



**Agenda
City Council**

Monday, March 7, 2016

7:00 PM

Council Chambers

MEMORANDUM TO:

The Honorable Mayor and
Members of the City Council
City of Jacksonville Beach, Florida

Council Members:

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Council.

OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES

- a. **16-289** Regular City Council Meeting held February 15, 2016

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER

- a. **16-290** Introduction of Director of Parks & Recreation - Mary Ellen Donner
- b. **16-291** Accept the Independent Auditors' Report on the General Purpose Financial Statements of the City of Jacksonville Beach for the Fiscal Year Ending September 30, 2015
- c. **16-294** Appointment of a Fifth Member to Serve on the General Employees' Pension Board of Trustees

- d. **16-292** Approve Use of City of Jacksonville Park Improvement Funds at Pablo Historical Park
- e. **16-293** Approve the Sole Source Purchase of One (1) 100-Horsepower Flowserve Submersible Pump for Sewage Lift Station #10 from *Carter Verplanck, Inc.*, the Sole Source Representative for *Flowserve Pump Company*
- f. **16-268** Approve a Continuing Services Contract with **Heart Utilities of Jacksonville, Inc.**, as the Primary Contractor, and **Infratech Corporation** as the Secondary Contractor in Response to Bid No. 1516-02, Installation of Underground Infrastructure

RESOLUTIONS

ORDINANCES

ADJOURNMENT

NOTICE

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk or to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (904) 247-6299, extension 10, no later than one business day before the meeting.

**Minutes of Regular City Council Meeting
held Monday, February 15, 2016, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



OPENING CEREMONIES:

Mayor Latham opened the meeting with a moment of silence for Laura Erdelyi, daughter of City Attorney Susan Erdelyi, followed by the salute to the flag.

CALL TO ORDER:

Mayor Latham called the meeting to order at 7:00 P.M.

ROLL CALL:

Mayor: William C. Latham

Council Members: Lee Buck Keith Doherty Christine Hoffman
 Bruce Thomason Phil Vogelsang Jeanell Wilson

Also present were City Manager George Forbes, and City Clerk Laurie Scott.

APPROVAL OF MINUTES

It was moved by Ms. Wilson, seconded by Ms. Hoffman, and passed unanimously, to approve the following minutes:

- Regular Council Meeting held on February 1, 2016

ANNOUNCEMENTS

Council Member Hoffman announced the Beaches Museum will open the Players by the Sea 50th Season Exhibit, beginning Thursday, February 25, 2016. The exhibit will run for two months.

Council Member Wilson announced the Jax Beach Classic Car Cruise event scheduled for Tuesday, February 16, 2016, from 5 P.M. to 7 P.M.

Mayor Latham made the following announcements and comments:

- He congratulated Beaches Emergency Assistance Ministry (BEAM) for the February 5th, 2016, opening of their new thrift store 7north, located at 318 Seventh Avenue North, Jacksonville Beach.

- He congratulated Sandy Golding and the St. Francis House team for a successful “Chariots of Fur” event held Saturday, February 6, 2016.
- He thanked the Beaches Chamber for hosting the “State of the Beaches” luncheon on Thursday, February 11, 2016.
- He was honored to attend the Opening Day Game Celebration for the Fletcher High School Varsity Baseball Team.
- He congratulated the Jacksonville Beach Police Department for managing another successful “26.2 Run with Donna” event on Saturday, February 14, 2016. Also, he congratulated Donna Deegan for another successful event.

Council Member Buck congratulated John Miller, owner of Rock Solid Business Law, for being named 2016 JAX Chamber Small Business Leader of the Year.

COURTESY OF THE FLOOR TO VISITORS:

Speakers:

- Ms. Sandy Golding, 1203 18th Avenue North, Jacksonville Beach, wanted to thank the City of Jacksonville Beach, Special Events Staff Assistant Barbara Prettyman, and Mayor Latham for the great experience at the Chariots of Fur Beach Run & Festival held on Saturday, February 6, 2016, at the Seawalk Pavilion. She reported over \$30,000 was raised for the St. Francis Animal Hospital.
- Mr. Kurtis Loftus, 1948 Horn Street, Jacksonville Beach, presented information regarding Deck the Chairs. He announced he has started a focus group to ask questions of people in leadership, with civic and business interests tied to Deck the Chairs and who are interested in its success and sustainability. The focus group will meet on Saturday, February 20, 2016, at the Holiday Inn Express. There will be three sessions, 9:00-10:30, 11-12:30, and 1:00-2:30.

MAYOR AND CITY COUNCIL

CITY CLERK:

CITY MANAGER:

- (a) **Item #16-266, Accept the Monthly Financial Reports for the Month of February, 2016**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman to accept the monthly financial reports for the month of January, 2016, as submitted by the Chief Financial Officer.

Mayor Latham asked that the graphs presented in the monthly financial reports be reconfigured to show dollar amounts instead of the percentages.

Roll call vote: Ayes – Doherty, Hoffman, Thomason, Vogelsang, Wilson, Buck, and Mayor Latham. The motion carried unanimously.

(b) Item #16-267, For Bid 1415-08, Water Plant #1 Roof Replacement Project

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, as described in the memorandum from the Public Works Director dated February 5, 2016:

- Award Part A1, Water Plant #1 Roof Replacement, to the lowest qualified bidder, Reaves Roofing, Inc.,
- Reject bids for Part A2, Water Plant #1 Mansard Façade Replacement, and
- Reject bids for Part B, Ground Storage Tank Mansard Façade Replacement.

Mr. Forbes explained this was a bid for the roof replacement at Water Plant #1. The bid included replacing the façade made of tiles on both Water Plant #1 and the Ground Storage Tank. It is too expensive to replace the tiles. The façade on Water Plant #1 should last another year. The façade on the Ground Storage Tank has been removed.

Mr. Doherty asked if the roof was made of tile. Mr. Forbes stated it was tar and insulation, a traditional flat roof with a slight angle.

Part 1, Award Part A1, Water Plant #1 Roof Replacement, to the lowest qualified bidder, Reaves Roofing, Inc:

Roll call vote: Ayes – Hoffman, Thomason, Vogelsang, Wilson, Buck, Doherty, and Mayor Latham. The motion carried unanimously.

Part 2, Reject bids for Part A2, Water Plant #1 Mansard Façade Replacement:

Roll call vote: Ayes – Thomason, Vogelsang, Wilson, Buck, Doherty, Hoffman, and Mayor Latham. The motion carried unanimously.

Part 3, Reject bids for Part B, Ground Storage Tank Mansard Façade Replacement:

Roll call vote: Ayes – Vogelsang, Wilson, Buck, Doherty, Hoffman, Thomason, and Mayor Latham. The motion carried unanimously.

(c) Item #16-269, Approve the Purchase of a Replacement Mower Using Cemetery Improvement Fees

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the use of cemetery improvement fees for the purchase of a replacement mower as described in the memorandum from the Deputy City Manager dated February 8, 2016.

Mr. Forbes explained this mower was for the cemeteries at Beach Boulevard and Penman Road. The current mower is 13 years old and the life of the new mower is estimated to be ten years.

Roll call vote: Ayes – Wilson, Buck, Doherty, Hoffman, Thomason, Vogelsang, and Mayor Latham. The motion carried unanimously.

(d) Item #16-270, Approve a Project to Map and Mark Locations at the City's Two Cemeteries

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve DeGrove Surveyors for the cemetery marking and mapping, and the installation of markers as described in the memorandum from the Deputy City Manager dated February 2, 2016.

Mr. Forbes stated that this project would improve the GIS (geographic information system) and maps at both cemeteries. Markers would be used to determine where a lot is located.

Mr. Forbes clarified that the money for the mower is coming from the cemetery lot purchases and the money for this project is coming from the General Fund unallocated balance.

Roll call vote: Ayes – Buck, Doherty, Hoffman, Thomason, Vogelsang, Wilson, and Mayor Latham. The motion carried unanimously.

- (e) **Item #16-271, Approve the Attached Final Plat Documents for the Lot 7, Block D10, *Ponte Vedra-Unit Two Replat* Subdivision, Supporting a Three-unit Single Family Residential Subdivision (Chris Pilinko, Agent for Property Owner R.M. Harvick (Applicant))**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the Final Plat for the Lot 7, Block D10, *Ponte Vedra-Unit Two Replat* residential subdivision.

Mr. Forbes explained that the streets and sewer lines already exist. The City requires approval to divide one parcel into three parcels. All three parcels meet all the requirements of the City zoning code.

Ms. Wilson questioned if City water and sewer lines run to the Duval County/St. Johns County line and asked if this would be City water and sewer. Mr. Forbes confirmed both.

Roll call vote: Ayes – Doherty, Hoffman, Thomason, Vogelsang, Wilson, Buck, and Mayor Latham. The motion carried unanimously.

RESOLUTIONS:

ORDINANCES:

- (a) **Item #16-272, ORDINANCE NO. 2016-8067 (Second Reading)**

Mayor Latham requested that the City Clerk read Ordinance No. 2016-8067 (Second Reading), by title only, whereupon Ms. Scott read the following:

AN ORDINANCE TO AMEND ORDINANCE NO. 7058, AN ORDINANCE CONCERNING NEW CONSTRUCTION ON SITES FILLED WITH SOLID WASTE TO REDESIGNATE THE DUVAL COUNTY, FLORIDA AGENCY RESPONSIBLE FOR THE APPROVAL OF THE CONSTRUCTION OF BUILDINGS AND OTHER IMPROVEMENTS ON OR THROUGH COMPLETED PORTIONS OF SITES FILLED WITH SOLID WASTE; ESTABLISHING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance No. 2016-8067, to correctly designate the Duval County Public Works Department, Solid Waste Division, as the agency responsible for the approval of construction activities on sites containing buried solid waste.

Mr. Forbes explained that all ordinances must be read twice and this was the second reading and final adoption of this ordinance. These parcels are privately owned. The parcels are located next to a former landfill. The current ordinance cites an agency that no longer exists for approval of development for homes built on sites that may contain buried solid waste. This ordinance cites the right agency, which is the Duval County Public Works Department.

Roll call vote: Ayes – Hoffman, Thomason, Vogelsang, Wilson, Buck, Doherty, and Mayor Latham. The motion carried unanimously.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:30 P.M.

Submitted by: Laurie Scott
City Clerk

Approval:

William C. Latham, MAYOR

Date: _____

**PRESENTATION BY
DIRECTOR OF PARKS & RECREATION
MARY ELLEN DONNER**

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6274

Fax: 904.270.1642

www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen W. Nelson, Chief Financial Officer
SUBJECT: Audit Report for the Fiscal Year Ending September 30, 2015
DATE: February 22, 2016

ACTION REQUESTED

Accept the independent auditors' report on the general purpose financial statements of the City of Jacksonville Beach for the fiscal year ending September 30, 2015.

BACKGROUND

A copy of the City's Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2015 has been provided for your review. We have scheduled a workshop for 6:15 P.M. on March 7, 2016 to discuss the report with the City Council. We again received an unqualified audit opinion on our annual financial report. In addition, the auditors found no major deficiencies in internal controls or compliance violations of any laws or regulations. We will submit this report to the Government Finance Officers' Association for the Certificate of Achievement Award for Financial Reporting.

RECOMMENDATION

Accept the Comprehensive Annual Financial Report for the fiscal year ending September 30, 2015.



City of

February 9, 2016

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6299 #10

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Fax: 904.247.6256

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MEMORANDUM

TO: The Honorable Mayor and
Members of the City Council

FROM: Jeri Benjamin, Pension Plan Administrator 

SUBJECT: *Appointment of Fifth Member to General Employees' Pension Board*

ACTION REQUESTED:

Appointment of a fifth member to serve on the General Employees' Pension Board of Trustees.

BACKGROUND:

Pursuant to the Jacksonville Beach Code of Ordinances Section 2-162.24 (b) Board of Trustees, the General Employees' Board consists of (5) members:

- (1) Two (2) members of the city council, selected by the city council.
- (2) Two (2) members of the general employees' retirement system, to be elected by the members of the general employees' retirement system.
- (3) **A fifth member selected by the four (4) members and appointed, as a ministerial act, by the city council.**

At their February 9, 2016, Quarterly Pension Board meeting, the General Employees' Pension Board of Trustees voted unanimously to reappoint Brandon Maresma to serve as the fifth member. Mr. Maresma has indicated he would be willing to serve another two year term. Mr. Maresma was originally appointed in November 2009.

RECOMMENDATION:

Reappoint Mr. Maresma, to serve as a trustee as the fifth member on the General Employees' Pension Board, new term to expire December 31, 2017.



City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6268
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MEMORANDUM

TO: Mayor Latham
City Council Members

FROM: George D. Forbes, City Manager

SUBJECT: Approve use of City of Jacksonville park improvement funds at Pablo Historical Park

DATE: February 17, 2016

ACTION REQUESTED

Approve use of City of Jacksonville park improvement funds at Pablo Historical Park.

BACKGROUND

City of Jacksonville Council Member Gulliford has \$100,000 available for park improvements in his district. He has allocated \$30,000 to \$35,000 of that allocation to Jacksonville Beach.

I am recommending using the allocation to make improvements to the Pablo Historical Park. The park is owned by the City and leased to the Beaches Area Historical Society who manages and maintains the property. The historical park has grown to become an important community resource and creates a positive first impression for our city.

If approved, this funding will be used to provide partial funding to improve accessibility, safety and aesthetics at the Park through the use of paved walkways to connect the Park's buildings, the addition of lighting, and the completion of picket fencing around the Park. The preliminary estimate for the total cost of the improvements is \$60,000 (see attached letter).

RECOMMENDATIONS

Approve the use of City of Jacksonville park improvement funds at Pablo Historical Park as described in a memo from the City Manager dated February 17, 2016.

GDF:tr





OFFICE OF THE CITY COUNCIL

BILL GULLIFORD
COUNCIL MEMBER, DISTRICT 13
PHONE (904) 630-1397
FAX (904) 630-2906
E-MAIL: GULLIFORD@COJ.NET

117 WEST DUVAL STREET
SUITE 425
JACKSONVILLE, FLORIDA
32202

January 21, 2016

The Honorable Charlie Latham, Mayor
City of Jacksonville Beach
11 North Third Street
Jacksonville Beach, Florida 32250

Dear Mayor Latham,

As indicated during a recent Beaches Watch meeting, I have \$100,000. available for park improvements in District 13. I am allocating those funds to the three Beach communities, the park next to the Mayport Ferry landing and Eunice Park in the San Pablo area.

I am targeting \$30,000. for Jacksonville Beach not to exceed number of \$35,000. Once you have determined how your city wishes to use those funds would you please forward a budget and breakdown to my executive assistant, Carol Harper. If you have any questions please contact Carol or me and we will assist you.

Please let me know if there is any way our office might be of additional assistance.

Sincerely,

Bill Gulliford, District 13
Jacksonville City Council

BEACHES MUSEUM & HISTORY PARK

ATLANTIC BEACH • JACKSONVILLE BEACH • MAYPORT • NEPTUNE BEACH • PALM VALLEY • PONTE VEDRA BEACH
CELEBRATING OUR ISLAND'S HERITAGE

February 8, 2016

George Forbes, City Manager
City of Jacksonville Beach
11 North 1st Street
Jacksonville Beach, FL 32250

Dear Mr. Forbes:

Please accept this letter as our official request of funds offered by the City of Jacksonville for park maintenance and improvement. As you know, the Beaches Area Historical Society manages and maintains the Pablo Historic Park which is owned by the City of Jacksonville Beach. The Board and volunteers of the Society have prioritized maintaining and beautifying the Park as not only the back-drop to our historic buildings and exhibits, but also as a focal point in our community. The most recent and visible improvement was the addition of the white picket fence surrounding the property that was added after the Chapel was moved to the property in 2012.

Subsequent to the completed restoration of the Oesterreicher-McCormick Cabin, the Beaches Museum plans to embark on a series of Park improvements that will further improve accessibility, safety and aesthetics.

Located in the highly visible location along Beach Boulevard, the Park is open to the public and is frequented at all hours of the day, even when the Museum is not open, by residents and visitors in the Beaches community. As the home to the Beaches Visitor Center for Visit Jacksonville, the Museum and Park are a typical first stop for newcomers to the area. When the Museum is open, frequent tours, school groups, organizations, etc. access the grounds and the historic buildings.

Proposed improvements:

- **Additional paved walkways:** While all buildings are currently accessible via ramp and/or stairs, the buildings themselves are not all interconnected. This makes it difficult for groups, especially those that may utilize walkers, wheelchairs or strollers, to move in between each building. A completed walkway system would increase the areas of access throughout the park.

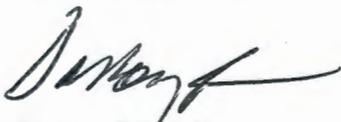
- Lighting: Currently buildings are lit by the periodic floodlight which does not go far enough in lighting the buildings for visibility, safety and deterrence. A lighting plan to light each building, walkway and high-use area will increase all those areas.
- Completed fencing: The picket fence, installed in 2013, will be closed along the Beach Boulevard side of the park and closed less a handicap ramp-accessible area on the Pablo Avenue side.

The grounds of the History Park are used now more than ever before for Museum events, art festivals, weddings and countless other family and community friendly events. The Board of Directors has moved with specific intent to make sure the landscaping and appearance of the park reflect at a minimum, the standard of all parks in Jacksonville Beach and have done so with great success.

These next improvements will bring the Park to the next level of aesthetics, accessibility and safety. Bids are currently being sought for each proposed improvement and the total budget for the project is estimated to be at least \$60,000.

We are writing to request a match of \$30,000-\$35,000 to be used towards this project.

Our sincere thanks for your consideration:



Darby Brower
Board President



City of
Jacksonville Beach
Department of Public
Works
910 S. 10th Street
Jacksonville Beach
FL 32250

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904.247.6219

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February 24, 2016

TO: George Forbes, City Manager
FROM: Ty Edwards, Public Works
SUBJECT: Authorize Sole Source Purchase of One (1) 100-Horsepower
Flowserve Submersible Pump for Sewage Lift Station #10

ACTION REQUESTED:

Approve the sole source purchase of one (1) 100-horsepower Flowserve submersible pump for Sewage Lift Station #10 from *Carter Verplanck, Inc.*, the sole source representative for *Flowserve Pump Company*.

BACKGROUND:

Lift Station #10 is located at the intersection of Palm Tree and 3rd Avenue North. It is one of three master sewage pumping stations in the City that re-pump from other lift stations to the wastewater treatment plant. This station receives sewage from the entire area North of Beach Boulevard.

Twelve (12) years ago, in 2004, this Lift Station was reconstructed as a duplex (two-pump) station with the capacity for upgrading to a triplex (three-pump) station by adding a third submersible pump/motor system. **Two (2) 100-horsepower Flowserve submersible pumps** were installed during the reconstruction.

To meet maximum sewage high flow requirements during inclement weather, it is necessary that two (2) pumps be operational at all times. Over the past six (6) years or so, necessary pump maintenance, service and repair requirements have been increasing. Whenever one of the two pumps fail or is out of commission, use of portable rental pumps is necessary. The rental pump use can last between three (3) to four (4) months on each event which is costly and labor intensive. Meanwhile, odor complaints from the adjacent residential area increase because the suction pipe for the portable pump accesses the sewage in the wetwell with its hatch open.



For these reasons, staff included funding of **\$75,000** for the purchase and installation of the third submersible pump/motor system for Lift Station #10 in the Public Works FY2016 Water & Sewer Pollution Control Plant Division Capital Budget.

The new third submersible pump **must be a 100-horsepower Flowserve submersible pump/motor system** to ensure operational compatibility **with the existing Flowserve pumps**. *Carter Verplanck, Inc.*, is the sole and exclusive distributor of Flowserve pumps in Florida. (See attached sole source letter.)

The cost of the pump is **\$54,988** and has a long lead time (20 weeks) for manufacture and delivery. The installation contractor is to be identified after arrival of the pump. The remaining budget of \$20,012 is to be utilized in paying for the installation and start-up costs.

RECOMMENDATION:

Authorize the sole source purchase of one (1) 100-horsepower Flowserve submersible pump for Sewage Lift Station #10 from *Carter Verplanck, Incorporated*, the sole source representative for *Flowserve Pump Company*, as explained in the memorandum from the Public Works Director dated February 24, 2016.



Pump Division

23 February, 2016

Ms. Pam Morgan
City of Jacksonville Beach Public Works
1460-A Shetter Ave.
Jacksonville Beach, FL 32250

Re: Flowserve Pump Company
Sales Channel Coverage
Water Resources Market

Please be advised that Carter & Verplanck, Inc. is the sole and exclusive representative for Flowserve Pump Division (formerly Ingersoll-Dresser Pump Company) products in the Water and Wastewater Resources market.

These product lines include heritage brand names such as ACEC™ Centrifugal Pumps, Aldrich® Pumps, Byron Jackson® Pumps, Cameron® Pumps, Durco® Pumps, Flowserve® Pumps, IDP® Pumps, Jeumont-Schneider™ Pumps, Pacific® Pumps, Pleuger® Pumps, Scienco® Pumps, Sier-Bath® Rotary Pumps, TKL™ Pumps, United® Centrifugal Pumps, Western Land Roller® Irrigation Pumps, Wilson-Snyder® Pumps, Worthington® Pumps and Worthington Simpson® Pumps.

This agreement also includes the sale of new units as well as After-Market sales such as parts, repairs, revamps, rebuilds, and service.

Please be advised that the Flowserve Corporation owns all of the above named pump manufacturers, and has incorporated them under the name Flowserve Pump Division.

The geographical areas of responsibility for Carter & Verplanck, Inc. are the states of Florida, Georgia, Alabama and Tennessee.

Mr. Ken Walker is the principal of record at Carter & Verplanck, Inc.

Very truly yours,

Sam Moore

Manager - Customer Service
Flowserve - Taneytown, MD

cc: J. Cantos



BEACHES ENERGY
S E R V I C E S

TO: George D. Forbes
City Manager

FROM: Allen Putnam
Director of Beaches Energy Services

DATE: February 5, 2016

SUBJECT: Award Bid No. 1516-02 Installation of Underground Infrastructure

ACTION REQUESTED:

Execute a continuing services contract with **Heart Utilities of Jacksonville, Inc.**, as the Primary Contractor, and **Infratech Corporation** as the Secondary Contractor in response to Bid No. 1516-02, Installation of Underground Infrastructure.

BACKGROUND:

Beaches Energy Services retains contractors to install underground electric facilities on an "as needed" basis. This work includes a variety of services such as trenching, underground directional boring, cable installation, cable splicing and the removal and installation of concrete or asphalt. Also, during an emergency, these contractors may be used to assist Beaches Energy Services in restoration of service when necessary.

The Electric Engineering Division established a Work Unit Price for each service item included in the bid utilizing historical expenses and current market cost data. There were a total of 41 Bid Items (or Work Units). Bidders provided a Cost Construction Factor (CCF), which will be used to determine the Unit Price for each Work Unit using the following equation:

$$\text{Unit Price} = \text{Work Unit} \times \text{Cost Construction Factor (CCF)}.$$

For Example, to calculate the cost of one Concrete manhole (Type D-1):
Beaches Energy Services provided the Work Unit Cost = \$5,000.00 (each).
To determine the Unit Price, multiply the Cost Construction Factor (year 1) to Work Unit Cost.
Therefore, one Concrete Manhole (Type D-1) = .93 x \$5,000 = \$4,650

The contract term is three (3) years and the bid required a Cost Construction Factor for each year of the contract term. The lowest sum of the three (3) Construction Cost Factors provided the basis for the bid award.

Invitations to bid were sent to twenty (20) qualified vendors and we received three (3) responses.

Following is the bid tabulation:

Vendor	Cost Construction Factor (CCF)			
	Year 1	Year 2	Year 3	Total
1. Heart Utilities	0.93	0.95	0.97	2.85
2. Infratech Corporation	1.26	1.28	1.3	3.84
3. Henkels & McCoy	1.612	1.6604	1.7102	4.98

Heart Utilities was the lowest responsive bidder and is recommended as the Primary Contractor. Infratech Corporation was the second lowest responsive bidder is recommended as the Secondary Contractor, to be used if the Primary Contractor is unable to perform or the primary contract is terminated.

Funds are budgeted in the Beaches Energy Services Capital Improvements Account.

RECOMMENDATION:

Award Bid Number 1516-02, entitled Installation of Underground Infrastructure to the lowest responsive bidder, *Heart Utilities of Jacksonville, Inc.*, as the Primary Contractor and *Infratech Corporation*, as the Secondary Contractor, for a period of three (3) years, as explained in the memorandum from the Director of Beaches Energy Services dated February 5, 2016.

CITY MANAGER'S BACK-UP NOTES
 FOR COUNCIL AGENDA ITEM
 Bid No. 1516-02 Installation of Underground Infrastructure

Heart Utilities is the current Contractor and following is the Cost Construction Factor (CCF) and expenditure for the current contract:

<u>Year</u>	<u>CCF</u>	<u>Amount Spent</u>
2013	\$ 0.88	\$ 1,678,713
2014	\$ 0.91	\$ 1,657,061
2015	\$ 0.94	\$ 1,128,736

Cost Construction Factor Comparison to prior contract:

<u>Year</u>	<u>Prior Contract</u>	<u>Current Contract</u>
Year 1	\$ 0.88	\$ 0.93
Year 2	\$ 0.91	\$ 0.95
Year 3	\$ 0.94	\$ 0.97

There were a total for 41 Bid Items (or Work Units) which included:

- Directional Boring
- Trenching
- Concrete Manhole Construction
- Underground Electrical Duct Lines
- Manhole Connections
- Installation and removal of concrete and asphalt
- Cable pulling and
- Sodding

Beaches Energy Services provided the unit costs for each Work Unit. The CCF will be applied to each Work Unit to determine a total cost per project.

For Example, to calculate the cost of one Concrete manhole (Type D-1):
 Beaches Energy Services provided the Work Unit Cost = \$5,000.00 (each).
 To determine the Unit Price, multiply CCF (year 1) to Work Unit Cost.
 Therefore, one Concrete Manhole (Type D-1) = $0.93 \times \$5,000 = \$4,650$

FOLLOWING IS A LIST OF ALL BID ITEMS:

1. Concrete Manhole

- | | | |
|----|----------|------------------------|
| A. | Type D-1 | \$ <u>5,000.00</u> /Ea |
| B. | Type D-2 | \$ <u>8,700.00</u> /Ea |

2. Trenching for conduit to be installed.

Work includes trenching, backfilling, compaction, providing and installing 6" wide PVC plastic caution tape, grading and cleanup:

- | | | |
|----|--|---------------------|
| A. | 36" Deep Trench for 30" Min. Cover (24" width) | \$ <u>8.00</u> /LF |
| B. | 54" Deep Trench for 48" Min. Cover (24" width) | \$ <u>12.00</u> /LF |

Note: Ducts used for high voltage cables require 48" minimum cover; ducts used for low voltage conductors require 30" minimum cover; caution tape 14" minimum cover. Backfill shall be placed and compacted in lifts. Lifts shall be 12" maximum.

3. Underground Electric Duct Lines. (NEMA TC-2 Schedule 40 PVC "belled end" duct)

- | | | |
|----|-----------|--------------------|
| A. | 1" Duct | \$ <u>1.00</u> /LF |
| B. | 2" Duct | \$ <u>2.00</u> /LF |
| C. | 2 ½" Duct | \$ <u>2.25</u> /LF |
| D. | 3" Duct | \$ <u>2.50</u> /LF |
| E. | 4" Duct | \$ <u>3.00</u> /LF |
| F. | 5" Duct | \$ <u>4.00</u> /LF |
| G. | 6" Duct | \$ <u>5.00</u> /LF |

4. **Directional Boring.**

Contractor to supply all equipment and material for HDPE duct. All connections with HDPE duct shall use long line HDPE to PVC couplings and approved epoxy for bonding.

A.	2" First Duct (SDR 11)	\$ <u>10.25</u> /LF
B.	3" First Duct (SDR 13.5)	\$ <u>12.85</u> /LF
C.	4" First Duct (SDR 13.5)	\$ <u>15.50</u> /LF
D.	5" First Duct (SDR 13.5)	\$ <u>22.00</u> /LF
E.	6" First Duct (SDR 13.5)	\$ <u>28.00</u> /LF

Additional Duct Adders

F.	Additional 2"	\$ <u>4.00</u> /LF
G.	Additional 3"	\$ <u>5.80</u> /LF
H.	Additional 4"	\$ <u>8.00</u> /LF
I.	Additional 5"	\$ <u>13.50</u> /LF
J.	Additional 6"	\$ <u>18.00</u> /LF

5. **Directional Boring.**

Contractor to supply all equipment and material (Schedule 40 BORE-GARD duct). All connections with PVC duct shall use long line PVC couplings and proper PVC cement for bonding.

A.	3" First Duct	\$ <u>13.45</u> /LF
B.	4" First Duct	\$ <u>16.25</u> /LF
C.	5" First Duct	\$ <u>22.80</u> /LF
D.	6" First Duct	\$ <u>29.00</u> /LF

Additional Duct Adders

E.	Additional 3"	\$ <u>6.40</u> /LF
F.	Additional 4"	\$ <u>8.75</u> /LF

- G. Additional 5" \$ 14.80 /LF
- H Additional 6" \$ 19.00 /LF

6. Ground Wire (City furnished)

- A. Install City furnished Ground Wire in existing trench. \$ 0.50 /LF

7. Ground Rods

- A. Install City furnished Ground Rods, (24 ft. deep, 3 ea. 5/8"x8'; Sectional type with 2 couplings and 1 ground rod clamp. Note: These 3 rods are one unit for unit prices.)
(City Furnished) \$ 50.00 /Ea

8. Duct Plugs

- A. 1-inch \$ 0.50 /Ea
- B. 2-inch \$ 1.00 /Ea
- C. 2 ½ -inch \$ 1.25 /Ea
- D. 3-inch \$ 1.50 /Ea
- E. 4-inch \$ 2.00 /Ea
- F. 5-inch \$ 2.50 /Ea
- G. 6-inch \$ 3.00 /Ea

9. Manhole Connection

- A. Connect New Duct Bank to existing manhole. Provide up to 24 x 24 opening in existing manhole knockout. Properly install new duct bank.
Re-grout and seal to restore watertight integrity. \$ 700.00 /Ea

- B. Connect Duct to an existing manhole knockout.
Re-grout and seal to restore water-tight integrity. \$ 30.00 /Ea
- C. Core Bore into Existing Manhole for PVC Conduit (6").
Re-grout and seal to restore water-tight integrity. \$ 80.00 /Ea

10. EPOXY HDPE CONNECTION

An epoxy connection to fuse HDPE conduit to PVC fittings. The manufacturer of the epoxy shall be approved in advance by owner. Contractor shall provide all epoxy including disposable materials and labor for this bid item.

- A. Epoxy Connection \$ 10.00 /Ea

11. Straight long line PVC Couplings (labeled "NEMA TC-2")

- A. 1" PVC Schedule 40, 6" long \$ 1.50 /Ea
- B. 2" PVC Schedule 40, 6" long \$ 2.00 /Ea
- C. 2 ½" PVC Schedule 40, 6" long \$ 4.00 /Ea
- D. 3" PVC Schedule 40, 8" long \$ 8.00 /Ea
- E. 4" PVC Schedule 40, 8" long \$ 12.00 /Ea
- F. 5" PVC Schedule 40, 12" long \$ 15.00 /Ea
- G. 6" PVC Schedule 40, 12" long \$ 20.00 /Ea

12. 90-degree Sweep 48" Radius Ells

(Labeled "NEMA TC-2" Schedule 40 PVC "belled end" fittings)

- A. 1" PVC Schedule 40 \$ 25.00 /Ea
- B. 2" PVC Schedule 40 \$ 40.00 /Ea
- C. 2 ½" PVC Schedule 40 \$ 50.00 /Ea
- D. 3" PVC Schedule 40 \$ 65.00 /Ea
- E. 4" PVC Schedule 40 \$ 100.00 /Ea
- F. 5" PVC Schedule 40 \$ 130.00 /Ea

G. 6" PVC Schedule 40 \$ 150.00 /Ea

13. 90-degree Sweep 36" Radius Ells

(Labeled "NEMA TC-2" Schedule 40 PVC "belled end" duct)

A. 1" PVC Schedule 40 \$ 15.00 /Ea

B. 2" PVC Schedule 40 \$ 25.00 /Ea

C. 2 ½" PVC Schedule 40 \$ 35.00 /Ea

D. 3" PVC Schedule 40 \$ 50.00 /Ea

E. 4" PVC Schedule 40 \$ 75.00 /Ea

F. 5" PVC Schedule 40 \$ 100.00 /Ea

G. 6" PVC Schedule 40 \$ 125.00 /Ea

14. 45-degree Sweep 36" Radius Ells

(Labeled "NEMA TC-2" Schedule 40 PVC "belled end" duct)

A. 1" PVC Schedule 40 \$ 10.00 /Ea

B. 2" PVC Schedule 40 \$ 15.00 /Ea

C. 2 ½" PVC Schedule 40 \$ 20.00 /Ea

D. 3" PVC Schedule 40 \$ 30.00 /Ea

E. 4" PVC Schedule 40 \$ 45.00 /Ea

F. 5" PVC Schedule 40 \$ 80.00 /Ea

G. 6" PVC Schedule 40 \$ 100.00 /Ea

15. End Bells

(labeled "NEMA TC-2")

A. 1" PVC Schedule 40 \$ 5.00 /Ea

B. 2" PVC Schedule 40 \$ 15.00 /Ea

- C. 2 ½ " PVC Schedule 40 \$ 20.00 /Ea
- D. 3" PVC Schedule 40 \$ 25.00 /Ea
- E. 4" PVC Schedule 40 \$ 35.00 /Ea
- F. 5" PVC Schedule 40 \$ 40.00 /Ea
- G. 6" PVC Schedule 40 \$ 45.00 /Ea

16. Service Connection Box – (City furnished)

- A. 12"x20" Concrete Box (1" SCB) \$ 70.00 /Ea
- B. 13"x24" Concrete Box (1 ½ " SCB) \$ 70.00 /Ea
- C. 17"x30" Concrete Box (2" SCB) \$ 75.00 /Ea

17. Install Concrete

- A. 4" thick \$ 10.00 /SF
- B. 6" thick \$ 12.00 /SF

18. Remove Concrete (with disposal at an authorized location)

- A. 4" thick \$ 5.00 /SF
- B. 6" thick \$ 6.00 /SF

19. Install Asphalt

- 4" thick \$ 7.00 /SF
- A. 6" thick \$ 8.00 /SF

20. Remove Asphalt (with disposal at an authorized location)

- A. 4" thick \$ 3.50 /SF
- B. 6" thick \$ 4.00 /SF

21. Install Curb and Gutter

- A. Standard type \$ 13.90 /LF
- B. Miami type \$ 13.90 /LF

22. Remove Curb and Gutter (with disposal at an authorized location)

- A. Standard Type \$ 2.62 /LF
- B. Miami Type \$ 3.27 /LF

23. Compaction Test \$ 64.00 /Ea

24. Cable Pulling - No. 1/0 AWG Alum. 28kV Cable (City furnished)

- A. One 1/0 Cable per duct \$ 1.00 /LF
- B. Two 1/0 Cables per duct \$ 1.26 /LF
- C. Three 1/0 Cables per duct \$ 1.59 /LF

25. Cable Pulling - No. 4/0 AWG Alum. 28kV Cable (City furnished)

- A. One 4/0 Cable per duct \$ 1.10 /LF
- B. Two 4/0 Cables per duct \$ 1.43 /LF
- C. Three 4/0 Cables per duct \$ 1.81 /LF

26. Cable Pulling - 350 kCM Alum. 28kV Cable (City furnished)

- A. One 350 kCM Cable per duct \$ 1.37 /LF
- B. Two 350 kCM Cables per duct \$ 1.54 /LF
- C. Three 350 kCM Cables per duct \$ 2.09 /LF

27. Cable Pulling - 1000 kCM Alum. Jacketed 28kV Cable (City furnished)*

- A. One 1000 kCM Cable per duct \$ 1.90 /LF
- B. Two 1000 kCM Cables per duct \$ 2.70 /LF
- C. Three 1000 kCM Cables per duct \$ 3.65 /LF

*up to 2,500' reel

28. Cable Pulling - Alum. 4/0 AWG USE 600 Volt Triplex Cable (City furnished)

- A. One 4/0 Triplex Cable per duct \$ 0.88 /LF
- B. One 4/0 Single Cable per duct \$ 0.71 /LF

29. Cable Pulling - 350 kCM USE 600 Volt Alum. Triplex Cable (City furnished)

- A. One 350 kCM Triplex Cable per duct \$ 0.99 /LF
- B. One 350 kCM Single Cable per duct \$ 0.82 /LF

30. Cable Pulling - 350 kCM USE Volt Alum. Quadruplex Cable (City furnished)

- A. One 350 kCM Quad Cable per duct \$ 1.15 /LF

31. Dead Front Connections (City furnished)

- A. 1/0 AWG 25 kV Load Break Elbow \$ 34.00 /Ea
- B. 4/0 AWG 25 kV Load Break Elbow \$ 34.00 /Ea
- C. 350 kCM 25 kV T-Body \$ 75.00 /Ea
- D. 1000 kCM 25 kV T-Body \$ 75.00 /Ea

32. Molded Rubber Terminators (City furnished)

A.	1/0 AWG 25 kV	\$ <u>34.00</u> /Ea
B.	4/0 AWG 25 kV	\$ <u>34.00</u> /Ea
C.	350 kCM 25 kV	\$ <u>75.00</u> /Ea
D.	1000 kCM 25 kV	\$ <u>75.00</u> /Ea

33. Cable Splices (City furnished)

A.	1/0 AWG 25 kV	\$ <u>51.00</u> /Ea
B.	4/0 AWG 25 kV	\$ <u>51.00</u> /Ea
C.	350 kCM 25 kV	\$ <u>95.00</u> /Ea
D.	1000 kCM 25 kV	\$ <u>95.00</u> /Ea

34. Concrete Foundations

A.	Single-phase concrete transformer pads	\$ <u>350.00</u> /Ea
B.	Three-phase concrete transformer pads	\$ <u>1,000.00</u> /Ea
C.	Large switch pad (120" x 96")	\$ <u>3,000.00</u> /Ea
D.	Small switch pad (84" x 63")	\$ <u>2,500.00</u> /Ea
E.	3-phase junction cabinet	\$ <u>1,200.00</u> /Ea
F.	1-phase junction cabinet	\$ <u>1,000.00</u> /Ea
G.	Sectionalizing cabinet pad	\$ <u>1,200.00</u> /Ea
H.	Open delta pad	\$ <u>800.00</u> /Ea

35. Bollard Posts

A.	6" Galvanized Rigid Steel, 8' long, concrete-filled, painted yellow and imbedded in concrete	\$ <u>300.00</u> /Ea
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36. Sodding

- A. Furnish and install sod, as directed by Owner \$ 1.20 /SF
(Grass type varies) 100 SF and Less

- B. Furnish and install sod, as directed by Owner \$ 1.00 /SF
(Grass type varies) 101 SF to 500 Square Feet

- C. Furnish and install sod, as directed by Owner \$ 1.20 /SF
(Grass type varies) 501 SF and Above

37. Dewatering

- A. Provide trench dewatering via well point method for 40 LF of trench. Includes pump, fuel, headers, hoses, points, pipes, etc., complete and operating. Cost to install and remove points only will be paid under "LEM" units.
\$ 12.70 /Hr

- B. Provide additional trench dewatering by adding headers, points, hoses, etc., (excluding group 37.A, above) for each additional 20 LF of trench. Costs to install and remove points only will be paid under "LEM" units.
\$ 4.50 /Hr

38. Duct Cleaning

Units to include furnishing all pulling lines, labor, equipment and accessories, and leave nylon line in each approved conduit and secured on each end for future cable pulling.

- A. 2-inch diameter \$ 0.30 /LF
- B. 2 ½ -inch diameter \$ 0.30 /LF
- C. 3-inch diameter \$ 0.30 /LF
- D. 4-inch diameter \$ 0.30 /LF

- | | | |
|----|-----------------|--------------------|
| E. | 5-inch diameter | \$ <u>0.30</u> /LF |
| F. | 6-inch diameter | \$ <u>0.30</u> /LF |

Labor, Equipment and Materials (LEM)

Work under this group is only for make-up of units not covered elsewhere in this bid. Each unit is for one person or one piece of equipment. Any additional fraction of an hour will be rounded to the next higher one-quarter (1/4) hour. All overhead costs are included in the units.

39. Labor

- | | | |
|----|----------------|---------------------|
| A. | Foreman | \$ <u>30.00</u> /Hr |
| B. | Skilled Worker | \$ <u>20.00</u> /Hr |
| C. | Laborer/Helper | \$ <u>15.00</u> /Hr |

40. Equipment including all operating expenses, insurance, tools, etc.

- | | | |
|----|--|---------------------|
| A. | Truck, ½-ton pickup | \$ <u>10.00</u> /Hr |
| B. | Truck, 1-ton pickup | \$ <u>13.00</u> /Hr |
| C. | Truck, 2-ton flatbed | \$ <u>25.00</u> /Hr |
| D. | Air Compressor | \$ <u>9.50</u> /Hr |
| E. | Pump, portable, rated at least 4000 GPH
@ 0-discharge head and 10-foot lift | \$ <u>11.00</u> /Hr |
| F. | Trailer, for 1-48" dia. Cable reel | \$ <u>8.00</u> /Hr |
| G. | Trailer, for 3-48" dia. Cable reel | \$ <u>12.00</u> /Hr |
| H. | Backhoe/loader with 600 lbs. Loader bucket capacity.

Backhoe w/300 lbs. Minimum capacity with flat bottom

Depth capacity of 8 feet and 18 feet overall reach from

Rear axle centerline. | \$ <u>22.00</u> /Hr |

41. Materials and Services

Any materials or services required that is not covered under any unit prices, and pre-approved by the City, shall be paid for on a cost plus ten percent (10%) basis. Original receipts shall be provided by Contractor.

42. DEEP DIRECTIONAL BORING MULTIPLIER

All directional bore installations the OWNER requests to be installed greater than ten feet deep will be subject to the following multipliers applied to Bid Items four and five, plus the directional bore Bid Items.

A.	11 feet to 20 feet	<u>20</u>	%
B.	21 feet to 30 feet	<u>40</u>	%
C.	31 feet to 40 feet	<u>60</u>	%
D.	41 feet to 50 feet	<u>80</u>	%