

CITY OF PALM COAST  
NOTICE OF VIRTUAL/CMT PUBLIC MEETING

Notice is hereby given that the City of Palm Coast will hold a virtual public meeting at 9:00 a.m. Tuesday, June 16, 2020. The virtual meeting agenda is shown below.

Due to the current threat of COVID-19, the City Council will not be meeting in person; rather, the meeting will be held via a virtual meeting. Pursuant to Governor DeSantis' Executive Order Number 20-69, issued on March 20, 2020, "Local government bodies may utilize communications media technology (CMT), such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2. Florida Statutes."

This meeting will be video and audio recorded. To view or listen to the meeting recording after the meeting, please visit the City's website at [www.palmcoastgov.com](http://www.palmcoastgov.com). The audio and video will be posted in accordance with City policy.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation for this proceeding should contact the City Clerk by Monday, June 15, 2020 by noon.

**INSTRUCTIONS FOR LISTENING AND PROVIDING PUBLIC COMMENT:  
JUNE 16, 2020 CITY OF PALM COAST VIRTUAL/CMT COUNCIL MEETING**

The June 16, 2020 City of Palm Coast Virtual/CMT Council meeting will be an audio conference conducted electronically (or "virtually") via the ZOOM platform with the ability to dial in via telephone. The meeting will NOT be held in the Community Wing of City Hall.

Members of the public may listen and make comments during the public comment portion of the meeting by dialing:

386-223-1690

Once in the meeting, you will press \*9 to raise your hand, you will be unmuted during public comments only.

Please be advised that public comment will only be permitted during the public comment portions of the agenda. All Council Policy and Procedures will remain in full force and effect during this public hearing.

Should you experience any difficulty connecting to the meeting, please call 386-986-2391. There will be technicians available to assist you. If you do not reach a technician, please leave a message and they will get back to you as soon as possible.

CITY OF PALM COAST  
COUNCIL BUSINESS MEETING  
VIRTUAL MEETING  
PALM COAST, FL 32164  
TUESDAY, JUNE 16, 2020  
9:00 A.M.

Mayor Milissa Holland  
Vice Mayor Nick Klufas  
Council Member Eddie Branquinho  
Council Member Robert G. Cuff  
Council Member Jack D. Howell, II

AGENDA

City Staff

Matthew Morton, 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.

All pagers and cell phones are to remain OFF while City Council is in session.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE FLAG

C. ROLL CALL

D. PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. After the Mayor calls for public participation each member of the audience interested in speaking on any topic or proposition not on the agenda or which was discussed or on a previous City Council Workshop, shall come to the podium and state their name. Each speaker will have up to three (3)

minutes each to speak. The Mayor will advise when the three (3) minutes are up and the speaker will be asked to take a seat and wait until all public comments are finished to hear answers to all questions. Once all members of the audience have spoken, the Mayor will close public participation and no other questions/comments shall be heard. Council and staff will then respond to questions posed by members of the audience. Should you wish to provide Council with any material, all items shall be given to the City Clerk and made part of the record. If anyone is interested in discussing an issue further or ask additional questions, individual Council Members and staff will be available after the meeting to discuss the matter and answer questions.

E. PRESENTATION

1. DISCUSSION AND UPDATES ON COVID-19

F. MINUTES

2. MINUTES OF THE CITY COUNCIL FOR  
JUNE 2, 2020 BUSINESS MEETING  
JUNE 9, 2020 WORKSHOP MEETING

G. ORDINANCE SECOND READING

3. ORDINANCE 2020-XX ESTABLISHING A TEMPORARY MORATORIUM ON REVIEW AND CONSIDERATION OF APPLICATIONS FOR APPROVAL OF SMALL BOX DISCOUNT STORES

H. ORDINANCE FIRST READING

4. ORDINANCE 2020-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE IV FIRE AND RESCUE SYSTEM IMPACT FEE
5. ORDINANCE 2020-XX AMENDING CHAPTER 29 PARK IMPACT FEES SECTIONS 29-76 AND ADOPTION OF IMPACT FEE FORMULA, AMOUNT OF PARK IMPACT AND USE OF PROCEEDS

I. RESOLUTIONS

6. RESOLUTION 2020-XX THE STATE REVOLVING FUND LOAN APPLICATION FOR ENGINEERING DESIGN SERVICES FOR THE EXPANSION OF WASTEWATER TREATMENT PLANT #2
7. RESOLUTION 2020-XX CITY COUNCIL STRATEGIC ACTION PLAN ADDITIONAL PRIORITIES FOR FISCAL YEAR 2020-2021
8. RESOLUTION 2020-XX APPROVAL OF THE E-SECTION CANAL IMPROVEMENTS

J. CONSENT

9. RESOLUTION 2020-XX AUTHORIZING THE CITY'S FINANCE DIRECTOR TO CERTIFY AND EXECUTE THE PROPOSED CAPITAL FINANCING PLAN FOR THE E-SECTION CANAL IMPROVEMENTS
  
10. RESOLUTION 2020-XX APPROVING A LICENSE AGREEMENT WITH FLAGLER COUNTY FOR THE CONSTRUCTION PHASE OF THE E-SECTION CANAL DRAINAGE IMPROVEMENTS
  
11. RESOLUTION 2020-XX A MASTER PRICE AGREEMENT WITH PENTAIR FILTRATION SOLUTIONS, LLC., FOR THE PURCHASE OF ULTRAFILTRATION MODULES
  
12. RESOLUTION 2020-XX APPROVING A MASTER SERVICES AGREEMENT WITH PARKSON CORPORATION FOR THE PURCHASE AND INSTALLATION OF A DEWATERING SCREW PRESS
  
13. RESOLUTION 2020-XX APPROVING A CONTRACT WITH A.W.A. CONTRACTING CO., INC., FOR THE K-6 WEIR AT SMITH TRAIL

K. PUBLIC PARTICIPATION

(Remainder of Public Comments is limited to three (3) minutes each.)

L. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

M. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

N. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA  
REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR MAY 2020  
PURCHASES

O. ADJOURNMENT

## ITEM SUMMARIES

**ORDINANCE 2020-XX ESTABLISHING A TEMPORARY MORATORIUM ON REVIEW AND CONSIDERATION OF APPLICATIONS FOR APPROVAL OF SMALL BOX DISCOUNT STORES**  
Based on guidance provided by City Council at the March 10, 2020 Workshop, the proposed ordinance to amend the code for small box stores will no longer allow small box retail in COM-1 as a permitted use, provide a separation distance between locations, and a special exception requirement when located adjacent to residential property.

The Planning and Land Development Regulation Board (PLDRB) will hear the proposed Ordinance amendment for small box stores at their July 15, 2020 Public Hearing. As with any land use item, the PLDRB will make a recommendation to City Council. PLDRB's recommendation and the proposed code amendment ordinance will be presented to City Council for consideration at City Council meetings as advertised. The first read will be conducted at the August 4th City Council meeting. The second and final public hearing will be held at the August 18th City Council meeting for Council to consider adoption of the amendment.

The March 17, 2020 Business Meeting was cancelled, as a precaution, due to COVID-19. This item will be rescheduled for Council consideration.

At City Council's workshop on March 14, 2020, Council requested to extend the moratorium time from 120 days to 150 days, allowing a 30 day extension. Note: The PLDRB was comfortable passing the moratorium for no longer than 120 days.

City Council heard this item at their March 3, 2020 Business Meeting passing on first read by a 3 to 2 vote. Planning and Land Development Regulation Board (PLDRB) Meeting On February 19, 2020, the Planning and Land Development Regulation Board (PLDRB) held a public hearing and recommended by a 4-3 vote that City Council approve a moratorium on small box discount stores.

At the January 7, 2020 business meeting, City Council requested staff look into regulating small box stores in the City of Palm Coast. There have been numerous concerns from residents regarding the influx of small box stores. These uses may not be appropriate in all nonresidential zoning districts and may negatively impact the public health, safety and welfare.

These types of uses in other locations in Florida have been known to contribute to a lower food environment index and may contribute to other harmful secondary impacts on the surrounding properties. They may also contribute to so-called "food deserts" as defined by the Centers for Disease Control and Prevention (CDC). Although there is no standard definition, food deserts are generally considered to be "places where residents don't have access to affordable nutritious foods like fruits, vegetables, and whole grains".

At a City Council Special Business Meeting on January 14, 2020, the City Council passed Resolution # 2020-16, "legislation in progress" to inform the public of potential changes to the City of Palm Coast Land Development Code regarding regulation of small box discount stores.

The resolution established a 120 day period for the City to complete a study and adopt regulations as appropriate and necessary to regulate small box discount stores.

This proposed ordinance establishes the 120-day moratorium on small box discount stores, which are defined for the purpose of the ordinance only, as:

A retail store that is 16,000 sq. ft. or less in size, which offers for sale a variety of convenience shopping goods and continuously offers the majority of the items in their inventory for sale at a price lower than traditional retail stores. Small box discount store does not include a pharmacy, does not sell gasoline or diesel fuel, or specialty items and food items as a primary product (i.e., Greeting cards, consignment, meats, seafood, cheese, or oils and vinegars).

Also included in the ordinance are the following:

- The PLDRB shall review the need for amendments to the Comprehensive Plan and/or Land Development Code prior to the end of the moratorium.
- One time extension of the moratorium for 30-days,
- Exemptions for development of small box discount store which have a building permit, an approved site plans, have submitted building permit applications before effective date of the proposed ordinance, or redevelopment/remodeling of existing store at less than fifty (50%) of its assessed value.

#### ORDINANCE 2020-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE IV FIRE AND RESCUE SYSTEM IMPACT FEE

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

The City of Palm Coast growth in residential and non-residential properties has occurred and is expected to continue to occur in the areas that are provided municipal services by the City. In August of 2019, the City contracted with Raftelis (consultant) to conduct a Fire/EMS impact fee study.

In January 2020, staff presented Council with the Fire and Rescue Impact Fee Study dated January 30, 2020 received from the City's consultant. Raftelis reviewed the existing demand for capital improvements, including, where appropriate, land acquisition, and construction costs; the existing inventory of same; and the method of financing same. The Fire and Rescue impact fee report has been presented to and reviewed by the City Council, determined (1) that an updated impact fee is necessary to offset the costs associated with meeting future capital improvement demands pursuant to the projections set forth in the report; (2) that the impact fees adopted by this Ordinance bear a reasonable relationship to the burden imposed upon the City to provide capital improvements to new residents and businesses. Fire and Rescue impact fees provide a direct benefit to such new residents and businesses reasonably related to the Fire and Rescue impact fees assessed; (3) that an "essential nexus" exists between the projected new development and the need for additional capital improvements to be funded with Fire and Rescue impact fees, and between the impact fee and the benefits that accrue to new development paying the fee; and (4) that the amount of the impact fees is "roughly proportional" to the pro rata share of the additional capital improvements needed to serve new residential development and businesses, while maintaining the level of service (LOS) standard currently provided to City residents and businesses.

Fire and rescue system planning is an evolving process and the standard of service of the City fire and rescue system constitutes a projection of anticipated need for capital improvements based upon present knowledge and judgment. Therefore, in recognition of changing growth patterns and the dynamic nature of population growth, it is the intent of the City Council that the standard of service for the City fire and rescue system and the fire and rescue system impact fee imposed in this article be reviewed and adjusted periodically to insure that the City fire and rescue system impact fees are imposed equitably and lawfully, based upon actual and anticipated growth at the time of their imposition.

The City annually develops a capital budget to ensure new development is adequately provided with capital improvements necessary to serve new development at the growth rates projected in the Fire and Rescue impact fee report.

The City fire and rescue system provides services for all citizens of the City and the presence of the City fire and rescue system enhances and benefits the health, safety, well being and general welfare of all citizens of the City. Therefore, the City fire and rescue system impact fee shall be imposed and collected from all fire and rescue system impact construction.

The existing City fire and rescue system and other improvements and additions, contemplated by the council and which are or will be funded by revenues other than impact fees, shall eliminate any deficiency between the existing City fire and rescue system and the established standard of service, and shall be sufficient for the needs of the existing population of the City.

Therefore, the revenue derived from the fire and rescue system impact fee shall be utilized only for capital improvements for the City fire and rescue system which are necessitated by new construction. Staff is recommending adopting this Ordinance amending Chapter 29 Impact Fees, Article IV Fire and Rescue System Impact Fee.

#### ORDINANCE 2020-XX AMENDING CHAPTER 29 PARK IMPACT FEES SECTIONS 29-76 AND ADOPTION OF IMPACT FEE FORMULA, AMOUNT OF PARK IMPACT AND USE OF PROCEEDS

On January 14th, 2020, City Council was presented with the initial updates to the Parks & Recreation Impact Fees. Two meetings were before the January 14th Council Meeting, a public meeting was held for residents and a separate meeting with the Home Builders Association for feedback and input into the Parks & Recreation Impact Fees. On March 10, 2020 City Council was presented with those findings. This item is scheduled for Council's consideration for adoption on July 7, 2020.

One of City Council's priority is to update the Parks & Recreation Impact Fee. This fee was last reviewed in Fiscal Year 2014. Regular updates or review of impact fees are necessary to accommodate changes in facility/capital needs, land use characteristics, cost assumptions, and projected growth. An update or review of impact fees also ensures that impact generating development pays an appropriate share of capital improvements. The City retained the services of Raftelis to facilitate the review of the City's Park & Recreation Impact Fee.

City Staff recommends adoption of the proposed parks and recreation fees and approval of an ordinance to include; use of impact fees for future updates, annual adjustments of construction cost index and five year review or updates as major changes occur.

**RESOLUTION 2020-XX APPROVING THE STATE REVOLVING FUND LOAN APPLICATION FOR ENGINEERING DESIGN SERVICES FOR THE EXPANSION OF WASTEWATER TREATMENT PLANT #2**

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

The City of Palm has been back in a growth mode now for several years. This growth has seen a year over year increase in residential construction every year for over five years. The City of Palm Coast continues to be good stewards of the environment while growing our community in a controlled method that shows good planning practices. This is consistent with Council Goal 1.2 Assess the need to expand infrastructure for sustainable growth. This City controlled growth is good for our community and economy but it does create the need to increase our City wastewater capabilities when our wastewater flows hit certain daily average permitted flows.

The City Utility Five Year Capital Improvement Plan currently has plan monies for expansion of the plant in Fiscal Years 2020 through 2023 for the Wastewater Treatment Facility #2. The Utility also has a Wastewater Capacity Analysis Report, which is the overall planning document for tracking wastewater plant flows, outstanding committed capacity to developers/customers and ultimately providing the data to determine the timing for beginning the process of wastewater facility expansion needs for our community.

The City's design consultants, CPH Engineers, have worked with staff on the process to expand our current Wastewater Treatment Facility No. 2 from its current permitted capacity of 2.0 million gallons a day (MGD) to 4.0 MGD. This process from the beginning of application for State Revolving Funds and Facilities Plan and Capital Financing Plan to the activation of the new facilities is a lengthy one.

The City began the original construction of WWTP#2 back in early 2016 and completed the activation in the summer of 2018. The initial permitted capacity of the facility was 2.0 MGD. This facility site was laid out, designed and constructed to be expanded in 2.0 MGD segments for an ultimate site capacity of 6.0 MGD of permitted wastewater treatment capability. This would be the first of two probable site expansions. This is a request to approve the loan application for the SRF loan that is required in order to take the next step in the process for expanding the facility. Staff recommends approval of this item. The loan application is available in the City Clerk's office.

**RESOLUTION 2020-XX APPROVING CITY COUNCIL STRATEGIC ACTION PLAN ADDITIONAL PRIORITIES FOR FISCAL YEAR 2020-2021**

This item was heard by the City Council at the June 9, 2020 Workshop. City Council made suggested changes which are reflected in Exhibit A and in the presentation.

On May 11, 2020, staff presented the Strategic Action Plan to City Council. At Council's request, staff has refined the draft priorities to capture the feedback provided by City Council. Each proposed priority and any adjustments will be reviewed during this presentation. Staff is requesting final direction on each priority prior to proposed adoption by resolution on June 16, 2020.

On an annual basis, staff coordinates an evaluation of the Strategic Action Plan to ensure that the fiscal year adopted Focus Areas and Priorities continue to align with City Council's Vision. As part of this process, staff conducts a one-on-one interview session with each Council Member to discuss the following key areas.

- Discuss existing Focus Areas, Priorities and direction moving forward
- How are we improving the metrics with a citizen-centric focus while tracking resources
- Discuss SAP process and next steps

After the interview step, staff consolidates feedback, evaluates consistency with the Strategic Action Plan, and provides a deliverable that compares feedback to adopted Focus Areas and Priorities. The referenced deliverable is provided as part of this agenda item. As noted in the SAP Feedback attachment, a comprehensive presentation will be provided to discuss the overall status of the adopted Focus Areas inclusive of timelines, cost impact and resource needs to reflect the direction provided.

Staff requests that City Council review Exhibit A that reflects the feedback received during the interview sessions and come prepared to discuss amending based on the collective direction.

Noted action to consider is as follows.

- Reaffirm the Focus Area and/or Priority to keep and/or amend for next fiscal year
- Remove Focus Area and/or Priority

With the adoption of the aforementioned Resolution and Exhibit A, any adjustment to the budget will be addressed and brought back to Council for further consideration

#### RESOLUTION 2020-XX APPROVAL OF THE E-SECTION CANAL IMPROVEMENTS

This item was heard by the City Council at the JUNE 9, 2020 Workshop. There were no changes suggested to this item.

In an effort to enhance and stay consistent with the Stormwater Master Plan and councils goals to address drainage related issues, City Staff identified critical areas in need of drainage improvements. On June 4, 2019, City Council approved a work order with DRMP, a continuing services provider for the City of Palm Coast, for engineering design services related to the E Section stormwater improvements project. These services consisted of creating a drainage plan to perform dredging, canal, culvert, and ditch improvements and redirect drainage in a portion of the west area of the E-Section. These improvements will increase capacity and conveyance, and improve water quality, for both canals. Design services and plans have been completed and are ready for construction. The City is in the process of obtaining financing from the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) Program for the construction portion related to the dredging of the Easthampton and Eisenhower Waterways.

One of the requirements to participate in the SRF Program, is to obtain City Council approval of the E-Section Canal Improvements. Therefore, this item is requesting City Council approve the E-Section Canal Improvements.

**RESOLUTION 2020-XX AUTHORIZING THE CITY'S FINANCE DIRECTOR TO CERTIFY AND EXECUTE THE PROPOSED CAPITAL FINANCING PLAN FOR THE E-SECTION CANAL IMPROVEMENTS**

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

In an effort to enhance and stay consistent with the Stormwater Master Plan and councils goals to address drainage related issues, City Staff identified critical areas in need of drainage improvements. On June 4, 2019, City Council approved a work order with DRMP, a continuing services provider for the City of Palm Coast, for engineering design services related to the E- Section stormwater improvement project. These services consisted of creating a drainage plan to perform dredging, canal, culvert, ditch improvements and redirect drainage in a portion of the west area of the E-Section. These improvements will increase capacity and conveyance, and improve water quality, for both canals. Design services and plans have been completed and the project is ready for construction which will include dredging of Easthampton and Eisenhower Waterways.

City staff recommends authorizing the City's Finance Director to certify and execute the proposed capital financing plan to secure financing from FDEP State Revolving Fund Program for the construction phase of the E-Section canal improvements project.

**RESOLUTION 2020-XX APPROVING A LICENSE AGREEMENT WITH FLAGLER COUNTY FOR THE CONSTRUCTION PHASE OF THE E-SECTION CANAL DRAINAGE IMPROVEMENTS**

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

In an effort to enhance and stay consistent with the Stormwater Master Plan and Council's goals to address drainage related issues, City Staff identified critical areas in need of drainage improvements. On June 4, 2019, City Council approved a work order with DRMP, a continuing services provider for the City of Palm Coast, for engineering design services related to the E-Section Improvement Project. These services consisted of creating a drainage plan to perform dredging, canal, culvert, ditch improvements and redirect drainage in a portion of the west area of the E-Section. These improvements will increase capacity and conveyance, and improve water quality, for both canals. Design services and plans have been completed and the project is ready for construction which will include dredging of Easthampton and Eisenhower Waterways.

City staff recommends approving a license agreement with Flagler County to use the license area for the sole purpose of excavation and removal of sediment from Eisenhower and Easthampton Waterways, repair/replacement of existing drainage structures, and for sloping, grading, tying in, harmonizing and reconnecting existing features that fall within the County's Property.

**RESOLUTION 2020-XX APPROVING A MASTER PRICE AGREEMENT WITH PENTAIR FILTRATION SOLUTIONS, LLC., FOR THE PURCHASE OF ULTRAFILTRATION MODULES FOR POTABLE WATER SUPPLY**

**UPDATED BACKGROUND FROM THE JUNE 9, 2020 WORKSHOP:**

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

**ORIGINAL BACKGROUND FROM THE JUNE 9, 2020 WORKSHOP:**

As part of the Council's goals and objectives to ensure all infrastructure is a priority regarding maintenance and performance, the Utility Department has identified the need to replace the ultrafiltration membrane modules at Water Treatment Plant #2. The Ultrafiltration process removes particulates from the Zero Liquid Discharge treatment process water prior to blending with final treatment. The modules are subject to routine chemical backwashes to remove particulate matter and microbial growth from the membrane surface. The chemical exposure from the backwashes deteriorates the membrane over time causing the eventual need of replacement.

The membrane's condition was recently autopsied and evaluated. The results indicated that the permeability of the current membranes has declined and the membrane process has experienced a loss of performance. Staff is recommending the purchase of ninety-six Pentair Aqua Flex 55 modules and accessories. Water Treatment Plant #2 staff will assist and provide some manpower in efforts to reduce cost of the project.

City staff advertised and solicited bids under ITB-UT-20-48 for the purchase of 96 Aqua Flex 55 modules and accessories in accordance with the City's Purchasing Policy. City staff recommends approving a master price agreement with Pentair Filtration Solutions, LLC. The notice of intent to award and project bid overview are attached to this agenda item.

These units will be purchased using 2020 budgeted funds from the Capital Projects Fund appropriated by City Council.

**RESOLUTION 2020-XX APPROVING A MASTER SERVICES AGREEMENT WITH PARKSON CORPORATION FOR THE PURCHASE AND INSTALLATION OF A DEWATERING SCREW PRESS**

**UPDATED BACKGROUND FROM THE JUNE 9, 2020 WORKSHOP:**

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

As part of the Council's goals and objectives to ensure all infrastructure is a priority regarding maintenance and performance, the Utility Department has identified the need to replace the existing Andritz screenings compactor with a new Parkson Aqua WashPress model AWP10-2 at Wastewater Treatment Plant #1. The Aqua WashPress is used to dewater screenings removed from the influent entering the plant and compress these screenings to reduce the volume that is collected. The existing Andritz unit is fifteen years old and the compactor is no longer operational.

Based on estimates to rehab the existing equipment, it is not cost effective to repair based on the cost of a new unit.

City staff advertised and solicited bids under ITB-UT-20-54 for the purchase and installation of a Dewatering Screw Press in accordance with the City's Purchasing Policy. City staff recommends approving a Master Services Agreement with Parkson Corporation. The notice of intent to award and project bid overview are attached to this agenda item.

City staff will purchase using budgeted funds appropriated by City Council. The Fiscal Year 2020 Budget includes monies within the Utility Capital Projects Fund to purchase this unit.

RESOLUTION 2020-XX APPROVING A CONTRACT WITH A.W.A. CONTRACTING CO., INC.,  
FOR THE K-6 WEIR AT SMITH TRAIL

This item was heard by the City Council at the June 9, 2020 Workshop. There were no changes suggested to this item.

As part of City Council's priority to assess the need to expand infrastructure for sustainable growth staff has identified the need to remove and replace the existing weir known as K-6. City Staff advertised a bid for qualified contractors to remove/replace the K-6 Weir. This project consists of the removal of an existing concrete weir structure and reconstruct downstream from the previous structures locations, removing and replacing existing Stormwater culverts under Smith Trail. This will also include a change in the weir gate to a simplified double sheet pile structure with overflow.

The City advertised the project (ITB-SWE-20-50) and received four (4) bids that were deemed to be responsive and responsible bidders.

The project design engineer and City staff recommend award of the project to the low bidder, A.W.A Contracting Co., Inc., in the amount of \$458,907.42. In addition, staff recommends including the two (2) additive alternates, \$55,726.70, for incidental utility work due to a force main & water main at the site location. Based on past experience with similar construction projects, staff is requesting a 10% contingency (\$51,463.41) also to be approved in case of unforeseen circumstances and/or unknown conditions, for a total project cost of \$566,070.53.