



**City of Palm Coast**  
**Agenda**  
**CITY COUNCIL WORKSHOP**

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
www.palmcoastgov.com

**Mayor Milissa Holland**  
**Vice Mayor Robert G. Cuff**  
**Council Member Nick Klufas**  
**Council Member Heidi Shipley**

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**Tuesday, May 29, 2018**

**9:00 AM**

**CITY HALL**

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**City Staff**

**Jim Landon, City Manager**

**William Reischmann, City Attorney**

**Virginia A. Smith, City Clerk**

- > Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- > Other matters of concern may be discussed as determined by City Council.
- > If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.
- > In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- > City Council Meetings are televised on Charter Spectrum Networks Channel 495 and on AT&T U-verse Channel 99.
- > All pagers and cell phones are to remain OFF while City Council is in session.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**ROLL CALL**

**PUBLIC PARTICIPATION**

**PRESENTATIONS**

- 1 PRESENTATION - EXECUTIVE SEARCH FIRM PRESENTATIONS**
- 2 RESOLUTION 2018-XX APPROVING INNOVATION DISTRICT AND INNOVATION KICK START PROGRAM**
- 3 RESOLUTION 2018-XX APPROVING THE ALERTFLORIDA COMMUNICATION SYSTEM AGREEMENT WITH THE FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT**
- 4 PRESENTATION ON FUND ACCOUNTING AND LONG TERM FINANCIAL PLANNING**

**5 PRESENTATION ON KEEPING PALM COAST CLEAN AND GREEN**

**WRITTEN ITEMS**

- 6 RESOLUTION 2018-XX APPROVING THE PURCHASE OF A CONCENTRATE DISCHARGE PUMP AND MOTOR FROM TOM EVANS ENVIRONMENTAL INC.**
- 7 RESOLUTION 2018-XX APPROVING RIGHTS-OF-WAY ACQUISITIONS FOR THE OLD KINGS ROAD WIDENING PROJECT**
- 8 RESOLUTION 2018-XX APPROVING MASTER PRICE AGREEMENT WITH SHELLEY'S ENVIRONMENTAL SYSTEMS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT**
- 9 RESOLUTION 2018-XX APPROVING A CONTRACT WITH P&S PAVING, INC. FOR THE CONSTRUCTION OF LAKEVIEW BOULEVARD MULTI-USE PATH**
- 10 RESOLUTION 2018-XX APPROVING MASTER SERVICES AGREEMENT AND WORK ORDER WITH SAI CONSULTING ENGINEERS INC., FOR CEI SERVICES FOR LAKEVIEW BOULEVARD MULTI USE PATH**
- 11 RESOLUTION 2018-XX APPROVING MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, INC. FOR PEP-TANK PUMP PANEL ASSEMBLY PACKAGES FOR NEW INSTALLATIONS.**

**PUBLIC PARTICIPATION**

**DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

**DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

**DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

**ADJOURNMENT**

- 12 CALENDAR/WORKSHEET**

# City of Palm Coast, Florida Agenda Item

Agenda Date: 05/29/2018

<b>Department Item Key</b>	Administration	<b>Amount Account</b>
<b>Subject</b> PRESENTATION - EXECUTIVE SEARCH FIRM PRESENTATIONS		
<b>Background :</b> At City Council's direction, City staff advertised and released a Request for Solutions (RFS) for Executive Search Firms to assist City Council in the search, recruitment, and selection of the next City Manager. After receiving and ranking the responses, one firm withdrew their response. City Council shortlisted the top two firms and directed City staff to setup presentations with Strategic Government Resources and Springsted Waters.  City staff have informed each firm to be prepared to provide a 15 minute presentation and 15 minutes for questions & answers. At the June 5 <sup>th</sup> business meeting, City Council can determine whether to award a contract to either firm.		
<b>Recommended Action :</b> For discussion only.		

# City of Palm Coast, Florida Agenda Item

Agenda Date: 5/29/2018

<b>Department Item Key</b>	ADMINISTRATIVE SERVICES 3593	<b>Amount Account</b>
<b>Subject</b>	RESOLUTION 2018-XX APPROVING INNOVATION DISTRICT AND INNOVATION KICK START PROGRAM	
<p><b>Background:</b> At the April 24<sup>th</sup> City Council Workshop, City staff presented a concept for an Innovation District in Town Center and the Innovation Kick Start Program. City Council provided overall support to move forward in developing the concept and provided valuable feedback.</p> <p>City staff will present the Innovation District and Innovation Kick Start Program for further City Council consideration. Based on City Council goals, City staff are proposing to expand upon the original State Road 100 Corridor Redevelopment Area (CRA) Plan by including an Innovation District within the Plan to foster creative start-ups, sustainable employment and well-designed commercial environments. With a defined Innovation District in the CRA and consistent with City Council goals, City staff also proposes an Innovation Kick Start Program to encourage new development in the area.</p>		
<p><b>Recommended Action:</b> Approve Resolution 2018-XX approving Innovation District and Innovation Kick Start Program.</p>		

**RESOLUTION 2018 - \_\_\_\_\_**  
**APPROVING INNOVATION DISTRICT AND**  
**INNOVATION KICK START PROGRAM**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING AN AMENDMENT TO THE STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY MASTER REDEVELOPMENT PLAN; APPROVING THE INNOVATION KICK START PROGRAM; PROVIDING FOR DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Palm Coast has determined that the State 100 Corridor Redevelopment Area (the “Area”) (as created and defined in Resolution No. 2004-22 and *which legal description is ratified, affirmed, and adopted herein*) is a blighted area appropriate for community redevelopment projects pursuant to Chapter 163, Part III, *Florida Statutes* (the “Community Redevelopment Act of 1969”, as amended, or the “Act”); and

**WHEREAS**, the redevelopment of the Area is necessary in the interest of public health, safety, and welfare of the residents of the City of Palm Coast, and furthers and is in the interest of, revitalizing the Area economically and socially, improving the tax base, promoting sound growth, and providing improved conditions in the City of Palm and Flagler County; and

**WHEREAS**, the City Council has authorized, established, and providing for the funding of a “State Road 100 Corridor Redevelopment Trust Fund” to finance a community project or projects within the Area as provided in Section 163.387 Florida Statutes, the act to be funded by tax increment revenues for the purposes of financing the diverse elements of the State Road 100 Corridor Community Redevelopment Plan (the “Plan”); and

**WHEREAS**, the City Council, upon recommendation of the State Road 100 Corridor Community Redevelopment Agency (the “Agency”), of the Area, in accordance with the provisions of Resolution No. 2004-22, approved and adopted the Plan on June 15, 2004 (Resolution No. 2004-31); and

**WHEREAS**, the City Council, upon recommendation of the Agency, of the Area, in accordance with the provisions of Resolution No. 2004-22, approved and amended the Plan on August 5, 2008 (Resolution No. 2008-136) in order to reflect changing economic conditions and redevelopment needs in the Area; and

**WHEREAS**, the Plan encourages economic development and redevelopment to transform the character of the Area, increasing the diversity of residential opportunities and businesses; and

**WHEREAS**, economic development and redevelopment of the Area stagnated during the Great Recession, even though the Area is “infrastructure-ready”; and

**WHEREAS**, the Area is currently only 17% developed; and

**WHEREAS**, the City of Palm Coast desires to grow the urban core of the Area and create a true downtown; and

**WHEREAS**, the City of Palm Coast and the Agency desire to expand upon the original plan for Area by including an Innovation District within the Plan to foster creative start-ups, sustainable employment and well-designed commercial environments; and

**WHEREAS**, the City of Palm Coast and Agency desire to amend the Plan to include the Innovation District in accordance with the provisions of Resolution No. 2004-22 and the Act; and

**WHEREAS**, the City of Palm Coast and Agency desire to encourage development in the Innovation District through the Innovation Kick Start Program; and

**WHEREAS**, the Innovation Kick Start Program will encourage new development in the Innovation District by reducing development costs in the Area; and

**WHEREAS**, the Innovation Kick Start Program will increase the taxable real estate values in the Area, increase sales tax collections, and improve the conditions of the local economy of the Area and the City; and

**WHEREAS**, the Innovation Kick Start Program will be funded through in increased revenues to the State Road 100 Corridor Redevelopment Trust Fund due to increased taxable real estate values; and

**WHEREAS**, the City of Palm Coast and the Agency approves the Innovation Kick Start Program in furtherance of the municipal purpose of expanding economic activity within its jurisdictional borders under Section 166.021(9), Florida Statutes and in furtherance of revitalizing the Area economically, improving the tax base, promoting sound growth, and providing improved conditions in the Area pursuant to the Act; and

**WHEREAS**, the Innovation Kick Start Program is for the benefit of the public health, safety, welfare, and convenience of the City of Palm Coast, Florida; and

**WHEREAS**, the City Council and Agency find that the Innovation Kick Start Program serve a public purpose, which includes promotion of economic development, job growth, and future expansion of the City’s and Area’s tax base.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

**SECTION 1. RECITALS/ADOPTION AND APPROVAL OF PLAN AMENDMENT/LEGISLATIVE FINDINGS.**

- (a) The above recitals and the recitals set forth in Resolution 2004-22 and 2008-136 represent and are hereby ratified, adopted and incorporated as legislative findings of the Agency relative to the provisions of this Resolution.
- (b) The Agency recommends approval of the amendment to the State Road Corridor Community Redevelopment Plan to incorporate the Innovation District and Innovation Kick Start Program, as dated as of \_\_\_\_\_, 2018, and set forth in Exhibit “A” to this Resolution, said exhibit being adopted and incorporated herein by this reference thereto.
- (c) The Innovation District and Innovation Kick Start Program set forth in the amendment to the Plan are consistent with the requirements of Section 163.360 Florida Statutes, and the Agency further finds that:
  - (1) The amendment to the Plan confirms with the law as necessary in the interest of the public health, safety, and welfare of the residents of the City of Palm Coast, and will effectuate the purposes of the Plan by revitalizing the Area economically and socially, thereby increasing the tax base, promoting sound growth, improving conditions, and eliminating the conditions which the Florida Legislature found constitutes a menace which are injurious to public health, safety and welfare of the residents.
  - (2) The amendment to the Plan confirms to and is consistent with the City of Palm Coast Comprehensive Plan.
  - (3) The amendment to the Plan will afford maximum opportunity, consistent with the sound needs of the City of Palm Coast as a whole, for the redevelopment or rehabilitation by private enterprise and/or joint public/private partnership.
  - (4) Residential and non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City of Palm Coast in accordance with sound planning standards and local community objectives.
  - (5) The amendment to the Plan is necessary and appropriate to facilitate the proper growth and development of the City of Palm Coast in accordance with the Plan.
  - (6) In accordance with Section 163.345, *Florida Statutes*, the Agency have and will consider the encouragement of private enterprise to engage in community redevelopment activities.

**SECTION 2. APPROVAL OF INNOVATION KICK START PROGRAM.** The City Council of the City of Palm Coast hereby approves the Innovation Kick Start Program as attached hereto and incorporated herein by reference as Exhibit “B.”

**SECTION 3. DEFINITIONS.** The terms contained in this Resolution shall have the meaning set forth in the Act.

**SECTION 4. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 5. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 6. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution, including, but not limited to, executing agreements to implement the Innovation Kick Start Program.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this \_\_\_<sup>th</sup> day of \_\_\_\_ 2018.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit A – State Road 100 Corridor Plan Amendment  
Exhibit B – Innovation Kick Start Program

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney

**Exhibit A**  
**State Road 100 Corridor Community Redevelopment Plan, Innovation District & Innovation Kick Start Program Update**

**Innovation District information added to section 7.6 and 7.7 under “Plan Update” in State Road 100 Corridor Community Redevelopment Plan**

**7.6 Innovation District**

In 2018, the Community Redevelopment Agency reevaluated Palm Coast’s Town Center, located in the Community Redevelopment Area. The area has been largely infrastructure-ready for several years, yet, the vision for Town Center had never fully been realized. In over a ten year period, Town Center had only reached a 17% developed threshold at the beginning of 2018. Yet, with a fresh look at the area and new approach, the Agency made developing Town Center a high priority. Through research and analysis, the Agency found that an Innovation District will be a great fit for growing Town Center, and it will be economically, socially, and culturally viable for the future for Palm Coast. Outlined in Map 13, the Innovation District is centrally-located in the urban core of Town Center. By specifically mapping out an Innovation District in the CRA, the Agency looks to kick start forward-thinking residential and non-residential developments to stimulate economic growth at a high-rate through specific guidelines, programs and incentives before 2034. One of these programs proposed in Resolution 2018-\_\_\_\_\_ involves an “Innovation Kick Start Program” that ends in December 31, 2020.

**7.7 Innovation Kick Start Program**

The Innovation Kick Start Program was designed to encourage forward-thinking residential and non-residential units that create a “live, work, play” environment to stimulate economic growth. The Program is limited to first 500,000 square feet of non-residential and 1,000 residential units.

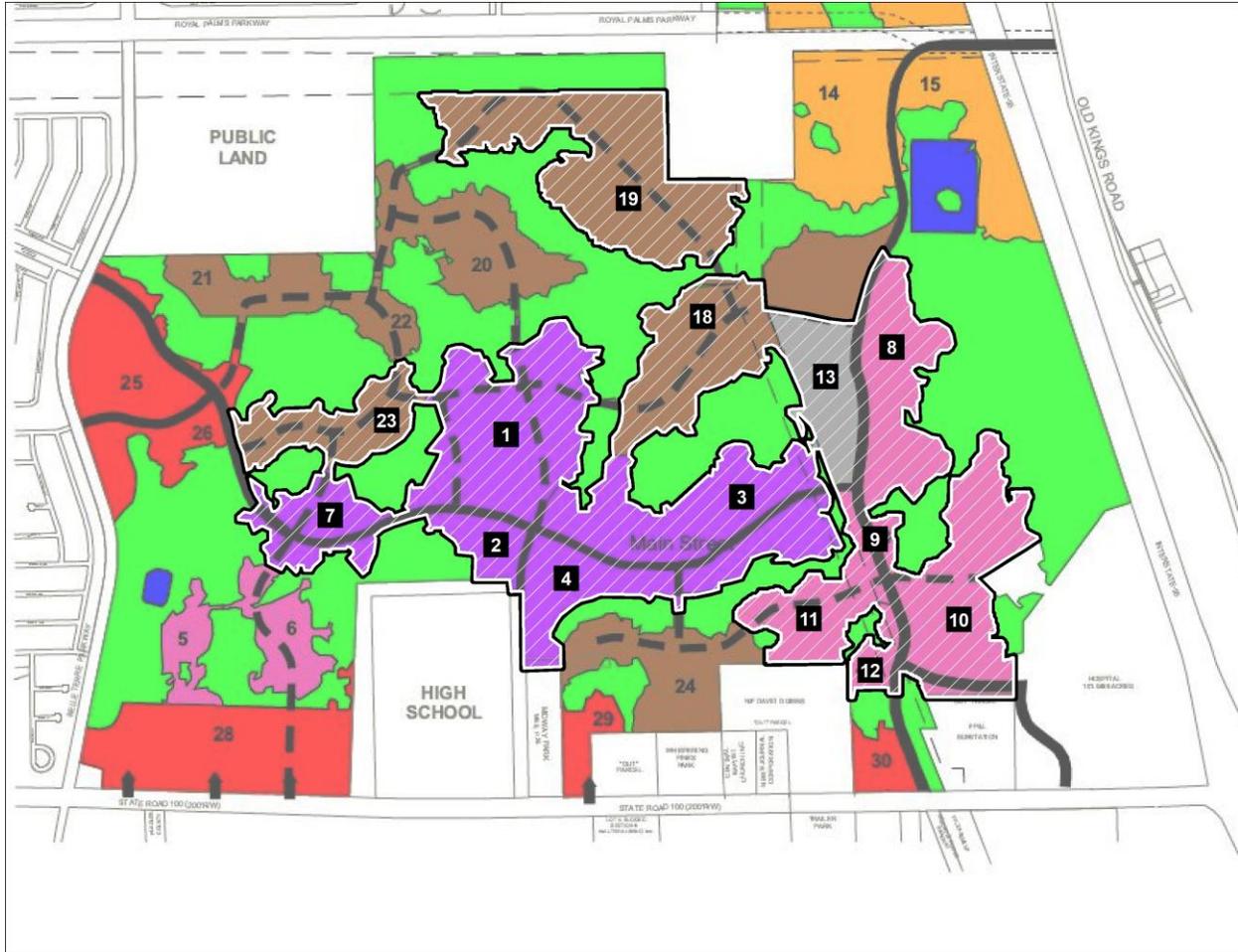
Through the program, development costs are reduced in the core area of the CRA/Town Center for developers (see Map 13). For a developer to be eligible for the Innovation Kick Start Program, the proposed development:

- Must be located in targeted of Innovation District (see Map 13)
- Must be under construction by December 31, 2020
- And if the development is residential, all units must be multi-family, townhome, condo, or single-family with smaller lots (50 feet or less)

Eligible developments will be provided credit of \$5,000 per unit or per 1,000 s.f. per non-residential units. The credit(s) will be used towards payment of City impact fees. Per Resolution 2008-\_\_\_\_\_, credits on behalf of the Agency will be paid through increased CRA revenues. This was approved with in mind that proposed developments will increase CRA revenues, and outweighs the initial assistance of impact fees in the beginning.

# Innovation District Map added to “List of Maps” – Map 13 in State Road 100 Corridor Community Redevelopment Plan

## Innovation District in the CRA





## Exhibit B

# Innovation Kick Start Program

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### Introduction

This program has been created to encourage new development projects and business in the defined Innovation District area located in Palm Coast's Town Center. The program is designed to kick start development that will facilitate the creation and commercialization of new ideas and support our economy by growing jobs in ways that leverage proximity, density, authenticity and progress by the end of 2020. Through the Innovation Kick Start Program, the City of Palm Coast will provide assistance towards utility impact fees to property owners, developers and/or business owners.

### Program Objectives

The primary objective of the Innovation Kick Start Program is to encourage forward-thinking residential and non-residential units that create a "live, work, play" environment to stimulate economic growth. Through the program, development costs are reduced in the core area of the CRA/Town Center to help attract new development (see Innovation District Map).

### Program Guidelines

- Developments must be under construction by December 31, 2020 and continue until completion
- Developments must be consistent with CRA Plan, Town Center Plan, City standards, ordinances, and overall vision for Innovation District

### Eligibility Requirements

- Must be located in targeted of Innovation District (see Innovation District Map)
- Limited to first 500,000 square feet of non-residential and 1,000 residential units
- Residential units must be multi-family, townhome, condo, or single-family with smaller lots (50 feet or less)

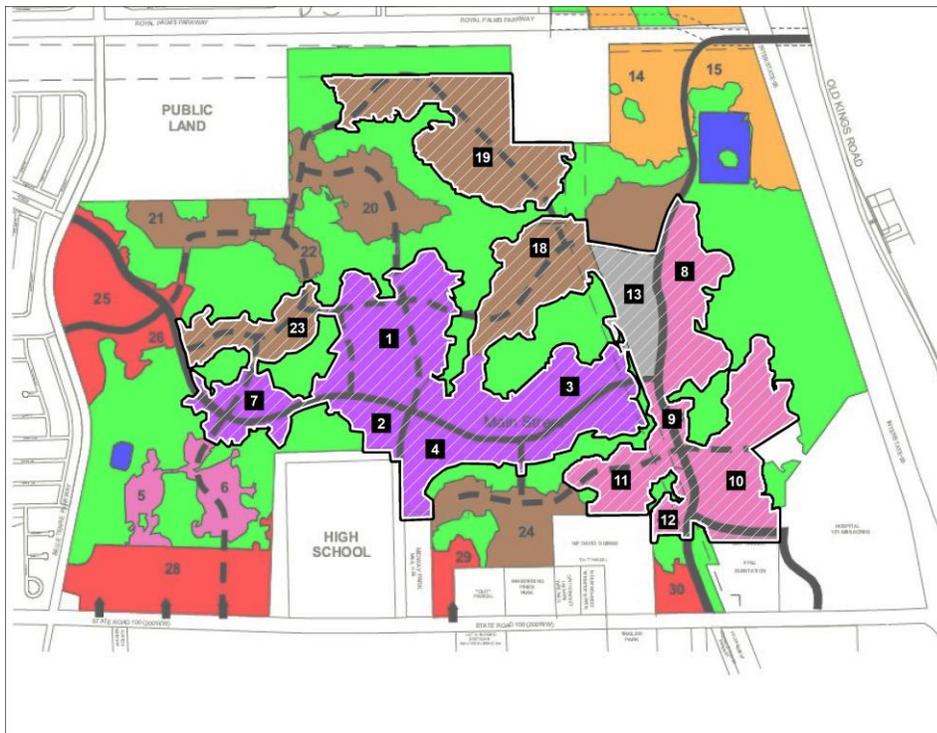
### Funding Guidelines

- Eligible developments will be provided credit of \$5,000 per unit or per 1,000 s.f. (non-residential)
- Credit(s) will be used towards payment of utility impact fees from the City
- If development does not meet certain thresholds by stated deadlines and commitments listed above, then the City may revoke credit(s).

## Program Process

1. The applicant obtains an impact fee estimate in writing based on initial site plan/plat from the City of Palm Coast's Planning Division. The Planning Division is located at City Hall (160 Lake Ave., Palm Coast, FL 32164).
2. Applicant may turn in application with City estimate to the Planning Division in City Hall via mail or in person. Only completed applications, including having all supporting documentation will be accepted.
3. The City Manager and/or City staff designee will review completed applications for compliance with program requirements within five business days.
4. Upon approval, a letter of commitment is provided to the applicant to sign.
5. The letter of commitment will need to be signed by the Applicant and City Manager (or City staff designee). The letter of commitment must be signed by all parties before development can begin and impact fee credits are applied.

## Innovation District Map



## Additional Notes

- Grantee of assistance program is responsible for obtaining any permits required to do the project. Cost of permitting cannot be part waived fees.
- Staff will be available to offer any assistance needed and may seek outside guidance on any project being considered for the program.
- For questions or concerns, please contact Palm Coast's Planning Division at (386) 986-3736 or [planningdivision@palmcoastgov.com](mailto:planningdivision@palmcoastgov.com)

# City of Palm Coast, Florida Agenda Item

Agenda Date : 05/29/2018

<b>Department</b>	CITY CLERK	<b>Amount</b>
<b>Item Key</b>	3594	<b>Account</b>
<b>Subject</b>	RESOLUTION 2018-XX APPROVING THE ALERTFLORIDA COMMUNICATION SYSTEM AGREEMENT WITH THE FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT	
<b>Background :</b>	<p>In 2016, the Florida Division of Emergency Management (FDEM), implemented a state-wide emergency notification system called AlertFlorida. The system is designed to ensure that the state's population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions.</p> <p>Recently, FDEM has made the AlertFlorida system available for use by any political subdivision within Florida, including the City of Palm Coast. The City will be allowed to independently utilize the notification system provided by FDEM to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or travelling through Palm Coast.</p> <p>The system is made available by FDEM at no cost to the City.</p> <p>The AlertFlorida system would eventually replace our current emergency notification system, CodeRed. CodeRed would remain in place and active for approximately one year while current users were transitioned to the AlertFlorida system. Many of the same sources of information used to populate the CodeRed system would also be used with the AlertFlorida system.</p> <p>Upon acceptance of this agreement and implementation of the City's AlertFlorida system, a public information campaign will be enacted to promote citizen awareness and participation.</p>	
<b>Recommended Action :</b>	Adopt Resolution 2018-XX approving the AlertFlorida Communication System Agreement with the Florida Department of Emergency Management.	

**RESOLUTION 2018 - \_\_\_\_**  
**FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT**  
**ALERTFLORIDA NOTIFICATION SYSTEM**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING AN AGREEMENT WITH FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT FOR THE ALERTFLORIDA SYSTEM; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Section 252.35(2)(a)6 of the Florida Statutes, requires the Florida Department of Emergency Management, hereinafter FDEM, to establish a system of communications and warning to ensure that the state’s population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions; and

**WHEREAS**, the FDEM has executed contract DEM-16-PG-E4-13-00-22-379 with Everbridge, Inc. (hereinafter referred to as the “Contract”) for the provision of Statewide alert and mass notification services in support of its AlertFlorida Initiative, (hereinafter referred to as the “notification system”); and

**WHEREAS**, the FDEM is funding and providing the notification system at no local cost to eligible subdivisions for the initial contract and all renewal years (ending on June 30, 2019), contingent upon an annual appropriation by the Florida Legislature; and

**WHEREAS**, Section 252.38 of the Florida Statutes establishes Emergency Management powers of political subdivisions and constructs safeguarding the life and property of its citizens as an innate responsibility of the governing political body of each political subdivision of the State; and,

**WHEREAS**, the City of Palm Coast desires to utilize the notification system provided by the FDEM to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or transiting through their political subdivision, while performing its powers under Section 252.38, F.S.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA AS FOLLOWS:**

**SECTION 1. APPROVAL OF THE AGREEMENT.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the AlertFlorida Communication System Agreement with the Florida Department of Emergency Management, as attached hereto and incorporated herein by reference as Exhibit "A".

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the Agreement as depicted in Exhibit "A".

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED** and approved by the City Council of the City of Palm Coast, Florida,  
on this 5th day of June 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachments: Exhibit A-Florida Department of Emergency Management

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esquire  
City Attorney

**MEMORANDUM OF AGREEMENT**  
**BETWEEN THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT AND**  
**THE CITY OF PALM COAST**

This Memorandum of Agreement (the "Agreement") is made and entered into by the Florida Division of Emergency Management (hereinafter referred to as the "Division") and the City of Palm Coast (hereinafter referred to as the "Subdivision"), (hereinafter collectively referred to as the "Parties").

WHEREAS, Section 252.35(2)(a)6 of the Florida Statutes, requires the Division to establish a system of communications and warning to ensure that the state's population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions; and,

WHEREAS, the Division has executed contract DEM-16-PG-E4-13-00-22-379 with Everbridge, Inc. (hereinafter referred to as the "Contract") for the provision of Statewide alert and mass notification services in support of its AlertFlorida Initiative, (hereinafter referred to as the "notification system"); and,

WHEREAS, the Division is funding and providing the notification system at no local cost to eligible subdivisions for the initial contract and all renewal years (ending on June 30, 2019), contingent upon an annual appropriation by the Florida Legislature; and,

WHEREAS, Section 252.38 of the Florida Statutes establishes Emergency Management powers of political subdivisions and constructs safeguarding the life and property of its citizens as an innate responsibility of the governing political body of each political subdivision of the State; and,

WHEREAS, the Subdivision desires to utilize the notification system provided by the Division to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or transiting through their political subdivision, while performing its powers under Section 252.38, F.S.

NOW, THEREFORE, in consideration of the cooperative effort between the Parties contained herein, the Parties agree as follows:

**1. TERM OF AGREEMENT**

This Agreement is effective on the date of execution by the last-signing party and shall remain in effect for the duration of services provided under contract DEM-16-PG-E4-13-00-22-379, but no later than June 30, 2019.

**2. DUTIES AND RESPONSIBILITIES**

**A. Division of Emergency Management**

The Division:

- I. Has assigned a contract manager for the notification system pursuant to Section 287.057(14), F.S. who will enforce the performance of the Contract terms and conditions and serve as a liaison with the

Contractor.

- II. Reserves the right to access any political subdivision's account or organization in the system for purposes of contract management, and to monitor system activity and usage.
- III. Will limit the number of personnel with high-level administrative access credentials to the system, and will take reasonable efforts to prevent the unauthorized disclosure of contact information protected under Section 119.071(5)(j), F.S.
- IV. Reserves the right to launch a statewide notification to all available "opt-in" contact data in the system resulting from a catastrophic natural or technological disaster, a widespread public health emergency, an imminent or actual attack of a foreign military power, or a similar emergency where a delay to coordinate locally-initiated notifications would endanger the health and safety of the State's population.
- V. Reserves the right to require certain notification subscription options be set to "mandatory" in a subdivision's public-facing opt-in portal, including:
  - a. Tornado Warnings
  - b. Flash Flood Warnings
  - c. Hurricane Warnings
  - d. Statewide Notifications
  - e. Countywide Notifications
- VI. Will, upon termination of the Contract, distribute the system's recipient contact data to the Subdivision as specified in Minimum Support Requirement number eight of the Contract's Scope of Work.

## **B. City of Palm Coast**

The Subdivision:

- I. Acknowledges the terms and conditions of the Division's Contract, which is attached hereunto, and agrees to abide by the applicable terms thereof, specifically, the Everbridge Core Platform Agreement, incorporated in the Contract as Exhibit "E" and the Everbridge Acceptable Use Policy, available via <http://www.everbridge.com/aup> and incorporated in the contract as Exhibit "F."
- II. Agrees to place a "powered by AlertFlorida" icon that shall encompass no greater or less than 10% of the banner image of the Subdivision's public-facing opt-in portal(s) for continuity with statewide branding.
- III. Acknowledges the following authorized uses of the system and agrees to limit use of the system to those uses, defined by the Division as the following categories of notifications:
  - a. Population protective actions, such as evacuation orders, shelter-in-place warnings, boil water notices, and similar actions;

- b. Emergency preparedness and response information, such as the availability of sand bag stations for flood-fighting efforts, notification of planned or anticipated disruption of municipal services & municipal or commercial utilities, the establishment of emergency shelters, implementation of curfews and other law enforcement security measures, the designation of security zones around specific planned events, the establishment of keywords for event-specific messaging, and other similar messaging that conveys a change in the Subdivision's steady-state operational posture;
  - c. Disaster recovery information, such as the location of disaster recovery centers, availability of voluntary agency or governmental disaster recovery assistance, and updates on debris clearance and the allowance of re-entry into a portion of the Subdivision impacted by a disaster.
  - d. Emergency preparedness exercises, including operational tests of notification capability and public notification of functional or full-scale public safety and emergency management exercises occurring within the jurisdiction.
  - e. Law enforcement searches, for a missing person or a manhunt for escaped convicts or suspects evading arrest.
  - f. Automated weather warnings, provided by the National Weather Service.
  - g. Notification and recall of Subdivision employees, contractors, and other response partners, that support the activation of the Subdivision's Emergency Operations Center or supplement the staffing of existing public safety response and recovery functions, including the staffing of specialty response teams.
- IV. Acknowledges that while the Contract provides access to Integrated Public Alert and Warning System (IPAWS) and Emergency Alert System (EAS) initiation features, the Division will NOT approve requests for Collaborative Operating Group (COG) licenses that originate from political subdivisions below the COUNTY level, as the alerting systems accessible through IPAWS are capable of transmitting alerts across jurisdictional boundaries.
- V. Agrees to make a reasonable effort to supply the Division with requested information about any existing or recent local contracts for mass notification services, for the purpose of developing quantitative cost impact and qualitative notification capability measures in support of legislative budget requests for continued funding of the initiative.
- VI. Agrees to develop a written Standard Operating Procedure (SOP) that governs access to and use of the notification system within the Subdivision, to include, at minimum, the following topics:
- a. Defining the local organization administrator(s);
  - b. Defining procedures for requesting administrative access

within the jurisdiction and the training requirements for granting such access;

- c. Establishing a message drafting and approval process;
- d. Discussing the difference between “opt-in” and “opt-out” contact data, limiting the use of “opt-out” data to imminent or actual life threatening emergencies, and considering the time of day when initiating notifications that use “opt-out” data; and,
- e. Specifying the responsibility and frequency of periodically reviewing all administrative user accounts within the Subdivision’s organization(s) to validate the continued relationship and need for access of each current user.

The SOP must be developed within sixty (60) days of the effective date of this Agreement and is subject to review by the Division at any time during the Agreement.

- VII. Acknowledges that the Contractor provides additional notification system capabilities and services which are not covered under the Division’s Contract for the notification system (hereinafter referred to as “non-covered services”). If the Subdivision desires to enhance their notification capabilities by adding non-covered services to their organization(s), then the Subdivision will be responsible for any additional costs incurred as a result of adding those services, plus any costs arising from technical support of the non-covered services, payable directly to the Contractor. The Subdivision will notify the Division of its intent to add non-covered services prior to deployment, and will provide an additional notification after deployment, with the intent of maintaining visibility on the Contractor’s provision of support and maintenance on covered features.

### 3. POINTS OF CONTACT

The Parties shall direct all matters arising in connection with the performance of this Agreement to the attention of the respective contact person(s) named below for resolution or action:

**For the Division:**

Andrew Sussman, Special Projects  
Coordinator/Hurricane Program Manager  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399  
Telephone: 850-815-4110  
Email: [Andrew.Sussman@em.myflorida.com](mailto:Andrew.Sussman@em.myflorida.com)

**For the Subdivision:**

Steve Viscardi  
Information Technology Director  
160 Lake Avenue  
Palm Coast, FL 32164  
Telephone: 386-986-3735  
Email: [sviscardi@palmcoastgov.com](mailto:sviscardi@palmcoastgov.com)

### 4. TERMINATION OF AGREEMENT

The Parties may terminate this Agreement at any time upon thirty (30) days’ written notice to the contact person(s) specified herein.

### 5. LIABILITY

Each Party hereto agrees that it shall be solely responsible for the negligent or

wrongful acts of its employees and agents. Nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of Section 768.28, F.S. Nothing herein shall be construed as consent by either Party to be sued by third parties.

**6. ATTACHMENTS**

The following attachments are incorporated hereunto by reference:

- A. Attachment 1 – Definitions
- B. Attachment 2 – Contract DEM-16-PG-E4-13-00-22-379 between the Division and Everbridge, Inc.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates appearing beneath their respective signatures.

**FLORIDA DIVISION OF  
EMERGENCY MANAGEMENT**

**CITY OF PALM COAST**

By: \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
**Jim Landon, City Manager**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

Attest: \_\_\_\_\_  
Virginia A. Smith, City Clerk

## Attachment 1 – Definitions

**Account** – An account is the access point to the web-based Everbridge Suite platform. Accounts are segmented into Organizations, and are typically segmented further into numerous groups.

**Contact** – Individuals who may receive notifications from or through the notification system, including any individual person who provides their personal contact information through an opt-in portal.

**Contractor** - Everbridge, Inc.

**Opt-In** – The process whereby a contact subscribes to receive notifications through an organization-specific web portal, or by sending the Subdivision’s keyword(s) or zip code(s) to an established SMS short code.

**Opt-Out** – Contact and address point data loaded into the Everbridge Platform by a political subdivision without the intervention of the contact.

**Organization** – In the Everbridge Platform, an organization (“Org”) contains a contact database and the capability to send notifications. Each Org has a mapping feature that allows users to send notifications based on registered locations of contacts. Orgs can be configured with a variety of settings and users can view and create numerous reports.

**User** – Individuals assigned roles and granted permission to manage users, manage contacts and groups, edit settings, and/or send notifications within the Everbridge platform.

# City of Palm Coast, Florida Agenda Item

Agenda Date : 5/29/2018

<b>Department</b>	FINANCE	<b>Amount</b>
<b>Item Key</b>	3194	<b>Account</b>
		<b>#</b>
<b>Subject</b>	PRESENTATION ON FUND ACCOUNTING AND LONG TERM FINANCIAL PLANNING	
<b>Background:</b>	In preparation of the upcoming Fiscal Year 2019 Budget, the Finance Department will be providing City Council with a presentation on Fund Accounting and Long Term Financial Planning.	
<b>Recommended Action:</b>	For presentation only.	

# City of Palm Coast, Florida Agenda Item

Agenda Date: 05/29/2018

<b>Department</b> PLANNING <b>Item Key</b> 3191	<b>Amount Account #</b>
<b>Subject</b> PRESENTATION ON KEEPING PALM COAST CLEAN AND GREEN	
<b>Background :</b> <b><u>UPDATE FROM THE APRIL 24, 2018 WORKSHOP</u></b> This item was scheduled to be heard at the April 24, 2018 Workshop. However, Council requested postponement to future workshop when all Council Members could be present.	
<b><u>ORIGINAL BACKGROUND FROM THE APRIL 24, 2018 WORKSHOP</u></b> Council requested a presentation from City staff on our efforts to keep Palm Coast "Clean and Green" and an opportunity to discussion possible enhancements to our efforts.	
<b>Recommended Action :</b> Presentation and Discussion Only.	

# City of Palm Coast, Florida

## Agenda Item

Agenda Date: 5/29/2018

<b>Department</b>	UTILITY	<b>Amount</b>	\$119,676.00
<b>Item Key</b>	3480	<b>Account</b>	# 54029088 063000 81010
<b>Subject</b>	RESOLUTION 2018-XX APPROVING THE PURCHASE OF A CONCENTRATE DISCHARGE PUMP AND MOTOR FROM TOM EVANS ENVIRONMENTAL INC.		
<b>Background :</b>			
<p>The City of Palm Coast Utility Department operates a 3.0 million gallon per day water treatment facility (Water Treatment Plant 3) located at 400 Peavy Grade in Palm Coast. Water Treatment Plant 3 has a concentrate discharge pump and motor that are in need of replacement due to their age. The concentrate discharge pump and motor are used in the treatment process to convey concentrate to Water Treatment Plant #1 as additional source water.</p> <p>Staff proposes to purchase a replacement concentrate discharge pump and motor to maintain concentrate pumping capability at the facility. In order to ensure consistency in the pumping requirements, meet established written standards, and maintain the original design requirements, a Peerless pump and motor is required.</p> <p>In accordance with the City's Purchasing Policy, City staff evaluated this purchase and find that this purchase meets the criteria for sole source purchasing. This purchase is the only pump and motor that meets the specific needs and is only available from one source due to an exclusive sales territory, which is Tom Evans Environmental, Inc. Per the City's Purchasing Policy, City staff posted the intended purchase on the City's website for seven business days requesting that other potential vendors provide information regarding their ability to supply the requested goods. No other potential vendors contacted City staff.</p> <p>City staff recommend purchasing the Peerless concentrate discharge pump and motor, in the amount of \$119,676 from Tom Evans Environmental, Inc. The equipment and funds are budgeted under the Utility Capital Improvement Fund.</p>			
<b>SOURCE OF FUNDS WORKSHEET FY 2018</b>			
<b>(CAPITAL CIP-54029088-063000-81010)</b>		<b>\$ 120,000.00</b>	
Total Expended/Encumbered to Date		\$ 0.00	
Pending Work Orders/Contracts		\$ 0.00	
Current Work Order		\$ 19,676.00	
<b>Balance</b>		<b>\$ 324.00</b>	
<b>Recommended Action :</b>			
Adopt Resolution 2018-XX approving the purchase of a concentrate discharge pump and motor from Tom Evans Environmental Inc.			

**RESOLUTION 2018-\_\_\_\_**  
**CONCENTRATE DISCHARGE PUMP**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE PURCHASE OF A CONCENTRATE DISCHARGE PUMP FOR WATER PLANT #3 FROM TOM EVANS ENVIRONMENTAL, INC.; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Coast’s Utility Department needs to purchase a concentrate discharge pump for Water Treatment Plant #3; and

**WHEREAS**, Tom Evans Environmental, Inc. desires to furnish the concentrate discharge pump, as a sole source purchase, for the City of Palm Coast; and

**WHEREAS**, the City of Palm Coast desires to purchase of the concentrate discharge pump from Tom Evans Environmental, Inc., for Water Treatment Plant #3.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. APPROVAL OF PURCHASE.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the purchase of a concentrate discharge pump from Tom Evans Environmental, Inc., as attached hereto and incorporated herein by reference as Exhibit “A.”

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the necessary documents.

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5<sup>th</sup> day of June 2018.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachment: Concentrate Pump-Motor Quote

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney



# city of PALM COAST

Administrative Services & Economic Development  
Central Services Division

160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

## NOTICE OF INTENT TO SOLE SOURCE

**Project Number: SS-18-44**

**Project Name: Concentrate Pump and Motor**

**Date:** April 13, 2018

**The City of Palm Coast intends to waive the solicitation process and approve a sole/single to Tom Evans Environmental Inc. for the purchase of Concentrate Pump and Motor.**

Interested vendors (firms or individuals) that can provide the goods/services can respond with an alternate solution that overcomes the sole/single source reasons stated on the sole/single source documentation, along with sufficient detailed convincing documentation, regarding their ability to supply equivalent commodities or services. Responses or questions seeking additional detail regarding the procurement, specifications, terms, conditions, requirements, etc are directed to contact: Kelly Downey at [KLittle-Downey@palmcoastgov.com](mailto:KLittle-Downey@palmcoastgov.com) prior to 2:00 PM on Tuesday, April 24, 2018. The City reserves the right to require the responding Vendor to submit additional information as it may deem necessary, and may consider any evidence available to it of the financial, technical, and other qualifications and abilities of the responding vendor.

This is **not** a request for bids or proposal and there is no solicitation available. The City will not consider any responses as a proposal, bid or quote. Any responses received as a result of this Notice of Intent shall be considered solely for determining whether bona fide competition exists.

If it is determined by City staff, after reviewing any information received from responding vendors, that sole/single source justification stands and that the commodities or contractual services are available only from a sole/single source, the City shall prepare a recommendation to the City Commission requesting approval to waive the solicitation process and proceed with the sole/single-source purchase.



## Scope of Services

### Concentrate Pump & Motor

#### PART 1 –GENERAL

##### 1.01 DESCRIPTION

###### SCOPE

The scope includes the furnishing of a Peerless Vertical Turbine pump and driver, Model 12LD pumping system. Peerless Vertical – 12LD, 3 Stage Bowl Assembly, Material Group R, Flanged Column 8/1.5, L6, Suction Bell, Flanged Discharge Bowl, OLS.

##### 1.02 QUALITY ASSURANCE

Pumps shall conform to the applicable requirements of ANSI/AWWA E101. Pumps shall be designed, fabricated, installed, and tested in accordance with the requirements of the Hydraulic Institute and the specified standards.

##### 1.03 ACCEPTABLE MANUFACTURERS

Currently this facility has in service 2 – Peerless Vertical – 12LD. The only manufacturer accepted will be Peerless to match existing pumps. The specifications listed in the scope under section XXX, Products.

##### 1.04. SUBMITTALS

The following product data shall be submitted by the pump manufacturer for review and approval by the city prior to the fabrication of the system:

1. Manufacturer's specification data and descriptive literature.
2. Bearing loads and stresses.
3. Performance curves showing capacity verses head and pump horsepower from 0 to 130% of design capacity.
4. Motor efficiencies and power factors at 50%, 75%, and 100% at full load.

5. The following data shall be submitted for the motor:
 

Manufacturer's Designation	No. of phases
Horsepower Output	Voltage
Time rating	Full load amperes
Temperature Rise	Code
RPM at Full Load	Design Letter
Frequency	Service Factor
6. Drawings showing general dimensions, connections, and wiring diagrams.
7. Procedures for proper installation.
8. Manufacture's guarantee.
9. Information about the nature and location of parts, service crews, and repair facilities.
10. Factory certification that bowl assembly meets the specified requirements.
11. Shop drawing submittals shall be complete in one submittal.

#### 1.05 OPERATION AND MAINTENANCE MANUALS

1. Detailed operation and maintenance (O&M) manual for the system shall be provided by the manufacturer. A total of two (2) copies of O&M manuals are required.

### PART 2 – PRODUCTS

#### 2.01 TURBINE PUMPS AND DRIVERS

Pumps shall be equipped with mechanical seals. The Concentrate Disposal Pump shall be designed to operate at any point on the curve defined by the following operating points.

Item	Value
Pump Size, inch	10
Design Operating Capacity GPM	<b>200 - 600</b>
Design TDH (ft.), 1 pump running @ 200 GPM	12

Design TDH (ft.), 1 pump running @ 400 GPM	30
Design TDH (ft.), 1 pump running @ 600 GPM	57
Assume Efficiency (%)	80
Motor Horsepower required (HP)	50
Variable Speed Range (RPM)	950 - 1770
Voltage (V)	480
Phase	3
Frequency (Hz)	60

Note: The pumping unit shall consist of clip-on type basket strainer, bell type suction, bowl assembly, discharge column, line shaft, discharge head assembly, and driver.

## 2.02 SUCTION STRAINER

A basket pattern suction strainer constructed of 316 stainless steel of approved design shall be attached to the bottom bowl assembly to prevent any material from entering the pump bowls that will damage the pump. The suction strainer shall have a net area of at least (4) times the suction pipe area. The maximum opening shall be not more than 75% of the minimum opening of the water passage through the bowls or impellers. Suction strainers shall be designed as vortex suppressors.

## 2.03 BOWL ASSEMBLY

1. Pump bowls, suction and discharge cases shall be closed grained 316 stainless steel, without imperfections, accurately machined and fitted to close dimensions.
2. The pump bowl interior shall be uncoated stainless steel. The suction case and intermediate bowls shall be fitted with replaceable babbitted carbon lateral wear rings. Wear rings shall have the minimum practical clearance

to the matting cylindrical surface of the impeller to provide adequate sealing to restrict the leakage flow at impeller skirt independent of vertical positioning of the impeller. The impeller shaft shall be supported in the bowl by babbitted carbon bearings.

3. The suction case bearing constructed of SAE 660 bronze shall be greased packed with provision for grease circulation from a reservoir in the suction case hub. A sand collar of rubber bronze ASTM B505 Alloy 836, shall be provided to protect the suction case bearing from abrasives in the liquid pumped. The discharge case shall have vanes to deliver the flow of water with minimum turbulence.
4. Impeller shall be of the enclosed type, cast of 316 stainless steel, accurately cast, machined, perfectly balanced mechanically and hydraulically and filed for optimum performance and minimum vibration. The design shall be non-overloading for capacity of the motor selected. The impeller shall be double keyed to the impeller shaft with Type 316 stainless steel keys.

#### 2.04 DISCHARGE COLUMN PIPE

The discharge column to be furnished under these specifications shall be 316 stainless steel with a minimum wall thickness of 0.279 inch and be supplied in one piece for setting of the bowl assemblies. The upper end of the column pipe shall be flanged connected to the underside of the pump discharge head. The pump column section shall be flanged top and bottom and provided with and integral bearing retainer with a babbitt carbon bearing. The bottom section of the column pipe shall have a smooth transition to match the transition area bowl to the top bowl. Spider bearing retainers shall be 316 Series stainless steel and the line shaft bearing inserts shall be nitrile neoprene.

#### 2.05 LINE SHAFT

1. Line Shaft Bearings: The column assembly bearing guides shall be 316 stainless steel. The bearing guides shall be threaded into the pipe couplings and retained by the butted pipe ends. Each bearing guide shall contain a water lubricated, EPDM bearing designed for vertical turbine pump service.
2. The line shaft shall be of 316 stainless steel ground and polished with a surface finish not to exceed 40 rms. It shall be of ample size to operate the pump without distortion or vibration and shall be capable of carrying the maximum horsepower that may be generated by the motor. The butting ends shall be machined, faced and recessed square to axis of the shaft. To ensure accurate alignment, the shaft shall be straight within 0.005 inches run-out. The ends of the shaft shall be accurately machine threaded for connection. Shaft couplings shall be bored and threaded from solid Type 303 stainless steel bars designed with a safety factor of 1-1/2 times that of

the shaft. The treads shall be left handed to tighten during pump operation. The couplings shall be without vent holes. The length of the shaft shall be such as to match properly the length of the discharge column. The shaft shall be furnished in interchangeable sections not over five (10) feet in length. Pump line shaft shall be 1 – 15/16” diameter.

#### 2.06 DISCHARGE HEAD ASSEMBLY

1. A suitable pump head of high grade fabricated 316 series stainless steel shall be provided for mounting a vertical electric motor and supporting the pump column, bowls and suction pipe.
2. The outlet shall be equipped with a 150 lb. class, flanged above grade discharge elbow, provided with a raised face and drill to match ANSI A21.10 Class 150 steel flanges. The discharge head shall be provided in a minimum thickness of 3/8” and shall have 1” NPT drain and pre-lube connection provided. The discharge head shall have mechanical seals.
3. The design shall permit the drive shaft to be coupled above the stuffing box to facilitate easy removal and replacement of the driver.

#### 2.07 DRIVER

1. The motor shall be designed for 230/460 volt, 3 phase, and 60 hertz operation. The pump manufacturer shall select the motor so that during normal conditions, the motor will operate the load continuously, without operating in the service facto range.
2. The pump motor are to be IEEE, Part 31, INVERTER DUTY RATING, premium efficiency, totally enclosed fan cooled, for corrosive environments. Motors shall have 1.15 service factors for sine wave power and 1.0 SF for inverted power. Motors shall be provided such that the motor shall be sufficient to operate the pump anywhere on its performance curve without operating in its service factor.
3. A thrust bearing of ample capacity to carry the weight of all rotating parts plus the hydraulic thrush shall be incorporated into the driver as an integral part of it. The bearing shall be of such size that the average life rating is no less than five (5) years continuous operation.
4. A top drive coupling shall be equipped with a non-reverse back-stop.
5. Provide motors with oversized conduit boxes, NEMA 4 construction, NEMA 4 accessory box with 120 VAC, 200 watt space heaters, thermostats imbed in motor windings, wired to the accessory box, grounding lug in the conduit box, stainless steel drains and breathers, stainless steel motor hardware and fasteners, and complete motor tests with certified reports.



January 23, 2018

**City of Palm Coast  
Water Utilities  
400 Peavy Grade  
Palm Coast, FL 32137**

**Attn: Mr. Peter Roussell**

**Dear Mr. Roussell,**

**Please accept this letter as formal notification to the City of Palm Coast that Tom Evans Environmental, Inc., by contract is the sole supplier for Grundfos Pump Divisions including Peerless, Yeomans Chicago, Morris and PACO products in the Florida municipal market and for your account.**

**The Grundfos product line includes vertical and submersible turbine, horizontal split case, end suction centrifugal/ANSI process and non clog sewage pumps. Please contact Tom Evans Environmental, Inc. for all your pumping needs which includes pumps, parts, factory reconditioning and service.**

**Thank you for your consideration and continued support of Grundfos/Peerless products. Please do not hesitate to call us if we may be of further service.**

**Respectfully Submitted,**

***Gary Reid***

**Gary Reid  
Regional Sales Manager-Municipal/Wastewater  
Grundfos/Peerless Pump**

**Cc: Tom Evans Environmental, Inc.**



Customer : City of Palm Coast

Dale M. Jahn, Sales Engineer

Tom Evans Environmental, Inc.  
 3605 Ventura Drive East, Lakeland FL 33881  
 Phone 407.864.5400  
 Fax 863.619.8098

Project : Palm Coast WTP #3 Spare 12LD-3  
 Quote No. : US-4623-29

Page No : 1 Date : January 3, 201

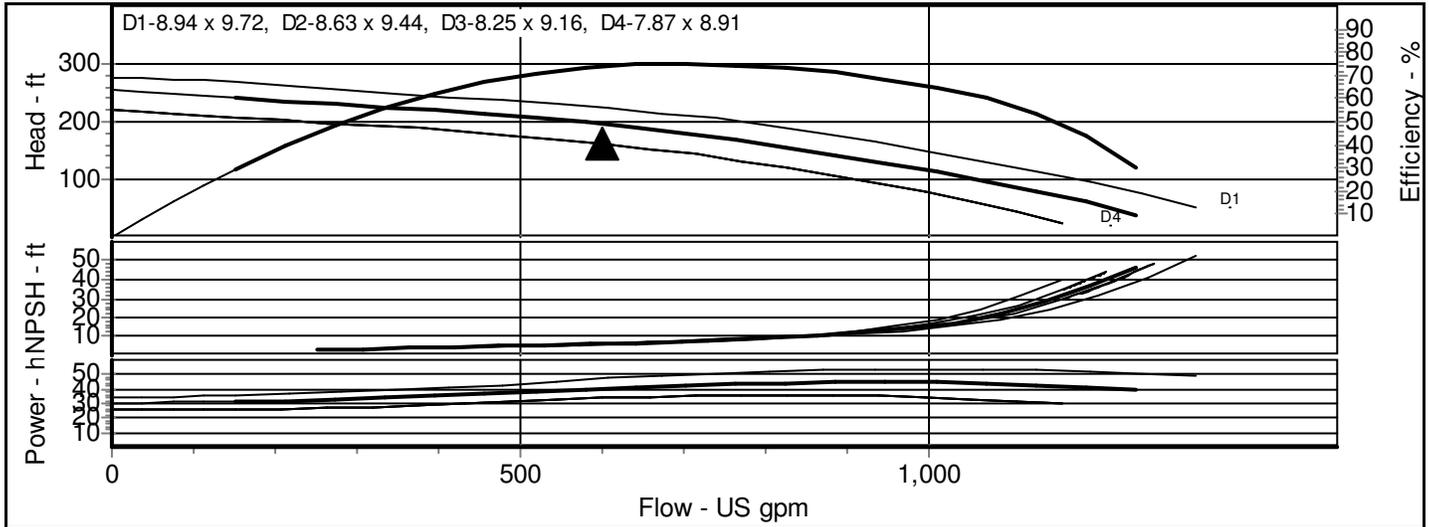
Pump Model: **Peerless Vertical - 12LD 3 Stages**  
 Nom. Speed: **1770 RPM, 60 Hz Electric**  
 Market : **Vertical Turbine Pump**  
 Impeller No.: **2649365 / LC**  
 Material Spec. Group: **R - B: 316 ss; I: 316 ss**

Stage No.	Trim Status	Imp. Dia. (inch) D2-in x D2-out
----	Full	----
----	Full	8.94 x 9.72
1 - 3	Trimmed P	8.49 x 9.33

Item : 1 Fluid: **Water**  
 Your Ref. : Temperature: **75 °F**  
 Viscosity: **0.919 cSt**  
 Sp. Gravity: **0.999 (base temp. 68 °F)**

Flow rate Q: **600 US gpm**  
 Bowl Total Head: **191 ft**  
 Bowl Efficiency: **73.8 %**  
 Bowl Power Required: **40.1 hp**  
 NPSH Required **6 ft**

Performance curve according to Hyd Ins 14.6 Unilateral



**Comments**

Refer to factory for all single point bowl performance guarantees. See Hydraulic Performance document in RAPID for performance test acceptance grades/tolerances & contractual guarantees..

Flow (US gpm)	Head (ft)	Efficiency (%)	Power Required (hp)	NPSH Required (ft)	Thrust (lb)
0.0	253.7	0.0	30.6		2704
156.7	240.2	30.4	31.3		2393
313.4	226.5	53.5	33.4	3.5	2077
470.1	211.8	68.0	36.9	4.8	1823
626.9	191.8	74.4	40.8	6.4	1592
783.6	164.2	74.2	43.8	8.9	1333
940.3	129.9	68.8	44.8	12.8	1030
1097.0	89.8	57.4	43.3	22.9	699
1253.7	37.7	29.9	39.9	46.8	324





Customer : City of Palm Coast

Dale M. Jahn, Sales Engineer

Tom Evans Environmental, Inc.  
3605 Ventura Drive East, Lakeland FL 33881  
Phone 407.864.5400  
Fax 863.619.8098

Project : Palm Coast WTP #3 Spare 12LD-3

Quote No. : US-4623-29

Page No : 1

Date : day, January 3, 201

Item: 1  
Model : Peerless Vertical - 12LD

Flow (US gpm)	Head (ft)	Eff. (%)	Power (hp)	Speed (RPM)
600	191	73.8	40.1	1770
Liquid	Temp. (°F)	Sp. Gravity	Visc. (cSt)	Dia. (inch)
Water	75	0.999	0.919	8.92

**Summary Quotation:**

Item No	Description	Weight (lb)	Qty
1	12LD, 3 Stage Bowl Assembly, Material Group R, 316 S S , Flanged Column 8/1.5, L6, Suction Bell, Flanged Discharge Bowl, OLS	0	1
2	Impeller, trimmed, surface finish Ra75, vane exit Std. Fig.4-0.063	0	3
3			
4	Top Bowl	110	1
5	Bowl, Intermediate	220	2
6	Bushing, Taper Lock (Collet) - Material 316ss	0	3
7	Fastener, Bowl, Standard Material	0	36
8	Fastener, Bowl / Column	0	12
9	Nut, Fastener	0	12
10	Gasket, Bowl	0	1
11	Dynamic Balanced Impeller	0	3
12	Charge for Polishing (Premium Efficiency)	0	3
13	Ring, Wear, Bowl, Material 420ss	0	3
14	Ring, Wear, Impeller, Material 410ss	0	3
15	Case, Suction	235	1
16	Plug, Pipe (Suction)	0	1
17	Shaft, Pump, D = 1.50 inch, L = 53.1 inch, T.Lock, Material 316ss	0	1
18	Coupling, Threaded, Shaft	2	1
19	Strainer, Basket, Material 316Lss	18	1
20	OLS Flanged column 8.0 inch / 1.50 inch shaft / 5ft bearing spacing, length base to bowl 93 inch , p-class 3	0	1
21	Pipe, column flanged 8.0 inch, bottom, length 60 inch	163	1

Quote valid for 30 days

Grundfos - RAPID v8.25.9.1 (Windows 7) - 06th March 2012.





Customer : City of Palm Coast

Dale M. Jahn, Sales Engineer

Tom Evans Environmental, Inc.  
3605 Ventura Drive East, Lakeland FL 33881  
Phone 407.864.5400  
Fax 863.619.8098

Project : Palm Coast WTP #3 Spare 12LD-3  
Quote No. : US-4623-29 Page No : 2 Date : day, January 3, 201

22	Pipe, column flanged 8.0 inch, top, code length 33 inch	99	1
23	Shaft critical speed analysis	0	1
24	Shaft-Group of Column	0	1
25	Shaft, line, bottom, threaded , D = 1.50 inch, length 60 inch	30	1
26	Shaft, line, top, threaded , <2-Piece-Top-Shaft>, D=1.50 inch, L=50.00 inch	25	1
27	Bearing, Open Line Shaft	0	1
28	Retainer, Bearing, Open Line Shaft	6	1
29	Screw, intermediate flange, Material 316ss	0	8
30	Nut, intermediate flange, Material 316ss	0	8
31	Oring, intermediate flange	0	1
32	Coupling, Threaded, Shaft	2	1
33	Top, Shaft, Line, Assembly	0	1
34	Coupling, Drive, Flanged, With Spacer (Motor Shaft Ø1.63 in)	22	1
35	Shaft, Line, Diameter 1.50 inch	0	1
36	Mechanical sealing	0	1
37	Stuffing box	0	1
38	Gasket, Seal Chamber/Disch Head	0	1
39	Ring Top Seal	0	1
40	Screw, Hex Head Cap	0	4
41	Plug, Square Head Pipe	0	1
42	Fitting, Tubing Compression	0	2
43	Tubing	0	36
44	Washer, Seal Gland Flat	0	4
45	Discharge head assembly 8x8x12FA	0	1
46	Modification of Discharge Head for Vertical Solid Shaft (VSS) Motor	0	1
47	Pump operates at Variable Speed	0	1
48	Head, Discharge 8x8x12FA, Motor Base Diameter BD=12 inch	388	1
49	Discharge Flange 150 lb	30	1
50	INFO: Dimension C (discharge head shaft stick down) = 10.500 inches	0	1

Quote valid for 30 days

Grundfos - RAPID v8.25.9.1 (Windows 7) - 06th March 2012.





Customer : City of Palm Coast

Dale M. Jahn, Sales Engineer

Tom Evans Environmental, Inc.  
3605 Ventura Drive East, Lakeland FL 33881  
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Project : Palm Coast WTP #3 Spare 12LD-3  
Quote No. : US-4623-29 Page No : 3 Date : day, January 3, 201

51	Name Plate, Pump Data	0	1
52	Name Plate, pp Data Screws	0	4
53	Name Plate, Rotation Direction	0	1
54	Name Plate, Warning	0	1
55	Wedge, Leveling	0	4
56	Plug 1, Discharge Head Sq Head Pipe 1/4"x 18 TPI NPT	0	5
57	Plug 2, Discharge Head Sq Head Pipe 1"x 11.5 TPI NPT	0	1
58	Guard 1, Coupling	0	1
59	Guard 2, Coupling	0	1
60	Screw, Guard	0	8
61	Washer, Guard	0	8
62	Stud, Flanged Column - Cast Head, Material 316ss	0	8
63	Nut, Top Flange / Flanged Column, Material 316ss	0	8
64	Gasket, Top Segment, Flanged Column	0	1
65	Bolt, Motor	0	4
66	Motor 50hp 1 rpm, 6 3Ph, 60Hz	0	1
67	Winding thermal protection Thermostats	0	1
68	Service Factor 1.15	0	1
69	Ground lug in conduit box	0	1
70	Non reverse ratchet	0	1
71			
72			
73	Testing: Complete Initial Test	0	1
74			
75			
76			
77			
78	Laboratory Performance Test, non-witnessed	0	1
79	Tolerance Type: Hyd Inst 14.6 Unilateral 1U	0	1

Quote valid for 30 days

Grundfos - RAPID v8.25.9.1 (Windows 7) - 06th March 2012.





Customer : City of Palm Coast

Dale M. Jahn, Sales Engineer

Tom Evans Environmental, Inc.  
3605 Ventura Drive East, Lakeland FL 33881  
Phone 407.864.5400  
Fax 863.619.8098

Project : Palm Coast WTP #3 Spare 12LD-3  
Quote No. : US-4623-29 Page No : 4 Date : Tuesday, January 3, 201

80	Test Data Sheets	0	1
81	Curve Approval	0	1
82	Test Units US	0	1
83	Shipping Condition: Pump ASSEMBLED	0	1
84			
85	50hp, 1800 rpm vertical motor per Nidec factory quote	690	1
86			
87	316SS Column Pipe	0	1
88			
89	316SS Discharge Head and Seal Container	0	1
90			
91	316SS Solid Shaft Flanged Spacer Coupling	0	1
92	316SS Shafting with non-galling SS Couplings	0	1
93	Pickling and Passivating of Discharge Head	0	1
94			
95	Freight charges	0	1
96	Startup services	0	1
97			
98	S/N 707179 in performance, dimensions and materials.	0	1

**Terms of Payment:**

Shipment Terms FOB factory, freight included.

Estimated Schedule (week[s]):

32-36

Net Weight Total (lb):

2038

Payment Terms: Net 30

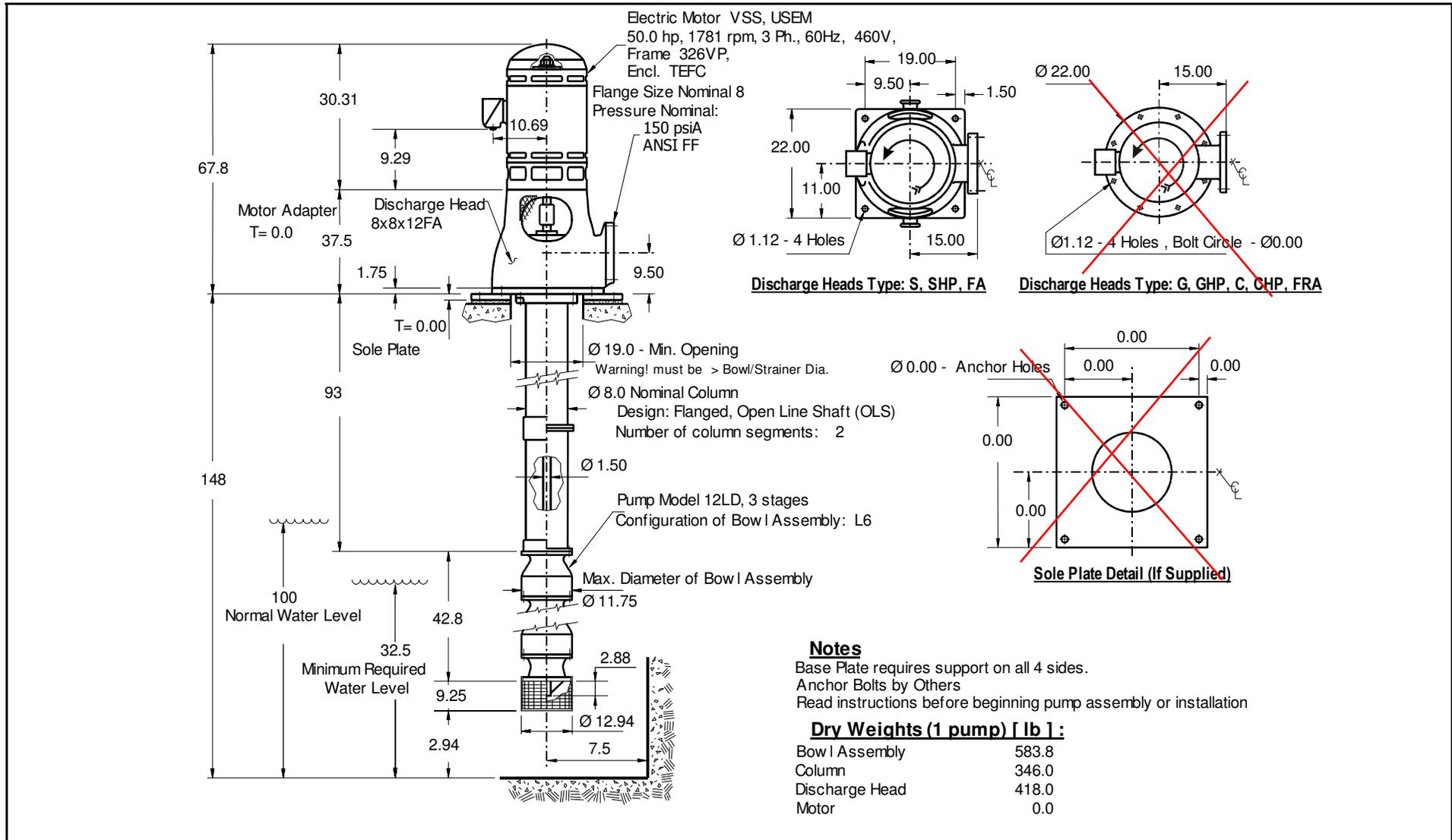
**Total (\$):** 119,676.00 each

Plus Applicable Taxes

Prices quoted subject to acceptance of the Company's Terms, Conditions, Warranty and our acceptance within 30 days from the date quoted herein.

*Dale M. Jahn*





Dimensions in (inch)

<b>Project :</b> Palm Coast WTP #3 Spare 12LD-3	<b>Capacity:</b> 600 (US gpm)	<b>Frame/Model:</b> 326VP
<b>Customer:</b> City of Palm Coast	<b>Total Head:</b> 191 (ft)	<b>Elec. Spec.:</b> Ph.
<b>Item No.:</b> 1	<b>Pump Speed:</b> 1770 (RPM)	<b>Service Factor:</b>
<b>Quote No. :</b> US-4623-29	<b>Impeller Dia.:</b> 8.92 (inch)	<b>Rotation:</b> counter-clockwise
<b>Pump Model:</b> Peerless Vertical - 12LD	<b>Power:</b> 50 (hp)	<b>Enclosure/Type:</b>



**Dale M. Jahn, Sales Engineer**  
**Tom Evans Environmental, Inc.**  
 3605 Ventura Drive East, Lakeland FL 33881  
 Phone 407.864.5400  
 Fax 863.619.8098

**Date :** Tuesday, January 3, 201  
**Page No :** 1

# City of Palm Coast, Florida Agenda Item

Agenda Date : 05/29/2018

<b>Department</b>	CITY CLERK	<b>Amount</b>	\$409,233.75
<b>Item Key</b>	3584	<b>Account</b>	21055011-063000-54510
<b>Subject</b> RESOLUTION 2018-XX APPROVING RIGHTS-OF-WAY ACQUISITIONS FOR THE OLD KINGS ROAD WIDENING PROJECT			
<b>Background :</b>			
<p>Previously, City Council approved a Local Agency Program Agreement with the Florida Department of Transportation to fund the right-of-way acquisition phase for the Old Kings Road Widening Project. As right-of-way and easements are negotiated with property owners, City staff will bring those forward for City Council consideration.</p> <p>PC Lane, the owner for the property known as the bowling alley has accepted the City's initial appraised offer of \$25,000 for obtaining a temporary construction easement for approximately 4,690 square feet of property fronting OKR.</p> <p>JRN, Inc., the owner for the property known as Kentucky Fried Chicken has accepted the City's initial appraised offer of \$138,933.75 for obtaining the right-of-way for approximately 5,657 square feet of property fronting OKR.</p> <p>IRT Property Company, the owner for the property known as the Staples Plaza has accepted the City's initial appraised offer of \$204,700 for obtaining an infrastructure easement for approximately 30,710 square feet of property fronting OKR.</p> <p>ITT has assigned their drainage easement to the City of Palm Coast for the property known as Island Walk which property fronts Old Kings Road.</p> <p>Acquisition of these easements is necessary for the planned widening of the existing pavement to accommodate drainage improvements and driveway connections. The cost for these easements is funded by FDOT. City staff recommends approval of these purchases to help facilitate the construction of the proposed improvements.</p>			
<b>SOURCE OF FUNDS WORKSHEET FY 2018</b>			
<b>Street Improvement Fund, Old Kings Road North Widening</b>			
<b>21055011-063000-54510</b>			
Total Expenses/Encumbered to date			<b>\$1,000,000.00</b>
Pending Work Orders/Contracts			\$ 47,050.00
Current purchases			\$ 203,100.00
<b>Balance</b>			<b>\$ 368,633.75</b>
<b>Recommended Action :</b>			
Adopt Resolution 2018-XX approving rights-of-way acquisitions for the Old Kings Road North Widening project.			

**RESOLUTION 2018-\_\_\_\_**  
**OLD KINGS ROAD NORTH**  
**WIDENING PROJECT**  
**RIGHT-OF-WAY ACQUISITIONS**

**A RESOLUTION OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF THE AGREEMENTS WITH P.C. LANE (AKA BOWLING ALLEY), JRN, INC. (AKA KFC), IRT PROPERTY COMPANY (AKA STAPLES), AND ITT, FOR THE OLD KINGS ROAD NORTH WIDENING PROJECT; AUTHORIZING THE CITY MANAGER OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTATION AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Coast is in the process of obtaining easements and additional rights-of-way related to the Old Kings Road North Widening Project; and

**WHEREAS**, the City desires to obtain easements from the PC Lane, IRT, and ITT, and purchase the right-of-way from JRN for the Old Kings North Road Widening Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA:**

**SECTION 1. APPROVAL OF THE AGREEMENTS.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the right-of-way acquisition agreements with P.C. Lane, JRN, Inc., IRT Property Company and ITT, as attached hereto and incorporated herein by reference as Exhibit "A."

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the agreement as depicted in Exhibit "A."

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5<sup>th</sup> of June 2018.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney

Attachments:  
PC Lane: Temporary Construction Easement  
Staples: Infrastructure Easement  
KFC: Right of Way purchase

# City of Palm Coast, Florida Agenda Item

Agenda Date: 5/29/2018

<b>Department</b>	UTILITY	<b>Amount</b>	\$96,800.00 \$28,600.00
<b>Item Key</b>	3592	<b>Account</b>	# 54019083 034000 # 54019084 034000
<b>Subject</b>	RESOLUTION 2018-XX APPROVING A MASTER PRICE AGREEMENT WITH SHELLEY'S ENVIRONMENTAL SYSTEMS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT		
<b>Background :</b>	<p>The City of Palm Coast Utility Department operates two (2) Wastewater Treatment Plants and is seeking a master price agreement for wastewater residuals disposal for both facilities. The current contract with Shelley's Environmental Systems is set to expire. Under the terms of the agreement, the contractor agrees to provide domestic wastewater residuals transportation, treatment, and disposal services in accordance with the rules promulgated by the Florida Department of Environmental Protection.</p> <p>City staff advertised and solicited bids for wastewater residuals management in accordance with the City's Purchasing Policy. Two (2) bids were received and were found to be responsive and responsible. City staff recommends entering into an agreement with the low bidder, Shelley's Environmental Systems, at \$55.00 per wet ton. The notice of intent to award and project bid overview are attached.</p> <p>Since this is a price agreement, City staff will purchase wastewater residual management services using budgeted funds appropriated by City Council. The Fiscal Year 2018 Budget includes funding within the Utility Fund to pay for these services. City staff estimate that the City will expend approximately \$434,000 annually under this contract. Total estimated amount for the remainder of this fiscal year is \$125,400.00.</p>		
<b>Recommended Action :</b>	Adopt Resolution 2018-XX approving a Master Price Agreement with Shelley's Environmental Systems, Inc. for wastewater residuals management.		

**RESOLUTION 2018-\_\_\_\_**  
**SHELLEY'S ENVIRONMENTAL SYSTEMS**  
**WASTE WATER RESIDUALS MANAGEMENT**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING PRICE AGREEMENT WITH SHELLEY'S ENVIRONMENTAL SYSTEMS FOR WASTEWATER RESIDUALS MANAGEMENT; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Shelley's Environmental Systems, Inc. has expressed a desire to provide removal and treatment services of wastewater residuals from Wastewater Treatment Plants and Reuse Facilities; and

WHEREAS, the City Council of the City of Palm Coast desires to receive Wastewater Treatment services for removal and treatment services of wastewater residulas from Shelley's Environmental Systems, Inc.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. APPROVAL OF PRICE AGREEMENTS.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the Price Agreements relating to awarding the price agreement for removal and treatment services of wastewater residuals with Shelley's Environmental Services, Inc. which are attached hereto and incorporated herein by reference as Exhibit "A."

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the necessary documents.

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5th day of June 2018.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney

Attachment:

Exhibit "A" – Project Summary with Shelley's Environmental Systems, Inc.



# City of PALM COAST

Administrative Services & Economic Development  
Central Services Division

160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

## NOTICE OF INTENT TO AWARD

**Project:** ITB-UT-18-24 Wastewater Residuals Management Services

**Date:** April 17, 2018

**Appeal Deadline:** Appeals must be Filed by 5:00 PM on April 20, 2018

Firm	Bid
<b>Shelley's Environmental Systems</b> Zellwood, FL	<b>\$55.00 per Wet Ton</b>
<b>T. Wyane Hill Trucking, Inc.</b> Bartow, FL	\$64.97 per Wet Ton

The intent of the City of Palm Coast is to award ITB-UT-18-24 to Shelley's Environmental Systems.

*Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.*

*A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout ([bfalgout@palmcoastgov.com](mailto:bfalgout@palmcoastgov.com)) shall constitute a waiver of the protest proceedings.*

*Any decision of the Administrative Services and Economic Development Director may be appealed to the City Manager by filing a written appeal to the City Manager within seven (7) days of the Administrative Services and Economic Development Director's decision. Any decision of the City Manager may be appealed to the City Council by filing a written appeal to the City Clerk within seven (7) days of the City Manager's decision. The same procedures as above shall apply to contest the award of the contract.*





# ITB-UT-18-24 - Wastewater Residuals Management Services

## Project Overview

Project Details	
Reference ID	ITB-UT-18-24
Project Name	Wastewater Residuals Management Services
Project Owner	Kelly Downey
Project Type	ITB
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	This Invitation to Bid is issued for the purpose of receiving qualified bids for a price agreement for Wastewater Residuals Management, Transport, Treatment and Disposal Services, in accordance with the controlling provisions of law.
Open Date	Mar 07, 2018 8:00 AM EST
Close Date	Apr 05, 2018 2:00 PM EDT

Awarded Suppliers	Reason	Score
Shelley's Environmental Systems		100 pts



## Seal status

Requested Information	Unsealed on	Unsealed by
Forms A, B, C, D, 1 - 10	Apr 05, 2018 2:19 PM EDT	Kelly Downey

## Conflict of Interest

# Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: \* has direct or indirect financial interest in the award of the contract to any proponent; \* is currently employed by, or is a consultant to or under contract to a proponent; \* is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, \* has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Kelly Downey	Apr 05, 2018 2:20 PM EDT	No
Danny Ashburn	Apr 09, 2018 2:32 PM EDT	No
Patrick Henderspm	Apr 10, 2018 8:49 AM EDT	No
Gian Pubill	Apr 09, 2018 11:15 AM EDT	No



## Project Criteria

Criteria	Points	Description
Forms A, B, C, D, 1 - 10	Pass/Fail	Forms A, B, C, D, 1 - 10
Form C - Pricing	100 pts	Form C - Pricing
<b>Total</b>	<b>100 pts</b>	



## Scoring Summary

### Active Submissions

	<b>Total</b>	<b>Forms A, B, C, D, 1 - 10</b>	<b>Form C - Pricing</b>
<b>Supplier</b>	<b>/ 100 pts</b>	<b>Pass/Fail</b>	<b>/ 100 pts</b>
Shelley's Environmental Systems	100 pts	Pass	100 pts (\$55)
T. Wayne Hill Trucking, Inc.	84.65 pts	Pass	84.65 pts (\$64.97)

# City of Palm Coast, Florida

## Agenda Item

Agenda Date: 5/29/2018

<b>Department</b>	Community Development	<b>Amount</b>	\$536,151.63
<b>Item Key</b>	3596	<b>Account</b>	#21055011-063000-54606
<b>Subject</b> RESOLUTION 2018-XX APPROVING A CONTRACT WITH P&S PAVING, INC. FOR THE CONSTRUCTION OF LAKEVIEW BOULEVARD MULTI-USE PATH.			
<b>Background :</b>			
<p>This project is a new path along Lakeview Blvd from London Drive (0.28 miles north of Matanzas Blvd) to the London Drive terminus. This project will provide an 8-foot wide path along the Westside of the roadway (approximately 5200 feet). The project will include new crosswalks, benches, trash receptacles and solar pavement markers. The proposed improvements consist of reconstruction and widening of the existing pavement in both directions to accommodate roadway improvements.</p> <p>City advertised and solicited bids for the construction of Lakeview Blvd. multi-use path in accordance with City's Purchasing Policy and FDOT requirements. Three (3) bids were received that were deemed pre-qualified, responsive and responsible. The low bidder was P&amp;S Paving Inc. with the bid of \$487,151.63. FDOT will fund \$480,806.34 through a previously approved LAP agreement. The City will fund \$6,345.29 to upgrade concrete strength from 2500 to 4000 psi and secure a maintenance/material and workmanship bond. Both of these items are not eligible for FDOT funding. The notice of intent to award and project bid overview is attached.</p> <p>City staff recommend that City Council approve a contract with P&amp;S Paving, Inc. in the amount of \$487,151.63 contingent on FDOT's concurrence to award. City Staff is also requesting 10% contingency of \$49,000.00 to allow for issues with unknown site conditions or unforeseen circumstances.</p>			
<b>SOURCE OF FUNDS WORKSHEET FY 2018</b>			
<b>Lakeview Boulevard Path – 21055011-063000-54606</b>			<b>\$ 650,000.00</b>
Total Expenses/Encumbered to date			\$ 0.00
Pending Work Orders/Contracts			\$ 0.00
Current Work Order			\$ 536,151.63
<b>Balance</b>			<b>\$ 113,848.37</b>
<b>Recommended Action :</b>			
Adopt Resolution 2018-XX approving a contract with P&S Paving, Inc. for the construction of Lakeview Boulevard Multi-Use Path.			

**RESOLUTION 2018 - \_\_\_\_\_**  
**LAKEVIEW BOULEVARD MULTI-USE PATH**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF A CONTRACT FOR THE CONSTRUCTION OF LAKEVIEW BOULEVARD MULTI-USE PATH WITH P&S AVING, INC.; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, P&S Paving, Inc., desires to construct a multi-use path along Lakeview Blvd. for the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to contract P&S Paving, Inc., for the above referenced services.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. APPROVAL OF CONTRACT.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the Contract with P&S Paving, Inc., as referenced herein and attached hereto as Exhibit "A."

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the Contract as depicted in Exhibit "A."

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5<sup>th</sup> day of June.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Contract with P&S Paving, Inc.,

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney



# city of PALM COAST

**Administrative Services & Economic Development**  
Central Services Division

160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

## NOTICE OF INTENT TO AWARD

**Project:** ITB-CD-CME-17-39 Construction of Lakeview Boulevard Multi-Use Path

**Date:** May 22, 2018

**Appeal Deadline:** Appeals must be Filed by 5:00 PM on May 25, 2018

Firm	Bid
P & S Paving Inc.	\$487,151.63
THADCON, LLC	\$656,394.25
Florida Safety Contractors, Inc.	\$668,633.75
Masci Corporation	No Bid
Halifax Paving, Inc.	No Bid

The intent of the City of Palm Coast is to award ITB-CD-CME-17-39 to P & S Paving, Inc. contingent on FDOT's concurrence to award.

**Cc: Contract Coordinator, Project Manager, ASED Director, Department Director**

*Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.*

*A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.*





# ITB-CD-CME-17-39 - Construction of Lakeview Boulevard Multi-Use Path

## Project Overview

Project Details	
Reference ID	ITB-CD-CME-17-39
Project Name	Construction of Lakeview Boulevard Multi-Use Path
Project Owner	Kelly Downey
Project Type	ITB
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	The contractor shall furnish all labor, materials, equipment, tools, supervision, and any other items required for completing an 8' wide concrete multi-use path on the West side of Lake View Blvd. from south of La Mancha Dr. to London Dr. The work consists of NEW Construction including but not limited to site work, filling, grading and construction of concrete path, benches and crosswalks. Only those contractors qualified through the Pre-Qualification process will be allowed to participate in the Invitation to Bid.
Open Date	Mar 07, 2018 8:00 AM EST
Close Date	Apr 05, 2018 2:00 PM EDT



Awarded Suppliers	Reason	Score
P&S Paving Inc.		100 pts

### Seal status

Requested Information	Unsealed on	Unsealed by
Pre-Qualification Forms A - Q	Apr 05, 2018 2:12 PM EDT	Kelly Downey
Bid Forms Section 00200	May 10, 2018 2:08 PM EDT	Kelly Downey
Addenda	May 10, 2018 2:08 PM EDT	Kelly Downey

### Conflict of Interest

# Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: \* has direct or indirect financial interest in the award of the contract to any proponent; \* is currently employed by, or is a consultant to or under contract to a proponent; \* is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, \* has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
------	-------------	-----------------------------



Kelly Downey	Apr 05, 2018 2:36 PM EDT	No
Carl Cote	Apr 09, 2018 9:17 AM EDT	No
Sean Castello	Apr 05, 2018 4:57 PM EDT	No
Donald Schragger	Apr 09, 2018 9:15 AM EDT	No
Alena Dvornikova	Apr 06, 2018 7:59 AM EDT	No



## Project Criteria

Criteria	Points	Description
Pre-Qualification Forms	Pass/Fail	Pre-Qualification Forms A - Q
Pre-Qualification Review	Pass/Fail	Pre-Qualification Review Forms A - Q
Bid Forms 00200	Pass/Fail	Bid Forms 00200
Pricing	100 pts	Pricing
Addenda	Pass/Fail	Addenda
<b>Total</b>	<b>100 pts</b>	



# Scoring Summary

## Active Submissions

	Total	Pre-Qualification Forms	Pre-Qualification Review	Bid Forms 00200	Pricing
Supplier	/ 100 pts	Pass/Fail	Pass/Fail	Pass/Fail	/ 100 pts
P&S Paving Inc.	100 pts	Pass	Pass	Pass	100 pts (\$487,151.63)
THADCON, LLC	74.22 pts	Pass	Pass	Pass	74.22 pts (\$656,394.25)
Florida Safety Contractors, Inc.	72.86 pts	Pass	Pass	Pass	72.86 pts (\$668,633.75)
MASCI	0.48715 pts	Pass	Pass	Mixed	0.48715 pts (\$99,999,999.99)



	<b>Total</b>	<b>Pre-Qualification Forms</b>	<b>Pre-Qualification Review</b>	<b>Bid Forms 00200</b>	<b>Pricing</b>
<b>Supplier</b>	<b>/ 100 pts</b>	<b>Pass/Fail</b>	<b>Pass/Fail</b>	<b>Pass/Fail</b>	<b>/ 100 pts</b>
Halifax Paving, Inc.	0.04872 pts	Pass	Pass	Mixed	0.04872 pts (\$999,999,999.00)

	<b>Addenda</b>
<b>Supplier</b>	<b>Pass/Fail</b>
P&S Paving Inc.	Pass
THADCON, LLC	Pass
Florida Safety Contractors, Inc.	Pass
MASCI	Fail



	<b>Addenda</b>
<b>Supplier</b>	<b>Pass/Fail</b>
Halifax Paving, Inc.	Fail

## City of Palm Coast, Florida Agenda Item

Agenda Date: 5/29/2018

<b>Department</b>	Community Development	<b>Amount</b>	\$74,866.92
<b>Item Key</b>	3597	<b>Account</b>	#21055011-063000-54606
<b>Subject</b>	RESOLUTION 2018-XX APPROVING MASTER SERVICES AGREEMENT AND WORK ORDER WITH SAI CONSULTING ENGINEERS INC., FOR CEI SERVICES FOR LAKEVIEW BOULEVARD MULTI USE PATH		
<b>Background :</b>	<p>This project is a new path along Lakeview Blvd from London Drive (0.28 miles north of Matanzas Blvd) to the London Drive terminus. This project will provide an 8-foot wide path along the Westside of the roadway (approximately 5200 feet). The project will include new crosswalks, benches, trash receptacles and solar pavement markers. The proposed improvements consist of reconstruction and widening of the existing pavement in both directions to accommodate roadway improvements.</p> <p>City advertised and requested statements of qualifications for the Construction Engineering Inspection services (CEI) for the construction of Lakeview Blvd. multi use path in accordance with City's Purchasing Policy. Four responses were received that were deemed responsive and responsible. City selected SAI Consulting Engineers Inc. as the top qualified firm and negotiated the scope and fee according to FDOT's mandated level of service. City staff recommend that City Council approve a contract with SAI Consulting Engineers Inc. in the amount not to exceed \$74,866.92.</p>		
<b>SOURCE OF FUNDS WORKSHEET FY 2018</b>			
<b>Lakeview Boulevard Path – 21055011-063000-54606</b>		<b>\$ 650,000.00</b>	
Total Expenses/Encumbered to date		\$ 0.00	
Pending Work Orders/Contracts		\$ 536,151.63	
Current Work Order		\$ <u>74,866.92</u>	
<b>Balance</b>		<b>\$ 38,981.45</b>	
<b>Recommended Action :</b>	Adopt Resolution 2018-XX approving a Master Service Agreement and Work Order with SAI Consulting Engineers, Inc., for CEI services for Lakeview Boulevard Multi Use Path.		

**RESOLUTION 2018 - \_\_\_\_\_**  
**LAKEVIEW BOULEVARD MULTI-USE PATH**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF A MASTER SERVICES AGREEMENT AND WORK ORDER WITH SAI CONSULTING ENGINEERS, INC.; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, SAI Consulting Engineers, Inc., desires to provide construction engineering inspection services for the construction of Lakeview Blvd. multi-use path for the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to contract with SAI Consulting Engineers Inc., for the above referenced services.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. APPROVAL OF CONTRACT.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the Contract with SAI Consulting Engineers, Inc., as referenced herein and attached hereto as Exhibit "A."

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the Contract as depicted in Exhibit "A."

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5<sup>th</sup> day of June 2018

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Contract with SAI Consulting Engineers, Inc.,

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney



# City of PALM COAST

Administrative Services & Economic Development  
Central Services Division

160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

## NOTICE OF INTENT TO AWARD

**Project:** RFSQ-CD-18-29 Lakeview Boulevard Path & Seminole Woods Intersection Improvements

**Date:** April 4, 2017

**Appeal Deadline:** Appeals must be Filed by 5:00 PM on April 6, 2017

Firm	Ranking Order
<b>SAI Consulting Engineers Inc.</b>	1
<b>Infrastructure Engineers</b>	2
<b>Keville Enterprises Inc.</b>	3
<b>GAI Consultants</b>	4
<b>P &amp; S Paving Inc.</b>	Non Responsive
<b>Service Electric Company</b>	Non Responsive

The intent of the City of Palm Coast is to award RFSQ-CD-18-29 to SAI Consulting Engineers Inc.

*Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.*

*A proposer may protest matters involving the award of this bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.*

*Any decision of the Administrative Services and Economic Development Director may be appealed to the City Manager by filing a written appeal to the City Manager within seven (7) days of the Administrative Services and Economic Development Director's decision. Any decision of the City Manager may be appealed to the City Council by filing a written appeal to the City Clerk within seven (7) days of the City Manager's decision. The same procedures as above shall apply to contest the award of the contract.*





1350 Penn Avenue  
Suite 300  
Pittsburgh, PA 15222-4211

Tel 412.392.8750  
Fax 412.392.8785

May 22, 2018

City of Palm Coast  
160 Lake Avenue  
Palm Coast, FL 32164

Attention: Ms. Alena Dvornikova  
Project Coordinator

**SENT VIA EMAIL**

**RE: City of Palm Coast  
Bid # RFSQ-CD-18-29  
Work Order No. 1  
CEI Lakeview Boulevard Multi-use Trail  
Agreement**

Dear Ms. Dvornikova:

In accordance with your email dated May 22, 2018, attached please find the signed agreement for the above-referenced project. Once the agreement has been fully executed, please return one (1) original copy to our Pittsburgh Corporate Office for our records.

If you have any questions or require additional information, please contact me at 412.392.8763 or via email at [jlombardi@saiengr.com](mailto:jlombardi@saiengr.com).

Very truly yours,

A handwritten signature in blue ink that reads "James J. Lombardi".

James J. Lombardi, PE  
Executive Vice President

JJL:lmk

Attachments

cc: A. Wander  
B. Schull  
L. Kolich  
Reading File (3)  
Contract File 18018

WORK ORDER # \_\_\_\_\_  
PO #: \_\_\_\_\_



DATE: 05 / 22 / 20 18

Project Manager's Initials \_\_\_\_\_

SUPPLIER INFORMATION

BID DETAILS

Name	SAI Consulting Engineers	Project Title	Lakeview Boulevard Multi-use Trail
Street	1153 Miranda Lane	Bid #	RFSQ-CD-18-29
City, State, Zip	Kissimmee, FL 34741	City Council Approval date	

TOTAL COST: \$ 74,866.92  
(must equal amount of Purchase Order)

1. **INCORPORATION BY REFERENCE** The provisions of the agreement dated \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ ("Agreement") are hereby expressly incorporated by reference into and made a part of this Work Order.

2. **METHOD OF COMPENSATION** (chose one):  FIXED FEE  NOT TO EXCEED\*  
Fixed - Amount Proposed is set amount for services - will not change regardless of time. Not to exceed - Spend over time shall not exceed Total Cost without approved change order

\*If "NOT TO EXCEED", then TOTAL COST is (chose one):  UNIT BASED  PERCENT OF FIXED FEE \_\_\_%

3. **PRICING** (chose one):  ATTACHED  INCLUDED IN CONTRACT

4. **SCHEDULE** (chose one):  AS NEEDED BASIS  SHALL BE COMPLETED BY - \_\_\_/\_\_\_/20\_\_\_

5. **DESCRIPTION OF SERVICES** (chose one):  ATTACHED  INCLUDED IN CONTRACT

6. **OTHER ATTACHMENTS TO THIS WORK ORDER:**  No  Yes If yes, identify below:

\_\_\_\_\_  
\_\_\_\_\_

7. **TIME IS OF THE ESSENCE:** The obligation of Supplier to perform services shall commence upon execution of this Work Order and shall be completed as set forth above. Time is of the essence. Failure to meet the completion date shall be a material default and may be grounds for termination of this Work Order and the Agreement.

8. **CONFLICT.** In the event of a conflict between the terms and conditions of the Agreement and this Work Order, the terms of the Agreement shall govern unless otherwise agreed to in writing by all parties. In the event of a conflict between the terms and conditions of this Work Order and any attachments, the terms of this Work Order shall govern unless otherwise agreed to in writing by all parties.

WITNESS WHEREOF, the parties hereto have made and executed this Work Order on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, for the purposes stated herein.

SUPPLIER APPROVAL

By: James J. Lombardi  
Print: James J. Lombardi  
Title: Executive Vice President  
Date: May 22, 2018

CITY APPROVAL

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: **Assistant City Manager or Designee**  
Date: \_\_\_\_\_



CITY OF PALM COAST SCOPE

LAKEVIEW BOULEVARD MULTI-USE TRAIL

This Exhibit establishes the Scope of Services and Compensation for the specific work to be performed by SAI Consulting Engineers Inc. (SAI) for Construction of the Lakeview Multi-Use Trail. SAI will provide CEI Services for the above referenced project. CEI Services are to be provided to determine construction of these planned improvements is completed in conformance with the contract plans, specifications and related documents. Included herein, is estimated fee for completion of these CEI Services for the total not to exceed fee of \$74,866.92.

SAI's approach to this project is to provide a part-time inspection and part-time administration staff for the construction period. The project site has been visited and SAI is familiar with the project field conditions, contract plans, and the construction operations required for constructing these planned improvements.

Personnel Classification	CEI Startup							CEI Closeout	
	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Man Months	Man Hours
Senior Project Engineer/Project Manager	0.0254	0.025	0.025	0.025	0.025	0.025	0.025	0.1754	28.064
Project Administrator	0.126	0.125	0.125	0.125	0.125	0.125	0.126	0.8765	140.24
Contract Support Specialist	0.05	0.05	0.05	0.05	0.05	0.05	0.050	0.35	56
Senior Inspector	0.5	0.5	0.5	0.5	0.5	0.5	0.400	3.4	544
Asphalt Plant Inspector								0	0
Resident Compliance Specialist	0.025	0.1	0.1	0.1	0.1	0.1	0.100	0.625	100
Totals	0.7264	0.8	0.8	0.8	0.8	0.8	0.701	5.4269	868.304

SAI's staff and subconsultant staff members will serve as an extension of the City of Palm Coast staff and coordinate preconstruction, construction, and project close-out activities

**Scope of Services**

Through the use of SAI staff and subconsultant staff members, SAI will provide part time inspection services commensurate with the staffing plan outlined above.

## ADMINISTRATION, INSPECTION AND TESTING

### Standard Responsibilities of Positions:

**Senior Project Engineer:** Required engineering degree and registered in the State of Florida as a Professional Engineer will be responsible for final acceptance of the project.

**Project Administrator:** Receives general instructions regarding assignments and is expected to exercise initiative and independent judgment in the solution of work problems. Directs and assigns specific tasks to inspectors and assists in all phases of the construction project. The Project Administrator will provide general oversight of the project in accordance with the staffing plan.

**Senior Inspector:** Responsible for performing general oversight of the project on a part time basis. Work is performed under the general supervision of the Project Administrator.

**Contract Support Specialist:** Responsible for assisting the Project Administrator miscellaneous duties and scanning documents into LAPIT.

### Subconsultant Firms:

**Professional Services Industries, Inc. (PSI)** – To perform verification laboratory testing as necessary. Verification testing will only be required to spot check the Contractor's test results as determined by the Project Administrator. Field density testing will be conducted as required by SAI's staff.

**Covalt Group-** To perform Resident Compliance Specialist Services. Resident Compliance Specialist services are based on the FDOT conducting 30% and Final CCCA reviews per the LAP manual. Additional reviews and any request by the FDOT outside the standard RCS's scope (EEO Contract Compliance Manual/FHWA 1273) may result in additional RCS hours.

### Public Information Services:

Public Information Services are not included in the Scope.

**Lakeview Boulevard Multi-Use Path**

Construction Letting Date: May 10, 2018  
 Pre-Construction Conference Date: June 26, 2018  
 Notice to Proceed: July 9, 2018  
 CEI Start Date: June 15, 2018  
 Construction Duration: 110 Days  
 Competition Date: October 27, 2018  
 Final Acceptance: November 26, 2018  
 CEI End Date: 12-15-18

**Lakeview Boulevard Multi-Use Path**

Personnel Classification	CEI Startup						CEI Closeout						Man Hours
	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Man Months	Man Hours				
Senior Project Engineer/Project Manager	0.0254	0.025	0.025	0.025	0.025	0.025	0.025	0.1754	28.064				
Project Administrator	0.126	0.125	0.125	0.125	0.125	0.125	0.126	0.8765	140.24				
Contract Support Specialist	0.05	0.05	0.05	0.05	0.05	0.05	0.050	0.35	56				
Senior Inspector	0.5	0.5	0.5	0.5	0.5	0.5	0.400	3.4	544				
Asphalt Plant Inspector								0	0				
Resident Compliance Specialist	0.025	0.1	0.1	0.1	0.1	0.1	0.100	0.625	100				
<b>Totals</b>	<b>0.7264</b>	<b>0.8</b>	<b>0.8</b>	<b>0.8</b>	<b>0.8</b>	<b>0.8</b>	<b>0.701</b>	<b>5.4269</b>	<b>868.304</b>				

Date: 05/14/18

SAI Consulting Engineers Inc.

ESTIMATED COSTSCONSTRUCTION ENGINEERING AND INSPECTION SERVICES

Financial Project I.D.#

Lakeview Boulevard Multi-Use Path

County: City of Palm Coast

<u>Employee Classification</u>	<u>Regular Time Manhours</u>	<u>Average Hourly Rate</u>	<u>Raw Salary Cost</u>
Senior Project Engineer	28.064	\$61.30	\$1,720.32
Project Administrator	140.24	\$54.50	\$7,643.08
Senior Inspector	544	\$29.87	\$16,249.28
Inspector	0	\$0.00	\$0.00
Enviromental Specaillist	0	\$0.00	\$0.00
Contract Support Speialist	56	\$21.50	\$1,204.00
<b>TOTALS</b>	<b>768.304</b>	<b>\$34.90</b>	<b>\$26,816.68</b>
Total Overhead		117.47%	\$31,501.56
Subtotal - Raw Salary plus Overhead			\$58,318.24
Lump Sum Fixed Fee (Operating Margin) Expenses		24.0%	\$6,436.00
Facilities Capital Cost of Money (Lump Sum):		15.56%	\$4,172.68
Overtime Straight Time Salary Related (Prime) (Limiting Amount)		0.000%	\$0.00
Overtime Fixed Fee (Lump Sum)			\$0.00
Overtime FCCM (Prime)			\$0.00
Overtime Expenses			\$0.00
Overtime Premium			\$0.00
Total			<b>\$68,926.92</b>
Sub 1 - PSI			\$0.00
Sub 2 - Covalt Group			\$5,940.00
Sub 3 - NAME of CONSULTANT			\$0.00
Materials Testing			\$2,000.00
<b>TOTAL MAXIMUM LIMITING FEES</b>			<b>\$74,866.92</b>



# Request for Statement of Qualifications RFSQ-CD-18-29 - Lakeview Boulevard Path & Seminole Woods Intersection Improvements

## Project Overview

<b>Project Details</b>	
<b>Reference ID</b>	Request for Statement of Qualifications RFSQ-CD-18-29
<b>Project Name</b>	Lakeview Boulevard Path & Seminole Woods Intersection Improvements
<b>Project Owner</b>	Kelly Downey
<b>Project Type</b>	RFPQ
<b>Department</b>	Procurement
<b>Budget</b>	\$0.00 - \$0.00
<b>Project Description</b>	The purpose of this Request for Statement of Qualifications (RFSQ) is for The City of Palm Coast to receive responses from qualified firms for Construction Engineering & Inspection Services (CEI) for the Lakeview boulevard multi-use path construction project and the SR 100 at Seminole Woods intersection improvements.
<b>Open Date</b>	Feb 21, 2018 8:00 AM EST
<b>Close Date</b>	Mar 22, 2018 2:00 PM EDT

Awarded Suppliers	Reason	Score
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<b>SAI Consulting Engineers Inc.</b>		<b>86.25 pts</b>
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## Seal status

Requested Information	Unsealed on	Unsealed by
Required Forms (A, B, 1-10)	Mar 22, 2018 3:00 PM EDT	Kelly Downey
RSQ Response	Mar 22, 2018 3:00 PM EDT	Kelly Downey

## Conflict of Interest

# Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: \* has direct or indirect financial interest in the award of the contract to any proponent; \* is currently employed by, or is a consultant to or under contract to a proponent; \* is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, \* has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Kelly Downey	Mar 22, 2018 3:01 PM EDT	No
Carl Cote	Mar 28, 2018 3:05 PM EDT	No



Sean Castello	Mar 26, 2018 4:44 PM EDT	No
Donald Schragar	Mar 27, 2018 9:09 AM EDT	No
Rose Conceicao	Mar 29, 2018 4:38 PM EDT	No
Alena Dvornikova	Mar 23, 2018 8:09 AM EDT	No



## Project Criteria

Criteria	Points	Description
Required Forms	Pass/Fail	All required forms have been submitted
Table of Contents	Pass/Fail	Review forms
Project Team	25 pts	Project Team
Experience with Similar Projects	25 pts	Experience with Similar Projects
Project Understanding	30 pts	Understanding of the scope of the project up to 10 points. • Identification of unique project issues up to 10 points. • Management and Quality Assurance up to 10 points.
Schedule & Availability	10 pts	Schedule & Availability
Quality/Completeness & References	10 pts	Quality/Completeness & References
<b>Total</b>	<b>100 pts</b>	



# Scoring Summary

## Active Submissions

	Total	Required Forms	Table of Contents	Project Team	Experience with Similar Projects
Supplier	/ 100 pts	Pass/Fail	Pass/Fail	/ 25 pts	/ 25 pts
SAI Consulting Engineers Inc.	86.25 pts	Pass	Pass	21.75 pts	23.5 pts
Infrastructure Engineers	83.75 pts	Pass	Pass	19.5 pts	21.75 pts
Keville Enterprises Inc	68.75 pts	Pass	Pass	15.5 pts	14.25 pts
GAI Consultants	66.75 pts	Pass	Pass	16.5 pts	15.5 pts
P&S Paving Inc.	0 pts	Pass	Fail	0 pts	0 pts



	<b>Total</b>	<b>Required Forms</b>	<b>Table of Contents</b>	<b>Project Team</b>	<b>Experience with Similar Projects</b>
<b>Supplier</b>	<b>/ 100 pts</b>	<b>Pass/Fail</b>	<b>Pass/Fail</b>	<b>/ 25 pts</b>	<b>/ 25 pts</b>
SERVICE ELECTRIC COMPANY	0 pts	Fail	Fail	0 pts	0 pts

	<b>Project Understanding</b>	<b>Schedule &amp; Availability</b>	<b>Quality/Completeness &amp; References</b>
<b>Supplier</b>	<b>/ 30 pts</b>	<b>/ 10 pts</b>	<b>/ 10 pts</b>
SAI Consulting Engineers Inc.	27 pts	6.25 pts	7.75 pts
Infrastructure Engineers	27 pts	7.75 pts	7.75 pts
Keville Enterprises Inc	23.25 pts	8.25 pts	7.5 pts
GAI Consultants	18.75 pts	8.5 pts	7.5 pts



	<b>Project Understanding</b>	<b>Schedule &amp; Availability</b>	<b>Quality/Completeness &amp; References</b>
<b>Supplier</b>	<b>/ 30 pts</b>	<b>/ 10 pts</b>	<b>/ 10 pts</b>
P&S Paving Inc.	0 pts	0 pts	0 pts
SERVICE ELECTRIC COMPANY	0 pts	0 pts	0 pts

# City of Palm Coast, Florida Agenda Item

Agenda Date: 5/29/2018

<b>Department</b>	UTILITY	<b>Amount</b>	\$300,000.00
<b>Item Key</b>	3595	<b>Account</b>	#54029082 063000 82001
<b>Subject</b>	RESOLUTION 2018-XX APPROVING A MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, INC. FOR PEP-TANK PUMP PANEL ASSEMBLIES		
<b>Background :</b>	<p>The City of Palm Coast Utility Department maintains and operates a Pretreatment Effluent Pumping (PEP) system and is seeking a master price agreement for PEP tank pump panel assemblies. The current contract with Alpha General Services, Inc. is set to expire.</p> <p>City staff advertised and solicited bids for PEP tank pump panel assemblies in accordance with the City's Purchasing Policy. Three (3) bids were received, two (2) of which were found to be responsive and responsible. City staff recommends entering into an agreement with the low bidder, Alpha General Services, Inc., at \$3,673.00 per package. The notice of intent to award and project bid overview are attached.</p> <p>Since this is a price agreement, City staff will purchase PEP tank pump panel assemblies using budgeted funds appropriated by City Council. The Fiscal Year 2018 Budget includes funding within the Utility Fund to pay for these services. City staff estimate that the City will expend approximately \$900,000 annually under this contract. Total estimated amount for the remainder of this fiscal year is \$300,000.00.</p>		
<b>Recommended Action :</b>	Adopt Resolution 2018-XX approving a Master Price Agreement with Alpha General Services, Inc. for PEP Tank Pump Panel Assemblies.		

**RESOLUTION 2018-\_\_\_\_\_**  
**PRETREATMENT EFFLUENT PUMPING (PEP) TANK PUMP PANEL**  
**ASSEMBLIES**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, INC.; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Alpha General Services, Inc. has expressed a desire to provide Pretreatment Effluent Pumping (PEP) Tank Pump Panel Assemblies to the City of Palm Coast; and

**WHEREAS**, the City Council of the City of Palm Coast desires to award the above referenced price agreement from Alpha General Services, Inc.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. APPROVAL OF PRICE AGREEMENTS.** The City Council of the City of Palm Coast hereby approves the terms and conditions of the Price Agreements relating to awarding the price agreement for Pretreatment Effluent Pumping (PEP) Tank Pump Panel Assemblies from Alpha General Services, Inc. which are attached hereto and incorporated herein by reference as Exhibit "A."

**SECTION 2. AUTHORIZATION TO EXECUTE.** The City Manager, or designee, is hereby authorized to execute the necessary documents.

**SECTION 3. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

**SECTION 4. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 5. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 5th day of June 2018.

**CITY OF PALM COAST, FLORIDA**

*ATTEST:*

\_\_\_\_\_  
MILISSA HOLLAND, MAYOR

\_\_\_\_\_  
VIRGINIA A. SMITH, CITY CLERK

Attachments:

Exhibit "A" – Project Summary-Alpha General Services, Inc.

Approved as to form and legality

\_\_\_\_\_  
William E. Reischmann, Jr., Esq.  
City Attorney



# ITB-UT-18-30 - PEP Tank Pump Panel Assemblies

## Project Overview

<b>Project Details</b>	
<b>Reference ID</b>	ITB-UT-18-30
<b>Project Name</b>	PEP Tank Pump Panel Assemblies
<b>Project Owner</b>	Jesse Scott
<b>Project Type</b>	RFP
<b>Department</b>	Procurement
<b>Budget</b>	\$0.00 - \$0.00
<b>Project Description</b>	The City of Palm Coast is seeking a firm price for the purchase of Pretreatment Effluent Pumping (PEP) Tank Pump Panel Assemblies (Three Year Master Price Agreement Contract which may be renewed for two successive periods not to exceed one year each). All tanks, pumps, accessories, and appurtenances shall be new and be supplied by a single vendor.
<b>Open Date</b>	Mar 28, 2018 8:00 AM EDT
<b>Close Date</b>	Apr 19, 2018 2:00 PM EDT

<b>Awarded Suppliers</b>	<b>Reason</b>	<b>Score</b>
Alpha General Services		0 pts



## Seal status

Requested Information	Unsealed on	Unsealed by
Required Forms	Apr 19, 2018 2:01 PM EDT	Kelly Downey
Bid Price Schedule	Apr 19, 2018 2:02 PM EDT	Kelly Downey



## Questions and Answers

### Integrity sales and marketing, inc.

#### sole source wording

*Roger Davis, Mar 29, 2018 4:03 PM EDT*

Good afternoon. We are the Barnes pumps and controls manufacturer wishing to bid the pumps and controls. Based on the wording of "one source" supplier this is a sole source bid. Alpha General Services is exclusive with all parts as specified including the pumps and controls. We were the product choice of Palm Coast for many years. I can/will offer a five year warranty. May we bid the pumps and controls only or is this sole source Alpha ?

#### Pumps and controls for PEP systems

*Roger Davis, Mar 29, 2018 4:59 PM EDT*

Is there a separate bid for the pep tank pumps and controls as replacements? If yes when will the bid be available?



## Public Notices

### Project Files have been updated

*Jesse Scott, Apr 03, 2018 3:44 PM EDT*

- Project Public Files have been updated to include Addendum #1. Addendum #1 is now available on the portal and can be retrieved and downloaded. Please remember that all Addenda must be signed and dated for submission with all other required project submission documents. Failure to provide the signed and dated Addenda will result in the submission being evaluated as NON-RESPONSIVE.

### Notice of Intent to Award

*Jesse Scott, Apr 25, 2018 3:58 PM EDT*

The Notice of Intent to Award for this project has been posted to the Procurement Portal (Bonfire) and is available for downloading.

### Bid Protest Response

*Jesse Scott, May 03, 2018 12:08 PM EDT*

A Bid Protest Response has been added to the Portal and is now available for downloading.



## Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
Alpha General Services	Apr 17, 2018 3:31 PM EDT	Richard LaPadula	priscilla@alphageneral.com	MjM1MDk=
The Mack Company	Apr 19, 2018 12:51 PM EDT	Andrew Ball	aball@mackcompany-fl.com	MjM2NDc=
Integrity sales and marketing, inc.	Apr 19, 2018 1:21 PM EDT	Roger Davis	Roger@intsales.com	MjM2NTE=



## Project Criteria

Criteria	Points	Description
Required Forms	Pass/Fail	Complete and submitted as requested
Required Forms, References	Pass/Fail	Meets requirements for technical and operational needs.
Price Schedule	0 pts	Total Price per unit
<b>Total</b>	<b>0 pts</b>	



## Scoring Summary

### Active Submissions

	<b>Total</b>	<b>Required Forms</b>	<b>Required Forms, References</b>	<b>Price Schedule</b>
<b>Supplier</b>	<b>/ 0 pts</b>	<b>Pass/Fail</b>	<b>Pass/Fail</b>	<b>/ 0 pts</b>
Alpha General Services	0 pts	Pass	Pass	0 pts (\$3,673.00)
The Mack Company	0 pts	Pass	Pass	0 pts (\$3,870.44)
Integrity sales and marketing, inc.	0 pts	Fail	Fail	0 pts (\$3,150.00)



## Proposal Scores

### Alpha General Services - Scoring Summary

#### Evaluation Group 1 - Completeness Review

	Required Forms
Reviewer	Pass/Fail
Jesse Scott	Pass
Average:	Pass
	↓
Calculated:	Pass



## Evaluation Group 2 - Technical Review

	Required Forms, References
<b>Reviewer</b>	<b>Pass/Fail</b>
ralph hand	Pass
Danny Ashburn	Pass
<b>Average:</b>	<b>Pass</b>
	↓
<b>Calculated:</b>	<b>Pass</b>



## Evaluation Group 3 - Pricing Review

	Price Schedule
<b>Reviewer</b>	<b>/ 0 pts</b>
Jesse Scott	\$3,673.00
<b>Average:</b>	<b>\$3,673.00</b>
	↓
<b>Calculated:</b>	<b>0 pts (\$3,673.00)</b>



## The Mack Company - Scoring Summary

### Evaluation Group 1 - Completeness Review

	Required Forms
Reviewer	Pass/Fail
Jesse Scott	Pass
Average:	Pass
	↓
Calculated:	Pass



## Evaluation Group 2 - Technical Review

	Required Forms, References
<b>Reviewer</b>	<b>Pass/Fail</b>
ralph hand	Pass
Danny Ashburn	Pass
<b>Average:</b>	<b>Pass</b>
	↓
<b>Calculated:</b>	<b>Pass</b>



## Evaluation Group 3 - Pricing Review

	Price Schedule
<b>Reviewer</b>	<b>/ 0 pts</b>
Jesse Scott	\$3,870.44
<b>Average:</b>	<b>\$3,870.44</b>
	↓
<b>Calculated:</b>	<b>0 pts (\$3,870.44)</b>



## Integrity sales and marketing, inc. - Scoring Summary

### Evaluation Group 1 - Completeness Review

	Required Forms
Reviewer	Pass/Fail
Jesse Scott	Fail
Average:	Fail
	↓
Calculated:	Fail



## Evaluation Group 2 - Technical Review

	Required Forms, References
<b>Reviewer</b>	<b>Pass/Fail</b>
ralph hand	Fail
Danny Ashburn	Fail
<b>Average:</b>	<b>Fail</b>
	↓
<b>Calculated:</b>	<b>Fail</b>



## Evaluation Group 3 - Pricing Review

	<b>Price Schedule</b>
<b>Reviewer</b>	<b>/ 0 pts</b>
Jesse Scott	\$3,150.00
<b>Average:</b>	<b>\$3,150.00</b>
	↓
<b>Calculated:</b>	<b>0 pts (\$3,150.00)</b>



## Proposal Score Comments

### Alpha General Services - Scoring Comments

#### Required Forms - Reviewer Scores

Reviewer	Score	Reason	Comments
Jesse Scott	Pass	Meets the requirement(s)	completed as requested

#### Required Forms, References - Reviewer Scores

Reviewer	Score	Reason	Comments
ralph hand	Pass	Meets the requirement(s)	has all required documents
Danny Ashburn	Pass	Meets the requirement(s)	Addenda included



## Price Schedule - Reviewer Scores

Reviewer	Score	Reason	Comments
Jesse Scott	0 pts (\$3,673.00)	-	3673.33 each



## The Mack Company - Scoring Comments

### Required Forms - Reviewer Scores

Reviewer	Score	Reason	Comments
Jesse Scott	Pass	Meets the requirement(s)	Completed as requested

### Required Forms, References - Reviewer Scores

Reviewer	Score	Reason	Comments
ralph hand	Pass	Meets the requirement(s)	has all required documents
Danny Ashburn	Pass	Meets the requirement(s)	Addenda included

### Price Schedule - Reviewer Scores



Reviewer	Score	Reason	Comments
Jesse Scott	0 pts (\$3,870.44)	-	3870.44 each



## Integrity sales and marketing, inc. - Scoring Comments

### Required Forms - Reviewer Scores

Reviewer	Score	Reason	Comments
Jesse Scott	Fail	Incomplete response	Did not submit signed and dated copies of Addenda as required and specified.

### Required Forms, References - Reviewer Scores

Reviewer	Score	Reason	Comments
ralph hand	Fail	Does not meet the requirement(s)	failed to include addendums
Danny Ashburn	Fail	Does not meet the requirement(s)	Addenda not included



## Price Schedule - Reviewer Scores

Reviewer	Score	Reason	Comments
Jesse Scott	0 pts (\$3,150.00)	-	3150 each



# City of PALM COAST

**Administrative Services & Economic Development**  
Central Services Division

160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

## NOTICE OF INTENT TO AWARD

**Project:** ITB-UT-18-30 PEP Tank Pump Panel Assemblies

**Date:** April 25, 2018

**Appeal Deadline:** Appeals must be Filed by 5:00 PM on April 30, 2018

Firm	Bid
<b>Alpha General Services, Inc.</b> Sebring, FL	<b>\$3,673.00</b>
<b>J.B. Environmental, Inc dba The Mack Company</b> Wellington, FL	\$3,870.44
<b>Integrity Sales &amp; Marketing, Inc.</b> Mulberry, FL	<b>Non-responsive</b>

The intent of the City of Palm Coast is to award ITB-UT-18-30 to Alpha General Services, Inc..

### **Cc: Contract Coordinator, Project Manager, Assistant City Manager**

*Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.*

*A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.*

*Any decision of the Administrative Services and Economic Development Director may be appealed to the City Manager by filing a written appeal to the City Manager within seven (7) days of the Administrative Services and Economic Development Director's decision. Any decision of the City Manager may be appealed to the City Council by filing a written appeal to the City Clerk within seven (7) days of the City Manager's decision. The same procedures as above shall apply to contest the award of the contract.*



# City of Palm Coast, Florida Agenda Item

Agenda Date : 5/29/2018

<b>Department</b>	CITY CLERK	<b>Amount</b>
<b>Item Key</b>	3598	<b>Account</b>
		<b>#</b>
<b>Subject</b>	CALENDAR/WORKSHEET	
<b>Background :</b>		
<b>Recommended Action :</b>		



**Meeting Calendar for 5/30/2018 through 6/30/2018**

**6/5/2018 10:00 AM**

Animal Control Hearing  
City Hall

**6/5/2018 6:00 PM**

City Council  
City Hall

**6/6/2018 10:00 AM**

Code Enforcement Board  
City Hall

**6/7/2018 5:30 PM**

Citizens' Advisory Task Force  
City Hall

**6/12/2018 9:00 AM**

City Council Special Business Meeting  
City Hall

**6/12/2018 9:00 AM**

City Council Workshop  
City Hall

**6/19/2018 9:00 AM**

City Council  
City Hall

**6/20/2018 5:30 PM**

Planning & Land Development Regulation Board  
City Hall



**Meeting Calendar for 5/30/2018 through 6/30/2018**

**6/26/2018 9:00 AM**

City Council Workshop

City Hall

**6/28/2018 5:00 PM**

Beautification and Environmental Advisory Committee

City Hall

#	File #	Item	Title	Staff
			<b>Business 6/5/2018</b>	
1		Resolution	WasteWater Residule Services	Adams/Ashburn
2		Resolution	Pep Tank Pump Panel Assembly	Adams/Ashburn
3		Resolution	Concentrate Discharge Pump and Motor WTP 3	Adams/Roussell
4		Resolution	MOA FDEM System of Communications and Warning	Beadle/Viscardi
5		Resolution	Lakeview Path construction	Cote
6		Resolution	CEI Lakeview Blvd	Cote
7		Resolution	OKR N Widening ROW Acquisitions (PC Lane, Elks, KFC, Staples)	Cote
8		Interview	Interview short list applicants for Seat 4	Council
9		Presentation	Citizen's Academy Graduation 43	Lane
10		Presentation	Palm Coast Historical Society Strategic Plan	Lane
11		Proclamation	Fire	Lane
12		Resolution	Kick Start Program Town Center	Newingham
13		Appointment	LSAC Committee	Smith
14		Appointment	TPO Council Member	Smith
15		Resolution	Tennis Center Lease Agreement for Tower	Streichsbier
			<b>Workshop 6/12/2018</b>	
1		Presentation	Property Tax and Other Revenue	Alves/Williams
2		Resolution	Old Kings Road ROW's	Cote
3		Resolution	Whiteview Design	Cote
4		Resolution	Retirement Plan Administrator	Cullen
			<b>Business SPECIAL 6/12/2018</b>	
1		Appointment	Appoint Seat 4	Council
			<b>Business 6/19/2018</b>	
1		Resolution	Old Kings Road ROW's	Cote
2		Resolution	Whiteview Design	Cote
3		Resolution	Retirement Plan Administrator	Cullen
4		Presentation	Flagler County Health Dept. Update	Lane
5		Oath	Oath of Seat 4	Smith
			<b>Workshop 6/26/2018</b>	
			<b>Business 7/03/2018</b>	

			<b>Workshop 7/10/2018</b>	
<b>1</b>	Presentation	General Fund and TRIM Rate		Alves/Williams
			<b>Business 7/17/2018</b>	
<b>1</b>	Resolution	Proposed Millage Rate		Alves/Williams
			<b>Future</b>	
<b>1</b>	Resolution	Purchase of Wastewater Collection Odor Control Units		Adams/Ashburn
<b>2</b>	Resolution	Master Plan SCADA Telemetry Standardization		Adams/Hogan
<b>3</b>	Resolution	Fixed Base Meter Reading		Adams/Zaleski
<b>4</b>	Resolution	Annual Fire Inspection Fees		Alves
<b>5</b>	Presentation	Proprietary and Special Revenue Funds 8/14		Alves/Williams
<b>6</b>	Resolution	Budget Workshop - Final Proposed Budget 8/28		Alves/Williams
<b>7</b>	Resolution	Permit compliance with NECGA (MOU and Conservation easement)		Bevan
<b>8</b>	Resolution	Purchase/Installation Ozone Odor Control Unit WWTP #1		Blake
<b>9</b>	Resolution	Purchase/Installation Primary Clarifier Process Equipment WWTP #1		Blake
<b>10</b>	Resolution	Interlocal Mala Compra Storm Drain Project		Blake/Kronenberg
<b>11</b>	Presentation	Street Resurfacing Update		Cote
<b>12</b>	Resolution	Bulldog Drive Maintenance Map		Cote
<b>13</b>	Presentation	Finalize 5 Year CIP 7/31		Cote
<b>14</b>	Resolution	Stormwater and Environmental Engineering Services WO		Cote/Peel
<b>15</b>	Resolution	Property Exchange NECGA		Falgout
<b>16</b>	Resolution	IA Flagler Schools Fire Truck Donation		Forte
<b>17</b>	Ordinance	Amend LDC Chapter 5 rewrite		Hoover
<b>18</b>	Presentation	Citizen's Academy Graduation-10/16 44		Lane
<b>19</b>	Ordinance 1st	Coastal Trace FLUM		Papa
<b>20</b>	Ordinance 1st	Coastal Trace Rezoning		Papa