



City of Jacksonville Beach

Agenda

11 North Third Street
Jacksonville Beach, Florida

City Council

Monday, February 2, 2026

6:00 PM

Council Chambers

MEMORANDUM TO:

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

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. Minutes for Council Briefing held on January 12, 2026

APPROVAL OF THE AGENDA

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

CONSENT AGENDA

- A. Approve the Community Development Block Grant Application for the Carver Center for FY2026-2027
- B. Approve a one-time contribution in the amount of \$2,500 to the Fletcher High School Band

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER/NEW BUSINESS

- A. 1. Award/Reject Bid No. 2526-02 to MacCurrah Golf Construction, Inc., for the Golf Club Pond Connection and Irrigation Improvements for an amount not to exceed \$7,463,557; and
2. Award/Reject the Agreement with Dewberry Engineering for contract administration and engineering oversight for an amount not to exceed \$86,138; and
3. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this bid award

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 City Council Briefing
Monday, January 12, 2026 – 5:30 P.M.
City Hall 1st Floor Conference Room
11 North 3rd Street, Jacksonville Beach, FL**



The Council Briefing began at 5:30 P.M.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members:	Sandy Golding	Bill Horn (late)	Dan Janson
	Greg Sutton	John Wagner	Bruce Wouters

Also present were City Manager Mike Staffopoulos, Community Redevelopment Agency (CRA) Coordinator Taylor Mobbs, City Attorney David Migut, Chief of Police Gene Paul Smith, Chief Information Officer Joel Taylor, Director of Human Resources Kimberlee Bennett, and City Clerk Molly Alleger.

Purpose of Briefing

The purpose of the Briefing was to update the Council Members about ongoing items in the City.

City Manager

P3 Feedback

City Manager Mike Staffopoulos introduced a discussion regarding the proposed Public-Private Partnership (P3) request for proposals (RFP), including the evaluation committee structure, process timeline, and refinements to the technical criteria. CRA Coordinator Taylor Mobbs and City Attorney David Migut provided additional information.

A conversation ensued, and it was the consensus of the Council for staff to refine the process and criteria with the suggested changes and bring the item to a future Council Briefing for a final review.

Citywide Signage Update

City Clerk Molly Alleger presented an update on proposed citywide signage standards, including material options, durability considerations, and long-term maintenance implications.

A conversation ensued, and it was the consensus of the Council to move forward with establishing a signage standard focused on durability and low maintenance, with the understanding that enhanced or gateway signage elements could be considered separately at a later date.

Public Safety Technology Enhancement Plan

Police Chief Gene Paul Smith presented a handout [on file] of an overview for the proposed Public Safety Technology Enhancement Plan. Chief Smith outlined current public safety technology needs, discussed opportunities to modernize systems, and reviewed how enhanced technology could improve operational efficiency, situational awareness, and service delivery.

Council members asked questions regarding implementation considerations, funding strategies, and coordination with existing systems. Chief Smith provided clarification and responded to Council's inquiries.

City Manager's Annual Performance Evaluation

Director of Human Resources Kimberlee Bennett presented an overview of the City Manager's annual performance evaluation, including the evaluation process, performance criteria, and overall assessment results.

A conversation ensued regarding the City Manager's performance, completion of major initiatives, and areas for continued improvement.

It was the consensus of the Council to place the City Manager's annual performance evaluation on the January 20, 2026, City Council agenda and to include a three percent (3%) performance increase.

Committee Assignment Report

Council members provided updates from Florida League of Cities committee meetings, noting several proposals remained in early stages and would require continued monitoring.

Miscellaneous City Manager's Items

N/A

Future Briefing Topics

Mayor Hoffman informed the Council Fletcher High School's (FHS) band would be awarded \$5,000 from the City of Atlantic Beach Cultural Grant fund. Ms. Hoffman mentioned the City of Neptune Beach plans to contribute \$2,500 to the FHS band program. Ms. Hoffman stated she was asked if the City of Jacksonville Beach (COJB) was willing to donate as well. A conversation ensued, and the Council's consensus was to provide a one-time \$2,500 donation to the FHS band program.

Council Member Sandy Golding discussed an online inquiry [on file] received by the City of Jacksonville Beach (COJB) from Troop Leader Sarah Jennings regarding a sea turtle awareness project being developed by Girl Scout Troop 63211 in pursuit of the Bronze Gateway Award. A conversation ensued, and the consensus of the Council was for the City's Communications Manager to contact the troop leader and collaborate with the Girl Scouts on the City's sea turtle awareness campaign.

Council Member John Wagner discussed an email he received from a resident inviting all Council members to visit his and his neighbor's backyard to gain a better understanding of the resident's complaint regarding The Discovery School. Mr. Wagner suggested all Council members participate in the visit to better assess the situation.

Mr. Migut reminded the Council that the February Council Briefing will include discussion of the food truck ordinance, and the March Council Briefing will include information regarding summer camps on the beach.

Council Member Dan Janson asked about the status of House Bill 954. Mr. Migut responded the ordinance addressing House Bill 954 would be on the agenda for the January 20, 2026, Council Meeting, and he would provide more detailed information at that time.

Ms. Golding asked for an update regarding the recent Florida Department of Transportation (FDOT) projects within COJB. Mr. Staffopoulos provided the Council with updated information.

The Briefing adjourned at 8:15 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved:

Christine H. Hoffman, MAYOR

Date: _____



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Jason Phitides, Director of Parks and Recreation
DATE:	February 2, 2026
SUBJECT:	Community Development Block Grant Application for the Carver Center for FY2026-2027

BACKGROUND

The City participates with the City of Jacksonville, along with the other beach cities, in sharing the Entitlement Funding our region receives from Federal Community Development Block Grants (CDBG).

CDBG funding must be expended to improve the quality of life for low- and moderate-income families. The City’s allocation is used to fund the Carver Center Recreation Program.

The application submitted for FY2027 is intended to cover the salaries and benefits for staff at the Carver Center. A full-time Recreation Supervisor, a full-time Recreation Leader, and a part-time Recreation Leader.

FINANCIAL IMPACT

The grant request for Carver Staff is \$216,998. The proposed FY2027 budget will include the total cost of the Carver Center as well as the CDBG grant award. The City’s General Fund reserves will make up any funding shortfalls.

REQUESTED ACTION

Approve the Community Development Block Grant Application for the Carver Center for FY2026-2027

ATTACHMENTS

1. CDBG Grant Application FY 2027



**Neighborhoods Department
Housing and Community Development Division**

DEPARTMENT INFORMATION

Department: City of Jacksonville Beach Division: Carver Center Recreation Program
 Primary Contact Person(s): Jason Phitides Title: Director of Parks and Recreation
 Telephone No: 904-247-6237 E-mail: jphitides@jaxbchfl.net

GRANT REQUEST

CDBG (select one):

- Economic Development
- Fair Housing
- Infrastructure
- Slum and Blight
- Public Facilities Improvements
- Public Services

Are you providing a new program, or expanding or improving an existing program to new clients?

- New
- Existing Program Expansion and/or Improvement

Amount of Funding Requested: \$ 216,998.00 Total Project Cost: \$ 373,668.00

Projected/Approximate #: of Persons/Participants to be Served ³⁵⁰ / Units to be Served: _____

Location of proposed service/program/project:

Street Address: 777 5th Avenue South, Jacksonville Beach, FL 32250

Census Tract or Block 014202

Proposed Service/Program/Project meets one of the following National Objectives (select one)

- Low/moderate income area (LMA) Low/moderate income clientele (LMC)
- Slum/blighted area (SBA) Slum/blighted spot (SBS)

PROJECT DESCRIPTION, DELIVERY AND BUDGET

Attach the following items to this request:

- A narrative describing the program/project being proposed
- Program/Project budget including any committed funds from other funding sources to be considered matching funds

FOR CONSTRUCTION PROJECTS ONLY

If this is a Construction Project, is it shovel ready, (i.e. ready to start)? Yes No

If the project is not shovel ready, when is it anticipated to start? _____

APPLICATION APPROVED AND SIGNED BY DEPARTMENT DIRECTOR.

To the best of my knowledge and belief, data in this proposal, including any attachments, are true and correct and the governing body of the applicant has duly authorized the document.

NAME: Christine H. Hoffman	
<i>(Please Print)</i>	<i>(Signature)</i>
TITLE: Mayor	DATE SIGNED:
<i>(Department Director)</i>	

UNIVERSAL FUNDING APPLICATION FISCAL YEAR 2026 - 2027 BUDGET FORM

SOURCES OF FUNDS	PROPOSED BUDGET FY 2026 - 2027
A. Funds Requested	\$ 216,998.00
B. Sources of Matching Funds	
Match Funds	\$ 137,950.00
Leverage Funds	\$ -
Donations/ In Kind	\$ 18,720.00
Total Sources of Funds	\$ 373,668.00

This table is automatically filled based on calculations in Columns A and B in the worksheet below.

Agency Name: **City of Jacksonville Beach**
 Project Name: **Carver Center Recreation Program**
 Project Type: **Public Service**
 Microgrant Request: **YES** **NO**
 Microgrant request may not exceed **\$10,000**
 Does Budget = Total Sources of Funds **Yes**

ITEM #	DESCRIPTION OF WORK	TOTAL PROJECT COST	A FUNDS REQUESTED			B SOURCES OF MATCHING FUNDS		
			Match Funds 1	Leverage Funds 2	Donations/ In Kind 3	Match Funds 1	Leverage Funds 2	Donations/ In Kind 3
DIRECT COSTS								
1	Salary for Recreation Supervisor	\$ 79,795.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Benefits for Recreation Supervisor	\$ 37,936.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Salary for Recreation Leader	\$ 47,635.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Benefits for Recreation Leader	\$ 26,613.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Salary for Recreation Leader - PT	\$ 25,019.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Administrative Expenditures - Personnel Svcs	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
7	Svcs to Clients - Personnel Svcs (Maintenance)	\$ 13,650.00	\$ 13,650.00	\$ -	\$ -	\$ -	\$ -	\$ -
8	Svcs to Clients - Personnel Svcs (Volunteers)	\$ 18,720.00	\$ -	\$ -	\$ -	\$ -	\$ 18,720.00	\$ -
9	Professional Services	\$ 10,500.00	\$ 10,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
10	Communications Services	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
11	Utility Services	\$ 11,000.00	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
12	Rentals & Leases	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	\$ -
13	Insurance	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
14	Repair & Maintenance	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
15	Operating Supplies	\$ 9,500.00	\$ 9,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
INDIRECT COSTS								
		\$ 73,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1	Depreciation	\$ 73,000.00	\$ 73,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Cost		\$ 373,668.00	\$ 216,998.00	\$ 137,950.00	\$ -	\$ -	\$ 18,720.00	\$ -

Neighborhoods Department
Housing and Community Development Division

City of Jacksonville Beach
2026-2027 CDBG Internal Application – Carver Center Recreation Program

PROJECT DESCRIPTION, DELIVERY AND BUDGET

The Carver Center Recreation Program provides a safe environment for the Pablo Beach South children, through supervised after-school and summer activities. The program is community driven and expands learning opportunities that support developmentally appropriate cognitive, physical, social and emotional outcomes. In addition, the program offers a balance of academic support and recreation.

Activities at the Carver Center are geared towards providing opportunities for children to learn, explore and excel at a variety of different skill sets. Activities include sports (basketball, softball, flag football and kickball), homework assistance and special events, such as dances, field trips and community days. These activities create opportunities for the community to come together.

The Carver Center Recreation Program also provides a place within the target population to assist neighborhood adults and parents with enrollment in public assistance programs and identifying additional resources within the community.

A full-time Recreation Supervisor, a full-time Recreation Leader and a part-time Recreation Leader manage the program. These positions are year-round and are funded through the Community Development Block Grant awarded to the City of Jacksonville Beach.

APPLICATION APPROVED AND SIGNED BY DEPARTMENT DIRECTOR

NAME: Michael J. Staffopoulos

(Signature):

TITLE: City Manager
(Department Director)

DATE SIGNED:



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Ashlie Gossett, Chief Financial Officer
DATE:	February 2, 2026
SUBJECT:	One-Time Contribution of \$2,500 to the Fletcher High School Band

BACKGROUND

At the Briefing on January 12, 2026, it was the consensus of Council to make a one-time contribution in the amount of \$2,500 to the Fletcher High School Band.

FINANCIAL IMPACT

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

REQUESTED ACTION

Approve a one-time contribution in the amount of \$2,500 to the Fletcher High School Band

ATTACHMENTS



CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	February 2, 2026
SUBJECT:	Bid No. 2526-02 Golf Club Pond Connection and Irrigation Improvements

BACKGROUND

This City of Jacksonville Beach (COJB) project involves pond connection work, pump station work, and the installation of an irrigation system for the Jacksonville Beach Golf Club that concentrates on usage of reuse as the primary function. This is a pivotal project for the COJB Public Works Department as it is the foundation of the City's Senate Bill (SB) 64 Effluent Elimination initiative that requires complete implementation of surface water discharge by December 31, 2031. Completion of this project is important to maintain the City's timeline for compliance with SB64 and Florida Department of Environmental Protection requirements.

The work consists of providing all labor, equipment, and materials for furnishing and installation of a stormwater transfer pump station from pond "D" to pond "C" and a new irrigation pump station, including all associated suction and discharge yard piping, suction pipe floating screens, fittings and valves, flow meter, pump equipment concrete footing/pad, irrigation system restoration, excavation, site work/grading, sod and seeding, painting, two 2" HDPE conduits, one with fiber optic cables and the other with pull wires, including pull boxes, electrical and instrumentation SCADA for a complete operation of the transfer pump station system as detailed on the contract drawings and technical specifications. The work also includes the demolition of a catch basin structure and replacement with a new outlet structure on pond "D", the furnishing and installation of a new 30" HDPE pipe with floating screen at pond "C" to be connected to a new irrigation pump station as detailed on the contract drawings and technical and all necessary appurtenances complete, in place, and ready for service for an irrigation pump station to be constructed by others.

	Work Type	Cost	10% Contingency Total	
MacCurrah Const., Inc.	Golf Construction	\$6,785,051.28	\$678,505.13	\$7,463,556.41
Dewberry Engineering, Inc.	Construction Administration	\$ 78,306.98	\$ 7,830.70	\$ 86,137.68
	Totals	<u>\$6,863,358.26</u>	<u>\$686,335.83</u>	<u>\$7,549,694.09</u>

This project was bid utilizing standard procurement advertising, addendums and processes as Bid # 2526-02. Only one bid was received, from MacCurrah Golf Construction, Inc.

Review the original bid package for [Bid No. 2526-02](#).

Review the [response submitted by MacCurrah Golf Construction, Inc.](#)

FINANCIAL IMPACT



\$2,800,000 was included for this project in the FY2025 budget. This project is a priority for maintaining timeline compliance for complete effluent elimination by December 31, 2031. Additional funding of \$4,749,694 is available in the Water/Sewer Fund reserves and the budget in account 420-07-0706-535-63-563000 will be adjusted at mid-year.

REQUESTED ACTION

1. Award/Reject Bid No. 2526-02 to MacCurrah Golf Construction, Inc., for the Golf Club Pond Connection and Irrigation Improvements for an amount not to exceed \$7,463,557; and
2. Award/Reject the Agreement with Dewberry Engineering for contract administration and engineering oversight for an amount not to exceed \$86,138; and
3. Authorize the Mayor and City Manager to negotiate and execute any contract as a result of this bid award

ATTACHMENTS

1. g_Bid_2526-02 Bid Tabulation
2. f_Bid_2526-02 Response Summary
3. g_Bid_2526-02 Intent to Award Notification
4. COJB Construction Services Scope_GolfCourse
5. Engineers Certified Bid Tabulation
6. GolfCourseIrrigation Award-Itr

Bid Tabulation
City of Jacksonville Beach
Bid #2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements

				MacCurach Golf Construction	
Item #	Description	Unit	Qty.	Unit Price	Cost
1	Mobilization/Demobilization (not to exceed 1.5% of the total base bid)	LS	1	\$ 90,000.00	\$ 90,000.00
2	Performance and Payment Bond (not to exceed 1.5% of the total base bid)	LS	1	\$ 47,850.00	\$ 47,850.00
3	As-Built Drawings	LS	1	\$ 60,600.00	\$ 60,600.00
4	Reimbursable Permit Allowance	N/A	1	\$ 7,500.00	\$ 7,500.00
WATER RECLAMATION FACILITY					
5	Furnishing and installation of Duplex Transfer Pump Station, all associated internal, valves, fittings, electrical, control panels and SCADA work for a complete operational system.	LS	1	\$ -	\$ -
6	Furnishing and installation of the transfer pump station associated yard piping, fittings and valves, screens and all piping pressure testing, for a complete and operational installation.	LS	1	\$ 548,884.40	\$ 548,884.40
7	Furnishing and installation of transfer pump station and discharge pipe reinforced concrete housing pads and all concrete work and detailed on the drawings.	LS	1	\$ 139,839.98	\$ 139,839.98
8	Site and grading work, including all excavation, dewatering, sodding, and all associated appurtenances for a complete site restoration as detailed on the drawings and specifications.	LS	1	\$ 197,339.25	\$ 197,339.25
9	Demolition of existing catch basin at pond "D" and replacement with new outlet structure, cofferdam, and all associated appurtenances for a complete system operation as detailed on the drawings.	LS	1	\$ 164,607.53	\$ 164,607.53
10	Furnishing and installation of a new Irrigation Pump Station, improvements to the golf course irrigation system improvements and all associated internal, valves, fittings, electrical, control panels and SCADA work, site and grading work, concrete slab to support pump station skid, 30" HDPE suction pipe, Screen, coffer dam, excavation and dewatering, concrete collars, 8-foot diameter MH and associated appurtenances at pond "C", for a complete operational system as detailed on the plans and specifications.	LS	1	\$ 1,021,770.42	\$ 1,021,770.42
11	All new electrical and SCADA, instrumentation work and demolition work as detailed on the plans, including wet weather outfall pipe for a complete system operation.	LS	1	\$ 493,475.00	\$ 493,475.00
12	Restoration of the Golf Course sprinkler system in the vicinity of the new improvements, for a complete operational system.	LS	1	\$ 2,991,782.60	\$ 2,991,782.60
13	Construct all other appurtenances as described in the plans and specifications.	LS	1	\$ 24,500.00	\$ 24,500.00
14	Furnishing and Installation of two (2) 2" HDPE conduits, one with fiber optic wire and second spare conduit with pull wire and properly spaced pulled boxes.	LS	1	\$ 138,040.20	\$ 138,040.20
15	Furnish and Install 4" Reuse Water Main HDPE (IPS) DR11, including fittings, isolation valves and associated appurtenances from existing golf course irrigation pump station discharge pipe back to WRF at location shown on the plans. Work shall also include tapping sleeve/saddle and tapping valve at	LS	1	\$ 161,415.45	\$ 161,415.45
16	Furnish and install 36" RCP between ponds A and B including type "E" DBI structure and mitered end section as shown in the drawings.	LS	1	\$ 697,446.45	\$ 697,446.45
TOTAL BASE BID PRICE in Figures (Items 1 through 16)					\$ 6,785,051.28 *

* Corrected bid amount

**Public Works
Response Summary
Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements**

Vendor	Section 00301											Addendum		00410 Bid Bond	00480 Non-collusion Affidavit	Local Business Tax Receipt	W-9	Qualifications	Notes
	00300 Bid Proposal Form	A	B	C	D	E	F	G	H	I	1	2							
MacCurrach Golf Construction, Inc.	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	12/9/25 Clarification letter included

Legend:
a - Not acknowledged

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: December 18, 2025

From: Luis F. Flores, Property and Procurement Officer

RE: **Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements**

Recommendation will be presented to the City Manager for:

Bid Number: 2526-12
Title: Jacksonville Beach Golf Course Irrigation Expansion Improvements

Recommendation will be presented to the City Manager for intent to award of Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements to **MacCurrach Golf Construction, Inc. for the Base Bid amount of \$6,785,051.28**

The complete bid tabulation sheet is attached herewith.

In accordance with the procedures set forth in Chapter 13 of the City of Jacksonville Beach Procurement 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 Award 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

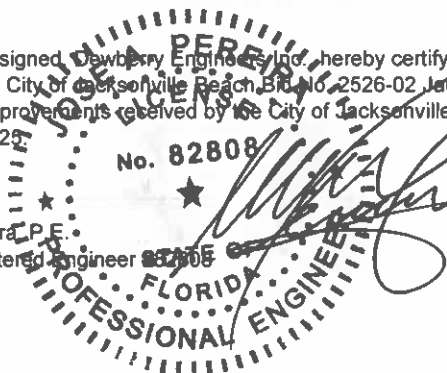


BID TABULATION
CITY OF JACKSONVILLE BEACH
BID #2526-02 JACKSONVILLE BEACH GOLF COURSE IRRIGATION EXPANSION IMPROVEMENTS

				MacCurrach Golf Construction, Inc., Jacksonville, FL	
Item #	Item Description	Unit	Qty.	Unit Price	Contract Price
1	Mobilization/Demobilization (not to exceed 1.5% of the total base bid)	LS	1	\$ 90,000.00	\$ 90,000.00
2	Performance and Payment Bond (not to exceed 1.5% of the total base bid)	LS	1	\$ 47,850.00	\$ 47,850.00
3	As-Built Drawings	LS	1	\$ 60,600.00	\$ 60,600.00
4	Reimbursable Permit Allowance	N/A	1	\$ 7,500.00	\$ 7,500.00
WATER RECLAMATION FACILITY					
5	Furnishing and installation of Duplex Transfer Pump Station, all associated internal valves, fittings, electrical, control panels and SCADA work for a complete operational system.	LS	3	\$ -	\$ -
6	Furnishing and installation of the transfer pump station associated yard piping, fittings and valves, screens and all piping pressure testing, for a complete and operational installation.	LS	1	\$ 548,884.40	\$ 548,884.40
7	Furnishing and installation of the transfer pump station associated yard piping, fittings and valves, screens and all piping pressure testing, for a complete and operational installation.	LS	1	\$ 139,839.98	\$ 139,839.98
8	Site and grading work, including all excavation, dewatering, sodding, and all associated appurtenances for a complete site restoration as detailed on the drawings and specifications.	LS	1	\$ 197,339.25	\$ 197,339.25
9	Demolition of existing catch basin at pond "D" and replacement with new outlet structure, cofferdam, and all associated appurtenances for a complete system operation as detailed on the drawings.	LS	1	\$ 164,607.53	\$ 164,607.53
10	Furnishing and installation of a new Irrigation Pump Station, improvements to the golf course irrigation system improvements and all associated internal valves, fittings, electrical, control panels and SCADA work, site and grading work, concrete slab to support pump station skid, 30" HDPE suction pipe, Screen, coffer dam, excavation and dewatering, concrete collars, 8-foot diameter MH and associated appurtenances at pond "C", for a complete operational system as detailed on the plans and specifications.	LS	1	\$ 1,021,770.42	\$ 1,021,770.42
11	All new electrical and SCADA, instrumentation work and demolition work as detailed on the plans, including wet weather outfall pipe for a complete system operation.	LS	1	\$ 493,475.00	\$ 493,475.00
12	Restoration of the Golf Course sprinkler system in the vicinity of the new improvements, for a complete operational system.	LS	1	\$ 2,991,782.60	\$ 2,991,782.60
13	Construct all other appurtenances as described in the plans and specifications.	LS	1	\$ 24,500.00	\$ 24,500.00
14	Furnishing and Installation of two (2) 2" HDPE conduits, one with fiber optic wire and second spare conduit with pull wire and properly spaced pulled boxes.	LS	1	\$ 138,040.20	\$ 138,040.20
15	Furnish and Install 4" Reuse Water Main HDPE (IPS) DR11, including fittings, isolation valves and associated appurtenances from existing golf course irrigation pump station discharge pipe back to WRF at location shown on the plans. Work shall also include tapping sleeve/saddle and tapping valve at	LS	1	\$ 161,415.45	\$ 161,415.45
16	Furnish and install 36" RCP between ponds A and B including type "E" DBI structure and mitered end section as shown in the drawings.	LS	1	\$ 697,446.45	\$ 697,446.45
TOTAL BASE BID PRICE in Figures (Items 1 through 16)					\$ 6,785,051.28

We the undersigned, Dewberry Engineers, Inc., hereby certify that this is a true and correct tabulation of bids for the City of Jacksonville Beach, Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements received by the City of Jacksonville Beach at 2:00 P.M. on the 10th day of December 2025.

Jose A. Pereira, P.E.
 Florida Registered Professional Engineer No. 82808



DEWBERRY ENGINEERS, INC.
**SCOPE AND FEE PROPOSAL FOR LIMITED CONSTRUCTION ADMINISTRATION
AND INSPECTION SERVICES**

**CITY OF JACKSONVILLE BEACH, FLORIDA
GOLF COURSE IMPROVEMENTS**

A. PROJECT BACKGROUND AND DESCRIPTION

The City of Jacksonville Beach, FL (CITY) owns and operates the Water Reclamation Facility (WRF) (permit number FL0020231). Under previous authorization, Dewberry Engineers, Inc. (CONSULTANT) has prepared design and bid documents for making improvements to the reclaim water delivery to Jacksonville Beach Golf Course Pond D through the addition a of a pump to deliver water into golf course system and then interconnect golf course ponds.

B. SCOPE OF SERVICES

Upon authorization to proceed from the CITY, the CONSULTANT will provide the following identified services:

PHASE 500 – LIMITED CONSTRUCTION PHASE SERVICES

Task 501 – Pre-Construction Meeting and Contract Documents

CONSULTANT shall attend one (1) pre-construction meeting and prepare a meeting agenda and meeting summary.

CONSULTANT shall provide to the CITY signed and sealed sets of Released for Construction Drawings and Technical Specifications as described in Part C – Deliverables. CONSULTANT shall provide the contractor the required number of signed and sealed documents in accordance with the bid documents. The Released for Construction Drawings and Technical Specifications shall incorporate all changes and clarifications to the documents during the bid phase.

The CONSULTANT shall review and approve the preliminary schedule of shop drawings and submittals, the preliminary schedule of values, and the construction schedule for the PROJECT.

Task 502 – Construction Progress Meetings and Site Visits

The total construction contract time on this project is 116 consecutive calendar days from the city's issuance of Notice to Proceed, with 335 days to substantial completion and 30 days for project close-out. CONSULTANT shall attend four (4) construction progress meetings and prepare a meeting agenda and meeting minutes (unless meeting agenda/minutes are included in contractor's scope). CONSULTANT's participation in meetings may be in-person and/or virtually (e.g., via Microsoft Teams), as directed by the City's point of contact.

CONSULTANT's Engineer of Record (EOR), or designated representative, will visit the site at intervals deemed appropriate by CONSULTANT to review the construction of the PROJECT for general conformance with Contract Documents; the project budget includes four (4) construction progress site visits. CONSULTANT and CITY may, if mutually agreed, conduct a construction progress meeting and site visit simultaneously or concurrently if conditions and/or circumstances warrant.

Furthermore, CONSULTANT's Engineer of Record (EOR), or designated representative, will visit the site at intervals deemed appropriate by CONSULTANT to review the construction of the PROJECT for general conformance with Contract Documents.

Task 503 – Shop Drawing Review

Review contractor's shop drawings and other submittals for general conformance with the Contract Documents. CONSULTANT shall conduct up to twelve (12) reviews of shop drawings, including initial and re-reviews.

Task 504 – Applications for Payment

CONSULTANT will review Applications for Payment submitted by the contractor, including updated progress schedules, and will indicate in writing to the CITY a recommendation of payment or return the application to the contractor specifying in writing the reasons for not recommending payment. CONSULTANT's recommendation of payment will constitute a representation by CONSULTANT to the CITY that:

- A. The work has progressed to the point indicated;
- B. The quality of the work, as observed by CONSULTANT and/or reported to CONSULTANT by the CITY staff in direct observation of the work, is generally in accordance with the Contract Documents; and
- C. The conditions precedent to the contractor's being entitled to such payment appear to have been fulfilled based on CONSULTANT and/or CITY staff site observations.

In the event that the work has not progressed in accordance with the approved construction schedule, CONSULTANT will request that the contractor submit a schedule recovery plan indicating corrective actions necessary to put the work back on schedule. CONSULTANT shall submit the contractor's Application for Payment to the CITY within five (5) working days of receipt of the same. CONSULTANT shall review up to ten (10) pay applications, including the Final Pay Application referenced in Task 508.

Task 505 – Requests for Information (RFIs) / Change Orders / Releases

CONSULTANT will review RFIs submitted by the contractor and provide written responses to the contractor. CONSULTANT shall maintain an RFI log for the PROJECT. It is anticipated that CONSULTANT will review up to ten (10) RFIs.

CONSULTANT will review requests from the contractor for changes in Contract Price or Contract Time and provide written comments to the contractor and the CITY. If acceptable, CONSULTANT will prepare a written Change Order to be signed by CONSULTANT and the contractor and submitted to the CITY for approval. This task includes the review of Allowance Authorization Releases (AARs) and contingency releases. CONSULTANT shall review up to (2) change orders or contingency/AAR.

Task 506 – Limited Construction Inspection (116 Calendar Days or 4 months).

CONSULTANT's inspector, or designated representative, will visit the site one (1) days per week estimated at 8 hours a day for 8 weeks, 4 hours a day for 8 weeks, to observe the work for substantial compliance with plans and specifications as well as COJB construction standards; keeping a daily log of the contractor's construction activities; maintaining a record of all revisions to the PROJECT plans which are made during construction of the PROJECT.

The benefits that will be derived by COJB from having Dewberry provide part-time inspection services on this project include:

1. An increase probability that the project will be constructed in substantial compliance with COJB standards, plans, and specifications.
2. A greater likelihood that the project will stay on schedule.
3. A greater likelihood that the number of change orders will be minimized.
4. A greater likelihood that claims can be avoided.

Task 507 – Substantial Completion

Upon written notification and receipt of a list of items to be completed/corrected from the contractor, CONSULTANT will visit the site to determine if the work or a designated portion thereof is substantially complete. For the purpose of this task, CONSULTANT assumes that one (1) substantial completion site visits will be required. When the work (or a portion thereof) is deemed to be substantially complete, CONSULTANT will prepare a Certificate of Substantial Completion that establishes the date of Substantial Completion. The Certificate of Substantial Completion shall be accompanied by a list of items to be completed/corrected.

Task 508 – Project Close-Out

Upon written notification from the contractor that the entire work is complete, CONSULTANT will visit the site to determine if the work is complete as required by the Contract Documents. For the purpose of this task, CONSULTANT assumes that one (1) final completion site visit for all project elements. Three sets of sign/sealed will be required. When the work is deemed to be complete by CONSULTANT and the CITY, CONSULTANT will review the contractor's final Application for Payment and accompanying documentation and provide a written recommendation of payment to the CITY. CONSULTANT will also give written notice to the CITY and the contractor that the work is acceptable subject to the provisions of the CITY'S General Conditions.

CONSULTANT will review contractor's as-built drawings for completeness and compliance with CITY requirements. This effort shall include the preparation of written comments for submission to the contractor based on CONSULTANT's review of the as-built drawings. CONSULTANT will prepare and provide to the CITY draft record drawings based on the contractor's as-built data. CONSULTANT will incorporate all comments from the draft review, then submit signed and sealed documents as described in Part C – Deliverables to the CITY within 30 days of the receipt of the contractor's final as-built drawings and comments from the CITY.

C. DELIVERABLES

The CONSULTANT shall prepare and submit to the CITY, including electronic format when applicable, the following deliverables:

501	Pre-Construction Meeting and Contract Documents	<p>Prepare for and attend one (1) pre-construction meeting and provide meeting minutes.</p> <p>Provide signed and sealed Released for Construction Drawings: one (1) full-size set, one (1) half-size set and one (1) PDF electronic copy.</p> <p>Provide Released for Construction Technical Specifications: one (1) hard copy and one (1) PDF electronic copy.</p> <p>Provide Released for Construction Drawings to contractor as required by bid documents.</p>
502	Construction Progress Meetings and Site Visits	<p>Prepare for and attend up to four (4) progress meetings and provide meeting minutes.</p> <p>Attend up to 4 construction site visits to review construction.</p>
503	Shop Drawing Review	<p>Conduct up to twelve (12) shop drawings and other submittals for conformance to contract documents.</p>
504	Application for Payment	<p>Review up to ten (10) payment applications from contractor to ensure work is completed as reported and provide a recommendation of payment to CITY or rejection due to incompleteness or incorrect work; application will be reviewed, and a recommendation sent to the CITY within five (5) days of receipt of application.</p>
505	RFIs / COs / Releases	<p>Review up to ten (10) RFIs submitted by contractor and provide a written response to each.</p> <p>Review up to two (2) COs/CCRs/AARs submitted by contractor and provide written comments to the contractor and CITY.</p>
506	Limited Construction Inspection (365 Calendar Days or 12 months)	<p>Inspector, or designated representative, will visit the site one (1) days per week and 8 hours a day for 8 weeks and once a week for 4 hours for 78 weeks to observe the work for substantial compliance with plans and specifications as well as COJB construction standards; and maintaining a record of all revisions to the PROJECT plans which are made during construction of the PROJECT.</p>
507	Substantial Completion	<p>Attend one (1) substantial completion site visits to review contractor's work; will prepare and issue a Certificate of Substantial Completion that shall be accompanied by a punch list of items to be completed or corrected to contractor and CITY.</p>

508	Project Close-Out	<p>Attend one (1) final completion site visit encompassing all three facilities.</p> <p>Draft record drawings: one (1) full-size set and one (1) PDF electronic set, based on contractor's as-built data for each of the three facilities.</p> <p>Final signed and sealed record drawings: two (2) full-size set, one (1) PDF electronic set and one (1) AutoCAD electronic set for each of the three facilities.</p>
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D. SCHEDULE

CONSULTANT will proceed with the services identified in this Agreement immediately upon receipt of a Purchase Order and/or Notice-to-Proceed from the CITY. The overall project schedule is estimated at 116 consecutive calendar days: 100 days to substantial completion and 16 days for project close-out. CONSULTANT shall prepare and submit deliverables in accordance with mutually agreed deadlines and schedules.

E. COMPENSATION

This Agreement establishes a not-to-exceed cost of \$78,306.98 as described in the accompanying fee proposal. Compensation for the services performed under this Agreement shall be on a time and materials basis. Reimbursable expenses incurred in connection with this Agreement will be itemized and included in monthly invoices and are included in the not-to-exceed cost. This may include, but is not necessarily limited to, such items as reproduction, travel, communication expenses, and postage and shipping. Additional documentation may be requested by the CITY and, if so requested, shall be furnished by the CONSULTANT to the CITY Auditor's satisfaction. In addition, all invoices shall be submitted with a complete AIA invoice form in accordance with CITY standard.

F. CITY'S RESPONSIBILITIES

The CITY will provide the following information for the CONSULTANT and / or perform the following services related to the Project:

- Allow CONSULTANT scheduled access to the project sites.
- Provide one representative by the CITY to coordinate, schedule, and receive comments/information related to this project.

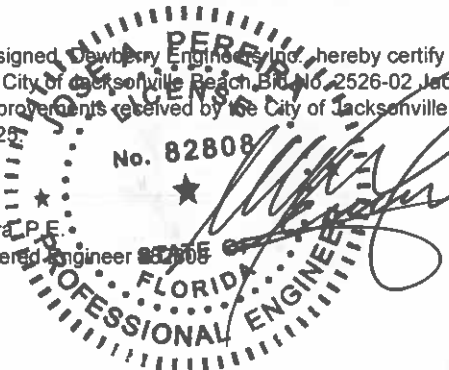
G. SERVICES NOT INCLUDED

Service not specifically described in the tasks above are not included.

BID TABULATION
CITY OF JACKSONVILLE BEACH
BID #2526-02 JACKSONVILLE BEACH GOLF COURSE IRRIGATION EXPANSION IMPROVEMENTS

				MacCurrach Golf Construction, Inc., Jacksonville, FL	
Item #	Item Description	Unit	Qty.	Unit Price	Contract Price
1	Mobilization/Demobilization (not to exceed 1.5% of the total base bid)	LS	1	\$ 90,000.00	\$ 90,000.00
2	Performance and Payment Bond (not to exceed 1.5% of the total base bid)	LS	1	\$ 47,850.00	\$ 47,850.00
3	As-Built Drawings	LS	1	\$ 60,600.00	\$ 60,600.00
4	Reimbursable Permit Allowance	N/A	1	\$ 7,500.00	\$ 7,500.00
WATER RECLAMATION FACILITY					
5	Furnishing and installation of Duplex Transfer Pump Station, all associated internal valves, fittings, electrical, control panels and SCADA work for a complete operational system.	LS	3	\$ -	\$ -
6	Furnishing and installation of the transfer pump station associated yard piping, fittings and valves, screens and all piping pressure testing, for a complete and operational installation.	LS	1	\$ 548,884.40	\$ 548,884.40
7	Furnishing and installation of the transfer pump station associated yard piping, fittings and valves, screens and all piping pressure testing, for a complete and operational installation.	LS	1	\$ 139,839.98	\$ 139,839.98
8	Site and grading work, including all excavation, dewatering, sodding, and all associated appurtenances for a complete site restoration as detailed on the drawings and specifications.	LS	1	\$ 197,339.25	\$ 197,339.25
9	Demolition of existing catch basin at pond "D" and replacement with new outlet structure, cofferdam, and all associated appurtenances for a complete system operation as detailed on the drawings.	LS	1	\$ 164,607.53	\$ 164,607.53
10	Furnishing and installation of a new Irrigation Pump Station, improvements to the golf course irrigation system improvements and all associated internal valves, fittings, electrical, control panels and SCADA work, site and grading work, concrete slab to support pump station skid, 30" HDPE suction pipe, Screen, coffer dam, excavation and dewatering, concrete collars, 8-foot diameter MH and associated appurtenances at pond "C", for a complete operational system as detailed on the plans and specifications.	LS	1	\$ 1,021,770.42	\$ 1,021,770.42
11	All new electrical and SCADA, instrumentation work and demolition work as detailed on the plans, including wet weather outfall pipe for a complete system operation.	LS	1	\$ 493,475.00	\$ 493,475.00
12	Restoration of the Golf Course sprinkler system in the vicinity of the new improvements, for a complete operational system.	LS	1	\$ 2,991,782.60	\$ 2,991,782.60
13	Construct all other appurtenances as described in the plans and specifications.	LS	1	\$ 24,500.00	\$ 24,500.00
14	Furnishing and Installation of two (2) 2" HDPE conduits, one with fiber optic wire and second spare conduit with pull wire and properly spaced pulled boxes.	LS	1	\$ 138,040.20	\$ 138,040.20
15	Furnish and Install 4" Reuse Water Main HDPE (IPS) DR11, including fittings, isolation valves and associated appurtenances from existing golf course irrigation pump station discharge pipe back to WRF at location shown on the plans. Work shall also include tapping sleeve/saddle and tapping valve at	LS	1	\$ 161,415.45	\$ 161,415.45
16	Furnish and install 36" RCP between ponds A and B including type "E" DBI structure and mitered end section as shown in the drawings.	LS	1	\$ 697,446.45	\$ 697,446.45
TOTAL BASE BID PRICE in Figures (Items 1 through 16)					\$ 6,785,051.28

We the undersigned, Dewberry Engineers, Inc., hereby certify that this is a true and correct tabulation of bids for the City of Jacksonville Beach, Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Expansion Improvements received by the City of Jacksonville Beach at 2:00 P.M. on the 10th day of December 2025.



Jose A. Pereira, P.E.
 Florida Registered Engineer 82808



Dewberry Engineers Inc. | 850.522.0644
203 Aberdeen Parkway | 850.522.1011 fax
Panama City, FL 32405 | www.dewberry.com

December 16, 2025

Via Email at dbarron@jaxbchfl.net

Attn: Dennis Barron, Jr. MBA
Director of Public Works
City of Jacksonville Beach
1460-A Shetter Avenue
Jacksonville Beach, FL

RE: Bid No. 2526-02 Jacksonville Beach Golf Course Irrigation Improvements

Dear Mr. Barron:

On December 10, 2025, at 2:00 P.M. EST, Bids were received on the above reference Project. A total of one (1) bidder submitted bids and are summarized below:

<u>CONTRACTOR</u>	<u>TOTAL BASE BID</u>
MacCurrach Golf Construction, Inc.	\$6,785,051.28

The bid package from the prospective bidder was evaluated by the city Property and Procurement Officer and determined that the bidder had all proper forms and documentation, except acknowledgement of Addendum 2 and reflected No Bid under Pay Item # 5 in the Bid Proposal Form. After the bid was read and examined, Jacksonville Beach Procurement Officer reached out to the low bidder and inquired about the above informalities. Contractor clarified via email that he indeed did not receive Addendum 2, but the cost for work described under Pay Item # 5 was included under the cost for Pay Item # 6 in the Bid Proposal Form. After the contractor's response all informalities were waived by the city of Jacksonville Beach, and MacCurrach Golf Construction, Inc., from Jacksonville, Florida was the low bidder for the referenced project. As a result, we recommend that the Contract be awarded to MacCurrach Golf Construction, Inc., in the amount of \$6,785,051.28.

Should you have any questions or require additional information in support of our recommendation, please feel free to contact me.

Very truly yours,

Dewberry Engineers Inc.

Jose A. Pereira, P.E.
Senior Associate

CC: Kayle Moore, kmoore@jaxbchfl.net
David Suarez, DSuarezDePuga@jaxbchfl.net
Tracy, Amy, atracy@Dewberry.com