



City of Jacksonville Beach

Amended Agenda

11 North Third Street
Jacksonville Beach, Florida

City Council

Monday, November 18, 2024

6:00 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

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

A. Regular City Council Meeting held on November 4, 2024

APPROVAL OF THE AGENDA

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

CONSENT AGENDA

A. Accept the Monthly Financial Reports for the Month of October 2024

MAYOR AND CITY COUNCIL

A. Adopt the Declaration of Election results as provided by the Duval County Canvassing Board for the election results of the City of Jacksonville Beach General Election held November 5, 2024

B. Presentation of a Resolution of Esteem to Fernando Meza

CITY CLERK

A. 1. Administer Oaths of Office

- Council Member John Wagner
- Council Member Dan Janson
- Council Member Greg Sutton
- Council Member Elect Bruce Wouters
- Mayor Chris Hoffman

2. New Council to be Seated

ROLL CALL**MAYOR AND CITY COUNCIL**

- A. Nominate and select a Council Member to serve as Mayor Pro-Tem with the term beginning November 18, 2024, and expiring after the certification of the election results in 2026
- B. Citizen Information Academy (CIA) Graduation

CITY MANAGER/NEW BUSINESS

- A.
 - 1. Award/Reject Bid No. 2324-12 for Lift Station #8 Replacement to Petticoat-Schmitt Civil Contractors, Inc., for an amount not to exceed \$1,988,542;
 - 2. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this bid award;
 - 3. Approve/Reject Construction Administration Services Proposal from Jones Edmunds for an amount not to exceed \$99,551;
 - 4. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this award
- B.
 - 1. Award/ Reject RFP No. 04-2324 for Citywide Signage Brand Standards to GAI Consultants Inc.; and
 - 2. Delegate authority to the Mayor and City Manager to negotiate and execute a contract as a result of this RFP award
- C. Approve/Disapprove the Retirement of Police Department K-9 JACO and Transfer of Ownership to Officer Pfeuffer
- D. Approve/Disapprove a \$5,000 donation to the Beaches Veterans Memorial in Atlantic Beach

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.

If you are a person with a disability who needs an accommodation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an [Accommodation Request](#) to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

**Minutes of Regular City Council Meeting
held Monday, November 4, 2024 at 6:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

Council Member Janson provided the invocation, followed by the Pledge of Allegiance.

CALL TO ORDER:

Mayor Hoffman called the meeting to order at 6:00 P.M.

ROLL CALL:

Mayor: Christine Hoffman

Council Members:	Sandy Golding	Bill Horn (absent)	Dan Janson
	Fernando Meza	Greg Sutton	John Wagner

Also present were: City Manager Mike Staffopoulos, City Attorney David Migut, Chief Financial Officer Ashlie Gossett, Director of Public Works Dennis Barron, Director of Beaches Energy Services Allen Putnam, Community Redevelopment Agency (CRA) Coordinator Taylor Mobbs, and City Clerk Sheri Gosselin.

APPROVAL OF MINUTES:

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, and passed unanimously to approve the following minutes:

- Regular City Council Meeting held on October 21, 2024

APPROVAL OF THE AGENDA

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to approve the agenda.

Voice Vote: In a voice vote, the motion passed unanimously.

ANNOUNCEMENTS:

Council Member Meza congratulated the University of Georgia on their recent win and announced he and his wife were expecting a baby.

Council Member Golding reminded residents about the election and recognized Duval County Supervisor of Elections Jerry Holland, the Supervisor of Elections staff, and poll workers for their work. She noted the Municipal Operations Policy Committee would consider supporting public records exemptions for city clerks at an upcoming committee meeting. Ms. Golding shared her experience meeting with the Hive Mind Program students and discussing local government ordinances. Ms. Golding highlighted her and the Mayor's visit with Girl Scout Troop 2076. She thanked the Police Department for a successful Halloween event and the Parks and Recreation Department for the Gonzales Park reopening.

Council Member Janson shared the Fletcher High School Band's recent accomplishments. He also acknowledged the Parks and Recreation Department for the reopening of Gonzales Park. Mr. Janson encouraged everyone to vote.

City Manager Mike Staffopoulos shared enhanced communication efforts for the America Avenue drainage improvement project, including an upcoming open house for residents to review the design before construction.

Council Member Wagner encouraged everyone to vote. He shared his appointment to the Florida League of Cities Education and Training Committee. He also expressed appreciation for the team behind the successful Trunk or Treat event.

Council Member Sutton thanked Neptune Beach City Manager Ricky Pike and former Neptune Beach Council Member Scott Wiley for the recent rededication of the road leading to the Fletcher High School pool. The road was rededicated to his uncle, Wimpy Sutton, a former Fletcher High School swim coach.

Mayor Hoffman announced the upcoming Super Girl Surf Pro event, November 9-10, 2024.

COURTESY OF THE FLOOR TO VISITORS: None

CONSENT AGENDA:

Item A **Approve a five-year Communications Tower Lease Agreement with the United States of America, Department of the Navy**

Item B **Approve Resolution No. 2185-2024 Adopting St. Johns County's Local Mitigation Strategy Plan**

Item C **Approve the third and final one-year renewal of Bid No. 2122-16 for the purchase of flame-retardant clothing for Beaches Energy Services employees with Wayne Enterprises, Inc.**

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to approve the Consent Agenda, without Item B.

Voice Vote: In a voice vote, the motion passed unanimously.

Mayor Hoffman noted Consent Agenda Item B would be moved to the end of the agenda.

MAYOR AND CITY COUNCIL:

Item A **Wavemaker Presentation**

Mayor Hoffman presented the Wavemaker Award to Ed Malin, owner of Angie's Subs, for his assistance with relief efforts for those affected by hurricane Helene. Council Member Meza recognized Mr. Malin's contributions to the Jacksonville Beach community and his positive influence.

CITY CLERK: None

CITY MANAGER/NEW BUSINESS:

- Item A**
- 1. Award/Reject RFP No. 07-2324 to Beach Raker, LLC, for Oceanfront Cleaning Continuous Services for five years with five one-year extensions;**
 - 2. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this RFP award; and**
 - 3. Delegate authority to the City Manager to approve and execute all subsequent contract extensions through the maximum contract term**

Director of Public Works Dennis Barron provided background on the item.

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to award RFP No. 07-2324 to Beach Raker, LLC, for Oceanfront Cleaning Continuous Services for five years with five one-year extensions.

Discussion: A discussion ensued about the rate increase, automatic renewal, and the lead time for extensions.

Roll Call Vote: Ayes – Golding, Janson, Meza, Sutton, and Mayor Hoffman.
Nays – Wagner.

The motion passed 5-1.

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to authorize the Mayor and City Manager to negotiate and execute any contract as a result of this RFP award.

Discussion: A discussion ensued about contract negotiation and authority.

Roll Call Vote: Ayes – Janson, Meza, Sutton, Wagner, Golding, and Mayor Hoffman.

The motion passed unanimously.

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to delegate authority to the City Manager to approve and execute all subsequent contract extensions through the maximum contract term.

Discussion: A discussion ensued about the contract extensions.

Roll Call Vote: Ayes – Meza, Golding, Janson, and Mayor Hoffman.
Nays – Wagner and Sutton

The motion passed 4-2.

RESOLUTIONS:

Item A Adopt/Deny Resolution No. 2183-2024 amending the operating budget of the City of Jacksonville Beach for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024

Chief Financial Officer Ashlie Gossett provided background on the item.

Mayor Hoffman requested the City Clerk read Resolution No. 2183-2024 by title only, whereupon Ms. Gosselin read the following:

**“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FL
AMENDING THE OPERATING BUDGET FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024;
AND PROVIDING FOR AN EFFECTIVE DATE.”**

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No.

2183-2024, amending the operating budget of the City of Jacksonville Beach for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024.

Discussion: None

Roll Call Vote: Ayes – Sutton, Wagner, Golding, Janson, Meza, and Mayor Hoffman.

The motion passed unanimously.

Item B Adopt/Deny Resolution No. 2184-2024 adopting an updated Downtown Redevelopment Plan

CRA Coordinator Taylor Mobbs provided background on the item. Ms. Mobbs advised the CRA approved the plan in September.

Mayor Hoffman requested the City Clerk read Resolution No. 2184-2024 by title only, whereupon Ms. Gosselin read the following:

“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING THE COMMUNITY REDEVELOPMENT PLAN FOR THE DOWNTOWN REDEVELOPMENT AREA FOR THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS PREVIOUSLY AMENDED, ACCORDING TO THE REQUIREMENTS OF THE COMMUNITY REDEVELOPMENT ACT OF 1969, TO PROVIDE FOR A COMPREHENSIVE UPDATE TO THE OVERALL PLAN FOR THE DOWNTOWN REDEVELOPMENT DISTRICT; PROVIDING FOR ADOPTION OF RECITALS, RESTATEMENT OF PRIOR DECISIONS, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS, SEVERABILITY, SCRIVENER’S ERRORS, AND AN EFFECTIVE DATE.”

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2184-2024 adopting an updated Downtown Redevelopment Plan.

Discussion: A discussion ensued about the Downtown C.A.P.E. section and adding language (“living” and “residents”).

Motion to Amend: It was moved by Ms. Golding, seconded by Mr. Sutton to amend the Downtown C.A.P.E. section to add the residential components as discussed.

Motion to Amend Roll Call Vote: Ayes – Wagner, Golding, Janson, Meza, Sutton, Mayor Hoffman.

The motion to amend passed unanimously.

Discussion: A discussion ensued about the plan review.

Motion to Amend: It was moved by Mr. Jason, seconded by Ms. Golding, to amend the motion to add language to the CRA Redevelopment Plan stating the plan “shall be reviewed every 3-5 years.”

Discussion: None

Motion to Amend Roll Call Vote: Ayes – Golding, Janson, Meza, Sutton, Wagner, and Mayor Hoffman.

The motion to amend passed unanimously.

A discussion ensued about addressing resident concerns.

Council Member Sutton noted a scrivener's error on Page 7.

Amended Motion Roll Call Vote: Ayes – Janson, Meza, Sutton, Wagner, Golding, and Mayor Hoffman.

The amended motion passed unanimously.

Consent Item B Approve Resolution No. 2185-2024 Adopting St. Johns County's Local Mitigation Strategy Plan

Director of Beaches Energy Services Allen Putnam provided background on the item. Mr. Putnam explained in order to apply for grants for Beaches Energy Services infrastructure located in St. Johns County, the City needed to adopt the St. Johns County plan.

Mayor Hoffman requested the City Clerk read Resolution No. 2185-2024 by title only, whereupon Ms. Gosselin read the following:

“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, APPROVING AND ADOPTING THE ST. JOHNS COUNTY LOCAL MITIGATION STRATEGY PLAN; DIRECTING THE CITY OF JACKSONVILLE BEACH FIRE MARSHAL'S OFFICE TO NOTIFY THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT OF THE CITY'S ADOPTION OF THE LOCAL MITIGATION PLAN; PROVIDING FOR ADOPTION OF RECITALS, REPEAL OF INCONSISTENT RESOLUTIONS AND COUNCIL DECISIONS, SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.”

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to approve Resolution No. 2185-2024 Adopting St. Johns County's Local Mitigation Strategy Plan.

Discussion: A discussion ensued about the impact on the City.

Roll Call Vote: Ayes – Meza, Sutton, Wagner, Golding, Janson, and Mayor Hoffman.

The motion passed unanimously.

ORDINANCES: None

ADJOURNMENT:

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adjourn.

Voice Vote: In a voice vote, the motion passed unanimously.

There being no further business, the meeting adjourned at 6:54 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

Christine H. Hoffman, MAYOR

Date: _____

DRAFT



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach, FL 32250

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Ashlie Gossett, Chief Financial Officer
DATE:	10/21/2024
SUBJECT:	Accept the Monthly Financial Reports for the Month of October 2024

BACKGROUND

Attached are the monthly financial reports for October 2024 as prepared by the Finance Department. These reports represent one month of activity, or 8.5% of the total annual budget, and are prepared on a cash basis.

Summary Budget Reports Exhibits 1 through 6 show the cumulative actual revenues and expenditures compared to the actual amounts at the same point in time as last fiscal year. Exhibit 7 compares actual revenues and expenditures to the budget in total by fund.

FINANCIAL IMPACT

For informational purposes only.

REQUESTED ACTION

Accept the Monthly Financial Reports for the Month of October 2024

ATTACHMENTS

1. 2024-10 October Financials



SUMMARY BUDGET REPORT

October 31, 2024

8.5% of Year Elapsed

Exhibit 1

General Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
1 Taxes	192,183	1.0%	194,901	1.1%	-0.1%	(2,718)
2 Licenses & Permits	75,268	9.2%	113,423	14.3%	-5.1%	(38,155)
3 Intergovernmental Revenue	369,925	7.2%	342,367	7.5%	-0.3%	27,558
4 Charges for Services	28,681	4.1%	26,871	4.9%	-0.8%	1,809
5 Enterprise Contributions	318,091	8.3%	308,998	8.3%	0.0%	9,093
6 Miscellaneous Revenue	(44,883)	-10.9%	69,115	22.7%	-33.6%	(113,997)
7 Fines & Forfeitures	7,608	3.5%	13,102	6.6%	-3.1%	(5,494)
8 Interfund Transfers	31,000	6.0%	31,000	6.0%	0.0%	-
Total Revenues	\$977,873	3.1%	\$1,099,776	3.8%	-0.7%	(\$121,903)

Current Year vs. Prior Year



Discussion

General Fund revenues are under budget for the current year, due in part to the timing of ad valorem tax distributions

2 Permit revenues are down because of a decrease in construction activity compared to the same time in the prior year.

6 Miscellaneous revenue includes interest on pooled investments, auction proceeds, facility rental fees, and cemetery lots purchased. The decrease from the prior year is due primarily to the adjustment to market value of the City's pooled investment assets.



SUMMARY BUDGET REPORT

October 31, 2024

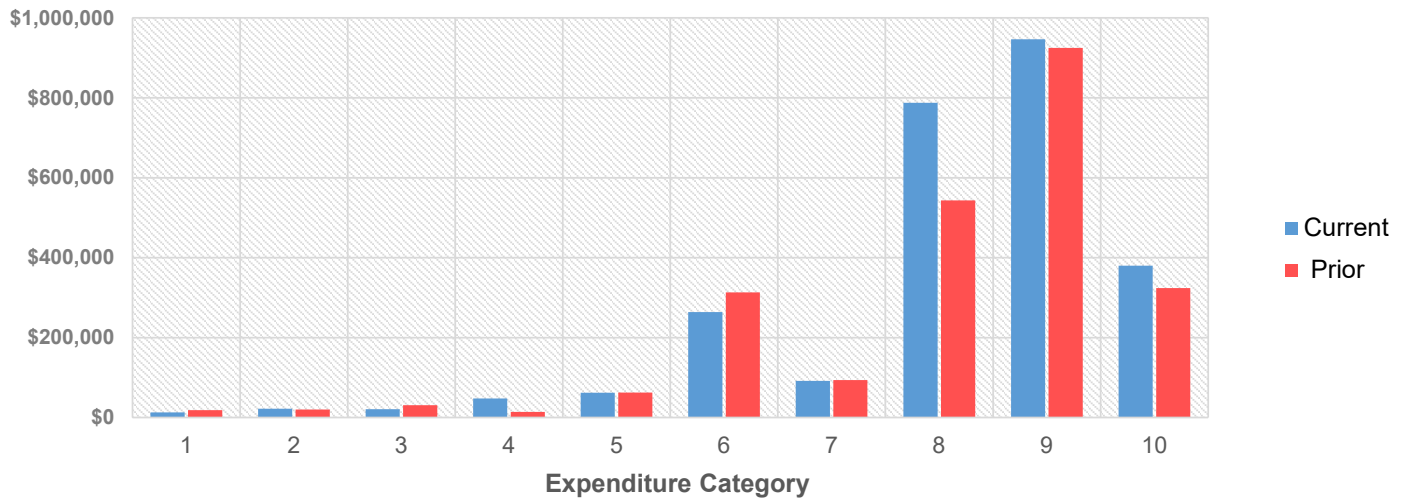
8.5% of Year Elapsed

Exhibit 2

General Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
1 City Administration	12,657	6.2%	18,287	5.3%	0.9%	(5,630)
2 City Attorney	22,073	3.5%	20,205	3.7%	-0.2%	1,868
3 City Clerk	20,883	3.6%	30,975	5.8%	-2.2%	(10,092)
4 Building Maintenance	47,845	9.0%	14,163	2.9%	6.1%	33,682
5 Planning and Development	61,959	3.7%	62,401	4.0%	-0.3%	(442)
6 Parks and Recreation	263,949	5.7%	313,388	7.1%	-1.4%	(49,439)
7 Public Works	91,782	4.4%	93,615	4.7%	-0.3%	(1,833)
8 Police	787,847	6.5%	543,592	5.0%	1.5%	244,255
9 Fire Services	946,781	23.8%	924,940	24.7%	-0.9%	21,841
10 Non-Departmental	380,152	7.5%	323,983	7.4%	0.1%	56,169
Total Expenditures	2,635,928	8.4%	2,345,549	8.1%	0.3%	\$290,379

Current Year vs. Prior Year



Discussion

Total General Fund Expenditures are in line with both the current budget and prior year expenditures on a percent of budget basis.

- The decrease in City Clerk is attributable to a planned project in the prior year.
- The decrease in Parks and Recreation is due to a planned vehicle replacement in the prior year.
- Fire Services expenditures include the annual contribution to the Fire Pension Plan unfunded actuarial accrued liability as part of the Fire Services Agreement with the City of Jacksonville. FY2025 is the 6th of 10 annual payments to satisfy this obligation.



SUMMARY BUDGET REPORT

October 31, 2024

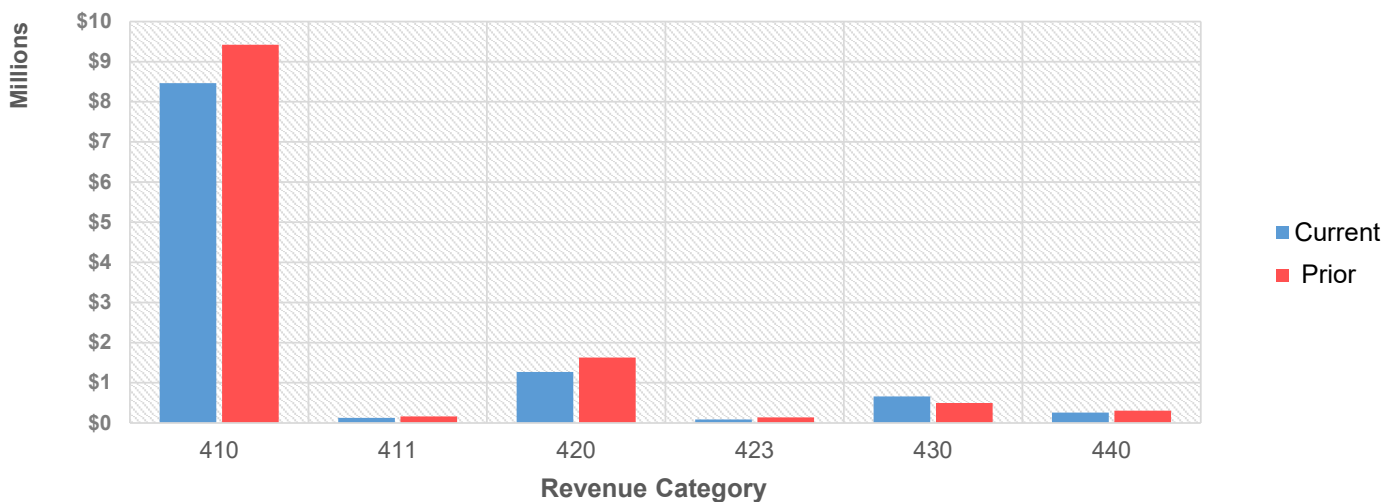
8.5% of Year Elapsed

Exhibit 3

Enterprise Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
410 Electric	8,463,813	9.0%	9,422,588	9.5%	-0.5%	(958,775)
411 Natural Gas	124,979	5.5%	161,856	6.6%	-1.2%	(36,877)
420 Water & Sewer	1,270,429	7.0%	1,627,121	9.4%	-2.4%	(356,692)
423 Stormwater	86,665	3.1%	137,536	9.6%	-6.5%	(50,871)
430 Sanitation	658,252	8.4%	496,260	7.6%	0.8%	161,991
440 Golf Course	254,431	7.5%	303,873	10.7%	-3.2%	(49,442)
Total Revenues	\$10,858,568	8.5%	\$12,149,234	9.4%	-0.9%	(\$1,290,666)

Current Year vs. Prior Year



Discussion

Total Enterprise Fund revenues are in line with current year estimates and slightly behind prior year revenues on a percent of budget basis. The decrease in all funds is attributable to the adjustment to market in the City's pooled investment assets.

410 The decrease in Electric revenues is due to a reduction in the pass-through bulk power cost adjustment used to pay for the cost of electricity from the City's provider.

411 The decrease in Natural Gas revenues reflects a reduction in the pass-through cost of gas adjustment used to pay for the cost of natural gas from the City's provider.

430 The dollar increase in Sanitation is largely attributable to a rate increase enacted to recover the cost of the solid waste and recycling contract.



SUMMARY BUDGET REPORT

October 31, 2024

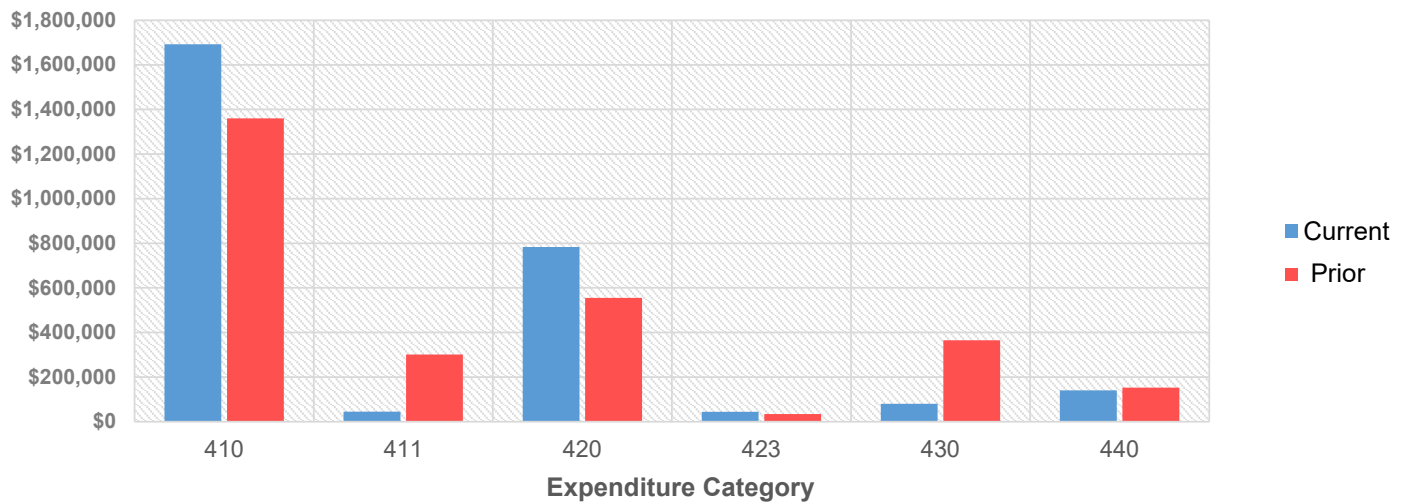
8.5% of Year Elapsed

Exhibit 4

Enterprise Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
410 Electric	1,692,417	1.6%	1,359,906	1.3%	0.3%	332,511
411 Natural Gas	44,460	1.7%	300,621	12.9%	-11.1%	(256,161)
420 Water & Sewer	783,434	1.9%	554,647	3.1%	-1.2%	228,786
423 Stormwater	43,896	0.8%	34,142	0.7%	0.1%	9,754
430 Sanitation	80,138	1.0%	364,716	4.8%	-3.9%	(284,578)
440 Golf Course	140,603	4.1%	152,781	4.8%	-0.8%	(12,177)
Total Expenditures	\$2,784,948	1.7%	\$2,766,813	2.0%	-0.3%	\$18,135

Current Year vs. Prior Year



Discussion

Total Enterprise Fund expenditures are under budget for the current year and behind prior year expenditures on a percent of budget basis.

411 The decrease in the Natural Gas fund reflects the timing of capital improvement projects compared to the prior year at the same time.

420 The negative percent variance and positive dollar variance in the Water & Sewer fund reflects increases in budget estimates greater than actual experience to date; largely in capital project accounts.

430 The decrease in Sanitation expenditures from the prior year reflects the timing of payments to the solid waste and recycling contract vendor.



SUMMARY BUDGET REPORT

October 31, 2024

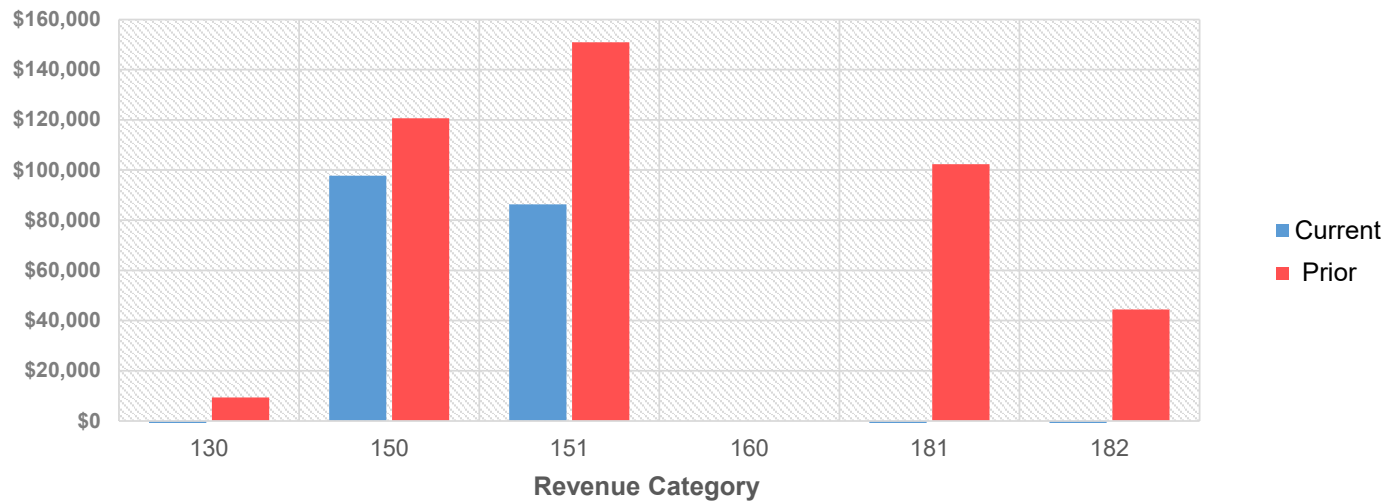
8.5% of Year Elapsed

Exhibit 5

Special Revenue Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
130 Convention Development	(15,005)	-1.9%	9,331	1.5%	-3.4%	(24,336)
150 Local Option Gas Tax	97,755	7.0%	120,625	9.2%	-2.2%	(22,871)
151 Infrastructure Surtax	86,286	4.1%	150,891	8.0%	-3.8%	(64,605)
160 Community Dev Blk Grant	-	0.0%	-	0.0%	0.0%	-
181 Downtown Increment Fund	(123,684)	-1.1%	102,325	1.1%	-2.2%	(226,009)
182 Southend Increment Fund	(60,713)	-1.8%	44,403	1.5%	-3.3%	(105,116)
Total Revenues	(\$15,362)	-0.1%	\$427,575	2.6%	-2.6%	(\$442,936)

Current Year vs. Prior Year



Discussion

Total revenues in the Special Revenue Funds are under budget for the current year and behind the prior year actuals on a percent of budget basis. The decrease in all funds is attributable to the adjustment to market in the City's pooled investment assets.

181/ The annual tax increment distributions for both the Downtown and Southend districts will be received in December.

182



SUMMARY BUDGET REPORT

October 31, 2024

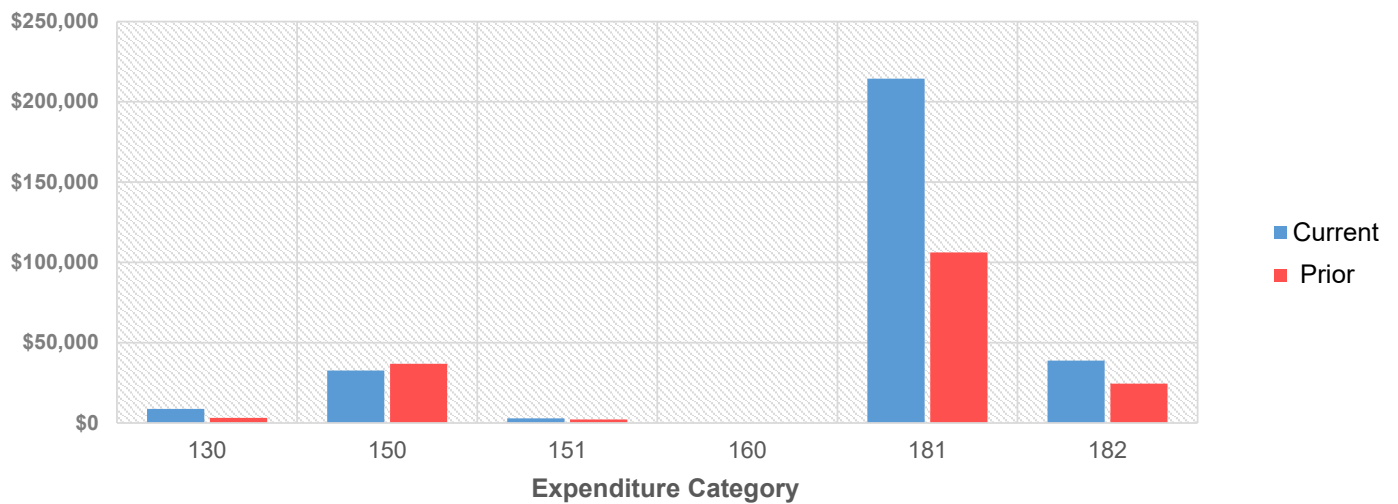
8.5% of Year Elapsed

Exhibit 6

Special Revenue Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance (Current Year less Prior Year)	\$ Variance (Current Year less Prior Year)
130 Convention Development	8,670	1.0%	3,145	0.4%	0.6%	5,524
150 Local Option Gas Tax	32,609	2.6%	36,824	4.4%	-1.8%	(4,215)
151 Infrastructure Surtax	2,829	0.0%	2,078	0.2%	-0.2%	751
160 Community Dev Blk Grant	-	0.0%	-	0.0%	0.0%	-
181 Downtown Increment Fund	214,395	0.7%	106,188	0.2%	0.4%	108,207
182 Southend Increment Fund	38,823	1.1%	24,488	0.7%	0.5%	14,335
Total Expenditures	\$297,326	0.5%	\$172,723	0.3%	0.2%	\$124,603

Current Year vs. Prior Year



Discussion

In total, Special Revenue Fund expenditures are consistent with the prior year on a percent of budget basis.

160 Community Development Block Grant Fund expenditures will be reimbursed by grant funding.



SUMMARY BUDGET REPORT

October 31, 2024

8.5% of Year Elapsed

Exhibit 7

Summary Revenues and Expenditures

Fund Name	Budgeted Annual Revenues	Budgeted Revenues To Date	Actual Revenues To Date	Variance Favorable/(Unfavorable)
001 General Fund	31,147,065	2,638,139	977,873	(1,660,266)
130 Convention Development Tax	805,000	68,183	(15,005)	(83,188)
150 Local Option Gas Tax	1,398,500	118,452	97,755	(20,698)
151 Infrastructure Surtax	2,100,971	177,951	86,286	(91,665)
160 Community Dev. Blk. Grant	142,000	12,027	-	(12,027)
181 Downtown Increment Fund	11,004,018	932,034	(123,684)	(1,055,718)
182 Southend Increment Fund	3,288,839	278,563	(60,713)	(339,276)
410 Electric Utility	93,644,844	7,931,667	8,463,813	532,146
411 Natural Gas Utility	2,293,124	194,226	124,979	(69,248)
420 Water & Sewer Utility	18,154,612	1,537,686	1,270,429	(267,257)
423 Storm Water Management	2,820,787	238,919	86,665	(152,255)
430 Sanitation Fund	7,817,598	662,146	658,252	(3,895)
440 Golf Course Fund	3,404,492	288,359	254,431	(33,928)
460 Leased Facilities Fund	815,900	69,106	70,342	1,236
500 Internal Service Funds	19,353,745	1,639,252	1,486,770	(152,482)
Total Revenues	\$198,191,495	\$16,786,711	\$13,378,192	(\$3,408,519)

Fund Name	Budgeted Annual Expenditures	Budgeted Expenditures To Date	Actual Expenditures To Date	Variance Favorable/(Unfavorable)
001 General Fund	31,484,922	2,666,756	2,635,928	30,827
130 Convention Development Tax	887,858	75,201	8,670	66,531
150 Local Option Gas Tax	1,246,871	105,609	32,609	73,000
151 Infrastructure Surtax	15,835,692	1,341,274	2,829	1,338,445
160 Community Dev. Blk. Grant	142,000	12,027	-	12,027
181 Downtown Increment Fund	32,685,643	2,768,456	214,395	2,554,061
182 Southend Increment Fund	3,461,247	293,166	38,823	254,343
410 Electric Utility	106,572,778	9,026,656	1,692,417	7,334,239
411 Natural Gas Utility	2,579,659	218,496	44,460	174,036
420 Water & Sewer Utility	41,276,958	3,496,136	783,434	2,712,702
423 Storm Water Management	5,528,851	468,291	43,896	424,395
430 Sanitation Fund	8,355,681	707,722	80,138	627,583
440 Golf Course Fund	3,467,920	293,731	140,603	153,128
460 Leased Facilities Fund	1,155,471	97,868	266,534	(168,666)
500 Internal Service Funds	19,493,342	1,651,075	1,163,853	487,222
Total Expenditures	\$274,174,890	\$23,222,463	\$7,148,589	\$16,073,875

Fund Name	Net Income/(Loss)	Net Variance Favorable/(Unfavorable)
001 General Fund	(1,658,055)	(1,629,439)
130 Convention Development Tax	(23,675)	(16,657)
150 Local Option Gas Tax	65,146	52,303
151 Infrastructure Surtax	83,457	1,246,780
160 Community Dev. Blk. Grant	-	-
181 Downtown Increment Fund	(338,079)	1,498,343
182 Southend Increment Fund	(99,536)	(84,933)
410 Electric Utility	6,771,396	7,866,385
411 Natural Gas Utility	80,519	104,788
420 Water & Sewer Utility	486,995	2,445,445
423 Storm Water Management	42,769	272,140
430 Sanitation Fund	578,113	623,689
440 Golf Course Fund	113,828	119,200
460 Leased Facilities Fund	(196,191)	(167,430)
500 Internal Service Funds	322,917	334,741
Total	6,229,604	\$12,665,356



CASH AND INVESTMENTS BY TYPE

Fiscal Year to Date

October 31, 2024

Type of Investment	10/1/2024 Beginning Balance	Investment Earnings	Realized Gain/(Loss)	Unrealized Gain/(Loss)	Fees	Net Investment Income	Net Deposits (Withdrawals)	10/31/2024 Ending Balance	Weighted Net Return*
Sawgrass Asset Management	45,937,264	89,034	(519)	(542,043)	(19,549)	(473,077)	0	45,464,187	-0.17%
Galliard Capital Management	58,526,592	182,664	9,373	(511,140)	(28,463)	(347,567)	(0)	58,179,026	-0.12%
Garcia Hamilton & Associates	58,832,401	129,862	148,408	(962,378)	(6,547)	(690,655)	0	58,141,747	-0.24%
State Pooled Investment Fund	35,947,152	153,809	-	-	-	153,809	(0)	36,100,962	0.05%
Florida Trust	32,392,299	137,252	-	-	-	137,252	(0)	32,529,551	0.05%
Florida Municipal Investment Trust 0-2 Yr HQ Bond Fund	13,829,157	10,703	-	-	-	10,703	0	13,839,860	0.00%
Operating Cash: Bank of America	36,918,854	86,941	-	-	(17,970)	68,970	95,752	37,083,576	0.02%
Petty Cash	6,725	-	-	-	-	-	-	6,725	0.00%
TOTAL CITY MANAGED INVESTMENTS AND CASH	282,390,445	790,265	157,262	(2,015,560)	(72,530)	(1,140,563)	95,752	281,345,633	-0.40%
Pension: Salem Mutual Fund	71,577,985	124,791	-	(944,293)	-	(819,502)	(0)	70,758,482	-0.64%
Pension: Sawgrass Asset Mgt	32,176,112	95,563	23,396	(992,854)	(29,421)	(903,316)	(0)	31,272,796	-0.70%
Pension: Wells Capital	18,403,925	984	268,109	(96,497)	(1,465)	171,131	-	18,575,055	0.14%
Pension: JPMCB - Strategic Property Fund	5,251,016	-	-	-	-	-	-	5,251,016	0.00%
TOTAL PENSION INVESTMENTS	127,409,037	221,338	291,505	(2,033,644)	(30,886)	(1,551,687)	(0)	125,857,350	-1.22%
TOTAL CASH AND INVESTMENTS	\$409,799,482	\$1,011,602	\$448,767	(\$4,049,204)	(\$103,416)	(\$2,692,250)	\$95,752	\$407,202,983	



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sheri Gosselin, City Clerk
DATE:	09/12/2024
SUBJECT:	Declaration of Election Results

BACKGROUND

The ballots cast at the November 5, 2024, General Election were reviewed by the Duval County Canvassing Board.

The City Council has the ministerial function of adopting the City Clerk's Declaration of Election Results for all City of Jacksonville Beach Municipal Elections.

FINANCIAL IMPACT

None

REQUESTED ACTION

Adopt the Declaration of Election results as provided by the Duval County Canvassing Board for the election results of the City of Jacksonville Beach General Election held November 5, 2024

ATTACHMENTS

1. Declaration of Election Results
2. Certificate of County Canvassing Board

**ELECTION DECLARATION BY CITY CLERK
CITY OF JACKSONVILLE BEACH, FLORIDA
FOR THE GENERAL ELECTION OF NOVEMBER 5, 2024**

**STATE OF FLORIDA
COUNTY OF DUVAL
CITY OF JACKSONVILLE BEACH**

The City Clerk for the City of Jacksonville Beach, Florida, has received the attached Certificate of County Canvassing Board ("the Certificate") which constitutes the official results of votes cast at the November 5, 2024, General Election from the City of Jacksonville/Duval County Canvassing Board. Based on this Certificate, the undersigned City Clerk announces the results and declares the successful candidates for the following positions, which include all municipal officers who were eligible to be elected by the electors of the City of Jacksonville Beach in the General Election. Pursuant to the results provided,

IT IS DECLARED that the votes cast in the General election were as follows:

CANDIDATES

The following named candidates for the office of **Mayor, At-Large**, received the number of votes set opposite their respective names listed below:

Georgette E. Dumont	6,647
Chris Hoffman	7,356

The following named candidates for the office of **Council Seat 1, At-Large**, received the number of votes set opposite their respective names listed below:

Fernando Meza	6,032
Bruce Wouters	6,605

The following named candidates for the office of **Council Seat 2, At-Large**, received the number of votes set opposite their respective names listed below:

Dan Janson	7,836
B. Duke Lewis	4,494

The following named candidates for the office of **Council Seat 3, At-Large**, received the number of votes set opposite their respective names listed below:

Jennifer Ashley	6,123
Greg Sutton	6,409

The following named candidates for the office of **Council Seat 4 – District 1**, received the number of votes set opposite their respective names listed below:

John Wagner

Unopposed

As a result, the City Clerk declares that the following candidates are elected to office:

Mayor, At-Large

Chris Hoffman

Council Seat 1, At-Large

Bruce Wouters

Council Seat 2, At-Large

Dan Janson

Council Seat 3, At-Large

Greg Sutton

Council Seat 4, District 1

John Wagner

REFERENDUMS

Jacksonville Beach – Referendum 1

Removing gender references as associated with job descriptions or duties referenced in the City Charter

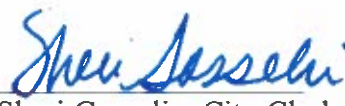
Received 7,483 Yes votes 6,891 No votes

Jacksonville Beach – Referendum 2

Clarifying that the mayor pro-tem fills a vacancy in the office of the mayor

Received 11,898 Yes votes 1,926 No votes

WITNESSED this 18th day of November 2024, by Sheri Gosselin, City Clerk.


Sheri Gosselin, City Clerk

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

We, the undersigned, JERRY HOLLAND, Supervisor of Elections, RHONDA PEOPLES-WATERS, County Court Judge, WILL LAHNEN, City Council Member, constituting the Board of County Canvassers in and for said County, do hereby certify that we met on the Eighteenth day of November, 2024 A.D., and proceeded publicly to canvass the votes given for the several offices and persons herein specified at the **General Election** held on the Fifth day of November, 2024 A.D., as shown by the returns on file in the office of the Supervisor of Elections. We do hereby certify from said returns as follows:

For Electors for President and Vice President, the whole number of votes cast was 471,282 of which number the nominated electors for

Donald J. Trump and JD Vance (REP)	received	236,285 votes
Kamala D. Harris and Tim Walz (DEM)	received	229,365 votes
Chase Oliver and Mike ter Maat (LPF)	received	1,843 votes
Claudia De la Cruz and Karina Garcia (PSL)	received	627 votes
Randall Terry and Stephen Broden (CPF)	received	372 votes
Peter Sonski and Lauren Onak (ASP)	received	440 votes
Jill Stein and Rudolph Ware (GRE)	received	2,336 votes
Shiva Ayyadurai and Crystal Ellis (WRI)	received	14 votes
Cherunda Fox and Harlan McVay Jr (WRI)	received	0 votes

For United States Senator, the whole number of votes cast was 463,683 of which

Rick Scott (REP)	received	232,168 votes
Debbie Mucarsel-Powell (DEM)	received	223,191 votes
Feena Bonoan (LPF)	received	3,139 votes
Tuan TQ Nguyen (NPA)	received	2,653 votes
Ben Everidge (NPA)	received	2,531 votes
Howard Knepper (WRI)	received	1 votes

For Representative in Congress, District 4, the whole number of votes cast was 198,954 of which

Aaron Bean (REP)	received	83,618 votes
LaShonda "L.J." Holloway (DEM)	received	115,305 votes
Todd Schaefer (WRI)	received	31 votes

For Representative in Congress, District 5, the whole number of votes cast was 258,299 of which

John H. Rutherford (REP)	received	154,586 votes
Jay McGovern (DEM)	received	103,698 votes
Gary L. Koniz (WRI)	received	15 votes

***** Official Results *****
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

For State Senator, District 5, the whole number of votes cast was 156,815 of which

Tracie Davis (DEM)	received	156,112 votes
Vernon Lee Parker (WRI)	received	703 votes

For State Representative, District 12, the whole number of votes cast was 81,375 of which

Wyman Duggan (REP)	received	46,441 votes
Benjamin Frierson Sandlin (DEM)	received	34,934 votes

For State Representative, District 13, the whole number of votes cast was 55,955 of which

Angie Nixon (DEM)	received	55,806 votes
Terrance Jordan (WRI)	received	149 votes

For State Representative, District 14, the whole number of votes cast was 50,109 of which

Kimberly Daniels (DEM)	received	49,926 votes
Briana Hughes (WRI)	received	183 votes

For State Representative, District 15, the whole number of votes cast was 51,912 of which

Dean Black (REP)	received	27,336 votes
Gary McManus (DEM)	received	24,576 votes

For State Representative, District 16, the whole number of votes cast was 92,511 of which

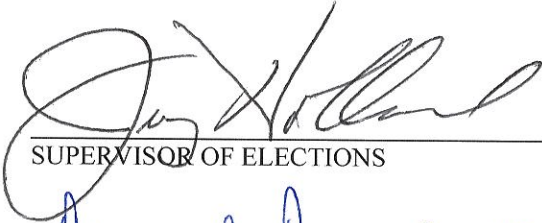
Kiyan Helen Michael (REP)	received	56,171 votes
Rachel Grage (DEM)	received	36,340 votes

For State Representative, District 17, the whole number of votes cast was 89,082 of which

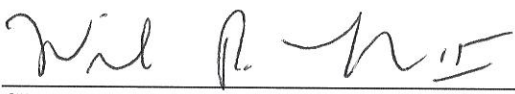
Jessica Baker (REP)	received	51,729 votes
Bryson Morgan (DEM)	received	37,353 votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

We Certify that pursuant to Section 102.112, Florida Statutes, the canvassing board has compared the number of persons who voted with the number of ballots counted and that the certification includes all valid votes cast in the election.


SUPERVISOR OF ELECTIONS


COUNTY COURT JUDGE


CITY COUNCIL MEMBER

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

We, the undersigned, JERRY HOLLAND, Supervisor of Elections, RHONDA PEOPLES-WATERS, County Court Judge, WILL LAHNEN, City Council Member, constituting the Board of County Canvassers in and for said County, do hereby certify that we met on the Eighteenth day of November, 2024 A.D., and proceeded publicly to canvass the votes given for the several offices and persons herein specified at the **Nonpartisan Election** held on the Fifth day of November, 2024 A.D., as shown by the returns on file in the office of the Supervisor of Elections. We do hereby certify from said returns as follows:

Retention of Justice Renatha Francis of the Supreme Court

Yes 247,541 votes
No 167,992 votes

Retention of Justice Meredith Sasso of the Supreme Court

Yes 240,786 votes
No 172,533 votes

Retention of Judge Joe Boatwright of the Fifth District Court of Appeal

Yes 239,160 votes
No 166,984 votes

Retention of Judge Eric Eisnaugle of the Fifth District Court of Appeal

Yes 231,208 votes
No 171,988 votes

Retention of Judge Harvey Jay of the Fifth District Court of Appeal

Yes 240,138 votes
No 162,525 votes

Retention of Judge Paige Kilbane of the Fifth District Court of Appeal

Yes 237,076 votes
No 164,655 votes

Retention of Judge John MacIver of the Fifth District Court of Appeal

Yes 231,180 votes
No 170,273 votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

Retention of Judge Jordan Pratt of the Fifth District Court of Appeal

Yes 237,132 votes
No 164,082 votes

Retention of Judge Adrian G. Soud of the Fifth District Court of Appeal

Yes 243,269 votes
No 159,739 votes

For County Court Judge, Group 9, the whole number of votes cast was 391,031 of which

Shayla E. Lee	received	223,635 votes
Matthew Lufrano	received	167,396 votes

For School Board, District 5, the whole number of votes cast was 47,536 of which

Reginald "Reggie" Blount	received	26,582 votes
Hank Rogers	received	20,954 votes

For Atl. Beach Commissioner - Seat 3, the whole number of votes cast was 7,474 of which

Mark Gabrynowicz	received	3,599 votes
Thomas C. Grant	received	3,875 votes

For Jacksonville Beach Mayor, the whole number of votes cast was 14,003 of which

Georgette E. Dumont	received	6,647 votes
Chris Hoffman	received	7,356 votes

For Jax Beach City Council - Seat 1 AL, the whole number of votes cast was 12,637 of which

Fernando Meza	received	6,032 votes
Bruce Wouters	received	6,605 votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

For Jax Beach City Council - Seat 2 AL, the whole number of votes cast was 12,330 of which

Dan Janson	received	7,836 votes
B. Duke Lewis	received	4,494 votes

For Jax Beach City Council - Seat 3 AL, the whole number of votes cast was 12,532 of which

Jennifer Ashley	received	6,123 votes
Greg Sutton	received	6,409 votes

For Neptune Beach Mayor - Seat 1, the whole number of votes cast was 4,543 of which

Cori Bylund	received	2,805 votes
Michael R. Phillips	received	1,738 votes

For Neptune Beach City Council - Seat 3, the whole number of votes cast was 4,286 of which

Kerry Chin	received	1,757 votes
Brent Rogers	received	2,529 votes

For Duval Soil and Water Conservation District, Group 2, the whole number of votes cast was 375,939 of which

Douglas Daze	received	202,640 votes
Lisa Ellen Dirnberger	received	173,299 votes

For Bartram Springs Community Development District, Seat 1, the whole number of votes cast was 2,368 of which

Joel Brighton	received	1,361 votes
Andrew Walden	received	1,007 votes

For Trails Community Development District, Seat 1, the whole number of votes cast was 724 of which

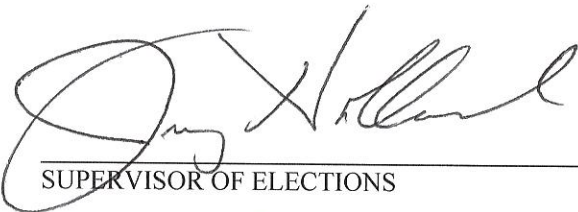
Chantel Douglas	received	364 votes
Ashley Guioa	received	360 votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

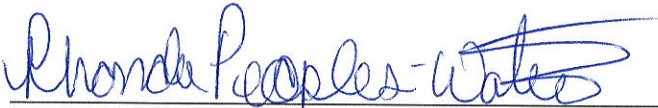
For Trails Community Development District, Seat 4, the whole number of votes cast was 702 of which

Richard A. Bergeron	received	377 votes
Brandon T. Pires	received	325 votes

We Certify that pursuant to Section 102.112, Florida Statutes, the canvassing board has compared the number of persons who voted with the number of ballots counted and that the certification includes all valid votes cast in the election.



SUPERVISOR OF ELECTIONS



COUNTY COURT JUDGE



CITY COUNCIL MEMBER

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

We, the undersigned, JERRY HOLLAND, Supervisor of Elections, RHONDA PEOPLES-WATERS, County Court Judge, WILL LAHNEN, City Council Member, constituting the Board of County Canvassers in and for said County, do hereby certify that we met on the Eighteenth day of November, 2024 A.D., and proceeded publicly to canvass the votes given for the Proposed Amendments to the Constitution of the State of Florida and Proposed Amendments to the Constitution of the State of Florida Referendums on the Fifth day of November, 2024 A.D. as shown by the returns on file in the office of the Supervisor of Elections. We do hereby certify from said returns as follows:

NO. 1
CONSTITUTIONAL AMENDMENT
ARTICLE IX, SECTION 4; ARTICLE XII
PARTISAN ELECTION OF MEMBERS OF DISTRICT SCHOOL
BOARDS

Proposing amendments to the State Constitution to require members of a district school board to be elected in a partisan election rather than a nonpartisan election and to specify that the amendment only applies to elections held on or after the November 2026 general election. However, partisan primary elections may occur before the 2026 general election for purposes of nominating political party candidates to that office for placement on the 2026 general election ballot.

Yes for Approval	235,164	votes
No for Rejection	204,739	votes

NO. 2
CONSTITUTIONAL AMENDMENT
ARTICLE I, SECTION 28
RIGHT TO FISH AND HUNT

Proposing an amendment to the State Constitution to preserve forever fishing and hunting, including by the use of traditional methods, as a public right and preferred means of responsibly managing and controlling fish and wildlife. Specifies that the amendment does not limit the authority granted to the Fish and Wildlife Conservation Commission under Section of Article IV of the State Constitution.

Yes for Approval	302,807	votes
No for Rejection	147,498	votes

NO. 3
CONSTITUTIONAL AMENDMENT
ARTICLE X, SECTION 29
ADULT PERSONAL USE OF MARIJUANA

Allows adults 21 years or older to possess, purchase, or use marijuana products and marijuana accessories for non-medical personal consumption by smoking, ingestion, or otherwise; allows Medical Marijuana Treatment Centers, and other state licensed entities, to acquire, cultivate, process, manufacture, sell, and distribute such products and accessories. Applies to Florida law; does not change, or immunize violations of, federal law. Establishes possession limits for personal use. Allows consistent legislation. Defines terms. Provides effective date.

Yes for Approval	283,346	votes
No for Rejection	183,250	votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

NO. 4
CONSTITUTIONAL AMENDMENT
ARTICLE 1, NEW SECTION
AMENDMENT TO LIMIT GOVERNMENT INTERFERENCE
WITH ABORTION

No law shall prohibit, penalize, delay, or restrict abortion before viability or when necessary to protect the patient's health, as determined by the patient's healthcare provider. This amendment does not change the Legislature's constitutional authority to require notification to a parent or guardian before a minor has an abortion.

Yes for Approval	271,761	votes
No for Rejection	192,310	votes

NO. 5
CONSTITUTIONAL AMENDMENT
ARTICLE VII, SECTION 6; ARTICLE XII
ANNUAL ADJUSTMENTS TO THE VALUE OF CERTAIN
HOMESTEAD EXEMPTIONS

Proposing an amendment to the State Constitution to require an annual adjustment for inflation to the value of current or future homestead exemptions that apply solely to levies other than school district levies and for which every person who has legal or equitable title to real estate and maintains thereon the permanent residence of the owner, or another person legally or naturally dependent upon the owner is eligible. This amendment takes effect January 1, 2025.

Yes for Approval	278,710	votes
No for Rejection	162,294	votes

NO. 6
CONSTITUTIONAL AMENDMENT
ARTICLE VI, SECTION 7
REPEAL OF PUBLIC CAMPAIGN FINANCING REQUIREMENT

Proposing the repeal of the provision in the State Constitution which requires public financing for campaigns of candidates for elective statewide office who agree to campaign spending limits.

Yes for Approval	213,608	votes
No for Rejection	223,244	votes

ATLANTIC BEACH REFERENDUM 1

ADDING ENVIRONMENTAL STEWARDSHIP TO ITS POWERS

Yes for Approval	5,925	votes
No for Rejection	2,306	votes

ATLANTIC BEACH AMENDMENT 2

TO MODIFY CITY COMMISSION ELECTION PROCEDURES

Yes for Approval	5,655	votes
No for Rejection	2,234	votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

ATLANTIC BEACH AMENDMENT 3

MODIFYING THE RESIDENCY REQUIREMENT FOR CITY COMMISSION

Yes for Approval	5,954	votes
No for Rejection	2,229	votes

ATLANTIC BEACH AMENDMENT 4

TO MODIFY CHARTER REVIEW COMMITTEE PROCEDURES

Yes for Approval	5,619	votes
No for Rejection	1,924	votes

ATLANTIC BEACH AMENDMENT 5

TO CLARIFY CITY CLERK DUTIES

Yes for Approval	5,862	votes
No for Rejection	1,760	votes

ATLANTIC BEACH AMENDMENT 6

REQUIRING REFERENDUM FOR THE DISPOSITION OF PARKS

Yes for Approval	5,477	votes
No for Rejection	2,553	votes

JACKSONVILLE BEACH AMENDMENT 1

REMOVING GENDER REFERENCES AS ASSOCIATED WITH JOB DESCRIPTIONS OR DUTIES REFERENCED IN THE CITY CHARTER

Yes for Approval	7,483	votes
No for Rejection	6,891	votes

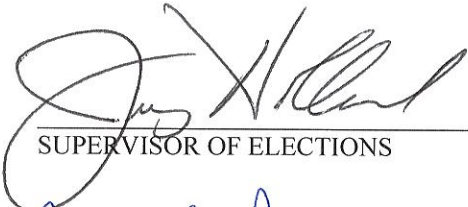
JACKSONVILLE BEACH AMENDMENT 2

CLARIFYING THAT THE MAYOR PRO-TEM FILLS A VACANCY IN THE OFFICE OF THE MAYOR

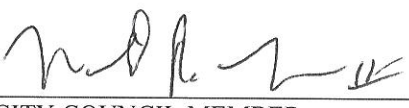
Yes for Approval	11,898	votes
No for Rejection	1,926	votes

*** Official Results ***
CERTIFICATE OF COUNTY CANVASSING BOARD
DUVAL COUNTY

We Certify that pursuant to Section 102.112, Florida Statutes, the canvassing board has compared the number of persons who voted with the number of ballots counted and that the certification includes all valid votes cast in the election.


SUPERVISOR OF ELECTIONS


COUNTY COURT JUDGE


CITY COUNCIL MEMBER



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach, FL 32250

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sheri Gosselin, City Clerk
DATE:	09/12/2024
SUBJECT:	Election of Mayor Pro-Tem

BACKGROUND

Chapter I. - General Provisions, Section 5. - Mayor pro-tem, of the City Charter, requires the Council select a Mayor Pro-Tem at its first meeting following the certification of the election. The purpose of the Mayor Pro-Tem is if a vacancy should occur in the Office of the Mayor, or in the case of their absence or disability, the Mayor Pro-Tem shall act as the Mayor for the unexpired term or during the continuance of the absence or disability.

FINANCIAL IMPACT

None

REQUESTED ACTION

Nominate and select a Council Member to serve as Mayor Pro-Tem with the term beginning November 18, 2024, and expiring after the certification of the election results in 2026

ATTACHMENTS



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	09/30/2024
SUBJECT:	Bid No. 2324-12 Lift Station #8 Replacement

BACKGROUND

Sanitary Lift Station #8 is located on 18th Avenue North in front of San Pablo Elementary School. The Public Works (PW) Department has made several improvements predicated the rebuilding and relocation of this lift station. This project involves replacement of the existing lift station, including a new wet well, new pumps, electrical, instrumentation, and a stand-by generator. It also includes replacement of the forced sewer main, gravity main, concrete sidewalk, driveway, etc. The existing building will be demolished and replaced with fewer "out of ground" structures to improve the area.

The alternate that was bid for this project is not being constructed.

This project was bid using standard bid procurement with requests sent to 22 vendors in addition to being publicly advertised and posted on the City's website. Three vendors submitted responses for this project with the highest bid being \$2,397,147 and the lowest being \$1,807,765. PW is recommending a 10% contingency for this project.

Name	Task	Base Bid	10% Contingency	Total
Petticoat-Schmitt	Construction	\$1,807,765	\$180,777	\$1,988,542
Jones Edmunds & Associates	Construction Administration	\$90,501	\$9,050	\$99,551
				\$2,088,093

To review the original bid documents, click [HERE](#).

To review the submittal by Petticoat-Schmitt, click [HERE](#).

FINANCIAL IMPACT

The FY2025 budget includes \$1,500,000 for this project. Monies are available in the Water/Sewer Fund reserves for the additional amount and the budget in account 420-07-0706-535-63-563000 will be adjusted at mid-year.

REQUESTED ACTION

1. Award/Reject Bid No. 2324-12 for Lift Station #8 Replacement to Petticoat-Schmitt Civil Contractors, Inc., for an amount not to exceed \$1,988,542;
2. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach, FL 32250

this bid award;

3. Approve/Reject Construction Administration Services Proposal from Jones Edmunds for an amount not to exceed \$99,551;
4. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this award

ATTACHMENTS

1. Bid# 2324-12 Bid Tabulation
2. Bid# 2324-12 Response Summary
3. LS #8 - Contract Administration - Jones Edmunds & Associates
4. Bid Evaluation_PetticoatSchmitt
5. Bid# 2324-12 Intent to Award Notification

Bid Tabulation
City of Jacksonville Beach
Bid #2324-12 Sewer Liftstation No. 8 Replacement

LS No. 8 Abandonment and 18th Avenue North Sewer and Stormwater Improvements					Ferreira Construction Co. Inc.		Petticoat-Schmitt Civil Contractors, Inc.		Vendor 3	
BID ITEM	M&P	ITEM DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
LIFT STATION NO.8										
1	1	Demolish Lift Station No. 8 Construct New Lift Station No. 8 Including Generator, Fuel Tank, SCADA, and	1	LS	\$ 52,655.00	\$ 52,655.00	\$ 127,995.25	\$ 127,995.25	\$ 144,371.34	\$ 144,371.34
2	2	Sitework	1	LS	\$ 1,100,684.00	\$ 1,100,684.00	\$ 1,321,500.00	\$ 1,321,500.00	\$ 1,470,208.23	\$ 1,470,208.23
FORCE MAIN										
3	3	Furnish and Install 6-Inch C-900 DR 18 PVC Force Main	1362	LF	\$ 721.00	\$ 982,002.00	\$ 129.00	\$ 175,698.00	\$ 77.19	\$ 105,132.78
4	4	Furnish and Install Connections to Existing 6-Inch Valves	2	EA	\$ 1,875.00	\$ 3,750.00	\$ 2,463.00	\$ 4,926.00	\$ 18,697.83	\$ 37,395.66
VALVES										
5	5	Furnish and Install 6-Inch Eccentric Plug Valve	1	EA	\$ 3,850.00	\$ 3,850.00	\$ 3,484.00	\$ 3,484.00	\$ 4,379.09	\$ 4,379.09
6	6	Furnish and Install 2-Inch Water Service	1	EA	\$ 10,035.00	\$ 10,035.00	\$ 9,490.00	\$ 9,490.00	\$ 10,308.30	\$ 10,308.30
DUCTILE IRON FITTINGS										
7	7	Furnish and Install 6-Inch Ductile Iron MJ 45 Bend	1	EA	\$ 9,642.00	\$ 9,642.00	\$ 1,070.00	\$ 1,070.00	\$ 1,739.12	\$ 1,739.12
8	7	Furnish and Install 6-Inch Ductile Iron MJ 90 Bend	3	EA	\$ 2,334.00	\$ 7,002.00	\$ 1,135.00	\$ 3,405.00	\$ 1,805.80	\$ 5,417.40
FORCE MAIN ABANDONMENT										
9	8	Grout Fill and Cap Existing 6-Inch Force Main	700	LF	\$ 61.30	\$ 42,910.00	\$ 14.61	\$ 10,227.00	\$ 22.84	\$ 15,988.00
SANITARY SEWERS										
10	9	Construct 5-Foot-Diameter Precast Inside Drop Sanitary Manhole with Ring and Cover – 12- to 14-Foot Depth	1	EA	\$ 36,279.00	\$ 36,279.00	\$ 44,666.00	\$ 44,666.00	\$ 63,024.21	\$ 63,024.21
11	10	Construct 12-Inch-Diameter SDR 26 PVC Gravity Sewer – 14- to 16-Foot Depth	76	LF	\$ 323.00	\$ 24,548.00	\$ 264.00	\$ 20,064.00	\$ 1,280.64	\$ 97,328.64
PAVING AND DRAINAGE										
12	11	Remove and Replace Asphalt Pavement (SP 9.5, 2-Inch-Thick Paving) with Crushcrete Base and Stabilized Subgrade	150	SY	\$ 299.00	\$ 44,850.00	\$ 246.10	\$ 36,915.00	\$ 175.35	\$ 26,302.50
13	12	Remove and Replace 6-Inch Concrete Driveway (3,000 PSI with Commercial-Fibermesh)	50	SY	\$ 253.00	\$ 12,650.00	\$ 200.88	\$ 10,044.00	\$ 152.75	\$ 7,637.50
14	13	Remove and Replace Concrete Ribbon Curb	70	LF	\$ 57.00	\$ 3,990.00	\$ 73.80	\$ 5,166.00	\$ 64.14	\$ 4,489.80
15	14	Remove and Replace City Standard Concrete Curb and Gutter	15	LF	\$ 82.00	\$ 1,230.00	\$ 112.00	\$ 1,680.00	\$ 64.07	\$ 961.05
LANDSCAPING										
16	15	Sod Replacement (St. Augustine or Bermuda)	500	SY	\$ 21.00	\$ 10,500.00	\$ 7.54	\$ 3,770.00	\$ 16.24	\$ 8,120.00
UNSUITABLE MATERIALS										
17	16	Remove and Backfill Unsuitable Materials with A-3 Sand (Contingency)	75	CY	\$ 412.00	\$ 30,900.00	\$ 87.00	\$ 6,525.00	\$ 31.84	\$ 2,388.00
PERMIT APPLICATION FEE REIMBURSEMENT										
18	17	COJB Permit Application Fee (Contingency) Payment Plus Performance Bond each equal to one hundred percent (100%) of the total contract price (Items 1 through 19) plus the Total of Alternate No. 1 Items No. 20, 21, and 22 (combined total for both bonds not to exceed 1.5% Max of this value)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
19						\$ 17,170.00		\$ 18,640.00		\$ 35,000.00
TOTAL BASE BID AMOUNT						\$ 2,397,147.00		\$ 1,807,765.25		\$ 2,042,691.62
ALTERNATE NO.1										
20	18	Demolition and Site Clearing	1	EA	\$ 19,027.00	\$ -	\$ 24,670.00	\$ -	\$ 25,806.41	\$ -
21	18	Maintenance of Traffic	1	EA	\$ 16,404.00	\$ -	\$ 26,258.00	\$ -	\$ 28,121.61	\$ -
22	19	Soil Erosion and Sediment Control (single, double row silt fence)	1183	LF	\$ 317,044.00	\$ -	\$ 316,156.75	\$ -	\$ 249,565.68	\$ -
TOTAL BASE BID AMOUNT WITH ALTERNATE NO.1						\$ 2,749,622.00		\$ 2,174,850.00		\$ 2,328,275.23

Note:

* Corrected bid amount

Public Works
Response Summary
Bid No. 2324-12 Sewer Liftstation No. 8 Replacement

Vendor	Section 00301									Addendum					
	00300 Bid Proposal Form	A	B	C	D	E	F	G	1	00410 Bid Bond	Non-collusion Affidavit	Occupational License	W-9	Qualifications	Notes
Ferreira Construction Co. Inc.	x	x	x	x	x	x	x	x	x	x	x	a	x	x	
Petticoat-Schmitt Civil Contractors, Inc.	x	x	x	x	x	x	x	x	x	x	x	a	x	x	
United Brothers Development Corp.	x	x	x	x	x	x	x	x	x	x	x	x	x	x	

Legend:
a - Not provided

Lift Station No. 8 Abandonment and 18th Avenue Stormwater Improvements—Professional Services During Construction

TO: Kayle Moore, PE
City Engineer

DATE: October 30, 2024

SUBJECT: City of Jacksonville Beach
Scope of Services for Professional Services During Construction for Lift
Station No. 8 Abandonment and 18th Avenue Stormwater
Improvements Project
Jones Edmunds Project No. 09803-035-01

PROJECT BACKGROUND

The City of Jacksonville Beach has received bids from prospective Contractors for the construction of the Lift Station No. 8 Abandonment and 18th Avenue Stormwater Improvements project on October 23, 2024. The major components of the project include:

- Demolish the existing Lift Station No. 8 CMU building and dry/wet well, and construct the new Lift Station No. 8 with precast concrete wet well, pumps, electrical, instrumentation, piping, manholes, concrete sidewalks, concrete driveway, standby generator, approximately 76 linear feet of gravity sanitary sewer,
- Construct 1362 linear feet of 6-Inch PVC force main, two dog-house storm structures, and cured-in-place lining of 1183 linear feet of 24-inch RCP storm sewer pipe.
- Reconstructing and restoration of concrete sidewalk, driveway and asphalt roadway impacted by construction.
- This scope includes updates to plans and permit documents and submittal for the City of Jacksonville Environmental Quality Division (COJ-EQD) and Florida Department of Environmental Protection (FDEP) Permit.

This Scope of Services is for Jones Edmunds to provide the City of Jacksonville Beach Professional Services During Construction (PSDC) for the project. The PSDC include Construction Contract Administration, Construction Project Closeout Services, and COJ-EQD/FDEP permit submittal.

SCOPE OF SERVICES

TASK 1 – CONSTRUCTION CONTRACT ADMINISTRATION

Construction Contract Administration services are based on a 12-month construction schedule to Final Completion. Jones Edmunds will provide the following Construction Contract Administration services:

- Submittals: Jones Edmunds will receive, log, review, and issue comments on project construction submittals. Project submittals will include administrative submittals (i.e., construction schedules and work plans), shop drawings and product data for the materials to be incorporated into the project, warranties, samples, and operations and maintenance manuals. Submittals will be immediately returned to the Contractor if all deviations are not listed as requested on the project forms. Submittals shall also be submitted to the City for review. The City and RO shall receive copies of all approved submittals.
- Requests for Additional Information (RFI): Jones Edmunds will review and respond to justified RFIs submitted by the Contractor. RFIs are submitted by the Contractor when questions about the construction documents arise that need clarification from the Engineer. RFI's shall also be submitted to the City for review. The City and RO shall receive copies of all approved RFI's.
- Change Orders: Jones Edmunds will notify the City immediately when an issue arises that may affect the cost of the project.
- Construction Field Orders (CFO): Jones Edmunds will prepare CFOs. CFOs are used for minor adjustments to the contract documents that can be completed in the field and have no effect on the project costs. CFO's shall also be submitted to the City for review. The City and RO shall receive copies of all approved CFO's.
- Proposed Contract Modifications (PCM): Jones Edmunds will review PCMs for conformance with the Contract Documents and process the PCMs as requested by the City. PCMs may be submitted by the Contractor when deviations to the contract drawings or specifications occur that they believe affect the cost of the project. PCM's shall also be submitted to the City for review. The City and RO shall receive copies of all approved PCM's.
- Notices of Non-Compliance: Jones Edmunds will assist with Notices of Non-Compliance as requested by the City. Jones Edmunds will prepare, log, and issue the Notices of Non-Compliance. Notices of Non-Compliance shall also be submitted to the City for review. The City and RO shall receive copies of all approved Notices of Non-Compliance.
- Meetings:
 - Jones Edmunds will conduct a pre-construction conference at a location selected by the City. At the pre-construction conference the fully executed conformed contract documents will be distributed and the Notice to Proceed date will be agreed upon by all stakeholders on the project.

- The City representatives, Contractor and all utility owners will be invited to the preconstruction conference.
- Jones Edmunds will provide the City four sets of conformed documents along with the electronic files to provide the contractor.
- Jones Edmunds will hold monthly Progress Meetings, if required during the course of the project. The progress meetings are to review the construction progress up to that point and discuss any issues that have occurred on the project. We anticipate these meetings to be a virtual format with meeting minutes will be prepared by the Engineer.

TASK 2 – PROJECT CLOSEOUT

The Project Closeout phase includes substantial completion walkthroughs; startup of the lift station; review of Record Drawings; and submittal of construction completion documentation to the regulatory agencies.

- Jones Edmunds will provide Substantial Completion site reviews and provide a punch list to the City and the Contractor.
- Jones Edmunds will conduct one Final Completion site review to confirm that the Contractor has completed the punch-list items. Any additional visits to verify that the outstanding punch list items are completed may be provided by Jones Edmunds or may be performed by the City at their discretion.
- We will observe the Performance Acceptance Testing of the new lift station and work with the Contractor to verify that components are functioning properly before turning the collection/transmission system over to the City. David Lassetter needs to be present and witness the final startup test.
- The Contractor will prepare the Record Drawings for the project and Jones Edmunds will review the drawings and provide comments. Deficient as-built drawings will be returned to the Contractor for correction. The final record drawings will be digitally marked with the record drawing stamp that states who the Contractor and Engineer of Record are for the project.
- Jones Edmunds will Prepare and submit the COJ-EQD/FDEP approval forms to place the new wastewater and water systems into operation along with the Contractor-provided as-built drawings.
- Jones Edmunds will Prepare and submit the COJ-EQD/FDOT required certifications and related documents. Verify that Contractor required certifications were also submitted to the required regulatory agencies.

TASK 3 – COJ-EQD/FDEP PERMIT UPDATE

Under this task, Jones Edmunds will update the plans and specifications to the revised lift station layout. This will include verification of the proposed pump selection based on as-built conditions for the new Lift Station 7. Once the plans, specifications, and calculations have been updated these along with DEP form 62-604.300(3)(a) will be submitted COJ-EQD/FDEP for permitting. This task will include responses to two(2) request for additional information (RAI) from the permitting authorities. Upon receipt, the updated permit will be included in the Final Bid Documents.

SCHEDULE

The schedule will be determinant on the date of the awarded construction contract and the issuance of a Notice to Proceed (NTP) from the City to the selected contractor. The project is expected to be completed within 12 months of the City's issuance of the NTP to the Contractor.

COMPENSATION

Jones Edmunds proposes to complete the primary design services under the terms and conditions of RFQ 08-1920 rates and Contract Agreement dated October 1, 2016, for a time-and-materials not-to-exceed fee of \$90,501.00. The table below summarizes the fee by Task. The enclosed estimated project Cost Estimate provides a detailed breakdown by Task.

Task	Cost
Task 1 – Construction Contract Administration	\$38,732
Task 2 – Project Closeout	\$14,422
Task 3 – COJ-EQD/FDEP Permit Update	\$37,347
Total	\$90,501

ASSUMPTIONS AND EXCLUSIONS

1. The quantities and labor hours listed in this Proposal and Fee Estimate are intended as documentation and justification for the total cost of the project. Deviations or changes in the quantities and labor hours shall not be reason for non-payment if the total fee budget has not been exceeded and approved by the City.
2. Surveying, geotechnical, and materials testing costs are not included.
3. All permits required during construction will be the responsibility of the Contractor.
4. The costs included herein are for a 12-month construction contract time to final completion. If the Contractor is granted additional time to complete the project, a request will be made to the City for additional fee to continue providing the PSDC

covered under this contract for the extended time period, if required and approved by the City.

5. NPDES permitting for construction activities is the Contractor's responsibility and is excluded.
6. The City will log the materials delivered to the site and verify installed quantities for approval on all pay applications.

We appreciate this opportunity to serve the City of Jacksonville Beach and look forward to working with you to complete this project successfully. If you have any questions or comments regarding any aspect of our proposal, please feel free to contact us.

Sincerely,



Ken Fraser, PE
Senior Engineer
8657 Baypine Road, Ste. 300
Jacksonville, Florida 32256



Brian Icerman, PE, ENV SP
Managing Director/Vice President

Y:\09803-Jacksonville Beach\Opportunities\2021\95204-135-21 LS 7 and LS 20 PSDC\2021.06.17_ScopeFee-LS 7 20 PSDC.docx

Enclosure: Fee Estimate

JonesEdmunds Project Name: Lift Station No. 8 Abandonment and 18th Avenue Stormwater Client: City of Jacksonville Beach Opportunity Number: Project Number:																		
		Project Fee Estimate						Staffing Plan										
								Sr. Project Manager	EOR/Sr. Engineer	Engineer Intern	Construciton Administrator	Const Proj Coordinator	Doc Prod					
								T. Hays	K.Fraser	N.McCabe	M.Rizer	J. Morrison	N. Vaseen					
								Billing Rate										
Jax Beach RFQ 08-1920 rates						\$200.74	\$215.06	\$93.01	\$122.67	\$93.00	\$69.71							
Task No.	Task Description						Hours						Labor Hours	Expenses (ODC's) Effort	Subconsultants	Subconsultant Effort	Total Fee	
1	Lift Station No. 8 Abandonment and 18 th Avenue Stormwater																	
1	Construction Contract Administration																	
	Submittal Review (20)								20	40	20		80.00	\$0.00		\$0.00	\$8,627.00	
	RFI's (5)						4			20	10		34.00	\$0.00		\$0.00	\$4,186.36	
	Change Orders (2)						4	4		8	2		18.00	\$0.00		\$0.00	\$2,830.56	
	CFO's (2)						4	2		8	4		18.00	\$0.00		\$0.00	\$2,586.44	
	PCM's (2)						6	2		8	4		20.00	\$0.00		\$0.00	\$2,987.92	
	Meeting Pre-Con and 12 Monthly									24			24.00	\$300.00		\$0.00	\$3,244.08	
	Conform Construciton Documents for City							8		4	8		20.00	\$0.00		\$0.00	\$2,955.16	
	Structural Sub (IMEG)									4			4.00	\$0.00	\$3,500.00	\$4,025.00	\$4,515.68	
	Electrical Sub (LASSETTER)						2	8		10			20.00	\$0.00	\$3,000.00	\$3,450.00	\$6,798.66	
							TASK TOTAL										\$38,732.00	
2	Project Closeout																	
	Substantial Completion Site Review (1)							4		8	4		16.00	\$200.00		\$0.00	\$2,413.60	
	Final Completion Site Review (1)							8		8			16.00	\$200.00		\$0.00	\$2,901.84	
	Performance Acceptance Testing/LS Startup							8		8			16.00	\$0.00		\$0.00	\$2,701.84	
	Record Drawings						4	4		8			16.00	\$0.00		\$0.00	\$2,644.56	
	Permit Certifications						4	4		8	12		28.00	\$0.00		\$0.00	\$3,760.56	
							TASK TOTAL										\$14,422.00	
3	COJ-EQD/FDEP Permit Update																	
	Plan and Specification Updates to New Layout						16	20	40			40	116.00	\$200.00		\$0.00	\$14,221.84	
	Review and Updates to Lift Station Pump Selection							40	40				80.00	\$200.00		\$0.00	\$12,522.80	
	COJ-EQD/FDEP Permit Preparation							8	40				48.00	\$0.00		\$0.00	\$5,440.88	
	Permit Submittal							16					16.00	\$0.00		\$0.00	\$3,440.96	
	Response To RAIs							8					8.00	\$0.00		\$0.00	\$1,720.48	
							TASK TOTAL										\$37,347.00	
	Total - Construction Phase Services						44	144	140	166	64	40	598.00	\$1,100.00	\$6,500.00	\$7,475.00	\$90,501.00	

October 31, 2024

David Suarez, P.E.
Project Engineer
City of Jacksonville Beach
Department of Public Works
1460A Shetter Avenue
Jacksonville Beach, Florida 32250

RE: City of Jacksonville Beach
LS No. 8 Replacement and 18th Avenue North Sewer and Stormwater
Improvements
Jacksonville Beach City Bid No. 2324-12
Jones Edmunds Project No.: 09803-035-01
Bid Review and Evaluation of Findings

Dear Mr. Suarez:

This letter summarizes the construction contract bids received for the Lift Station No. 8 Replacement and 18th Avenue North Sewer and Stormwater Improvements project. The City of Jacksonville Beach received bids for the project on October 23, 2024 at 2:00 pm.

Bid Summary

The project was advertised through the City's website on September 25, 2024, and three (3) contractors submitted a bid for this project. The received bid was evaluated for conformance with the criteria set forth in the bidding documents. The bids received for the Total Base Bid ranged from **\$1,807,765.25** to **\$2,397,147.00** and with Alternate No. 01 added to the Total Base Bid ranged from **\$2,174,850.00** to **\$2,749,622.00**.

Petticoat-Schmitt Civil Contractors, Inc. submitted the lowest total base bid in the amount of **\$1,807,765.25** and with Alternate No. 01 the amount is **\$2,174,850.00**.

Bid Checks

We reviewed the submitted bid package provided by Petticoat-Schmitt Civil Contractors, Inc. and find the bid responsive. All items were acknowledged on the Bid Form. A 5% Bid Bond was provided, and the Bid Bond surety is licensed in Florida. In addition, the Contractor complied with the Insurance requirements.

We have contacted the references provided to investigate the Contractors experience, reputation, and performance on past projects, responses to these contacts are pending. However, we are aware that Petticoat-Schmitt Civil Contractors, Inc. is currently and/or has worked on projects for the City of Jacksonville Beach and has completed satisfactory work.

With this, we find the contractor capable of performing the work for this project based on the information received.

We conducted a D&B report review on Petticoat-Schmitt Civil Contractors, Inc. This report showed the Contractor as moderate-high risk for late payments. We suggest for the City to request the contractor to provide lien releases with each pay application to ensure payment to subcontractors/vendors.

Recommendation of the Low Bidder

Although the final determination regarding awarding a contract for this project will be made by the City, Jones Edmunds believes Petticoat-Schmitt Civil Contractors, Inc. bid to be responsive and, based on the findings above, does not take exception to awarding the project to Petticoat-Schmitt Civil Contractors, Inc. for the bid price of:

Total Base Bid Price	<u>\$1,807,765.25</u>
-----------------------------	------------------------------

Total Base Bid with Alternate No. 1 Price	<u>\$2,174,850.00</u>
--	------------------------------

We appreciate the opportunity to continue to provide services to the City of Jacksonville Beach and look forward to the successful construction of this project. If you have any questions, please contact me at your convenience by phone at (904) 545-1376 or by email at KFraser@JonesEdmunds.com.

Sincerely,



Ken Fraser, PE
Senior Engineer
8657 Baypine Road, Suite 300
Jacksonville, Florida 32256-8634

City of

Jacksonville Beach

Property and

Procurement Division

1460A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6229

Email: purchasing@jaxbchfl.net

www.jacksonvillebeach.org

This is the only recommendation notice you will receive. If there are other representatives in your firm working on this project, please forward to their attention.

NOTICE OF INTENT TO SUBMIT BID FOR APPROVAL AND AWARD BY CITY COUNCIL

Date: November 1, 2024

From: Luis F. Flores, Property and Procurement Officer

RE: **Bid No. 2324-12 Sewer Liftstation No. 8 Replacement**

Recommendation will be presented to the City Manager for:

Bid Number: 2324-12

Title: Sewer Liftstation No. 8 Replacement

Recommendation will be presented to the City Manager for intent to award of Bid No. 2324-12 Sewer Liftstation No. 8 Replacement including Alternate No.1 to **Petticoat-Schmitt Civil Contractors, Inc.**

The complete bid tabulation sheet is attached herewith.

In accordance with the procedures set forth in Section XII K. of the City of Jacksonville Beach Purchasing Manual, a written notice of intent to file a protest must be filed with the Property and Procurement Officer within three (3) business days, Monday through Friday, 8:00 AM – 4:00 PM, after receipt by the respondent of the Bid Award Notice from the Property and Procurement Officer.

If awarded, please do not proceed with any work prior to receiving an official City of Jacksonville Beach Purchase Order and/or Notice-to-Proceed letter.

We would like to thank each bidder for their submittal.

Luis F. Flores

Luis F. Flores, Property & Procurement Officer
1460A Shetter Avenue, Jacksonville Beach, FL 32250



BID TABULATION

[OWNER]

(Bid No. 2324-12) LS No. 8 Abandonment and 18th Avenue North Sewer and Stormwater Improvements

Jones Edmunds Project No.09803-035-01

Bid Date: 10/23/2024 at [2:00 pm]

					Ferreira Construction Co., Inc. Jacksonville, FL		Petticoat-Schmitt Civil Contractors, Inc. Jacksonville, FL		United Brothers Development Corporation Jacksonville, FL		Contractor City, State	
Base Bid												
Item #	M&P	Description	QTY	Unit	Unit Price	Extended Price	Unit Price	Extended Price	Unit price	Extended Price	Unit Price	Extended Price
LIFT STATION NO. 8												
1	1	Demolish Lift Station No. 8	1	LS	\$ 52,655.00	\$ 52,655.00	\$ 127,995.25	\$ 127,995.25	\$ 144,371.34	\$ 144,371.34	\$ -	\$ -
2	2	Construct New Lift Station No. 08, Including Generator, Fuel Tank, SCADA, and Sitework	1	LS	\$ 1,100,684.00	\$ 1,100,684.00	\$ 1,321,500.00	\$ 1,321,500.00	\$ 1,470,208.23	\$ 1,470,208.23		\$ -
FORCE MAIN												\$ -
3	3	Furnish and Install 6-Inch C-900 DR 18 PVC Force Main	1,362	LF	\$ 721.00	\$ 982,002.00	\$ 129.00	\$ 175,698.00	\$ 77.19	\$ 105,132.78		\$ -
4	4	Furnish and Install Connections to Existing 6-Inch Valves	2	EA	\$ 1,875.00	\$ 3,750.00	\$ 2,463.00	\$ 4,926.00	\$ 18,697.83	\$ 37,395.66		\$ -
VALVES												\$ -
5	5	Furnish and Install 6-Inch Eccentric Plug Valve	1	EA	\$ 3,850.00	\$ 3,850.00	\$ 3,484.00	\$ 3,484.00	\$ 4,379.09	\$ 4,379.09		\$ -
6	6	Furnish and Install 2-Inch Water Service	1	EA	\$ 10,035.00	\$ 10,035.00	\$ 9,490.00	\$ 9,490.00	\$ 10,308.30	\$ 10,308.30		\$ -
DUCTILE IRON FITTINGS												\$ -
7	7	Furnish and Install 6-Inch Ductile Iron MJ 45 Bend	1	EA	\$ 9,642.00	\$ 9,642.00	\$ 1,070.00	\$ 1,070.00	\$ 1,739.12	\$ 1,739.12		\$ -
8	7	Furnish and Install 6-Inch Ductile Iron MJ 90 Bend	3	EA	\$ 2,334.00	\$ 7,002.00	\$ 1,135.00	\$ 3,405.00	\$ 1,805.80	\$ 5,417.40		\$ -
FORCE MAIN ABANDONMENT												\$ -
9	8	Grout Fill and Cap Existing 6-inch Force Main	700	LF	\$ 61.30	\$ 42,910.00	\$ 14.61	\$ 10,227.00	\$ 22.84	\$ 15,988.00		\$ -
SANITARY SEWERS												\$ -
10	9	Construct 5-Foot-Diameter Precast Inside Drop Sanitary Manhole with Ring and Cover - 12-to-14-Foot-Depth	1	EA	\$ 36,279.00	\$ 36,279.00	\$ 44,666.00	\$ 44,666.00	\$ 63,024.21	\$ 63,024.21		\$ -
11	10	Construct 12-Inch-Diameter SDR 26 PVC Gravity Sewer - 14-to-16-Foot Depth	76	LF	\$ 323.00	\$ 24,548.00	\$ 264.00	\$ 20,064.00	\$ 1,280.64	\$ 97,328.64		\$ -

BID TABULATION

[OWNER]

(Bid No. 2324-12) LS No. 8 Abandonment and 18th Avenue North Sewer and Stormwater Improvements

Jones Edmunds Project No.09803-035-01

Bid Date: 10/23/2024 at [2:00 pm]

					Ferreira Construction Co., Inc. Jacksonville, FL		Petticoat-Schmitt Civil Contractors, Inc. Jacksonville, FL		United Brothers Development Corporation Jacksonville, FL		Contractor City, State	
PAVING AND DRAINAGE												
12	11	Remove and Replace Asphalt Pavement (Sp 9.5, 2-inch-thick Paving) with Cruschcrete Base and Stabilized Subgrade	150	SY	\$ 299.00	\$ 44,850.00	\$ 246.10	\$ 36,915.00	\$ 175.35	\$ 26,302.50		\$ -
13	12	Remove and Replace 6-Inch Concrete Driveway (3,000 PSI with commercial-Grade Fibermesh)	50	SY	\$ 253.00	\$ 12,650.00	\$ 200.88	\$ 10,044.00	\$ 152.75	\$ 7,637.50		\$ -
14	13	Remove and Replace Concrete Ribbon Curb	70	LF	\$ 57.00	\$ 3,990.00	\$ 73.80	\$ 5,166.00	\$ 64.14	\$ 4,489.80		\$ -
15	14	Remove and Replace City Standard Concrete Curb and Gutter	15	LF	\$ 82.00	\$ 1,230.00	\$ 112.00	\$ 1,680.00	\$ 64.07	\$ 961.05		\$ -
LANDSCAPING												\$ -
16	15	Sod Replacement (St. Augustine or Bermuda)	500	SY	\$ 21.00	\$ 10,500.00	\$ 7.54	\$ 3,770.00	\$ 16.24	\$ 8,120.00		\$ -
UNSUITABLE MATERIALS												\$ -
17	16	Remove and Backfill Unsuitable Materials with A-3 Sand (Contingency)	75	CY	\$ 412.00	\$ 30,900.00	\$ 87.00	\$ 6,525.00	\$ 31.84	\$ 2,388.00		\$ -
PERMIT APPLICATION FEE REIMBURSEMENT												\$ -
18	17	COJB Permit Application Fee (Contingency)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00		\$ -
19		Payment Plus Performace Bond (1.5% max) plus total of Item No. 21	1		\$ 17,170.00	\$ 17,170.00	\$ 18,640.00	\$ 18,640.00	\$ 35,000.00	\$ 35,000.00		\$ -
Total Base Bid Amount						\$ 2,397,147.00		\$ 1,807,765.25		\$ 2,042,691.62		\$ -
ALTERNATE NO. 1												
20	18	Construct FDOT Type E "Dog House" Storm Inlet Over 24-Inch RCP Pipe including ADA Handrail 4-to-6-foot Depth	1	EA	\$ 19,027.00	\$ 19,027.00	\$ 24,670.00	\$ 24,670.00	\$ 25,806.41	\$ 25,806.41		
21	18	Construct FDOT Type E "Dog House" Storm Inlet Over 24-Inch RCP Pipe including ADA Handrail 6-to-8-foot Depth	1	EA	\$ 16,404.00	\$ 16,404.00	\$ 26,258.00	\$ 26,258.00	\$ 28,121.61	\$ 28,121.61		
22	19	Furnish and Install CIPP Lining for 24-Inch RCP Storm Sewer Pipe	1,183	LF	\$ 268.00	\$ 317,044.00	\$ 267.25	\$ 316,156.75	\$ 210.96	\$ 249,565.68		

[OWNER]

Jones Edmunds Project No.09803-035-01

Bid Date: 10/23/2024 at [2:00 pm]

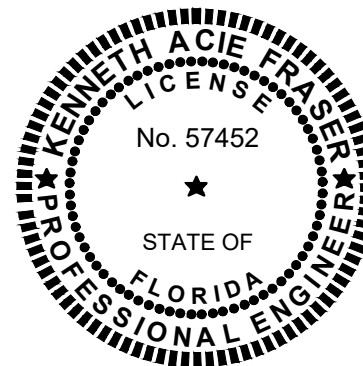
	Ferreira Construction Co., Inc. Jacksonville, FL	Petticoat-Schmitt Civil Contractors, Inc. Jacksonville, FL	United Brothers Development Corporation Jacksonville, FL	Contractor City, State
Total Base Bid Amount with Alternate No. 1	\$ 2,749,622.00	\$ 2,174,850.00	\$ 2,346,185.32	\$ -
ATTACHMENTS TO BID				
Bid Form is signed	X	X	X	
Addenda are acknowledged	X	X	X	
Section 00301-A Subcontractor Listing	X	X	X	
Section 00301-B Required Disclosure	X	X	X	
Section 00301-C Letter of Compliance with the Florida Trench Safety Act	X	X	X	
Section 00301-D Bid Award Notice Form	X	X	X	
Section 00301-E Drug Free Workplace Compliance Form	X	X	X	
Section 00301-F Non-Bankruptcy Affidavit	X	X	X	
Section 00301-G Certification Pursuant to Florida Statue	X	X	X	
Section 00410 Bid Bond	X	X	X	
Section 00480 Noncollusion Affidavit	X	X	X	
Copy of Occupational License	X	X	X	
Completed and Signed W-9 Form	X	X	X	
Documentation to demonstrate his qualifications to perform the work as required in Section 00200	X	X	X	
	Financials and Equipment list provided	Financials and Equipment list provided	No Financials or Equipment list provided	

Include sign/seal area (see right) if required.

Highlighted cells denote cell value/number is different than value/number submitted on bid form

(Seal)

I certify that this Bid Tabulation is accurate and complete.



THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED
BY KENNETH ACIE FRASER, P.E. ON DATE ADJACENT TO SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED.
THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

JONES EDMUNDS
8657 BAYPINE ROAD, SUITE 300
JACKSONVILLE, FL 32256
E.O.R.: KENNETH ACIE FRASER, P.E., No. 57452

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Molly Alleger, Assistant to the City Manager
DATE:	10/03/2024
SUBJECT:	RFP No. 04-2324 for Citywide Signage Brand Standards

BACKGROUND

One of the City's strategic plan objectives is to develop a branding strategy and implementation plan. As such, the City has recognized the need to update and rebrand all citywide signage to establish a cohesive network of signs for clear identification and recognition. To achieve this goal, the City issued a Citywide Signage Request for Proposals (RFP) No. 04-2324 seeking a qualified firm to develop a comprehensive citywide sign brand standard.

RFP No. 04-2324 was advertised on the City website, The Financial News & Daily Record, and was sent to 14 firms. Staff received five proposals and independently scored and reviewed them. The selection committee comprised of staff from various departments agreed unanimously on GAI Consultants, Inc.'s proposal.

The selected firm will be responsible for creating a comprehensive brand standard that will serve as a guide for all future signage and branding initiatives. This standard will outline guidelines for typography, color palettes, imagery, and overall design principles.

By implementing a unified branding strategy, the City aims to enhance its visual identity, improve wayfinding, and ensure that all residents, businesses, and visitors feel connected to the City's vision of a vibrant, coastal community that embraces "the beach life".

Staff is seeking approval to move forward with negotiations with GAI Consultants, Inc. to define deliverables and begin working on the development of the standards. Staff will bring this back to Council at a future briefing to review and provide input on the proposed designs.

To review the RFP No. 04-2324 and all addenda, click [here](#).

GAI's proposal as well as the intent to award and scoring sheet have been attached for your review.

FINANCIAL IMPACT

The development of brand standards was budgeted in the FY25 CIP

REQUESTED ACTION

1. Award/ Reject RFP No. 04-2324 for Citywide Signage Brand Standards to GAI Consultants Inc.; and
2. Delegate authority to the Mayor and City Manager to negotiate and execute a contract as a result of this RFP award



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach, FL 32250

ATTACHMENTS

1. GAI Consultants, Inc Proposal
2. RFP 04-2324 Intent to Award Notification



08.28.2024 | 2:00 PM

Proposal for RFP# 04-2324

CITYWIDE SIGNAGE

CITY OF JACKSONVILLE BEACH, FLORIDA

SUBMITTED BY: GAI Consultants, Inc. | Community Solutions Group

TITLE PAGE

08.28.2024 | 2:00 PM

Proposal for RFP# 04-2324

CITYWIDE SIGNAGE

CITY OF JACKSONVILLE BEACH, FLORIDA

SUBMITTED BY: GAI Consultants, Inc. | Community Solutions Group

GAI Consultants, Inc.
12574 Flagler Center Blvd., Suite 202
Jacksonville, Florida 32258
904.363.1110 (Office)

Executive: Pete Sechler, PLA, AICP, Vice President
321.319.3126
P.Sechler@gaiconsultants.com

Project Manager/Primary Point of Contact: Ana Kimelton, SEG, Associate
321.319. 3075
A.Kimelton@gaiconsultants.com

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South Hills Junction Master Plan and Station Signage Design Standards Manual
Port Authority of Allegheny County | Pennsylvania

Letter of Transmittal / Forms



Cover Letter



Planning | Urban Design
Landscape Architecture
Economics | Real Estate

August 28, 2024

Luis F. Flores
Property and Procurement Officer
Property and Procurement Division
City of Jacksonville Beach
1460A Shetter Avenue
Jacksonville Beach, FL 32250

PROPOSAL FOR RFP 04-2324 | CITY OF JACKSONVILLE BEACH CITYWIDE SIGNAGE

Dear Mr. Flores and Selection Committee Members,

GAI Consultants, Inc. (GAI) is pleased to submit this response to the City of Jacksonville Beach (City) for a comprehensive citywide Wayfinding and Signage Master Plan. As place makers and industry experts, we understand the importance of clear and effective signage for visitors and residents alike. The citywide Wayfinding and Signage Master Plan will improve the overall aesthetic, increase safety and convenience for all, and serve to establish graphic standards and design criteria for the City.

Jacksonville Beach, commonly known as “Jax Beach”, is a charming, vibrant coastal city with a relaxed atmosphere and rich cultural heritage. The city is known for its picturesque oceanfront area, where visitors can explore the iconic Jacksonville Beach Pier and enjoy unique shops, restaurants, and art galleries. However, visitors—and even residents—may find it difficult to navigate the City or along the beachfront and find their way to different locations, especially by car. This is where a comprehensive wayfinding system would make a difference. A well-designed wayfinding system would enhance the aesthetic of the city and make it easier for people to find their way around, thus increasing safety and convenience for all. A comprehensive wayfinding system with clear, effective signage allows visitors to easily find their way to the appropriate parking location for popular destinations such as the Seawalk Pavilion. It also helps residents easily navigate local amenities and services while encouraging walkability and exploration by foot. Taken together, a well-thought-out wayfinding system can increase the sense of community pride and add vibrancy to the public realm for both residents and visitors.

GAI's Community Solutions Group (CSG) is a dedicated team of over 30 Urban Planners, Landscape Architects, Designers, and Economic Development professionals. **Ana Kimelton, SEGD** leads our Wayfinding and Environmental Graphics practice. Having joined CSG's team in 2018, Ms. Kimelton brings 14 years of both national and international wayfinding experience. Ms. Kimelton is supported by a diverse array of CSG design professionals, including specialists who understand Parks and Recreation, Trails Master Planning & Design, Livable Streets, Urban & Regional Planning, Landscape Architecture, Graphic Art & Design, and Branding. We believe this greatly enriches our offering to Jax Beach, because CSG's Wayfinding practice can leverage such a broad perspective on community planning and design.

Led by Ms. Kimelton, the diverse skillsets within CSG are exemplified in specific products we will develop in our wayfinding approach for the City. These include our **Wayfinding Logic Plan**, a directory of destinations, hierarchy of information, and route maps. This directory will then be compiled into a **Design Family of Signs** for each mode of transportation—including visual, vocabulary, and signage design—so the information can be scaled to transportation mode and informational needs. These efforts will result in a **Schedule of Signs**, which utilizes an intelligent GIS platform for both sign placement and ongoing management; and our **Fabrication Design Intent Drawings**, which will provide all the technical specifications, materials, dimensions, graphics, templates, nomenclature, colors, and fonts found in the Schedule of Signs once the project moves on to implementation after this initial study/phase. One size does not fit all when it comes to design, wayfinding, and signage—and we at CSG pride

ourselves in our ability to create unique systems that are tailored for the needs and characteristics of each place. The final product inventories and documents existing conditions, typical user journeys and scenarios, destinations and destination hierarchy, and user touchpoints to create a sign typology based on the City's specific needs. Our strategic recommendations will provide specific signage locations highlighting and expanding the City's brand.

Locally, CSG has a strong support and advisory team. **Daniel A. Ashworth PLA, ASLA, AICP** will serve as Local Client Liaison for immediate contact coverage needs. Mr. Ashworth brings over 22 years of planning and design experience to the project, and he has worked on many projects involving a signage and wayfinding component. His extensive project experience encompasses comprehensive planning and detailed design for public, institutional, and private clients in Florida and nearly a dozen other states.

Pete Sechler, PLA, AICP (Vice President) directs CSG and will ensure that our best resources are available to support Ms. Kimelton and the design team. We have a local office in Jacksonville ready to assist with any needs. We are excited to bring GAI's best creative and technical talent to bear on this citywide Wayfinding and Signage Master Plan for the City of Jacksonville Beach.

Please find our submittal of qualifications, experience, approach, and proposal. We look forward to more discussion about this exciting opportunity with the City's team. Please reach out to Ana Kimelton at 321.319.3075 or a.kimelton@gaiconsultants.com; or Daniel A. Ashworth at 904.559.8092 or d.ashworth@gaiconsultants.com for any additional information or questions about this submittal. CSG would be pleased and excited to work together on your Citywide Signage system.

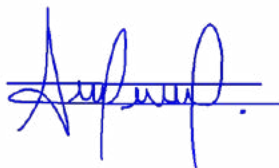
Sincerely,

GAI Consultants, Inc. | Community Solutions Group



Peter C. Sechler PLA, AICP, MBA

Vice President
321.319.3126 | P.Sechler@gaiconsultants.com
Project Executive



Ana Kimelton, SEGD

Wayfinding + Environmental Graphics Director
321.319.3075 | A.Kimelton@gaiconsultants.com
Project Manager/ Primary Point of Contact



Daniel A Ashworth PLA, ASLA, AICP

Senior Landscape Architect
904.559.8092 | D.Ashworth@gaiconsultants.com
Local Client Liaison

FORM 1
PROPOSAL TENDER FORM (page 1 of 2)

RFP #: **04-2324**

TITLE: **Citywide Signage**

DATE: 8/19/2024

TO: **THE CITY OF JACKSONVILLE BEACH, FLORIDA
PURCHASING AND PROCUREMENT DIVISION**

NOTE: Respondent is solely responsible for developing / determining / verifying for this project all plans / all methods / all quantities / all measurements and all manufacturers' requirements / recommendations necessary to provide a satisfactory fully completed project under the provisions of the RFP, to the CITY's satisfaction, to include costs for all labor, all equipment, all materials, all rental / leasing / purchasing of equipment and materials, all preparations, all repairs, all safety work, all quality control work, all disposal work, all mobilization and demobilization work, all sub-contractor work, all taxes, all insurance, all bonding if required, all inspection work, all verification work, all warranty work, all permitting at all levels of government, all contractor overhead, all contractor profit, and any / all other project related work and/or cost/expense that is not listed, and all of which shall be the basis for the respondent's proposal for this RFP.

SUBMITTED BY: Peter C. Sechler
Printed Name of Authorized Submitter

COMPANY NAME: GAI Consultants, Inc.

ADDRESS: 12574 Flagler Center Blvd., Suite 202

CITY, STATE & ZIP: Jacksonville, Florida 32258

TELEPHONE NUMBER: 904.363.1110

EMAIL ADDRESS: P.Sechler@gaiconsultants.com

By: P. Sechler 8/19/24
Signature of Authorized Submitter

Vice President
Title (typed or neatly printed)

FORM 1
PROPOSAL TENDER FORM (page 2 of 2)

PROPOSAL DOCUMENT TURN-IN CHECKLIST

The following documents are to be completed, signed and submitted as part of the Submittal Package in response to this RFP. Failure to provide the listed documents may be cause for the CITY to consider rejection of the submitted proposal. This consideration will be at the sole discretion of the CITY.

INITIAL Check-Off	#	SECTION TITLE
[✓]	1.	Title Page
[✓]	2.	Table of Contents
[✓]	3.	Letter of Transmittal
[✓]	4.	FORM 1: PROPOSAL TENDER FORM (completed Pages 32 thru 33)
[✓]	5.	FORM 2: PROPOSAL AWARD NOTICE FORM – (completed Page 34)
[✓]	6.	FORM 3: REQUIRED DISCLOSURE FORM (completed Page 35)
[✓]	7.	FORM 4: DRUG-FREE WORKPLACE COMPLIANCE FORM (completed Page 36)
[✓]	8.	FORM 5: NON-COLLUSION AFFIDAVIT (completed Page 37)
[✓]	9.	FORM 6: NON-BANKRUPTCY AFFIDAVIT (completed Page 38)
[✓]	10.	FORM 7: CERTIFICATION PURSUANT TO FLORIDA STATUTE §287.135 (completed Page 39)
[✓]	11.	W-9
[✓]	12.	Qualifications and Relevant Experience
[✓]	13.	Project Approach and Understanding
[✓]	14.	Cover Letter and References
[✓]	15.	Proposed Project Schedule
[✓]	16.	Fee Proposal

NOTE: Please INITIAL Check-Off of each *document / activity / requirement* that is attached to the Proposal Tender Form and/or is required by the RFP and/or Addenda.

ADDENDA RECEIPT VERIFICATION

Respondent shall acknowledge receipt of all addenda, if any, to the RFP, by filling in Addenda Numbers and dates below.

Addendum #:	1	Dated:	8/15/2024	Addendum #:	2	Dated:	8/21/2024
-------------	---	--------	-----------	-------------	---	--------	-----------

By:  8/19/24
Signature of Authorized Submitter

Vice President
Title (typed or neatly printed)

Question 4:

Form 1, #15: Is Vendor Utilization supposed to be Proposed Project Schedule?

Answer 4:

Items #12-16 on FORM 1 page 33 of 127 are revised as follows:

- 12. Qualifications and Relevant Experience**
- 13. Project Approach and Understanding**
- 14. Cover Letter and References**
- 15. Proposed Project Schedule**
- 16. Fee Proposal**

A new page 33 is provided in this addendum.

Question 5:

Is the Cover Letter (listed in the Evaluation Criteria) the same as item #3 Letter of Transmittal in Form 1?

Answer 5:

It can be, as long as the letter succinctly summarizes what is being submitted and includes the requirements listed in Section E, C. Cover Letter and References: on page 29 of 127.

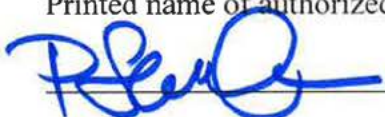
COMPANY NAME: GAI Consultants, Inc.

ADDRESS: 12575 Flagler Center Blvd., Suite 202

CITY, STATE & ZIP: Jacksonville, Florida 32258

SUBMITTED BY: Peter C. Sechler
Printed name of authorized submitter

TITLE: Vice President

SIGNATURE: 

DATE: 19 AUG '24

COMPANY NAME: GAI Consultants, Inc.

ADDRESS: 12574 Flagler Center Blvd., Suite 202

CITY, STATE & ZIP: Jacksonville, Florida 32258

SUBMITTED BY: Peter C. Sechler
Printed name of authorized submitter

TITLE: Vice President

SIGNATURE: 

DATE: 21 AUG 2024

FORM 2

RFP AWARD NOTICE

City of Jacksonville Beach

1460A Shetter Avenue, Jacksonville Beach, FL 32250, (904) 247-6229

NOTICE: Items 1 to 6 are to be completed by the respondent. The respondent is to submit the form to the CITY along with the Proposal Tender Form and other required documents.

1. Company Name: GAI Consultants, Inc.

2. Address: 12574 Flagler Center Blvd., Suite 202

3. City, State & Zip: Jacksonville, Florida 32258

4. Attention: Daniel Ashworth, Jr., PLA, ASLA, AICP

5. Phone: 904.363.1110 Fax: 904.363.1115

6. E-mail address: D.Ashworth@gaiconsultants.com

PLEASE PRINT CLEARLY

ITEMS BELOW TO BE COMPLETED BY THE CITY OF JACKSONVILLE BEACH

Proposals were received and evaluated, and the following recommendation will be presented to the City Manager for award of **RFP No. 04-2324** per the attached Proposal Tabulation form(s).

A written notice of intent to file a protest must be filed with the Property and Procurement Officer within three (3) days after receipt by the respondent of the Notice of Intent to Submit RFP for Approval and Award by City Council from the Property and Procurement Officer in accordance with the procedures set forth in Section XII K., City of Jacksonville Beach Purchasing Manual.

If awarded RFP, please do not proceed with any work prior to receiving an official City of Jacksonville Beach Purchase Order and/or Notice-to-Proceed letter.

Thank you for your proposal.
Sincerely,

CITY OF JACKSONVILLE BEACH
/s/Luis F. Flores
Property and Procurement Division

FORM 3
REQUIRED DISCLOSURE

The following disclosure is of all material facts pertaining to any felony conviction or any pending felony charges in the last three (3) years in this State or any other state or the United States against (1) respondent, (2) any business entity related to or affiliated with respondent, or (3) any present or former owner of respondent or of any such related or affiliated entity. This disclosure shall not apply to any person or entity which is only a stockholder, which person or entity owns twenty (20) percent or less of the outstanding shares of a respondent whose stock is publicly owned and traded:

Not Applicable

Signed:

 8/19/24

Title: Vice President

Contractor: GAI Consultants, Inc.

FORM 4

DRUG-FREE WORKPLACE COMPLIANCE

IDENTICAL TIE PROPOSALS - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals, which are equal with respect to price, quality and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under contract a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under contract, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.


Vendor's Signature

FORM 5

NON-COLLUSION AFFIDAVIT

Peter C. Sechler, being first duly sworn deposes and says that:

1. He (it) is the Vice President, of GAI Consultants, Inc. the respondent that has submitted the attached proposal;
2. He is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said respondent nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm or person to submit a collusive or sham proposal in connection with the Contract for which the attached proposal has been submitted; or to refrain from responding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion or communication, or conference with any respondent firm, or person to fix the price or prices in the attached proposal or of any other respondent or to fix any overhead, profit, or cost elements of the proposal price or the proposal price of any other respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against other Respondents, or any person interested in the proposed Contract;
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the respondent or any other of its agents, representatives, owners, employees or parties in interest, including his affidavit.

By:

[Signature] 8/19/24

Sworn and subscribed to before me this 19 day of Aug., 2024,
in the State of Florida, County of Orange.

[Signature] Notary Public

My Commission Expires: 4/1/2028



LISA D. RAMBO
Notary Public
State of Florida
Comm# HH510919
Expires 4/1/2028

FORM 6

NON-BANKRUPTCY AFFIDAVIT

STATE OF Florida)

COUNTY OF Orange)

Peter C. Sechler is an officer and member of the firm of
GAI Consultants, Inc., being first duly sworn, deposes and states that;

1. The subsequent certification statement is a true and accurate statement as of the date shown below.
2. The affiant understands that the intentional inclusion of false, deceptive or fraudulent statements on this Non-Bankruptcy Affidavit constitutes fraud; and, that the City of Jacksonville Beach, Florida, considers such action on the part of the affiant to constitute good cause for denial, suspension, revocation, disqualification, or rejection of affiant's participation in **RFP #: 04-2324**.
3. Certification Statement: This is to certify that the aforementioned firm has not filed for bankruptcy in the past seven (7) years and that no owner/officer or principal of the aforementioned firm has filed for bankruptcy personally in the past seven (7) years or has been an owner/officer or principal of a firm which has filed for bankruptcy in the past seven (7) years.

P. Sechler

Affiant Signature

Sworn to before me this 19 day of Aug, 2024 by Peter C. Sechler
(Name of affiant)

He/She is personally known to me or has produced _____ as identification.

Lisa D. Rambo
Signature of Notary

Lisa D. Rambo
Notary's Printed Name

4/1/2028
Expiration of Notary's Commission

Affix Seal Here: **LISA D. RAMBO**
Notary Public
State of Florida
Comm# HH510919
Expires 4/1/2028



FORM 7

CERTIFICATION PURSUANT TO FLORIDA STATUTE §287.135

I, Peter C. Sechler, Vice President on behalf of GAI Consultants, Inc. certify
Print Name and Title Company Name

that GAI Consultants, Inc.
Company Name

- a. is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Company is found to have submitted a false certification; or if the Company is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- b. If this Agreement is for more than one million dollars, the Company certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in section 287.135, F.S. Pursuant to section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Company is found to have submitted a false certification; or if the Company is placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.
- c. As provided in subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions, then they shall become inoperative.

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) G-A-I Consultants, Inc.	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☒ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 385 E Waterfront Dr 6 City, state, and ZIP code Homestead, PA 15120 7 List account number(s) here (optional)	Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
2	5	-	1	2	6	0	9	9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 07/01/24
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

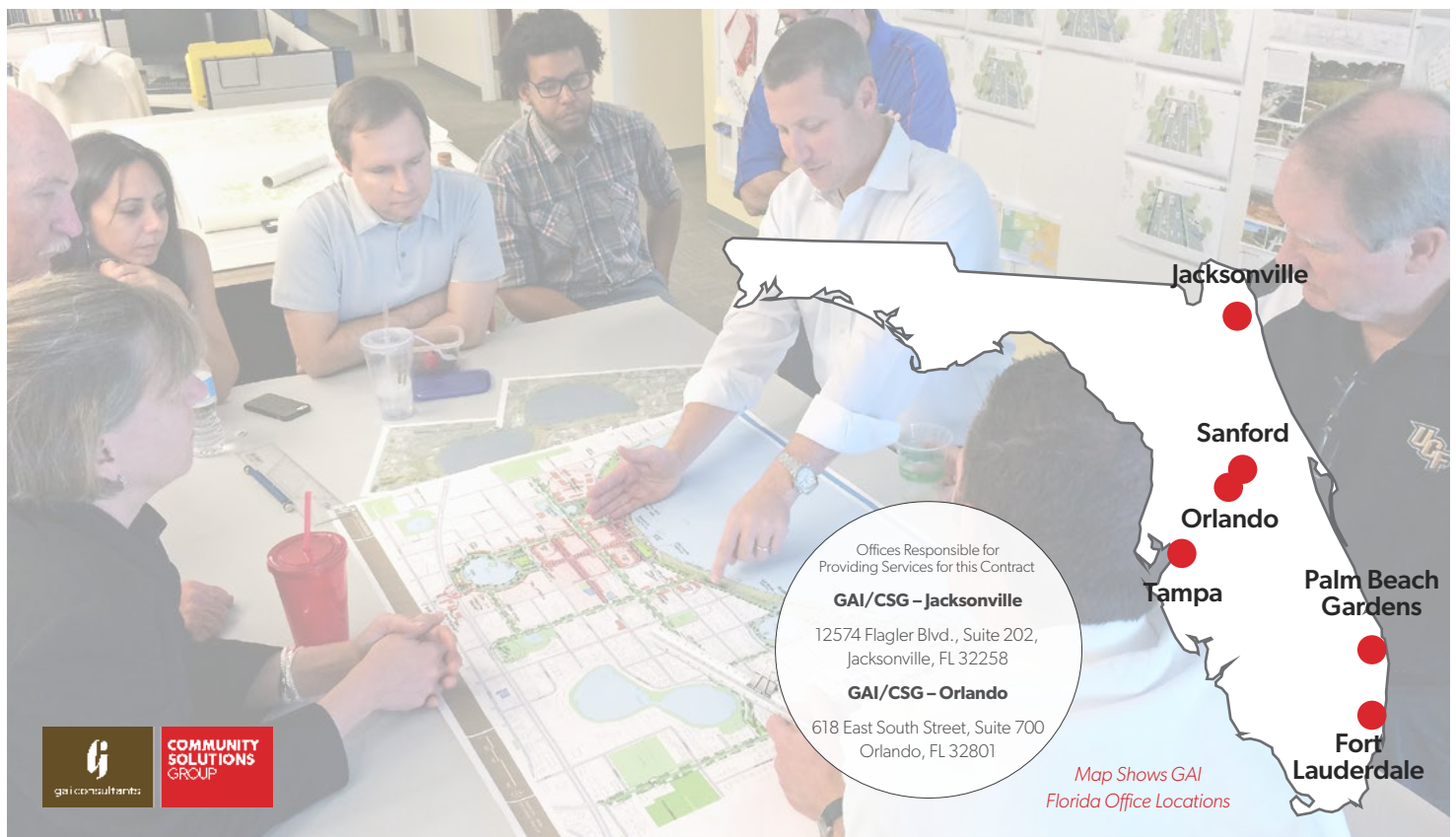


Gordon River Greenway Workshop | Naples, FL



N Qualifications and Relevant Experience





Transforming ideas into reality® since 1958, GAI Consultants, Inc. (GAI) is an engineering, environmental, and planning consulting firm. Through growth, acquisition, and much success, GAI has 900+ employees, serving our clients from 27 office locations throughout Florida and the United States. Our offices are organized to mobilize staff and services seamlessly.

WHAT WE ARE. As part of GAI, our specialized **Community Solutions Group (CSG)** practice combines with the broad knowledge of our engineering and environmental consulting firm to offer services in Landscape Architecture, Planning, Economics, and Management Consulting. CSG is our idea-driven, specially positioned team for landscape architecture, urban planning, redevelopment economics, and wayfinding/environmental graphics. We are committed to enhancing communities in ways that are practical, sustainable, and authentic to our clients' needs, while being politically aware, financially feasible, and aesthetically compelling.

Landscape Architecture

Planning + Urban Design

Economics + Urban Analytics

Wayfinding + Environmental Graphics

WHO WE ARE. CSG is a unique team of landscape architects, urban designers, land use planners, public finance and economic development specialists, and public administrators who capture the full dimensions of strategy and solution. Committed to positioning communities for a sustainable future, we are recognized for delivering insightful, thorough, and technically sophisticated solutions. We embrace a philosophy that values the complex interrelation of people, place, and policy while considering a project's ability to positively impact its investors, community, and setting.

WHAT WE DO. Our work centers on finding resolution to place-based problems by implementing context-sensitive, sustainable solutions that are economically and fiscally beneficial and implementable. We engage diverse community groups to effect positive outcomes with shared benefits by integrating ideas. Consequently, our clients include governments, agencies, institutions, and developers who share an equal need to address complex and inter-related challenges. We work from planning to policy and concept to construction across the scales of region, city, and campus; neighborhood, street, and site.

OUR SERVICES

Landscape Architecture

The Landscape Architecture Studio within CSG integrates an experienced team of professionals that strives to raise the standard of planning and design services to a new level with every project, producing sustainable, context-sensitive solutions that meet our clients' objectives. We listen to their concerns, their desires, and their needs; we gather a deep understanding of place and issues; we then deliver thoughtful and innovative solutions. The studio operates under a fundamental planning and design philosophy seeking to develop solutions that make a positive contribution to the economic and social values of a community or place. Whether the task is community master planning and place-making, streetscape and corridor design, sustainable stormwater strategies (LID), parks and open space design, or corporate and campus planning and design, we are committed to creating rich, diverse and sustainable places for people—beautiful works that allow people to connect to the environment and that respect the community's cultural, historical, and environmental heritage.

Planning + Urban Design

CSG's master planning and urban design practice focuses on crafting plans that create livable places of lasting value for communities that require context-sensitive, sustainable solutions. We prioritize close collaboration with clients through an approach that emphasizes plans that reflect strong neighborhoods, livable transportation networks, interconnected park and open space systems, environmental sensitivity, and economic opportunities. Through work at the scale of city, neighborhood, and street, our plans create the framework for rich, interactive settings that bring people together in environments that facilitate meaningful experiences that enrich lives.

Economics

CSG's economic and real estate consulting services draw from the advising team's experience, education, and a culture that integrates allied disciplines to enhance the appropriate solutions. The firm's approach draws upon its knowledge of growth management techniques in many state settings, local regulatory constraints, infrastructure systems and design, public finance, awareness of the needs in the private marketplace, preferred land use forms, aesthetics, emerging trends in development, and the linkages among infrastructure, economic development as well as the character of the built environment. This knowledge enables

our clients to choose critically between alternatives and implement a strategy or master plan that is flexible, cost effective, sustainable, and marketable—attributes sought by both our public and private clientele.

Urban Analytics

The complexity of managing public and private resources requires moving beyond simple facts more than ever—The Urban Analytics team is a blend of highly experienced professionals that specialized in transforming data into insight. Ignoring fact-based management has also never been more risky. Making decisions in both public and private markets without analytics will either be lucky or wrong.

Our focus on meeting client needs maximizes opportunities by providing data-driven insights gained through analysis of a community's physical, social, and economic elements. The extensive use of data, statistical and quantitative analysis, and explanatory and predictive models is the foundation of fact-based management to drive decisions and actions.

Wayfinding Planning and Design + Environmental Graphics

Our Wayfinding practice prides itself on creating unique, seamless, and functional systems for complex environments. We build legible communities by creating effective systems with a clear developed strategy—which demands specialist knowledge. One size does not fit all in wayfinding, and before we start our design process, we define a number of standards that have become best practices. We take into account natural features and notable landmarks, the range of users, and the goals and aspirations of the client and key stakeholders. By studying why people behave the way they do, and how they understand their environment, we can provide information in the way those users naturally receive it—making wayfinding intuitive and enhancing the overall experience of locals and visitors.

- Exterior + Interior Wayfinding
- Sign Design Guidelines
- Vehicular Wayfinding
- Pedestrian and Cyclist Wayfinding
- Communities | Districts | Cities | Cultural Centers | Educational Campus | Parks + Trails | Hospitality | Hospital + Healthcare Facilities | Retail + Entertainment
- Mapping Design
- Interpretive + Exhibit Signage
- Logo + Branding Design

Our Team for City of Jacksonville Beach's Comprehensive Citywide Signage System

Good wayfinding relies extensively in legibility and consistency. Behind every successful wayfinding system is a clear and cohesive developed strategy. These strategies demand specialist knowledge and skills, as well as an engaged team with vast expertise across the full spectrum of wayfinding, planning, design, engineering, and implementation for public, private, and institutional clients. This experience creates value for the City of Jacksonville Beach, because wayfinding is so much more than just signs. Our broad perspective in community planning and design allows us to develop a vision and create plans and systems that are seamless, legible, and completely integrated with the built environment.

In addition to our practice diversity, we are also highly interdisciplinary. Our team collaborates often and is set up to facilitate real-time interactions between all team members planners, designers, sustainability specialists, economists, and engineers—allowing for truly collaborative solutions that are not constrained by traditional professional barriers. We believe that it takes this kind of team to meet Jacksonville Beach's expectation of forward-looking solutions. We are inclusive and collaborative as peer professionals, with our clients, City staff, and community stakeholders. Finally, our leaders are “in the practice.” The team members we have proposed have the experience shown in this proposal, work actively on projects, and will be working with Jacksonville Beach to execute any assignment.

TEAM ORGANIZATION

We have summarized the capabilities of the key personnel on our team, based on their expertise and role supporting Jacksonville Beach for the life of this contract.

WAYFINDING + ENVIRONMENTAL GRAPHICS –

Ana Kimelton, SEDG directs the Wayfinding practice at GAI/CSG. Ana has vast experience in developing wayfinding system for complex environments. She has worked on national and international projects for towns and cities such as Gainesville, Daytona Beach, Kuala Lumpur, Buena Park, Naples, Alexandria, Orlando, and New Orleans.

LOCAL CLIENT LIAISON – **Daniel Ashworth, PLA,**

ASLA, AICP Landscape Architect with over 22 years of planning and design experience, including many projects involving signage and wayfinding components.

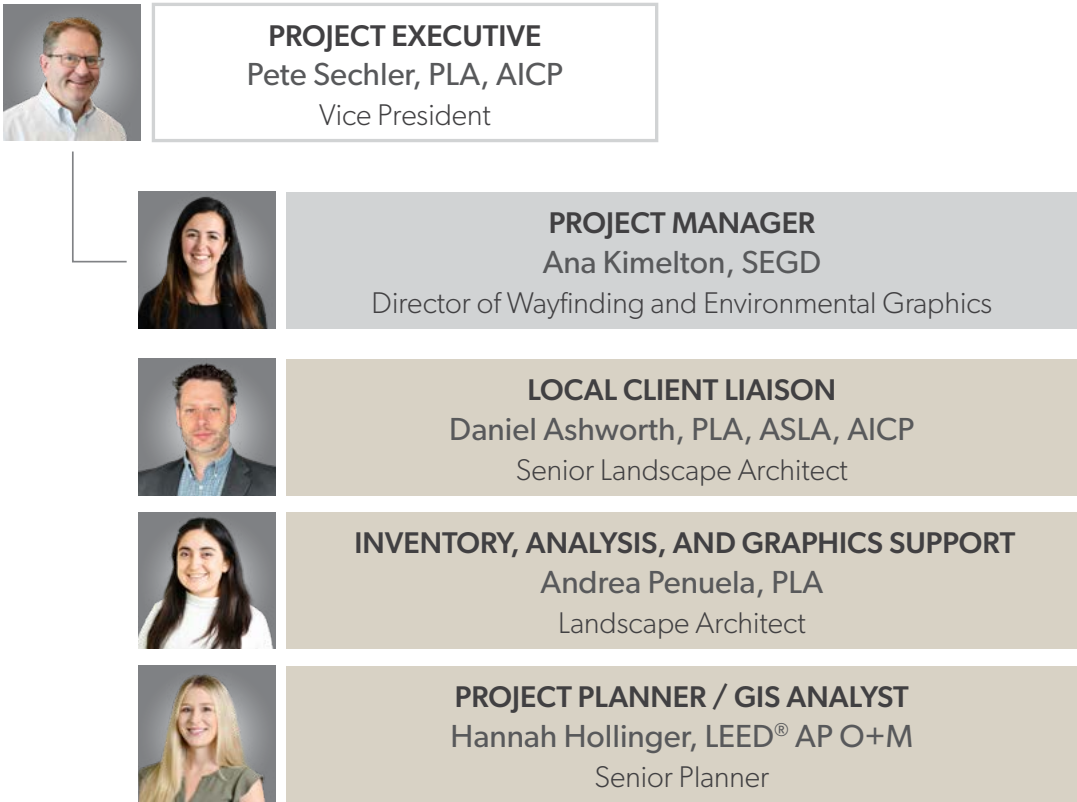
INVENTORY, ANALYSIS, AND GRAPHIC SUPPORT

– **Andrea Penuerla, PLA** Landscape Architect with experience in graphic design, sign and site inventory, visioning, and site planning. Her cross-disciplinary work allows her to deliver implementable plans that meet unique needs for communities.

GIS SPECIALIST – **Hannah Hollinger, LEED AP® O+M**

Urban Planner and GIS Analyst. She has a comprehensive academic background in environmental and planning topics, utilizing GIS applications to conduct spatial analyses and modeling.

Team Organization Chart





Ana Kimelton, SEGD, Director of Wayfinding + Environmental Graphics

TOTAL YEARS OF EXPERIENCE: 14

YEARS WITH GAI: 6

EXPERTISE

Industrial and Graphic Design, Adobe Creative Cloud (Photoshop, Illustrator, InDesign, Flash, After Effects, Premier), AutoCAD, 3ds Max, Rhino, SketchBook Pro, KeyShot, SketchUp

EDUCATION

BFA, Industrial Design, 2013, Savannah College of Art and Design

BS, Graphic Design, 2010, Instituto de Diseño de Caracas

BS, Industrial Design, 2007, Instituto de Diseño de Caracas

CERTIFICATIONS

Digital Marketing Certificate

AFFILIATIONS

The Society for Experiential Graphic Design (SEGD)

University of South Florida Digital Marketing Advisory Board

Ms. Kimelton is the Director of Wayfinding and Environmental Graphics in GAI's Community Solutions Group (CSG). With 14 years of experience, including in wayfinding design and planning, she is a passionate Graphic and Industrial Designer, who is vastly skilled with product design and development, branding, and corporate identity. Ms. Kimelton is self-motivated, creative, versatile, and knowledgeable in both 2D and 3D design work. Her background in industrial design gives her extensive knowledge of fabrication and materials, as well as experience with construction documents for retail commercial interior renovations and build-out supervision. She has both analytic and creative thinking—allowing her concepts to be data driven and data oriented. Her designs are well thought out and consider the project character and goals. Research plays a big part in her design methodology. Ms. Kimelton has worked on national and international projects for cities, including Buena Park, Daytona Beach, Kuala Lumpur, Oklahoma City, and Naples. She has also performed on campus wayfinding for the University of Florida, Central Michigan University, New Jersey Institute of Technology, and Virginia State University.

HIGHLIGHTED EXPERIENCE

- **Riverplace Boulevard Bicycle and Pedestrian Improvements, City of Jacksonville, Jacksonville, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton redesigned the Riverplace Boulevard gateway to match the wayfinding system created for Jacksonville's Riverwalk. Ms. Kimelton assisted with construction administration to make sure the design intent was respected on the implementation phase.
- **I-Drive Signage and Wayfinding, Orange County, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton created a wayfinding master plan for the I-Drive tourist district. The I-Drive Signage and Wayfinding Master Plan is intended to unify the various districts within the I-Drive tourist corridor via public signage. The Master Plan focuses on integrating wayfinding signage with landscape architectural treatments at certain gateway areas along I-Drive. Once implemented, these gateways will carry a consistent message, a general image, and a design vocabulary, i.e., "brand", that visitors to the area can easily understand and navigate. Currently, the CSG team is assisting with construction administration during the implementation phase of the project, which will consist of two phases. CSG conducted a walkthrough of the corridor with County staff and the selected fabricator to identify specific sign locations based on utilities and terrain conditions. The construction documents for all sign types and mockups have been reviewed; sign foundations and the first signs are expected to be installed in spring 2024.
- **Maitland Bike-Ped Plan, Maitland, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton provided the City with a Bicycle and Pedestrian Master Plan that includes a variety of facilities to support the City's community goals. This master plan will serve as the "go-to" document for implementing bicycle and pedestrian projects and programs within the City.
- **Gainesville Park Wayfinding & Sign Design Standards, Gainesville, Florida.** Wayfinding Senior Planner and Designer responsible for creating a wayfinding master plan for the City of Gainesville's parks. Ms. Kimelton created a unique system that unifies the different parks within the city. The wide palette of signs takes into consideration the needs and challenges presented in all park types, while leaving room for customization in order to highlight the unique brand and/or features of each park.
- **South Hills Junction Master Plan and Station Signage Design Standards Manual, Port Authority of Allegheny County, Pennsylvania** Wayfinding Senior Planner and Lead Designer in charge of developing a wayfinding master plan for the South Hills Junction Station, as well as sign design standards for all the Port Authority's transit network, based on the study of three different stations. Ms. Kimelton provided extensive research and analysis of the three stations selected to determine user and signage needs. Ms. Kimelton developed three schematic design options and design directions; after the Port Authority selected a preferred option, she created detailed designs to demonstrate the design intent for signage and wayfinding. When implemented, the Port Authority will have an established system that will be unique and unified throughout the stations.

The system will direct people to and from stations, and to destinations within walking distance, connecting and unifying public transit with the City and surrounding areas.

- **Orlando Health, Orlando, Florida.** GAI has been retained by Orlando Health to provide multiple wayfinding and signage services projects. Ms. Kimelton serves as the wayfinding senior planner and designer leading all wayfinding and signage requests. Ms. Kimelton has been updating and maintaining the downtown campus Planned Development (PD) Sign Plan document for the campus. Parallel to the PD Plan, Ms. Kimelton has been updating the current sign design standards to be implemented in all Orlando Health facilities. Ms. Kimelton is also assisting in the creation of the Orlando Health Wellness Trails: safe, convenient, and accessible mile-long routes through various hospital campuses within the system (Bayfront Health, Dr. P. Phillips Hospital, Downtown Orlando Campus, Health Central Hospital, Horizons West Hospital, South Lake Hospital, and St. Cloud Hospital) for team members and visitors as part of Orlando Health's corporate resiliency and Best Places to Work initiatives.
- **Packing District Wayfinding Master Plan, Orange County, Orlando, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton is leading the creation of a signage and wayfinding plan for the new Dr. Phillips Packing District in the College Park area of Orlando. The wayfinding plan for the district will be used to create a Planned Development (PD) amendment to the City's code in order to showcase signs that are unique and characteristic of the district.
- **Lake Lorna Doone Park Graphics + Wayfinding, Florida Citrus Sports, Orlando, Florida.** Wayfinding Senior Planner and Designer. GAI's CSG is providing wayfinding planning and design as part of the effort to revitalize this historic park in downtown Orlando, located adjacent to the Citrus Bowl. Florida Citrus Sports (FCS) hired GAI to create a comprehensive and coordinated graphic and signage wayfinding system for the park that will inform visitors where to park depending on what amenities they want to visit. Once parked, the system will communicate how to locate those amenities/park features. In addition, FCS wishes to create a donor/sponsor commemorative element that is graphically consist with the wayfinding system.
- **Sebastian Wayfinding and Parks Signage Plan, City of Sebastian, Sebastian, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton created a family of signs to follow the brand and unique character of the City of Sebastian. She also created a bid document for the fabrication of the sign designs, as well as an implementation plan, based on the improvement plan developed after a city-wide sign survey.
- **Heritage Trail, City of Gainesville, Gainesville, Florida.** Wayfinding Senior Planner and Designer for wayfinding and streetscape improvements to a historic trail in Gainesville. Ms. Kimelton helped in the creation of the historic trail route and developed schematic design for a family of interpretive signage to help tell the story of the first African-American neighborhood added to the national registry in Florida.
- **Orange Avenue Streetscape and Corridor Plan, Orlando, Florida.** Wayfinding Senior Planner and Designer. As part of the streetscape master plan work for the Downtown South Neighborhood Improvement District (DSNID), Ms. Kimelton designed identity signs to be mounted on key light poles within the District's boundaries, as well as and assisted with construction administration.
- **Gordon River Greenway Design Workshop, Collier County, Naples, Florida.** Wayfinding Senior Planner and Designer Role. Ms. Kimelton led a 2-day workshop through the City of Naples, on a pro-bono base. The goal was to produce a family of signs to reflect the Greenway's brand and demonstrate key stakeholders how each one can still have ownership and be co-branded on the signs. At the end of the workshop, four different schematic design families were created and presented. The stakeholders all agreed to create a partnership in order to preserve and create consistency throughout the Greenway.
- **Floridian Town Center Wayfinding Design Development, Apopka, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton created wayfinding guidelines to produce unique and flexible designs for development projects within the Floridian Town Center. The ongoing project goal is for the system to create boundaries, foster a sense of place, inform visitors of buildings and destinations, direct visitors to the appropriate parking location, and once parked, show them how to locate their destinations.
- **Martin County Airport (Witham Field), Stuart, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton developed a new branding campaign for the Airport. Following the new brand, she created directional signs that, once implemented, will help route visitors through the new airport entrance. Ms. Kimelton also assisted with the design of a gateway sign to identify the new entrance, as well as oversaw the design of a monument feature to honor the history of the name "Witham Field."
- **St. Michaels Place Monument, Melbourne Airport, Melbourne, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton created a new monument sign at St. Michaels Place that identifies the entrance to the airport from the main road. Once visitors see the gateway and enter the airport property, directional signs designed and strategically placed by Ms. Kimelton help guide users to the appropriate tenant/destination.
- **Edgewater Naming and Branding, Osceola County, Kissimmee, Florida.** Wayfinding Senior Planner and Designer. Ms. Kimelton is creating a list of potential names in order to develop a brand for a 1,400-acre community within the Edgewater mixed-use district east of Osceola County's Lake Tohopekaliga. Plans call for 6,148 new residential units spread among 7 neighborhoods, and an urban center with nearly 3 million sf of office and commercial uses. Ms. Kimelton developed the name and brand for this new community. As part of this brand exercise, Ms. Kimelton dictated how sub-brands can use the main logo and created a brand book with use and misuses for the brand.



Pete Sechler, PLA, AICP, MBA, Vice President

TOTAL YEARS OF EXPERIENCE: 34

YEARS WITH GAI: 10

EXPERTISE

Citywide Regional Visioning, Community Redevelopment, Transit-oriented Urban Development, Main Street and Urban Walkability projects

EDUCATION

MBA, Business Administration, 2018, Point Park University

BS, Landscape Architecture, 1990, Ohio State University

Continuing Education Certificates:

- Harvard Business School: Leadership Training for Executives
- Harvard Graduate School of Design: Experiential Placemaking

LICENSES/REGISTRATIONS

Professional Landscape Architect (PLA): FL – 1993, #LA0001465

CERTIFICATIONS

American Institute of Certified Planners (AICP), No. 023221

Council of Landscape Architectural Registration Boards (CLARB)

Certified Trainer, Florida Redevelopment Academy

AFFILIATIONS

American Society of Landscape Architects (ASLA)

Florida Chapter American Planning Association (FAPA)

Florida Redevelopment Association (FRA)

Urban Land Institute (ULI)

Mr. Sechler is the Director of GAI's Community Solutions Group, focused on Planning, Urban Design, Landscape Architecture, and Economic Development in the eastern U.S. for public, private, and institutional clients. His focus has been to work inclusively—identifying the community context and mission, understanding economic potential, and thereby positioning specific initiatives to support broader goals, enhanced livability, and sustainable success. Mr. Sechler has been involved in: citywide regional visioning; community redevelopment; transit-oriented urban development; main street and urban walkability projects; medical, educational, and office park campuses; urban public parks and trails; and neighborhood planning and enhancements.

HIGHLIGHTED EXPERIENCE

- **Riverplace Boulevard Complete Street, Jacksonville, Florida.** Principal-in-Charge and Senior Designer for this 2,000-ft project in the heart of Jacksonville's "SouthBank CRA" mixed-use neighborhood. The community-driven plan features lane reductions, protected bike lanes, rain gardens, on-street parking, enhanced pedestrian facilities, and contemporary urban streetscapes.
- **Warehouse Arts District/Deuces Live Joint Plan, City of St. Petersburg, St. Petersburg, Florida.** Principal-in-Charge and Senior Designer of an action plan for infrastructure investment and other economic/social initiatives for an emergent Arts and Industry area and adjacent historic African American Main Street. The plan included substantial public involvement, both online and in person, defining shared ideas for this culturally rich area of downtown St. Pete. The Strategic Action Plan includes the enhancement of every roadway in the study area, parklets and plazas, art and branding, and urban redevelopment recommendations; as well as detailed design and budgeting.
- **Downtown Open Space and Pedestrian Master Plan, Jacksonville, Florida.** Principal-in-Charge and Senior Designer for a 5-year action plan for streets, parks, and riverfront open space in downtown Jacksonville. Working with a steering committee, the plan identified opportunities and initiatives for enhancing livability, while providing comment on larger issues critical to the success of downtown as an attractive place to live, work, shop, and play. The master plan includes conceptual design plans for Metropolitan Park, Friendship Fountain, Laura Street, and other public and private sites. The plan was recognized by the Florida Redevelopment Association (FRA).
- **Wauwatosa Village Streetscapes, City of Wauwatosa, Milwaukee, Wisconsin.** Principal-in-Charge and Senior Designer of more than 8,000 ft of streetscapes and public open space in the historic Wauwatosa Village. The plan repositions streets and public open space in the historic Village to truly serve a "complete" set of community needs. This includes pedestrian and bicycle mobility, shared space for retailing and events, economic development, parking, environmental enhancement, and community branding. The initial phases of work have now been constructed, and the Village has seen substantial enhancement in local activity and economic development.
- **Downtown Master Plan, Cocoa, Florida.** Principal-in-Charge of the Cocoa Redevelopment Area Master Plan. Results of the plan included identification of new development opportunities, waterfront enhancements, one-way street conversions, and street and park enhancements, such as the new South Gateway Square, downtown Wayfinding, and Form Based Code—all of which are now underway. GAI/CSG recently updated the waterfront plan following 2017 damage from Hurricane Irma and continues working with Cocoa.
- **Downtown By Design, Bradenton, Florida.** Led a public-driven urban infill plan for the next 20 years of the City of Bradenton CRA. This plan included strategies for transportation planning, economic development, urban design, open space, wayfinding, and streetscapes.

- **Downtown Master Plan, Sanford, Florida.** Senior Designer and Project Manager for the Downtown Vision Plan for Historic Sanford. The plan resulted in several public and private initiatives, including Mr. Sechler's role leading the \$12 million Riverwalk, \$4 million First Street Streetscape, and Downtown Design Guidelines. Since the plan, Sanford's downtown has seen transformation through numerous small business investments and neighborhood revitalization. The plan was recognized by FC-ASLA.
- **Downtown Master Plan, Eustis, Florida.** Principal-in-Charge of the Downtown Vision Plan within the Eustis CRA. Results of the community-driven plan include new Main Street design and construction plans, a new downtown stormwater park (serving 12 key urban blocks), Form Based Code, and renewed discussion with the Lake Community Foundation regarding partnership sites.
- **5th Avenue South Streetscape and Sugden Theatre Plaza Conceptual Design, Naples, Florida.** Project Director for conceptual landscape architectural design of the 6 feature blocks of the 5th Avenue Shopping District. The effort was designed to establish a streetscape design approach, materials palate and other design and dimensional criteria for a planned 'refresh' of this highly active shopping and dining district. The project also examined adjacent public spaces such as Sugden Plaza and support functions such as district parking and pedestrian access to the retail venue.
- **St. Petersburg Downtown Waterfront Master Plan (DWMP), St. Petersburg, Florida.** Director of Master Planning for 7 miles of downtown waterfront in St. Petersburg, Florida. The geography was stretched from the historic downtown on Tampa Bay, north to the Coffee Pot Bayou and south to Lassing Park. The DWMP addresses landside, parkways and waterside uses, form and design for the next 20 years. The DWMP is organized in "5 Dimensions of the Waterfront" as a framework for reconciling and capitalizing on opportunities for Environment, Parks + Trails, Boating, Streets and Circulation, and Economic Development across a wide range of land use types. The DWMP enjoys broad community support as a result of a highly inclusive process led by Mr. Sechler, and was adopted by the City Council and was recognized by the Florida Chapter of the American Society of Landscape Architects (FC-ASLA).
- **St. Petersburg Innovation District Master Plan, St. Petersburg, Florida.** A set of facilitated workshops and strategic plan for an area with two hospitals, university, research, marine science, and entrepreneurial center. The plan was adopted, and the district was launched with governance and priority action frameworks as a result of the plan. The plan was recognized by the Florida Planning and Zoning Association (FPZA).
- **Ocoee Downtown Waterfront Master Plan, Ocoee, Florida.** Principal-in-Charge of this plan for downtown Ocoee to create a broad-based strategy for infrastructure, land use/regulation, urban form, environment + open space, economic development, and transportation opportunities. The result of this community-driven plan was an over \$40 million bond issuance by the City to immediately effectuate several transformative projects for downtown, which are now underway. In addition, the plan has been a catalyst for new private investment. The plan was recognized by FAPA.
- **Envision St. Cloud, St. Cloud, Florida.** Principal-in-Charge for a citywide plan for St. Cloud that positions the city for enhanced quality of life and economic sustainability within the rapidly growing Osceola County. The plan focuses citizen-driven themes toward specific targeted opportunity areas for downtown, the lakefront, the medical complex, Lakefront Park, entitled greenfields, and other strategic locations.
- **Orlando Downtown Plan, Orlando, Florida.** GAI is supporting the Perkins + Will Team as local Landscape Architect, Planner and Economist for Orlando's DTO 2.0 Master Plan. GAI's Community Solutions Group curated this team as an ideal group of resources to collaborate with Orlando's DDB and City Staff to examine the issues of Place, Use and Mobility in the downtown CRA district. Our team continues to support both the consulting team as well as City leaders as a local expert (with national experience) so that the best recommendations of the Team are calibrated to the context and current activities of Orlando.
- **Orlando Downtown Sports and Entertainment District, Orlando, Florida.** GAI's Community Solutions Group (CSG) has provided land use planning, master/site planning, and conceptual landscape architecture services for an envisioned urban entertainment development immediately adjacent to the Amway Center, home of the Orlando Magic. The development is led by the Magic and a selected design/development team. CSG's role has been to secure entitlements and collaborate with the development group to refine the site plan, circulation, landscape architecture, and economic analysis for a multi-phase development that includes a planned hotel/conference center, offices, residences, parking, and retail, organized by a festive outdoor, shared-use plaza space. The project continues in the design phase.
- **Dr. Phillips Packing District, Orlando, Florida.** Principal-in-Charge of this initiative to master plan and adaptively redevelop over 80 acres of industrial property and buildings, along with an adjacent degraded wetland that will be repositioned as a featured 90-acre stormwater, environmental, and recreational park. The project is located in West College Park near Princeton Street and SR 441. The efforts include urban design, transportation, landscape architecture and land use planning. The initial agreements between Dr. Phillips and the City of Orlando are complete, and the project is proceeding toward detail design and implementation.
- **Florida Southern College, Lakeland, Florida.** Led ongoing planning, design, and implementation work of the original campus master plan completed in 2004 and continuing to present. The plan has resulted in new wayfinding, branding, new residence halls, restoration of the Frank Lloyd Wright "Waterdome", Lake Hollingsworth environmental restoration, Roux Library "cyber café", land use modifications, and numerous garden and landscape enhancements.



Daniel Ashworth, PLA, ASLA, AICP, Senior Landscape Architect

TOTAL YEARS OF EXPERIENCE: 22

EXPERTISE

Urban Design, Site Planning, Parks/Public Spaces/ Trails/Greenways Planning and Design, Multimodal & Active Transportation Planning and Design, Horticulture

EDUCATION

MLA, Landscape Architecture and Regional Planning 2004, University of Pennsylvania

BLA, Landscape Architecture 2002, Mississippi State University

BS, Landscape Contracting & Management, 2002, Mississippi State University

LICENSES/REGISTRATIONS

Professional Landscape Architect (PLA): AL – 2018, #835; FL – 2006, #LA6666839; SC – 2018, #1439; TN – 2016, #1066

CERTIFICATIONS

American Institute of Certified Planners (AICP) – 2009, #023581

Council of Landscape Architectural Registration Boards (CLARB) – 2016, #4578

AFFILIATIONS

American Institute of Certified Planners (AICP)

American Planning Association (APA)

American Society of Landscape Architects (ASLA)

Congress for the New Urbanism (CNU) – Urbanist Member

Mr. Ashworth is a Landscape Architect and Planner with over 22 years of experience that includes leading design projects, project management, and business development. He has a wealth of relevant experience in planning and design work for parks, trails, streetscapes, institutions, and private developments. His expertise includes comprehensive and site planning, schematic design, construction documentation, construction administration, and project management of both public and private projects. Throughout his career, Mr. Ashworth has contributed to many projects of varying stages and scales in over 10 states across the U.S. He brings an ability to see the larger community development and placemaking benefits of projects—down to the minute design details such as finishes, furnishings, and planting selections that add vibrancy and value to cities and communities. Mr. Ashworth’s professional interests include urban design, site planning, parks and public spaces, trails and greenways, and multimodal transportation planning and design.

HIGHLIGHTED EXPERIENCE

■ **Health Sciences Park Interim Improvements & Signage, Memphis, Tennessee*.**

Mr. Ashworth led the design and production of interim design improvements and wayfinding for the historic, George Kessler-designed Health Sciences Park in the Memphis Medical District. The interim improvements included site furnishings, interim gateway & map signs, walk loop mile markers, and a food truck staging area in the park. The park’s design also incorporated a new walkway and driveway connection along with locations of electrical service for food truck connection. The park improvements raised the visibility and recognizability of the park while providing a good setting for events programmed by the Memphis Medical District Collaborative (MMDC).

■ **Run the Bridges Tactical Wayfinding Signage, Jacksonville, Florida.*** Mr.

Ashworth led a route feasibility and wayfinding planning project for the proposed Run the Bridges initiative by the Jessie Ball DuPont Fund. The project sought to provide wayfinding for runners, walkers, and bicyclists on the downtown Jacksonville bridges and the Northbank and Southbank Riverwalks. The signage elements were intended to provide route directions while adding vibrancy and a sense of place in downtown. The project deliverables were a wayfinding master plan document, element placement plans, and initial wayfinding graphics.

■ **Nashville WalknBike Wayfinding, Nashville, Tennessee.*** Mr. Ashworth was involved in the creative development and steering committee/stakeholder engagement for the branding and sign design. The wayfinding project was an implementation item from the WalknBike Bicycle and Pedestrian Master Plan for the City of Nashville. The signage designs were tailored primarily for the needs of bicyclists and pedestrians traveling around the city. In addition to creative sign development, the project mapped routes and destinations and laid out an implementation strategy.

■ **Emerald Trail LaVilla Link, Jacksonville, Florida.*** Project Manager and Lead Designer for the first 1.3 miles of the future 30-mile urban, multi-use Emerald Trail network. The LaVilla link connects three neighborhoods (The Railyard District, LaVilla, and Brooklyn) to downtown Jacksonville via an off-street path. The initial segment included the removal of two traffic lanes on the existing Park Street Bridge, a road diet of Lee Street, and expansion of existing sidewalks for the conversion to an urban multiuse trail. In addition to roadway and hardscape design, Mr. Ashworth brought his horticultural expertise to the rich and detailed planting design for the project.

■ **Walker Avenue Streetscape Design, Memphis, Tennessee*.** Project Manager and led the production of design drawings for seven intersections of Walker Avenue from South Third Street to Mississippi Boulevard. The original project involved the design of bumpouts, a traffic “oval”, sidewalk and accessibility improvements, and advisory bike lanes through the entire corridor. Construction was completed in early 2024.

- **Styx Alley Design, West Palm Beach, Florida.** * Styx Alley is a new street designed as part of a redevelopment plan in West Palm Beach's Historic Northwest neighborhood. Mr. Ashworth assisted with converting design concepts into 30% construction documents for a narrow yield street as placemaking infrastructure in this historically African-American neighborhood. The purpose of the project was to provide an identity for this block by introducing linear pavers in the street, along with stick-like steel rebar bougainvillea tower gateway features at the entrances on each end of the alley. Styx Alley was completed and open to the public in 2021.
- **Highland Street Corridor Study and Schematic Streetscape, Memphis, Tennessee.** * Project Manager. The project scope included a schematic streetscape, multimodal transportation, and landscape redesign of a half-mile segment of Highland Street adjacent to the University of Memphis (UM) campus performed by a multidisciplinary team of urban designers, engineers, and landscape architects. Commissioned by the University Neighborhoods Development Corporation (UNDC) and incorporating a 2-day charrette, the project culminated in development of the Highland Streetscape Improvements Schematic Design Summary report, which provided recommendations and schematic designs for specific improvements. The Schematic Design Summary report was completed in late 2019, and the first phase of the Highland Street improvements were completed in early 2023.
- **Wildlight Park Spaces, Nassau County, Florida.** * Mr. Ashworth led the planning and design of a series of parks, public spaces, and trails in the Wildlight mixed-use development in Northeast Florida. His work involved activating these spaces with play areas, pavilions, athletic courts, fitness equipment, site furnishings, and lush plantings. Mr. Ashworth was heavily involved in taking each site from concept to site plans, then to construction documents.
- **Wildlight Crosstown Avenue Streetscape, Nassau County, Florida.** * For Crosstown Avenue, Mr. Ashworth designed a heavily planted streetscape for Wildlight's main arterial roadway. The lush landscape adds human scale and a sense of place to Crosstown Avenue and provides a leafy, attractive environment with the goal of supporting and fostering continued growth and development in Wildlight. The landscape design was inspired by the native Florida landscape and the timber history of the Wildlight site.
- **The District/Rivers Edge Review, Jacksonville, Florida.** * Mr. Ashworth assisted the Jacksonville Downtown Investment Authority (DIA) with public infrastructure and parks review for Rivers Edge (f/k/a The District), a new mixed-use development on the Southbank of downtown Jacksonville. Mr. Ashworth reviewed the proposed streetscape, parks, and trails designs to ensure they met the conceptual intent of the original DIA-approved master plan. His review work analyzed both the designed elements of these spaces, along with ensuring proposed right-of-way widths and acreages were being met for DIA investment dollars.
- **The Heights Line, Memphis, Tennessee.** * Project Manager and Design Lead. The Heights Line is a proposed shared use path in an expanded, new median on National Street from Summer Avenue north to Bayliss Avenue, about 1.75 miles. The project will make regional bicycle and pedestrian connections between the Broad Avenue Hampline, the Shelby Farms Greenline, and the Wolf River Greenway. The Heights Line is an ambitious project with placemaking opportunities and added park amenities and activation. Phase 1 of the project from Faxon Avenue to Macon Road opened to the public in April 2024. Mr. Ashworth was also involved in the early tactical urbanism/demonstration project for the street changes, as well as the early neighborhood engagement.
- **West Ashley Greenway and Bikeway Master Plan, Charleston, South Carolina.** * Mr. Ashworth led a multidisciplinary project team to provide a master plan vision for the West Ashley Greenway and Maryville Bikeway for the Charleston Parks Conservancy. The Greenway and the Bikeway are the two major trails in the West Ashley area of Charleston, and this was the first comprehensive plan for both trails as a single linear parks system. The master plan provided context-based theming for the trails, along with trail design standards and ideas for activation and placemaking enhancements. The plan also included a public art component. Two major guiding principles for the plan were to give bicyclists and pedestrians the priority at street crossings, and to make the trails safe, welcoming, and beautiful. The recommendations were focused on place design and experience as well as the trail design and street crossings. After completion of the plan, Charleston won a BUILD grant for a new bike/ped bridge over the Ashley River, implemented some of the public art, and began adding updated wayfinding signage to the trails.
- **Medical District Streetscapes, Memphis, Tennessee.** * Project Manager. The Memphis Medical District Streetscapes were completed as an interim design phase in the tactical urbanism spectrum. The goal of this project was to take existing street space and rebalance it toward better accommodation for pedestrians and bicyclists—using more cost-effective methods than moving street curbs. As Project Manager for three phases of this transformative and innovative project, Mr. Ashworth was responsible for compiling construction documents for the interim improvements, which included striping, on-street colorful bump-out areas, traffic domes, wheel stops, delineators, K-72 bollards, Zicla armadillos to keep cars off the enhanced areas, landscaped planters, and site furnishings. Mr. Ashworth worked with the Memphis City Engineering Division to coordinate with the City paving schedule and to provide a streamlined process for construction documents approval.

*work completed while at a prior firm.



Andrea Penuela, PLA, Senior Landscape Architect

TOTAL YEARS OF EXPERIENCE: 9

YEARS WITH GAI: 6

EXPERTISE

Bilingual (Spanish/English), Photoshop, Illustrator, InDesign, AutoCAD, SketchUp, ArcGIS, Lumion, Revit

EDUCATION

BLA, Landscape Architecture (Summa Cum Laude)
(Minor: Wildlife Ecology and Conservation),
2017, University of Florida

LICENSES/REGISTRATIONS

Professional Landscape Architect (PLA): FL –
2022, #LA6667608

Ms. Penuela is a Landscape Architect and Park System Planner within GAI's Community Solutions Group (CSG), with experience in both visioning and site design for clients throughout Florida. Her experience includes public involvement, site inventory, project management, visioning, site planning, design development, and construction document preparation. Through her work, Ms. Penuela focuses on developing strategies to leverage parks and public realm spaces to provide equity and resilience throughout communities of various sizes and compositions. Her cross-disciplinary work allows her to deliver implementable plans that meet the unique needs of communities, while addressing larger relevant issues.

HIGHLIGHTED EXPERIENCE

- **UF Wayfinding Master Plan, University of Florida (UF), Gainesville, Florida.** Landscape Designer responsible for inventory, analysis, and graphics support on the Wayfinding Master Plan for UF campus.
- **City of Jacksonville Master Recreation Improvement Plan (MRIP), Jacksonville, Florida.** Landscape Architect. Citywide Master Recreation Improvement Plan (MRIP). CSG provided services to implement an update to the City's MRIP, which included a thorough public outreach process and the development of MRIP's vision, strategy, and recommendations.
- **City of Jacksonville Park Assessment and Plan, Jacksonville, Florida.** Landscape Architect. Consultant Services for Update of the Northbank Downtown & Southside Community Redevelopment Area Plans and the Business Investment & Development Strategy.
- **Clay County Parks and Recreation System Master Plan, Clay County, Florida.** Landscape Architect. Under a continuing services contract with Clay County, Florida, GAI is providing a diverse range of services to enhance the County's Parks and Recreation Department programming, including planning, feasibility studies, construction administration, permitting, and most notably development of a Parks and Recreation System Master Plan (PRMP). The PRMP will serve as a roadmap that will guide the future of the County's parks and recreation system—effectively enriching recreational experiences for all residents and visitors. Clay County, located in northeast Florida, is experiencing rapid growth, especially in its urban area along the St. Johns River. Creating a viable PRMP is a comprehensive process that includes broad public engagement, along with field work and analysis. GAI's equitable public input program includes a combination of in-person/virtual meetings, a statistically valid and online survey, and targeted focus groups. of the greater Alachua County community.
- **Seminole County Recreation Master Plan, Seminole County, Florida.** Landscape Architect. Countywide parks and recreation system master plan. CSG provided services to implement an update to the County's PRMP, which included project initiation, public engagement, needs assessment, and master plan development.
- **Independence Lane and Square, City of Maitland, Maitland, Florida.** Landscape Designer. As a capital improvement project resulting directly from the Downtown Master Plan GAI completed in 2016, and joined with an adjacent mixed-use development agreement, the redevelopment of the Independence Lane corridor between Horatio and Packwood Avenues is the starting point for a genuine downtown Maitland. Designed as a flush "main street", the corridor serves as a shared-use space between Maitland City Hall, Maitland City Centre, and City Square Park.
- **Spring Hammock Preserve Osprey Trail, Seminole County, Florida.** Landscape Architect. GAI Consultant's Community Solutions Group (CSG) provided a master site plan for Spring Hammock Preserve, a 1,500-acre Seminole County natural area comprising Soldiers Creek Park, Big Tree Park, and the Environmental Studies Center, which hosts the Mud Walk for 10,000 local students. The preserve connects the Florida National Scenic Trail and the Cross Seminole Trail, linking the cities of Lake Mary, Winter Springs, and Oviedo. The plan included a 0.88-mile paved extension of Osprey Trail, as well as a boardwalk and overlook to Lake Jessup. The trailhead plan included accessible parking, restrooms, pavilions, wayfinding and signage.



Hannah Hollinger, LEED® AP O+M, Senior Planner

TOTAL YEARS OF EXPERIENCE: 8

YEARS WITH GAI: 3

EXPERTISE

GIS and Mapping, LEED Administration, Sustainability Planning

EDUCATION

MS, Urban and Regional Planning, 2020, University of Central Florida

BS, Environmental Studies, 2017, University of Central Florida

CERTIFICATIONS

LEED Accredited Professional, #0011092569

Ms. Hollinger serves as a Senior Planner for GAI's Community Solutions Group. She has a comprehensive academic background in environmental and planning topics, utilizing GIS applications to conduct spatial analyses and modeling for tasks such as data verification, site selection, and land suitability analyses. As a LEED-accredited professional, Ms. Hollinger has a solid background leading sustainability and green building initiatives, such as authoring water conservation, climate action, and campus master plans. Her experience enables her to identify communities' needs based on the existing urban character and incorporate sustainability into long-range planning and project goals.

Ms. Hollinger holds a master's degree in Urban and Regional Planning, as well as a bachelor's degree in Environmental Studies from the University of Central Florida (UCF).

HIGHLIGHTED EXPERIENCE

- **Orange Blossom Trail CRA Redevelopment Plan, Orlando, Florida.** Project Planner responsible for data collection and analysis to support a FON and CRA redevelopment plan update. Elements included a physical conditions assessment and implementation strategy for the 8-mile segment of the Orange Blossom Trail corridor that is the focus of OBTNext.
- **Lakeland Catalyst, Downtown West, Lakeland, Florida.** Project Planner responsible for integrating 3D models of catalyst sites into ArcGIS Urban in support of the strategic plan for "Downtown West". Held part in producing an Existing Conditions Urban Visual Data Model that to communicate existing planning and urban form, economic development and opportunities, infrastructure and public services, and housing.
- **Seminole County Future Land Use Analysis, Seminole County, Florida.** Project Planner responsible for analyzing county-wide future land use data to evaluate a broad range of topics including environmental stewardship, residential capacity, and transportation infrastructure. Developed a series of maps to demonstrate key insights to aid in future EAR development.
- **Parks and Recreation Master Plan, Seminole County, Florida.** Project Planner responsible for identifying gaps in existing service areas and prioritizing areas for land acquisition based on existing park inventory.
- **Parks and Recreation Master Plan, Alachua County, Florida.** Project Planner responsible for identifying gaps in existing service areas and prioritizing areas for land acquisition based on existing park inventory.
- **Comprehensive Management Plan, Wekiva Wild and Scenic River, Florida.** Project Planner responsible for developing a digital narrative via ArcGIS StoryMap to communicate the CMP goals.
- **Parks and Recreation Master Plan, Deltona, Florida.** Project Planner responsible for developing park inventory geodatabase for field data collection. Held part in the field data collection team.
- **Water-Sensitive Land Use Strategy, One Water Master Plan, Winter Haven, Florida.** Project Planner responsible for developing the digital storytelling via ArcGIS StoryMap of land use strategies proposed to help mitigate impacts from urbanization within the Peace River Watershed. The strategies focus on understanding the urban water cycle and promoting land use policies that repair or enhance the hydrological functions of built environment.

I-DRIVE DISTRICT SIGNAGE + WAYFINDING

ORANGE COUNTY | ORLANDO, FLORIDA

CLIENT

Orange County
Carter Gresham, PLA, AICP
Chief Planner
Orange County Planning Division
201 South Rosalind Avenue, 2nd Floor
Orlando, Florida 32801
(407) 836-5365
carter.gresham@ocfl.net

SERVICES

- Exterior Wayfinding
- Vehicular Wayfinding
- Pedestrian Wayfinding
- Mapping Design
- Construction Administration

DURATION OF PROJECT

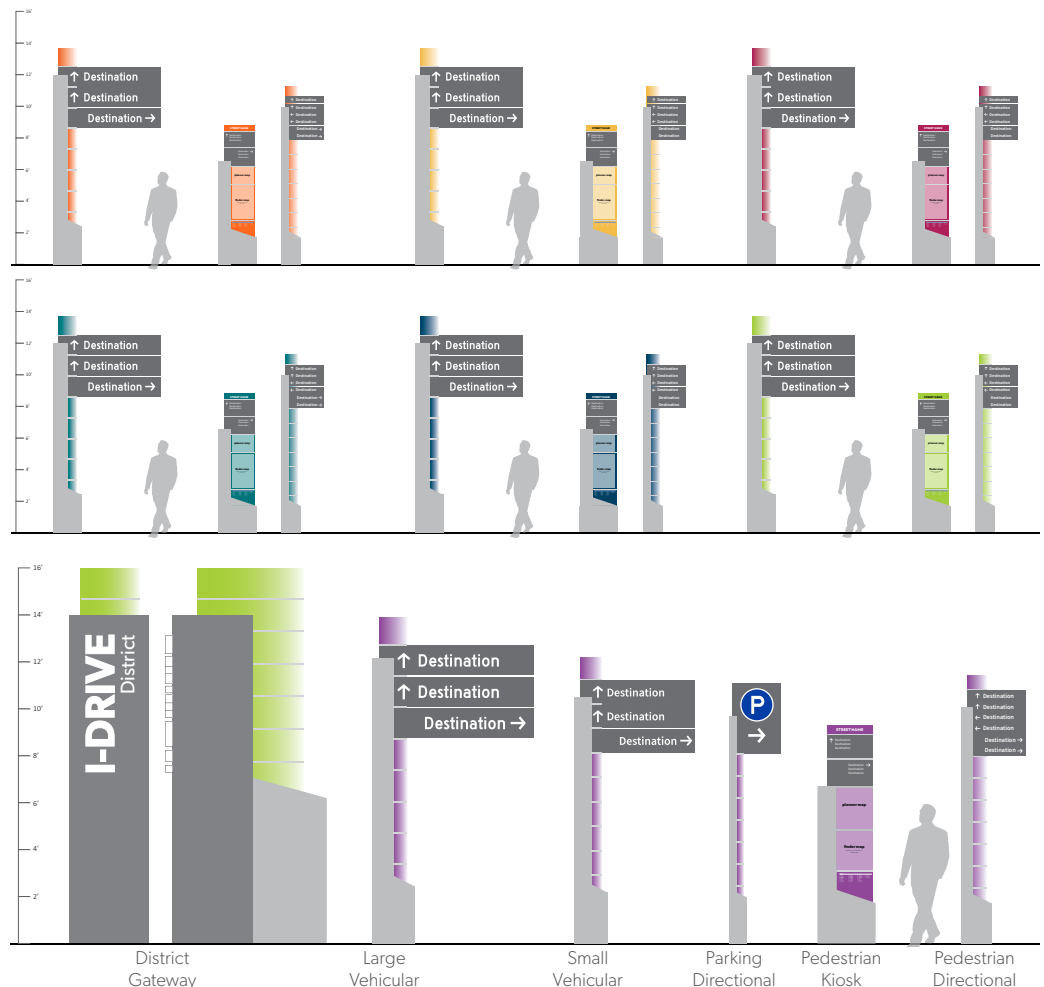
2022 (Design)
2026 (Implementation)

COST

\$115,000 (Design Fee)

GAI's Community Solutions Group (CSG) has been assisting Orange County with establishing a brand for the International Drive (I-Drive) District and creating a sense of place through wayfinding. Consistent with the efforts of the I-Drive 2040 Vision, the I-Drive Signage and Wayfinding Master Plan is intended to unify the various districts within the I-Drive tourist corridor via public signage. The Master Plan focuses on integrating wayfinding signage with landscape architectural treatments at certain gateway areas along I-Drive. Once implemented, these gateways will carry a consistent message, a general image, and a design vocabulary, i.e., "brand", that visitors to the area can easily understand and navigate.

Currently, the CSG team is assisting with construction administration during the implementation phase of the project, which will consist of two phases. CSG conducted a walkthrough of the corridor with County staff and the selected fabricator to identify specific sign locations based on utilities and terrain conditions. The construction documents for all sign types and mockups have been reviewed; sign foundations and the first signs are expected to be installed in summer 2024.





CITY OF INVERNESS WAYFINDING SYSTEM

CITRUS COUNTY | INVERNESS, FLORIDA

CLIENT

City of Inverness
Christopher A. Shoemaker
Community Development
Department Director
212 W. Main Street, Inverness, FL 34450
(352)726-2611x1103
cshoemaker@inverness.gov

SERVICES

- Gateway Design
- Exterior Wayfinding
- Vehicular Wayfinding
- Pedestrian Wayfinding
- Mapping Design
- Public Engagement
- Construction Administration

DURATION OF PROJECT

2024 (Design)
2026 (Phase 1- Gateways)

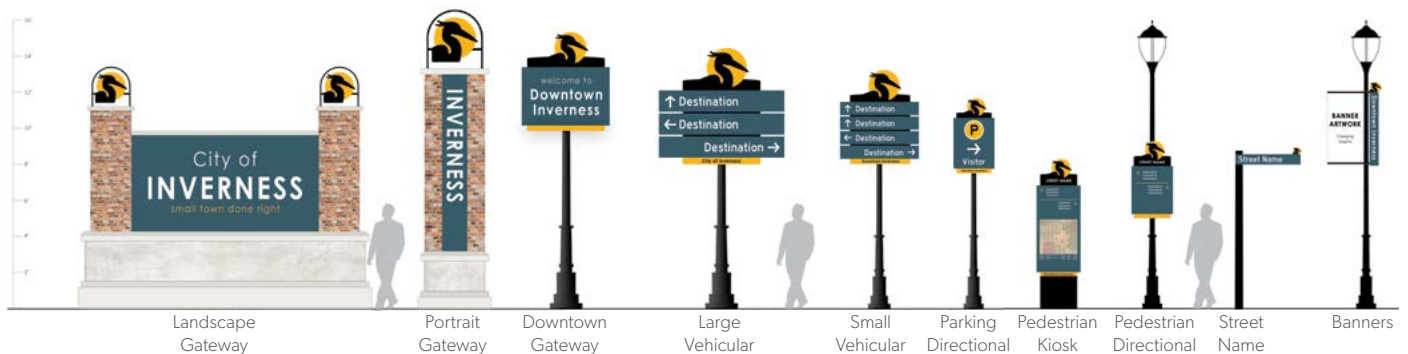
COST

\$46,000 (Design Fee)

GAI's Community Solutions Group (CSG) assisted the City of Inverness with the creation of a new wayfinding system that aligns with the City's brand. This initiative began in 2016, initially was intended to only focus on enhancing the downtown area. CSG took on the task of reviewing and finalizing the original wayfinding plans, ensuring they met the current needs and vision of the city.

To determine which elements of the previous design should be preserved, CSG conducted a series of stakeholder and public meetings. These sessions were crucial for gathering feedback from various community members and stakeholders, ensuring that the new wayfinding system would be both functional and reflective of the community's desires. Additionally, CSG presented concepts and updates to the City Council, keeping them informed and involved in the decision-making process.

The primary goal of the new wayfinding system is to enhance the visitor experience by guiding them efficiently to and from key destinations within the city. A significant focus was placed on the design of welcoming gateway signs, which are intended to create a positive first impression for visitors and help them navigate the city with ease.





ST. CLOUD DOWNTOWN WAYFINDING MASTER PLAN

OSCEOLA COUNTY | ST. CLOUD, FLORIDA

CLIENT

St. Cloud CRA
Dr. Solange Dal Santo, DBA, MBA/GM
Economic Development Specialist
1300 9th Street St. Cloud, FL 34769
(407)957-7458
solange.dalsanto@stcloudfl.gov

SERVICES

- Exterior Wayfinding
- Gateway Design
- Public Engagement
- Vehicular Wayfinding
- Pedestrian Wayfinding
- Mapping Design
- FDOT Coordination

DURATION OF PROJECT

Ongoing

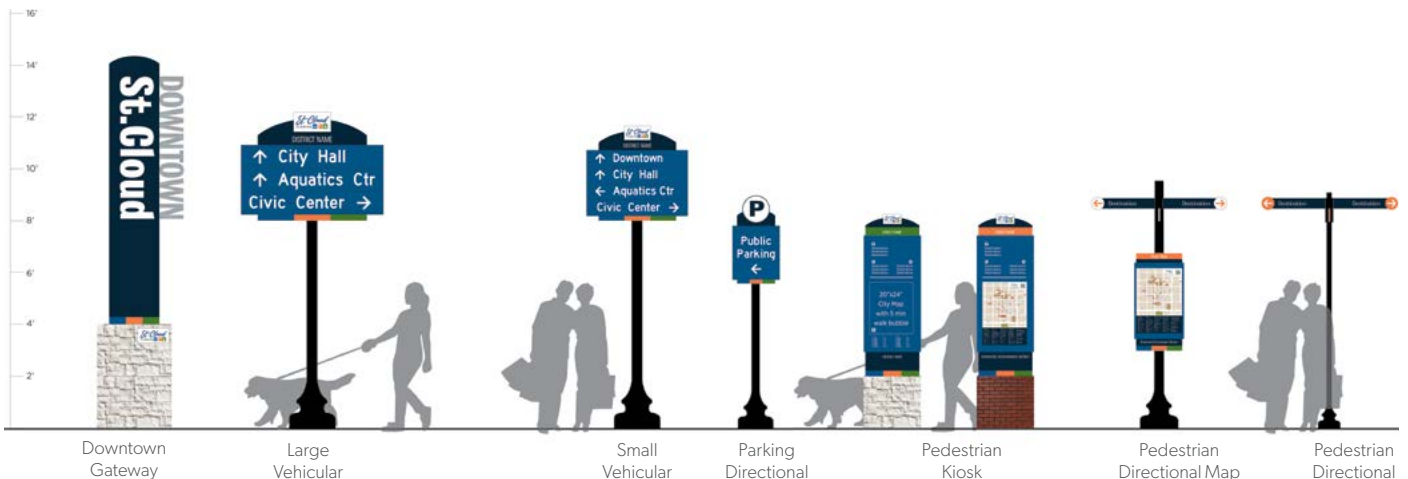
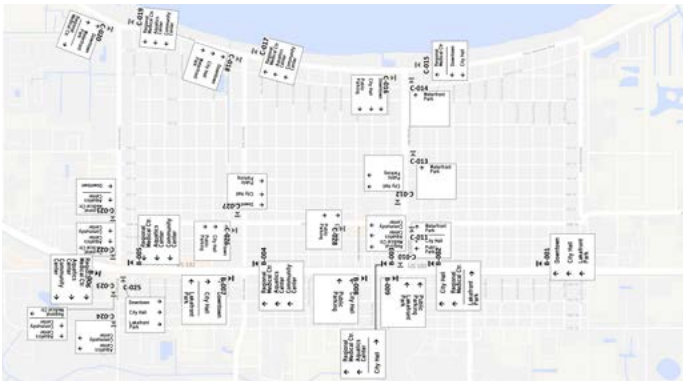
COST

\$60,000 (Design Fee)

GAI's Community Solutions Group (CSG) is assisting the City of St. Cloud in developing a new wayfinding system. The City's re-branding efforts and the initiative to revitalize the historic downtown area, including the iconic New York Avenue are the main drivers for the wayfinding project.

As part of this revitalization, the City proposed not only replacing but also significantly expanding its current wayfinding system to better align with its new brand identity. The updated system will serve as a critical tool in guiding visitors to the downtown area and strategically placed public parking locations. Once visitors have parked, the system will provide clear and intuitive directions to their intended destinations, ensuring a seamless user's journey.

Beyond mere navigation, the wayfinding system is designed to enrich the visitor experience by spotlighting various points of interest within walking distance. This thoughtful design encourages visitors to explore more of what downtown St. Cloud has to offer, from unique local businesses to historical landmarks, turning a simple visit into a memorable journey. By promoting local businesses, the wayfinding system not only enhances the visitor experience but also supports, contributes, and connects the downtown community.





RETAIL

- 1 Handyman Hardware
- 2 Old Fashion Cigar
- 3 Southern Roots Antiques
- 4 Pretty Rebellious
- 5 Sincerely Yours
- 6 Gun Store
- 7 Ella's What Not Shop
- 8 Electro Center
- 9 Z and Q- A Children's Boutique
- 10 Blissology
- 11 Chime & Time Clock Repair
- 12 Askeew Jewelers
- 13 Five Point Furniture & Auction
- 14 Jammers Music Center
- 15 Smart Devices 911
- 16 Batch of Music
- 17 Hodgins Home Appliance Store
- 18 34 Fireflies
- 19 Sudz Bath + Body Essentials
- 20 3Beez Honey Farm

- 21 Curios Cottage
- 22 Kisselback Ford
- 23 Lavender Patch

FOOD/BAR

- 24 Kuppa Thyme Tea Room
- 25 Phyre Steakhouse & Speakeasy
- 26 Phyre GenX Pizza & Brewery
- 27 Sweet Spot Snowballs
- 28 Frankie's Place
- 29 Chimento's Spaghetti House
- 30 Loading Gastrobrunch
- 31 Garage Bar
- 32 Thee Doghouse
- 33 Granny's Southern Smokehouse
- 34 Breeze
- 35 Madilyns Craft Coffee Shop
- 36 Cobblestone Courtyard
- 37 Nutrition Zone
- 38 Savvy Sweets Bakery
- 39 Fortuna Bakery & Cafe

- 40 The Black Squirrel Bookstore & Speakeasy
- 41 10th Street Produce and Deli
- 42 Lafontaine French Macarons LLC

LODGING

- 43 The St. Cloud Hotel
- 44 The Hunters Arms Hotel

SALON/SPA

- 45 Meticoloustry
- 46 Blush Boutique and Salon
- 47 The Color Loft
- 48 Rayzor Edge
- 49 Soul 2 Sole Massage
- 50 Salon Emvy

PETS

- 51 Pets on a Cloud

SERVICES

- 52 Creative Printing Services
- 53 Lewis and Massey, PA
- 54 State Farm Insurance
- 55 Snow Construction
- 56 Arnco Construction
- 57 Godwin Realty Group
- 58 Pro Auto Detailing
- 59 3 Lil Birds Tattoo Gallery
- 60 Andy's Auto Shop
- 61 Cloud Care Medicine
- 62 Family Dentistry- James Chen
- 63 Family Dentistry of St. Cloud
- 64 Fisk Funeral Home
- 65 Elite Metro
- 66 Hemphill Accounting Services
- 67 Homepride Group at EXP Realty
- 68 Joe's Auto Services Center Inc
- 69 Keystone Residential Group
- 70 Kisselback Insurance Agency
- 71 Nona's Party Cloud

- 72 Precision Hearing Aids
- 73 Gio Meza Esthetician & Academy
- 74 Lymphatic Drainage & Aesthetics, Post-Op Recovery Massage & Care
- 75 Insurance Office of America

ENTERTAINMENT

- 76 Johnson's Martial Art
- 77 The Stained Glass Lady
- 78 Peanuts Playhouse
- 79 JMB Dance Academy
- 80 Just A Glazin
- 81 New Journey Jiu Jitsu

COMMUNITY

- 82 American Legion
- 83 VFW
- 84 Healthy Start Coalition

GROCERY

- 85 Morse Market

UNIVERSITY OF FLORIDA WAYFINDING MASTER PLAN

ALACHUA COUNTY | GAINESVILLE, FLORIDA

CLIENT

University of Florida (UF)
Andrew Meeker, PLA
Project Manager
Planning, Design and Construction
245 Gale Lemerand
Gainesville, FL 32611-5050
(352)273-4009
upstatemeeker7@ufl.edu

SERVICES

- Exterior Wayfinding
- Gateway Design
- Vehicular Wayfinding
- Pedestrian Wayfinding
- Mapping Design
- Sign Design Standards
- Construction Administration

DURATION OF PROJECT

2023 (Design)
Ongoing Implementation

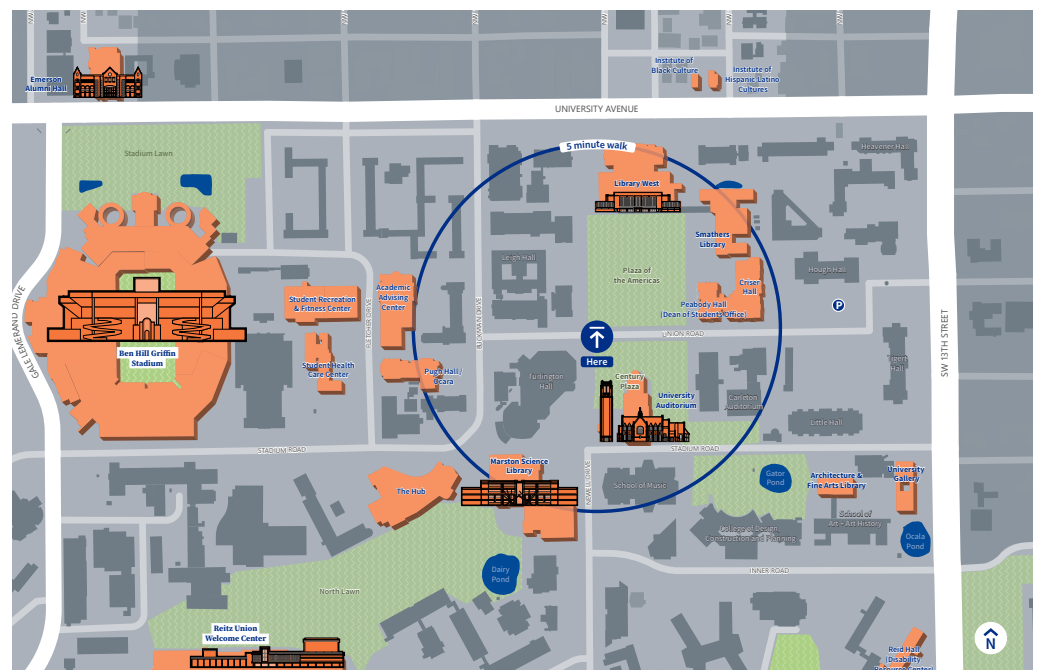
COST

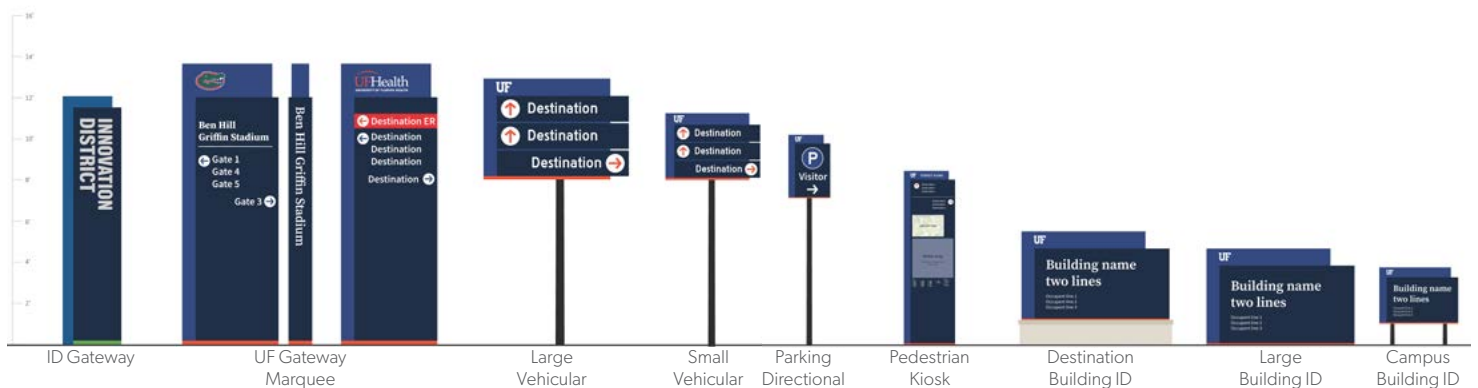
\$93,000 (Design)
\$6,500,000 (Construction Estimate)

GAI Consultants' Community Solutions Group (CSG) has been retained by the University of Florida (UF) to create design and contract documents for signage resulting from our development of a campuswide Wayfinding Master Plan. To accomplish this, CSG hosted a kick-off meeting and provided research, analysis, schematic design, and detailed design to demonstrate the design intent for signage and wayfinding. CSG provided three schematic design options, and UF narrowed down the choices to two sign families. Mock ups of the two preferred design options are being fabricated in order to gather feedback based on the built signs.

Since the project started in 2018, GAI has been retained to expand the system from the UF Main Campus to the East Campus. Once this project is finalized, CSG will have created a unique, unified system throughout UF that reflects the University's character and brand. The system informs visitors of buildings and destinations on campus; where to park depending upon those destinations; and, once parked, how to locate amenities, features, and destinations. The wayfinding designed by CSG for the UF Main Campus has been adapted as the new sign standards, and is dictating the look and feel of new projects and signage installations both in and outside of GAI's scope of work.

The complexity of completing a design effort that impacts the entire campus is why this project was one of the five selected. In addition, the completion of wayfinding elements, kiosks, signage, and/or graphic elements on the campus may arise from this agreement; as such, CSG's UF Wayfinding project is a good example of our skill in this area. The project is complex in both the scope work, as well as in the required coordination with numerous University departments and staff.





ORLANDO HEALTH CAMPUS WAYFINDING + INTERIOR WAYFINDING SIGNAGE DESIGN STANDARDS + EXTENSION OF STAFF

MULTIPLE LOCATIONS, FLORIDA

CLIENT

Orlando Health

Sharon Subryan

Program Manager

Asset Strategy

1414 Kuhl Ave. MP 7 Orlando, FL 32806

(321)843-9865

sharon.subryan@orlandohealth.com

Richard Tomlinson

Project Manager

Architectural Design Studio

1414 Kuhl Ave. MP 7 Orlando, FL 32806

(321)842-9268

richard.tomlinson@orlandohealth.com

SERVICES

- Exterior Wayfinding
- Interior Wayfinding
- Vehicular Wayfinding
- Pedestrian Wayfinding
- Mapping Design
- Sign Design Standards
- ADA, MUTCD, Standards Compliance
- Construction Administration

DURATION OF PROJECT

Ongoing

COST

Hourly as needed contract

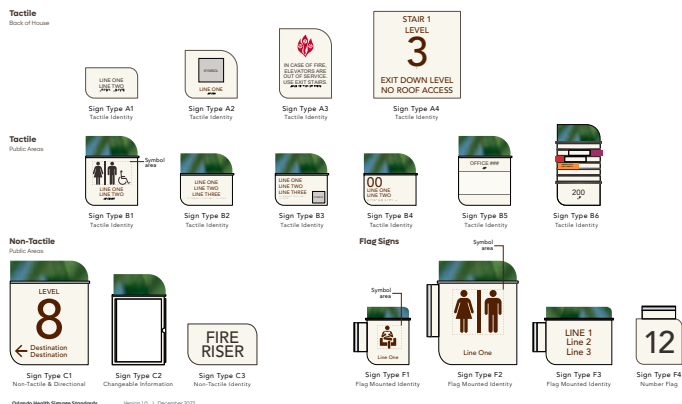
GAI Consultants' Community Solutions Group (CSG) is assisted with the implementation of a comprehensive wayfinding system that unified the entire campus under the Orlando Health brand. This system includes entry features and gateways, vehicular directional signs, pedestrian directional signs, map kiosks, hospital and building identification signs, parking, and valet parking directional signs. The project involved developing a comprehensive wayfinding system for the Orlando Health downtown and Health Central medical campuses located in Orlando, Florida. Both facilities are currently undergoing a hospital expansion and several streetscape improvements and CSG is overseeing the expansion and implementation of the interior and exterior sign system.

Ms. Kimelton is assisting with the review of all signage packages and updating their Signage Standards for interior and exterior signs. She developed the document to standardize all interior and exterior wayfinding elements for the entire network of hospitals. The goal is to reinforce the Orlando Health brand by providing consistent and legible guidance throughout the facilities.

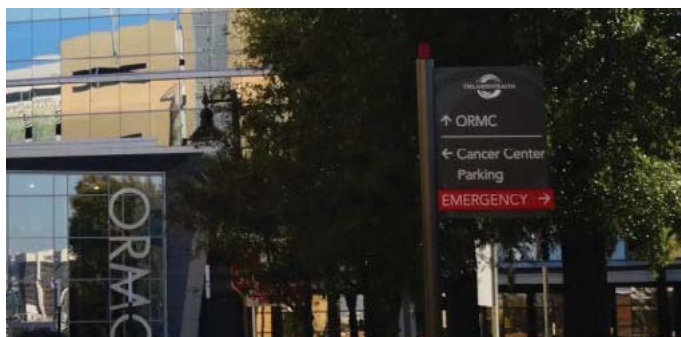
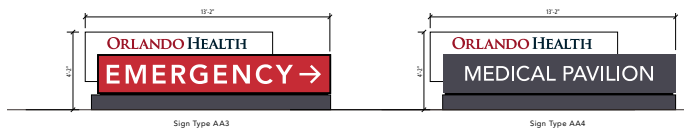
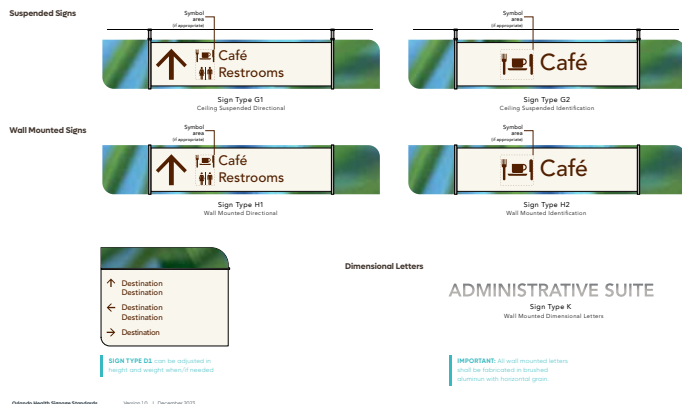
After her performance with Orlando Health, Ms. Kimelton was awarded a role as Orlando Health's extension of staff and she is in charge of reviewing all sign packages for all of their hospital and non-hospital facilities.



Interior Signage | Sign Palette



Interior Signage | Sign Palette



700 NE 11th Street, Gainesville



Reserve Park is a City of Gainesville military and their families. 5,609 veterans live in Gainesville.

The role of the United States Army Reserve

The United States Army Reserve is the reserve force of the United States Army, whose members are considered part-time citizen-soldiers. Reserve members serve a minimum of 39 days of military training each year with their main role being to be available when the military needs additional manpower. The existence of the USAR allows our nation to reduce peacetime expenditures while maintaining a prepared force. Since its founding in 1907, the USAR has provided highly trained individual soldiers for combat, combat service support, peacekeeping, nation-building and civil support.

Reserve Park was built on the former site of the Layton United States Army Movement Control Battalion—known as the "MCCB"—at this 6.8-acre site for nearly 50 years. The role of a Movement Control Battalion is to manage personnel and material by the use of barriers, signs, and other physical means to control the flow of traffic and personnel in a given area.

K
e, FL 32601

le Park
Gainesville Park honoring service members from all branches of
ies. The U.S. Census Bureau's 2013-2017 report estimated that
esville.

Training Center, the property at 700 NE 11th Street was
rhood park in 2019.

ted States
erve (USAR) is a
States Army
ered
embers perform
ilitary duty per
ing to be
requires
xistence of the
educe its
ile maintaining a
unding in 1908,
ly-skilled
at support,
acekeeping,
upport capability.

Open call for memories
*Do you have information to share about
the C.R. Layton Army Reserve Center?*
A permanent sign is being developed to
be placed on this spot to commemorate
the long association of the Army Reserve
Center and the Reserve Park site.
Information and photographs taken while
the C.R. Layton Army Reserve Center was
in operation, would be appreciated. If you
have anything to share, please contact
Peter McNiece at 352-514-8992 or at
McNiecePR@CityofGainesville.org.
We would appreciate your information by
March 30, 2020.

Gainesville's Reserve Army Unit
The property that was once the C. R.
Reserve Center. The 257th Movement
is the Movers and Shakers—occupied
60 years, from 1951 until 2009. The
Battalion is the movement of
truck, rail, air and sea.


Distinctive unit insignia of the 257th
Movement Control Battalion



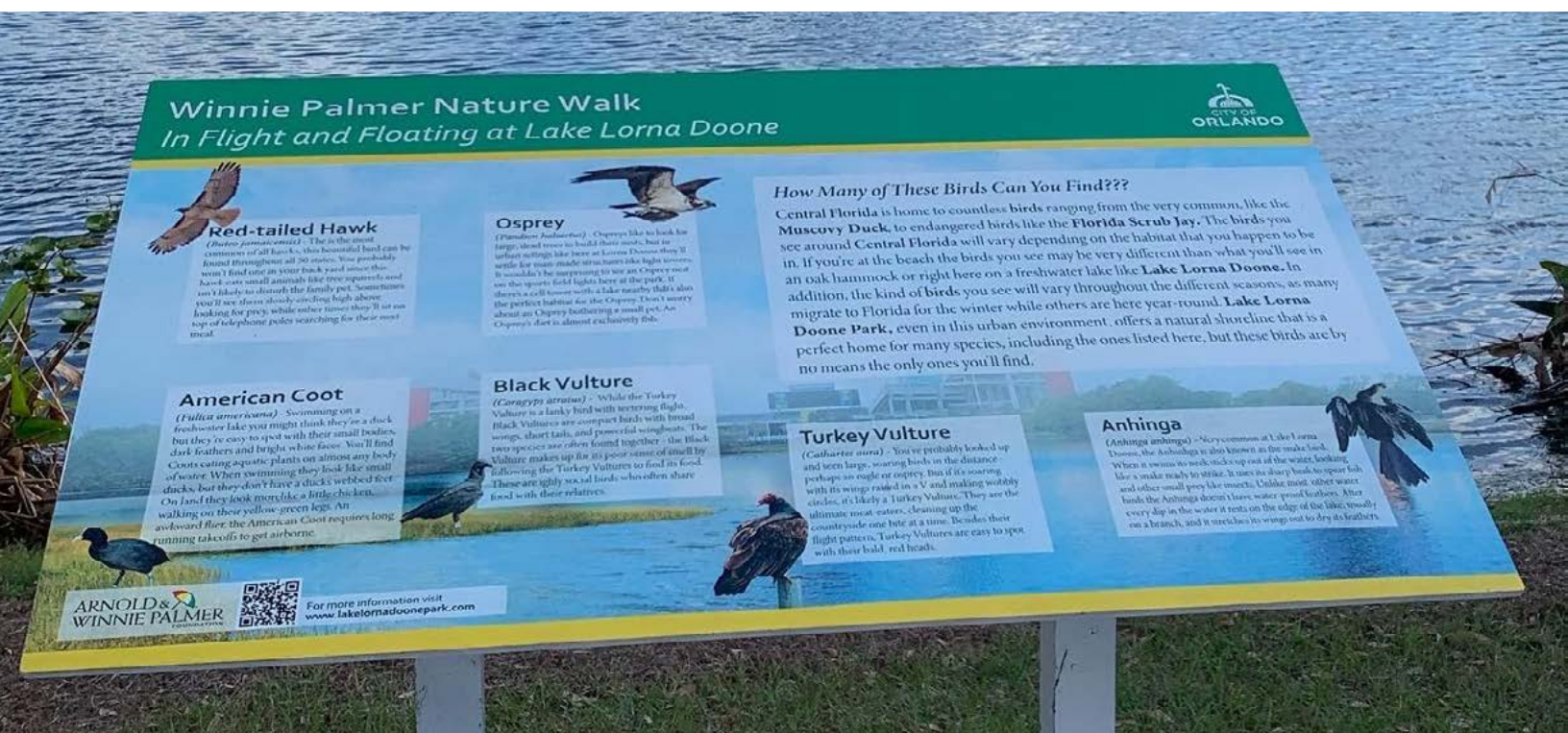
Wayfinding Approach

Signage and wayfinding are key components when developing cities and communities. They are extensions of the brand and should work in concert with a community's built environment to work as cues in a seamless journey for residents and visitors. A visitor's journey begins when they start planning their trip. It starts in front of a computer or smart phone with the resources that they can find online. The journey experience peaks once they arrive at their destination and we count on signs and graphics to lead those visitors into and throughout City to discover and connect destinations. With the smart use of signs, we can shape how users travel to and from those destinations. A good wayfinding system is intuitive and creates a sense of place and safety. It allows users to understand complex and changing environments and produces an overall better experience.

To create a legible, seamless wayfinding system and establish an information model that is attractive and consistent throughout the visitor's journey, CSG will analyze key destinations, movement/network routes, route hierarchy, appropriate parking locations, future plans, and user journey scenarios. The information model will be a multi-modal wayfinding system that is

obvious, intuitive, and consistent for first-time users, while encouraging frequent users to explore and venture through the City. Additionally, this wayfinding system will serve as a standard for the city, ensuring that all signage is cohesive and aligned with the city's new branding and aesthetic. This consistency will not only enhance the visual appeal of the city but also reinforce a unified identity, making Jax Beach an even more welcoming and navigable destination for all.

- CSG will review the existing wayfinding conditions to highlight opportunities and challenges. We will provide pictures of the sign types and designs found to discuss what/if any wayfinding element shall remain in place or be modified to match the new brand. Based on the findings of the existing conditions report, a new wayfinding system that will complement and make the existing signs consistent with an updated sign family will be created. Consistency will enhance the wayfinding experience by making sure visitors feel and understand that every destination is part of Jax Beach and works together as a "whole".
- CSG will consider all users and their mode of transportation to determine the sign typology needed for the City. When it comes to creating a



Lake Lorna Doone's Park Winnie Palmer Nature Walk Interpretive Signage

good wayfinding system, “one size does not fit all.” Therefore, we need to study users’ needs and touchpoints before listing all the requisite sign types.

- CSG will analyze different user scenarios to highlight users’ needs. It is understood that users can only absorb a certain amount of information, depending on their mode of transportation; therefore, vehicular transit should be addressed differently from bicycle & pedestrian traffic. When looking at users’ journeys, we begin by doing an online search of the resources available. The design language and brand identity throughout the system and journey shall be the same. We then proceed to analyze all points of entry to create physical gateways. These gateways should boldly indicate to users that they have arrived at their destination. Once the users have entered the City, they will be looking for specific destinations, such as the Jacksonville Beach Pier. Vehicular signs will list those destinations and direct people to the appropriate parking location for those destinations. Once parked, users will be led to pedestrian signs or a kiosk that provides directional information and wayfinding maps. Pedestrian signs should easily guide people to their specific destination on foot and highlight other destinations they may or may not know are in Jax Beach to encourage further exploration.

- CSG will design a full family of signs after identifying users’ touchpoints and needs, the user scenarios will highlight the touchpoints to have a more efficient and effective number of signs. We only sign WHERE and WHAT is needed.
- CSG will consider all codes and requirements, as well as the basic wayfinding principles to make sure the system is inclusive and targets all users, integrates all modes of transportation, provides seamless information, aids visitors to understand complex journeys, is predictable, is being consistent with information, ensures destinations are named logically, utilizes consistent codes, progressively discloses information, delivers usable, suitable and manageable information, does not make the user overthink, provides just the right amount of information, ensures information has integrity, helps the user to learn, and uses an appropriate tone of voice.



Lake Lorna Doone Park Graphics + Wayfinding, Florida Citrus Sports | Orlando, FL

Project Delivery Plan

Phase 1: Pre-Design

Upon selection, CSG will confirm the scope and timeline and obtain a clear understanding of the aesthetic and functional goals of the project by hosting a project kick-off meeting with the City and key stakeholders. We will then start to gather necessary background information by reviewing all relevant plans, maps, and documentation, along with visiting the site to gain more familiarity with the City's setting and built environment as it pertains to signage. We will also:

- Understand the City's brand and how it should be extended into the system
- Review existing wayfinding strategies and plans
- Review planned and future development plans that could affect the new wayfinding system
- Assess local landmarks and public art – these features will be used as wayfinding elements to enhance navigation in graphics such as maps
- Assess orientation and navigation challenges
- Understand and highlight common pedestrian and bicycling routes into, through, and around the area
- Identify the full scope of wayfinding requirements, including points of arrival, information boards, and events signage
- Review points of interest in the City to determine which ones are primary, secondary, or minor destinations
- Create destination criteria and hierarchies to determine which ones would be signed on which wayfinding level (vehicular, pedestrian, mapping)
- Clarify sign type requirements
- Clarify mapping types and scale requirements
- Clarify graphical elements for development

CSG will draw on the information gathered to develop the wayfinding analysis strategy. This will be refined and tested through feedback meetings with the stakeholders and documented in draft form.

We will identify the common categories of users and analyze their respective routes, identifying what information needs to be provided and in which locations. This ensures the user encounters messaging effortlessly and only when required. Further considerations will include:

- Integration of public art
- Maps, directories and information points
- Landmark identification signs and/or features
- Means of introducing and explaining the wayfinding system at arrival points
- Americans with Disabilities Act (ADA) and Manual on Uniform Traffic Control Devices (MUTCD) compliance

CSG will explore the visual vocabulary of wayfinding by developing and defining a comprehensive set of wayfinding elements to deliver the messaging requirements outlined in the wayfinding analysis and strategy report. We will consider ways in which we can utilize attractions and features to create memorable landmarks and aid navigation and orientation. This is done by anchoring memorable stages of a journey in the mind of the user.

Deliverables

Draft wayfinding strategy document to include:

- Outline mapping of routes, including pedestrian and bicycle networks
- Destination list and recommended hierarchy for sign use
- Sign types
- Preliminary sign placement strategy
- Integration with other city wayfinding initiatives

Deliverable Example:

- https://drive.google.com/file/d/1ES7bBZok5H75ZxZYqp3_dHCAI7-qnhBz/view?usp=sharing
- <https://drive.google.com/file/d/1w99APg2itQE13zpsMNvirBbk3niXSRpg/view?usp=sharing>



Central Michigan University Campus
Master Plan | Mount Pleasant, MI



City of Danville and River District Wayfinding Master Plan | Danville, VA

Phase 2: Schematic Design

CSG will generate graphic sheets depicting all the design elements to be considered when creating Jax Beach's wayfinding system:

- When discussing signs and wayfinding design, selecting the right font is the key element to meet requirements of clarity and readability. Issues of contrast aside, letterforms must be instantly recognizable with an absence of purely decorative quirks that can detract from the comprehension of a message
- Color plays an important role in how the user perceives the sign, even before reading or digesting the content. At a functional level, creating adequate contrast between colors (message and background) assists with the clarity of typography, pictograms, and maps.
- The actual structure of the signs and materials need to complement the aesthetic and functional requirements of the environment, with the consideration they are simple and easy to maintain. The system needs to have modular system components that makes parts replacement and future changes easier. As the City grows and changes, the system should be able to grow and update with it.
- Identify each type of sign that will be applied and show how they all work together as a family.

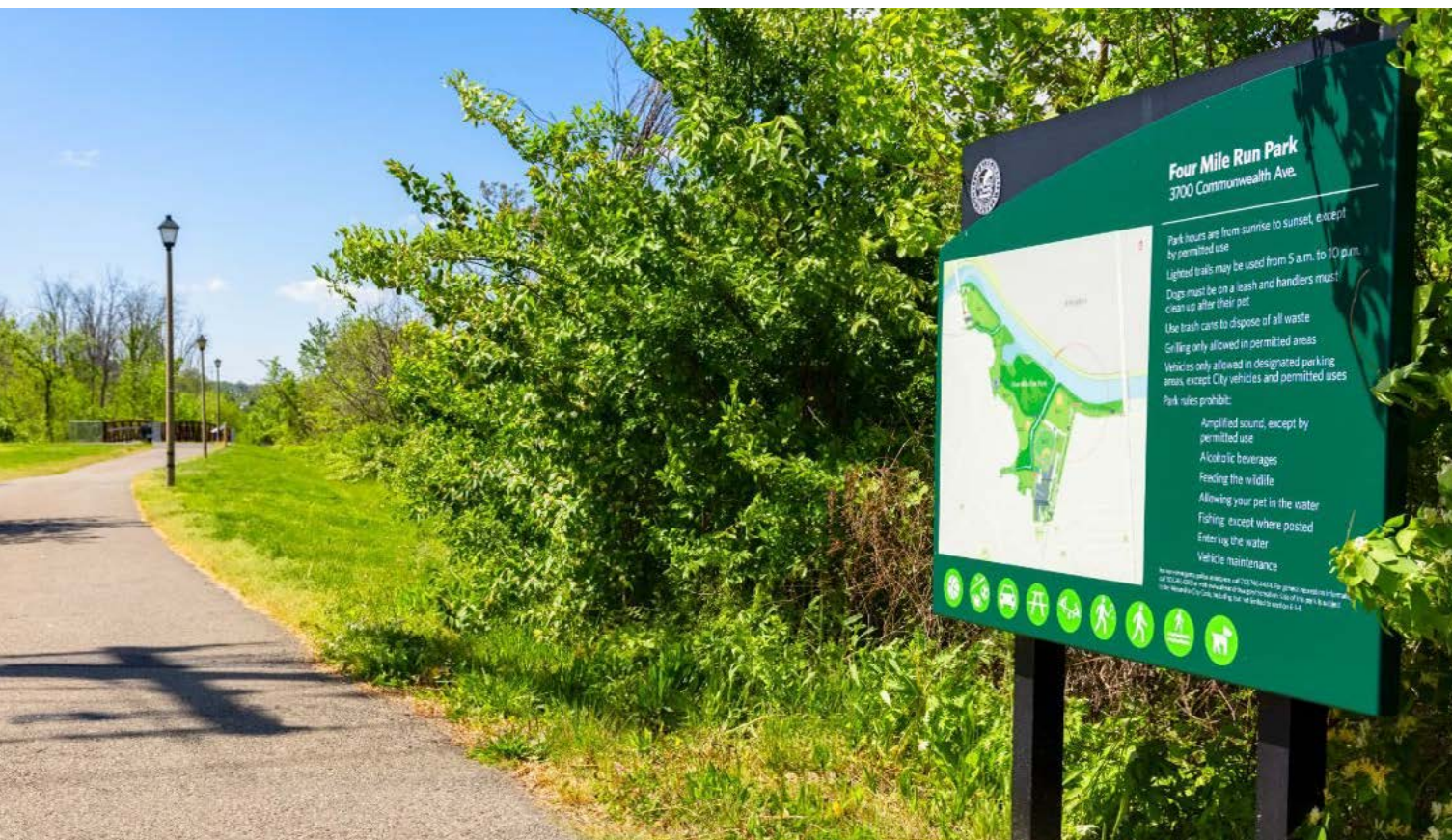
Designs will be presented to the Jax Beach staff and City Council. The design options (at least 2) will be an extension of the City's branding and reflect the ambiance and feeling of the area, along with strengthening the unique local context and features of the City.

Deliverables

- — Sketch concept design for wayfinding elements
- — Graphic sheet with schematic design options of the sign family showing structure, colors, font, and any other graphics and design elements
- — City Council presentation to gather design feedback

Deliverable Example:

- <https://drive.google.com/file/d/1R51CiIMgU6VO7Sw9pJbSJ5yuYwNegtBu/view?usp=sharing>
- <https://drive.google.com/file/d/12rQ21Ak4FBpUgmPUkCsE8zDSFXILfeBu/view?usp=sharing>



City of Alexandria's Park Signage Design Standards | Alexandria, VA

Phase 3: Detailed Design

Once a preferred schematic design option is selected, CSG will create a refined sign palette to include all sign types and will ensure they follow all codes and requirements. Signs will include a 70% contrast between background and message and a sign font size of 4-6" tall depending on the speed of the specific street where the sign is located. The schematic designs will include the specifications listed in Phase 2 above, but we will scale and review all requirements one more time and include stakeholder feedback into the designs to present them to Jax Beach staff and City Council. When detailed design is approved, we will determine the size and content for each type of sign per sign location and develop general assembly drawings and specifications for all items of the sign family, including installation, fixing & securing details.

Deliverables

- Design intent drawings and specifications for all items of the sign family
- Signage design standards providing sign templates, color palette, fonts, pictograms, typical placement

- Map design and mapping standards to show colors, intention, patterns, textures, and elements and amenities graphic representations
- Final sign block plan identifying sign locations for each sign type
- Final sign content schedule
- Cost estimate: rough magnitude statement of cost for the elements contained in the design drawing. The cost estimate will be based on sign quantities dictated by the location plan
- Maintenance recommendations
- Implementation phasing plan if needed

Deliverable Example:

- <https://drive.google.com/file/d/17llg3ruH7kdsNvhWldv21bdGBK0J6Mdw/view?usp=sharing>

MAXIMIZING AND LEVERAGING CREATIVE VALUE AND BUDGET

Delivering maximum creative value while keeping the fee manageable in a wayfinding and signage project for Jax Beach involves a strategic approach to both the design and project management processes:

Understanding the scope and requirements

- **Project Kick-off:** Begin with a thorough consultation with city officials and stakeholders to understand their vision, requirements, and budget constraints. Clear communication will help avoid scope creep and ensure all parties are aligned on expectations.
- **Define the Project Scope:** Clearly define the project scope, including the number and types of signs, locations, materials, and any specific design requirements. Having a detailed scope will prevent unnecessary revisions and additional costs later.

Creating an efficient design process

- **Leverage Existing Assets:** Utilizing existing brand guidelines, logos, and city imagery can save time and resources spent on creating new assets
- **Concept Development:** Developing a few key concepts and involving stakeholders early in the decision-making process. By narrowing down options quickly, we can minimize time and cost spent on revisions
- **Template-Based Design:** Creating design templates for different types of signage and developing the design standards. This not only speeds up the design process but also ensures consistency across the project, reducing the need for custom design work

Choosing cost-effective material and fabrication methods

- **Material Selection:** Choosing durable yet cost-effective materials that require minimal maintenance. This approach reduces long-term costs for the city and allows for a better return on investment
- **Standardization:** Where possible, standardizing the sign elements and materials to benefit from economies of scale during production. Example: if using poles, use same size poles in all signs that apply and allow for it
- **Vendor Partnerships:** CSG has established relationships with fabricators and suppliers who can offer competitive pricing. During the design phase, we will contact fabricators to ask for design quotes and provide a cost estimate along with each design option for the City to consider budget while choosing preferred designs



Oklahoma City Trails Master Plan | Oklahoma City, OK



Beach Boulevard Wayfinding Plan | Buena Park, CA



Gainesville Park Wayfinding & Sign Design Standards | Gainesville, FL

Streamlining Project Management

- **Phased Implementation:** Implementing the project in phases, if possible, to spread out costs and allow for adjustments based on feedback and budget availability
- **Clear Communication Channels:** Maintaining clear and consistent communication with the project team and stakeholders. Regular updates help avoid misunderstandings that could lead to costly changes
- **Efficient Approval Process:** Setting up the project approval process with key stakeholders at the kick-off meeting to reduce delays and the associated costs of waiting

Value-Driven Creativity

- **Focus on High-Impact Areas:** Direct creative efforts towards areas where the signage will have the most impact, such as entrances, popular destinations, and high-traffic areas. This prioritization ensures the most value is delivered where it matters most
- **Project team involvement:** Engage the project team, highlights at the project kick-off, in the design process, perhaps through virtual workshops. This not only helps generate creative ideas but also ensures that the designs resonate with residents and the City

Utilizing Technology

- **Digital Prototyping:** Use digital tools for prototyping and visualization. This reduces the need for costly physical mock-ups and allows for quick iterations to show how the signs would look onsite
- **GIS and Data Integration:** Incorporate GIS data to optimize sign placement, confirming that signs are placed where they will be most effective, reducing redundancy and unnecessary costs

By carefully managing each phase of the project, focusing on high-impact creative solutions, and making cost-effective choices in materials and processes, CSG can deliver a successful wayfinding and signage project for Jacksonville Beach that meets the City's needs without exceeding budget constraints.



Riverplace Boulevard Complete Street — Riverwalk Gateway Sign | Jacksonville, FL

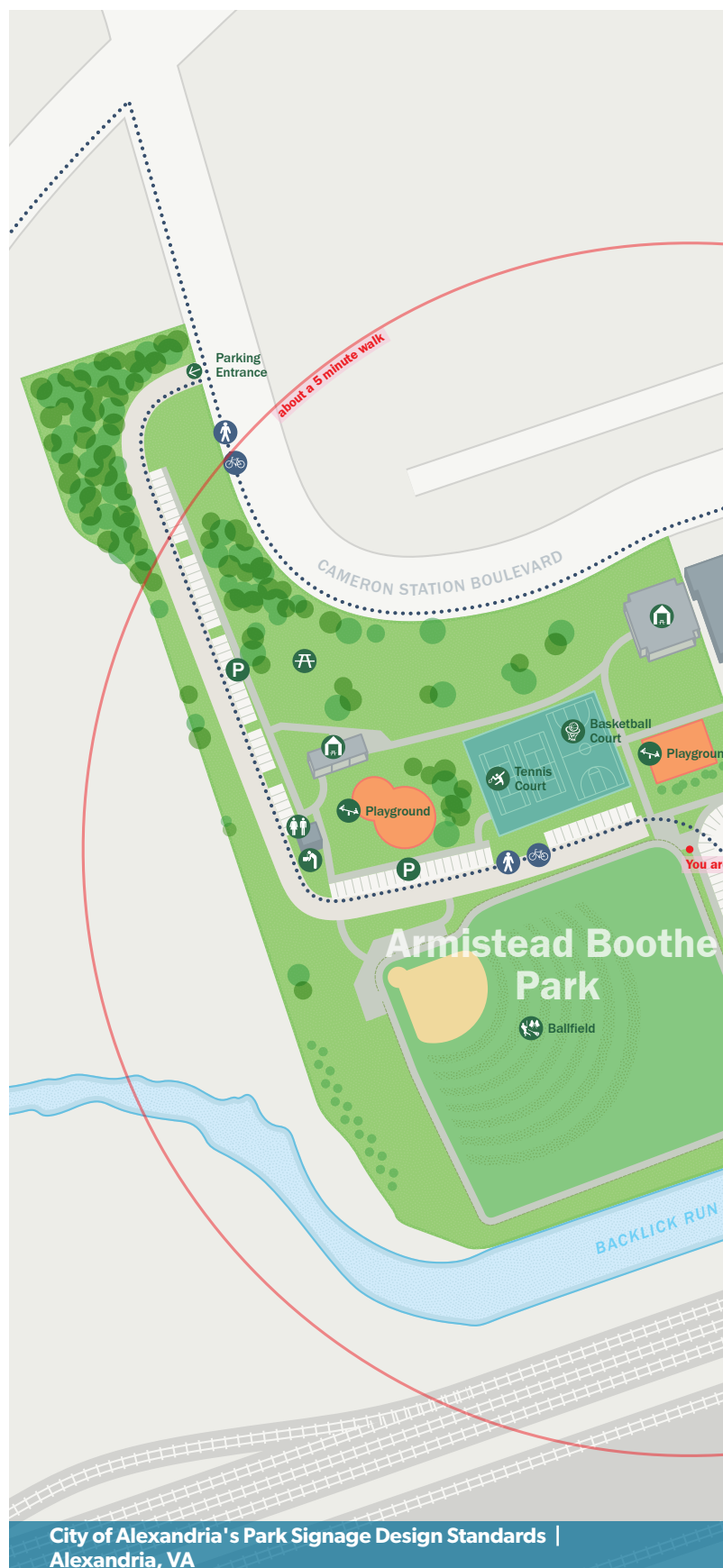




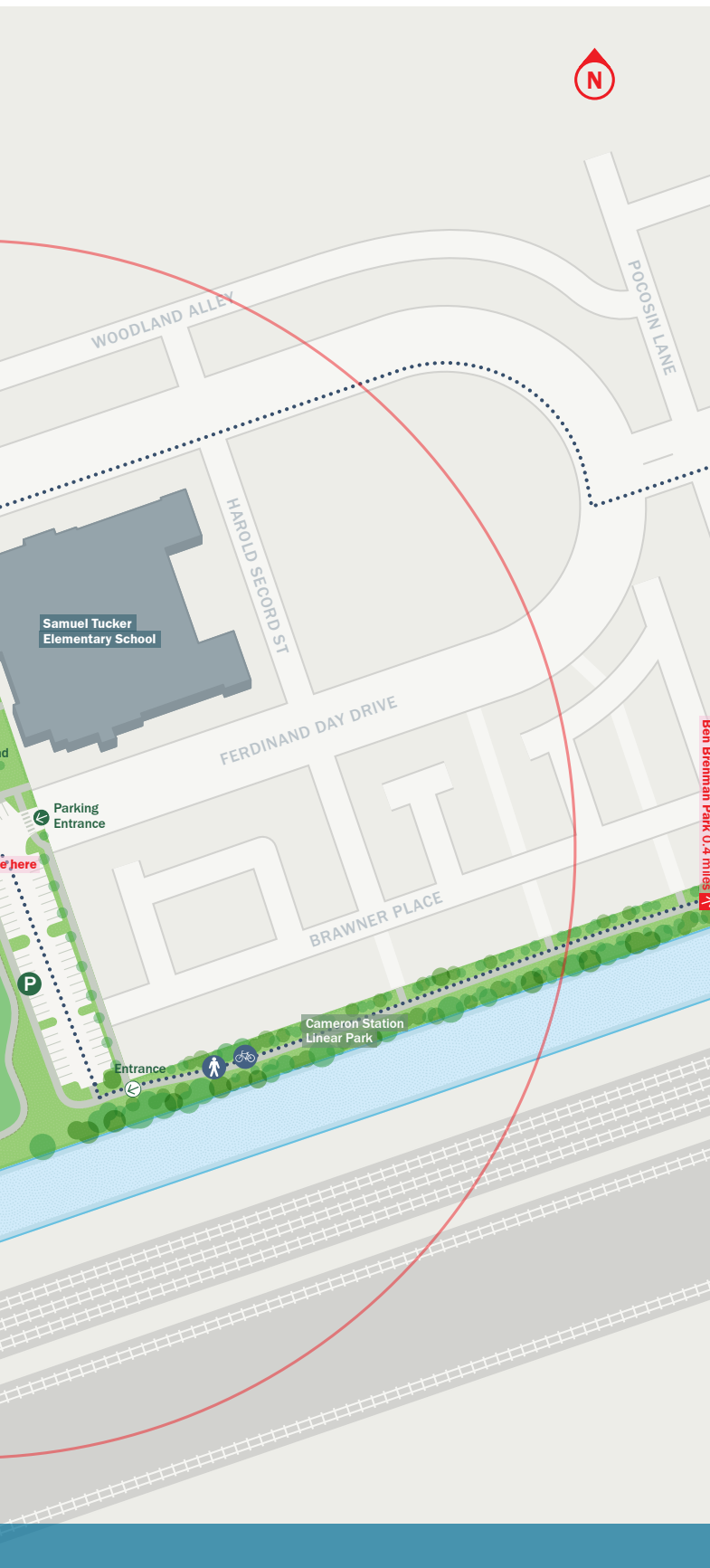
List of Previous & Existing Experience

GAI Consultants is a planning, engineering & environmental consulting firm serving clients in the energy, transportation, development, government & industrial markets. The **Community Solutions Group (CSG)** is a specialized group within GAI that focuses in Wayfinding and Graphics, Landscape Architecture, Planning, Economics, and Management Consulting. We work and have delivered worked for a long list of public and private clients. The list below highlights some of the clients that have received or are currently under contract with our Wayfinding + Environmental Graphics practice:

- BTI Partners | Orlando, FL
- Central Michigan University | Mount Pleasant, MI
- City of Clermont, FL
- City of Charleston, WV
- City of Daytona Beach, FL
- City of Gainesville, FL
- City of Inverness, FL
- City of Jacksonville, FL
- City of Maitland, FL
- City of Naples, FL
- City of Orlando, FL
- County of Martin
- County of Orange
- City of Sebastian, FL
- County of Seminole
- City of St. Cloud, FL
- City of St. Cloud CRA | St. Cloud, FL
- Dickinson Fuel Company | Charleston, WV
- Florida Department of Transportation (FDOT)
- GT Homes | Orlando, FL
- Orlando Health | Orlando, FL
- Port Authority of Allegheny County | Allegheny County, PA
- University of Florida | Gainesville, FL
- WMG Development | Orlando, FL



Lead Consultant References



City of Inverness

Christopher A. Shoemaker

Community Development Department Director

212 W. Main Street, Inverness, FL 34450
(352)726-2611x1103
cshoemaker@inverness.gov

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Chief Planner

Orange County Planning Division
201 South Rosalind Avenue, 2nd Floor
Orlando, Florida 32801
(407) 836-5365
carter.gresham@ocfl.net

Orlando Health

Sharon Subryan

Program Manager

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sharon.subryan@orlandohealth.com

Richard Tomlinson

Project Manager

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richard.tomlinson@orlandohealth.com

St.Cloud CRA

Dr. Solange Dal Santo, DBA, MBA/GM

Economic Development Specialist

1300 9th Street St. Cloud, FL 34769
(407)957-7458
solange.dalsanto@stcloudfl.gov

University of Florida (UF)

Andrew Meeker, PLA

Project Manager

Planning, Design and Construction
245 Gale Lemerand
Gainesville, FL 32611-5050
(352)273-4009
upstatemeeker7@ufl.edu

Schematic Design Options

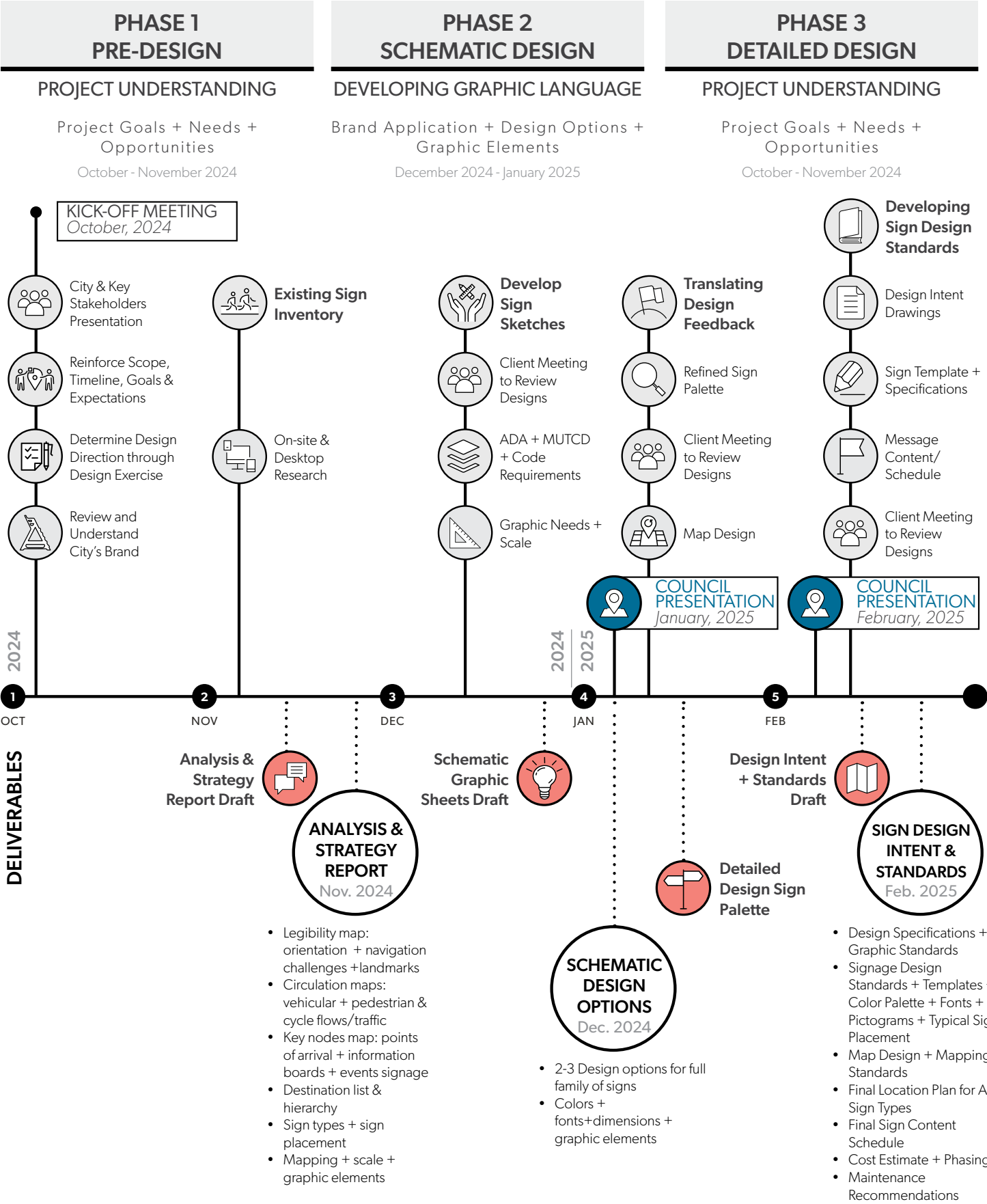
Option B



➤ Proposed Project Schedule and Fee



Project Schedule



Project Fee

PHASE 1: PRE-DESIGN	\$10,000
Project Kick-OFF Meeting Analysis & Strategy Report	
PHASE 2: SCHEMATIC DESIGN	\$15,500
Schematic Design Options Client Review Meeting Refined Schematic Design Sheets Council Presentation Map Design	
PHASE 3: DETAILED DESIGN	\$30,750
Design Intent Document Sign Design Standards Mapping Standards Signage Design Templates Sign Location Plan Sign Content Schedule Cost Estimate Implementation Phasing Maintenance Recommendations	
EXPENSES:	\$650
TOTAL:	\$56,900



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City of Jacksonville Beach

Property and Procurement Division

1460A Shetter Ave., Jacksonville Beach, FL 32250

Tel: 904-247-6229

Receipt for RFP/Bid/RFQ

Circle one

RFP / Bid / RFQ number:

04-2324

Initials of receiver:

O.P.S

Respondent:

Gai Consultants

Date/time received:

AUG 26 24 9:35 AM

City of
Jacksonville Beach
Property and
Procurement Division
1460A Shetter Avenue
Jacksonville Beach
FL 32250
Phone: 904.247.6229
Email: purchasing@jaxbchfl.net
www.jacksonvillebeach.org

This is the only recommendation notice you will receive. If there are other representatives in your firm working on this project, please forward to their attention.

NOTICE OF INTENT TO SUBMIT RFP FOR APPROVAL AND AWARD BY CITY COUNCIL

Date: October 4, 2024
From: Luis F. Flores, Property and Procurement Officer
RE: **RFP No. 04-2324**

Recommendation will be presented to the City Manager for:

RFP Number: 04-2324
Title: Citywide Signage

Award to: **GAI Consultants Inc.**

Attached is the Selection Committee Collective Summary.

In accordance with the procedures set forth in Section XII K., of the City of Jacksonville Beach Purchasing Manual, a written notice of intent to file a protest must be filed with the Property and Procurement Officer within three (3) business days, Monday through Friday, 8:00 AM – 4:00 PM, after receipt by the respondent of the Notice of Intent to Submit RFP for Approval and Award By City Council from the Property and Procurement Officer.

The City reserves the right to further negotiate any proposal, including price, with the highest rated respondent. If an agreement cannot be reached with the highest rated respondent, the City reserves the right to negotiate and recommend award to the next ranked respondent or subsequent respondents, until an agreement is reached.

If awarded, please do not proceed with any work prior to receiving an official City of Jacksonville Beach Purchase Order and/or Notice-to-Proceed letter.

We would like to thank each respondent for their submittal.

Luis F. Flores

Luis F. Flores, Property and Procurement Officer
1460A Shetter Avenue, Jacksonville Beach, FL 32250



Criteria 1 - Qualifications and Relevant Experience (30 Points)						
VENDOR	Member 1	Member 2	Member 3	Member 4	Member 5	SCORE
api+	30	27	30	25	30	28.4
Found Design, LLC dba MERJE	27	27	30	30	30	28.8
GAI Consultants Inc.	30	27	30	30	28	29
KMA Design	30	25	28	28	25	27.2
sky design	28	25	28	26	25	26.4
Criteria 2 - Project Approach and Understanding (40 points)						
VENDOR	Member 1	Member 2	Member 3	Member 4	Member 5	SCORE
api+	40	30	35	33	40	35.6
Found Design, LLC dba MERJE	40	35	35	35	38	36.6
GAI Consultants Inc.	40	35	38	40	40	38.6
KMA Design	37	35	35	31	35	34.6
sky design	35	30	30	35	35	33
Criteria 3 - Cover Letter and References (10 points)						
VENDOR	Member 1	Member 2	Member 3	Member 4	Member 5	SCORE
api+	10	9	8	10	10	9.4
Found Design, LLC dba MERJE	10	6	8	10	10	8.8
GAI Consultants Inc.	10	9	10	10	10	9.8
KMA Design	10	5	8	10	10	8.6
sky design	10	8	8	7	5	7.6
Criteria 4 - Proposed Project Schedule (10 points)						
VENDOR	Member 1	Member 2	Member 3	Member 4	Member 5	SCORE
api+	10	9	10	10	10	9.8
Found Design, LLC dba MERJE	10	9	9	10	10	9.6
GAI Consultants Inc.	10	9	9	10	10	9.6
KMA Design	10	10	9	10	10	9.8
sky design	10	9	9	10	10	9.6
Criteria 5 - Fee Proposal (10 points)						
VENDOR	Member 1	Member 2	Member 3	Member 4	Member 5	SCORE
api+	10	8	7	9	10	8.8
Found Design, LLC dba MERJE	8	8	8	7	10	8.2
GAI Consultants Inc.	10	9	8	10	10	9.4
KMA Design	10	8	6	5	8	7.4
sky design	9	8	9	7	8	8.2
VENDOR	SCORE	Rank				
api+	92	2				
Found Design, LLC dba MERJE	92	2				
GAI Consultants Inc.	96.4	1				
KMA Design	87.6	3				
sky design	84.8	4				



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Gene Paul N. Smith, Police Chief
DATE:	10/16/2024
SUBJECT:	Retirement of Police K-9 and Transfer of Ownership to Officer

BACKGROUND

The Police Department currently fields two K-9 teams trained in patrol and drug detection techniques. One of the two K-9s, "JACO," is nine years old, having been purchased and put into service in 2017. JACO has developed Prostatitis, according to his veterinarian. Due to JACO's age and medical issue, the dog's retirement is appropriate. Officer Craig A. Pfeuffer, JACO's handler, has requested to take ownership upon the dog's retirement.

FINANCIAL IMPACT

None. The initial cost of acquiring the dog was treated as a capital asset for financial reporting. If approved, the fixed assets annual disposition listing will reflect the change.

REQUESTED ACTION

Approve/Disapprove the Retirement of Police Department K-9 JACO and Transfer of Ownership to Officer Pfeuffer

ATTACHMENTS

1. Pfeuffer - Retired K-9 Waiver

**"RETIRED" POLICE SERVICE DOG RELEASE, WAIVER OF
LIABILITY, AND INDEMNIFICATION AGREEMENT**

This Release, Waiver of Liability, and Indemnification Agreement ("Agreement") is made and entered into as of the date indicated below by and between the City of Jacksonville Beach, Florida ("COJB") and Craig A. Pfeuffer ("Officer") as follows:

OFFICER'S FULL NAME

The COJB hereby transfers ownership of Retired Police Service Dog, named JACO ("RPSD"), a trained police dog, to Officer, and will not require the RPSD's future services as a part of the Jacksonville Beach Police Department K-9 Unit. In consideration, Officer agrees to assume full responsibility, ownership, and control of the RPSD (including its food, shelter, veterinary needs, and any other expenses related to the RPSD's care and upkeep), and promises, agrees, and covenants to the following waivers, release, and agreements to indemnify the COJB, its officials, officers, employees, and agents (collectively the "Indemnified Parties").

1. **Waiver and Release:** Officer hereby waives all actions (whether legal, equitable, or declaratory in nature), proceedings (whether in courts or administrative bodies), alternative dispute resolution procedures (whether arbitration, mediation, or otherwise), demands, claims, and causes of action, and other means of recovery, of whatever nature, for injuries to person (including without limitation death, dismemberment, and emotional distress), or damages (whether to person, property, or business and including without limitation all forms of monetary recovery, whether for general, special, compensatory, or punitive damages, loss of earnings, loss of earning capacity, loss of profits, or other damages of whatever nature) arising from the actions of or in any way related to the RPSD from the date of this Agreement.
2. **Indemnity and Hold Harmless:** Officer shall indemnify, defend (with legal counsel selected by the COJB) and hold the Indemnified Parties, and each of them, harmless from and against any actions (whether legal, equitable, or declaratory in nature), proceedings (whether in courts or administrative bodies), alternative dispute resolution procedures (whether arbitration, mediation, or otherwise), demands, claims, and causes of action of whatever nature, costs, and expenses (including attorneys' fees), judgments, orders, decrees, liens, and other encumbrances, liabilities, injuries to person (including without limitation, death, dismemberment, and emotional distress), damages (whether to person, property, or business, including without limitation, all forms of monetary recovery, whether for general, special, compensatory, or punitive damages, loss or earnings, loss of earning capacity, loss of profits, or other damages



CITY OF JACKSONVILLE BEACH
POLICE DEPARTMENT

of whatever nature) arising from the actions of or in any way related to the RPSD from the date of this Agreement.

3. Notice of Claims: Officer shall provide written notice to the COJB within ten (10) days of the service on or delivery to Officer of any claim, demand, suit, action, or other proceeding arising out of or in any way related to the subject matter covered under this Agreement.
4. Interpretation and Severability: Officer further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect. This Agreement shall not apply to any actions, proceedings, demands, claims, and causes of action arising from the actions of the RPSD occurring before the date of the Agreement.

Officer represents that he/she has had an opportunity to read this Agreement and seek the advice of independent legal counsel and is entering into the Agreement voluntarily.

Dated this 16TH day of OCT, 2024.

GENE PAUL N. SMITH

10/16/24

POLICE CHIEF

Dated this 15TH day of OCT, 2024.

OFFICER NAME

[Redacted]
OFFICER HOME ADDRESS

[Redacted]
OFFICER PERSONAL PHONE NUMBER



CITY COUNCIL AGENDA ITEM	
TO:	Honorable Mayor and City Council
FROM:	Michael J. Staffopoulos, City Manager
DATE:	10/16/2024
SUBJECT:	Donation to the Beaches Veterans Memorial in Atlantic Beach

BACKGROUND

During FY2024, a request for a donation was made by a beaches local historian and activist for the Veterans Memorial in Atlantic Beach. The requested donation was in excess of \$20,000. The City Council neither approved nor adopted a budget including any donation for the Memorial. At the October Council Briefing, Council discussed a recently received request for a lesser donation of approximately \$5,000. The City Council consensus was to bring an item to a future meeting for formal consideration of a \$5,000 donation.

FINANCIAL IMPACT

Funding is available in the General Fund reserves and the budget in account 001-01-0101-511-49-549000 will be adjusted at mid-year.

REQUESTED ACTION

Approve/Disapprove a \$5,000 donation to the Beaches Veterans Memorial in Atlantic Beach

ATTACHMENTS