bridges.

If you have any questions, or need any additional information, please do not hesitate to contact me. We are happy to continue to serve you.

Sincerely,
H&H

for Marco Lara, PE
Project Manager

Exhibit A: Scope of Services

Coating Design Services for Causeway Bridges

PROJECT DESCRIPTION

The City of Treasure Island (CLIENT) is seeking to prepare contract documents for repairs to the Causeway Bridges. The CLIENT has contracted with H&H (CONSULTANT) to prepare these documents.

Task 1.0 Site Visit

The CONSULTANT will schedule and perform a limited site visit of the CLIENT owned Causeway Bridges. The purpose of the site visit is to assess the condition of the existing coatings on each bridge and a random sample of six trellis structures along the Causeway. The CONSULTANT will notify the CLIENT once the site visit has been completed and will inform the CLIENT if any modifications are required to the scope, as written herein.

Assumptions:

1. Multiple site visits will be performed over the course of three or four days to perform visual and instrumental testing and evaluation.
2. CONSULTANT will provide underside access via snooper truck.
3. CLIENT to provide maintenance of traffic for snooper operations.

Task 2.0 Analysis

The CONSULTANT will review the condition of the coatings and perform field tests to determine suitability for overcoating. Representative paint chip samples will be collected and analyzed by an accredited laboratory for the presence of heavy metals.

Task 3.0 Recommended Actions

The CONSULTANT will prepare a brief report summarizing the findings and the results of lab testing. The report will contain the CONSULTANT'S recommendations for maintaining the coating on the steel structures. CONSULTANT will review the recommendations with the CLIENT.

Task 4.0 Design

The CONSULTANT will prepare plan notes detailing the surface preparation, procedures and materials to be used.

Task 5.0 Bid Schedule

CONSULTANT will prepare a bid schedule for soliciting contractor bids. The bid schedule will only include quantities for each item and not unit prices or extended total dollar values. The bid schedule will include all repairs shown in the plans and specifications.

Exclusions:

1. CONSULTANT will not be providing bidding phase services as part of this work order. The following activities are excluded:
    a. Attend the pre-bid meeting
    b. Assist the City with the pre-bid meeting agenda

Task 6.0 Permits

No permits are anticipated.

DELIVERABLES:

The CONSULTANT is to provide 60%, 90% and Final submittals to the CLIENT for review. CONSULTANT will address review comments. The following documents are to be provided with each submittal:

1. Construction Plans
2. Specifications Package
3. Cost Estimates / Bid Schedule

Exclusions:

1. CONSULTANT will not be providing post design services or CEI services as part of this work order.

COST ESTIMATE:

Exhibit B provides a description of the staff hours necessary to complete the outlined scope of work. For the scope of services described in this work assignment, CONSULTANT shall be compensated as shown below in accordance with the terms of this agreement. This includes lump sum expenses.

- LUMP SUM: $131,231

CITY OF TREASURE
ISLAND, FLORIDA
DEPARTMENT OF
PUBLIC WORKS
WORK ORDER INITIATION AND AUTHORIZATION FORM
Revision Number _____

Submittal Date: 05/25/2025
Contractor Firm: H&H

CTI Contract Number: 18-19-07
CTI Project Number:

PROJECT TITLE

Coating Design Services for Causeway Bridges

SCOPE OF WORK

Visit the site to determine the condition of the existing coating system on bascule leaves, counterweights, flanking spans, machine room areas, and decorative trellises; and to collect paint chip samples for lab testing. Prepare recommendations for coating and plan notes for the work.

PROJECT GOALS

Prepare plan notes that can be used by a contractor to repair the Causeway Bridges.

BUDGET

H&H will provide these services for a lump sum fee of $131,231. Services are to be billed on a monthly basis or at project milestones. Any additional services beyond the scope of this proposal may be negotiated separately as requested by the client.

STAFF ASSIGNMENTS

Marco Lara, P.E., Project Manager, H&H
Kevin Schweikhart, PCS, MAT Project Manager, PGA
Mark McCarthy, PCS, Structure Coating Inspector, PGA

SPECIAL CONSIDERATIONS

N/A

PREPARED BY:		APPROVED BY:	
James W. Englert, PE	05/25/25	_____	_____
	Date		Date
Consultant		City of Treasure Island	
H&H		Gary Volenec, P.E.	

Coating Condition Assessment

Assumed 4-days fieldwork

ITEM	Quantity	x	Loaded Unit Rate	=	Cost
Field Inspection (Existing Paint Condition Assessment)					
MAT Project Manager (Schweikhart)	16.00		$ 218.08		$ 3,489.20
Structure Coating Inspector (McCarthy)	32.00		$ 137.25		$ 4,392.00
MAT Inspector (TBD)	32.00		$ 76.25		$ 2,440.00
Snooper Rental (Webber)	2.00		$ 4,220.25		$ 8,440.50
Temporary Traffic Control (MOT - TBD) **IF NEEDED**	2.00		$ 5,000.00		$ 10,000.00
Coating Condition Assessment Report (Including Lab Testing)					
MAT Project Manager (Schweikhart)	32.00		$ 218.08		$ 6,978.40
Structure Coating Inspector (McCarthy)	64.00		$ 137.25		$ 8,784.00
Lab Costs (4 samples x 4 metals x $50/metal)	4.00		$ 400.00		$ 1,600.00
			TOTAL		**$46,124.10**

****Added two days of fieldwork for separate "machine room review" and "trellis review".**

MAT Project Manager	H.S. grad w/ 3yrs Industry Experience

Total 48.00

Structure Coating Inspector	HS grad or equivalent, possessing the following trainings: Lead Paint Removal Certification (SSPC C3 Lead Paint Removal); and either SSPC Bridge Coating Level 2 certification, or NACE Coating Inspector Level 3 certification is also acceptable. Not for use on CEI

Total 96.00

MAT Inspector	H.S. grad w/ 1yr Industry Experience and applicable CTQP qualifications. Not for use on CEI

Total 32.00

****Added two (2) meetings (8 hrs each for preparation, attendance and minutes)**
****Added escalating cost for lab testing**

****Added cost of snooper rental (2-days)**
****Added cost of TTC MOT (2-days)**

https://maps.app.goo.gl/NjAuE4Z1zVTyzNS99 Estimated location of Treasure Island Bascule Bridge

Maintenance Painting Design

Assist with design of technical requirements (overcoat or full removal/replacement) in the form of Plan Notes. Deliverables presumed to include 60%, 90% and 100%

ITEM	Quantity	x	Loaded Unit Rate	=	Cost
Maintenance Painting Design					
MAT Project Manager (Schweikhart)	80.00		$ 218.08		$ 17,446.00
Structure Coating Inspector (TBD)	48.00		$ 137.25		$ 6,588.00
					$ -
					$ -
			TOTAL		**$24,034.00**

****Added four (4) meetings (8 hrs each for preparation, attendance and minutes)**

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:	2025 Engineering Scope - Painting	Consultant Name:	H&H
County:	Pinellas	Consultant No.:	4322.1
FPN:	18-18-07	Date:	5/30/2025
FAP No.:	N/A	Estimator:	ENGLERT

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer	Principal Engineer	Senior Drainage Engineer	Senior Electrical Engineer	Senior Mechanical Engineer	Project Engineer	Engineer	Engineering Intern	CADD	Not Used	Not Used	Not Used	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		$263.30	$340.07	$260.35	$197.13	$197.13	$197.13	$161.27	$135.91	$98.92	$90.64	$0.00	$0.00	$0.00			
3. Project Common and Project General Tasks	165	8	0	0	0	0	0	33	46	43	35	0	0	0	165	$21,106	$127.92
4. Roadway Analysis	23	0	1	3	0	0	0	0	8	8	3	0	0	0	23	$3,272	$142.25
5. Roadway Plans	36	0	1	5	0	0	0	0	12	13	5	0	0	0	36	$5,012	$139.22
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
6c. Selective C&G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
8. Environmental Permits,and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	157	12	4	4	0	0	0	39	39	39	20	0	0	0	157	$22,822	$145.36
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
16. Structures - Movable Span	64	3	2	2	0	0	0	12	16	16	13	0	0	0	64	$8,862	$138.46
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
30. Terrestrial Mobile LiDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	#DIV/0!
Total Staff Hours	445	23	8	14	0	0	0	84	121	119	76	0	0	0	445		
Total Staff Cost		$6,055.90	$2,720.56	$3,644.90	$0.00	$0.00	$0.00	$13,546.68	$16,445.11	$11,771.48	$6,888.64	$0.00	$0.00	$0.00		**$61,073.27**	**$137.24**

Check = $61,073.27

Survey Field Days by Subconsultant
4 - Person Crew:

Notes:
1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

TASK	DESCRIPTION OF WORK
3. Project Common and Project General Tasks	Project Management; progress meetings; prepare specifications package
4. Roadway Analysis	Prepare traffic control calculations
5. Roadway Plans	Prepare traffic control notes and plan sheets
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	Prepare general plan sheets and cost estimates; field reviews; quality control; technical meetings
16. Structures - Movable Span	Prepare movable span drawings and balance calculations

SALARY RELATED COSTS:							$61,073.27
OVERHEAD:			0%				$0.00
OPERATING MARGIN:			0%				$0.00
FCCM (Facilities Capital Cost Money):			0.00%				$0.00
EXPENSES:			0.00%				$0.00
Survey (Field - if by Prime)	0	4-person crew days @		$ -	/ day		$0.00
SUBTOTAL ESTIMATED FEE:							**$61,073.27**
Subconsultant:	PGA						$70,158.00
Subconsultant:	Sub 2						$0.00
Subconsultant:	Sub 3						$0.00
Subconsultant:	Sub 4						$0.00
Subconsultant:	Sub 5						$0.00
Subconsultant:	Sub 6						$0.00
Subconsultant:	Sub 7						$0.00
Subconsultant:	Sub 8						$0.00
Subconsultant:	Sub 9						$0.00
Subconsultant:	Sub 10						$0.00
Subconsultant:	Sub 11						$0.00
Subconsultant:	Sub 12						$0.00
SUBTOTAL ESTIMATED FEE:							**$131,231.27**
Geotechnical Field and Lab Testing							$0.00
SUBTOTAL ESTIMATED FEE:							**$131,231.27**
Optional Services							$0.00
GRAND TOTAL ESTIMATED FEE:							**$131,231.27**

Project Activity 3: General Tasks

Estimator: ENGLERT

2025 Engineering Scope - Painting
18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	0	0	
3.1.2	Notifications	LS	1	0	0	
3.1.3	Preparing Mailing Lists	LS	1	0	0	
3.1.4	Median Modification Letters	LS	1	0	0	
3.1.5	Driveway Modification Letters	LS	1	0	0	
3.1.6	Newsletters	LS	1	0	0	
3.1.7	Renderings and Fly Throughs	LS	1	0	0	
3.1.8	PowerPoint Presentation	LS	1	0	0	
3.1.9	Public Meeting Preparations	LS	1	0	0	
3.1.10	Public Meeting Attendance/Followup	LS	1	0	0	
3.1.11	Other Agency Meetings	LS	1	0	0	
3.1.12	Web Site	LS	1	0	0	
	3.1 Public Involvement Subtotal				**0**	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	30	30	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours	0	Assume no EQ Report required for City projects
		Components	0	0		
3.4	Contract Maintenance and Project Documentation	LS	1	40	40	4 hours per month x 10 months
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	20	20	See listing below
3.7	Plans Update	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	60	60	Administration - bulk of contractor submittals to be handled by PGA
3.9	Digital Delivery	LS	1	15	15	Initial setup (9 hrs) + 2 EORs (2*3 hrs). (Struct and coating EORs for general sheets and coating notes.)
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	0	0	
3. Project Common and Project General Tasks Total					**165**	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway Analysis	EA	0	0	0	
Drainage	EA	0	0	0	
Selective C&G	EA	0	0	0	
Utilities	EA	0	0	0	
Environmental	EA	0	0	0	
Structures	EA	0	0	0	
Signing & Pavement Marking	EA	0	0	0	
Signalization	EA	0	0	0	
Lighting	EA	0	0	0	
Landscape Architecture	EA	0	0	0	
Survey	EA	0	0	0	
Photogrammetry	EA	0	0	0	
ROW & Mapping	EA	0	0	0	
Terrestrial Mobile LiDAR	EA	0	0	0	
Architecture	EA	0	0	0	
Noise Barriers	EA	0	0	0	
ITS Analysis	EA	0	0	0	
Geotechnical	EA	0	0	0	
Progress Meetings	EA	10	2	20	10 meetings x 2 staff x 1 hr (virtual)
Phase Reviews	EA	0	0	0	
Field Reviews	EA	0	0	0	
Total Project Manager Meetings		10		20	Total PM Meeting Hours carries to Task 3.6 above

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments

Notes:

1. **If the hours per meeting vary in length (hours) enter the average in the hour/unit column.**
2. **Do not double count agency meetings between permitting agencies.**
3. **Project manager meetings are calculated in each discipline sheet and brought forward to Column D.**

Estimator: ENGLERT

4. Roadway Analysis Staff Hours

2025 Engineering Scope - Painting
18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Project Parameter			Staff Hours				Documentation
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.
	What is the overall project complexity? (See Roadway Guidelines)			Low					
4.1	Typical Section Package	Cover	0		0	0	0	0	
		Typical	0	2-Lane FS & Ramps	0	0	0	0	
		Typical	0	2-Lane C & Multi-Lane FS	0	0	0	0	
		Typical	0	LA w/ Barrier & Multi-Lane C	0	0	0	0	
4.2	Pavement Type Selection Report	Report	0		0	0	0	0	
4.3	Pavement Design Package	Report & Assembly	0	Low	0	0	0	0	
		Pavt Designs	0	Travel/Aux. Lanes	0	0	0	0	
		Pavt Designs	0	Other Roads & Shoulders	0	0	0	0	
4.4	Cross Slope Analysis (lanes and shoulders)	X-Slope Assessment	0.00	Undivided Roadway	0	0	0	0	
		X-Slope Assessment	0.00	Divided Roadway	0	0	0	0	
		Concepts for Corrections	0		0	0	0	0	
4.5	Safety Analysis	HSM Assessment	0		0	0	0	0	
		Crash Analysis	0		0	0	0	0	
4.6	Design Analysis	Monitor Exist. Structures	0	Low	0	0	0	0	
		Access Management	0.00	Low	0	0	0	0	
4.7	Operational Analysis	Roundabout	0	1x1 Roundabout	0	0	0	0	
		Roundabout	0	1x2 Roundabout	0	0	0	0	
		Roundabout	0	2x2 Roundabout	0	0	0	0	
4.8	Design Reports	RRR	0		0	0	0	0	
		Other Reports			0	0	0	0	
4.9	Design Variations and Exceptions	Variation Memo	0		0	0	0	0	
		Formal Variation	0		0	0	0	0	
		Design Exception	0		0	0	0	0	
4.10	Master Design File Setup & Maintenance, Model Management Plan	LS	0	Low	0	0	0	0	
4.11	Horizontal /Vertical Master Design Files	Mainline	0.00	Low	0	0	0	0	
		Side Road & Ramps	0.00	Low	0	0	0	0	
		Frontage Road	0.00	Low	0	0	0	0	
		Mainline	0.00	Low	0	0	0	0	

	3D Modeling Development	Side Road & Ramps	0.00	Low	0	0	0	0	
		Frontage Road	0.00	Low	0	0	0	0	
		AMG Files	0	Low	0	0	0	0	
4.12	TTCP Analysis	LS	1	Low	20	0	0	20	
	TTCP Master Design Files	Length (Phase-Miles)	0.00	Low	0	0	0	0	
		Pedestrian	0		0	0	0	0	
	TTCP 3D Modeling (Isolated Locations)	Locations	0		0	0	0	0	
4.13	Utility Data Collection & Analysis	LS	0	Low	0	0	0	0	
4.14	Roadway Quantities for EQ Report	Length (Miles)	0.00	Low	0	0	0	0	
		Interchanges Rest Areas	0		0	0	0	0	
		Validation	0	Low	0	0	0	0	
	TTCP Quantities for EQ Report	Major Phases	0		0	0	0	0	
4.15	Cost Estimate	Engineer Estimate	0	Low	0	0	0	0	
		LRE Updates	0	Low	0	0	0	0	
4.16	Technical or Modified Special Provisions	TSPs & MSPs	0		0	0	0	0	
4.17	Other Roadway Tasks	Other Analysis			0	0	0	0	
Roadway Analysis Technical Subtotal					**20**	**0**	**0**	**20**	
4.18	Quality Assurance/Quality Control	LS	1	5%	1	0	0	1	
4.19	Supervision	LS	1	5%	1	0	0	1	
4.20	Roadway Meetings (listed below)	Meetings	0		0	0	0	0	
		Travel Time			0	0	0	0	
4.21	Field Reviews (listed below)	LS			0	0	0	0	
Roadway Analysis Non-Technical Subtotal					**2**	**0**	**0**	**2**	
4.22	Coordination	LS	1	3%	1	0	0	1	
4. Roadway Analysis Total					**23**	**0**	**0**	**23**	

Carries to Summary Tab

Technical Meetings	# Meetings Designer	Travel Time (Hours)	# Meetings PM	Documentation
Typical Section	0	0	0	
Pavement Design	0	0	0	
Access Management / Driveways	0	0	0	
15% Line and Grade	0	0	0	
RRR / ECAR Resolution	0	0	0	
Local Governments (cities, counties, MPO)	0	0	0	
Work Zone Traffic Control	0	0	0	
30/60/90/100% Comment Review Meetings	0	0	0	
Utility Coordination	0	0	0	
Other Meetings	0	0	0	
Subtotal Technical Meetings	**0**	**0**	**0**	
Progress Meetings (if required by FDOT)	0	0		
Phase Review Meetings	0	0		
Total Roadway Meetings	**0**	**0**		

Field Reviews	# of Staff	Site Time (per staff)	Travel Time (per staff)	Total Hours
Field Review #1	0	0	0	0
Field Review #2	0	0	0	0
Field Review #3	0	0	0	0
Field Review #4	0	0	0	0
Plans-in-hand Field Review	0	0	0	0
			Total Field Review Hours	**0**

Estimator: ENGLERT

5. Roadway Plans Staff Hours

2025 Engineering Scope - Painting
18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Project Parameter			Staff Hours				Documentation
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.
	What is the overall project complexity? (See Roadway Guidelines)			Low					
5.1	Key Sheet		0		0	0	0	0	
	Signature Sheet		0		0	0	0	0	
5.2	Typical Section Sheets	Typical Sections w/ CADD	0		0	0	0	0	
		Typical Sections w/o CADD	0		0	0	0	0	
		Partial Sections	0		0	0	0	0	
5.3	Cross Slope Correction Details	Pavement Segments	0		0	0	0	0	
5.4	General Notes/Pay Item Notes		0		0	0	0	0	
5.5	Project Layout/Model Management		0		0	0	0	0	
5.6	Plan View (Plan Sheets)	Length (Miles)	0.00	Low	0	0	0	0	
		Interchange	0		0	0	0	0	
		Roundabout	0		0	0	0	0	
5.7	Profile View (Plan/Profile Sheets)	Length (Miles)	0.00	Flush Shoulder	0	0	0	0	
		Length (Miles)	0.00	Curbed	0	0	0	0	
5.8	Special Profiles	Driveway Curb Return	0		0	0	0	0	
		Intersection RR Xing	0		0	0	0	0	
5.9	Sidewalk Profiles	Length (Miles)	0.00		0	0	0	0	
5.10	Interchange Layout Sheet	Interchange	0	Standard 2 Levels	0	0	0	0	
			0	Complex 3+ Levels	0	0	0	0	
5.11	Details	Ramp Terminal	0		0	0	0	0	
		Intersection Layout	0		0	0	0	0	
		Special	0		0	0	0	0	
5.12	Soil Survey Sheets		0		0	0	0	0	
5.13	Cross Sections	Alignments	0		0	0	0	0	
5.14	Temporary Traffic Control Plan	TTC Notes	1		4	0	0	4	
		Length (Miles)	0.00	Low	0	0	0	0	
		Critical Cross Sections	3		12	0	0	12	

		TTC Details	2		16	0	0	16	
5.15	Utility Adjustment Sheets	Length (Miles)	0.00		0	0	0	0	
5.16	Project Control Sheets		0		0	0	0	0	
5.17	Utility Verification Data (SUE)		0		0	0	0	0	
Roadway Plans Technical Hours Subtotal					**32**	**0**	**0**	**32**	
5.18	Quality Assurance/Quality Control	%	1	5%	2	0	0	2	
5.19	Supervision	%	1	5%	2	0	0	2	
Roadway Plans Total					**36**	**0**	**0**	**36**	

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator: ENGLERT

2025 Engineering Scope - Painting

18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments
			No. of Units	Hours per Unit	No. of Sheets	Total	
	General Drawings						
9.1	Key Sheet and Index of Drawings	Sheet	1	24	1	24	
9.2	Project Layout	Sheet	0	0	0	0	N/A
9.3	General Notes and Bid Item Notes	Sheet	1	32	1	32	Incorporate PGA paint notes
9.4	Miscellaneous Common Details	Sheet	0	0	0	0	N/A
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0	N/A
9.6	Standard Plans- Bridges	LS	1	0		0	Assume no Standard Plans required for painting scope of work
9.7	Existing Bridge Plans	LS	1	4		4	
9.8	Structures Quantites for EQ Report	Bridges	0	Calculated Hours		0	Assume no EQ Report required for City projects
		Walls	0				
		Box Culverts	0	0			
9.9	Cost Estimate	LS	1	16		16	Prepare cost estimate at 60%, 90%, 100% and Final; 4 x 4 hrs each
9.10'	Technical Special Provisions and Modified Special Provisions	LS	1			0	Assume no TSPs required
Structures - Summary and Miscellaneous Tasks and Drawings					2	76	

Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	64	0	0	0	0	0	0	64		
10-16	Bridge 2	0									
10-16	Bridge 3	0									
10-16	Bridge 4	0									

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

10-16	Bridge 5	0									
10-16	Bridge 6	0									
10-16	Bridge 7	0									
10-16	Bridge 8	0									
10-16	Bridge 9	0									
10-16	Bridge 10	0									
17	Retaining Walls	0								0	
18	Miscellaneous Structures	0									0
Structures Technical Subtotal		64	0	0	0	0	0	0	64	0	0

Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments
9.11	Field Reviews	LS	1	8	8	2 struct x 4 hrs each x 1 trips
9.12	Technical Meetings	LS	1	16	16	Meetings are listed below
9.13	Quality Assurance/Quality Control	LS	%	7%	10	
9.14	Independent Peer Review	LS	1	0	0	
9.15	Supervision	LS	%	5%	7	
Structures Nontechnical Subtotal					41	
9.16	Coordination	LS	1	40	40	Subconsultant (40)
9. Structures - Summary and Miscellaneous Tasks and Drawings					157	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	0	0	0			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	1	4	4	No permit letter from USCG		0
Local Governments (cities, counties)	EA	0	0	0			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	2	6	12	2 meetings x 2 staff x 3 hour each (includes travel)		0

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Subtotal Technical Meetings				**16**						0
Progress Meetings (if required by FDOT)	EA	0	0	0	*PM attendance at Progress Meetings is manually entered on General Task 3*					- -
Phase Review Meetings	EA	0	0	0	*PM attendance at Phase Review Meetings is manually entered on General Task 3*					- -
Total Meetings				**16**					**Total Project Manager Meetings (carries to Tab 3)**	**0**
				Carries to 9.12						Carries to Tab 3

Project Activity 16: Structures- Movable Span

Estimator: ENGLERT

2025 Engineering Scope - Painting

Bridge Identifier (Number or Name):

18-18-07

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Final Design Bascule Pier						
16.1	Pier Deck	LS	1	0		0	
16.2	Leaf/Pier Clearance Diagrams	EA Diagram	0	0		0	
16.3	Load Shoe Columns	LS	1	0		0	
16.4	Trunnion Columns	LS	1	0		0	
16.5	Foundations	LS	1	0		0	
16.6	Footing	LS	1	0		0	
16.7	Seal	LS	1	0		0	
16.8	Back Wall (Approach Span Bearings) Closed Piers Only	LS	1	0		0	
16.9	Bascule Pier Deck Elevations	EA Pier	0	0		0	
	Bascule Pier Dimensions - Detailing						
16.10	Pier Plan Views	Sheet	0	0	0	0	
16.11	Pier Elevation Views	Sheet	0	0	0	0	
16.12	Pier Sections	Sheet	0	0	0	0	
	Bascule Pier Reinforcing Details						
16.13	Pier Reinforcing	Sheet	0	0	0	0	
	Bascule Pier Miscellaneous Details						
16.14	Pier Barrier Details	Sheet	0	0	0	0	
16.15	Stair Details	Sheet	0	0	0	0	
16.16	Handrail Details	Sheet	0	0	0	0	
16.17	Ladder and Hatch Details	Sheet	0	0	0	0	
16.18	Pier Equipment	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.19	Bascule Pier Notes and Summary of Quantities	Sheet	0	0	0	0	
16.20	Miscellaneous Details	Sheet	0	0	0	0	
	Bascule Leaf Design						
16.21	Deck Design	LS	1	0		0	
16.22	Sidewalk Design	LS	1	0		0	
16.23	Stringer Design	LS	1	0		0	
16.24	Typical Floorbeam Design	LS	1	0		0	
16.25	End Floorbeam Design	LS	1	0		0	
16.26	Deep Floorbeam Design	LS	1	0		0	
16.27	Sidewalk Bracket Design	LS	1	0		0	
16.28	Roadway Bracket Design	LS	1	0		0	
16.29	Main Girder Influence Lines	LS	1	0		0	
16.30	Main Girder Design	LS	1	0		0	
16.31	Trunnion Girder Design	LS	1	0		0	
16.32	Main Girder Camber Data	LS	1	0		0	
16.33	Leaf Lateral Bracing Design	LS	1	0		0	
16.34	Counterweight Design	LS	1	0		0	
16.35	Live Load Shoe Design	LS	1	0		0	
16.36	Barrier Design	LS	1	0		0	
16.37	Deck Elevations	LS	1	0		0	
16.38	Balance Calculations	LS	1	32		32	
	Bascule Leaf Detailing						
16.39	Bascule GP&E	Sheet	1	32	1	32	
16.40	Bascule Leaf Notes	Sheet	0	0	0	0	
16.41	Framing Plan	Sheet	0	0	0	0	
16.42	Flooring Plan and Details	Sheet	0	0	0	0	
16.43	Typical Section and Finish Grade Elevations	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.44	Girder Elevation	Sheet	0	0	0	0	
16.45	Girder Details	Sheet	0	0	0	0	
16.46	Camber Layout	Sheet	0	0	0	0	
16.47	Floor Beams	Sheet	0	0	0	0	
16.48	Counterweight Girder/Box	Sheet	0	0	0	0	
16.49	Trunnion Girder	Sheet	0	0	0	0	
16.50	Cylinder Girder	Sheet	0	0	0	0	
16.51	Lateral Bracing Details	Sheet	0	0	0	0	
16.52	Counterweight Bracing Details	Sheet	0	0	0	0	
16.53	Joint Details	Sheet	0	0	0	0	
16.54	Traffic Barrier Details	Sheet	0	0	0	0	
16.55	Pedestrian Rail and Support Details	Sheet	0	0	0	0	
16.56	Curb and Sidewalk Details	Sheet	0	0	0	0	
16.57	Barrier and Sidewalk Bracket Details	Sheet	0	0	0	0	
16.58	Counterweight Details	Sheet	0	0	0	0	
16.59	Stress Table or Influence Lines	Sheet	0	0	0	0	
	Mechanical Design						
16.60	Final Power Requirements	LS	1	0		0	
16.61	Trunnion Assembly	LS	1	0		0	
16.62	Span Locks	LS	1	0		0	
16.63	Sump Pumps	LS	1	0		0	
	Mechanical Drive Design						
16.64	Drive Shafts, Couplings, Keys, Bearings and Supports	LS	1	0		0	
16.65	Rack & Pinion, Bearings and Supports	LS	1	0		0	
16.66	Drive Train	LS	1	0		0	
16.67	Motor Brakes & Machinery Brakes	LS	1	0		0	
	Hydraulic Drive Design						

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.68	Hydraulic Drive	LS	1	0		0	
	Machinery Detailing						
16.69	Machinery Layout	Sheet	0	0	0	0	
16.70	Machinery Elevation	Sheet	0	0	0	0	
16.71	Machinery Section	Sheet	0	0	0	0	
16.72	Trunnion Assembly	Sheet	0	0	0	0	
16.73	Drive Details	Sheet	0	0	0	0	
16.74	Span Locks	Sheet	0	0	0	0	
	Electrical Design						
16.75	Load Analysis	LS	1	0		0	
16.76	Power Distribution	LS	1	0		0	
16.77	Drive Equipment	LS	1	0		0	
16.78	Bridge Controls	LS	1	0		0	
16.79	Grounding	LS	1	0		0	
16.80	Lightning and Surge Suppression	LS	1	0		0	
16.81	Pier Lighting	LS	1	0		0	
	Electrical Detailing						
16.82	Electrical Plan and Elevation	Sheet	0	0	0	0	
16.83	Electrical Symbols and Abbreviations	Sheet	0	0	0	0	
16.84	Single/Three Line Diagram	Sheet	0	0	0	0	
16.85	Panelboard and Light Fixture Schedules	Sheet	0	0	0	0	
16.86	Wire and Conduit Schedules and Diagrams	Sheet	0	0	0	0	
16.87	Control Desk/Panel Layout	Sheet	0	0	0	0	
16.88	Control Schematics	Sheet	0	0	0	0	
16.89	PLC Logic	Sheet	0	0	0	0	
16.90	Communication System	Sheet	0	0	0	0	

Project Activity 16: Structures- Movable Span

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
16.91	Navigation Lighting Details	Sheet	0	0	0	0	
16.92	Pedestrian Gate, Traffic Gate and Barrier Details	Sheet	0	0	0	0	
16.93	Submarine Cable	Sheet	0	0	0	0	
16.94	Miscellaneous Details	Sheet	0	0	0	0	
	Control House						
16.95	Architectural Design	LS	1	0		0	
16.96	Architectural Details	Sheet	0	0	0	0	
16.97	Structural Design	LS	1	0		0	
16.98	Structural Details	Sheet	0	0	0	0	
16.99	HVAC/Plumbing Design	LS	1	0		0	
16.100	HVAC/Plumbing/Electrical Cables	Sheet	0	0	0	0	
	Reinforcing Bar Lists						
16.101	Preparation of Reinforcing Bar List	Sheet	0	0	0	0	
	Load Rating						
16.102	Load Ratings	LS	1	0		0	
	16. Structures - Movable Span Total				**1**	**64**	

AGENDA ITEM NO. H.1

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Mike Howard, Finance

ITEM TYPE: For Consideration and Discussion

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT: Second reading and public hearing of Ordinance 2025-09: Budget Amendment to Recognize the Sale of a Seized Truck by the Police to Parks and Recreation

BACKGROUND:

In May 2025 the Police took possession of seized property (a truck). At the same time, the City's Parks and Recreation Department had a need for a truck. In lieu of selling the truck, the Police and Parks & Recreation agreed to "sell" the truck for $28,409, a comparable value the Police would obtain on the open market, and less than what Parks & Recreation would spend on the open market.

POLICY/PURPOSE:

Section 3.12(a) of the City's Charter stipulates that any amendments to the city's annual budget be approved by ordinance.

STRATEGIC PLAN RELEVANCE: This is a regulatory step related to a budget amendment.

ANALYSIS/DISCUSSION:

The use of these proceeds will be used for Police Education.

FUNDING:

This budget amendment aims to recognize proceeds to the Police from Parks & Recreation in the amount of $28,409, book the truck as an asset, and perform the necessary accounting

entries to provide the Police with the ability to use the funds.

These monies will be booked to accounts:

- 138-358200 Sale of Seized Property Police
- 001-5720-64200 Parks & Recreation – Vehicles
- 138-5214-64200 Police Forfeiture
- 001-166901 Asset – Machinery and Equipment
- 001-5210-49800 Education

MOTION:

I move to approve and adopt Ordinance No. 2025-09 at this final reading and public hearing.

ATTACHMENTS:
ORDINANCE_2025-09 TRANSFER TRUCK FROM POLICE TO PARKS.docx
Budget Amendment 2025-09.xlsx
Legal AD ORD2025-09.pdf

ORDINANCE 2025-09

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE THE SALE OF A SEIZED TRUCK BY THE POLICE TO PARKS AND RECREATION.

WHEREAS, pursuant to Ordinance 2025-09, the City of Treasure Island, Florida adopted an annual operating budget for fiscal year 2025; and

WHEREAS, the City's Police Department took possession of a seized truck and sold the truck to Parks and Recreation for the amount of $28,409. The sale amount is comparable to the amount the Police Department would receive if sold to an outside party. As Parks and Recreation had need of a truck and was budgeted for, it was deemed the best use of the asset for the Police to "sell" the truck to Parks and Recreation.

WHEREAS, this ordinance is a budget amendment and therefore, pursuant to s. 166.041(4)(c), Fla. Stat., this ordinance is exempt from the business impact estimate requirement of s. 166.041(4)(a), Fla. Stat.; and

WHEREAS, pursuant to the City's Charter and generally accepted accounting principles, the City finds it in the public's best interest to amend the City's budget to recognize the revenue and appropriate a corresponding $28,409 in expenses to be used by the Police.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES ORDAIN:

SECTION 1. The recitals set forth in the "Whereas" clauses above are ratified and confirmed as true and correct and are hereby adopted as findings by the City Commission of the City of Treasure Island, Florida for the adoption of this Ordinance.

SECTION 2. The budget for the City of Treasure Island, Florida for the fiscal year 2025, as adopted pursuant to Ordinance 2025-09 is hereby amended by adding $28,409 and corresponding expenses to be used by the Police.

SECTION 3. That allocation of said funds shall be as follows:

Fund		*Acct.*	*Name / Department*	*Descripton*	*Debit*	*Credit*
Record the Sale						
138	Revenue	358200	Sale of Seized Property Police	Sale of seized truck to Parks and Recreation		$28,409.00
001	Expense	64200	5720 - Parks & Recreation	Vehicles	$28,409.00	
Book the Asset						
138	Expense	64200	5214 - POLICE FORFEITURE	VEHICLES		$28,409.00
001	Asset	166901	Machinery & Equipment	VEHICLES	$28,409.00	
Clear 138 and apply credit to 5210 Police Expenses to give them availability to use funds						
138	Expense	64200	5214 - POLICE FORFEITURE	VEHICLES	$28,409.00	
001	Expense	49800	5210 - POLICE	EDUCATION		$28,409.00

SECTION 4. SEVERABILITY. It is declared to be the intent of the City Commission, that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. CONFLICT. This action supersedes all ordinances and resolutions of the City or portions thereof, in conflict with or inconsistent with this ordinance, to the extent of such inconsistency or conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage.

FIRST READING and PUBLIC HEARING on the ____ day of _____, 2025.

SECOND READING and PUBLIC HEARING on the ____ day of _____, 2025.

PUBLISHED in the Tampa Bay Times on the ____ day of _____, 2025.

The foregoing ordinance was offered during the meeting of the City Commission of the City of Treasure Island, Florida, sitting on the _____ day of _____, 2025 by Commissioner _____ who moved its adoption; was seconded by Commissioner _____ and upon roll call, the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

_____
John Doctor, Mayor

ATTEST:

_____
Lisa-Marie Kennedy, City Clerk

BUDGET AMENDMENT

DATE: 2025-06-17

FY 2025

TO: William Barrs, Acting City Manager

Ord. # 2505-09

FROM: Victor Ortiz, Finance Director

SUBJECT: Transfer / "Sale" of Impounded Truck to Parks and Recreation

Fund		*Acct.*	*Name / Department*	*Descripton*	*Debit*	*Credit*
Record the Sale						
138	Revenue	358200	Sale of Seized Property Police	Sale of seized truck to Parks and Recreation		$28,409.00
001	Expense	64200	5720 - Parks & Recreation	Vehicles	$28,409.00	
Book the Asset						
138	Expense	64200	5214 - POLICE FORFEITURE	VEHICLES		$28,409.00
001	Asset	166901	Machinery & Equipment	VEHICLES	$28,409.00	
Clear 138 and apply credit to 5210 Police Expenses to give them availability to use funds						
138	Expense	64200	5214 - POLICE FORFEITURE	VEHICLES	$28,409.00	
001	Expense	49800	5210 - POLICE	EDUCATION		$28,409.00

EXPLANATION:

To recognize the "sale" of a seized truck from Police to Parks and Recreation and provide the police the capacity to use the proceeds.

		DATE
Finance Director:		
City Manager:		
Completed by Finance:		

44563

Tampa Bay Times

Published Daily

STATE OF FLORIDA} ss
COUNTY OF HERNANDO, CITRUS, PASCO,
PINELLAS, HILLSBOROUGH County

Before the undersigned authority personally appeared Jill Harrison who on oath says that he/she is a Legal Advertising Representative of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida that the attached copy of advertisement being a Legal Notice in the matter ORDINANCE NO 25-09 was published in said newspaper by print in the issues of 07/02/25 or by publication on the newspaper's website, if authorized.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes. Affiant further says the said Tampa Bay Times is a newspaper published in Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature of Affiant
Sworn to and subscribed before me this **07/02/2025**

Signature of Notary of Public
Personally known **X** or produced identification.
Type of identification produced _____

Notary Public State of Florida
Deirdre A Bonett
My Commission HH 601171
Expires 1/4/2029

LEGAL NOTICE

THE CITY OF TREASURE ISLAND, FLORIDA NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Commission of the City of Treasure Island, Florida shall hold second and final reading and public hearing on the following ordinance:

ORDINANCE 25-09

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE THE SALE OF A SEIZED TRUCK BY THE POLICE TO PARKS AND RECREATION.

This ordinance will be considered on second reading and public hearing on Tuesday, July 15, 2025 at 6:00 PM in the Treasure Island City Hall Commission Chambers, 10451 Gulf Blvd, Treasure Island, Florida, 33706. Interested parties may appear at this hearing and be heard with respect to the proposed ordinance. Copies of the ordinance are available for inspection in the Office of the City Clerk located at Treasure Island City Hall, 10451 Gulf Blvd, Treasure Island, Florida, 33706, between the hours of 8:00 AM and 4:30 PM Monday through Friday.

Any person desiring to file an appeal to the action taken will need a record of the proceedings and for such purpose may be required to ensure a verbatim transcript is made. Said transcript shall include the testimony and evidence upon which the appeal is based and shall be made by the appellant at his or her expense.

The City maintains a video recording of all public hearings. In the event that you wish to appeal a decision, the video may or may not adequately ensure a verbatim record of the proceedings. Therefore, you may wish to provide a court reporter at your expense.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Clerk, City of Treasure Island, 10451 Gulf Blvd., Treasure Island, Florida 33706, (727) 547-4575, at least 7 days before your scheduled appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired, call 711.

Lisa-Marie Kennedy, City Clerk

7/02/2025 44563-1

AGENDA ITEM NO. H.2

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Mike Howard, Finance

ITEM TYPE: Ordinances

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT: Second hearing to approve Ordinance No. 2025-07, budget amendment to recognize insurance proceeds in the amount of $600,000.

BACKGROUND:

In September and October 2024 the City sustained damage from Hurricanes Helene and Milton, the City incurred on extra rental expenses for PODs due to such damages. As a result of filing the insurance claim, the City received proceeds from Davies Claims N. America.

POLICY/PURPOSE:

Section 3.12(a) of the City's Charter stipulates that any amendments to the city's annual budget be approved by ordinance.

STRATEGIC PLAN RELEVANCE: This is a regulatory step related to a budget amendment.

ANALYSIS/DISCUSSION:

The use of these proceeds will be used for covering expenses from the hurricanes damage.

FUNDING:

This budget amendment aims to recognize proceeds received from Davies Claims N America amount of $600,000.00 for

damages including six (6) months rental for Police/Fire Pods, Bluesky for remediation services for the community center and Treasure Bay and other miscellaneous damages. These monies will be booked to accounts:

- 344925 Hurricane Insurance Revenue
- 5192-53950 Hurricane Expenses

MOTION:

I move to approve and adopt Ordinance No. 2025-07 at this final reading and public hearing.

ATTACHMENTS:
Budget Amendment 2025-07.xlsx
ORDINANCE_2025-07- INSURANCE PROCEEDS.docx
Legal AD ORD2025-07.pdf

BUDGET AMENDMENT

DATE: 2025-06-17

FY 2025

TO: William Barrs, Acting City Manager

Ord. # 2505-07

FROM: Victor Ortiz, Finance Director

SUBJECT: Insurance Proceeds

REVENUE

Fund	*Acct.*	*Name*	*Proceeds for:*	*TOTAL*
001	344925	Hurricane Insurance Revenue	Hurricane Damage & Contents (multiple locations)	$ 600,000.00
			Total	**$ 600,000.00**

EXPENSE:

Fund	*Prog.*	*Acct.*	*Name*		*TOTAL*
001	5192	53950	Hurricane Expenses	Hurricane Damage & Contents (multiple locations)	$ 600,000.00
					$ -
					$ -
				Total	**$ 600,000.00**

EXPLANATION:

(a) recognize insurance proceeds from property, including six (6) months rental for Police/Fire Pods. Bluesky for remediation services for the community center and Treasure Bay. Other damages.

		DATE
Finance Director:		
City Manager:		
Completed by Finance:		

ORDINANCE 2025-07

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE INSURANCE PROCEEDS OF $600,000.00 FOR HURRICANE DAMAGES PROVIDING FOR SEVERABILITY; CONFLICT; AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance 2024-22, the City of Treasure Island, Florida adopted an annual operating budget for fiscal year 2024; and

WHEREAS, the City has received $600,000.00 from Davis Claims North America OBO arising from losses on 9/26/2024 and 10/9/2024 totaling $600,000.00.

WHEREAS, this ordinance is a budget amendment and therefore, pursuant to s. 166.041(4)(c), Fla. Stat., this ordinance is exempt from the business impact estimate requirement of s. 166.041(4)(a), Fla. Stat.; and

WHEREAS, pursuant to the City's Charter and generally accepted accounting principles, the City finds it in the public's best interest to amend the City's budget to recognize the revenue and appropriate a corresponding $600,000.00 in expenses to be used for rent, remedies and other damages.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES ORDAIN:

SECTION 1. The recitals set forth in the "Whereas" clauses above are ratified and confirmed as true and correct and are hereby adopted as findings by the City Commission of the City of Treasure Island, Florida for the adoption of this Ordinance.

SECTION 2. The budget for the City of Treasure Island, Florida for the fiscal year 2025, as adopted pursuant to Ordinance 2024-22 is hereby amended by adding $600,000.00 and corresponding expenses to be used for rent, remedies and other damages.

SECTION 3. That allocation of said funds shall be as follows:

<u>General Fund - Revenue</u>		
Hurricane Insurance Revenue	001-344925	$600,000.00
<u>General Fund - Expenses</u>		
Hurricane Expenses	001-5192-53950	$600,000.00

SECTION 4. SEVERABILITY. It is declared to be the intent of the City Commission, that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. CONFLICT. This action supersedes all ordinances and resolutions of the City or portions thereof, in conflict with or inconsistent with this ordinance, to the extent of such inconsistency or conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage.

FIRST READING and PUBLIC HEARING on the _____ day of _____, 2025.

SECOND READING and PUBLIC HEARING on the _____ day of _____, 2025.

PUBLISHED in the Tampa Bay Times on the _____ day of _____, 2025.

The foregoing ordinance was offered during the meeting of the City Commission of the City of Treasure Island, Florida, sitting on the _____ day of _____, 2025 by Commissioner _____ who moved its adoption; was seconded by Commissioner _____ and upon roll call, the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

_____
John Doctor, Mayor

ATTEST:

_____
Tia Payton, Interim-City Clerk

44560

Tampa Bay Times

Published Daily

STATE OF FLORIDA} ss
COUNTY OF HERNANDO, CITRUS, PASCO,
PINELLAS, HILLSBOROUGH County

Before the undersigned authority personally appeared Jill Harrison who on oath says that he/she is a Legal Advertising Representative of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida that the attached copy of advertisement being a Legal Notice in the matter ORD 2025-07 was published in said newspaper by print in the issues of 07/02/25 or by publication on the newspaper's website, if authorized.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes. Affiant further says the said Tampa Bay Times is a newspaper published in Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hernando, Citrus, Pasco, Pinellas, Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature of Affiant

Sworn to and subscribed before me this **07/02/2025**

Signature of Notary of Public

Personally known **X** or produced identification.

Type of identification produced _____

Notary Public State of Florida
Deirdre A Bonett
My Commission HH 601171
Expires 1/4/2029

LEGAL NOTICE

THE CITY OF TREASURE ISLAND, FLORIDA NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Commission of the City of Treasure Island, Florida shall hold second and final reading and public hearing on the following ordinance:

ORDINANCE 25-07

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE INSURANCE PROCEEDS OF $600,000.00 FOR HURRICANE DAMAGES; PROVIDING FOR SEVERABILITY; CONFLICT; AND AN EFFECTIVE DATE.

This ordinance will be considered for a second reading and public hearing on Tuesday, July 15, 2025 at 6:00 PM in the Treasure Island City Hall Commission Chambers, 10451 Gulf Blvd, Treasure Island, Florida, 33706. Interested parties may appear at this hearing and be heard with respect to the proposed ordinance. Copies of the ordinance are available for inspection in the Office of the City Clerk located at Treasure Island City Hall, 10451 Gulf Blvd, Treasure Island, Florida, 33706, between the hours of 8:00 AM and 4:30 PM Monday through Friday.

Any person desiring to file an appeal to the action taken will need a record of the proceedings and for such purpose may be required to ensure a verbatim transcript is made. Said transcript shall include the testimony and evidence upon which the appeal is based and shall be made by the appellant at his or her expense.

The City maintains a video recording of all public hearings. In the event that you wish to appeal a decision, the video may or may not adequately ensure a verbatim record of the proceedings. Therefore, you may wish to provide a court reporter at your expense.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Clerk, City of Treasure Island, 10451 Gulf Blvd, Treasure Island, Florida 33706, (727) 547-4575, at least 7 days before your scheduled appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired, call 711.

Lisa-Marie Kennedy, City Clerk

7/02/2025 44560-1

AGENDA ITEM NO. H.3

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Mike Howard, Finance

ITEM TYPE: Ordinances

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT: First reading of Ordinance 2025-12, budget amendment to recognize insurance proceeds in the amount of $14,126.59 for hurricane damages.

BACKGROUND:

In September and October 2024 the City sustained damage from Hurricanes Helene and Milton, the City incurred on extra expenses and revenue losses due to such damages. As a result of filing the insurance claim, the City received proceeds from Wright National Flood Insurance Company.

POLICY/PURPOSE:

Section 3.12(a) of the City's Charter stipulates that any amendments to the city's annual budget be approved by ordinance.

STRATEGIC PLAN RELEVANCE: This is a regulatory step related to a budget amendment.

ANALYSIS/DISCUSSION:

The use of these proceeds will be used for covering expenses and revenue losses from the hurricanes damage.

FUNDING:

This budget amendment aims to recognize proceeds received from Wright National Flood Insurance Company in the amount of $14,126.59 as a supplemental payment for contents damages arising on 9/26/24. These monies will be booked to

accounts:

- 344925 Hurricane Insurance Revenue
- 5192-53950 Hurricane Expenses

MOTION:

I move to approve Ordinance No. 2025-12 at this first public hearing and to schedule it for a second reading at the August 5, regular Commission meeting.

ATTACHMENTS:
Budget Amendment 2025-12.xlsx
ORDINANCE_2025-12-_INSURANCE_PROCEEDS.docx

BUDGET AMENDMENT

DATE: 2025-07-15

FY 2025

TO: City of Treasure Island City Manager

Ord. # 2505-12

FROM: Victor Ortiz, Finance Director

SUBJECT: Insurance Proceeds

REVENUE

Fund	*Acct.*	*Name*	*Proceeds for:*	*TOTAL*
001	344925	Hurricane Insurance Revenue	Hurricane Damage and Revenue Loss	$ 14,126.59
			Total	**$ 14,126.59**

EXPENSE:

Fund	*Prog.*	*Acct.*	*Name*		*TOTAL*
001	5192	53950	Hurricane Expenses	Hurricane Damage and Revenue Loss	$ 14,126.59
					$ -
					$ -
				Total	**$ 14,126.59**

EXPLANATION:

(a) Supplemental payment for contents damage arising from loss on 9/26/24

DATE

Finance Director: _____ _____

City Manager: _____ _____

Completed by Finance: _____ _____

ORDINANCE 2025-12

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE INSURANCE PROCEEDS OF $14,126.59 FOR HURRICANE DAMAGES PROVIDING FOR SEVERABILITY; CONFLICT; AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance 2024-22, the City of Treasure Island, Florida adopted an annual operating budget for fiscal year 2024; and

WHEREAS, the City has received proceeds from Wright National Flood Insurance Company in the amount of $14,126.59 as a supplemental payment for contents damages arising on 9/26/24.

WHEREAS, this ordinance is a budget amendment and therefore, pursuant to s. 166.041(4)(c), Fla. Stat., this ordinance is exempt from the business impact estimate requirement of s. 166.041(4)(a), Fla. Stat.; and

WHEREAS, pursuant to the City's Charter and generally accepted accounting principles, the City finds it in the public's best interest to amend the City's budget to recognize the revenue and appropriate a corresponding $14,126.59 in expenses to be used toward general damages and to cover for revenue losses.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES ORDAIN:

SECTION 1. The recitals set forth in the "Whereas" clauses above are ratified and confirmed as true and correct and are hereby adopted as findings by the City Commission of the City of Treasure Island, Florida for the adoption of this Ordinance.

SECTION 2. The budget for the City of Treasure Island, Florida for the fiscal year 2025, as adopted pursuant to Ordinance 2024-22 is hereby amended by adding $14,126.59 and corresponding expenses to be used for general damages and to cover revenue loses.

SECTION 3. That allocation of said funds shall be as follows:

<u>General Fund - Revenue</u>		
Hurricane Insurance Revenue	001-344925	$14,126.59
<u>General Fund - Expenses</u>		
Hurricane Expenses	001-5192-53950	$14,126.59

SECTION 4. SEVERABILITY. It is declared to be the intent of the City Commission, that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. CONFLICT. This action supersedes all ordinances and resolutions of the City or portions thereof, in conflict with or inconsistent with this ordinance, to the extent of such inconsistency or conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage.

FIRST READING and PUBLIC HEARING on the _____ day of _____, 2025.

SECOND READING and PUBLIC HEARING on the _____ day of _____, 2025.

PUBLISHED in the Tampa Bay Times on the _____ day of _____, 2025.

The foregoing ordinance was offered during the meeting of the City Commission of the City of Treasure Island, Florida, sitting on the _____ day of _____, 2025 by Commissioner _____ who moved its adoption; was seconded by Commissioner _____ and upon roll call, the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

_____
John Doctor, Mayor

ATTEST:

_____
Tia Payton, Deputy City Clerk

AGENDA ITEM NO. H.4

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Victor Ortiz, Finance
ITEM TYPE:	Ordinances
AGENDA SECTION:	ITEMS OF BUSINESS
SUBJECT:	First reading and public hearing of Ordinance 2025-10, budget amendment to recognize insurance proceeds in the amount of $2,526,077.83 for Hurricane damages
BACKGROUND:	In September and October 2024 the City sustained damage from Hurricanes Helene and Milton, the City incurred on extra expenses and revenue losses due to such damages. As a result of filing the insurance claim, the City received proceeds from Davies Claims N. America.
POLICY/PURPOSE:	Section 3.12(a) of the City's Charter stipulates that any amendments to the city's annual budget be approved by ordinance.
STRATEGIC PLAN RELEVANCE:	This is a regulatory step related to a budget amendment.
ANALYSIS/DISCUSSION:	The use of these proceeds will be used for covering expenses and revenue losses from the hurricanes damage.
FUNDING:	This budget amendment aims to recognize proceeds received from Davies Claims N America in the amount of $2,526,077.83 for damages including general damage assessment, invoices, revenue losses and other miscellaneous damages. These monies will be booked to accounts: • 344925 Hurricane Insurance Revenue • 5192-53950 Hurricane Expenses
MOTION:	I move to approve Ordinance No. 2025-10 at this first public

hearing and to schedule it for a second reading at the August 5, regular Commission meeting.

ATTACHMENTS:
Budget Amendment 2025-10.xlsx
ORDINANCE_2025-10- INSURANCE PROCEEDS.docx

BUDGET AMENDMENT

DATE: 2025-07-15

FY 2025

TO: City of Treasure Island City Manager

Ord. # 2505-10

FROM: Victor Ortiz, Finance Director

SUBJECT: Insurance Proceeds

REVENUE

Fund	*Acct.*	*Name*	*Proceeds for:*	*TOTAL*
001	344925	Hurricane Insurance Revenue	Hurricane Damage and Revenue Loss	$ 2,526,077.83
			Total	**$ 2,526,077.83**

EXPENSE:

Fund	*Prog.*	*Acct.*	*Name*		*TOTAL*
001	5192	53950	Hurricane Expenses	Hurricane Damage and Revenue Loss	$ 2,526,077.83
					$ -
					$ -
				Total	**$ 2,526,077.83**

EXPLANATION:

(a) recognize insurance proceeds from general hurricane damage and revenue loss. Other damages.

		DATE
Finance Director:		
City Manager:		
Completed by Finance:		

ORDINANCE 2025-10

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO RECOGNIZE INSURANCE PROCEEDS OF $2,526,077.83 FOR HURRICANE DAMAGES PROVIDING FOR SEVERABILITY; CONFLICT; AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance 2024-22, the City of Treasure Island, Florida adopted an annual operating budget for fiscal year 2024; and

WHEREAS, the City has received $2,526,077.83 from Davis Claims North America arising from losses estimates on 9/26/2024 and 10/9/2024.

WHEREAS, this ordinance is a budget amendment and therefore, pursuant to s. 166.041(4)(c), Fla. Stat., this ordinance is exempt from the business impact estimate requirement of s. 166.041(4)(a), Fla. Stat.; and

WHEREAS, pursuant to the City's Charter and generally accepted accounting principles, the City finds it in the public's best interest to amend the City's budget to recognize the revenue and appropriate a corresponding $2,526,077.83 in expenses to be used toward general damages and to cover for revenue losses.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES ORDAIN:

SECTION 1. The recitals set forth in the "Whereas" clauses above are ratified and confirmed as true and correct and are hereby adopted as findings by the City Commission of the City of Treasure Island, Florida for the adoption of this Ordinance.

SECTION 2. The budget for the City of Treasure Island, Florida for the fiscal year 2025, as adopted pursuant to Ordinance 2024-22 is hereby amended by adding $2,526,077.83 and corresponding expenses to be used for general damages and to cover revenue loses.

SECTION 3. That allocation of said funds shall be as follows:

<u>General Fund - Revenue</u>		
Hurricane Insurance Revenue	001-344925	$2,526,077.83
<u>General Fund - Expenses</u>		
Hurricane Expenses	001-5192-53950	$2,526,077.83

SECTION 4. SEVERABILITY. It is declared to be the intent of the City Commission, that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. CONFLICT. This action supersedes all ordinances and resolutions of the City or portions thereof, in conflict with or inconsistent with this ordinance, to the extent of such inconsistency or conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage.

FIRST READING and PUBLIC HEARING on the _____ day of _____, 2025.

SECOND READING and PUBLIC HEARING on the _____ day of _____, 2025.

PUBLISHED in the Tampa Bay Times on the _____ day of _____, 2025.

The foregoing ordinance was offered during the meeting of the City Commission of the City of Treasure Island, Florida, sitting on the _____ day of _____, 2025 by Commissioner _____ who moved its adoption; was seconded by Commissioner _____ and upon roll call, the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

_____
John Doctor, Mayor

ATTEST:

_____
Lisa-Marie Kennedy, City Clerk

AGENDA ITEM NO. H.5

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Joan Goodrich, Administration

ITEM TYPE: Request to Commission

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT:

Approval to Authorize the City Manager to Execute a Contract with Berquist Recovery Consulting for Disaster Financial Recovery Consultant Services.

BACKGROUND:

The City of Treasure Island issued RFP 25-011 for Disaster Financial Recovery Consulting Services in April 2025 to help build the City's readiness for disaster grant funding and growing needs for specialized grants administration, and compliance. On June 17, 2025, the City Commission accepted the Evaluation Committee's ranking of Berquist Recovery Consulting as the top firm and directed staff to proceed with contract negotiations.

POLICY/PURPOSE:

The purpose of this item is to execute a contractual agreement with Berquist Recovery Consulting to provide on-demand, on-call services designed to increase the City's grants capacity, capabilities, responsiveness, reimbursements, and success while reducing audit and compliance risks as Treasure Island recovers and rebuilds.

STRATEGIC PLAN RELEVANCE:

Financial and Economic Development

Goal 2: Maximize the utilization of City's resources

ANALYSIS/DISCUSSION: Since 2012, Berquist Recovery Consulting (BRC) has worked alongside dozens of communities before, during, and after disasters to secure the funding they needed to recover and rebuild. BRC consultants have helped recover billions of dollars in FEMA funding – including leading efforts that secured over $2.5 billion for a single county after Hurricane Katrina and over $5 billion nationwide during the COVID-19 pandemic. They have deep knowledge of federal recovery programs such as FEMA PA, CDBG-DR, Hazard Mitigation (404 and 406), and Economic Development Administration (EDA) grants. Their familiarity with Pinellas County and it's recovery team further enables them to deliver integrated, compliant, and financially optimized recovery strategies for Treasure Island. Additionally, BRC has successfully represented local governments and special districts in Florida obtaining disaster aid after hurricanes and floods, including recently in southwest Florida following events like Hurricane Ian (2022) and other major storms, achieving full reimbursement for eligible costs and funding critical mitigation projects.

FUNDING:

Funding for services during 4Q FY 2025 is proposed through the approval of a budget amendment enacted through Ordinance 2025-11, in an amount not to exceed of $50,000.

MOTION:

I move to authorize the City Manager to execute a contract with Berquist Recovery Consultants for a three-year term with two 1-year renewals for Disaster Financial Recovery Consulting Services.

ATTACHMENTS:
RFP 25-011 Contract Package with Berquist Recovery Consulting_07102025.pdf

CITY OF TREASURE ISLAND

REQUEST FOR PROPOSALS No. 25-011

Disaster Financial Recovery Consultant Services

Agreement Package

City of Treasure Island
10451 Gulf Boulevard
Treasure Island, Florida 33706
www.myTreasure Island.org

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AGREEMENT FOR DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES

THIS AGREEMENT FOR DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES ("**Agreement**"), by and between the City of Treasure Island, Florida, a municipal corporation of the State of Florida with an address of 10451 Gulf Blvd., Treasure Island, FL 33706 (the "**City**") Berquist Recovery Consulting, LLC, a _Disaster Recovery Consulting & Grants Management Firm with a principal address of 15050 Elderberry Ln., Fort Myers, FL 33907(the "**Contractor**")(collectively, the "**Parties**"), is made and entered into on the ____ day of _____, 2025 (the **"Effective Date"**).

WHEREAS, the City Commission of the City has determined that there exists the need for disaster financial recovery consultant services within the City (the "**Services**"); and

WHEREAS, the City issued RFP No. 25-011 (**Exhibit A**), which is attached to and incorporated in this Agreement by reference, to procure a contractor to provide for such Services; and

WHEREAS, Contractor submitted a proposal (**Exhibit B**), which is attached to and incorporated in this Agreement by reference, and was the successful bidder to the City's RFP No. 25-011; and

WHEREAS, the Parties desire to enter into this Agreement for Contractor to provide the Services to the City.

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which is acknowledged by this Agreement, the Parties agree as follows:

1. **Recitals**. The Recitals set forth above are true and correct and are incorporated in this Agreement.

2. **Federal Funding Compliance** – This contract will be funded in whole or in part by FEMA federal assistance. The Contractor shall comply with all applicable federal laws, regulations, executive orders, FEMA policies, and directives, including but not limited to the conditions listed in Exhibit C attached hereto and incorporated herein.

3. **Scope of Services**. The Parties agree that the Contractor will provide the Services as outlined in Exhibit A and Exhibit B.

4. **Term**. The term of this Agreement shall become effective on the Effective Date and shall continue until the Services have been complete or this Agreement is terminated.

5. **Payment and Fees**.

    a. The Contractor shall provide the Services described in this Agreement at the costs and rates outlined in Exhibit B.
    b. The Contractor shall submit invoices once each month to the City of Treasure Island for services performed and including the expenses and other charges accounted for under

this Agreement during the month immediately preceding said invoice. Payment as prescribed in this section for services rendered by the Contractor during the previous billing period shall be processed in accordance with the Florida Prompt Payment Act, Section 218.70, et. seq., Florida Statutes.

c. Allowable Costs and Documentation. Invoices must itemize all costs in detail. For labor: include employee name, classification, dates/hours worked, rate per hour, and a description of tasks performed (with reference to the FEMA project or activity). For any travel or direct expenses: provide receipts and describe the purpose related to grant administration. The Contractor shall maintain and furnish backup documentation (timesheets, logs, expense receipts, etc.) to support all billed costs. All costs invoiced must be necessary, reasonable, and directly tied to eligible grant management activities. The City will only pay for costs that comply with FEMA's documentation requirements for Category Z management costs. The City Manager or his/her designee shall make a final determination as to whether documentation is sufficient to process invoices for payment.

d. Allowable Costs Only. The Contractor shall only charge for costs allowable under 2 CFR Part 200, Subpart E. No cost-plus-percentage-of-cost or contingency fee pricing is permitted – fees cannot be based on a percentage of FEMA reimbursements. All rates and expenses must be commercially reasonable and consistent with those charged to non-federal projects.

e. Work Authorizations and Task Orders. If this contract uses time-and-materials pricing, the the Contract will be managed only through work authorizations and task orders initiated by the City. This time-and-materials contract is used only because no other contract type was suitable for the urgent disaster recovery services. The Contractor shall perform efficiently at the direction of the City. Any costs incurred outside of work authorizations and task orders initiated by the City are at the Contractor's own risk and will not be reimbursed. The City will closely monitor Contractor's hourly work to ensure cost control.

f. The Contractor shall pay all sales, employment, and other applicable taxes that arise or may arise from the services to be performed under this Agreement.

6. **Standard of Care**. The Contractor has represented to the City that it possesses a level of knowledge, experience, and expertise that is commensurate with firms in the areas of practice required for the Services to be provided. By executing this Agreement, Contractor agrees that Contractor will exercise the same degree of care, knowledge, skill, and the ability as any other similar situated contractor possessing the same capabilities within the local area working on similar activities. The Contractor shall perform the services requested in an efficient manner, consistent with this Agreement and industry standards.

7. **Force Majeure**. Each party will be excused from the performance of its obligations under this Agreement to the extent that such performance is prevented by force majeure (defined below) and the nonperforming party promptly provides notice of such prevention to the other party. Such excuse will be continued so long as the condition constituting force majeure continues. The party

affected by such force majeure also shall notify the other party of the anticipated duration of such force majeure, any actions being taken to avoid or minimize its effect after such occurrence, and shall take reasonable efforts to remove the condition constituting such force majeure. For purposes of this Agreement, "force majeure" shall include conditions beyond the control of the Parties, including an act of God, acts of terrorism, voluntary or involuntary compliance with any regulation, law or order of any government, war, acts of war (whether war be declared or not), labor strike or lock-out, civil commotion, epidemic, failure or default of public utilities or common carriers, destruction of production facilities or materials by fire, earthquake, hurricane, storm or like catastrophe. The payment of invoices due and owing under this Agreement shall in no event be delayed by the payer because of a force majeure affecting the payer.

8. **Termination for Cause or Convenience.**

a. The Contractor shall serve at the pleasure of the City Commission and may be removed for cause or for convenience, in whole or in part, if deemed in the City's interest. Termination for cause may occur immediately upon written notice if: (i) Contractor fails to fulfill or abide by any terms or conditions of this Agreement; (ii) Contractor fails to perform as specified; or (iii) Contractor does not provide services per the specifications. Termination for convenience requires thirty (30) days' written notice. The Contractor will be paid only for work satisfactorily performed up to the termination date, plus reasonable settlement costs, if any. Upon termination, the Contractor shall turn over all work product completed or partially completed, which the City may use in its sole discretion.

b. In the event the City, in its sole discretion, determines that sufficient budgeted funds are not available to appropriate for payments due to Contractor under this Agreement, the City shall notify Contractor of such occurrence, and this Agreement shall terminate on the last day of the current fiscal period without any penalty or expense to the City.

c. If the Contractor shall file a petition in bankruptcy, or if the same shall be adjudged bankrupt or insolvent by any court, or if a receiver of the property of the Contractor shall be appointed in any proceeding brought by or against the Contractor, or if the Contractor shall make an assignment for the benefit of creditors, or proceedings shall be commenced on or against the Contractor's operations, the City may terminate this Agreement immediately notwithstanding the notice requirements of this Agreement.

9. **Remedies for Breach.** If the Contractor fails to perform or breaches any term of this contract, the City shall have all rights and remedies available at law or in equity. In addition, the City may
impose contract sanctions or withhold payment until the breach is corrected. These remedies are not exclusive and are in addition to any other remedies provided by law.

10. **Conflict of Interest.** The Contractor certifies that, to the best of its knowledge, no conflict of interest exists or will arise in performance of this contract. The Contractor shall not engage in any activity or have any relationship that would create an organizational conflict of interest as

defined in 2 CFR § 200.318(c), and shall promptly disclose in writing any potential conflicts to the City.

11. **Insurance.** The Contractor must furnish the City with proof of insurance coverage, as follows:

A. The Contractor is required, at its own cost and expense, to acquire, maintain, and provide evidence of the minimum insurance policies and limits, and keep specified insurance in force until the City accepts that the Contractor has satisfactorily completed all work required under the Agreement; and cause Subcontractor(s), if utilized, to acquire and maintain the same.

1. The Contractor will provide the City with a Certificate or Certificates of Insurance showing the existence of coverage as required by the Agreement prior to the start of any work under this Agreement. In addition, the Contractor will provide to the City, if requested in writing, certified copies of all policies of insurance. New certificates and new certified copies of policies shall be provided to the City whenever any policy is renewed, revised, or obtained from other insurers. The City of Treasure Island shall be named as the Certificate Holder.

   The address where such certificates and certified policies shall be sent or delivered is as follows:

   City of Treasure Island
   Attn: Risk Management
   10451 Gulf Blvd.
   Treasure Island, FL 33706

2. All required policies providing liability coverage(s), other than Workers' Compensation policy, for both Contractor and Subcontractor(s) shall be endorsed to include The City of Treasure Island as an Additional Insured.

3. The Named Insured on the Certificate of Insurance must match the entity's name that is signing the Agreement with the City.

4. Contractor shall notify the City within twenty-four (24) hours of receipt of any notice of policy expiration, cancellation, nonrenewal, or adverse material change in the required coverages received by Contractor from its insurer.

B. Specific Insurance Coverages and Limits

All requirements in this Insurance Section shall be complied with in full by the Contractor unless excused from compliance in writing by the City. The amounts and types of insurance must conform to the following minimum requirements. Current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) policies, forms, and endorsements

or broader shall be used where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the City.

Workers' Compensation and Employers' Liability Insurance shall be maintained in force during the term of this Agreement for all employees engaged in this work under this Contract, in accordance with the laws of the State of Florida. The minimum acceptable limits shall be:

1. Workers' Compensation: Florida Statutory Requirements
   Employer's Liability: $1,000,000 Each Employee

   $1,000,000 Each Employee Disease

   $1,000,000 Aggregate Disease

2. Commercial General Liability Insurance: Contractor shall provide for all operations, including but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury. Projects with a Completed Operations exposure are required to maintain coverage for a period of two (2) years beyond final acceptance by the City.

   $1,000,000 Per Occurrence
   $1,000,000 Products/Completed Operations Aggregate
   $1,000,000 Personal/Advertising Injury
   $2,000,000 General Aggregate

3. Business Automobile Liability Insurance: Contractor shall provide coverage for all owned, hired, and non-owned vehicles.

   $1,000,000 Combined Single Limit Per Accident

4. Property Insurance: Contractor will be responsible for all damage to its own property, equipment, and/or materials.

C. These insurance requirements shall not limit the liability of the Contractor and/or Subcontractor(s).

D. All policies shall be written on a primary, non-contributory basis.

E. Insurance Policies, other than Professional Liability, shall include waivers of subrogation in favor of the City.

F. Companies issuing the insurance policy, or policies, shall have no recourse against the City for payment of premiums or assessments for any deductibles which are all at the sole responsibility and risk of the Contractor.

G. All insurance policies must be placed with insurers duly authorized to do business in the State of Florida and have a current AM Best rating of A- VII or better.

H. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

I. Receipt of certificates or other documentation of insurance or policies or copies of policies by the City, or by any of its representatives, which indicates less coverage that is required, does not constitute a waiver of the Contractor's obligation to fulfill the insurance requirements specified in this Agreement.

J. Precaution shall be exercised at all times by the Contractor for the protection of all persons, including employees, and property. The Contractor shall be expected to comply with all applicable laws, regulations, or ordinances related to safety and health, and shall make special efforts where appropriate to detect hazardous conditions, and shall take prompt action where loss control/safety measures should reasonably be expected.

The City may order work to be stopped if conditions exist that present immediate danger to persons or property. The Contractor acknowledges that such stoppage will not shift responsibility for any damages from the Contractor to the City.

K. No Waiver
Neither approval nor failure to disapprove insurance furnished by the Contractor or its Subcontractor will relieve the Contractor or Subcontractor from responsibility to prove insurance as required.

12. **Relationship of Parties**. Nothing contained in this Agreement shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent or of partnership or of joint venture between the Parties, it being understood and agreed that nothing contained in this Agreement, not any act of the Parties, shall be deemed to create any relationship between the Parties other than the relationship of independent contractors and principals of their own accounts. Contractor shall employee personnel as necessary and proper to carry out the terms and conditions of this Agreement. Contractor acknowledges and agrees that such personnel shall not (i) be considered City employees; (ii) have any authority to act as the City's agent; or (iii) receive any payment or benefit directly from the City.

13. **Indemnification**. The Parties recognize that Contractor is an independent contractor. Contractor agrees to assume liability for and indemnify, hold harmless, and defend the City, its commissioners, mayor, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorneys' fees in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, relief, or loss of use, arising out of the execution, performance nonperformance of the duties of the Contractor under this Agreement, the enforcement of this Agreement, or resulting from the activities of the Contractor in any way

connected to this Agreement, whether or not due to or caused by the negligence of the City, its commissioners, mayor, officers, employees, agents and attorneys. Contractor's liability hereunder shall include all attorneys' fees and costs incurred by the City, in the enforcement of this indemnification provision. This indemnification provision includes claims made by any employees of Contractor against the City, and Contractor hereby waives its entitlement, if any, to immunity under section 440.11, Florida Statutes. Nothing contained in this contract, and specifically this provision requiring Contractor to indemnify the City, is intended to nor shall it be construed as an additional waiver of sovereign immunity by City beyond the City's expressed written contractual obligations contained within this contract, nor shall it be construed as a waiver of any defenses or limitations to any claims, including those based on the doctrine of sovereign immunity or section 768.28, Florida Statutes. The obligations contained in this paragraph shall survive the termination of this Agreement, however terminated and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement.

Subject to the limitations set forth in this section, Contractor shall assume control of the defense of any claim asserted by a third party against the City for which Contractor is obligated to indemnify, defend, and hold harmless the City under this section and, in connection of such defense, shall appoint lead counsel in each case at Contractor's expense. The City shall have the right, at its option, to participate in the defense of any third-party claim, without relieving Contractor of any of its obligations hereunder. If Contractor assumes control of the defense of any third-party claim in accordance with this section, Contractor shall obtain the prior written consent of the City before entering into any settlement of such claim. Notwithstanding anything to the contrary in this Section, Contractor shall not assume or maintain control of the defense of any third party claim, but shall pay the fees of counsel retained by the City and all expenses, including experts' fees, if (a) an adverse determination with respect to the third party claim would, in the good faith judgment of the City, be detrimental in any material respect to the City's reputation; (b) the third party claim seeks an injunction or equitable relief against the City; or (c) Contractor has failed or is failing to prosecute or defend vigorously the third party claim. Each party shall cooperate, and cause its agents to cooperate, in the defense or prosecution of any third-party claim and shall furnish or cause to be furnished such records and information, and attend such conferences, discovery proceedings, hearings, trials, or appeals, as may be reasonably requested in connection therewith.

14. **Compliance with All Laws**. The Contractor, at its sole expense, shall comply with all laws, ordinances, judicial decisions, orders, and regulations of federal, state, county, and City, as well as their respective departments, commissions, boards, and officers, which are in effect at the time of execution of this Agreement or are adopted at any time following the execution of this Agreement.

15. **Amendment**. This Agreement may not be amended or modified except in writing, executed by the Parties.

16. **Authority**. The Parties represent and warrant that each is authorized to enter into this Agreement without the consent and joinder of any other party and that the individuals executing this Agreement have full power and authority to bind their respective party to the terms hereof.

17. **Governing Law and Venue.** This Agreement will be governed by the laws of the State of Florida. Venue for the purposes of any suit, action, or other preceding arising out of, or relating to, this Agreement will be solely within the Sixth Judicial Circuit, in and for Pinellas County, Florida for state actions and solely in the United States District Court of the Middle District of Florida, Tampa Division for federal actions. The Parties waive their right to trial by jury in any action, proceeding, or claim arising out of this Agreement.

18. **Attorneys' Fees and Costs.** In the event of any action brought by either party against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, including any appeals, the losing party will pay the prevailing party such reasonable amounts for fees, costs, and expenses, including attorneys' fees, as may be set by the Court.

19. **Assignment and Construction of Agreement.** Any assignment of this Agreement, without the City's written consent, is void. This agreement shall inure to the benefit of and bind the Parties hereto and their respective legal representatives, successors, heirs, personal representatives and assigns. The Parties agree that in any event of litigation concerning the construction of this Agreement or interpretation of any language used in this Contract, that this Agreement and any of its provisions will not be construed against the City by virtue of this Agreement having been drafted by the City. The validity, interpretation, construction, and effect of this Agreement will be in accordance with and be governed by the laws of the State of Florida. Any provision or part of this Agreement held to be void or unenforceable under any law will be deemed stricken, and all remaining provisions will continue to be valid and binding upon the Parties. The Parties agree that this Agreement will be reformed to replace such stricken provision or part of a provision with a valid and enforceable provision, which comes as close as possible to expressing the original intention of the stricken provision. If Contractor's assignee or subcontractor fails to perform in accordance with the terms of its assignment or subcontract, Contractor shall complete or pay to have completed the work which the assignee or subcontractor failed to complete at no additional cost to the City. Additionally, in the event of any breach or noncompliance by any of Contractor's assignee(s) or subcontractor(s), Contractor shall be directly and wholly responsible for any such breach or noncompliance and shall bear all attributable costs.

20. **No Third-Party Beneficiaries.** This Agreement is entered into solely for the benefit of the Parties and shall not be construed as a benefit to any third Parties, including but not limited to the general public, constituents or citizens of the City, nor shall it be construed as enforceable by any third Parties.

21. **Entire Agreement.** This Agreement embodies the entire Agreement of the City and the Contractor. There are no promises, terms, conditions or allegations other than those contained in this Agreement, and this document will supersede all previous communications, representations, and/or agreements whether written or verbal between the Parties to this Agreement. In the event the City issues a purchase order, memorandum, letter, or any other instrument addressing the services, work, and materials to be provided and performed pursuant to this Contract, the Parties specifically agree and understand that any such purchase order, memorandum, letter, or other instrument is for the City's internal purposes only, and any and all

terms, provisions, and conditions contained, whether printed or written, will in no way modify the covenants, terms, and provisions of this Agreement.

22. **Waiver**. Failure to insist upon strict compliance with any terms, covenants or conditions of the Agreement will not be deemed a waiver of such, nor will any waiver or relinquishment of such right or power at any time be taken to be a waiver of any other breach. Any waiver, alteration or modification of any of the provisions of the Agreement, or cancellation or replacement of this Agreement, will not be valid unless in writing and signed by the Parties.

23. **Notices.** Notices. All notices required or made pursuant to this Agreement shall be made in writing and sent by certified U.S. mail, return receipt requested addressed to the following:

If to the City:

City of Treasure Island
10451 Gulf Blvd.
Treasure Island, FL 33706
Attn: City Manager

If to Contractor:

With required copy to:

Anthony Sabatini, City Attorney
411 N. Donnelly St. #313
Mount Dora, FL 32757
anthony@sabatinilegal.com

Either party may change its above noted address by giving written notice to the other party in accordance with the requirements of this section.

24. **Right to Suspend**. The City reserves the right to suspend the rights granted to the Contractor under this Agreement immediately upon verbal or written notice if the City determines, in its sole and absolute discretion, that suspension is necessary to protect the public health, safety, or welfare. The suspension shall remain in effect until the City provides verbal or written notice that it has been lifted.

25. **Nondiscrimination**. The Contractor shall not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, economic status, or other protected category in the performance of this contract. The Contractor agrees to comply with all applicable federal and state civil rights laws, including Title VI of the Civil Rights Act and, if applicable, Executive Order 11246 (Equal Employment Opportunity).
26. **Scrutinized Companies**. By executing this Agreement and each and every renewal hereof (if renewal is separately provided for herein), pursuant to section 287.135, Florida Statutes, Contractor certifies, represents, and warrants that: (a) it is not on the Scrutinized Companies with Activities in Sudan List, (b) it is not on the Scrutinized Companies with Activities in the Iran

Petroleum Energy Sector List, (c) it is not on the Scrutinized Companies with Activities in Iran Terrorism Sectors List, (d) that it does not have Business operations or is engaged in business in Cuba or Syria, and (e) that it is not engaged or engaging in a Boycott of Israel, and that all such certifications were true at the time it submitted its bid or proposal for this Agreement, as of the Effective Date of this Agreement, and as of the effective date of any renewal of this Agreement. Notwithstanding anything contained in this Agreement to the contrary, the City may terminate this Agreement immediately for cause if: (1) Contractor is found to have submitted a false certification regarding (a) – (e) above in accordance with section 287.135(5), Florida Statutes, (2) Contractor is found to have been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is or has been engaged in Business operations in Cuba or Syria or a Boycott of Israel, or (3) Contractor is found to have been placed on a list created pursuant to section 215.473, Florida Statutes, relating to scrutinized active business operations in Iran. Such termination shall be in addition to any and all remedies available to the City at law or in equity. The terms "Boycott of Israel" and "Business operations" used in this section are defined as in Section 287.135, Florida Statutes. The Lists referred to in this section are those Lists in and maintained pursuant to section 287.135, Florida Statutes.

27. **No Affiliation with Foreign Countries of Concern**. Pursuant to section 286.101, Florida Statutes, Contractor shall disclose any current or prior interest of, any contract with, or any grant or gift received from a Foreign Country of Concern, as defined below, if such interest, contract, or grant or gift has a value of $50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous five (5) years. For purposes of this section, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity under significant control of such foreign country of concern. Contractor's disclosure shall include the name and mailing address of the disclosing entity, the amount of the contract or grant or gift or the value of the interest disclosed, the applicable foreign country of concern and, if applicable, the date of termination of the contract or interest, the date of receipt of the grant or gift, and the name of the agent or controlled entity that is the source or interest holder. Contractor represents that within one (1) year before proposing any contract to the City, Contractor provided a copy of such disclosure to the Florida Department of Financial Services.

28. **E-Verify**. Contractor shall comply with all applicable provisions of sections 448.09 and 448.095, Florida Statutes, as may be amended. The definitions in section 448.095(1), Florida Statutes, as may be amended, apply to this section of the Agreement. Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all employees of Contractor. Contractor may not enter into a contract with a subcontractor to perform work under this Agreement unless and until the subcontractor registers with and uses the E-Verify system. If Contractor enters into a contract with a subcontractor to perform work under this Agreement, Contractor must obtain a properly executed affidavit from the subcontractor stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor must maintain copies of all such affidavits for the duration of this Agreement. City may terminate this Agreement for cause if City determines that Contractor or Contractor's subcontractor has not complied with any applicable provision of sections 448.09

or 448.095, Florida Statutes, as may be amended. City will terminate this Agreement for cause if City has a good faith belief that Contractor has knowingly violated subsection 448.09(1), Florida Statutes, as may be amended. If the City has a good faith belief that a subcontractor knowingly violated section 448.09(1), Florida Statutes, as may be amended, but City determines that Contractor otherwise complied with section 448.09(1), Florida Statutes, as may be amended, City will notify Contractor as such, and Contractor must immediately terminate Contractor's contract with said subcontractor. If this Agreement is terminated under section 448.095(c), F.S.: (a) such termination is not a breach of this Agreement and may not be considered as such; (b) Contractor may not be awarded a public contract for at least 1 year after the date on which the Agreement is terminated; and (c) Contractor is liable for any additional costs incurred by the City as a result of the termination of the Agreement.

29. **Equal Opportunity Employer**. The Contractor is an Equal Opportunity Employer and will comply with all equal opportunity employment laws. The Contractor will further ensure that all sub-contractors it utilizes in providing the services required hereunder will comply with all equal opportunity employment laws.

30. **No Issuance of Identification Documents**. Contractor agrees that Contractor does not and will not, nor will it allow a subcontractor to, use any funds from the City for the purpose of issuing an identification card or document to any individual who does not provide proof of lawful presence in the United States.

31. **Electronic Signatures**. This Agreement may be executed by electronic signature technology and such electronic signature shall act as the Parties' legal signatures on this Agreement and shall be treated in all respects as an original handwritten signature.

32. **Counterparts**. This Agreement may be executed in one or more counterparts, any one of which need not contain the signatures of more than one party, but all such counterparts taken together will constitute one and the same instrument.

33. **Computation of Time**. Any reference in this Agreement to time periods shall by computed by calendar days unless otherwise specified. In the computation thereof, any time period which end on a Saturday, Sunday or legal holiday shall extend to 5:00 p.m. of the next business day. The computations stated in this paragraph shall only apply to time periods referenced in this Agreement and shall not apply to any deadlines for which a date certain is provided.

34. **Headings and Section References**. The headings and section references in this Agreement are inserted only for the purpose of convenience and shall not be construed to expand or limit the provisions contained in such sections.

35. **Public Records**. Pursuant to section 119.0701, Florida Statutes, for any tasks performed by Contractor on behalf of the City, Contractor shall: (a) keep and maintain all public records, as that term is defined in chapter 119, Florida Statutes ("Public Records"), required by the City to perform the work contemplated by this Agreement; (b) upon request from the City's custodian of public records, provide the City with a copy of the requested Public Records or allow the Public Records to be inspected or copied within a reasonable time at a cost that does not exceed the costs

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 term of this Agreement and following completion or termination of this Contract, if Contractor does not transfer the records to the City in accordance with (d) below; and (d) upon completion or termination of this Contract, (i) if the City, in its sole and absolute discretion, requests that all Public Records in possession of Contractor be transferred to the City, Contractor shall transfer, at no cost, to the City, all Public Records in possession of Contractor within thirty (30) days of such request or (ii) if no such request is made by the City, Contractor shall keep and maintain the Public Records required by the City to perform the work contemplated by this Agreement. If Contractor transfers all Public Records to the City pursuant to (d)(i) above, Contractor shall destroy any duplicate Public Records that are exempt or confidential and exempt from Public Records disclosure requirements within thirty (30) days of transferring the Public Records to the City and provide the City with written confirmation that such records have been destroyed within thirty (30) days of transferring the Public Records. If Contractor keeps and maintains Public Records pursuant to (d)(ii) above, Contractor shall meet all applicable requirements for retaining Public Records. All Public Records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology of the City. If Contractor does not comply with a Public Records request, or does not comply with a Public Records request within a reasonable amount of time, the City may terminate this Agreement and may pursue any and all remedies available in law or equity including, but not limited to, specific performance. The provisions of this section only apply to those tasks in which Contractor is acting on behalf of the City.

36. **Records Retention and Access**. The Contractor shall maintain all books, documents, and records relevant to this contract for at least three (3) years after final payment or grant closeout, whichever is later. The Contractor agrees that the City, the State of Florida, FEMA, the U.S. Department of Homeland Security, the Comptroller General, and duly authorized representatives have the right to access and examine any pertinent records and interview personnel regarding this contract. The Contractor shall not impede audits or site visits and shall permit copies of records to be made as needed.
37. **No Obligation by Federal Government**. The parties acknowledge that the federal government is not a party to this contract and is not subject to any obligations or liabilities pertaining to it. FEMA or the U.S. Government has no responsibility for payment or any claims under this contract. The City of Treasure Island is the responsible entity for all contractual matters.
38. **Fraud and False Claims**. The Contractor acknowledges that 31 U.S.C. Chapter 38 (Administrative Remedies for False Claims and Statements) and the Federal False Claims Act (31 U.S.C. § 3729 et seq.) apply to its actions under this contract. Knowingly submitting a false claim for payment can result in legal penalties, including fines and suspension or debarment.
39. **Small and Minority Businesses**. If the Contractor subcontracts any work, it shall take the affirmative steps required by 2 CFR § 200.321 to include small businesses, minority-owned firms, women's business enterprises, and labor surplus area firms whenever possible. The Contractor will solicit these firms when seeking subcontractors and maintain records of its outreach efforts.

IF THE CONTRACTOR 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: CITY CLERK, CITY OF TREASURE ISLAND; 10451 GULF BLVD ; TREASURE ISLAND, FL 33706; TEL: (727) 547-4575; FAX: (727) 547-4582; CITYCLERK@MYTREASUREISLAND.ORG

IN WITNESS WHEREOF the Parties have executed the Agreement as of the Effective Date.

CITY: The City of Treasure Island

_____

City Manager

ATTEST:

_____

City Clerk

CONTRACTOR:

Jonathan R Berquist

_____

Jonathan R Berquist

_____

WITNESS:

Dustin Parker

_____

Name: Dustin Parker

WITNESS:

Keith Lance

_____

Name: Keith Lance

Exhibit C – SUPPLEMENTAL CONDITIONS

THE FOLLOWING CONDITIONS ARE APPLICABLE FOR FEDERAL EMERGENCY MANAGEMENT AGENCY PUBLIC ASSISTANC PROJECTS AND WILL BE INCLUDED IN ANY CONTRACT AWARDED UNDER THIS RFP.

The supplemental conditions contained in this section are intended to cooperate with, to supplement, and to modify the general conditions and other specifications. In cases of disagreement with any other section of this contract, the Supplemental Conditions shall govern. This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract.

1. FEMA Required Contract Provisions.
    1.1 Remedies. This provision applies only if this Agreement is for a purchase for more than the federal simplified acquisition threshold, which is currently $250,000. Should Consultant violate or breach any term of the Agreement, the City may take any administrative, contractual, or legal remedies available to it at law. Notwithstanding any other provision of this Agreement, the City may terminate the Agreement immediately upon any such violation or breach. This provision supplements any other remedies provided for in the Agreement. In the event of conflict, this provision governs.
    1.2 Termination for Cause and Convenience. This provision applies only if this Agreement is for more than $10,000. For and in additional consideration of $10.00, if the City determines that it is in its best interest to do so, the City may terminate this Agreement without cause, and without penalty or expense to the City, upon ten (10) days' written notice to Consultant. Upon expiration of such time period, this Agreement shall be deemed terminated, all obligations under this Agreement shall cease, and a final invoice shall be submitted for all work performed up to and through the date of termination. The City may further terminate this Agreement with cause at any time immediately upon written notice to Consultant, if: (a) Consultant fails to fulfill or abide by any of the terms or conditions specified in this Agreement; (b) Consultant fails to perform in the manner called for in this Agreement; or (c) Consultant does not provide services in accordance with the requirements of the specifications in this Agreement. In its sole discretion, the City may allow Consultant an appropriately short period of time in which to cure a defect in performance or non-performance. In such case, the City's written notice of termination to Consultant shall state the time period in which cure is permitted and other appropriate conditions, if applicable. . This provision supplements any other termination provisions provided for in the Agreement. In the event of conflict, this provision governs.
    1.3 Equal Employment Opportunity. This provision applies only if this Agreement meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3. During the performance of this Agreement, Consultant agrees as follows:
        (1) Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment

without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) Consultant will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with Consultant's legal duty to furnish information.

(4) Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of Consultant's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of Consultant's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this

Agreement may be canceled, terminated, or suspended in whole or in part and Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) Consultant will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, Consultant may request the United States to enter into such litigation to protect the interests of the United States.

Consultant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if Consultant so participating is a state or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract. Consultant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of Consultants and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

Consultant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a Consultant debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon Consultants

and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, Consultant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to Consultant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such Consultant; and refer the case to the Department of Justice for appropriate legal proceedings."

1.

1.4 Rights to Inventions. If the Agreement meets FEMA's definition of funding agreement and Consultant enters into any contract involving substitution of parties, assignment or performance of experimental, developmental, or research work under that funding agreement, then Consultant must comply with the requirements of 37 C.F.R. Part 401 and any implementing regulations issued by FEMA.

1.5 Clean Air Act and Federal Water Pollution Control Act. This provision applies only if the Agreement is for over $150,000. Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. Consultant agrees to report each violation to the City and understands and agrees that City will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency (FEMA), and the appropriate Environmental Protection Agency Regional Office. Consultant agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance provided by FEMA. Consultant further agrees to comply with all applicable standards, orders, or regulations issued pursuant to the federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 et seq. Consultant agrees to report each violation to City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the Florida Department of Emergency Management, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

1.6 Debarment and Suspension. This Agreement is a covered transaction for purposes of 2 C.F.R. Part 180 and 2 C.F.R. Part 3000. As such, Consultant is required to verify that none of Consultant's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935). Consultant must comply with 2 C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by (insert name of recipient/subrecipient/applicant). If it is later determined that Consultant did not comply with 2 C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C, in addition

to remedies available to City, the federal government may pursue available remedies, including but not limited to suspension and/or debarment.

1.7 Byrd Anti-Lobbying Amendment. Consultants who enter into an Agreement for more than $100,000 shall file the required certification. Each tier certifies to the tier above that it will not and has not used federally appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the federal awarding agency.

1.8 Procurement of Recovered Materials. In the performance of this Agreement, Consultant shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired: (1) competitively within a timeframe providing for compliance with the contract performance schedule; (2) meeting contract performance requirements; or (3) at a reasonable price. Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines webpage: https://www.epa.gov/smm/comprehensive- procurement-guideline-cpg-program. Consultant also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

1.9 Prohibition on Contracting for Covered Telecommunications Equipment or Services.

(1) Definitions. As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause—

(2) Prohibitions.

1. Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.
2. Unless an exception in paragraph (3) of this clause applies, Consultant and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:
    a. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a

substantial or essential component of any system, or as critical technology of any system;

b. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

c. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or

d. Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(3) Exceptions.

1. This clause does not prohibit Consultants from providing—
    a. A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
    b. Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.
2. By necessary implication and regulation, the prohibitions also do not apply to:
    a. Covered telecommunications equipment or services that:
        i. Are not used as a substantial or essential component of any system; and
        ii. Are not used as critical technology of any system.
    b. Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

(4) Reporting requirement.

1. In the event Consultant identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or Consultant is notified of such by a subcontractor at any tier or by any other source, Consultant shall report the information in paragraph (4)2. of this clause to the recipient or subrecipient, unless elsewhere in this Agreement are established procedures for reporting the information.
2. Consultant shall report the following information pursuant to paragraph (4)1. of this clause:
    a. Within one business day from the date of such identification or notification: The contract number; the order number(s), if

applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

b. Within 10 business days of submitting the information in paragraph (4)2.i. of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, Consultant shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(5) Subcontracts. Consultant shall insert the substance of this clause, including this paragraph, in all subcontracts and other contractual instruments.

1.10 Domestic Preferences for Procurements. As appropriate, and to the extent consistent with law, Consultant should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause:

(1) Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

EXHIBIT A

RFP 25-011 DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES

I. SOLICITATION SCHEDULE

Solicitation Advertised-Posted	**Wednesday, 4/23/2025**
Non-Mandatory Pre-Submittal Meeting:	Respondents may attend a virtual, non-mandatory pre-submission meeting on **Wednesday, April 30, 2025 at 1 PM** on Microsoft Teams. Join the meeting now Meeting ID: 255 367 377 734 6 Passcode: Z2Hd7kH3
Questions Deadline	Any inquiries or requests concerning interpretation, clarification, or additional information pertaining to the RFP shall be **submitted in writing by 2 PM on Wednesday, 5/7/2025 to Mike Howard**, City Finance Director, mhoward@mytreasureisland.org.
Answers Posted By	Responses to all written questions submitted prior to the questions deadline will be posted on the City's DemandStar posting by **2 PM on Monday, 5/12/2025** in the form of an addendum.
RFP Closing Date	Proposals **must be submitted by 2 PM on Friday, 5/23/2025** for the attention of the City of Treasure Island's Finance Director at 10451 Gulf Blvd., Treasure Island, FL 33706. RFPs must be clearly marked per the instruction in V. SUBMISSION REQUIREMENTS guidelines within. RFPs must be submitted in the format specified in the "Submission Requirements" section hereof. RFPs received after the submittal deadline will not be considered. The opening and recording of RFPs is open to the public and will be held Friday, May 23, 2025, 3 PM at 10451 Gulf Blvd., 5th floor Crow's Nest Boardroom, Treasure Island, FL 33706.
Evaluation Committee Date	A public meeting will be held by the Evaluation Committee during the **week of May 26, 2025** at 10451 Gulf Blvd. to score RFPs. A preliminary ranking will be posted on DemandStar by close of business on Tuesday, June 3, 2025.
City Commission Meeting to Approve Recommendation	**Tuesday, June 17, 2025, 6 PM**, Treasure Island City Hall, 10451 Blvd., 2nd Floor, Treasure Island, FL 33706
Primary Contact:	Mike Howard, City Finance Director 727-547-4575 x224 mhoward@mytreasureisland.org

II. OVERVIEW

A. INTRODUCTION

The purpose of this Request for Proposals ("RFP") is to solicit Proposals from qualified firms to provide disaster recovery consulting services. The intent of the City of Treasure Island (the City) is to award a contract to the top-ranked firm to perform the specified services based upon the evaluation as provided herein.

The City is seeking a professional consultant(s) or consulting firm(s) to provide expertise to augment our capabilities to receive the maximum recovery funding from the Federal Emergency Management Agency ("FEMA"), U.S. Department of Housing and Urban Development, U.S. Economic Development Administration (EDA), Community Development Block Grant Disaster Recovery (CDBG-DR), State of Florida Emergency Management, Pinellas County and any funding sources available, hereafter referred to as "Funding Sources."

The awarded Consultant shall perform disaster recovery consulting services, which shall include but is not limited to technical and professional services for disaster recovery and mitigation management, fiscal and administrative services, consulting, representation, assistance and support, and monitoring of the City's recovery efforts, to include compliance and reporting responsibilities outlined and/or required by federal and state authorities and funding agencies. In addition, the awarded Consultant shall assist the City in disaster administrative planning to ensure efficient and effective disaster recovery activities and documentation, with a focus on expediting and maximizing available cost recovery and grant opportunities, inclusive of grant applications, project identification/development, cost capturing, report preparation, invoice reconciliation, closeout processes, and audit responses. The disaster recovery consulting services shall be performed on an as needed basis to support the City's recovery from declared disasters or associated services throughout the duration of the contract term.

Complete specifications and any additional information may be obtained from the City of Treasure Island website from DemandStar. Sealed RFPs may be hand-delivered or mailed to City of Treasure Island City Hall, located at 10451 Gulf Blvd., Treasure Island, FL 33706. to the attention of the Mike Howard, Interim Finance Director or submitted online by using the DemandStar portal. RFPs not submitted via DemandStar ***must*** **have one original version with original signature and one electronic copy in PDF format** submitted in a sealed envelope/package no later **than 2 PM on Friday, May 23, 2025**. All submissions must be submitted on the RFP Forms as provided herein. All envelopes must be clearly marked "**RFP No.25-011 Disaster Financial Recovery Consultant Services**". Any RFP received after the specified date and time will not be considered.

Immediately following the deadline for receipt of the RFPs, a public meeting will be held at the City of Treasure Island City Hall, 5th floor Crow's Nest Boardroom, located at 10451 Gulf Blvd., Treasure Island, where all received RFPs will be publicly opened and firm names read aloud on Friday, May 23, 2025 at 3PM. Persons with disabilities requiring reasonable accommodations to participate in this proceeding/event should call (727) 260-2367, no later than seven days prior to the proceeding.

All questions should be submitted in writing and addressed to Mike Howard at mhoward@mytreasureisland.org by **2PM on Wednesday, May 7, 2025**. All questions will be answered and posted on the City's DemandStar portal by **2 PM on Monday, May 12, 2025**.

It is the responsibility of each respondent to thoroughly examine all RFP documents and judge all matters relating to the adequacy and accuracy of such documents. Complete specifications and any additional information may be obtained from the City of Treasure Island postings through the DemandStar portal.

It is the further responsibility of each respondent to determine whether any addenda have been issued to this RFP and to incorporate any such addenda into the submission of qualifications. Respondents can locate issued addenda via the posting on DemandStar or by contacting the Primary Contact, as defined in the RFP. Whether or not addenda are issued, an Addenda Acknowledgement Form must be completed and submitted with the RFP.

The following steps will be taken in the procurement process:

1. Issuance of the RFP.
2. The evaluation committee will review and independently rank each RFP received.
3. The evaluation committee will hold a public meeting to discuss their reviews to produce a shortlist of up to three qualified, responsive respondents.
4. A potential subsequent public meeting may be held to hear presentations by each shortlisted respondent. After the last presentation, members of the committee will discuss the presentations to rank the presenting respondents.
5. Staff will request the City Commission's approval of ranking and authorization to begin contract negotiations.
6. Upon successful negotiation, staff will provide a final recommendation to the City Commission to execute a contract.

The City reserves the right to negotiate modifications to RFPs that it deems acceptable and to terminate negotiations in the event progress towards an agreed upon contract is deemed insufficient. RFPs may not be withdrawn to be edited or modified after the submission deadline.

A prohibition of lobbying is in effect. Please review the "Lobbying" subsection in the "General Conditions" section carefully to avoid violation and possible sanctions.

B. CITY OF TREASURE ISLAND

General Information

The City of Treasure Island is located on a barrier island in the Pinellas County – Tampa Bay region of the State of Florida and has a permanent population of approximately 7,000, increasing to nearly three times the permanent population during the peak winter and spring seasons.

The City provides a full range of municipal services, including police, fire, emergency management, and 911 services, solid waste services, streets maintenance, parks & recreation, planning, public improvements, wastewater utility services, natural resource management, economic development, and general administrative services.

The City operates under a City Commission-Manager form of government. The legislative and governing body of the City consists of five City Commissioners, one elected at-large as Mayor for a three-year term and four other elected Commissioners, each from one of four geographic districts for a staggered two-year term.

The Commission appoints the City Attorney and the City Manager, who is the chief administrative officer of the City. The City Manager hires all other City employees. Chuck Anderson is City Manager.

The City was significantly affected by Hurricanes Debby, Helene, and Milton in 2024.

C. SCOPE OF SERVICES

General Requirements

The awarded Consultant shall perform disaster recovery consulting services, which shall include but is not limited to technical and professional services for disaster recovery and mitigation management, grant writing, fiscal and administrative services, consulting, representation, assistance and support, and monitoring of the City's recovery efforts, to include compliance and reporting responsibilities outlined and/or required by federal and state authorities and funding agencies. In addition, the awarded Consultant shall assist the City in disaster administrative planning to ensure efficient and effective disaster recovery activities and documentation, with a focus on expediting and maximizing available cost recovery and grant opportunities, inclusive of grant applications, project identification/ development, cost capturing, report preparation, invoice reconciliation, closeout processes, and audit responses. The disaster recovery consulting services shall be performed on an as needed basis to support the City's recovery from declared disasters or associated services throughout the duration of the contract term.

FEMA Public Assistance Advisor Services

Pursuant to the Stafford Disaster Relief and Emergency Assistance Act provisions and regulations (44CFR and 2 CFR 200), any and all alternative procedures for public assistance and debris removal, as well as other Federal grant programs, the awarded Consultant will assist the City, from inception through project closeout, to prepare and submit its Public Assistance program documentation including procurement and contract, payroll, and grant submission support. Develop processes for obtaining, analyzing and gathering field documentation including, but not limited to, records related to procured goods and services, timekeeping, and force account labor and equipment. This should also include processes for debris monitoring services. Attend all meetings with FEMA, State and insurance representatives, as well as regular participation with the City's designated FEMA or Disaster Recovery meetings and presentations. Identify and communicate risks within City operation that could impede the City's ability to optimize reimbursement. Assist in the preparation of accurate Public Assistance emergency and permanent work project estimates including but not limited to recognized cost estimating, developing detailed damage descriptions and dimensions, scope of work, and proper identification of force account labor and equipment.

Financial, Payroll, and Grant Management

Ensure City disaster recovery and restoration processes comply with laws, regulations, and guidelines to maximize reimbursement for eligible disaster expenditures and to minimize timing for reimbursement. Assist in all disaster-recovery financial reimbursement and reporting processes from FEMA, State of Florida, or other agencies. Ensure there are no duplications of submission if varying agencies are involved. Assist the City through FEMA, State of Florida (or other agency) guidelines to

capture force account labor eligible expenses accurately for timesheets and project cost accounting. Assist in the review of City personnel policies to ensure compliance for eligible cost reimbursement. Assist the City through FEMA, State of Florida (or other agency) guidelines to ensure the capture of relevant data related to procured goods and services. Provide oversight of consultant's billing to ensure all costs eligible for disaster grant funding are documented and claimed.

Procurement and Contract Management/Monitoring Support
Advise procurement staff on City disaster recovery and restoration procurement processes compliance with laws, regulations and guidelines as required by FEMA, State of Florida, or other agencies. Assist in the review of City Purchasing policies to ensure compliance for eligible cost reimbursement. Develop processes for ensuring compliance related to contract monitoring and contract close-out as required by FEMA, State, or other agencies. Ensure City documentation is sufficient to respond to OIG audits and reviews.

Information Technology (IT) and Data Management
Possess the expertise to assist City staff in the development of IT solutions that support the management and implementation of disaster recovery programs. Assist in the development and/or review of processes for the City to properly collect data and document information as necessary to optimize compliance with FEMA, State of Florida, or other agencies. Ensure City documentation is sufficient to respond to OIG audits and reviews.

Insurance and Other Funding
Review and understand the City's insurance coverage to ensure the City's disaster recovery and restoration processes comply with laws, regulations and guidelines as required by FEMA, State of Florida, or other agencies. Develop process to assist the City in routing eligible expenses correctly including insurance coverage guidelines. Assist the City with identifying other disaster recovery funding opportunities including Community Development Block Grant Disaster Recovery (CDBG-DR) programs. Ensure there are no duplications of funding or submissions if varying agencies are involved.

Hazard Mitigation Support
Provide expertise in identifying, developing, and evaluating opportunities for the development of hazard mitigation programs to reduce or eliminate risk from future events. Assist the City with preparing relevant documentation and analysis related to hazard mitigation grant programs. Ensure City hazard mitigation programs comply with laws, regulations and guidelines as required by FEMA, State of Florida, or other agencies.

Emergency Management Support Services
Provide expertise related to post-disaster recovery continuity of operations, training, development of teams, monitoring, review, and test of plans related to future events.

Disaster Recovery Related Services Support
1. Planning Services to include the following activities:
    a. Planning, procuring (2 CFR 200 compliant), and/or preparing necessary plans, informational surveys, including coordinating photogrammetric and Geographic Information Services, environmental studies, and geotechnical investigations required for planning considerations.

b. At the City's request, prepare conceptual repair estimates that may assist with FEMA, HUD and any other State or Federal agencies as directed. Such estimates may include, but are not limited to, the cost to implement an exact replacement, repair versus replace comparisons.

2. Construction to include the following activities:
   a. Advise the City on development of construction bid packages in conformance with 2 CFR 200 federal requirements, as well as providing advice on bid award process.
   b. Respond to Request(s) for Information on an as-needed basis.

Local, County, State and Federal Compliance

Procurements: In the event the awarded Consultant must procure additional resources post-contract award, the Consultant will strictly adhere to all associated procurement rules such as 2 CFR 200, Title I of the HCD Act, (42 U.S.C. § 5301 et seq.), 24 CFR Part 570, et al. unless modified by waivers and alternative. This includes adhering to the strictest provisions of Federal, State, and Local procurement Rules, Regulations and/or Ordinances.

III. GUIDELINES, SUBMISSIONS, & EVALUATION CRITERIA

The purpose of this section is to provide information related to the qualifications of interested firms to perform the services requested in this RFP. Response to all subsets of this section is mandatory. Failure to provide the requested information may result in the firm's submission being deemed non-responsive. A non-responsive submittal will not receive further consideration. Upon submission, all submittals become the property of the City and are subject to public records laws. All expenses including travel expenses for interviews incurred in the preparation of the submittal shall be borne by the respondent.

The RFPs and presentations will be reviewed by an evaluation committee that will come together at a public meeting to provide rankings of respondents. All discussions by the evaluation committee occur during a public meeting(s). The determinations made by members of the committee will be based upon the committee's ability to differentiate qualifications applicable to the scope and nature of the services to be performed under this RFP.

Membership of the evaluation committee is subject to change but is anticipated to be comprised of a City staff member(s) from the following teams: Administration, Finance, Parks & Recreation, Public Works and Rebuild TI Working Group.

A. QUALIFICATIONS

Respondents must meet the minimum qualification requirements provided herein, to be considered responsive to the requirements of this RFP. Respondents must provide sufficient documentation to demonstrate their compliance with the following minimum requirements:

1. Must be registered at www.SAM.gov, or provide proof of having initiated the registration process, and have no Active Exclusions cited at www.SAM.gov.
2. Must have successfully completed at least three (3) projects of similar scope described herein, within the past eight (8) years.

Respondents must possess demonstrated experience in disaster recovery programs and must have extensive knowledge and expertise in the requirements and restrictions of 2 CFR 200, Title I of the HCD Act, (42 U.S.C. § 5301 et seq.), 24 CFR Part 570, the Federal Emergency Management Agency (FEMA) Public Assistance Program, Community Development Block Group Disaster Recovery (CDBG-DR), Hazard Mitigation Grant Program (HMGP) and Economic Development Administration (EDA).

B. SPECIAL CONSIDERATIONS

1. The City of Treasure Island Finance Director, Mike Howard will serve as the main point of contact for this contract.
2. Consultants must be eligible to apply for a Treasure Island Business Tax Receipt (if one has not been issued).
3. Under no circumstances should any prospective proposer or anyone acting for or on behalf of a prospective proposer, seek to influence or gain the support of any member of the City Commission or City staff favorable to the interest of any prospective proposer. Likewise, contact with City Commission members or City staff against the interests of other prospective proposers is prohibited. Any such activities may result in the exclusion of the prospective proposer from consideration by the City.
4. Questions or clarifications relating to this RFP are to be submitted to the City of Treasure Island Finance Director via email to mhoward@myTreasureIsland.org. Questions will not receive oral responses, except to confirm if the City received the written question. Responses to questions or clarifications will be sent out to all proposers via an addendum.
5. It is intended that the term of this contract will be for **three (3) fiscal year terms**. It is intended that the parties may renew this contract for **two (2) additional one-year periods**, based upon mutual agreement. However, any term is subject to contractual negotiation, budget appropriation and approval of the City Commission.
6. By submission of this proposal, the undersigned, as proposer, does declare that the only person, or persons, interested in this proposal as principal or principals is/are named therein and that no person other than therein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a proposal, and that it is, in all respects, fair and in good faith without collusion or fraud;

C. SELECTION PROCESS AND SCHEDULE

Issue RFP..... Wednesday, April 23, 2025
RFP Proposals Due to City .....Friday, May 23, 2025 (2 PM)
Evaluation Committee Review of Proposals .....Week of May 26, 2025
City Commission Meeting to Approve Recommendation.....Tuesday, June 17, 2025 (6 PM)

D. PROPOSAL SUBMISSIONS

To maintain comparability and enhance the review process, proposals shall be organized in the manner specified below and include all information required herein. The proposal must name all people or entities interested in the proposal as principals. The proposal shall be submitted on 8-1/2 x 11 paper, with heading and sections numbered appropriately. Ensure that all information is written legibly or typed. The following should be submitted for a proposing firm to be considered:

1. **Cover Page** – Show the name of Proposer's agency/firm, address, telephone number, name of contact person, contact person email, date, and the proposal number, and description.

2. **Tab 1 – Table of Contents**: Include a clear identification of the material by section and by page number.

3. **Tab 2 – Cover Letter**: Limit to one or two pages
   Brief letter introducing the firm or team
   a. Information on why the City should select the firm/team
   b. Identification of primary engagement personnel and/or main points of contact.

4. **Tab 3 – Required Forms** – Sections 1 – 7 (for Section 7, signature page only)

5. **Tab 4 – Qualifications and Experience of Person(s) to Fulfill Scope of Services**

   Respondent must demonstrate possessing at least the minimum qualifications provided herein. Respondent shall sufficiently demonstrate the qualifications of company, staff, key personnel, and any proposed sub-consultants and subcontractors who may perform any aspect of the scope of services provided herein.

   Respondent shall demonstrate extensive knowledge related to the Stafford Disaster Relief and Emergency Assistance Act provisions, Community Development Block Grant Disaster Recovery, and regulations (44CFR and 2 CFR 200, 42 U.S.C. § 5301 et seq., 24 CFR Part 570), and Sandy Recovery Improvements Act (SRIA) of 2013 including alternative procedures for public assistance and debris removal.

   Respondent(s) shall provide a summary of the overall capabilities of staff and any proposed sub-consultants and sub-contractors relative to Disaster Recovery Consulting Services, as outlined in the scope of work. Copies of all current licenses and applicable certifications held by the Respondent and proposed sub-consultants and/or subcontractors must be submitted.

   Respondents and/or sub-consultants or sub-contractors that possess staff and company qualifications in multiple disciplines should provide documentation of all qualifications for each discipline.

   Should sub-consultant(s) be listed as part of the project team, the proposer shall provide a letter from each sub-consultant that indicates the sub-consultant's intent to be part of the project team. Provide three (3) completed reference questionnaires from municipal clients whose projects are of a similar nature to this solicitation as a part of their proposal completed within the past 8 years. Points will be awarded by each reviewer by comparing the needs of the City to the information provided in each proposal.

6. **Tab 5 – Firm Experience**

   The ideal Consultant(s) shall possess demonstrated experience in programmatic disaster recovery as well as intimate knowledge and expertise in the operations of the FEMA Public

Assistance Program including hazard mitigation, HUD, Community Development Block Grant Disaster Recovery, EDA and any other County, State or Federal agencies and "Funding Sources" as directed. Specifically, the ideal Consultant(s) shall also have recent experience representing cities and/or counties in the State of Florida on FEMA public assistance grants for named events.

Respondents must demonstrate the minimum experience requirements provided herein. Respondents shall provide a minimum of three (3) reference projects from within the last eight (8) years, like the scope stated above and done on behalf of a Federal, State, or City entity. The City reserves the right to contact any or all of them as a reference.

7. **Tab 6 – Fees**

   Respondents shall provide a list of their hourly rates for all services described in this solicitation.

   Responses will be evaluated based on the blended rate. Blended rate will be a calculated average of all hourly rates included in the proposal sheet. If there are different hourly rates for in-person services as opposed to remote services, please provide all applicable hourly rates.

8. **Tab 7 – Firm Capacity**

   Indicate whether firm currently has on payroll all employees necessary for performance of all the required work or whether firm would have to hire new employees. Describe staffing plans and the intended presence in the City. Provide information about whether management resources will be positioned locally to ensure completion of the scope of work described in this RFP. Respondents shall describe any current/future workloads that responsible personnel are assigned simultaneous to their prospective work for the City of Treasure Island. Any additional information the Respondent wishes to be considered in the evaluation of its ability to render services to the City.

9. **Tab 8 - Certified small and minority business, women business enterprise**

   Provide applicable documentation supporting the Respondent's qualifications as a minority, small business, or women-owned entity.

E. EVALUATION

The City will be evaluating responses to this solicitation based on a combination of the experience described in the individual proposals and the best overall value for the services offered. Broadly, the individual responses will be rated on the following criteria.

Component	Maximum Points
Qualifications and Experience of Person(s) Assigned to the Project	30
Experience of the Firm	30
Fees	15
Capacity of Firm	20
Certified Small Business, Minority Enterprise, Women-Owned, Disadvantaged, or Veteran-Owned Business Enterprise	5
Total Points Available	**100**

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IV. GENERAL INSTRUCTIONS

Bid Format
All bids must be typewritten. Legibility, clarity, and completeness are essential. The bid must be signed individual(s) legally authorized to bind the Contractor.

Submission Procedures – Mailed/Delivered (Option 1) **OR** via DemandStar (Option 2)

Option 1
One original version of all bid documents with signature(s) and one (1) digital (PDF) version of the original are to be submitted in a sealed envelope to:

City of Treasure Island
Mike Howard, Financial Director
10451 Gulf Boulevard
Treasure Island, Florida 33706

To prevent opening by unauthorized individuals, your bid should be identified as follows:

THE CITY OF TREASURE ISLAND, FLORIDA
Disaster Financial Recovery Consultant Services

RFP No. 25 - 011

Name of Company/Firm: Berquist Recovery Consulting, LLC

Point of Contact: Jon Berquist - President

Option 2
Bidders may also submit all required documents via DemandStar and forgo the delivery or shipping of an original hard copy. This is a voluntary option being made available to all bidders. Bidders much either **submit everything via Option 1 OR Option 2**. Bids submitted using both options risks being deemed non-compliant.

Additional Information and Specification Changes

Request for additional information and questions should be addressed to Mike Howard, Interim Financial Director, by email at mhoward@mytreasureisland.org. Questions and request for additional information must be submitted by email by the date indicated. Only written interpretations or answers made to any bidder as to the meaning or specifications of the scope of this RFP will be binding. It is the further responsibility of each Bidder to determine whether any addenda have been issued to this RFP and to incorporate any such addenda into the RFP submission.

I. REQUIRED FORMS

SECTION 1 – PROPOSAL SHEET

SUBMITTED BY:

Official Name of Firm: Berquist Recovery Consulting, LLC

Address: 15050 Elderberry Ln.

Fort Myers, FL 33907

SUBMITTED TO: City of Treasure Island

SUBMITTED FOR: **RFP No.25-011 Disaster Financial Recovery Consultant Services**

RESPONDENTS CONTACT INFORMATION:

Contact Person: Jonathan Berquist

Title: President

Phone: (518) 229-4367

Email: jberquist@berquistrecoveryconsulting.com

AFFILIATED COMPANIES:

Name:

Address:

TYPE OF ORGANIZATION *(select one)*:

SOLE PROPRIETORSHIP

Name of Owner:

Doing Business As:

Date of Organization:

(If Business is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

PARTNERSHIP

Date of Organization: _____

Type of Partnership (General or Limited): _____

Name and Address of Each Partner: _____

_____

_____

CORPORATION

State of Incorporation: _____

Date of Incorporation: _____

Executive Officers

-Chief Executive Officer: _____

-President: _____

-Vice President(s): _____

_____

-Treasurer: _____

-Secretary: _____

LIMITED LIABILITY COMPANY

State of Organization: South Carolina

Date of Organization: September 2016

Members: Jonathan Berquist

_____

JOINT VENTURE

State of Organization: _____

Date of Organization: _____

Form of Organization: _____

Joint Venture Managing Partner

- Name: _____

- Address: _____

_____

_____

Joint Venture Managing Partner

- Name: _____

- Address: _____

_____

Joint Venture Managing Partner

- Name: _____

- Address: _____

_____

RESPONDENTS GENERAL INFORMATION

Type of License: _____

License Number: _____

Years of Business under License Number: _____

If nonresident, proof of authority to do business in the State of Florida. Attach with form submission.

Primary type of work your company performs: Disaster Recovery Consulting & Grants Management

Number of people permanently employed: 7

Is this organization an equal employment opportunity employer? Yes

Does this organization have a Drug-Free Workplace policy pursuant to Section 287.087, Florida Statutes?

☑ YES ☐ NO *If yes, include Attachment in this Section*

RESPONDENTS 3 REFERENCE PROJECTS *(highlighting projects within last 8 years)*

Company Name: Gaparilla Island Water Association

Address: 1700 E. Railroad Ave. Boca Grande, FL 33921

Telephone Number: (941) 964-2423

Contact Person: Ron Bolton - Executive Director

General Scope: FEMA PA Recovery and Grants Management

Company Name: Florida State Fair Authority

Address: 4800 US-301 Tampa, FL 33610

Telephone Number: (813) 627-4219

Contact Person: John Prestianni

General Scope: FEMA PA Assistance and Hazard Mitigation Services

Company Name: Port of the Islands Community Improvement District

Address: 5672 Strand Ct. #1 Naples, FL 34110

Telephone Number: (239) 592-9115

Contact Person: Dan Truckey - Chair

General Scope: FEMA PA Assistance and Hazard Mitigation Services

1. CERTIFICATIONS CERTIFIED BY:

Disadvantage Business Enterprise (DBE): _____

Minority Business Enterprise (MBE): _____

Woman Owned Enterprise (WBE): _____

Small Business Enterprise (SBE): _____

Other (_____): _____

Has firm listed in Section 1 ever failed to complete a contract awarded to it? ☐ YES ☑ NO

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a contract awarded to them in their name or when acting as a principal of another entity?

☐ YES ☑ NO

If YES to either of the two (2) questions above, list below or as an attachment and state why. Include each project's contact information

_____

_____

COMPANY Berquist Recovery Consulting, LLC

The undersigned, as respondent, does declare that no other persons other than the respondent has any interest in this submission or in the contract to be executed, and that it is made without any connection with any other person or persons making a proposal for the same articles, and it is in all respects fair and without collusion or fraud. More than one submission received for the same work from an individual, firm, partnership, corporation or joint venture under the same name nor different names will not be considered. Reasonable grounds for believing that any respondent, has interest in more than one submission for the same work will cause the rejection of all submissions that the respondent is interested in. If there are reasonable grounds for believing collusion exists among respondents, the proposals of such respondents will not be considered.

The undersigned further declares that he/she has carefully examined the specifications and is thoroughly familiar with their provisions and penalties. The respondent, by signing below, accepts all of the terms and conditions of the submission and makes all representations required by the General Conditions.

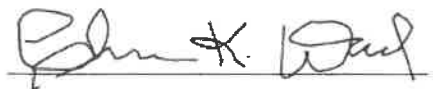
The respondent agrees if this submission is accepted to contract with the City of Treasure Island, Florida, in the form of contract specified, to furnish all material, equipment, machinery, tools, apparatus, means of transportation and labor necessary to provide the work in the submission.

Berquist Recovery Consulting, LLC

COMPANY NAME

Christopher K. Wood — NAME (PRINT)

Project Manager — TITLE



SIGNATURE

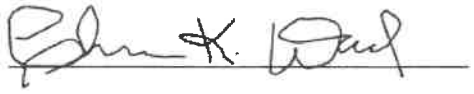
5/23/205 — DATE

SECTION 2 - DRUG-FREE WORKPLACE CERTIFICATE

IDENTICAL TIE PROPOSALS: Pursuant to Section 287.087, Florida Statutes, preference will be given to businesses with Drug-Free Workplace Programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a Drug-Free Workplace Program will be given preference in the award process. Established procedures for processing tie proposals will be followed in the event that none of the tied respondents have a Drug-Free Workplace Program. In order to have a Drug-Free Workplace Program, a business must:

1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2) Inform employees about the dangers of drug abuse in the workplace, the company's policy of maintaining a Drug-Free Workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3) Give each employee engaged in providing the commodities or contractual services that are under the proposal a copy of the statement specified in subsection (1).
4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under the proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 of the Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5) Impose a sanction on, or require satisfactory participation in, a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted or who has pled.
6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.



Signature

5/23/25

Date

Christopher K. Wood

Printed Name

Project Manager

Title

SECTION 3 - ADDENDA ACKNOWLEDGEMENT FORM

This form must be submitted with all Statements of Qualifications, regardless of whether or not any addendum was issued.

ACKNOWLEDGEMENT is hereby made of receipt of the following addenda issued during the response period, if any:

	Signature	**Date**
Addendum No. 1		5/12/25
Addendum No. 2		
Addendum No. 3		
Addendum No. 4		
Addendum No. 5		
Addendum No. 6		

SECTION 4 - PUBLIC ENTITY CRIMES STATEMENT

SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES.

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Treasure Island, FL
(Print name of the public entity)

by Christopher K. Wood
(Print individual's name and title)

for Berquist Recovery Consulting, LLC
(Print name of entity submitting sworn statement)

whose business address is 15050 Elderberry Ln. Fort Myers, FL 33907

and (if applicable its Federal Employer Identification Number) is 82-0655039

(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:).

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(l)(a), Florida Statutes, means: a predecessor or successor of a person convicted of a public entity crime: or an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives' partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for

fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in paragraph 287.133(1)(e), Florida Statues, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract in which bids or applies to id on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.
6. I understand that a person or affiliate who has been placed on the convicted vendor list following the conviction for a public entity crime, may not submit a bid, proposal or reply on a contract to provide goods or services to a public entity, may not submit a bid, proposal or reply on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids, proposals, or replies on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, cub-consultant, or Consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount as provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.
7. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting the sworn statement. (Please indicate which statement applies.)

☑ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☑ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholder, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer and the State of Florida, Division of Administrative Hearings and the Final Order entered by the hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALANDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017 FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

Sworn to and subscribed before me by means of (select one:) [ ] physical presence or [ ] online notarization, this 23rd day of May, 2025, by CHRISTOPHER K. WOOD, who is [select one:]

[ ] personally known to me **–or–** [✓] has produced a driver's license as identification.

Personally known _____

OR Produced Identification SCDL

_____

(Type of identification)

Notary Public – State of SC

My Commission Expires 1-6-31

(Printed, typed or stamped Zach Hornsby commissioned name of notary public)

ZACH HORNSBY
My Commission Expires
NOTARY
PUBLIC
January 6, 2031
SOUTH CAROLINA

SECTION 5 – TRUTH IN NEGOTIATIONS CERTIFICATION

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump sum or cost plus a fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the City of Treasure Island (the City) requires the Consultant to execute this certificate and include it with the submittal of the RFP, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting. The truth of statements made in this agreement may be relied on by the City and the undersigned is fully advised of the legal effect and obligation imposed on him/her by the execution of the instrument under oath.

The Consultant further agrees that the original agreement price and any additions will be adjusted to exclude any significant sums by which the City determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments must be made within (1) year following the end of the agreement. For purposes of this certificate, the end of the agreement will be deemed to be the date of final billing or acceptance of the work by the City, whichever is later.

Christopher K. Wood
Name of Consultant

Signature: _____ Date: 5/23/25

STATE OF Sc

COUNTY OF Kershaw

The foregoing instrument _____ was acknowledged before me by means of (select one:) [ ] physical presence or [ ] online notarization, this 23 day of May 2025 Christopher K. Wood (name of the person whose name is being notarized) as the Project Manager (title) of Berquist Recovery Consulting, LLC (name of corporation/entity), personally known to me as described herein or produced a SC DL (type of identification) as identification, and who (did I did not) take an oath.

ZACH HORNSBY NOTARY PUBLIC My Commission Expires January 6, 2031 SOUTH CAROLINA

NOTARY SEAL ABOVE

Printed Name of Notary Public Zach Hornsby

My Commission Expires: 1-6-31

SECTION 6 – ANTI-HUMAN TRAFFICKING AFFIDAVIT

Instructions: This form must be completed by an officer or representative of an entity entering into, renewing, or extending, a contract with the City of Treasure Island.
The undersigned, on behalf of Berquist Recovery Consulting, LLC ("Contractor"), hereby attests as follows:

A. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Treasure Island from executing, renewing, or extending a contract to entities that use coercion for labor or services, with such terms defined as follows:

- **"Coercion"** means: **(1)** using or threatening to use physical force against any person; **(2)** restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will; **(3)** using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined; **(4)** destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person; **(5)** causing or threatening to cause financial harm to any person; **(6)** enticing or luring any person by fraud or deceit; or **(7)** providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.
- **"Labor"** means work of economic or financial value.
- **"Services"** means any act committed at the behest of, under the supervision of, or for the benefit of another. The term includes, but is not limited to, forced marriage, servitude, or the removal of organs.

82--0655039

B. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, hereby represent that I make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind and make the above attestation on behalf of Vendor. **Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.**

Authorized Signature: _____ Date: 5/23/25

Printed Name: Christopher K Wood Title: Project Manager

STATE OF SC

COUNTY OF Kershaw

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this 23 day of May, 2025, by Christopher Wood, as Project Manager on behalf of the company/corporation. They ☐ are personally known to me or ☑ have produced SCDL as identification.

_____

Signature of Notary Public

Zach Hornsby

Name of Notary Typed, Printed or Stamped

My Commission Expires: 1-6-31

ZACH HORNSBY NOTARY PUBLIC My Commission Expires January 6, 2031 SOUTH CAROLINA

SECTION 7 - GENERAL CONDITIONS

To ensure acceptance, all Consultants submitting proposals to the City of Treasure Island ("City") will be governed by the following conditions, attached specifications, and proposal form(s) unless otherwise specified. Proposals not submitted on the proposal form(s) provided or not complying with these conditions will be subject to rejection.

1. **Interpretations.** All questions concerning the specifications within must be directed by e-mail to Mike Howard, Interim Financial Advisor at mhoward@mytreasureisland.org. Interpretations will be posted on the City's DemandStar portal. The City will not be responsible for any other explanation or interpretation. Only questions answered in writing will be binding. Oral and other representations, interpretations, or clarifications will be without legal effect.

2. **Respondent Representations.** It is the responsibility of each respondent before submitting a proposal to:

i) examine and carefully study the RFP, and any data and reference items identified in the RFP;
ii) become familiar with and satisfy itself as to all laws and regulations that may affect cost, progress, and performance of the work;
iii) promptly give the City written notice of all conflicts, errors, ambiguities, or discrepancies that respondent discovers in the RFP and confirm that the written resolution thereof by the City is acceptable to respondent;
iv) determine that the provisions of the RFP are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the work; and
v) agree that the submission of a RFP will constitute an incontrovertible representation by respondent that respondent has complied with every requirement of the RFP, that without exception the proposal and all prices in the RFP are premised upon performing and furnishing the work required by the RFP and that the RFP are sufficient in scope and detail to indicate and convey understanding of all terms and conditions of performance of the work.

3. **Response Preparation Expenses.** Each respondent preparing RFPs in response to this request will bear all expenses associated with their preparation. Respondents shall prepare a response with the understanding that no claims for reimbursement may be submitted to the City for the expense or presentation.

4. **Sealed Proposals.** The specifications and all executed Proposal Forms must be submitted in a sealed envelope. An authorized representative of the respondent must sign all Proposal Forms. The face of the proposal envelope must be plainly marked identifying the item and the date of the proposal opening. No proposals will be accepted after closing time for receipt of proposals, nor will any submissions by telephone, fax, or e-mail be accepted.

5. **Intent of Specifications.** It is the intent of the specifications to describe a certain item(s) or service(s) to be purchased by the City including all materials, equipment, machinery, tools,

apparatus, and means of transportation (including freight costs) necessary to provide the item(s) or service(s).

6. **Exceptions to Specifications.** During the drafting of written specifications, a sincere effort is made to describe products and services best suited to the needs of the City; however, in order that due consideration be given in evaluating proposals, any exceptions to or deviations from the specifications as written must be noted and fully explained. The City Manager is the final authority in determining the acceptability of any exceptions to specifications.

7. **Approved Equivalents or Equals.** Any manufacturer's name, trade name, brand name, model number, etc. listed in the specifications are for information only, and are not intended to limit competition. The respondent may offer any brand for which it/she/he is an authorized representative, which meets or exceeds the specifications as written. If the proposal is based on an "approved equivalent or equal" item, supporting information in the form of the manufacturer's printed literature or brochures, sketches, diagrams, and/or complete specifications must accompany the proposal. The respondent must explain in detail the reasons why the proposed equivalent or equal will meet specifications and not be considered an exception thereto. The City reserves the right to determine acceptance of proposed equivalent of equal items.

8. **Delivery.** Proposal quotations include all freight costs to Treasure Island, Florida to a point(s) specified in the contract or specified at the time the purchase order is placed. No title to the item(s) ordered nor any risk of loss will be passed to the City until after receipt of delivery has been acknowledged by authorized representative of the City.

9. **Mistakes.** Respondents are expected to examine the conditions, scope of work, proposal prices, extensions, and all instructions pertaining to the item(s) involved. Failure to do so will be at the respondent's risk.

10. **Proposal Withdrawals.** A proposal may be withdrawn by an appropriate document duly executed in the same manner that a proposal must be executed and delivered to the place where proposals are to be submitted prior to the date and time for the opening of proposals. Upon receipt of such notice, the unopened proposal will be returned to the respondent. If a respondent wishes to modify its proposal prior to proposal opening, respondent must withdraw its initial proposal and submit a new proposal prior to the date and time for the opening of proposals. Withdrawal of a proposal will not prejudice the rights of a respondent to submit a new proposal prior to the proposal submission deadline date and time. After expiration of the period for receiving proposals, no proposal may be modified.

11. **Selection of Proposal.** Prior to contract award, any respondent may be required to show that the company has the necessary facilities, equipment, ability and financial resources to perform the work specified in a satisfactory manner and within the time specified. In addition, the respondent must have experience in work of the same or similar nature, and can provide references, which will satisfy the City. The City may conduct such investigations as the City deems necessary to establish the responsibility, qualifications, and financial ability of respondent and any proposed sub-consultants, suppliers and individuals, or entities to perform the work in accordance with the contract documents. In evaluating whether a respondent is responsible, the City will

consider the qualifications of the respondent and may consider the qualifications and experience of suppliers proposed for those portions of the work for which the identified suppliers must be submitted as provided in the proposal documents. The City will also consider whether the respondent is of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the City. City, at its sole discretion, may select the respondent that it believes is appropriately qualified, responsible, and responsive.

12. **Award of Proposals.** Recommendation for award of proposal are made to the City Commission based on the (up to 3) highest ranked, most responsive, and most responsible respondent(s) meeting all conditions and requirements of the RFP. The contract awarded will be legally binding on both parties at the time of award by the City Commission.

13. **Rejection of Proposals.** The City reserves the right to accept or reject any or all proposals.

14. **Identical Tie Proposals.** The City will follow section 287.087, Florida Statutes, in case of identical submissions. In the event that two or more proposals are identical in price, quality, and service, preference will be given to businesses with a conforming Drug-Free Workplace Program. A Drug-Free Workplace Certificate is enclosed. The City reserves the right to implement any other tiebreakers based on the uniqueness of the solicitation.

15. **Protests.** Respondents who do not agree with the City's recommendation for award will be afforded the opportunity to protest the recommendation by submitting written notice to the Finance Director, Mike Howard within five (5) working days after notice of award. The protest must state the grounds for the protest and the action requested. Proposals not meeting the minimum published requirements (including specifications and/or scope of service) are not subject to protest. The protester will be furnished a copy of the written determination and recommendation.

a. The Department Directors with the assistance of the Finance Director shall prepare and submit a written determination to the City Manager recommending either approval or disapproval of the petition.
b. The City Manager shall review and either approve or disapprove the recommendation of the Directors.
c. Decisions of the City Manager may be appealed to City Commission by submitting to the City Clerk of a written request for hearing within five (5) working days from the date of the City Manager's written decision. The written request shall state the grounds for the appeal and the action requested of the City Commission.
d. A final decision under this section will be conclusive and shall represent the position of the City.
e. In the event of a timely protest and/or appeal, the City shall not proceed further with the award for the respective discipline unless the City Manager can justify the award as protecting the public health, welfare, or safety of the City.

16. **Lobbying.** Lobbying is prohibited in all City of Treasure Island competitive selection processes and contract awards including but not limited to, requests for qualifications, bids, or proposals the award of purchasing contracts of any type. The purpose of this prohibition is to

protect the integrity of the procurement process by shielding it from undue influences prior to the contract award, a bid protest being resolved, or the competitive selection process being otherwise concluded. The prospective respondent may contact the City's main office as specified in the RFP, to address situations such as clarifications relating to the procurement process or respondent protests.

Lobbying of evaluation committee members, city government employees, or elected officials regarding request for proposals, request for qualifications, invitations to bid, purchasing contracts, or bid protests, by the respondent/protestor any member of the respondent's/protestor's staff, any agent or representative of the respondent/protestor, or any person employed by any legal entity affiliated with or representing a respondent/protestor, is strictly prohibited from the date of the advertisement, or on a date otherwise established by the City Commission, until: an award is final, any protest is finally resolved, or the competitive selection process is otherwise concluded, whichever is later. This prohibition includes the act of carbon copying officials, agents or employees of the City on email correspondence. Any lobbying activities in violation of this section or on behalf of a respondent/protestor will result in the disqualification or rejection of the proposal, quotation, statement of qualification, proposal or contract, and may lead to debarment of the respondent or respondent/protestor.

For purposes of this provision, lobbying means influencing or attempting to influence action or non-action, and/or attempting to obtain the goodwill of persons specified in this section involved in the selection, ranking, or contract award in connection with any request for proposal, request for quotation, requests for qualification, proposal or purchasing contract through direct or indirect oral or written communication. The final award of a purchasing contract will be the effective date of the purchasing contract.

Any evaluation committee member, city government employee or elected official who has been lobbied must immediately report the lobbying activity to the City Manager.

17. **Proposals From Related Parties or Multiple Proposals Received From One Respondent.** Where two (2) or more related parties each submit a proposal or multiple proposals are received from one (1) respondent, for any contract, such proposals will be judged non-responsive. For purposes of this section, related parties mean respondents or the principles thereof, which have a direct or indirect ownership interest in another respondent for the same contract or in which a parent company or the principles thereof of one (1) respondent have a direct or indirect ownership interest in another respondent for the same contract.

18. **Assignment/Subcontracting/Corporate Acquisition and/or Mergers.** The Consultant shall perform this Contract. If a respondent intends to subcontract a portion of this work, the respondent must disclose that intent in the proposal. No assignment or subcontracting will be allowed without prior written consent of the City. In the event of a corporate acquisition and/or merger, the Consultant must provide written notice to the City within thirty (30) business days of Consultant's notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which will not be unreasonably exercised by the City, includes but is not limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws. Action by the City awarding a contract to a

respondent, which has disclosed its intent to assign or subcontract in its response to this solicitation, without exception will constitute approval for purposes of this contract.

19. **Additional Requirements.** The City reserves the right to request additional goods or services relating to this agreement from the Consultant. When approved by the City as an amendment to this agreement and authorized in writing, the Consultant must provide such additional requirements as may become necessary.

20. **Documents Related to Contracted Work.** All documents including field books, drawings, specifications, calculations, geotechnical investigation reports, etc., used in the preparation of the work must be supplied by the Consultant and will become the property of the City and will be made available to the City upon request at any reasonable time, including all finished or unfinished documents and other data prepared or obtained by the Consultant upon the termination of this agreement in whole or in part. Documents shall be provided in original searchable electronic format (as opposed to scanned with OCR). The City acknowledges that such documents are not intended or represented to be suitable for use by the City or others for purposes other than those for which the documents are prepared. Any reuse of these documents without written verification or adaptation by the Consultant for the specific purpose intended will be at the City's sole risk without liability or legal exposure to the Consultant. Upon the Consultant's written request, the City will furnish or cause to be furnished such reports, studies, instruments, documents, and other information as the Consultant and City mutually deem necessary. The City does not warrant the accuracy or completeness of the information authored by third parties. The Consultant is responsible for independently verifying the information contained in the documents provided.

21. **Required Disclosure.** With its proposal submission the respondent must disclose all material facts pertaining to any felony conviction or any pending felony charges in the last three (3) years in this state or any other state of the United States against (i) respondent, (ii) any business entity related to or affiliated with respondent, or (iii) any present or former executive employee, officer, director, stockholder, partner or owner of respondent or of any such related or affiliated entity. This disclosure will not apply to any person or entity which is only a stockholder, which person or entity owns 20 percent or less of the outstanding shares of a respondent whose stock is publicly owned and traded.

At its sole discretion, the City may reject any proposal the City finds to lack, or whose present or former executive employees, officers, directors, stockholders, partners or owners are found by the City to lack honesty, integrity, or moral responsibility. The discretion of the City may be exercised based on the disclosure required in this Section. By submitting a proposal, respondent recognizes and accepts that the City may reject the proposal based upon the exercise of its sole discretion and respondent waives any claim it might have for damages or other relief resulting from the rejection of its proposal based on these grounds.

22. **Scrutinized Companies.** By engaging in business with the City, each respondent confirms their business entity is not on the Scrutinized Companies that Boycott Israel List as described in Section 287.135, Florida Statutes, or engaged in a boycott of Israel or, for goods or services over one million dollars, respondents confirm they are not on any of the scrutinized company lists

identified in Section 287.135, Florida Statutes, or engaged in any such activity identified in that section.

A. A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local government entity for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

B. A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of one million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Iran Terrorism Sectors List created pursuant to Section 215.473, Florida Statutes, or engaged in business operations in Cuba or Syria.

23. **Tax.** The City is exempt from all state and local sales tax.

24. **Payment of Invoices.** The City issues checks for payment of invoices on the 1st, and 3rd Friday of every month. The signed purchase order and a correct invoice must have been received before payment can be made. The City will make payments in accordance with the Florida Prompt Payment Act, section 218.70, *et seq.*, Florida Statutes. All purchases are subject to availability of funds in the City's budget.

25. **Appropriations Clause.** By submitting a proposal, the Consultant certifies that he/she understands that the City, an entity of government, is subject to the appropriation of funds by its legislative body in an amount sufficient to allow continuation of its performance in accordance with the terms and conditions of this contract for each and every fiscal year following the fiscal year in which this contract is executed and entered into and for which this contract will remain in effect. The City will, upon receipt of notice that sufficient funds are not available to continue its full and faithful performance of this contract, provide written notice to the Consultant of such event within thirty (30) days and, be thereafter released at all further obligations in any way related to the contract.

26. **Legal Requirements.** All applicable provisions of federal, state, county, and local laws including all ordinances, rules, and regulations govern the development, submittal and evaluation of all proposals received in response to these specifications and govern any and all claims between person(s) submitting a proposal and the City, by and through its officers, employees and authorized representatives. A lack of knowledge by the respondent concerning any of the aforementioned will not constitute a cognizable defense against the legal effect thereof. The respondent agrees that it will not discriminate on the basis of race, creed, color, national origin, sex, age, or disability (as provided by law).

The selected Consultant may be required to provide expert witnesses or testimony, if required by the City, to testify in connection with any suit at law or administrative proceeding. A supplemental agreement will be negotiated between the City and the selected Consultant describing the services desired and providing a basis for compensation to the selected Consultant.

27. **Licenses, Registration and Certificates.** Each respondent must be authorized to conduct business in the State of Florida and must possess at the time of submitting its proposal all licenses, registrations and certificates necessary to engage in the business of contracting (or special contracting if the work to be performed necessitates a particular type of specialty Consultant) in the City. Respondent must also possess all licenses, registrations and certificates necessary to comply with federal, state and local laws and regulations.

28. **Permits and Taxes.** The respondent shall procure all permits, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

29. **Public Records.** By submitting its proposal, the Consultant certifies that it/he/she understands that the City, an entity of government, is subject to the Public Records Laws and in accordance with Section 119.0701, Florida Statutes, and the Consultant may be subject to the Public Records Laws. Any claim of confidentiality is waved upon submission, effective after proposal opening pursuant to Section 119.07, Florida Statutes. Any subsequent contract entered into between the City and Consultant related to the scope of services outlined in this RFP will be conditioned on the Consultant compliance with the Public Records Laws as provided in Section 119.0701 of the Florida Statutes.

30. **Unauthorized Aliens.** The City will consider the employment by the respondent of unauthorized aliens a violation of Title 8 USC 1324a of the Immigration and Nationality Act. Such violation will be cause for unilateral termination of this contract.

31. **Utilities.** The City will not provide utilities such as water, electricity or refuse pickup unless noted in the contract documents.

32. **Termination.** A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause, whenever the City determines, in its sole discretion that such termination is in the best interests of the City. A notice of termination will be effective if delivered to the respondent at least five (5) calendar days prior to the termination date contained in the notice. The notice of termination shall specify the extent to which performance will be terminated, and the date upon which termination becomes effective. An equitable adjustment in the contract price will be made for the completed service, but no amount will be allowed for anticipated profit on unperformed services.

33. **Conflict of Interest and Code of Ethics.** The respondent represents that it presently has no interest and will acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required in the contract. Such conflicts shall include but not be limited to the engagement of any services of any person or persons in the employ of the City, on

either a full or part-time basis. The respondent further represents that no person having any such interest will be employed by it/him/her during the agreement term and any extensions.

The Consultant shall promptly notify the City's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest, or other circumstance, which may influence or appear to influence the Consultant's judgment or quality of services being provided in the contract. Such written notification must identify the prospective business association, interest or circumstance, the nature of wok that the Consultant may undertake and request an opinion of the City as to whether the association, interest or circumstance would, in the opinion of the City, constitute a conflict of interest if entered into by the Consultant. The City agrees to notify the Consultant of its opinion, by certified mail, within thirty (30) days of receipt of notification by the Consultant.

With respect to this RFP, if any respondent violates, directly or indirectly, the ethics provisions of the Florida criminal or civil laws related to public procurement, including, but not limited to, Florida Statutes Chapter 112, Part III, Code of Ethics for Public Officers and Employees, such respondent will be disqualified from eligibility to perform the work described in this RFP, and may also be disqualified from furnishing future goods or services to the City, and from submitting any future bids or proposals to supply goods or services to the City.

By submitting an RFP, the respondent represents to the City that all statements made and materials submitted are truthful, with no relevant facts withheld. If a respondent is determined to have been untruthful in its RFP or any related presentation, such respondent will be disqualified from eligibility to perform the work described in this RFP and may also be disqualified from furnishing future goods or services to the City, and from submitting any future bids or proposals to supply goods or services to the City.

By offering a submission to this RFP, the respondent certifies that no attempt has been made or will be made by the respondent to induce any other person or firm to submit or not to submit a submission for the purpose of restricting competition. The only person(s) or principals(s) interested in this submission are named therein and that no person other than those therein mentioned has/have any interest in this submission or in agreement to be entered. Any prospective individual or firm should make an affirmative statement in its proposals to the effect that, to its knowledge, its retention would not result in a conflict of interest with any party.

34. **Equal Employment Opportunity.** In accordance with the provisions of Title VI of the Civil Rights Act of 1964 and Title 15, Part 8 of the Code of Federal Regulations, the City hereby notifies all prospective respondents that they will affirmatively ensure minority business enterprises will be afforded full opportunity to participate in response to this advertisement and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of contract.

35. **Verification of Employment Status Certification**. In accordance with Florida law, the Consultant shall comply with all applicable provisions of sections 448.09 and 448.095, Florida Statutes, as may be amended. The definitions in section 448.095(1), Florida Statutes, as may be amended, apply to this section of the contract. Consultant shall register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all

employees of Consultant. Consultant may not enter into a contract with a subcontractor to perform work under this contract unless and until the subcontractor registers with and uses the E-Verify system. If Consultant enters into a contract with a subcontractor to perform work under this contract, Consultant must obtain a properly executed affidavit from the subcontractor stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Consultant must maintain copies of all such affidavits for the duration of this contract. The City may terminate this contract for cause if the City determines that Consultant or Consultant's subcontractor has not complied with any applicable provision of sections 448.09 or 448.095, Florida Statutes, as may be amended. The City will terminate this contract for cause if the City has a good faith belief that Consultant has knowingly violated subsection 448.09(1), Florida Statutes, as may be amended. If the City has a good faith belief that a subcontractor knowingly violated section 448.09(1), Florida Statutes, as may be amended, but the City determines that Consultant otherwise complied with section 448.09(1), Florida Statutes, as may be amended, the City will notify Consultant as such, and Consultant must immediately terminate Consultant's contract with said subcontractor. If this contract is terminated under section 448.095(c), F.S.: (a) such termination is not a breach of this contract and may not be considered as such; (b) Consultant may not be awarded a public contract for at least 1 year after the date on which the contract is terminated; and (c) Consultant is liable for any additional costs incurred by the City as a result of the termination of the contract.

36. **Americans with Disabilities Act.** The City does not discriminate upon the basis of any individual's disability status. Anyone requiring reasonable accommodation for the public meetings specified herein (i.e. mandatory pre-submittal meeting or presentation), should contact the City's Purchasing Coordinator at least twenty-four hours in advance of the activity to request reasonable accommodations.

37. **No Consideration of Consultant's Social, Political or Ideological Interests.** Pursuant to section 287.05701, Florida Statutes, as may be amended, the City may not request documentation of or consider any of Consultant's social, political, or ideological interests when determining if Consultant is a responsible Consultant, nor may the City give preference to Consultant based on Consultant's social, political, or ideological beliefs.

38. **Insurance Requirements.**

L. The Consultant is required, at its own cost and expense, to acquire, maintain, and provide evidence of the minimum insurance policies and limits, and keep specified insurance in force until the City accepts that the Consultant has satisfactorily completed all work required under the contract; and cause sub-consultant(s), if utilized, to acquire and maintain the same.

1. The Consultant, if selected, will provide the City with a Certificate or Certificates of Insurance showing the existence of coverage as required by the contract prior to the start of any work under this contract. In addition, the Consultant will provide to the City, if requested in writing, certified copies of all policies of insurance. New certificates and new certified copies of policies shall be provided to the City whenever any policy is renewed, revised, or obtained from other insurers. The City of Treasure Island shall be named as the Certificate

Holder.

The address where such certificates and certified policies shall be sent or delivered is as follows:

City of Treasure Island
Risk Management Department
10451 Gulf Blvd.
Treasure Island, FL 33706

2. All required policies providing liability coverage(s), other than Professional Liability and Workers' Compensation policies, for both Consultant and sub-consultant(s) shall be endorsed to include The City of Treasure Island as an Additional Insured.
3. The Named Insured on the Certificate of Insurance must match the entity's name that responded to the RFP and is signing the contract with the City.
4. Consultant shall notify the City within twenty-four (24) hours of receipt of any notice of policy expiration, cancellation, nonrenewal, or adverse material change in the required coverages received by Consultant from its insurer.

M. Specific Insurance Coverages and Limits

All requirements in this Insurance Section shall be complied with in full by the Consultant unless excused from compliance in writing by the City. The amounts and types of insurance must conform to the following minimum requirements. Current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) policies, forms, and endorsements or broader shall be used where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the City.

Workers' Compensation and Employers' Liability Insurance shall be maintained in force during the term of this contract for all employees engaged in this work under this contract, in accordance with the laws of the State of Florida. The minimum acceptable limits shall be:

1. Workers' Compensation: Florida Statutory Requirements
   Employer's Liability: $100,000 Each Employee
   $100,000 Each Employee Disease
   $500,000 Aggregate Disease

2. Commercial General Liability Insurance: The Consultant shall provide for all operations, including but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury. Projects with a Completed Operations exposure are required to maintain coverage for a period of two (2) years beyond final acceptance by the City.

   $1,000,000 Per Occurrence
   $2,000,000 Products/Completed Operations Aggregate

$1,000,000 Personal/Advertising Injury
$2,000,000 General Aggregate

3. Business Automobile Liability Insurance: The Consultant shall provide coverage for all owned, hired, and non-owned vehicles.

   $1,000,000 Combined Single Limit Per Accident

4. Professional Liability (Errors and Omissions) Insurance: The Consultant shall provide coverage with at least minimum limits shown below. If "claims made" coverage is provided, "tail coverage" extending three (3) years beyond completion and acceptance of the project with proof of "tail coverage" to be submitted with the invoice for final payment. In lieu of "tail coverage", Consultant may submit annually to the City, for a three (3) year period, a current certificate of insurance providing "claims made" insurance with prior acts coverage in force with a retroactive date no later than commencement date of this contract.

   $1,000,000 Each Occurrence or Claim
   $2,000,000 General Aggregate

   For acceptance of Professional Liability coverage included within another policy required herein, a statement notifying the certificate holder must be included on the certificate of insurance and the total amount of said coverage per occurrence must be greater than or equal to the amount of Professional Liability and other coverage combined.

   The Consultant recognizes that the registered persons practicing engineering with the Consultant as provided in Chapter 471 of the Florida Statutes are not relieved from personal liability for their professional acts and each registered person practicing engineering with the Consultant who performs consulting engineering services for the City pursuant to this contract shall be liable in accordance with section 471.023(3) of the Florida Statutes.

5. Property Insurance: Consultant will be responsible for all damage to its own property, equipment, and/or materials.

N. These insurance requirements shall not limit the liability of the Consultant and/or sub-consultant(s). Any remedy provided to the City by the insurance provided by the Consultant and its consultants or sub-consultants will be in addition to and not in lieu of any other remedy (including, but not limited to, as an indemnitee of the Consultant) available to the City under contract or otherwise.

O. All policies shall be written on a primary, non-contributory basis.

P. Insurance Policies, other than Professional Liability, shall include waivers of subrogation in favor of the City.

Q. Companies issuing the insurance policy, or policies, shall have no recourse against the City for payment of premiums or assessments for any deductibles which are all at the sole responsibility and risk of the Consultant.

R. All insurance policies must be placed with insurers duly authorized to do business in the State of Florida and have a current AM Best rating of A- VII or better.

S. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

T. Receipt of certificates or other documentation of insurance or policies or copies of policies by the City, or by any of its representatives, which indicates less coverage that is required, does not constitute a waiver of the Consultant's obligation to fulfill the insurance requirements specified in this contract.

U. Precaution shall be exercised at all times by the Consultant for the protection of all persons, including employees, and property. The Consultant shall be expected to comply with all applicable laws, regulations, or ordinances related to safety and health, and shall make special efforts where appropriate to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected.

The City may order work to be stopped if conditions exist that present immediate danger to persons or property. The Consultant acknowledges that such stoppage will not shift responsibility for any damages from the Consultant to the City.

V. No Waiver
Neither approval nor failure to disapprove insurance furnished by the Consultant or its sub-consultant will relieve the Consultant or sub-consultant from responsibility to prove insurance as required.

W. Indemnification Requirements
The Consultant must agree to a provision requiring that it indemnify, defend, and hold harmless the City, any federal, county or municipal funding agency, and all of their officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by Consultant, its agents, or employees during the performance of the contract.

39. **No Contract Funds to be Used for Identification Documents for Those Not Lawfully in U.S.**

Consultant agrees that Consultant does not and will not, nor will it allow a subcontractor to, use any funds from the City for the purpose of issuing an identification card or document to any individual who does not provide proof of lawful presence in the United States.

40. **Foreign Country of Concern Disclosure Certification.**

This certification is applicable if the offer exceeds $100,000. Pursuant to section 286.101, Florida Statutes, the Consultant is required to disclose any current or prior interest of, any contract with, or any grant or gift received from a Foreign Country of Concern, as defined below, if such interest, contract, or grant or gift has a value of $50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous five (5) years. For purposes of this section, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity under significant control of such foreign country of concern. Consultant's disclosure shall include the name and mailing address of the disclosing entity, the amount of the contract or grant or gift or the value of the interest disclosed, the applicable foreign country of concern and, if applicable, the date of termination of the contract or interest, the date of receipt of the grant or gift, and the name of the agent or controlled entity that is the source or interest holder. Note that within one (1) year before proposing any contract to the City, such entity must provide a copy of such disclosure to the Florida Department of Financial Services.

By executing this certification, the Consultant certifies that it either has, or will prior to contract award, disclose any current or prior interest of, any contract with, or any grant or gift received from a Foreign Country of Concern (CHECK "NONE" IF NONE EXISTS).

☑ NONE

OR

☐ CURRENT OR PRIOR INTEREST WITH FOREIGN COUNTRY OF CONCERN

If this option is selected, in the space below, provide:

- The name and mailing address of the disclosing entity;
- The amount of the contract or gift or grant or the value or the interest disclosed;
- The applicable Foreign Country of Concern;
- The date of the termination of the contract or interest;
- The date of the receipt of the grant or gift;
- The name of the agent or controlled entity that is the source or interest holder; and
- State whether within one (1) year before submitting this offer, such entity provided a copy of the disclosure to the Florida Department of Financial Services.

ANY AND ALL SPECIAL CONDITIONS AND SPECIFICATIONS ATTACHED TO THIS AGREEMENT WHICH VARY FROM THESE GENERAL CONDITIONS WILL HAVE PRECEDENCE

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM AGREES TO COMPLY WITH AND ACCEPTS THE GENERAL CONDITIONS.

Signature: _____ Date: 5/23/25

Printed Name: Christopher K. Wood

EXHIBIT B

BERQUIST RECOVERY CONSULTING RFP 25-011 PROPOSAL

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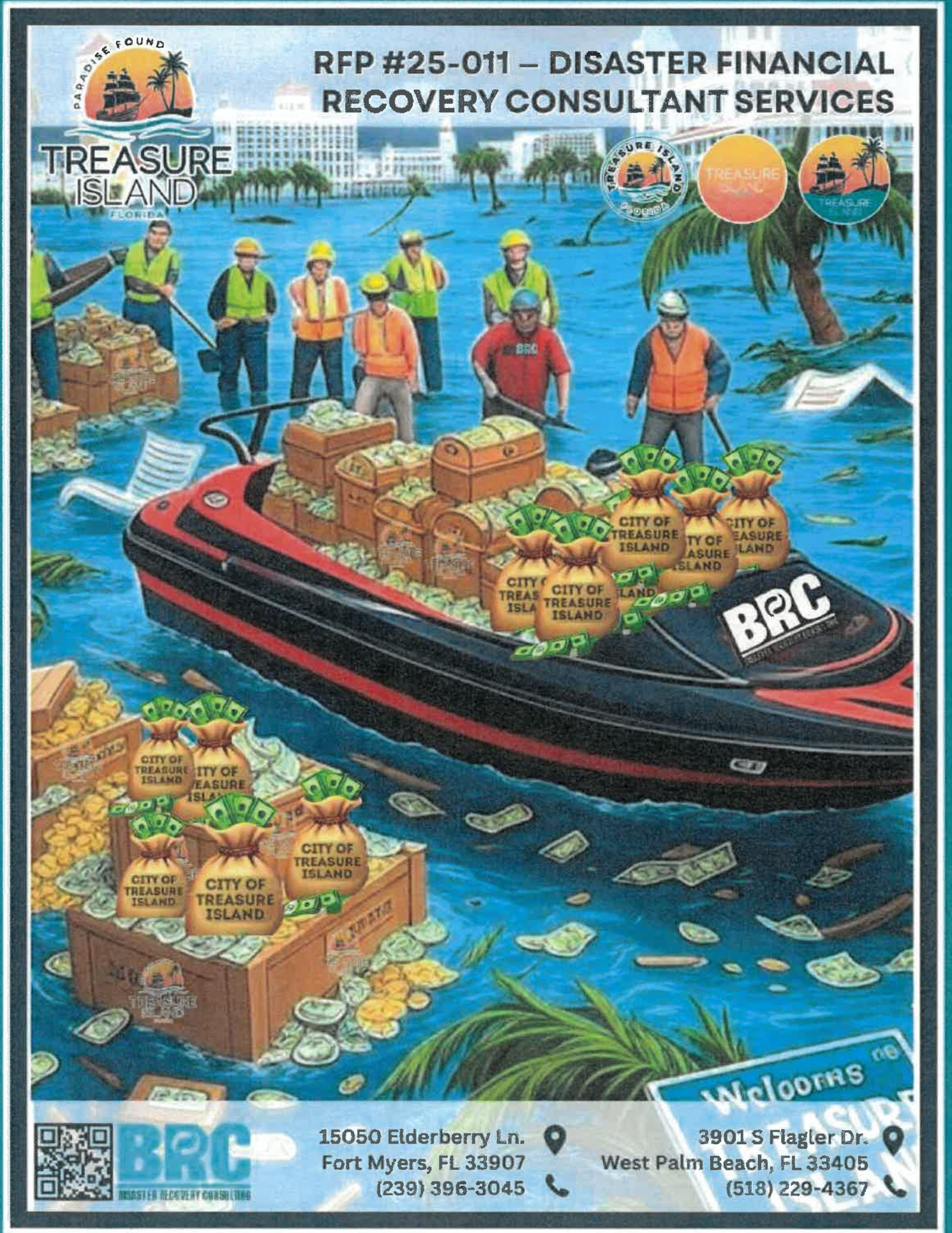
PARADISE FOUND
TREASURE ISLAND
FLORIDA
RFP #25-011 – DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES
CITY OF TREASURE ISLAND
BRC
BRC
DISASTER RECOVERY CONSULTING
15050 Elderberry Ln.
Fort Myers, FL 33907
(239) 396-3045
3901 S Flagler Dr.
West Palm Beach, FL 33405
(518) 229-4367
WWW.BERQUISTRECOVERYCONSULTING.COM

DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES

RFP # 25-011 CITY OF TREASURE ISLAND

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BRC DISASTER RECOVERY CONSULTING

15050 Elderberry Ln.
Fort Myers, FL 33907
(239) 396-3045

3901 S Flagler Dr.
West Palm Beach, FL 33405
(518) 229-4367

May 21, 2025

Mike Howard
Finance Director
City of Treasure Island
10451 Gulf Boulevard
Treasure Island, FL 33706
Email: mhoward@mytreasureisland.org

Re: Proposal Submission – RFP No. 25-011 Disaster Financial Recovery Consultant Services

Dear Mr. Howard,

The City of Treasure Island has recently faced the daunting aftermath of several major disasters – including Hurricanes Debby, Helene, and Milton in 2024 – underscoring the urgent need for expert guidance in navigating complex recovery funding. Berquist Recovery Consulting, LLC (BRC) is pleased to submit our proposal to serve as the City's Disaster Financial Recovery Consultant. BRC is a specialized firm focused on maximizing post-disaster funding from all available sources, with particular expertise in FEMA Public Assistance (PA) and HUD Community Development Block Grant-Disaster Recovery (CDBG-DR) programs. We understand the critical importance of expediting financial recovery while ensuring full compliance with federal and state requirements.

Why Choose BRC: We believe the City should select our team because we bring an unparalleled combination of experience, proven success, and dedicated service. Since 2012, BRC has worked alongside dozens of communities before, during, and after disasters to secure the funding they need without the frustration. Our consultants have helped recover billions of dollars in FEMA funding – including leading efforts that secured over $2.5 billion for a single county after Hurricane Katrina and over $5 billion nationwide during the COVID-19 pandemic. We have intimate knowledge of federal recovery programs such as FEMA PA, CDBG-DR, Hazard Mitigation (404 and 406), and Economic Development Administration (EDA) grants. In Florida specifically, BRC has successfully represented local governments and special districts in obtaining disaster aid after hurricanes and floods. We are proud to have recently assisted communities in southwest Florida with recovery from events like Hurricane Ian (2022) and other major storms, achieving full reimbursement for eligible costs and funding critical mitigation projects. This track record of delivering maximum recovery outcomes, combined with our strict adherence to compliance, positions us as the ideal partner for Treasure Island's recovery needs.

Dedicated Team: Our hand-selected team for Treasure Island is highly qualified and strategically positioned to support the City. Jonathan Berquist, Founder and President of BRC, will serve as the Project Executive and primary point of contact for this engagement. Jon is a former FEMA project manager and has also worked with the Florida Division of Emergency Management, bringing deep firsthand knowledge of federal and state recovery processes. He will be supported by Robert Berquist, P.E., and Timothy Donnelly as Senior FEMA Public Assistance Advisors. Robert and Tim are seasoned disaster

recovery subject matter experts who have between them developed hundreds of FEMA project worksheets and overseen numerous large-scale recovery projects across the country. This core team will be available to the City at all times, backed by BRC's additional grant specialists and support staff as needed. Together, we commit to providing Treasure Island with responsive, professional service and expert guidance through every step of the recovery process.

We appreciate the opportunity to be considered for this vital role. ***BRC is ready to partner with the City of Treasure Island to expedite recovery, maximize funding, and ensure full compliance*** with all applicable regulations. Should you have any questions or require further information, please do not hesitate to contact me at (518) 229-4367 or via email at jberquist@berquistrecoveryconsulting.com. We look forward to the possibility of serving your community and making a lasting positive impact on its recovery.

Sincerely,

Jon Berquist

Jon Berquist

Project Executive
Berquist Recovery Consulting



TAB 3 **SECTION 3: REQUIRED FORMS**

REQUIRED FORMS

All required forms (RFP Sections 1–7) have been completed, signed, and are included herein as **Tab 3** of our proposal, per the RFP instructions. These forms include all certifications and acknowledgments necessary to meet the solicitation requirements. BRC understands and agrees to all terms and conditions outlined in the RFP, and we have provided the executed documents accordingly.

DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES

RFP # 25-011 CITY OF TREASURE ISLAND

TAB 4 **SECTION 4: STAFF QUALIFICATIONS AND EXPERIENCE**

QUALIFICATIONS AND EXPERIENCE OF PERSONNEL

Berquist Recovery Consulting, LLC (BRC) fully meets and exceeds the City of Treasure Island's minimum qualifications outlined in RFP No. 25-011. Our firm maintains active SAM.gov registration without exclusions, affirming our eligibility for federally funded projects. With over 500 disaster recovery initiatives successfully managed and more than $1 billion secured in FEMA, HUD CDBG-DR, HMGP, and related federal and state recovery funds, BRC is uniquely positioned to deliver comprehensive, compliant, and efficient disaster recovery services.

Federal Funding & Compliance Expertise

BRC's specialized team possesses deep, practical knowledge of federal disaster recovery regulations including the Stafford Disaster Relief and Emergency Assistance Act, HUD CDBG-DR (42 U.S.C. § 5301 et seq., 24 CFR Part 570), 2 CFR Part 200 procurement standards, FEMA regulations under 44 CFR, and the Sandy Recovery Improvement Act (SRIA) of 2013. Our consultants remain current on all FEMA policy shifts, alternative Public Assistance procedures, and Florida-specific reimbursement processes managed by the Florida Division of Emergency Management (FDEM). Our familiarity with Pinellas County's unique operational and regulatory environment further enables us to deliver integrated, compliant, and financially optimized recovery strategies for Treasure Island.

Project Leadership & Key Personnel

Jonathan Berquist, MBA – Project Executive & Primary Contact Jonathan Berquist, Founder and President of BRC, brings more than 18 years of experience managing FEMA disaster recovery operations totaling over $1 billion. A former FEMA Project Manager and Florida Division of Emergency Management consultant, Jon has led numerous complex recoveries nationwide. His extensive knowledge of Florida-specific regulations ensures strategic oversight and precise compliance, optimizing Treasure Island's federal and state reimbursements. Jon holds an MBA from the University of Florida and excels at aligning policy intricacies with actionable project execution.

Eric Zabukovec – Project Manager & Senior Public Assistance Advisor Eric Zabukovec offers more than 15 years of experience in FEMA-funded recovery operations across Florida, managing complex projects exceeding $300 million. His expertise in FEMA eligibility, compliance standards, and the enforcement intricacies of FEMA's 50% rule directly addresses the City's administrative and regulatory complexities. Eric's oversight ensures streamlined coordination with FEMA and state agencies, maximizing timely reimbursements and reducing operational burdens.

Michael Notar – Deputy Project Manager & Debris Management Expert Michael Notar provides over a decade of specialized experience in FEMA-compliant debris management, particularly notable in post-Hurricane Ian operations in Lee County. His mastery of SRIA alternative debris removal procedures expedites compliance and reimbursement processes. Michael's meticulous documentation, rigorous cost justification practices, and strong liaison capabilities with federal and state agencies significantly accelerate Treasure Island's debris clearance and financial recovery, ensuring comprehensive adherence to regulatory requirements.

DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES

RFP # 25-011 CITY OF TREASURE ISLAND

Melinda Velez – Grants Management & Compliance Specialist Melinda Velez is an accomplished grants compliance specialist with extensive FEMA and HUD CDBG-DR experience nationwide, adept at ensuring stringent compliance with 2 CFR 200 procurement standards, Stafford Act requirements, and meticulous financial reconciliations. Melinda's expertise in complex financial documentation, payroll compliance, and audit preparations significantly alleviates administrative challenges, expediting reimbursement processes for Treasure Island.

Robert Berquist, P.E. – Senior Disaster Recovery Advisor Robert Berquist, a licensed Professional Engineer with over 30 years in disaster recovery consulting, has developed more than 500 FEMA Project Worksheets across all categories of work. His engineering proficiency ensures accurate damage assessments and cost estimations aligned with FEMA methodologies, significantly optimizing reimbursements and preventing costly deobligations. Robert's mentorship and technical guidance enhance City staff capabilities, ensuring comprehensive project compliance and financial integrity.

Timothy Donnelly – Senior FEMA Subject Matter Expert Timothy Donnelly brings over 50 years of FEMA Public Assistance experience, having authored more than 1,500 project worksheets across all FEMA PA categories. Tim's extensive knowledge of Stafford Act regulations, duplication-of-benefits guidelines, and audit defense strategies safeguards Treasure Island's reimbursements. His meticulous approach ensures documentation completeness, timely report submissions, and proactive issue resolution, directly contributing to robust and compliant recovery operations.

Jeff Abraham, MBA, CCRP – Senior Project Advisor Jeff Abraham previously served as Deputy Program Director for New York State's $236 million HUD CDBG-DR Sandy recovery initiative. His profound understanding of federal regulatory frameworks, including FEMA PA, HUD CDBG-DR, and procurement standards under 2 CFR 200, provides critical oversight for strategic financial management and compliance. Jeff's proficiency in IT-driven grant management systems like GrantCity Gateway accelerates documentation processes, reducing administrative complexities and accelerating reimbursement cycles.

Steve Kirk – Senior CDBG-DR & HUD Expert Steve Kirk's 40-year career encompasses extensive HUD CDBG and CDBG-DR program leadership. As an executive-level advisor and SME for New York State's Hurricane Sandy recovery, Steve ensures Treasure Island effectively leverages HUD resources, navigates duplication-of-benefits complexities, and implements sustainable recovery solutions. His strategic guidance maximizes federal funding while ensuring regulatory compliance and economic revitalization.

Patrick Geelan, PMP, EIT – Senior Construction & Engineering Specialist Patrick Geelan offers extensive senior-level expertise from New York State's CDBG-DR-funded infrastructure recoveries post-Hurricane Sandy. His skills in federal procurement compliance, infrastructure rehabilitation, hazard mitigation, and environmental compliance directly mitigate project delays and procurement challenges. Patrick ensures rigorous adherence to regulatory standards, accelerating project timelines and reimbursement eligibility for Treasure Island.

Amit Mahadevia, P.E. – Hazard Mitigation & Environmental Specialist Amit Mahadevia provides 17 years of experience in hazard mitigation, climate resiliency planning, and environmental compliance, significantly reducing Treasure Island's long-term disaster vulnerabilities. His strategic mitigation planning

meets rigorous FEMA, HUD, and state regulatory standards, enhancing the City's infrastructure resilience and sustainability.

Chris Wood – Debris Field Operations Specialist Chris Wood excels in FEMA-compliant debris logistics management, documentation, and field oversight. His hands-on experience ensures rapid debris clearance and robust documentation, crucial for expediting cost recovery and compliance with FEMA guidelines. Chris's practical, field-oriented approach quickly restores critical infrastructure, minimizing operational disruptions for Treasure Island.

Supporting Staff and Capabilities

In addition to the senior personnel above, BRC will deploy experienced disaster recovery specialists, certified grants managers, financial analysts, GIS experts, and technical staff to address every aspect of the City's recovery requirements. Our staff maintain relevant industry certifications including:

- FEMA Independent Study Certifications (ICS 100-800)
- Project Management Professional (PMP), Program Management Professional (PgMP)
- Certified Public Accountant (CPA), Certified Emergency Manager (CEM)
- Certified Compliance and Regulatory Professional (CCRP)
- Professional Engineer (P.E.), Engineer in Training (EIT)
- OSHA 10/30/40 Certification
- American Institute of Certified Planners (AICP)

Certification copies are available upon request.

Strategic Subconsultant Commitment – GrantCity Consulting, LLC (GCC)

BRC has partnered strategically with GCC, enhancing our capacity to deliver comprehensive recovery services, from FEMA PA consulting and HUD compliance to hazard mitigation planning and long-term resilience building. GCC's diverse workforce includes veterans, law enforcement, and other disciplined professionals with deep practical experience in disaster recovery programs. Their disciplined approach will expedite Treasure Island's recovery processes through meticulous documentation, rigorous financial controls, compliance monitoring, project closeouts, and staff training, ensuring sustained capacity and regulatory excellence.

Proven Track Record & Client References

BRC's successful execution of similar projects—such as the Florida State Fair Authority (Hurricane Milton), Gasparilla Island Water Association (Hurricanes Ian, Helene, Milton), and Port of the Islands Community Development District (Hurricane Ian)—confirms our ability to manage complex recoveries effectively. Detailed references validating our capabilities and successes are available in the proposal's appendix.

Firm Capacity, Scalability, and Commitment

BRC maintains extensive staffing resources and operational flexibility, ensuring immediate mobilization and sustained support for Treasure Island. Our robust internal QA/QC protocols guarantee superior

deliverables, while our technology-driven GrantCity Gateway™ system ensures audit readiness and regulatory compliance. This infrastructure allows us to adapt rapidly to evolving project demands and scale resources seamlessly.

Conclusion

By selecting Berquist Recovery Consulting, the City of Treasure Island ensures a committed, expert partner uniquely qualified to achieve comprehensive disaster recovery outcomes—maximizing financial reimbursements, maintaining meticulous compliance, streamlining administrative processes, and securing long-term resilience. Our proven record of success, experienced multidisciplinary team, and strategic alignment with Treasure Island's objectives position us as the optimal choice for reliable, efficient, and sustainable recovery.

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TAB 5 **SECTION 5: FIRM EXPERIENCE**

Firm Overview & Disaster Recovery Experience

Berquist Recovery Consulting (BRC) is a dedicated disaster recovery consulting firm with over 30 years of combined experience helping communities recover from emergencies. Our team specializes in managing all major federal disaster funding programs – including FEMA Public Assistance (PA) for emergency and permanent work, FEMA Hazard Mitigation Grant Program (HMGP) projects, HUD Community Development Block Grant–Disaster Recovery (CDBG-DR) grants, and U.S. Economic Development Administration (EDA) disaster grants. BRC has successfully overseen hundreds of recovery projects nationwide (in over 20 states and territories), securing and administering **hundreds of millions of dollars** in federal funding for our clients. We have guided cities, counties, utilities, and special districts through every phase of disaster financial recovery – from initial damage assessments and grant applications through project obligation, closeout, and audit. This depth of programmatic expertise ensures that we can maximize every available recovery dollar for the City of Treasure Island while efficiently navigating complex federal requirements.

BRC's experience is particularly strong in Florida, with a focus on coastal and barrier island municipalities that face the brunt of hurricanes. Our team has **extensive Florida disaster recovery experience**, including direct support to communities hit by Hurricanes **Irma (2017)**, **Elsa (2021)**, **Ian (2022)**, **Helene (2024)**, and **Milton (2024)**. We understand the unique challenges of Florida's Gulf Coast – from storm surge impacts and sand debris removal to navigating state-level programs and insurance intricacies for beachfront infrastructure. For example, in the aftermath of **Hurricane Ian**, BRC deployed to assist multiple Southwest Florida jurisdictions (such as barrier island communities in Lee and Collier counties) in restoring critical services and securing full FEMA reimbursement for emergency response and infrastructure repairs. Similarly, following the back-to-back **Hurricanes Helene and Milton** in late 2024, BRC has been on the ground supporting Pinellas County-area barrier island towns, helping them navigate FEMA's Public Assistance process under tight timelines. We bring first-hand local knowledge of Florida's emergency management systems and have a proven track record of expediting recovery in coastal communities. BRC's Florida clients have benefited from our ability to quickly assemble accurate project documentation for storm damages, resulting in faster obligations and relief to hard-hit areas. Our familiarity with Florida Division of Emergency Management procedures, coupled with our local presence during recovery operations, means Treasure Island will have a consultant who knows the regional context and can hit the ground running.

Past Performance & Results

BRC's past performance in disaster financial recovery is evidenced by multiple successful Florida projects in recent years. We pride ourselves on delivering tangible results for our clients. Key examples of our experience include:

- **Gasparilla Island Water Association (Boca Grande, FL) – Hurricane Ian (2022):** After Category 5 Hurricane Ian devastated this barrier island's water and wastewater infrastructure, BRC guided

the nonprofit utility through the FEMA PA process from start to finish. Our team helped document extensive damages to the wastewater treatment plant and pumping stations and prepared detailed Project Worksheets for emergency work (debris removal and emergency protective measures) and permanent repairs. As a result, **100% of eligible costs were obligated** under FEMA PA, allowing Gasparilla Island's water services to be restored quickly without financial shortfalls. BRC's management secured **millions of dollars** in reimbursement for the association, and we coordinated closely with state officials to integrate HMGP funding for improved flood resilience in the rebuilt facilities. *(Client reference: Gasparilla Island Water Association – see contact at end)*

- **Boca Grande Fire Department (Lee County, FL) – Hurricanes Helene & Milton (2024):** BRC provided comprehensive disaster recovery support to the Boca Grande Fire Control District in the wake of two major storms in 2024. Hurricane Helene and Hurricane Milton caused widespread damage on Gasparilla Island, straining the Fire Department with emergency response demands and facility impacts. BRC immediately assisted with FEMA Category B Emergency Protective Measures reimbursement, capturing all labor, equipment, and mutual aid costs incurred during storm response. We also managed the claims for facility repairs (Category E) after the fire station suffered roof and structural damage. Through meticulous documentation and proactive engagement with FEMA, **the Fire Department obtained full reimbursement for all eligible expenses**, totaling over $1.2 million across both events. Our team's hands-on approach enabled the fire station to rebuild and resume full operations quickly, and all project documentation was prepared to audit-ready standards. *(Client reference: Boca Grande Fire Department – see contact at end)*

- **Port of the Islands Community Improvement District (Collier County, FL) – Hurricane Ian (2022):** This coastal community's special district faced severe financial challenges after Hurricane Ian flooded its water and sewer utility systems. BRC was engaged to manage the disaster recovery funding process on the CID's behalf. We worked closely with the District Manager and Board to develop a recovery strategy integrating multiple funding sources. BRC's experts prepared and submitted FEMA PA projects for emergency pumping operations, network repairs, and equipment replacement, while also coordinating with the state for any insurance and mitigation considerations. We leveraged our technical grant management tools to track costs in real-time and uploaded all supporting documentation into FEMA's Grants Portal without delay. The outcome was a **successful FEMA obligation of approximately $3.5 million** to the Port of the Islands CID, covering the bulk of their recovery costs and sparing local taxpayers from bearing the burden. Moreover, BRC identified an opportunity to pursue an HMGP grant for elevating vulnerable pump stations, which the District is now undertaking to reduce future flood risk. *(Client reference: Port of the Islands CID – see contact at end)*

Each of these projects demonstrates BRC's ability to deliver results under pressure. We have consistently met or exceeded our clients' recovery goals: accelerating reimbursement timelines, maximizing funding received, and ensuring projects are closed out with **zero compliance issues**. Our past performance showcases the full spectrum of services we offer – from initial damage assessment and grant writing to

grant administration, insurance integration, and final audit support – all tailored to the specific needs of Florida coastal communities.

Audit-Ready Compliance & Documentation

BRC is committed to the highest standards of compliance and audit readiness in disaster grant management. We understand that successful recovery is not just about securing funding, but also about retaining it through proper documentation and adherence to federal regulations. Our team's knowledge of federal grant rules is extensive and up-to-date: we ensure every project complies with 2 CFR Part 200 (Uniform Guidance) cost principles and procurement standards, 44 CFR emergency management regulations, and all provisions of the Sandy Recovery Improvement Act (SRIA) and the Stafford Act. From day one of any engagement, BRC implements a rigorous documentation strategy. We utilize an integrated digital documentation system – the GrantCity Gateway platform – to organize and back up every piece of project information. This secure portal (developed with our technology partner) allows for real-time tracking of expenses, contracts, photographs, and correspondence for each damage site or work project. It serves as a single source of truth for the City's disaster recovery records. By having all data centrally stored and indexed, we can readily produce any documentation requested by auditors or funding agencies, even years later. BRC also performs regular internal compliance reviews, checking that all timekeeping, force account labor records, procurement files, and invoices meet FEMA and Inspector General standards. We have successfully guided clients through FEMA final audits and Office of Inspector General (OIG) reviews without deobligations. Our familiarity with audit procedures means we anticipate and resolve potential red flags in advance – for instance, verifying that all contracts are procured with the required federal language and cost reasonableness, or that labor overtime policies are documented per 2 CFR 200. Audit-readiness is built into our process, not treated as an afterthought. By partnering with BRC, Treasure Island can be confident that every dollar received is fully supported and defensible to any scrutiny. We will keep the City's recovery "audit-proof" and in strict compliance from start to finish.

Unique Qualifications & Local Expertise

BRC offers Treasure Island a combination of local familiarity, specialized expertise, and dedicated service that is unmatched. Our Florida-focused experience means we already understand the regional risks and regulatory environment – we know the Pinellas County area, the nature of barrier island infrastructure, and the state-level recovery programs that can complement FEMA funding. This local knowledge enables us to tailor our approach specifically to Treasure Island's circumstances (e.g. navigating beach renourishment funding or tourism tax considerations post-disaster). Equally important, our firm's deep fluency in federal funding programs ensures no opportunity is missed for the City. We stay current on all FEMA policy updates, disaster supplemental appropriations, and new grant programs (such as BRIC and resilience funding) that could benefit Treasure Island's recovery and mitigation goals. BRC's team includes seasoned professionals who have worked on some of the nation's largest disaster recoveries – including former FEMA Public Assistance coordinators, hazard mitigation specialists, and certified emergency managers. This seasoned staff will be directly assigned to the City's project. Unlike larger firms, we offer a hands-on approach: the experts who write our proposals are the same professionals who will work side-by-side with City staff and guide them through every step of the recovery process.

We also provide continuity – a single integrated team managing all facets of recovery (grants, insurance, engineering liaison, and financial reporting) – which streamlines communication and accountability. Our firm's nimble size and focused mission mean Treasure Island will be a top priority client, receiving prompt attention and customized solutions. Furthermore, BRC's partnership with GrantCity Consulting (our technology and grants management affiliate) adds another layer of strength, giving the City access to advanced grants management software and additional surge capacity if needed. In summary, BRC is uniquely qualified to serve as Treasure Island's Disaster Financial Recovery Consultant because we offer the best of both worlds: the depth and breadth of expertise to handle any funding source or compliance challenge, and the close-knit, responsive service of a firm that treats our clients like family. We are ready to leverage our proven recovery strategies, local Florida experience, and expert team to ensure the City of Treasure Island emerges from disaster financially whole and more resilient.

Client References (Florida Disaster Recovery Projects Within the Past 8 Years)

- **Gasparilla Island Water Association (Boca Grande, FL)** – Ronald Bolton, Executive Director – (941) 964-2423
- **Boca Grande Fire Department (Gasparilla Island, FL)** – Chief C.W. Blosser – (941) 964-2908 – admin@bocagrandefire.com
- **Port of the Islands Community Improvement District (Collier County, FL)** – W. Neil Dorrill, District Manager – (239) 592-9115 – neil@dmgfl.com

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TAB 6 **SECTION 6: FEES**

In response to RFP No. 25-011 for Disaster Financial Recovery Consultant Services, we are pleased to provide the following list of hourly rates for all services described in the solicitation. These rates are based on the qualifications, experience, and scope of work of each team member from Berquist Recovery Consulting, LLC (BRC). The rates apply uniformly to both in-person and remote services, as there is no distinction in our pricing structure.

Hourly Rates and Personnel Details

The table below outlines the staff members, their titles, the scope of work they will perform, and their respective hourly rates. These rates have been carefully assigned to reflect each individual's expertise and role in delivering the required services while ensuring the blended rate meets the specified $135.00 per hour.

STAFF	TITLE	RESPONSIBILITIES	HOURLY RATE
Jonathan Berquist, MBA	Project Executive & Primary Contact	Strategic oversight, compliance, maximizing reimbursements	$170
Eric Zabukovec	Project Manager & Senior Public Assistance Advisor	Managing complex projects, coordination with FEMA and state agencies	$130
Michael Notar	Deputy Project Manager & Debris Management Expert	Debris management, documentation, cost justification	$110
Melinda Velez	Grants Management & Compliance Specialist	Grants compliance, financial documentation, audit preparations	$110
Robert Berquist, P.E.	Senior Disaster Recovery Advisor	Damage assessments, cost estimations, technical guidance	$155
Timothy Donnelly	Senior FEMA Subject Matter Expert	FEMA PA expertise, documentation, audit defense	$170
Jeff Abraham, MBA, CCRP	Senior Project Advisor	Financial management, compliance, IT-driven grant management	$140
Steve Kirk	Senior CDBG-DR & HUD Expert	HUD program leadership, strategic guidance	$145
Patrick Geelan, PMP, EIT	Senior Construction & Engineering Specialist	Infrastructure rehabilitation, procurement compliance	$130
Amit Mahadevia, P.E.	Hazard Mitigation & Environmental Specialist	Hazard mitigation planning, environmental compliance	$130
Chris Wood	Debris Field Operations Specialist	Debris logistics, field oversight	$95

Blended Rate Confirmation

As required by the RFP, the blended rate is calculated as the simple average of all hourly rates provided. The sum of the hourly rates for the 11 staff members is $1,485, and the blended rate is: $135.00 per hour, meeting the specified requirement.

Total Cost Estimate

For evaluation purposes, assuming a total cost of $150,000 USD, the estimated hours required would be approximately 1,111.11 hours ((150,000 \div 135)). This is an illustrative figure, as actual hours and costs will depend on the City's specific needs. Services will be provided on an as-needed basis to support disaster recovery efforts throughout the contract term, with the proposed rates remaining fixed to offer flexibility in staffing and hours as required.

This cost proposal ensures full compliance with the RFP's requirements under "Tab 6 – Fees," providing a transparent and comprehensive cost structure for the City's evaluation.

TAB 7 SECTION 7: FIRM CAPACITY

FIRM CAPACITY

BRC confirms that it currently has all necessary personnel on payroll to perform the full scope of work outlined in RFP No. 25-011. Our firm's team of disaster recovery professionals includes experts in grants management, finance, engineering, construction, and regulatory compliance – all the skill sets required to support the City's needs. We do not anticipate the need to hire new employees for this project; instead, we will leverage our existing highly qualified staff. In the event of an extraordinary surge in workload, BRC can readily augment capacity by reallocating internal resources or tapping into our pre-vetted network of adjunct recovery specialists. This approach ensures that even under increased demand, we can maintain high performance standards without compromising quality or timelines.

Our staffing model is designed for both efficiency and flexibility. Each client engagement, including the City of Treasure Island's project, is led by a dedicated Project Manager who coordinates a cross-functional team of specialists. This team will comprise personnel experienced in FEMA Public Assistance, grant administration, accounting/audit support, and project monitoring. By assigning a focused team to Treasure Island, we ensure that all aspects of the recovery process – from damage assessments and documentation to grant reimbursement and compliance reporting – are handled by staff whose primary responsibility is the City's program. If needed, BRC's surge capacity allows us to swiftly scale up this team by bringing in additional in-house experts or trusted partners. Every member assigned will be fully briefed on Treasure Island's recovery objectives and procedures, allowing us to seamlessly integrate with the City's operations.

BRC will maintain a strong on-the-ground presence in Treasure Island. We will position key management resources locally by assigning an on-site Project Manager and supporting staff to the region. This dedicated Project Manager will be readily available for face-to-face meetings at City offices and can mobilize to Treasure Island at a moment's notice whenever urgent needs arise. In fact, in the event of a disaster activation, BRC can deploy team members to the City within 24 hours to assist with emergency coordination, damage evaluation, and initial grant strategy. By being physically present during critical times and maintaining regular in-person interaction, we ensure clear communication and real-time responsiveness. Throughout the engagement, our team will work side by side with City officials and stakeholders, providing consistent support and leadership on location.

BRC is fully capable of managing the Treasure Island project while simultaneously handling other client engagements – with no risk of overextension. We have a proven track record of successfully executing multiple recovery projects in parallel, without sacrificing compliance or performance quality. Each of our current assignments is staffed with its own dedicated team, which means the personnel serving Treasure Island will not be diverted to other projects. For example, if BRC is assisting another community's hurricane recovery at the same time, that effort is managed by a separate team so that there is no overlap in key staff. This structured approach has enabled us to meet every deadline and fulfill every obligation across concurrent projects. We pride ourselves on meticulous project management and workload balancing, which is evidenced by our history of zero missed deliverables and consistent

positive audit outcomes even while managing several engagements at once. The City of Treasure Island can be confident that our team will remain focused on its recovery program and maintain the highest quality of service throughout the contract term.

In addition to our human resources, BRC brings substantial infrastructure and organizational strength to support this project. We utilize robust project management and grant tracking software to monitor progress, documentation, and funding in real time – a system that can be shared with City officials for transparency and up-to-date status reporting. Our consultants are equipped with remote collaboration tools and secure cloud-based file systems, enabling the wider BRC team to support on-site staff instantly and efficiently. Furthermore, BRC invests in continuous training and readiness exercises for our personnel, ensuring that everyone on the team is current on FEMA policies, State of Florida recovery procedures, and best practices in disaster grant management. We also maintain strategic partnerships with specialized firms (such as engineering consultants and accounting auditors) that we can engage immediately for any ancillary needs, reinforcing our ability to handle all aspects of the recovery process. These strengths – experienced people, scalable teams, advanced tools, and established support networks – underscore BRC's readiness and capacity to fully execute the work for Treasure Island from day one. We have the resources, systems, and commitment in place to mobilize rapidly, sustain long-term operations in the region, and deliver superior project management on the ground.

TAB 8 — CERTIFIED SMALL AND MINORITY BUSINESS, WOMEN BUSINESS ENTERPRISE

TAB 8 – CERTIFIED SMALL AND MINORITY BUSINESS, WOMEN BUSINESS ENTERPRISE

BRC is not currently certified as a small business, minority-owned business, or women-owned business enterprise. We are a privately held consulting firm and do not hold any of these formal designations at this time.

However, BRC strongly embraces diversity and inclusion in our operations and partnerships. Our workforce is composed of professionals from diverse backgrounds, and we frequently collaborate with firms that reflect our commitment to equity. For example, we have a strategic teaming arrangement with GrantCity Consulting, a specialized disaster recovery firm, to broaden the expertise and perspectives available to our clients. Through such collaborations, BRC ensures that even without an official M/WBE certification, our project delivery benefits from inclusive practices and varied viewpoints. In short, while we do not qualify as a certified small or minority-owned business ourselves, we remain dedicated to supporting diversity in our team composition and in the partners we work with, aligning with the spirit of the City's equity and inclusion goals.

TAB 9 SECTION 9: APPENDIX

APPENDIX A: RESUMES OF PROPOSED PROJECT STAFF

Below are the resumes for the key personnel assigned to the City of Treasure Island's Disaster Financial Recovery Consultant Services, formatted consistently for clarity and ease of review. Each resume includes sections for **Professional Summary**, **Relevant Experience**, **Key Skills**, and **Certifications & Education**, detailing their qualifications, experience, and expertise relevant to the required services. Our team brings extensive knowledge and expertise in FEMA Public Assistance (PA), Hazard Mitigation Grant Program (HMGP), Community Development Block Grant Disaster Recovery (CDBG-DR), compliance with 44 CFR, 2 CFR 200, and the Sandy Recovery Improvement Act (SRIA) of 2013.

ERIC ZABUKOVEC – PROJECT MANAGER & SENIOR PUBLIC ASSISTANCE ADVISOR

PROFESSIONAL SUMMARY

Eric Zabukovec is a seasoned emergency management professional with over 15 years of expertise in disaster recovery, FEMA Public Assistance (PA), and hazard mitigation programs. He excels in advising on recovery activities, developing strategies to maximize reimbursements, and managing the full lifecycle of recovery efforts—from damage assessments to grant closeouts. Eric has secured significant funding through FEMA PA and HMGP, navigating complex regulatory frameworks and ensuring compliance with 2 CFR and the Robert T. Stafford Disaster Relief and Emergency Assistance Act. His skills in Project Worksheet (PW) development, mitigation proposals, and audit management make him a critical asset for the City of Treasure Island, particularly in addressing debris operations, infrastructure recovery, and expedited FEMA reimbursements.

RELEVANT EXPERIENCE

- **Grant City Consulting, LLC**
  - **Senior Project Manager** (August 2023 – Present)
    - Acts as Public Assistance Lead and SME for Merced County, guiding FEMA PA policies and project formulation.
    - Coordinates with FEMA, state agencies, and stakeholders to streamline recovery and expedite reimbursements.
- **Plexos Group | Santa Fe, NM**
  - **Program Delivery Manager | DHSEM – DR-4652 (NM)** (July 2022 – June 2023)
    - Directed FEMA PA efforts, growing funding from $10M to $140M by enhancing project scopes and leveraging mitigation programs.
    - Authored SOPs for FEMA reimbursement processes, ensuring efficiency and compliance.
- **CDR Maguire | Bay County, FL**
  - **Project Manager | DR-4399-FL** (2018 – 2021)

- Managed over $300M in FEMA PA funding post-Hurricane Michael, overseeing debris and infrastructure recovery.

KEY SKILLS

- Expertise in FEMA PA and HMGP, including Section 406 mitigation strategies.
- Federal disaster recovery oversight, compliant with 2 CFR and FEMA DAC policies.
- PW development, damage assessments, and cost recovery optimization.
- Stakeholder coordination with federal, state, and local agencies.

CERTIFICATIONS & EDUCATION

- Bachelor of Science in Finance/Accounting, University of Central Florida
- National Incident Management System (NIMS) Certified
- FEMA Public Assistance Operations Certification
- Project Management Certification

RELEVANCE TO TREASURE ISLAND

Eric's extensive Florida experience, including managing $300M in recovery efforts post-Hurricane Michael, directly addresses Treasure Island's needs for debris clearance, eligibility documentation, FEMA's 50% rule compliance, and expedited reimbursements.

MICHAEL NOTAR – DEPUTY PROJECT MANAGER & DEBRIS MANAGEMENT EXPERT

PROFESSIONAL SUMMARY

Michael Notar is a disaster recovery specialist with over 10 years of experience managing FEMA-compliant debris operations. His expertise in SRIA debris alternative procedures, cost reasonableness, and documentation ensures efficient recovery and reimbursement processes. Mike's leadership in post-disaster scenarios makes him vital for addressing Treasure Island's debris management challenges.

RELEVANT EXPERIENCE

- **Lee County, FL**
  - **Debris Management Lead | Hurricane Ian** (2022 – Present)
    - Directed debris operations, ensuring SRIA compliance and preventing duplication of benefits.
    - Developed stringent documentation systems for FEMA reimbursement submissions.
- **Various Clients**
  - **Debris Operations Manager** (2013 – 2022)
    - Managed FEMA-compliant debris removal across multiple disasters, optimizing cost recovery.

KEY SKILLS

- FEMA PA debris management (Category A) and SRIA expertise.
- Documentation and cost reasonableness justification.

- Prevention of duplication of benefits.
- Field operations and logistics coordination.

CERTIFICATIONS & EDUCATION

- Bachelor's in Public Administration, Barry University
- FEMA Public Assistance Operations Certification
- USACE Debris Management Graduate

RELEVANCE TO TREASURE ISLAND

Mike's leadership in Lee County post-Hurricane Ian equips him to tackle Treasure Island's debris delays, ensuring meticulous documentation and swift FEMA reimbursements.

MELINDA VELEZ – GRANTS MANAGEMENT & COMPLIANCE SPECIALIST

PROFESSIONAL SUMMARY

Melinda Velez brings over 10 years of expertise in federal grant management and compliance, specializing in financial reconciliation, invoice audits, and 2 CFR 200 procurement standards. Her meticulous approach streamlines documentation and accelerates reimbursement processes, reducing administrative burdens for disaster recovery efforts.

RELEVANT EXPERIENCE

- **Various Clients**
  - **Grants Management Specialist** (2013 – Present)
    - Managed FEMA PA and HMGP grants, ensuring compliance with 2 CFR 200 and federal regulations.
    - Conducted financial reconciliations and audits, securing timely reimbursements.

KEY SKILLS

- Federal grant management and 2 CFR 200 compliance.
- Financial reconciliation and invoice auditing.
- FEMA PA documentation and reimbursement optimization.
- Procurement and regulatory adherence.

CERTIFICATIONS & EDUCATION

- Bachelor's in Finance and Accounting, University of South Florida
- FEMA PA Operations Certification
- Federal Grant Management Certification

RELEVANCE TO TREASURE ISLAND

Melinda's expertise ensures Treasure Island's financial documentation is audit-ready, streamlining FEMA reimbursements and minimizing administrative delays.

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JON BERQUIST, MBA – PROJECT EXECUTIVE

PROFESSIONAL SUMMARY

Jon Berquist is a Disaster Recovery Analyst with over 18 years of experience, overseeing 500+ FEMA PA projects and managing over $1B in recovery funds. His expertise in FEMA policy, grant management, and compliance with federal regulations ensures strategic oversight and financial accountability for complex recovery efforts.

RELEVANT EXPERIENCE

- **Berquist Recovery Consulting LLC**
  - **President | DR-4486-FL** (2020 – Present)
    - Formulated $1B+ in COVID-19 FEMA PA grants for Florida DEM, ensuring compliance and audit readiness.
  - **President | DR-4399-FL** (2017 – 2019)
    - Completed $25M in FEMA PA projects, validating costs for Category B projects in Panama City.

KEY SKILLS

- FEMA PA expertise and PW formulation.
- Grant management and 2 CFR audit compliance.
- Strategic financial oversight and reimbursement maximization.
- Stakeholder collaboration across agencies.

CERTIFICATIONS & EDUCATION

- Master of Business Administration (MBA), University of Florida
- Bachelor of Science in Building Science, Rensselaer Polytechnic Institute
- PMP, FEMA PA Operations Certification

RELEVANCE TO TREASURE ISLAND

Jon's strategic oversight and experience with Florida recoveries ensure robust financial controls and comprehensive audit documentation for Treasure Island.

JEFF ABRAHAM, MBA, CCRP – SENIOR PROJECT ADVISOR

PROFESSIONAL SUMMARY

Jeff Abraham has 15+ years of experience managing FEMA and HUD recovery programs, including a $236M CDBG-DR portfolio as Deputy Program Director for NY's GOSR Sandy Recovery. His expertise in compliance, grant management, and IT-driven documentation systems ensures efficient and audit-ready recovery operations.

RELEVANT EXPERIENCE

- **GrantCity Consulting, LLC**
  - **President and Principal Advisor** (2019 – Present)

- Led $15M recovery for City of Merced, CA, ensuring FEMA PA and FHWA-ER compliance.

- **Winsor Consult Group Corp., NYS GOSR**
  - **Deputy Program Director** (2019 – 2023)
    - Managed 87 projects worth $236M, aligning with FEMA PA and CDBG-DR standards.

KEY SKILLS

- FEMA PA and CDBG-DR program management.
- Compliance with 2 CFR and Stafford Act.
- PW development and audit oversight.
- IT-driven documentation systems.

CERTIFICATIONS & EDUCATION

- Master of Business Administration (MBA), College of Saint Rose
- Bachelor of Arts in Economics, State University at Albany
- Certified Compliance and Regulatory Professional (CCRP)

RELEVANCE TO TREASURE ISLAND

Jeff's CDBG-DR and FEMA expertise ensures audit-ready financial management and streamlined operations for Treasure Island's recovery.

STEVE KIRK – SENIOR CDBG-DR & HUD EXPERT

PROFESSIONAL SUMMARY

Steve Kirk offers 40+ years of experience in housing, infrastructure, and economic recovery, with a focus on HUD CDBG-DR programs. As an Executive Advisor for NYS GOSR Sandy Recovery, he ensures comprehensive and sustainable recovery solutions while avoiding duplication of benefits.

RELEVANT EXPERIENCE

- **NYS GOSR Sandy Recovery**
  - **Executive Advisor and SME** (Dates TBD)
    - Oversaw HUD-funded recovery initiatives, maximizing federal resources.
- **Various Clients**
  - **CDBG-DR Specialist** (1983 – Present)
    - Managed housing and infrastructure recoveries across multiple disasters.

KEY SKILLS

- HUD CDBG-DR program expertise.
- Infrastructure and housing recovery planning.
- Duplication-of-benefits prevention.
- Federal resource maximization.

CERTIFICATIONS & EDUCATION

- Bachelor's in Urban Planning, University at Albany (SUNY)
- HUD CDBG-DR Program Specialist
- FEMA Certification

RELEVANCE TO TREASURE ISLAND

Steve's HUD experience ensures Treasure Island leverages federal funding effectively, enhancing long-term recovery sustainability.

PATRICK GEELAN, PMP, EIT – SENIOR CONSTRUCTION & ENGINEERING SPECIALIST

PROFESSIONAL SUMMARY

Patrick Geelan has 15+ years of experience managing infrastructure projects, with directorial roles in NYS GOSR Sandy Recovery. His engineering expertise ensures FEMA, HUD, and environmental compliance, expediting project development and reimbursement eligibility.

RELEVANT EXPERIENCE

- **NYS GOSR Sandy Recovery**
  - **Infrastructure Recovery Director** (Dates TBD)
    - Managed FEMA- and HUD-funded infrastructure projects, ensuring compliance and timely execution.
- **Various Clients**
  - **Project Manager** (2008 – Present)
    - Oversaw engineering and construction for disaster recovery efforts.

KEY SKILLS

- FEMA and HUD infrastructure compliance.
- Engineering and project management.
- Procurement and environmental oversight.
- Reimbursement eligibility optimization.

CERTIFICATIONS & EDUCATION

- Bachelor's in Civil Engineering, Manhattan College
- Project Management Professional (PMP)
- Engineer in Training (EIT)

RELEVANCE TO TREASURE ISLAND

Patrick's engineering and compliance skills address Treasure Island's infrastructure restoration challenges, ensuring swift reimbursements.

TIM DONNELLY – SENIOR PUBLIC ASSISTANCE ADVISOR

PROFESSIONAL SUMMARY

Tim Donnelly brings 50+ years of FEMA PA expertise, having worked on 30+ declared disasters and

authored 1,500+ PWs contributing to $500M+ in funding. His deep knowledge of Categories A–G and audit readiness supports complex eligibility and reimbursement optimization.

RELEVANT EXPERIENCE

- **FEMA**
  - **Public Assistance Project Specialist** (2006 – Present)
    - Authored 1,500+ PWs across disasters like Hurricane Sandy and Irma, managing debris and infrastructure recovery.
- **Marsh McLennan**
  - **Senior FEMA Expert** (2020 – 2021)
    - Supported NYC hospitals during COVID-19 recovery, ensuring FEMA compliance.

KEY SKILLS

- FEMA PA Categories A–G expertise.
- PW development and debris management.
- Grants compliance and audit preparation.
- Stakeholder coordination.

CERTIFICATIONS & EDUCATION

- Associate of Applied Sciences, SUNY Broome County College
- FEMA PA Delivery Model Certified
- USACE Debris Management Graduate

RELEVANCE TO TREASURE ISLAND

Tim's extensive FEMA experience ensures Treasure Island's complex eligibility issues are resolved, optimizing reimbursements and audit readiness.

AMIT MAHADEVIA, P.E. – HAZARD MITIGATION & ENVIRONMENTAL SPECIALIST

PROFESSIONAL SUMMARY

Amit Mahadevia, a licensed P.E., has 17+ years of experience in hazard mitigation, disaster recovery, and environmental compliance. His work on FEMA-funded initiatives and climate resiliency planning reduces vulnerabilities and ensures regulatory adherence.

RELEVANT EXPERIENCE

- **CDM Smith, Inc.**
  - **Senior Environmental Engineer** (2019 – 2021)
    - Supported FEMA HMTAP for Hurricane Maria recovery, developing mitigation strategies.
- **Hagerty Consulting**
  - **Senior Managing Associate** (2014 – 2017)
    - Led post-Sandy infrastructure recovery, advising on FEMA PA compliance.

KEY SKILLS

- FEMA PA 406 mitigation and Building Science expertise.
- Climate risk assessment and sustainability planning.
- Environmental compliance and GIS analysis.
- Stakeholder engagement for mitigation strategies.

CERTIFICATIONS & EDUCATION

- Ph.D. in Civil Engineering, University of Maryland
- Professional Engineer (P.E., MD & TX)

RELEVANCE TO TREASURE ISLAND

Amit's mitigation strategies enhance Treasure Island's resilience, ensuring compliance and reducing future vulnerabilities.

CHRIS WOOD – DEBRIS FIELD OPERATIONS SPECIALIST

PROFESSIONAL SUMMARY

Chris Wood has 10+ years of experience in debris operations and field logistics, focusing on FEMA PA Categories A and B. His hands-on approach ensures efficient debris clearance and meticulous documentation for reimbursement.

RELEVANT EXPERIENCE

- **Berquist Recovery Consulting, LLC**
  - **Disaster Cost Recovery Specialist** (2010 – Present)
    - Managed debris operations for Hurricane Ian (DR-4673-FL) and other disasters, ensuring FEMA compliance.

KEY SKILLS

- Debris management and FEMA PA compliance.
- Field logistics and cost tracking.
- Documentation for reimbursement optimization.
- Stakeholder coordination.

CERTIFICATIONS & EDUCATION

- Bachelor's in Political Science, Coastal Carolina University
- FEMA ICS-100/200/700
- Public Participation Certification

RELEVANCE TO TREASURE ISLAND

Chris's field expertise resolves Treasure Island's debris clearance delays, ensuring swift FEMA reimbursements through meticulous documentation.

CONCLUSION

These resumes demonstrate our team's exceptional capability to deliver expert disaster financial recovery services, addressing Treasure Island's immediate and long-term recovery needs with precision and compliance. Each team member brings a proven track record of success in navigating complex FEMA processes, managing federal grants, and ensuring strict adherence to regulations such as 44 CFR, 2 CFR 200, and the Sandy Recovery Improvement Act (SRIA) of 2013. Their collective expertise spans critical areas including debris management, infrastructure restoration, financial recovery planning, and hazard mitigation—directly aligning with Treasure Island's most pressing challenges.

Expertise and Experience

Our team's extensive experience with FEMA Public Assistance (PA), Hazard Mitigation Grant Program (HMGP), and Community Development Block Grant Disaster Recovery (CDBG-DR) ensures that Treasure Island will benefit from:

- **Streamlined project formulation**: Efficiently designing recovery projects tailored to the community's needs.
- **Meticulous documentation**: Maintaining accurate records to support funding applications and audits.
- **Optimized reimbursement strategies**: Maximizing financial recovery by securing eligible funds quickly and effectively.

This expertise is not just theoretical—it's grounded in years of successfully managing disaster recovery efforts, making our team uniquely qualified to tackle both the immediate aftermath and the strategic rebuilding phases.

Addressing Treasure Island's Needs

Treasure Island faces a range of recovery challenges, and our team is prepared to meet them head-on:

- **Immediate Needs**: Rapid debris management to clear hazards and infrastructure repairs to restore essential services.
- **Long-Term Goals**: Comprehensive financial recovery planning to stabilize the local economy and hazard mitigation to reduce future risks.

By aligning our skills with these priorities, we ensure that every step of the recovery process is purposeful and effective.

Collaboration and Coordination

Our team's ability to collaborate seamlessly with local, state, and federal agencies sets us apart. This coordination is critical for:

- Minimizing bureaucratic delays.

- Ensuring compliance with all regulatory requirements.
- Maximizing funding eligibility through strong interagency relationships.

This collaborative approach guarantees a recovery process that is both efficient and fully supported by the necessary resources.

Commitment to Resilience

In conclusion, our team is not only equipped to meet Treasure Island's immediate recovery demands but is also dedicated to building long-term resilience through strategic planning and sustainable solutions. With a focus on precision, regulatory compliance, and comprehensive support, we are committed to guiding Treasure Island through every phase of its recovery journey. Our goal is to leave behind a stronger, more resilient community, prepared for the future while fully recovered from the past.

AGENDA ITEM NO. H.6

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Joan Goodrich, Administration

ITEM TYPE: Request to Commission

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT:

First reading to approve Ordinance No. 2025-11 to fund Disaster Financial Recovery Services for 4Q FY 2025 in the amount not to exceed $50,000.

BACKGROUND:

The City issued RFP 25-011 for Disaster Financial Recovery Consultant Services to strengthen the City's readiness for disaster grant funding and growing needs for specialized grants administration, and compliance. While it is anticipated that off-setting revenues are expected in the award and post-award phases for grant-funded projects and services in the future, discovery, pre-award grant services and grants strategy development sought in the 4Q FY 2025 are unfunded at this time.

POLICY/PURPOSE:

Section 3.12(a) of the City's Charter stipulates that any amendments to the city's annual budget be approved by ordinance.

STRATEGIC PLAN RELEVANCE:

This is a regulatory step related to a budget amendment.

ANALYSIS/DISCUSSION:

The use of these proceeds will be for startup, discovery, and pre-award grant strategy development, assessment, training, and enhancements to grants compliance assurance systems.

FUNDING:

This budget amendment seeks to provide funding for initial Disaster Financial Recovery Consulting Services through a General Fund expense increase of $50,000 in Contract Services through account number: 001-5131-3400. Any and all contract services assignments will be authorized through the Finance Department.

MOTION:

I move to approve Ordinance No. 2025-11 at this first public hearing and to schedule it for a second reading at the August 5, 2025, Regular Commission meeting.

ATTACHMENTS:
ORDINANCE 2025-11r1.pdf
Budget_Amendment_2025-11r1.pdf

ORDINANCE 2025-11

AN ORDINANCE OF THE CITY OF TREASURE ISLAND, FLORIDA, AMENDING THE FISCAL YEAR 2025 GENERAL FUND BUDGET TO PROVIDE FOR 4Q FY 2025 DISASTER FINANCIAL RECOVERY CONSULTING SERVICES.

WHEREAS, pursuant to Ordinance 2024-22, the City of Treasure Island, Florida adopted an annual operating budget for fiscal year 2025; and

WHEREAS, the City issued RFP 25-011 for Disaster Financial Recovery Consulting Services to increase the City's capacity, capabilities, responsiveness, and success in winning competitive grant funding as the City recovers, rebuild, and redevelops following the unprecedented 2024 storm season; and

WHEREAS, the value of these on-demand, on-call professional services in the 4Q FY 2025 is estimated at $50,000; and

WHEREAS, this ordinance is a budget amendment and therefore, pursuant to s. 166.041(4)(c), Fla. Stat., this ordinance is exempt from the business impact estimate requirement of s. 166.041(4)(a), Fla. Stat.; and

WHEREAS, pursuant to the City's Charter and generally accepted accounting principles, the City finds it in the public's best interest to amend the City's budget to enact disaster financial recovery consulting services.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES ORDAIN:

SECTION 1. The recitals set forth in the "Whereas" clauses above are ratified and confirmed as true and correct and are hereby adopted as findings by the City Commission of the City of Treasure Island, Florida for the adoption of this Ordinance.

SECTION 2. The budget for the City of Treasure Island, Florida for the fiscal year 2025, as adopted pursuant to the Ordinance 2024-22 is hereby amended by increasing the budget in the amount of $50,000.

SECTION 3. That allocation of said funds shall be as follows:

General Fund – Expenses

Increase Contract Services	001-5131-34000	$50,000.00

SECTION 4. SEVERABILITY. It is declared to be the intent of the City Commission, that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any

reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. CONFLICT. This action supersedes all ordinances and resolutions of the City or portions thereof, in conflict with or inconsistent with this ordinance, to the extent of such inconsistency or conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage.

FIRST READING and PUBLIC HEARING on the _____ day of _____, 2025.

SECOND READING and PUBLIC HEARING on the _____ day of _____, 2025.

PUBLISHED in the Tampa Bay Times on the day _____ of _____, 2025.

The foregoing ordinance was offered during the meeting of the City Commission of the City of Treasure Island, Florida, sitting on the _____ day of _____, 2025 by Commissioner who moved its adoption; was seconded by Commissioner and upon roll call, the vote was:

YEAS:
NAYS:
ABSENT OR ABSTAINING:

_____

John Doctor, Mayor

ATTEST:

_____

Lisa-Marie Kennedy, City Clerk

BUDGET AMENDMENT

DATE: 2025-07-15

FY 2025

TO: Bobbie Shay Lee, Acting City Manager

FROM: Joan K. Goodrich, Economic Development Director

Ord. # 2505-11

SUBJECT: Disaster Financial Recovery Services Funding

REVENUE

Fund	*Acct.*	*Name*	*Proceeds for:*	*TOTAL*
			Total	**$ -**

EXPENSE:

Fund	*Prog.*	*Acct.*	*Name*		*TOTAL*
001	5131	3400	Contract Services	Disaster Financial Recovery Services - Grant Support, Strategy, Administration, Training, and Compliance	$ 50,000.00
					$ -
					$ -
				Total	**$ 50,000.00**

EXPLANATION:

Provide funding for disaster financial recovery services focused on startup, discovery, and pre-award grant strategy development, assessment, training, and enhancements to grants compliance assurance systems.

		DATE
Finance Director:		
City Manager:		
Completed by Finance:		

AGENDA ITEM NO. H.7

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: July 15, 2025

SUBMITTED BY: Joan Goodrich, Administration

ITEM TYPE: Request to Commission

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT:

Approval of Resolution No. 2025-14 to Authorize the Mayor and/or City Manager to Make Grant Applications to the FEMA Hazard Mitigation Grant Program (HMGP) for City Mitigation Projects

BACKGROUND:

FEMA's Hazard Mitigation Grant Program provides funding to state, local, tribal and territorial governments so they can develop hazard mitigation plans and rebuild in a way that reduces, or mitigates, future disaster losses in their communities. This grant funding is available after a presidentially declared disaster and with a funding formula of 75% federal government and 25% local sources including from the City and non-federal sources.

Although the Hazard Mitigation Grant Program is federally funded, the program is administered by the Florida Division of Emergency Management. The process of selecting eligible mitigation projects to be submitted for funding consideration has been delegated to each county's Local Mitigation Strategy Working Group (LMSWG) in accordance with 27P-22 of the Florida Administrative Code.

Currently, the City of Treasure Island has submitted five (5) mitigation projects to Pinellas County's Local Mitigation

Strategy Working Group (LMS) for addition to the Pinellas County Table D-1 Project List for HMGP Helene (DR-4828).

POLICY/PURPOSE:

The purpose of this item is to obtain additional outside funding for the following City mitigation projects to benefit all Treasure Island residents, businesses, and visitors including:

1. Hardening and elevation of the City's Wastewater Master Pump Station
2. Hardening and improvements along the West Causeway Evacuation Route
3. Hardening city seawalls along 90-127 Avenues at Bay Termini, 108th Avenue, East Bay Drive, 77th Avenue, and 2nd Street East Extension to minimize coastal flooding
4. Hardening Treasure Island's City Center (governmental center) to provide for operational resiliency
5. Underground utilities near critical municipal services on 108th Avenue and at City Center for continuity of government services.

STRATEGIC PLAN RELEVANCE:

Financial and Economic Development

Goal 2: Maximize the utilization of City's resources

ANALYSIS/DISCUSSION:

The timing of this item is being driven by the State of Florida's HMGP Application Deadline of July 25, 2025. Mitigation measures funded under the Hazard Mitigation Grant Program are required to provide a permanent or long-term solution to the problem that is being addressed. Two projects – Wastewater Master Pump Station and Seawalls – are a part of the City's approved FY 2025 Capital Improvement Plan (CIP) and therefore have met the 25% local match requirement. The remaining three projects are being planned for future budgets and capital improvement plans and, if awarded, would require a 25% local match from the City of Treasure Island and other non-federal funding sources.

FUNDING:

Currently the City of Treasure Island has budgeted for two of the five projects through the annual budget process and five-year capital improvement plan. The remaining three projects – West Causeway Evacuation Route Hardening and Improvements, Hardening of City Center, and Underground Utilities on 108th Avenue and City Center will be considered during the FY 2026 budget process.

MOTION: I move to approve Resolution 2025-14 authorizing the Mayor and/or the City Manager to apply for funding to the Florida Department of Emergency Management for the Hazard Mitigation Grant Program by the filing deadline of July 25, 2025.

ATTACHMENTS:
RESOLUTION 2025-14 Authorization to Apply to FEMA HMGP.pdf
HMGP Project Eligibility Criteria.pdf
City of Treasure Island HMGP HELENE DR 4828 - Projects List Prioritized_062025.pdf

RESOLUTION NO. 2025-14

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF TREASURE ISLAND TO AUTHORIZE THE MAYOR AND/OR THE CITY MANAGER TO SUBMIT HAZARD MITIGATION GRANT APPLICATIONS TO THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT TO HELP FUND CITY MITIGATION PROJECTS FOR THE BENEFIT AND PROTECTION OF ITS RESIDENTS, BUSINESSES, AND VISITORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Treasure Island is in an area that is vulnerable to natural and man-made disasters; and

WHEREAS, the City of Treasure Island declared state of emergencies and received unprecedented damage and losses from Hurricanes Helene and Milton in 2024; and

WHEREAS, the City of Treasure Island seeks to carry out strategic and high impact activities to rebuild and harden infrastructure to prevent or reduce losses in future disasters; and

WHEREAS, the City of Treasure Island adopted the 2025 Pinellas County Multi-Jurisdictional Local Mitigation Strategy developed by the Local Mitigation Strategy Working Group (LMS) on April 15, 2025 which is in effect from May 6, 2025, through May 5, 2030; and

WHEREAS, the Local Mitigation Strategy provides the consistent framework for future pre-disaster mitigation efforts and post-disaster redevelopment, regardless of the type of future threat faced by the community; and

WHEREAS, the City of Treasure Island intends to apply for Hazard Mitigation Grant Program (HMGP) funding through the Florida Department of Emergency Management for the following projects and has worked to position these projects on the Pinellas County LMS Table D-1 project list for HMGP Helene (DR-4828) which also initiates the required LMS endorsement for all local applications:

PROJECT TITLE:

1. Wastewater Master Pump Station Elevation
2. West Causeway Evacuation Route Roadway Hardening & Improvements
3. City Seawalls Hardening at 90-127 Avenue at Bay Termini, 108th Avenue, East Bay Drive, 77th Avenue, and 2nd Street East Expansion
4. City Center Hardening

5. Utilities Undergrounding Near Critical Municipal Services & City Center

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF TREASURE ISLAND DOES RESOLVE THAT:

Section 1. Each of the above recitals is incorporated herein as the findings of the City Commission.

Section 2. The City Commission supports the filing of Hazard Mitigation Grant Program applications to the Florida Department of Emergency Management to help rebuild and harden infrastructure.

Section 3. The Mayor, and/or the City Manager, are authorized to execute all documents necessary to file grant applications before the filing deadline of July 25, 2025.

Section 4. This Resolution is effective immediately upon adoption.

The foregoing Resolution was offered during the Regular Session of the City Commission of the City of Treasure Island, Florida, sitting on the 15th day of July 2025, by Commissioner _____ who moved its adoption; was seconded by Commissioner _____ and upon roll call the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

_____

John Doctor, Mayor

ATTEST:

_____

Lisa Marie Kennedy, City Clerk

Hazard Mitigation Grant Program Project Eligibility

Ref: 44 CFR 206.434 (b) and The State of Florida Mitigation Plan

A project application will be evaluated in the context of minimum criteria. This section provides a discussion of the minimum project eligibility criteria. Every proposed mitigation project must meet ***all*** of the following criteria:

Conforms with the State of Florida Mitigation Plan

The potential mitigation project must correspond with the policies set forth within the state plan.

Provides a beneficial impact upon the disaster area

A project should entail mitigation measures that possess:

- The potential for reducing loss of life and property in the disaster area;
- The potential to solve other social and economic problems through multi-objective planning.

Conforms with environmental regulations

A project must be in conformance with 44CFR Part 9, Floodplain Management and Protection of Wetlands (Executive Orders 11988 and 11990), as well as 44CFR Part 10, Environmental Considerations (environmental requirements of the National Environmental Policy Act).

Solves a problem

A project must solve a problem independently or constitute a functional part of a solution where there is assurance that the project as a whole will be completed. A study or plan that identifies or simply analyzes a problem without a funded, and scheduled, implementation plan will not be eligible.

Impacts a local government participating in the National Flood Insurance Program

If the local government has Special Flood Hazard Areas; it must participate in the National Flood Insurance Program in order to receive a Hazard Mitigation Grant Program project. The National Flood Insurance Program provides flood insurance to encourage residents and local governments to mitigate flood damage. To qualify, a community adopts and enforces a floodplain management ordinance which regulates development in flood hazard areas. The objective of the ordinance is to ensure that such development will not aggravate existing flooding conditions and that new and substantially improved / substantially damaged buildings be protected from a future flood damage.

Meets all applicable State and local codes and standards and does not contribute to or encourage development in coastal high hazard areas or other vulnerable areas.

The Florida Legislature has enacted legislation which describe how Florida is vulnerable to a wide range of emergencies which threaten the life, health, and safety of its people. The legislation further states that this vulnerability is exacerbated by the tremendous growth and development in coastal areas. The intent of the Legislature is to reduce the vulnerability of the people and property of this state.

Demonstrates cost-effectiveness

A project must be cost-effective and substantially reduce the risk of future damage, hardship, loss, or suffering resulting from a major disaster. This requirement is satisfied by performing an analysis to determine whether the benefits to be gained are greater, or at least equal to, the cost of the project. The subgrantee must document that the

project addresses a problem that has been repetitive, or a problem that poses a significant risk to public health and safety if left unresolved. The actual benefit-cost analysis begins with the collection of information and data on the frequency and intensity of the hazard (hazard evaluation), and the estimates of (expected annual damages). In order to ascertain these dollar amounts, the first step is to calculate an estimate of expected annual damages caused by the hazard under consideration. These expected annual damages are based on the frequency and intensity of the hazard which can be based on historical records or on hazard data such as that which is contained in a Flood Insurance Study. Damages and losses are classified according to three categories:

Direct Damages (property)

- Structural (buildings, homes, levees)
- Non-structural (automobiles, furniture, clothing, equipment)

Indirect Damages (loss of function)

- Lost wages
- Lost sales or business income
- Relocation expenses
- Rent for temporary housing or space

Deaths and injuries

Once the annual damages have been determined, the cost of the mitigation project must be determined and the expected annual benefits can be calculated. The benefits that accrue from a hazard mitigation measure are the avoided damages. That is, a combination of direct and indirect damages, as well as deaths and injuries. Project costs include such things as labor and materials, equipment, engineering, and architect fees, real estate fees, permit fees, etc.

The subgrantee must document that the project will not cost more that the anticipated value of reduction in both direct damages and subsequent negative impacts to the area, if future disasters were to occur. In addition to this numerical evaluation of the proposed project, an accompanying narrative statement should be included with the application. The narrative may be brief, but it should accomplish two things. First, it should clearly explain the expected benefits of the project so that the state and the Federal Emergency Management Agency can easily understand the benefit-cost analysis. Secondly, the narrative must document and reference all sources of data used in the analysis.

When performing the benefit-cost analysis for flood retrofitting projects, the state and the Federal Emergency Management Agency may require additional information. The HMGP application form contains sample data collection forms to be used to perform benefit-cost analysis. These forms are taken from the FEMA cost/benefit modules: (1) Riverine Flood Modules, (2) Infrastructure Module, and (3) Wind Modules. For example, Finish Floor Elevations are required data necessary to perform the Riverine Flood Module.

A benefit-cost review is not required, if the cost of repairing a damaged structure in a Special Flood Hazard Area equals or exceeds 50% of the market value of the structure. That is, the damaged structure has triggered substantial improvement/substantial damage.

Considers a Range of Alternatives

The subgrantee must document that the project has been determined to be the most practical, effective, and environmentally sound alternative after considering a range of options. It is important to document that other options were considered including the "non–action" alternative and to give explanations why these alternatives were not chosen (cost-effectiveness, timely solution to a problem, etc.).

Mitigation measures funded under the Hazard Mitigation Grant Program are required to provide a permanent or long-term solution to the problem that is being addressed. This information must be documented in the application in order to ensure that the mitigation measure truly will do what it is intended to accomplish. When and where applicable documentation should include consideration for long-term changes to the disaster impacted areas and entities it protects (e.g. population growth and future development), an expected maintenance plan, and any modification requirements that may be necessary over the life of the project.

Examples of mitigation projects include, but are not limited to, drainage system upgrades and improvements, structural elevation, land contour alteration, wind breaks, flood wall installation or improvement, elevation of roads, flood proofing, acquisition or relocation, studies which provide implement able results, and the development of mitigation plans and programs with implementation as a result.

HAZARD MITIGATION GRANT PROGRAM

HMGP Helene (DR-4828) and HMGP Milton (DR-4834) - Potential Projects List

Please use the form below, and list the potential HMGP projects from your jurisdiction or organization, in the order of your priority.

February-March 2025

APPLICANT (Jurisdiction Name/Entity Name): *City of Treasure Island, FL*

PRIORITY	PROJECT NAME	LMS GOAL PROJECT ADDRESSES	TOTAL PROJECT COST	FEDERAL SHARE REQUESTED	25% LOCAL MATCH	DO YOU HAVE THE 25% MATCH CURRENTLY FUNDED?	IDENTIFY FUNDING SOURCE FOR 25% MATCH	CAN YOU COMPLETE THE PROJECT WITHIN A 48 MONTH TIMEFRAME FROM FEMA APPROVAL?	IS THE PROJECT CURRENTLY ON THE LMS TABLE D-1?	IS IT OK IF THE PROJECT GETS FUNDED IN TIER 2
1	Treasure Island Reconstruction of Wastewater Master Pump Station	Become a More Disaster Resilient Community	$6,000,000	$4,500,000	$1,500,000	Yes	FDEP	Yes	Yes	No
2	West Causeway Evacuation Route Roadway Hardening & Improvements	Become a More Disaster Resilient Community	$9,400,000	$7,050,000	$2,350,000	No	City General Fund, Penny for Pinellas, Gas Tax	Yes	No	No
3	Citywide Seawall Repair for Location NOT listed as a separate project (street ends, etc.)	Minimize Coastal Flooding Losses	$4,641,967	$3,481,475	$1,160,492	Yes	City General Fund	Yes	Yes	No
4	Treasure Island City Center Hardening Project	Minimize Coastal Flooding and Storm Wind Losses	$5,800,000	$4,350,000	$1,450,000	No	City General Fund	Yes	No	No
5	Undergrounding Utilities Near Critical Municipal Services & City Center (108 Ave. and 104-105 Ave./Park Place)	Become a More Disaster Resilient Community Minimize Vulnerability to Technological Hazards	$3,200,000	$2,400,000.00	$800,000.00	No	Pinellas County Penny for Pinellas	Unknown	No	Yes
6										
7										
8										
9										
10										
11										
12										

* Priority 1 being the highest priority for the applying entity.
Add more rows for additional projects as needed.

AGENDA ITEM NO. H.8

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	July 15, 2025
SUBMITTED BY:	Cathy Hayduke, Parks & Recreation
ITEM TYPE:	Contracts
AGENDA SECTION:	ITEMS OF BUSINESS
SUBJECT:	Interlocal Agreement with City of St. Petersburg for Trash Disposal at the Municipal Beach on Treasure Island

BACKGROUND:

The Municipal Beach Concession Stand on Treasure Island is maintained and operated by the City of St. Petersburg. The facility has remained closed since sustaining damage from Hurricane Helene. The parking lot is open for public use.

Due to concession staff being reassigned, the City of St. Petersburg has been unable to provide weekend trash pickup services at this location. As a result, the City of Treasure Island has received complaints from residents regarding overflowing trash receptacles, particularly on weekends.

POLICY/PURPOSE: Commission approval is required to enter into an Interlocal Agreement with the City of St. Petersburg for trash disposal at the St Petersburg Beach Municipal Beach on Treasure Island

STRATEGIC PLAN RELEVANCE: N/A

ANALYSIS/DISCUSSION: The City of Treasure Island has received complaints from residents regarding overflowing trash receptacles, particularly during weekends at the St. Petersburg Municipal Beach. The facility has remained closed since sustaining damage from Hurricane Helene. Since the closure, concession stand employees previously responsible for maintaining the facility

have been reassigned. The parking lot is open for public use. The City of St. Petersburg plans to demolish and rebuild the facility.

Currently, St. Petersburg Leisure Service staff are available to empty trash receptacles during the week but not on weekends. Treasure Island Parks and Recreation Recreational Facilities staff operate seven days a week, including holidays, and are responsible for trash disposal at the Central Beach Trail, Gulf Front Park, Treasure Island Park, City Hall and other beach and city facilities.

Including the St. Petersburg Municipal Beach in the Parks and Recreation staff's daily responsibilities would have minimal impact on current staffing resources while addressing residents' concerns.

The interlocal agreement may be terminated at any time by either party upon thirty (30) days' written notice.

FUNDING:

No impact to the City of Treasure Island as staff will complete task as part of regular weekend and holiday assignments.

The City of St. Petersburg will reimburse the City of Treasure Island for staff hours used to complete this task at a rate of $23.50 for regular hourly rate + benefits and $57.00 for holiday rate + benefits. The City of Treasure Island reserves the right to amend rates set forth in Appendix B as may be necessary for annual cost of living and merit increase adjustments. However, the total amount paid to the City of Treasure Island pursuant to the Agreement, inclusive of any out-of-pocket expenses (including but not limited to transportation) must not exceed fifteen thousand dollars ($15,000).

The City of St. Petersburg will provide all materials necessary for the trash collection services.

MOTION:

I move to approve and authorize the City Manager to enter into an Interlocal Agreement with the City of St. Petersburg for trash disposal at the St Petersburg Beach Municipal Beach on Treasure Island in accordance with the conditions outlined in the Agreement.

ATTACHMENTS:

Interlocal Agreement with City of St. Pete.docx

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT ("Interlocal Agreement") is made and entered into as of this _____ day of _____, 2025 by and between the City of Treasure Island, Florida ("Treasure Island") and the City of St. Petersburg, Florida ("St. Petersburg"). For purposes of this Interlocal Agreement, Gulfport and St. Petersburg shall be referred to collectively as the "Parties".

RECITALS

WHEREAS, St. Petersburg desires Treasure Island to provide trash pickup services at the locations described in Appendix A; and

WHEREAS, the Parties wish to enter into this Interlocal Agreement for Treasure Island to provide trash pickup services for St. Petersburg pursuant to the terms and conditions of this Interlocal Agreement.

NOW, THEREFORE, for and in consideration of the foregoing recitals (all of which are hereby adopted as an integral part of this Interlocal Agreement), the mutual promises, covenants, and conditions herein contained and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties hereby agree as follows:

1. DESCRIPTION OF SERVICE

Treasure Island will provide trash pickup services for St. Petersburg in accordance with the schedule provided in Appendix A.

2. PAYMENT

Treasure Island will invoice St. Petersburg monthly for completed trash pickup services pursuant to the payment rates set forth in Appendix B and St. Petersburg will pay Treasure Island in accordance with the Florida Local Government Prompt Payment Act (§218.70, Florida Statutes, et seq.); provided, however, that the total amount paid to Treasure Island pursuant to this Agreement, which is inclusive of any out-of-pocket expenses (including but not limited to transportation) must not exceed fifteen thousand dollars ($15,000). Treasure Island reserves the right to amend the rates set forth in Appendix B as may be necessary from time to time, subject to acceptance in writing by St. Petersburg. Treasure Island will notify St. Petersburg of any proposed rate increase at least thirty (30) days prior to the effective date of such increase and St. Petersburg may choose to accept the proposed increase in its sole discretion or terminate this Interlocal Agreement in accordance with paragraph 4.

3. EFFECTIVE DATE AND TERM OF INTERLOCAL AGREEMENT

St. Petersburg shall be responsible for filing this Interlocal Agreement with the Clerk of the Circuit Court of Pinellas County and this Interlocal Agreement shall be effective on the date of the last filing ("Effective Date") and remain in effect for two years unless earlier terminated.

4. TERMINATION

This Interlocal Agreement may be terminated at any time by either party for convenience upon thirty (30) days' written notice to the other party. In the event of termination pursuant to this paragraph 4, St. Petersburg shall pay Treasure Island for trash pick-up services performed up to the effective date of termination.

8. AMENDMENTS

This Interlocal Agreement may be modified or amended only by a document in writing executed by the Parties with the same formality of this Interlocal Agreement.

9. GOVERNING LAW

The laws of the State of Florida shall govern this Interlocal Agreement.

10. SEVERABILITY

The terms and conditions of this Interlocal Agreement shall be deemed to be severable. Consequently, if any clause, term, or condition hereof shall be held to be illegal or void, such determination shall not affect the validity or legality of the remaining terms and conditions, and notwithstanding any such determination, this Interlocal Agreement shall continue in full force and effect, unless the particular clause, term or condition held to be illegal or void renders the balance of the Interlocal Agreement impossible to perform.

11. NOTICES

Unless and to the extent otherwise provided in this Interlocal Agreement, all notices, demands, requests for approvals and other communications which are required to be given by one party to another shall be in writing and shall be deemed given and delivered on the date delivered in person, upon the expiration of five (5) days following the date mailed by registered or certified mail, postage prepaid, return receipt requested to the address provided below, or upon the date delivered by overnight courier (signature required) to the address provided below.

CITY OF ST. PETERSBURG	CITY OF TREASURE ISLAND
City of St. Petersburg	City of Treasure Island
PO Box 2842 St. Petersburg, FL 33731 Attn: Barbara Stalbird Parks and Field Operations Superintendent	

12. ENTIRE AGREEMENT

This Interlocal Agreement reflects the full and complete agreement between the Parties regarding the subject matter contained herein and supersedes all prior or contemporaneous agreements (whether oral or written) between them regarding the subject matter contained herein.

13. SURVIVAL

All obligations and rights of any party arising during or attributable to the period prior to expiration or earlier termination of this Interlocal Agreement shall survive such expiration or earlier termination.

14. EXECUTION

This Interlocal Agreement may be signed in counterparts by the Parties hereto.

15. NON-APPROPRIATION

The obligations of St. Petersburg as to any funding required pursuant to this Interlocal Agreement are limited to an obligation in any given year to budget, appropriate and pay from legally available funds, after monies for essential St. Petersburg city services have been budgeted and appropriated, sufficient monies for the funding that is required during that year. Notwithstanding the foregoing, St. Petersburg is not prohibited from pledging any legally available non-ad valorem revenues for any obligations heretofore or hereafter incurred, which pledge will be prior and superior to any obligation of St. Petersburg pursuant to this Interlocal Agreement. In the event of non-appropriation, this Interlocal Agreement will automatically terminate.

16. **RESPONSIBILITY**

St. Petersburg and Treasure Island shall be responsible for their respective employee's acts of negligence, when such employees are acting within the scope of their employment; and shall only be liable for any damages resulting from said negligence to the extent permitted by Section 768.28 of the Florida Statutes. Nothing herein is intended to serve as a waiver of sovereign immunity by either party. Nothing herein shall be construed as consent by either party to be sued by third parties in any matter arising out of this Interlocal Agreement.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have executed this Interlocal Agreement as of the day and year first written above.

CITY OF ST. PETERSBURG, FLORIDA

By: _____

ATTEST:

BY: _____
City Clerk

(SEAL)

Approved as to Form and Content

By: _____
City Attorney (Designee) 00817221

CITY OF TREASURE ISLAND, FLORIDA

By: _____

ATTEST:

BY: _____

(SEAL)

Approved as to Form:

By: _____

Appendix A

Services and Schedule

Treasure Island will provide trash pickup services for the trashcans located at 11260 Gulf Blvd. Treasure Island, Florida 33706 (“Municipal Beach”) two times per day (once in the morning and once in the afternoon) on Saturdays, Sundays, and Federal Holidays.

Trash pickup services will take between 1 – 1.5 hours and will include trash collection from all trashcans located at the Municipal Beach. St. Petersburg will provide all materials necessary for trash collection services.

Appendix B

Pricing

Type of Hourly Rate	Cost
Regular Hourly Rate	$23.50
Hourly Rate during Federal Holidays	$57.00