



City of Palm Coast
Agenda
COUNCIL BUSINESS
MEETING

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

Mayor David Alfin
Vice Mayor Eddie Branquinho
Council Member Victor Barbosa
Council Member Ed Danko
Council Member Nick Klufas

Tuesday, March 1, 2022

6:00 PM

COMMUNITY WING

City Staff

Denise Bevan, City Manager

Neysa Borkert, 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 streamed live on YouTube at <https://www.youtube.com/user/PalmCoastGovTV/live>.
- 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. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (2) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the City Council.
- (3) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
 - (a) direct all comments to the Mayor;
 - (b) make their comments concise and to the point;
 - (c) not speak more than once on the same subject;
 - (d) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;

- (e) obey the orders of the Mayor or the City Council; and
- (f) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.
- (4) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting. portions of the agenda at the times indicated by the Chair during the meeting.

E. MINUTES

- 1 MINUTES OF THE CITY COUNCIL:
FEBRUARY 15, 2022 BUSINESS MEETING**

F. PRESENTATIONS AND PROCLAMATIONS

- 2 PRESENTATION OF THE ANNUAL HEALTH AND SAFETY EMPLOYEE CALENDAR**
- 3 PROCLAMATION - FLOOD AWARENESS WEEK**
- 4 PRESENTATION - INSURANCE SERVICES OFFICE-ISO**
- 5 PRESENTATION - ICMA PERFORMANCE MANAGEMENT AWARD**

G. RESOLUTIONS

- 6 RESOLUTION 2022-XX THE TRIBUTE MULTI-FAMILY MASTER SITE PLAN – TIER 3,
APPLICATION # 4999**
- 7 RESOLUTION 2022-XX APPROVING A WORK ORDER WITH LTG, INC., FOR DESIGN
SERVICES FOR THE SESAME BOULEVARD STREET LIGHTING PROJECT**

H. CONSENT

- 8 RESOLUTION 2022-XX APPROVING THE EAST FLAGLER MOSQUITO CONTROL DISTRICT
(EFMCD) LOW LEVEL FLIGHTS**
- 9 RESOLUTION 2022-XX APPROVING CONTRACTS WITH MULTIPLE VENDORS FOR THE
TRENCHLESS PIPE REHABILITATION PROJECT**
- 10 RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ADDITIONAL
ENGINEERING DESIGN SERVICES FOR THE P-1 WEIR CONTROL STRUCTURE
REPLACEMENT PROJECT**

- 11 RESOLUTION 2022-XX APPROVING PIGGYBACKING THE FEDERAL SUPPLY SERVICE CONTRACT WITH CORE ENGINEERED SOLUTIONS, INC., FOR THE FUEL TANK REPLACEMENT PROJECT**
- 12 RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., TO PROVIDE ENGINEERING SERVICES FOR THE 5-YEAR MONITORING PLAN FOR THE WASTEWATER TREATMENT FACILITY NO. 2 EXPANSION**
- 13 RESOLUTION 2022-XX APPROVING PIGGYBACKING THE ST. JOHNS COUNTY CONTRACT WITH CHEMTRADE CHEMICALS US, LLC FOR THE PURCHASE OF LIQUID ALUMINUM SULFATE**
- 14 RESOLUTION 2022-XX APPROVING MASTER SERVICE AGREEMENTS WITH PBM CONSTRUCTORS, INC. AND S.E.CLIN CONSTRUCTION, INC. FOR WATER AND WASTEWATER EMERGENCY CONSTRUCTION SERVICES ON AN AS NEEDED BASIS**
- 15 RESOLUTION 2022 -XX APPROVING A CONTRACT WITH ECONOMY ELECTRIC CO., FOR WATER TREATMENT PLANT 1 ELECTRICAL UPGRADES AND APPROVAL OF A 10% PROJECT CONTINGENCY**
- 16 RESOLUTION 2022-XX APPROVING USE OF OMNIA PARTNERS, REGION 4 ESC-TX CONTRACT BID/REFERENCE# R211201 WITH AUTOZONE FOR THE PURCHASING OF AUTO PARTS AND SUPPLIES FOR THE CITY'S FLEET**

I. OTHER BUSINESS

- 17 APPOINT A MEMBER TO FLAGLER COUNTY HOUSING TASK FORCE/AFFORDABLE HOUSING ADVISORY COMMITTEE**

J. PUBLIC PARTICIPATION

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

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

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

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

N. ADJOURNMENT

City of Palm Coast, Florida Agenda Item

Agenda Date : March 1, 2022

Department Item Key	Amount Account #
Subject MINUTES OF THE CITY COUNCIL: FEBRUARY 15, 2022 BUSINESS MEETING	
Presenter : Virginia Smith, City Clerk	
Background :	
Recommended Action : APPROVE MINUTES OF THE CITY COUNCIL: FEBRUARY 15, 2022 BUSINESS MEETING	

City of Palm Coast, Florida Agenda Item

Agenda Date : March 1, 2022

Department Item Key	Amount Account #
Subject PRESENTATION OF THE ANNUAL HEALTH AND SAFETY EMPLOYEE CALENDAR	
Presenter : Carol Mini	
Background : The City of Palm Coast Wellness and Safety Teams are proud to present the Annual Health and Safety Employee Calendar. Relatives of the City Employees, 18 years and younger, were invited to participate by submitting a drawing or painting about health, safety, and workplace safety that may affect them personally or their family members. These calendars are fun and generate excitement and really brought out the competitive spirit in our kids and employees. We will honor the winners with their own copy of the Health and Safety Calendar along with a City of Palm Coast goody bag and fit cards for the 1 st , 2 nd , and 3 rd place winners in each age category. The winners will be announced at the City Council's business meeting.	
Recommended Action : FOR PRESENTATION ONLY.	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department PLANNING Item Key 13151	Amount Account #
Subject PROCLAMATION-FLOOD AWARENESS WEEK	
Presenter: Jordan Myers, Environmental Planner	
Background: As part of our responsibility to maintain our high rank in the Community Rating System (CRS), we must do a certain amount of public outreach. To help facilitate this requirement, Flood Awareness Week will be a series of social media posts geared to educate our citizens about all things flood related. Staff hopes that by conducting this week of awareness, it will spur conversations that will be beneficial to all citizens.	
Recommended Action: PROCLAMATION-FLOOD AWARENESS WEEK	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department PLANNING Item Key 13152	Amount Account #
Subject PRESENTATION - INSURANCE SERVICES OFFICE-ISO	
Presenter: Patrick Buckley, Chief Building Official, Gerard Forte, Fire Chief, Jordan Myers, Environmental Planner	
Background: Staff will be presenting information on the ISO or Insurance Services Office ratings of Building, Fire, and Floodplain Management. This presentation will educate citizens and staff on what the ratings mean and how they affect the community.	
Recommended Action: PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	COMMUNICATIONS & MARKETING	Amount
Item Key	13199	Account #
Subject PRESENTATION - ICMA PERFORMANCE MANAGEMENT AWARD		
Presenter: Brittany Kershaw		
Background : <p>The International City/County Management Association (ICMA) announced that Palm Coast, Florida, has been recognized for its data-driven management and reporting efforts with a Certificate of Distinction.</p> <p>Certificates are based on established criteria and are awarded at three levels: Achievement, Distinction, and the highest level of recognition, Excellence. Recipients at all levels collect and verify data to ensure reliability, train staff in performance measurement, and report data to the public through budgets, newsletters, and/or information provided to elected officials.</p> <p>Certificates of Distinction are awarded to those who also provide comparative and benchmarking information to the public, use performance data in strategic planning and operational decision-making, and share their knowledge with other local governments through presentations, site visits, and other networking activities.</p> <p>Palm Coast is among 12 jurisdictions receiving the Certificate of Distinction, and one of 56 recognized overall.</p> <p>ICMA, the International City/County Management Association, advances professional local government management worldwide through leadership, management, innovation, and ethics.</p> <p>ICMA provides member support, publications, data and information, peer and results-oriented assistance, and training and professional development to more than 12,000 appointed city, town, and county leaders and other individuals and organizations throughout the world. The management decisions made by ICMA's members affect millions of individuals living in thousands of communities throughout the world, from small villages and towns to large metropolitan areas.</p>		
Recommended Action: FOR PRESENTATION PURPOSES ONLY.		

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	PLANNING	Amount
Item Key	13155	Account
		#
Subject	RESOLUTION 2022-XX THE TRIBUTE MULTI-FAMILY MASTER SITE PLAN – TIER 3, APPLICATION # 4999	
Presenter: Bill Hoover, Senior Planner, AICP		
Background: *THIS IS A QUASI-JUDICIAL ITEM. PLEASE REMEMBER TO DISCLOSE ALL EX-PARTE COMMUNICATIONS.		
<p>Ravenshill Holdings, LLC as contracted purchaser and developer has submitted an application (AR#4999) for a Master Site Plan for The Tribute, a proposed 246-unit multi-family market-rate rental community located on the east side of Old Kings Road about 1/3 mile north of SR 100. The property's existing Multi-Family Residential (MFR-2) Zoning allows a density of 12 units/per acre of the development area (20.27 acres) except for wetland areas (1.91 acres) that allow a reduced density of 3 units/per acre. The density calculations for this 22.18 +/- acre project allow for a maximum of 249 units. However, the project proposes 246 units over the 22.18 +/- gross acres which equates to a density of 11.09 units/per acre.</p> <p>The majority of the residential buildings are three-story except for two large four-story buildings that front along the north side of the 15-acre Kings Lake. The project has two access points with the main entrance located at the project's SW corner and an emergency access that is located along its NW corner that is shared with the adjoining Walmart site.</p> <p>The Tribute is comprised of the south parcel of 11.33 +/- acres located adjacent to the lake and the easterly 10.85 +/- acres of the north parcel which total 22.18 +/- acres. The south parcel was rezoned from COM-3 to MFR-2 by the City Council in November 2017 (the Planning and Land Development Regulation Board recommended approval by a 6 – 0 vote). The easterly portion of the north parcel was rezoned from COM-3 to MFR-2 by the City Council in September 2021 (the Planning and Land Development Regulation Board recommended approval by a 6 – 0 vote).</p> <p>Since the number of multi-family units is above the 100-unit threshold, the Master Site Plan is considered a "Major" (Tier 3) development, requiring review and recommendation by the Planning and Land Development Regulation Board (PLDRB) followed by review and final determination by the City Council. If the City Council approves the Master Site Plan, the applicant can follow with a Technical Site Plan application with administrative review of detailed engineering drawings.</p> <p><u>Planning and Land Development Regulation Board (PLDRB):</u> The PLDRB public hearing was held at 5:30 PM on February 16, 2022. The PLDRB found this project in compliance with the Comprehensive Plan and LDC and recommended approval to City Council of The Tribute Master Site Plan – Tier 3 by a 7-0 vote.</p>		

Recommended Action:

The Planning and Land Development Regulation Board found this project in compliance with the Comprehensive Plan and Land Development Code and recommended approval to City Council for Application #4999, The Tribute a Master Site Plan – Tier 3 for 246 homes so the developer may apply for a Technical Site Plan that would need to meet all applicable development requirements and subject to the following conditions.

1. The applicant shall provide a detailed drawing demonstrating the project meets the minimum acreage requirements for resource and activity based Recreational Areas during the Technical Site Plan process.
2. The applicant shall provide a 10' wide sidewalk or trail easement adjacent to the northern boundary of Kings Pointe Lake and as depicted on the Master Site Plan during the Technical Site Plan process.

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department STORMWATER Item Key 13153	Amount \$55,300.00 Account #21055011-063000-51014										
Subject RESOLUTION 2022-XX APPROVING A WORK ORDER WITH LTG, INC., FOR DESIGN SERVICES FOR THE SESAME BOULEVARD STREET LIGHTING PROJECT											
Presenter : Mike Grunewald											
Background : COUNCIL PRIORITY: E. Streetlights and Safety: 1.) Implement a continuous street lighting program for major roads.											
<p>This project is part of the City's Continuous Streetlight master plan. Sesame Boulevard is the next roadway on the implementation list to complete design to add street lighting for the 3.31-mile Sesame Boulevard. The street lighting area will be from Seminole Woods Parkway north to Seminole Woods Parkway south. The preferred design is to mount luminaires to as many Florida Power & Light (FPL) power poles as possible, avoid the addition of in-line FPL power poles, and minimize costs.</p> <p>Under the existing contract (RFQ-CD-19-59), staff negotiated a scope and fee not-to-exceed \$55,300.00 with LTG, Inc. City staff has determined that the cost for these services are reasonable and fair and is consistent with these types of services for a project of this size and scope. Funds for this project are budgeted in the Street Improvement Fund.</p>											
SOURCE OF FUNDS WORKSHEET FY 2022											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Street Improvement Fund 21055011-063000-51014</td> <td style="text-align: right;">\$ 520,000.00</td> </tr> <tr> <td>Total Expended/Encumbered to Date.....</td> <td style="text-align: right;">112,274.34</td> </tr> <tr> <td>Pending Work Orders/Contracts.....</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Current (WO/Contract).....</td> <td style="text-align: right;"><u>55,300.00</u></td> </tr> <tr> <td>Balance.....</td> <td style="text-align: right;">\$ 402,425.66</td> </tr> </table>		Street Improvement Fund 21055011-063000-51014	\$ 520,000.00	Total Expended/Encumbered to Date.....	112,274.34	Pending Work Orders/Contracts.....	0	Current (WO/Contract).....	<u>55,300.00</u>	Balance	\$ 402,425.66
Street Improvement Fund 21055011-063000-51014	\$ 520,000.00										
Total Expended/Encumbered to Date.....	112,274.34										
Pending Work Orders/Contracts.....	0										
Current (WO/Contract).....	<u>55,300.00</u>										
Balance	\$ 402,425.66										
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING A WORK ORDER WITH LTG, INC., FOR DESIGN SERVICES FOR THE SESAME BOULEVARD STREET LIGHTING PROJECT											

City of Palm Coast, Florida Agenda Item

Agenda Date : March 1, 2022

Department CITY CLERK Item Key	Amount Account #
Subject RESOLUTION 2022-XX APPROVING THE EAST FLAGLER MOSQUITO CONTROL DISTRICT (EFMCD) LOW LEVEL FLIGHTS	
Presenter :	
Background : COUNCIL PRIORITY: This is standard operations of the East Flagler Mosquito Control District. Each year, the East Flagler Mosquito Control District (EFMCD) requests authorization to fly over congested areas in compliance with Federal Aviation Administration requirements. The Citizens of the City of Palm Coast pay for mosquito control services through property taxes, with a portion of this payment covering aerial operations. To provide the service in a timely fashion, without contacting each local government prior to each operation, the EFMCD requires a signed authorization that is in effect for one year. This authorization has become a formality over the years. The authorization permits the district to perform low-level flights (500 feet) for mosquito control. The primary use for the aircraft is the control of developing mosquitos away from congested areas in and around wetlands. The EFMCD does not apply control materials over congested areas unless the need arises. The EFMCD, consulting with health officials, is solely responsible for determining need, which is driven by an extraordinary nuisance or an impending health threat. The requested authorization allows the EFMCD to take the necessary action when the need is officially determined. Public Notice will be published monthly, beginning in March, and ending in October, to provide ongoing public awareness about aerial spray operations and contact information. Additionally, EFMCD requests Council designate a member of the City's elected body to accompany them on an inspection flight of the District. If no member of your elected body is interested in an aerial tour, then a tour of the facilities and overview of operations can be done without it.	
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE EAST FLAGLER MOSQUITO CONTROL DISTRICT (EFMCD) LOW LEVEL FLIGHTS	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department STORMWATER Item Key 13185	Amount \$396,022.90 Account #54205509-063000-55232
Subject RESOLUTION 2022-XX APPROVING CONTRACTS WITH MULTIPLE VENDORS FOR THE TRENCHLESS PIPE REHABILITATION PROJECT	
Presenter : Carmelo Morales	
Background : COUNCIL PRIORITY: This item is for standard operations.	
<p>The Stormwater Department is responsible for maintaining stormwater infrastructure. As such, City staff requested proposals from qualified contractors to provide trenchless pipe rehabilitation services. Services to include rehabilitation and repair aging, damaged, and deteriorated Stormwater infrastructure. Quantities listed are estimated for proposal purposes based on work projection and are subject to change. There are twelve (12) specific projects that require trenchless pipe rehabilitation services.</p> <p>The City advertised the project (ITB-SWE-22-16) and received 4 bids that were deemed responsive and responsible bidders. City staff recommends awarding the projects to the following bidders: Atlantic Pipe Services, Hinterland Group, Inc., Granite Inliner, LLC, and Shenandoah General Construction, LLC. Staff estimates this project will be approximately \$381,022.90. Staff is also requesting approval of a \$15,000 project contingency.</p> <p>Funds for this project have been budgeted for in the Stormwater Engineering FY 22 Budget.</p>	
SOURCE OF FUNDS WORKSHEET FY 2021	
Major Canal Crossing-54205509-063000-55232	\$ 2,040,000.00
Total Expenses/Encumbered to date	161,421.62
Pending Work Orders/Contracts	0
Current Contract	<u>396,022.90</u>
Balance	\$ 1,574,327.36
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING CONTRACTS WITH MULTIPLE VENDORS FOR THE TRENCHLESS PIPE REHABILITATION PROJECT	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	STORMWATER	Amount	\$82,765.00
Item Key	13186	Account	#54205509-063000-99043
Subject	RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ADDITIONAL ENGINEERING SERVICES FOR THE P-1 WEIR CONTROL STRUCTURE REPLACEMENT PROJECT		
Presenter : Carmelo Morales			
<p>Background : COUNCIL PRIORITY: This item is for Standard Operations.</p> <p>On March 2, 2021, City Council approved a work order with CPH, Inc. for design services related to the replacement of the P-1 weir control structure. The P-1 Stormwater control structure is located along the Pine Grove Waterway. This project includes the demolition of the existing weir and gate as well as erosion control along the canal side banks and/or alongside the existing downstream culvert headwall.</p> <p>This item is to approve additional design services associated with the project to include but not be limited to canal dredging upstream of P-1 weir control structure and CPH's assistance in seeking funding from Florida Department of Environmental Protection, State Revolving Fund.</p> <p>Under the existing Contract (RFSQ-CD-19-70), City staff negotiated a scope and lump sum fee of \$82,765.00 with CPH, Inc. City staff has determined that the cost for the design services are reasonable and fair as well as consistent with these types of services for a project of this size and scope.</p> <p>Funds for this project have been budgeted for out of FY 2022 Stormwater Engineering budget.</p>			
SOURCE OF FUNDS WORKSHEET FY 2022			
	Stormwater Engineering Fund -54205509-063000-99043	\$	1,500,000.00
	Total Expenses/Encumbered to date	\$	10,678.50
	Pending Work Orders/Contracts	\$	0
	Current Contract	\$	<u>82,765.00</u>
	Balance	\$	1,406,556.50
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ADDITIONAL ENGINEERING SERVICES FOR THE P-1 WEIR CONTROL STRUCTURE REPLACEMENT PROJECT			

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	UTILITY	Amount	\$ Over 50,000.00
Item Key	13125	Account	# Several
Subject	RESOLUTION 2022-XX APPROVING PIGGYBACKING THE FEDERAL SUPPLY SERVICE CONTRACT WITH CORE ENGINEERED SOLUTIONS, INC. FOR THE FUEL TANK REPLACEMENT PROJECT		
Presenter :	Fred Greiner		
Background :	<p>COUNCIL PRIORITY: D. Service Delivery and Efficiency: 4) Continue to implement water and wastewater utility improvements to harden facilities to mitigate the impacts of flooding and other hazards.</p> <p>The Utility currently has three underground diesel fuel storage tanks which provide fuel for our generators. These fuel tanks are close to “retirement age”. On average, underground fuel tanks should be replaced around 25 years. Water Treatment Plants #1, 2 and the Wastewater Treatment Plant #1 are seeking to systematically remove the underground storage tanks and replace them with state-of-the-art above ground systems that will use inventory monitoring with leak detection capabilities.</p> <p>City staff is recommending piggybacking the General Services Administration (GSA) Federal Supply Service contract #GA07F-011GA with Core Engineered Solutions, Inc. through 9/30/2026 for the fuel tank replacement project. Piggybacking existing competitively bid contracts is considered to be advantageous because we can immediately leverage the competitively awarded contract prices without the need to go out for a time-consuming formal bid, wait for the bids to come back and abstract the bids. By using this contract, we can save a significant amount of time compared to the typically lengthy process while still leveraging the best value of a competitively awarded agreement.</p> <p>Water Treatment Plant #1 was funded for replacement in the FY23 budget. However, based on being able to utilize the GSA contract and join the three project sites together, we believe that the City receives cost savings by getting the replacements done as one overall project, saving City resources and overall project management time. The WTP#1 funding for capital 54029086 will be able to stay within the overall FY22 budget due to the fact that other projects will be reallocated into the FY23 budget. The Fiscal Year 2022 budget includes available funding appropriated by City Council for the fuel tank replacement project and these projects will stay within the overall budget.</p>		

The Fiscal Year 2022 Budget includes available funding appropriated by City Council for the fuel tank replacement project.

SOURCE OF FUNDS WORKSHEET FY 2022

Utility Capital Projects-General Plant WTP#1 54029086 063000 84002	\$1,210,000.00
Total Expended/Encumbered to Date.....	208,057.44
Pending Work Orders/Contracts.....	
Current (WO/Contract).....	370,925.21
Balance	\$ 631,017.35

SOURCE OF FUNDS WORKSHEET FY 2022

Utility Capital Projects-General Plant WTP#2 54029087 063000 84003	\$ 2,600,000.00
Total Expended/Encumbered to Date.....	619,421.39
Pending Work Orders/Contracts.....	
Current (WO/Contract).....	423,978.68
Balance	\$1,556,599.83

SOURCE OF FUNDS WORKSHEET FY 2022

Utility Capital Projects - WWTP #1 Expansion 54029082 063000 82002	\$5,115,000.00
Total Expended/Encumbered to Date.....	1,484,448.05
Pending Work Orders/Contracts.....	
Current (WO/Contract).....	360,369.26
Balance	\$3,270,182.69

Recommended Action :

ADOPT RESOLUTION 2022-XX APPROVING PIGGYBACKING THE (GSA) FEDERAL SUPPLY SERVICE CONTRACT WITH CORE ENGINEERED SOLUTIONS, INC. FOR THE FUEL TANK REPLACEMENT PROJECT

City of Palm Coast, Florida Agenda Item

Agenda Date : March 1, 2022

Department	UTILITY	Amount	\$382,903-5 YEAR-PROJECT TOTAL
Item Key	13147	Account	54029083-063000-82007

Subject RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., TO PROVIDE ENGINEERING SERVICES FOR THE 5-YEAR MONITORING PLAN FOR THE WASTEWATER TREATMENT FACILITY NO. 2 EXPANSION

Presenter : Danny Ashburn, Utility Systems Manager

Background :
COUNCIL PRIORITY:
D. Service Delivery and Efficiency:
4-Continue to implement water and wastewater utility improvements to harden facilities to mitigate the impacts of flooding and other hazards.

On April 21, 2021, The Florida Department of Environmental Protection, (FDEP), issued Permit Number FL0710008, to construct and operate Wastewater Treatment Facility # 2 (WWTF). The Permit authorizes the construction of the 2.00 MGD expansion to the existing plant. The permit allows the City to discharge to a surface water from the Outfall D-001 to Hulett Swamp, and the condition provides for additional effluent disposal during extreme wet weather conditions.

Conditions No. I.E. 1 through 18 requires the City to conduct a five-year wetlands monitoring plan. The plan monitors water quality, sediment, and biota, animal and plant life, within and from the receiving Hulett Swamp and the immediate vicinity.

The wetlands monitoring plan falls in line with City Council Goal 1.2.1.8 to make infrastructure a priority regarding maintenance and performance. Under the existing contract (RFSQ-CD-19-12), City staff recommends CPH Engineers to provide the engineering services to complete the monitoring plan. All work will be performed in accordance with the FDEP permit.

Funds for the five-year project are budgeted in the Utility Wastewater Treatment Plant #2 Operating Fund as follows. Year one \$89,515.00, and \$73,347.00 for the following four years, for a five year total of \$382,903.00.

SOURCE OF FUNDS WORKSHEET FY 2022-2026	
WWTP#2 IMPROVEMENTS 54029083-063000-82007	\$ 205,000.00
Total Expended/Encumbered to Date.....	\$ 33,083.65
Pending Work Orders/Contracts.....	\$ 0.00
Current (WO/Contract).....	\$ 89,515.00
Balance.....	\$ 82,401.35

Recommended Action :
ADOPT RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., TO PROVIDE ENGINEERING SERVICES FOR THE 5-YEAR MONITORING PLAN FOR THE WASTEWATER TREATMENT FACILITY NO. 2 EXPANSION

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	UTILITY	Amount	\$77,748.00
Item Key	13148	Account	54019084 052030
Subject	RESOLUTION 2022-XX APPROVING PIGGYBACKING THE ST. JOHNS COUNTY CONTRACT WITH CHEMTRADE CHEMICALS US, LLC FOR THE PURCHASE OF LIQUID ALUMINUM SULFATE		
Presenter : Danny Ashburn			
Background :			
COUNCIL PRIORITY:			
This item is for standard operations.			
<p>The Wastewater Treatment Division uses liquid aluminum sulfate to control phosphorous limits to comply with (FDEP) Florida Department of Environmental Protection permit at Wastewater Treatment Plant #2.</p> <p>City staff is recommending that City Council approve piggybacking the St. Johns County Contract (#22-MCC-CHE-1509) with Chemtrade Chemicals US, LLC through January 20, 2024 to purchase liquid aluminum sulfate. Piggybacking existing competitively bid contracts is advantageous since the pricing is generally better than what the City could obtain on its own, and the City does not incur the expense and delay of soliciting a bid.</p> <p>Since the underlying contract is an agreement on a per unit price basis, City staff will make purchases on an as needed basis using budgeted funds appropriated by City Council. The Fiscal Year 2022 Budget includes available funding in the City's Utility operating budgets to purchase aluminum sulfate. Staff estimates a monthly average of 4,400 gallons at \$0.93 per gallon thru the term of the contract.</p>			
SOURCE OF FUNDS WORKSHEET FY 2022			
	Utility Fund Chemicals 54019084 052030.....		\$279,500.00
	Total Expended/Encumbered to Date.....	109,203.22	
	Current (WO/Contract).....	77,748.00	
	Balance		\$ 92,548.78
Recommended Action :			
ADOPT RESOLUTION 2022-XX APPROVING PIGGYBACKING THE ST. JOHNS COUNTY CONTRACT WITH CHEMTRADE CHEMICALS US, LLC FOR THE PURCHASE OF LIQUID ALUMINUM SULFATE			

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department	UTILITY	Amount	As Needed
Item Key	13149	Account	54029083 063000 85005
Subject	RESOLUTION 2022-XX APPROVING MASTER SERVICE AGREEMENTS WITH PBM CONSTRUCTORS, INC. AND S.E.CLIN CONSTRUCTION, INC. FOR WATER AND WASTEWATER EMERGENCY CONSTRUCTION SERVICES ON AN AS NEEDED BASIS		
Presenter : Danny Ashburn			
Background : COUNCIL PRIORITY: This is for standard operations. The Utility Department is faced with a number of emergency construction scenarios including failed potable water mains, sewer force mains, gravity sewer manholes, reuse water mains, pump stations and treatment plant process equipment. Such types of failures may represent an immediate health or safety hazard to the public and/or public means of transportation. In accordance with the City's Purchasing Policy, City staff advertised and solicited bids from qualified underground utility contractors for emergency construction services to assist utility staff with emergency repairs in the Water Distribution, Wastewater Collection and Reuse Distribution systems. Staff reviewed bids from PBM Constructors, Inc. of Jacksonville, Florida and S.E. Cline Construction, Inc. of Palm Coast, Florida and deemed both were qualified and an intent to award was issued on January 12, 2022. The project bid overview and notice of intent to award are attached. Staff recommends City Council approve one year master services agreements with two optional one year renewals with PBM Constructors, Inc. and S.E. Cline Construction, Inc. These services will be used on an as-needed basis for emergency purposes. Funds are appropriated in the Operating Budget of the Utility Enterprise Fund.			
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING MASTER SERVICE AGREEMENTS WITH PBM CONSTRUCTORS INC. AND S.E. CLINE CONSTRUCTION FOR EMERGENCY CONSTRUCTION SERVICES ON AN AS NEEDED BASIS			

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department STORMWATER Item Key 13184	Amount \$753,500.00 Account #54029086-063000-84002										
Subject RESOLUTION 2022 -XX APPROVING A CONTRACT WITH ECONOMY ELECTRIC CO., FOR WATER TREATMENT PLANT 1 ELECTRICAL UPGRADES AND APPROVAL OF A 10% PROJECT CONTINGENCY											
Presenter: Carl Cote, Director Engineering and Stormwater											
<p>Background : COUNCIL PRIORITY: This item is for standard operations.</p> <p>Water Treatment Plant 1 needs electrical upgrades to maintain functionality of the plant. City Staff has determined a need to replace three (3) active motor control centers located at water treatment plant 1. The scope of this project includes the demolition/removal and replacement of all three motor control centers. This will be a sequenced phased project. Electrical shutdowns will be time-limited during the duration of this project.</p> <p>City staff advertised the project (ITB-UT-22-01) and received two (2) bids that were deemed responsive and responsible. City staff recommends awarding the contract, in the amount of \$685,000.00, to the low bidder Economy Electric Co. Staff is also requesting a 10% contingency (\$68,500) to be approved in case of unforeseen circumstances and/or unknown conditions, for a total project cost of \$753,500.</p> <p>The notice of intent to award the project bid overview is attached to this agenda item.</p> <p>Funds for this project are budgeted in the Utility 5-Year Capital Improvement Plan.</p>											
<p>SOURCE OF FUNDS WORKSHEET FY 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Utility Capital WTP 1 54029086-063000-84002</td> <td style="text-align: right;">\$ 1,210,000.00</td> </tr> <tr> <td>Total Expended/Encumbered to Date.....</td> <td style="text-align: right;">208,057.44</td> </tr> <tr> <td>Pending Work Orders/Contracts.....</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Current (WO/Contract).....</td> <td style="text-align: right;"><u>753,500.00</u></td> </tr> <tr> <td>Balance.....</td> <td style="text-align: right;">\$ 248,442.56</td> </tr> </table>		Utility Capital WTP 1 54029086-063000-84002	\$ 1,210,000.00	Total Expended/Encumbered to Date.....	208,057.44	Pending Work Orders/Contracts.....	0	Current (WO/Contract).....	<u>753,500.00</u>	Balance	\$ 248,442.56
Utility Capital WTP 1 54029086-063000-84002	\$ 1,210,000.00										
Total Expended/Encumbered to Date.....	208,057.44										
Pending Work Orders/Contracts.....	0										
Current (WO/Contract).....	<u>753,500.00</u>										
Balance	\$ 248,442.56										
<p>Recommended Action : ADOPT RESOLUTION 2022 -XX APPROVING A CONTRACT WITH ECONOMY ELECTRIC CO., FOR WATER TREATMENT PLANT 1 ELECTRICAL UPGRADES AND APPROVAL OF A 10% PROJECT CONTINGENCY</p>											

City of Palm Coast, Florida Agenda Item

Agenda Date: March 1, 2022

Department FLEET Item Key 13136	Amount OVER \$50K Account 65010071-052000 #
Subject RESOLUTION 2022-XX APPROVING USE OF OMNIA PARTNERS, REGION 4 ESC-TX CONTRACT BID/REFERENCE# R211201 WITH AUTOZONE FOR THE PURCHASING OF AUTO PARTS AND SUPPLIES FOR THE CITY'S FLEET	
Presenter : Matt Mancill, Director of Public Works	
Background: COUNCIL PRIORITY: This item is for standard operations. The City of Palm Coast Public Works Fleet Division is seeking approval to utilize the terms, conditions, scope and pricing of the Region 4 ESC-TX, Omnia Partners Agreement with AutoZone for automotive parts and supplies. This agreement will provide for the purchase of parts and supplies required for the day to day operation and maintenance of the Citywide fleet. Staff is estimating an annual cost of over \$50,000.00 for the purchase of parts and supplies on an as-needed basis. The use of this contract will allow us to take advantage of exclusive and competitive pricing and a high level of customer service and profitability. We have utilized this agreement in the past and this renewal will allow us to continue a proven relationship based on competitive pricing and a high level of customer service. OMNIA Partners Public Sector contract is a cooperative purchasing organization that reduces procurement costs by leveraging the volume of participating agencies nationwide. U.S. Communities and National IPA, both wholly-owned subsidiaries have come together as OMNIA Partners, Public Sector. All OMNIA Partners agreements are competitively solicited, publicly awarded, and administered by a public agency/governmental entity. By using the national cooperative contract awarded to AutoZone, the department can immediately leverage the competitively awarded contract prices without the need to go out for a time-consuming formal bid, wait for the bids to come back and abstract the bids. Using the national cooperative, we can save a significant amount of time compared to the typically lengthy process while still leveraging the best value of a competitively awarded agreement. This contract supports our City Council's goals to ensure that our high-value vehicle and equipment fleet is maintained in a safe and operable manner.	

SOURCE OF FUNDS WORKSHEET FY 2022

FLEET FUND OPERATING SUPPLIES & EQUIPMENT 65010071-052000	\$585,920.00
Total Expended/Encumbered to Date.....	514,553.47
Pending Work Orders/Contracts.....	0.00
Current (WO/Contract).....	0.00
Balance	\$ 71,366.53

Recommended Action :

ADOPT RESOLUTION 2022-XX APPROVING USE OF OMNIA PARTNERS, REGION 4 ESC-TX CONTRACT BID/REFERENCE# R211201 WITH AUTOZONE FOR THE PURCHASING OF AUTO PARTS AND SUPPLIES FOR THE CITY'S FLEET

City of Palm Coast, Florida Agenda Item

Agenda Date : March 8, 2022

Department CITY CLERK Item Key	Amount Account #
Subject APPOINT A MEMBER TO FLAGLER COUNTY HOUSING TASK FORCE/AFFORDABLE HOUSING ADVISORY COMMITTEE	
Presenter : Virginia Smith, City Clerk	
Background : The Flagler County Affordable Housing Advisory Committee has an opening on the board. In accordance with the Interlocal Agreement, the City of Palm Coast appoints a resident to this Committee. It is the City of Palm Coast's opportunity to appoint to this Committee a resident at this time.	
Recommended Action : APPOINT ONE MEMBER TO THE FLAGLER COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE	