



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Amended Agenda

City Council

Monday, July 18, 2022

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 June 20, 2022
- B. Council Briefing held on June 27, 2022

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER

- A. Accept/Reject the Monthly Financial Reports for the month of June 2022
- B. Approve/Disapprove an Agreement with Wright-Pierce for Engineering Design Services for Sludge Dewatering Improvements and authorize the Mayor and City Manager to execute the final Agreement
- C. Approve/Disapprove an Agreement with Dewberry Hydro, Inc., for Engineering Design and Study Services for Wastewater Effluent Elimination Compliance and authorize the Mayor and City Manager to execute the final Agreement
- D. Approve/Disapprove a five-year agreement with APG-Neuros Corporation for a Maintenance Service Plan for the Sequential Batch Reactor Blowers for the Pollution Control Plant and authorize the Mayor and City Manager to execute the final Agreement
- E. Approve/Disapprove an Agreement with the Florida Department of Environmental Protection to

Accept the Resilient Florida Grant in the amount of \$194,000 for the Vulnerability Assessment; *and*

Approve/Disapprove an Agreement with Jones Edmunds and Associates for Engineering Study Services for the Vulnerability Assessment in the amount of \$194,000 and authorize the Mayor and City Manager to execute the final Agreement; *and*

Approve/Disapprove an Application with the Florida Department of Environmental Protection to Apply/Accept the Resilient Florida Grant in the amount of \$75,000 for the Adaptation Plan

- F. Approve/Disapprove an Interim Short-Term Services Agreement with the City of Jacksonville for the operation of the Jacksonville Beach Pier and authorize the Mayor and City Manager to execute the final Agreement

RESOLUTIONS

ORDINANCES

ADJOURNMENT

NOTICE

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

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

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

You may use this website <http://www.jacksonvillebeach.org/publichearinginfo> to find information concerning the hearing process. This information is also available in the City Hall first floor display case.

**Minutes of Regular City Council Meeting
held Monday, June 20, 2022, at 6:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



OPENING CEREMONIES:

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	Dan Janson	Fernando Meza
	Cory Nichols	Georgette Dumont	Chet Stokes (Late)

Also present were: City Manager Mike Staffopoulos, City Attorney Sandra Robinson, Chief Financial Officer Ashlie Gossett, Director of Planning and Development Heather Ireland, Utilities Superintendent Phillip Brown, Conservation Specialist Travis Vargo, Business Relations and Conservation Coordinator Rik Amato, and City Clerk Sheri Gosselin.

APPROVAL OF MINUTES:

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

- Regular City Council Meeting held on June 6, 2022
- Council Briefing held on June 13, 2022

ANNOUNCEMENTS:

Council Member Meza congratulated Mr. Nichols, Ms. Golding, and new Council Member-elect Mr. Bill Horn on a successful election.

Mr. Janson also congratulated Mr. Horn on his election.

Council Member Golding recognized Juneteenth and thanked the Rhoda L. Martin Cultural Center for hosting a march. She announced a Height Limit Open House scheduled for July 11, 2022. She noted Beaches Watch would host its annual Police Panel on July 13, 2022, featuring Chief Smith and the other two beach Chiefs. Ms. Golding thanked [Electrical Engineering Project Supervisor] Matt Seeley and Director of Beaches Energy Services Allen Putnam who appeared on a local news program to talk about the new lighting to be installed to help keep sea turtle hatchlings from being disoriented.

Mayor Hoffman also recognized the Juneteenth celebration hosted by the Rhoda L. Martin Cultural Center. She congratulated her colleagues on their election. Mayor Hoffman read the following statement into the record:

“We recently passed a resolution that puts guidelines and restrictions on remote participation in council meetings. The resolution requires me to put on the record that a request had been made. Mr. Janson requested to participate remotely in tonight’s meeting. I reviewed the request and determined that it did not rise to an emergency or unforeseeable event, which is the standard to which I am held. Mr. Janson had the opportunity to bring his request to the council whose standard would be ‘good cause shown.’ Mr. Janson declined to bring his request to the council.”

She thanked the City Attorney and City Manager, as well as Mr. Janson, for running us through the new policy for the first time.

MAYOR AND CITY COUNCIL:

Item A Proclamation to Beaches Sea Turtle Patrol

Mayor Hoffman read the proclamation [on file] for Beaches Sea Turtle Patrol. Representatives from the group accepted the proclamation.

COURTESY OF THE FLOOR TO VISITORS: None

CITY CLERK: *No items*

CITY MANAGER:

Item A Accept/Reject the Monthly Financial Reports for the month of May 2022

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to accept the Monthly Financial Reports for the month of May 2022.

Discussion: None

Roll Call Vote: Ayes – Dumont, Golding, Janson, Meza, Nichols, Stokes, Mayor Hoffman.
The motion passed unanimously.

Item B Approve/Disapprove Final Plat for Campbell Cove Townhomes

Director of Planning and Development Heather Ireland provided background information on the item.

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to approve the Final Plat for Campbell Cove Townhomes.

Discussion: None

Roll Call Vote: Ayes – Golding, Janson, Meza, Nichols, Stokes, Dumont, Mayor Hoffman.
The motion passed unanimously.

Item C Approve/Disapprove Final Plat for Owen Shores Townhomes

Ms. Ireland provided background information on the item.

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to approve the Final Plat for Owen Shores Townhomes.

Discussion: None

Roll Call Vote: Ayes – Janson, Meza, Nichols, Stokes, Dumont, Golding, Mayor Hoffman.
The motion passed unanimously.

Item D Approve/Disapprove the emergency purchase of a Sequential Batch Processor Blower from Neuros in the amount of \$38,740

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to approve the emergency purchase of a Sequential Batch Processor Blower from Neuros in the amount of \$38,740.

Discussion: None

Roll Call Vote: Ayes – Meza, Nichols, Stokes, Dumont, Golding, Janson, Mayor Hoffman.
The motion passed unanimously.

RESOLUTIONS:

Item A Adopt/Deny Resolution No. 2104-2022 Amending the Energy Efficiency and Customer Incentive Rebate Program

Mayor Hoffman requested the City Clerk read Resolution No. 2104-2022 by title only, whereupon Ms. Gosselin read the following:

“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING RESOLUTION NO. 1932-2014, THE ENERGY EFFICIENCY AND CUSTOMER INCENTIVE REBATE PROGRAM; PROVIDING FOR ADOPTION OF RECITALS, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS AND COUNCIL DECISIONS, SEVERABILITY, AND AN EFFECTIVE DATE.”

Chief Financial Officer Ashlie Gossett provided background information on the program and the proposed updates.

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to adopt Resolution No. 2104-2022 amending the Energy Efficiency and Customer Incentive Rebate Program.

Discussion:

Conservation Specialist Travis Vargo and Business Relations and Conservation Coordinator Rik Amato answered questions about the program's public outreach and qualification criteria.

Roll Call Vote: Ayes – Nichols, Stokes, Dumont, Golding, Janson, Meza, Mayor Hoffman.
The motion passed unanimously.

ORDINANCES:

Item A Approve/Disapprove Ordinance No. 2022-8177 abandoning certain City rights-of-way described therein on the first reading and schedule a second reading for July 18, 2022

Ms. Ireland provided background information on the Ordinance.

Applicant Zach Miller, 3203 Old Barn Court, Ponte Vedra Beach, provided additional information.

Chuck Kennedy, 3731 Eagle Ridge Drive, Jacksonville, project Civil Engineer, addressed the utility relocation with a presentation [on file].

Mayor Hoffman requested the City Clerk read Ordinance 2022-8177 by title only, whereupon Ms. Gosselin read the following:

"AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, VACATING, DISCONTINUING, ABANDONING, AND CLOSING PORTIONS OF CERTAIN PUBLIC RIGHTS-OF-WAY KNOWN AS PORTIONS OF FIRST AVENUE NORTH AND SECOND AVENUE NORTH, BEING PART OF GOVERNMENT LOTS THREE AND SIX, SECTION THIRTY-THREE, TOWNSHIP TWO SOUTH, RANGE 29 EAST, AS RECORDED IN THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, SUBJECT TO EXPRESSED RESERVATION UNTO SAID CITY OF PERPETUAL EASEMENTS FOR CERTAIN PURPOSES; PROVIDING FOR LEGISLATIVE FINDINGS, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Mayor Hoffman read the following: "This ordinance is before this Council for a public hearing and consideration on its first reading. I will now open the public hearing on Ordinance 2022-8177."

Public Hearing:

The following submitted speaker cards in opposition to the Ordinance, but did not wish to speak:

- Mary Phillips, 934 10th Street North, Jacksonville Beach
- Ryan Leatherwood, 806 2nd Avenue North, Jacksonville Beach

The following spoke in opposition to the Ordinance:

- Trey Phillips, 934 10th Street North, Jacksonville Beach
- Roger Whiting, 1103 2nd Avenue North, Jacksonville Beach
- Michelle Tipton, 2333 Azalea Drive, Jacksonville Beach
- John Tipton, 2333 Azalea Drive, Jacksonville Beach
- Suzanne Ferreria, 523-525 4th Avenue North, Jacksonville Beach
- Tony Komarek, 533 11th Avenue South, Jacksonville Beach
- Lori Crunden, 242 San Pablo Road North, Jacksonville Beach

Mayor Hoffman closed the public hearing.

Motion: It was moved by Mr. Nichols, and seconded by Ms. Golding, to adopt Ordinance No. 2022-8173, abandoning certain City rights-of-way described therein on the first reading and schedule a second reading for July 18, 2022.

Discussion:

A discussion ensued about easements, right-of-way abandonment, permits, Resolution No. 1514-96, possibly setting a precedent, Ordinance language, and public interest.

Motion to Amend: It was moved by Ms. Dumont, and seconded by Ms. Golding, to postpone the first hearing until July 18, 2022.

Discussion:

A brief discussion ensued about the amendment, City policy, and the prior City Resolution.

Roll Call Vote on Amended Motion: Ayes – Dumont, Golding, Mayor Hoffman
Nays – Stokes, Janson, Meza, Nichols
The amended motion failed 3-4.

Roll Call Vote on Original Motion: Ayes – Janson, Nichols, Stokes
Nays – Dumont, Golding, Meza, Mayor Hoffman
The original motion failed 3-4.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:18 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

Christine H. Hoffman, MAYOR

Date: _____

The Council Briefing began at 5:30 P.M. The meeting was held via video conference using the Zoom platform.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members:	Georgette Dumont	Sandy Golding	Dan Janson
	Fernando Meza	Cory Nichols (late)	Chet Stokes

Also present were City Manager Mike Staffopoulos, City Attorney Sandra Robinson, Director of Public Works Dennis Barron, and Director of Beaches Energy Services Allen Putnam.

Purpose of Briefing

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

City Manager

Alternative Bidding for Phase 3C Projects 4&5 (Downtown Infrastructure Improvements)

City Manager Mike Staffopoulos explained the City Council previously indicated the desire to explore options to accelerate construction schedules on upcoming projects, minimizing impacts on residents. The City's Public Works Department worked with GAI Consultants to identify alternative bidding options for upcoming City projects.

Director of Public Works Dennis Barron stated projects 4 & 5 of Phase 3C Downtown Infrastructure Improvements (the City's next large construction projects) were in the final design phases. Mr. Barron stated the Council's input was being sought on three bidding alternatives for consideration. Mr. Barron reviewed the details of the three bidding alternatives.

It was the consensus of the Council to use bidding alternative option #2: A+B Bidding (Cost plus Time) Project Award with an incentive for early completion.

Miscellaneous City Manager's Items

Mr. Staffopoulos stated last week he emailed the Council a copy of the Interim Agreement [on file] from the City of Jacksonville (COJ) regarding the pier operations. A conversation ensued regarding the suggested terms of the agreement and the realistic resources the City of Jacksonville Beach (COJB) could provide at this time.

It was the consensus of the Council to contact COJ and discuss the minimum requirements to open the pier within the next 1-2 weeks and then discuss plans regarding long-term pier operations.

Beaches Energy Services Energy Update

Director of Beaches Energy Services Allen Putnam provided a presentation [on file] regarding the recent global, national, and state changes and how they impact local energy delivery and resale.

Mr. Putnam informed the Council he would keep them informed of any upcoming changes and reminded everyone of the free energy audit service offered by Beaches Energy Services.

Committee Assignment Report

None

Future Briefing Topics

Council Member Meza suggested the Police Department attend Career Days to assist with recruitment. Mr. Staffopoulos stated new recruiting efforts are being discussed with the recent staffing change within the Police Department. It was the consensus of the Council not to add this topic to a future briefing but to offer their support in any way necessary to the Police Department.

Council Member Dumont asked for a Short Term Vacation Rental update. It was the consensus of the Council to have the Planning and Development Department provide an update at an upcoming Council Briefing.

Council Member Stokes reminded everyone the fireworks display would return to the pier for the Fourth of July celebration this year.

The Briefing adjourned at 6:45 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved:

Christine H. Hoffman, MAYOR

Date: _____



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:	03/31/2022
SUBJECT:	Monthly Financial Reports

BACKGROUND

Attached are the monthly financial reports for June 2022 as prepared by the Finance Department. These reports represent nine months of activity, or 74.79% 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/Reject the Monthly Financial Reports for the month of June 2022

ATTACHMENTS

1. 2022-6 June Financials



SUMMARY BUDGET REPORT

June 30, 2022

74.79% 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	13,218,316	88.72%	12,573,058	88.27%	0.46%	645,257
2 Licenses & Permits	770,083	127.32%	623,003	120.99%	6.32%	147,080
3 Intergovernmental Revenue	3,632,584	87.76%	3,321,088	86.31%	1.45%	311,496
4 Charges for Services	416,321	88.66%	418,530	95.09%	-6.43%	(2,209)
5 Enterprise Contributions	2,861,395	75.00%	2,816,668	75.00%	0.00%	44,727
6 Miscellaneous Revenue	(75,226)	-22.64%	262,440	71.14%	-93.78%	(337,666)
7 Fines & Forfeitures	96,827	59.78%	101,026	66.78%	-7.01%	(4,199)
8 Interfund Transfers	401,518	78.12%	401,551	78.12%	-0.01%	(33)
Total Revenues	\$21,321,818	85.51%	\$20,517,365	86.07%	-0.57%	\$804,454

Current Year vs. Prior Year



Discussion

Total General Fund revenues are in line with the prior year at the same point in time on a percent of budget basis.

- 1 Annual ad valorem tax distributions were received in December, bringing the tax revenue-to-date to 88.72%.
- 2 Permit revenues are up because of an increase 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, tennis 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

June 30, 2022

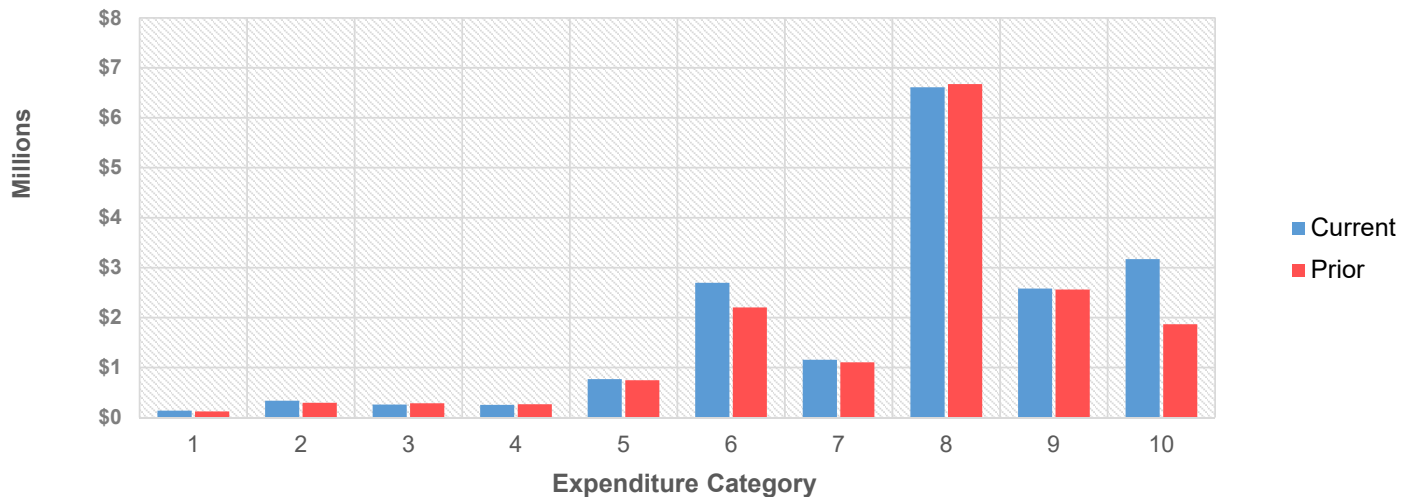
74.79% of Year Elapsed

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	138,101	73.75%	121,505	68.03%	5.72%	16,596
2 City Attorney	337,832	70.02%	294,818	62.21%	7.81%	43,015
3 City Clerk	260,009	57.04%	285,504	68.86%	-11.81%	(25,495)
4 Building Maintenance	253,445	57.74%	265,054	62.43%	-4.69%	(11,609)
5 Planning and Development	770,297	63.72%	747,072	62.07%	1.65%	23,225
6 Parks and Recreation	2,697,590	68.66%	2,203,382	59.57%	9.10%	494,208
7 Public Works	1,156,258	59.89%	1,106,536	59.65%	0.24%	49,722
8 Police	6,611,578	66.55%	6,676,533	64.95%	1.59%	(64,954)
9 Fire Services	2,581,148	77.00%	2,564,604	78.81%	-1.81%	16,543
10 Non-Departmental	3,172,422	74.99%	1,869,002	66.54%	8.45%	1,303,420
Total Expenditures	17,978,679	68.75%	16,134,010	65.61%	3.14%	\$1,844,670

Current Year vs. Prior Year



Discussion

Total General Fund expenditures are under budget by 6.04% and 3.14% above the prior year at the same point in time on a percent of budget basis.

- 6 Parks and Recreation expenditures increased in the current year as a result of approved staffing changes identified in the Parks Assessment Study as well as the transition from volunteers to City staff for ocean rescue services on Sundays and Holidays.
- 10 The increase in Non-Departmental expenditures is due to transfers to the General Capital Projects Fund for planned vehicle and heavy equipment replacements as well as City facility and infrastructure improvement projects.



SUMMARY BUDGET REPORT

June 30, 2022

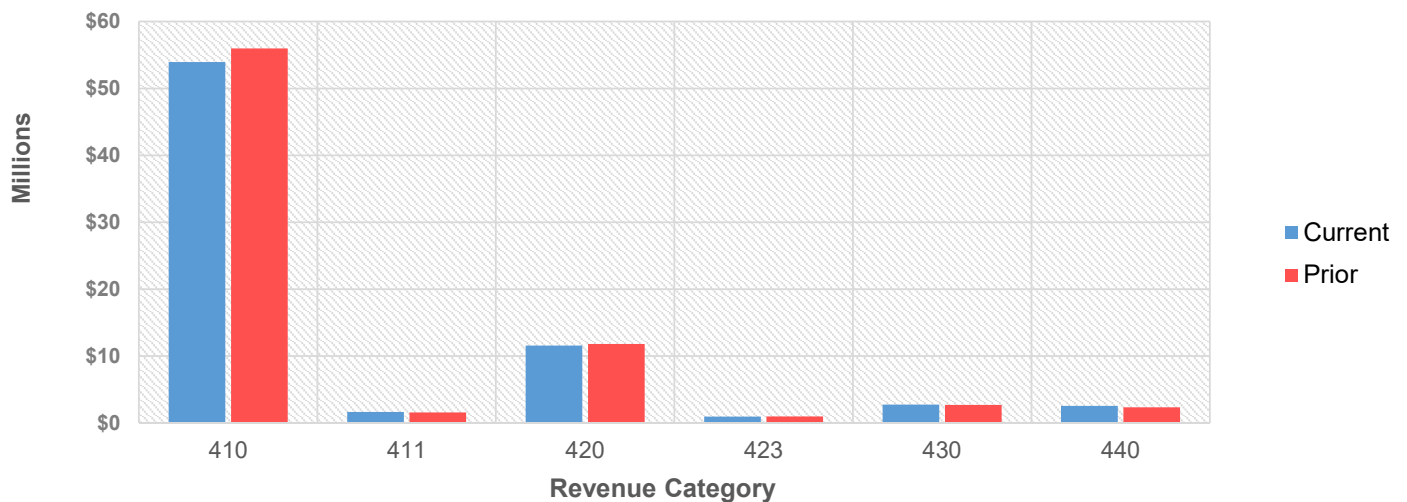
74.79% of Year Elapsed

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	53,936,317	64.86%	55,973,620	67.58%	-2.72%	(2,037,303)
411 Natural Gas	1,631,783	81.28%	1,554,722	69.47%	11.81%	77,061
420 Water & Sewer	11,565,858	76.50%	11,801,134	79.26%	-2.76%	(235,276)
423 Stormwater	934,762	64.32%	970,097	67.33%	-3.01%	(35,335)
430 Sanitation	2,735,377	77.49%	2,681,031	75.18%	2.31%	54,346
440 Golf Course	2,548,240	112.08%	2,320,097	106.28%	5.80%	228,143
Total Revenues	\$73,352,337	68.21%	\$75,300,701	70.28%	-2.08%	(\$1,948,363)

Current Year vs. Prior Year



Discussion

Total Enterprise Fund revenues are under budget for the current year and slightly behind the prior year at the same point in time on a percent of budget basis.

410 The reduction in Electric revenues is primarily due to decreased customer consumption compared to the same point in the prior year.

411 The increase in Natural Gas revenues is due to increased customer consumption compared to the same point in the prior year.

440 Golf course revenues are 5.8% ahead of the prior year on a percent of budget basis, due largely to rate adjustments adopted in January.



SUMMARY BUDGET REPORT

June 30, 2022

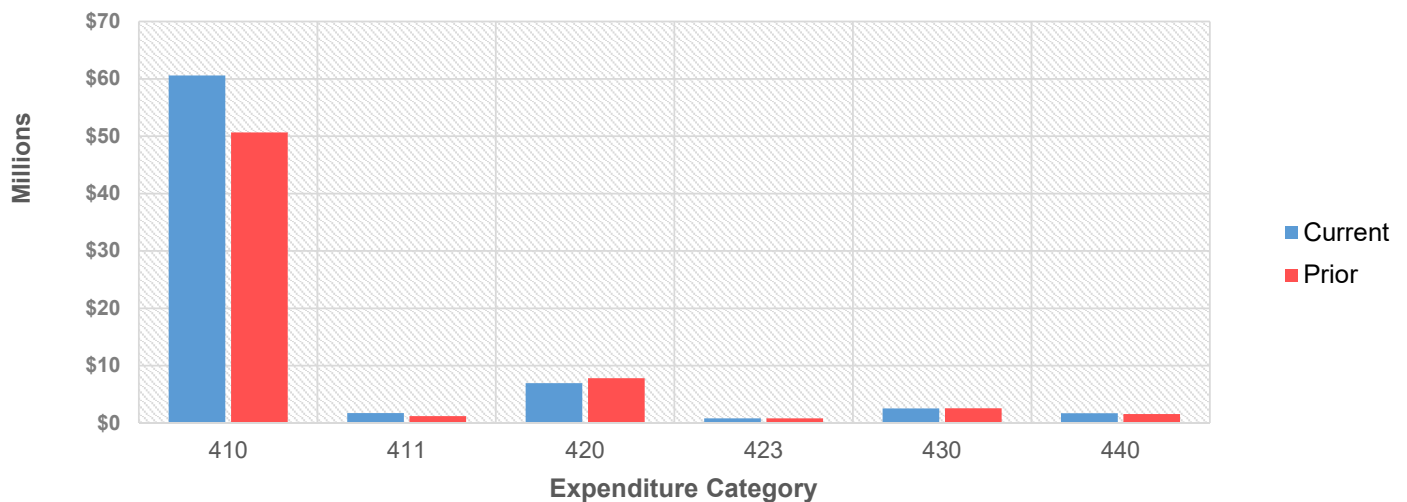
74.79% of Year Elapsed

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	60,580,261	66.83%	50,647,302	56.42%	10.41%	9,932,959
411 Natural Gas	1,709,555	80.90%	1,189,894	61.59%	19.31%	519,661
420 Water & Sewer	6,926,009	30.91%	7,781,042	43.82%	-12.91%	(855,033)
423 Stormwater	775,178	28.95%	777,960	39.73%	-10.78%	(2,782)
430 Sanitation	2,507,766	58.49%	2,545,560	64.49%	-6.00%	(37,795)
440 Golf Course	1,694,889	70.06%	1,528,692	68.32%	1.74%	166,198
Total Expenditures	\$74,193,659	59.57%	\$64,470,450	54.82%	4.75%	\$9,723,209

Current Year vs. Prior Year



Discussion

Total Enterprise Fund expenditures are under budget for the current year and 4.75% higher than prior year actuals on a percent of budget basis.

410 The increase in Electric Fund expenditures is primarily due to the rising cost of purchased power.

411 Increased natural gas customer consumption and the rising cost of natural gas combined account for the increase in expenditures over the prior year.

420 The decrease in Water & Sewer expenditures from the prior year is largely due to savings in debt service costs now that the City is debt free.



SUMMARY BUDGET REPORT

June 30, 2022

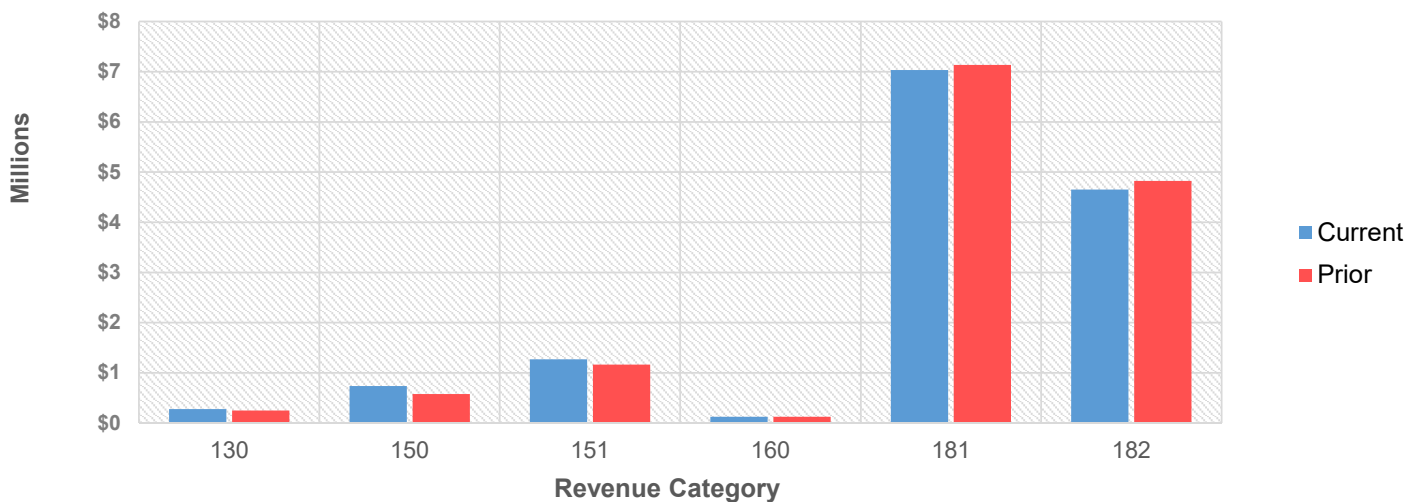
74.79% of Year Elapsed

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	276,458	73.69%	246,581	60.58%	13.11%	29,877
150 Local Option Gas Tax	732,858	92.11%	574,513	70.39%	21.72%	158,345
151 Infrastructure Surtax	1,268,387	86.71%	1,162,237	84.20%	2.51%	106,150
160 Community Dev Blk Grant	122,518	86.28%	122,551	86.30%	-0.02%	(33)
181 Downtown Increment Fund	7,031,675	91.91%	7,134,336	98.05%	-6.14%	(102,661)
182 Southend Increment Fund	4,650,344	172.67%	4,821,876	184.69%	-12.02%	(171,532)
Total Revenues	\$14,082,239	107.34%	\$14,062,093	111.31%	-3.98%	\$20,147

Current Year vs. Prior Year



Discussion

Total revenues in the Special Revenue Funds are 3.98% lower than the prior year actuals on a percent of budget basis.

130 Convention Development revenues reflect receipts through March 2022.

160 Community Development Block Grant revenues are received on a reimbursement basis.

181/ 182 The annual tax increment distribution for both the Downtown and Southend districts were received in December. 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

June 30, 2022

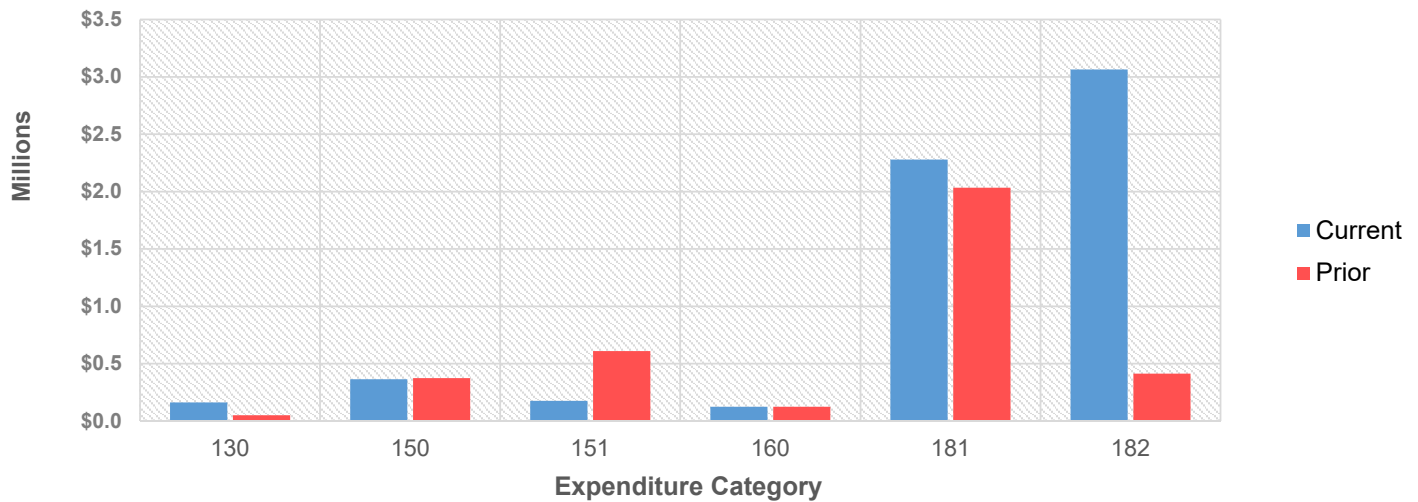
74.79% of Year Elapsed

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	161,420	28.14%	49,820	25.35%	2.78%	111,599
150 Local Option Gas Tax	362,727	45.26%	372,570	46.96%	-1.70%	(9,843)
151 Infrastructure Surtax	174,474	12.84%	608,794	38.33%	-25.49%	(434,320)
160 Community Dev Blk Grant	122,518	86.28%	122,551	86.30%	-0.02%	(33)
181 Downtown Increment Fund	2,278,991	22.98%	2,032,924	49.12%	-26.14%	246,067
182 Southend Increment Fund	3,064,855	26.70%	411,296	11.97%	14.73%	2,653,559
Total Expenditures	\$6,164,984	25.40%	\$3,597,954	34.95%	-9.55%	\$2,567,030

Current Year vs. Prior Year



Discussion

In total, Special Revenue Fund expenditures are under budget for the current year and 9.55% lower than the prior year on a percent of budget basis.

130 The increase in Convention Development Fund is due to expenditures on the urban trails master plan.

151 The decrease in Infrastructure Surtax Fund expenditures is attributable to roadway milling, paving, and overlay projects undertaken in the prior year.

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

182 The increase in the Southend Increment Fund is due to the timing of capital improvement projects.



SUMMARY BUDGET REPORT

June 30, 2022

74.79% 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	24,935,609	18,650,469	21,321,818	2,671,349
130 Convention Development Tax	375,179	280,613	276,458	(4,156)
150 Local Option Gas Tax	795,610	595,073	732,858	137,785
151 Infrastructure Surtax	1,462,833	1,094,119	1,268,387	174,268
160 Community Dev. Blk. Grant	142,000	106,208	122,518	16,310
181 Downtown Increment Fund	7,650,521	5,722,171	7,031,675	1,309,504
182 Southend Increment Fund	2,693,245	2,014,400	4,650,344	2,635,944
410 Electric Utility	83,159,691	62,198,892	53,936,317	(8,262,575)
411 Natural Gas Utility	2,007,643	1,501,607	1,631,783	130,177
420 Water & Sewer Utility	15,118,502	11,307,811	11,565,858	258,047
423 Storm Water Management	1,453,336	1,087,016	934,762	(152,253)
430 Sanitation Fund	3,529,867	2,640,147	2,735,377	95,230
440 Golf Course Fund	2,273,503	1,700,456	2,548,240	847,784
460 Leased Facilities Fund	762,177	570,067	555,800	(14,267)
500 Internal Service Funds	13,622,837	10,189,136	9,675,099	(514,036)
Total Revenues	\$159,982,553	\$119,658,183	\$118,987,294	(\$670,890)

Fund Name	Budgeted Annual Expenditures	Budgeted Expenditures To Date	Actual Expenditures To Date	Variance Favorable/(Unfavorable)
001 General Fund	26,150,348	19,559,027	17,978,679	1,580,348
130 Convention Development Tax	573,719	429,110	161,420	267,690
150 Local Option Gas Tax	801,509	599,485	362,727	236,758
151 Infrastructure Surtax	1,359,106	1,016,537	174,474	842,063
160 Community Dev. Blk. Grant	142,000	106,208	122,518	(16,310)
181 Downtown Increment Fund	9,918,253	7,418,309	2,278,991	5,139,318
182 Southend Increment Fund	11,477,222	8,584,333	3,064,855	5,519,479
410 Electric Utility	90,651,229	67,802,152	60,580,261	7,221,891
411 Natural Gas Utility	2,113,227	1,580,578	1,709,555	(128,977)
420 Water & Sewer Utility	22,409,864	16,761,350	6,926,009	9,835,341
423 Storm Water Management	2,677,429	2,002,570	775,178	1,227,392
430 Sanitation Fund	4,287,562	3,206,861	2,507,766	699,096
440 Golf Course Fund	2,419,201	1,809,430	1,694,889	114,540
460 Leased Facilities Fund	871,513	651,844	514,316	137,528
500 Internal Service Funds	13,680,799	10,232,488	9,328,573	903,915
Total Expenditures	\$189,532,980	\$141,760,283	\$108,180,211	\$33,580,072

Fund Name	Net Income/(Loss)	Net Variance Favorable/(Unfavorable)
001 General Fund	3,343,139	4,251,697
130 Convention Development Tax	115,038	263,535
150 Local Option Gas Tax	370,131	374,543
151 Infrastructure Surtax	1,093,913	1,016,331
160 Community Dev. Blk. Grant	-	-
181 Downtown Increment Fund	4,752,684	6,448,823
182 Southend Increment Fund	1,585,489	8,155,423
410 Electric Utility	(6,643,944)	(1,040,685)
411 Natural Gas Utility	(77,772)	1,199
420 Water & Sewer Utility	4,639,848	10,093,388
423 Storm Water Management	159,584	1,075,139
430 Sanitation Fund	227,612	794,326
440 Golf Course Fund	853,351	962,325
460 Leased Facilities Fund	41,484	123,261
500 Internal Service Funds	346,526	389,878
Total	\$10,807,082	\$32,909,182



CASH AND INVESTMENTS BY TYPE

Fiscal Year to Date

June 30, 2022

Type of Investment	10/1/2021 Beginning Balance	Investment Earnings	Realized Gain/(Loss)	Unrealized Gain/(Loss)	Fees	Net Investment Income	Net Deposits (Withdrawals)	6/30/2022 Ending Balance	Weighted Net Return*
Sawgrass Asset Management	44,639,915	532,782	(88,444)	(2,396,873)	(66,703)	(2,019,237)	-	42,620,677	-0.84%
Galliard Capital Management	42,652,431	446,755	(561,040)	(1,407,750)	(65,560)	(1,587,595)	5,000,000	46,064,836	-0.71%
Garcia Hamilton & Associates	42,538,492	205,774	(66,334)	(476,847)	(65,032)	(402,439)	5,000,000	47,136,053	-0.18%
State Pooled Investment Fund	22,151,012	88,649	-	-	-	88,649	10,000,000	32,239,662	0.05%
Florida Trust	19,091,550	69,549	-	-	-	69,549	10,000,000	29,161,099	0.04%
Florida Municipal Investment Trust 0-2 Yr HQ Bond Fund	12,681,578	(133,805)	-	-	-	(133,805)	0	12,547,772	-0.06%
Operating Cash: Bank of America	33,974,437	51,086	-	-	(128,527)	(77,440)	(15,363,241)	18,533,755	-0.02%
Petty Cash	6,725	-	-	-	-	-	-	6,725	0.00%
TOTAL CITY MANAGED INVESTMENTS AND CASH	217,736,139	1,260,790	(715,817)	(4,281,470)	(325,821)	(4,062,318)	14,636,759	228,310,579	-1.81%
Pension: Salem Mutual Fund	66,984,250	2,586,703	821,981	(10,806,832)	-	(7,398,148)	(1,500,000)	58,086,102	-6.33%
Pension: Sawgrass Asset Mgt	27,641,190	352,384	(832,956)	(2,167,365)	(66,635)	(2,714,572)	-	24,926,618	-2.39%
Pension: Wells Capital	18,231,624	42,412	(168,689)	(5,351,726)	(79,666)	(5,557,669)	-	12,673,956	-3.77%
Pension: JPMCB - Strategic Property Fund	5,782,110	-	-	1,029,506	-	1,029,506	-	6,811,616	1.18%
TOTAL PENSION INVESTMENTS	118,639,174	2,981,499	(179,664)	(17,296,417)	(146,300)	(14,640,882)	(1,500,000)	102,498,292	-12.42%
TOTAL CASH AND INVESTMENTS	\$336,375,312	\$4,242,289	(\$895,481)	(\$21,577,887)	(\$472,121)	(\$18,703,200)	\$13,136,759	\$330,808,871	



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	06/06/2022
SUBJECT:	Engineering Design Services for Sludge Dewatering Improvements

BACKGROUND

The Department of Public Works (PW) engaged Hanson Engineering to complete a preliminary study of available technology for completing this project and they made a final recommendation to install and utilize dual belt press technology to dewater sludge from the Pollution Control Plant (PCP) processes. PW staff review concurs with the recommendation of Hanson Engineering's recommendations. Dewatering includes the process of removing water from the solids processed through the wastewater process and converting it into a sludge cake that is subsequently hauled to the landfill for disposal. Our current single belt press is approximately 25 years old, lacks redundancy, and limits process capacity.

PW Staff engaged Wright-Pierce to provide a scope and fee for engineering services for the design of the new dewatering facility. Completed under the Continuous Professional Services Agreement from October of 2021, Wright-Pierce has agreed to complete this design for the amount of \$323,476. PW Staff recommends an additional contingency of 15% to be included, in the amount of \$48,521. The total estimated design engineering cost for this project is not to exceed \$371,977.

The original design budget for this project was based on estimates from PW staff. The Hanson study suggests construction costs of around \$1.6M, not including sludge conveyance into trucks, polymer storage, an enclosed structure, and odor control technologies that staff have included in this engineering design. The current expected construction costs are believed to be \$2.75-\$3.25M. This funding requirement will be revised as part of the current design engineering.

The Hanson Engineering dewatering study can be found [HERE](#).

FINANCIAL IMPACT

Funding is available in the American Rescue Plan Act fund. The funds will be spent from the following account: 190-00-0000-536-63-563901, and the budget will be amended as part of the year-end budget adjustment.

REQUESTED ACTION

Approve/Disapprove an Agreement with Wright-Pierce for Engineering Design Services for Sludge Dewatering Improvements and authorize the Mayor and City Manager to execute the final Agreement



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ATTACHMENTS

1. Wright-Pierce - Dewatering Proposal 06.14.22

June 14, 2022
Wright-Pierce Project #: T16747

Mr. Dennis Barron, Director of Public Works
City of Jacksonville Beach, Florida
1460-A Shetter Avenue
Jacksonville Beach, FL 32250

**SUBJECT: Wastewater Treatment Facility Biosolids Dewatering System Upgrade
Under Contract Agreement RFQ 06-2021 – Continuing Professional Engineering Services
Scope of Services for Conceptual Design, Preliminary Design, Final Design, Permitting, and
Bidding Phase Services (Revision 2)
City of Jacksonville Beach, Florida**

Dear Dennis,

On April 8, April 28, May 20, and June 7, 2022, Wright-Pierce (WP) met with City staff to conduct a site visit of the Jacksonville Beach Wastewater Treatment Facility (WWTF) and to discuss the Biosolids Dewatering System Upgrade project. As discussed in our meetings, this letter represents WP's revised scope and fee proposal to conduct survey, geotechnical, conceptual design, preliminary design, final design, permitting assistance, and bidding assistance associated with this project. Potential construction administration phase services will be provided in the future under a separate fee proposal.

Based on our understanding, the existing WWTF began operations in 2011. The WWTF is a 4.5 million gallon per day (MGD) activated sludge wastewater treatment facility, which includes the following major components: two bar screens; four sequential batch reactors (SBR); two chlorine contact chambers; three aerobic digesters; a belt filter press (BFP) dewatering building; a digester blower building; a chemical building; an SBR blower, generator, and MCC building; an operations/laboratory building; an effluent pump and generator building; a transfer pump station; and sludge drying beds.

The existing BFP dewatering system is approximately 25 years old and reaching the end of its useful life. Rotary lobe pumps pump digested sludge to the dewatering building. Existing components of the dewatering system include an Ashbrook BFP, a Polyblend emulsion polymer unit, and a Serpentix conveyor contained within the existing concrete masonry unit (CMU) dewatering building. Dewatered sludge is hauled by Revinu Resource Recovery for landfill disposal. A booster pump system provides pressurized reuse water to the BFP system for flushing. The existing dewatering system is capable of dewatering 2% biosolids into 16-20% cake.

This project will consist of replacing the existing dewatering system with a new, dual train dewatering system. The existing LobePro rotary lobe pumps will be used to feed the new dewatering equipment after rerouting the sludge force main and installing new sludge flow meters. Discussions from the April 8th site visit provided insight into aspects of the existing BFP system that need to be improved under the new system, which include:

6/14/2022

Mr. Dennis Barron, Director of Public Works

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- The existing system has only one BFP train and lacks redundancy. This negatively impacts system reliability. The new system will have two parallel trains with two BFPs, two polymer systems, two flushing water booster pumps, and a conveyance system.
- The system is currently operated 7 days per week for 12 hours per day. This indicates the unit is undersized given the current loadings. The future system will be sized to have one BFP train operating 5 days per week for 8 hours per day. Both trains will be set up to operate concurrently.
- The existing dewatering building support beams and rollup door are in poor condition. The rest of the building appears to be in good shape. Based on our discussions, the equipment and building will be demolished down to the existing concrete pad, which will remain in place.
- The existing system has a Siemens control system and ProfiNet communications. The City desires to implement the new system with Allen-Bradley PLC(s).
- The existing system lacks odor control. The new system will include a odor control to capture fugitive emissions from the new dewatering building (as a Bid Alternate).

A layout of the new systems will be developed during conceptual design, with input from the City. The primary focus for the location would be at the existing chlorine handling apron/canopy area (See **Figure 1**). If sufficient space does not exist there, space is available across the road.

Figure 1: Potential Available Area for Future Dewatering, Conveyance and Odor Control Systems



A canopy will be provided over the dewatered sludge hauling trucks to prevent rainwater from accumulating in the trucks during loading under both alternatives. The adjacent open grassed area and parking area may be

used, if necessary, for the odor control system. The odor control system will be included as a bid alternate rather than a base bid component because of the potential overall project cost.

Based on the above and our current understanding of the project, our proposed scope of services is as follows:

Scope of Services

Task 1 – Conceptual Design Phase Services

1.1 Project Initiation:

- A. Prepare internal project initiation/setup documentation including invoicing, preparation of subconsultant agreements, coordination with the City to obtain access to the City's FTP website, electronic filing system, workloads, work plans, and implementation schedules.
- B. Deliverables:
 - 1. None.

1.2 Kick-Off Meeting:

- A. Prepare for and attend an initial Kick-Off Meeting with the City and WP project team members. At the meeting, conduct the following:
 - 1. Introduce key project members from the City and WP, establish schedules for deliverables and workshop meetings, and establish procedures for effective communication and project data exchange between WP and the City throughout the project.
 - 2. Prepare and distribute meeting minutes via FTP website in PDF format.
- B. Deliverables:
 - 1. Kick-Off Meeting agenda
 - 2. Kick-Off Meeting minutes

1.3 Collect and Review Background Information:

- A. Collect and review available background information including:
 - 1. Current information received to date:
 - a. Existing WWTP permit (downloaded from Oculus)
 - 2. Preliminary list of information to be requested from the City:
 - a. City's engineering standards, details, and front-end/technical specifications
 - b. WWTF as-built and/or record drawings in PDF and AutoCAD format, as available
 - c. Three years' worth of data on sludge quantities and polymer consumption
 - d. Past topographic survey and geotechnical data/information.

1.4 Site Visits:

- A. Conduct site visit to the Jacksonville Beach WWTF with key WP design personnel and needed subconsultants. During the site visit, we will:

1. Obtain key dimensions as needed to confirm and supplement original design or record drawings and to assist in the development of base plans.
2. Take photographs of the proposed site, structures, buildings, property, and items that may be demolished and included on the design drawings.
- B. Conduct one site visit to the Daytona Beach Westside Regional Water Reclamation Facility and one site visit to the St. John's County Utilities Department (SJCUD) Players Club Water Reclamation Facility with key WP design personnel and various City staff. The objective will be to evaluate the existing dual belt-filter press system at the Daytona Beach facility and the existing BDP Industries belt filter press dewatering system at the SJCUD facility. These site visits will serve as fact-finding missions to determine the advantages, disadvantages, and operational considerations of the different dewatering systems.
- C. Deliverables:
 1. E-mail to the Project Team with pertinent site observations, advantages and disadvantages of each system, and key design considerations to incorporate into this project. E-mail will be distributed to all attendees.

1.5 Topographic Survey Services

- A. Coordinate and conduct topographic survey for the site for use in developing plan sheets for the potential location(s) of the new belt-filter press system and dewatering building. Establish a minimum of 2 site benchmarks. Conduct 1-foot contour topographic survey based on NAVD 88 Datum and horizontally to Florida State Plane Coordinates based in NAD83/Florida East Zone, in accordance with Chapter 5J-17, FAC. Survey shall depict existing conditions such as the location of buildings, structures, building floor elevations, fencing, underground utilities (water, sewer, electric, telephone, cable, natural gas, storm drain), roadways, curbs, test borings, test pits, sidewalks, catch basins, manholes, fencing, and utility poles for the proposed project.
- B. For this task, we will utilize **Southeastern Surveying of Jacksonville, FL** to perform this work.
- C. Deliverables:
 1. Submit three (3) signed and sealed surveys to the City. An electronic copy, including AutoCAD files and PDFs, shall be saved on the project FTP website.

1.6 Subsurface Geotechnical Investigation Services

- A. Coordinate boring locations with utilities and Sunshine 811.
- B. Conduct geotechnical subsurface borings at the two potential locations of the new belt-filter press system and/or odor control system. At this time, we envision a total of four Standard Penetration Test (SPT) borings at 25 feet below grade depth.
- C. Perform basic laboratory tests on soil samples recovered from the subsurface exploration. The soil tests include Natural Moisture Content, Grain Size Distribution, Permeability, and Unconfined Compression Tests.
- D. Perform analyses related to geotechnical design and construction requirements of the proposed foundation design and constructability, and prepare a Geotechnical Design Report to include the following:

1. Boring logs and records of other field exploration indicating soil and rock conditions and groundwater levels.
 2. Soil classifications.
 3. Location plan of subsurface explorations.
 4. Results of laboratory tests.
 5. A summary of applicable design parameters for the building and structure construction as required in the preliminary design documents, and construction issues relative to the construction methods.
 6. Comments on aspects of potential construction needs or requirements relative to the soil and groundwater conditions likely to be encountered during construction.
 7. Recommended measures for groundwater control and excavation bottom stability for excavations required for special structures, if applicable.
- E. For this task, we will utilize **Meskel & Associates Engineering (MAE) Services of Jacksonville, FL** to perform this work.
- F. Deliverables:
1. Submit draft and final signed and sealed Geotechnical Design Report to the City. Three (3) hard copies of the final Report will be provided to the City and PDF copies shall be saved on the project's FTP website.

1.7 Funding Opportunities

- A. An evaluation of grant or loan funding opportunities that can be obtained for this project has been moved to a contingency task, to be included upon request from the City.

1.8 Preliminary System Layout

- A. Based on the facility evaluations, sludge production rates, and findings of the site investigations (geotechnical, topographic survey, and SUE test pits), develop a conceptual level layout.
- B. Develop preliminary drawings of the proposed facility and improvements, as applicable, including:
1. Site Demolition Plan
 2. Site Layout, Grading and Piping Plan
 3. Process Flow Diagram
 4. Dewatering Building Floor and Roof Plan (Architectural)
 5. Dewatering Building Plan (Process)
 6. Odor Control Plan and Sections
- C. Prepare a preliminary construction cost and total project cost estimate.
- D. Conduct a Conceptual Layout Workshop Meeting with the City to discuss the results of the conceptual analysis, cost, and construction sequencing/constructability considerations. The Workshop meeting is to include Operation and Maintenance staff for the belt-filter press system. A PowerPoint presentation will be prepared to discuss layout and costs for the Workshop Meeting.
- E. The refined layout will be the basis for the preliminary and final design phases.
- F. Confirm with the City the permitting requirements for the proposed layout.
- G. Deliverables:

1. Prepare a presentation, agenda and distribute meeting minutes for the Workshop Meeting via the project's FTP website to the City.
2. Provide electronic copy of the PowerPoint Presentation of layout and costs.

Task 2 – Preliminary Design Phase Services

2.1 Prepare Preliminary Design Report:

- A. Conduct pre-application meeting with the City and Florida Department of Environmental Protection (FDEP) to discuss project and confirm that this project will be a Minor Modification (see Task 3.4 for additional information).
- B. On the basis of the Conceptual Layout Workshop Meeting, prepare a Preliminary Design Report that summarizes the basis of design criteria for the selected alternative including but not limited to the following:
 1. Existing and future sludge production rates.
 2. Inspection and evaluations including structural, process, electrical, and instrumentation of the existing dewatering system.
 3. Results of the subsurface geotechnical investigations and SUE test pits.
 4. Design criteria for major components of the dewatering system including two parallel trains with two belt-filter presses, two polymer feed systems, a conveyance/truck loading system, flushing water booster pumps, an odor control system, integrated electrical and control system, and a new dewatering building. The existing sludge pumps will be reused for the new process. The two trains will typically operate in a lead/standby configuration, with the ability to operate concurrently if the WWTF needs to "catch up" on sludge dewatering or of the plant receives liquid sludge from Neptune Beach.
 5. Evaluate costs associated with replacing the existing controls with Allen-Bradley PLCs.
 6. Stormwater requirements, if applicable.
 7. Permitting requirements.
 8. Identify potential grant funding opportunities.
 9. Identify potential construction sequencing issues.
 10. Preliminary construction and total project cost estimates.
 11. Preliminary drawings including layout configuration and a 3D rendering.
- C. Prepare for and attend a Draft Preliminary Design Report Review Meeting to discuss the preliminary design for the project. City comments will be incorporated into the final Preliminary Design Report.
- D. Develop preliminary drawings for the selected layout, on the basis of the drawings developed during conceptual design, to the level of detail requested by the City.
- E. Submit 30% Design to the City for review within 75 days after finalizing the conceptual design.
- F. Deliverables:
 1. Submit five copies and electronic PDF version of the draft and final Preliminary Design Report and drawings. Electronic versions will be posted to the FTP website.

Task 3 – Final Design Phase Services

3.1 Seventy-Five Percent (75%) Design Phase:

- A. Based on the final PDR, prepare 75% design contract documents consisting of drawings and specifications. The 75% design documents shall incorporate the recommendations from the geotechnical review performed by **MAE**. For this project, we estimate a total of approximately 53 drawings. A preliminary list of the drawings is attached in **Appendix A**.
- B. Contract documents shall utilize City standard front end and technical specifications and details, as applicable. WP will supplement the contract documents with WP specifications (Division 1 through 16) and details where appropriate.
- C. Contract documents may incorporate FDEP SRF requirements including Fiscal Sustainability, American Iron & Steel, and Davis Bacon Wage Rates. (If other funding is acquired that does not involve SRF, these requirements will not apply).
- D. Prepare and submit 75% drawings and specifications to the City for review.
- E. Prepare and submit an updated construction cost estimate.
- F. Prepare for and attend a 75% design review meeting with the City and WP project team members. It is assumed that this meeting will be conducted in person with a MS Teams virtual component for some attendees. WP will solicit feedback from the City personnel attending the meeting and prepare and distribute minutes to the meeting via email.
- G. Submit 75% Design to the City for review within 75 days after approval of the 30% design documents.
- H. Deliverables:
 - 1. Two (2) full-size (24" x 36") sets of drawings to City.
 - 2. Two (2) sets of contract specifications to City.
 - 3. Post electronic copy of drawings to the project's FTP web site.
 - 4. One electronic copy of the review meeting minutes e-mailed to the meeting attendees.

3.2 Ninety-Five Percent (95%) Design Phase:

- A. After review and acceptance by City of the 75% design contract documents, prepare 95% design contract documents consisting of drawings and specifications to the City.
- B. Geotechnical subconsultant (MAE) will review the 95% design for conformance with geotechnical recommendations made during preliminary design.
- C. Prepare and submit an updated construction cost estimate.
- D. Conduct final internal quality control review of the contract documents. This review is to be performed by senior personnel (principal-in-charge, project manager, senior technical specialists) from WP.
- E. Prepare for and attend 95% design review meetings with the City and WP project team members. It is assumed that this meeting will be conducted in person with a MS Teams virtual component for some attendees. WP will solicit feedback from the City personnel attending the meeting and prepare and distribute minutes to the meeting via e-mail and save to the project's FTP web site.

- F. Submit 95% Design to the City and FDEP for review within 45 days after the approval of the 75% design documents.
- G. Deliverables:
 - 1. Two (2) full size sets of drawings to the City.
 - 2. Two (2) sets of contract specifications to the City.
 - 3. Post electronic copy of drawings and specifications to the project's FTP web site.
 - 4. One electronic copy of the review meeting minutes e-mailed to the meeting attendees.

3.3 Final (100%) Design Phase:

- A. After review and acceptance by City of the 95% design contract documents, prepare final design contract documents.
- B. Incorporate the City's review comments into the final contract documents.
- C. Prepare and submit a final construction cost estimate.
- D. Prepare and submit final contract documents consisting of full-size drawings and contract specifications, electronic PDF copies of the drawings and specifications on the project's FTP website, and one copy of the Word documents of the contract specifications to the City.
- E. Submit final 100% Stamped Drawings and Specifications to the City within 15 days after the approval of the 95% design documents.
- F. Deliverables:
 - 1. Two (2) full size and two (2) 11" x 17" sets of drawings to the City.
 - 2. Two (2) sets of contract specifications to the City.
 - 3. One (1) electronic disc with a .pdf copy of the final contract drawings and specifications (signed and stamped), the Word document of specifications, final construction cost estimate, and AutoCAD drawings.
 - 4. Post electronic copy of drawings and specifications to the project's FTP web site.

3.4 Permitting Services:

- A. WP consulted Dung Vo of the Northeast District of the FDEP to discuss the required permitting approach. It was confirmed that this project would qualify for a Minor Modification with a permit fee of \$500.00. Based this discussion, prepare and submit FDEP *Application for a Minor Revision to a Wastewater Facility or Activity Permit* (DEP Form 62-620.910(9)). This permit application will be submitted with the Preliminary Design Report. Payment for all permit application fees to be made by the City.
- B. Communicate with the City Planning and Stormwater Departments, FDEP, and Water & Sewer Division Representatives.
- C. Provide final 100% signed and sealed Contract Documents to the City Planning and Stormwater Departments and Water & Sewer Division to receive various permit approvals.
- D. Prepare for and attend one meeting each with the City Planning and Stormwater Departments and Water & Sewer Division. Prepare and submit meeting minutes for each meeting via e-mail to meeting attendees.
- E. As necessary, submit supplemental permit information to each agency.

F. Deliverables:

1. Prepare and submit necessary copies of the City Planning permit applications to the City.
2. Prepare and submit the necessary copies of the FDEP permit applications to the FDEP.
3. Post electronic copy of each permit application on the project's FTP web site.
4. One electronic copy of permit workshop meeting minutes e-mailed to the meeting attendees.

Task 4 – Bidding Phase Services

4.1 Bidding Phase Services:

- A. Prepare for and attend pre-bid meeting.
- B. Prepare meeting minutes and submit meeting minutes via email and save to the project's FTP web site.
- C. Respond to bidder's questions provided by the City.
- D. Assist the City with preparation and issuance of project addenda.
- E. Conduct an independent evaluation of the apparent low bidder's bid package and develop and submit evaluation summary letter to the City.
- F. Prepare and issue conformed drawings to the City. The conformed drawings will also be saved to the project's FTP web site.
- G. The length of the Bidding phase is assumed to be 60 days.
- H. Deliverables:
 1. Prepare minutes of the pre-bid meeting and e-mail to the City.
 2. Post electronic copy of pre-bid meeting minutes to the project's FTP web site.
 3. Two (2) full size and one (1) 11" x 17" sets of conformed drawings and specifications.
 4. Five (5) sets of conformed drawings to the Contractor.
 5. Post electronic copy of drawings and specifications to the project's FTP web site.
 6. One electronic copy of the review meeting e-mailed to the City.

Task 5 – Construction Phase Services

Construction Phase services will be included under a separate scope of services.

Assumptions and Conditions

1. Wright-Pierce has assumed that the construction of this project will add less than 9,000 SF of new impervious area (4,000 SF subject to vehicular traffic and 5,000 SF of other impervious area) and will not include stormwater Environmental Resource Permitting (ERP).

Potential Contingency Tasks

Additional project tasks that may be included upon request of the City include the following, which have not been included in the Summary of Engineering Costs in **Table 3**:

1. Identification of funding opportunities.

City Responsibilities

The City shall assist WP in executing the services outlined herein, including:

2. **Document Review** - The City will provide timely review of project submittals. Typical review period of 2 weeks shall be allocated for each Design Deliverable.
3. **Technical Standards and AutoCAD Files** - The City will provide pertinent technical standards including specifications, drawings, details, and electronic AutoCAD files for the proposed project.
4. **Access to the Project Site** – The City will provide access to the WWTF site and existing dewatering building interior.
5. **Test Pits** – City will conduct test pits, if needed, during design to determine critical utility locates.
6. **Meetings** – The City will be responsible for coordinating meetings with appropriate City Departments.
7. **Permit Fees** – WP will pay for the permit fees, with reimbursement from the City through project invoices.

Project Team

The WP project team for conducting this work will be as shown in *Table 1*.

Table 1 Wright-Pierce Project Team

Project Role	Staff
Principal-in-Charge	Steve Hallowell
Project Manager:	Bartt Booz
Client Service Manager:	Bill Young
Technical Advisor:	David Stiles
Senior Technical Specialists:	Cathy Michaud (Architectural), Mark Cunningham (Structural), Jim Papadimitriou (I&C), Steve Conway (Electrical), Mike Hoffman (Civil), Rodney Greene (HVAC & Plumbing)
Staff Engineer:	Frances Martinez-Marrero
AutoCADD Designers:	Mark Wilson (Process, HVAC & Plumbing), Jeff Blackman (Architectural), Theresa Scalia (Structural), Sandy Mauro (Electrical and Instrumentation), and Dan Metz (Civil)
Admin Assistant:	Kimberly Micale

Project Sub-Consultants

We intend to utilize the following sub-consultants:

- **Southeastern Surveying, Jacksonville, FL** – Topographic Survey and Subsurface Utility Exploration Services
- **Meskel & Associates, Jacksonville, FL** – Subsurface Geotechnical Investigation Review & Construction Material Testing Services

Project Schedule

We propose the design services described above over a 285-day schedule from July 10, 2022 to March 22, 2023. The bidding phase is anticipated to be completed within an additional 60 days. The proposed schedule from project initiation through the end of the bidding phase is as indicated in **Table 2**.

Table 2 Project Schedule

Task	Estimated Number of Days	Total Duration from NTP
Task 1 - Conceptual Design Phase	75	75
• 1.1 – Project Initiation	15	
• 1.2 - Kick-Off Meeting	15	
• 1.3 – Collect and Review Background Info.	30	
• 1.4 – Site Visit	15	
• 1.5 – Topographic Survey Services	45	
• 1.6 – Subsurface Geotechnical Investigation	45	
• 1.7 – Funding Opportunities	Contingency Task	
• 1.8 – Preliminary System Layout	75	
Task 2 – Preliminary Design Phase	75	150
• 2.1 – Prepare Preliminary Design Report	75	
Task 3 – Final Design Phase	135	285
• 3.1 – 75% Design Phase	75	
• 3.2 – 95% Design Phase	45	
• 3.3 – 100% Design Phase	15	
• 3.4 – Permitting Services		Concurrent throughout Task 3
Task 4 – Bidding Phase Services	60	345
• 4.1 – Bidding Phase Services	60	

6/14/2022

Mr. Dennis Barron, Director of Public Works

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Task	Estimated Number of Days	Total Duration from NTP
Task 5 – Construction Phase	TBD	

Compensation

We propose to provide the Scope of Services described above for fees based on a time-charge plus reimbursable expenses for a not-to-exceed fee of **\$323,476.00**. A summary of the costs for the tasks described above for each phase is shown in **Table 3**. A more detailed table with labor categories and rates can be found in **Appendix B**.

Table 3 **Summary of Engineering Costs**

Task	Proposed Fee Amount
Task 1 - Conceptual Design Phase	\$61,017.00
Task 2 – Preliminary Design Phase	\$62,035.00
Task 3 – Final Design Phase	\$189,618.00
Task 4 – Bidding Phase Services	\$10,806.00
Task 5 – Construction Phase	TBD
Total	\$323,476

Notes:

1. Fee amounts are rounded to the nearest dollar.

Upon receiving authorization to proceed with our services, we will schedule our initial kick-off meeting and site visits and initiate the subconsultant's work. We appreciate being considered for this assignment and look forward to working with you and your staff. Should you have any questions, please do not hesitate to contact me at the e-mail address below or by phone at 904.669.7476.

Sincerely,

WRIGHT-PIERCE



William G. Young

Client Manager

william.young@wright-pierce.com

Enclosures

cc: Phillip Brown, City of Jacksonville Beach
Robert Delgado, City of Jacksonville Beach
James Bovender, City of Jacksonville Beach

6/14/2022

Mr. Dennis Barron, Director of Public Works

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Dennis Davis, WP

Steve Hallowell, WP

Bartt Booz, WP

6/14/2022

Mr. Dennis Barron, Director of Public Works

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CITY OF JACKSONVILLE BEACH, FLORIDA

Signature: _____

Printed Name: Dennis Barron _____

Title: Director of Public Works _____

Date: _____

WRIGHT-PIERCE, INC.

Signature: _____

Printed Name: Steven C. Hallowell, PE _____

Title: Vice President _____

Date: _____

6/14/2022

Mr. Dennis Barron, Director of Public Works

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APPENDIX A
ANTICIPATED DESIGN SHEET LIST

City of Jacksonville Beach, Florida
WWTP Dewatering System Upgrades Project

Preliminary List of Drawings

No.	Drawing No.	Description	Drawing By
General			
1	--	Cover Sheet and Drawing Index	W-P
Civil			
2	C-1	General Notes, Legend & Abbreviations	W-P
3	C-2	Site Demolition Plan	W-P
4	C-3	Site Layout, Grading and Piping Plan	W-P
5	C-4	Concrete Slab - Control Joint Plan & Details	W-P
6	C-5	Stormwater Pollution Prevention Plan - Location Map & General Notes	W-P
7	C-6	Stormwater Pollution Prevention Plan - Details	W-P
8	C-7	Details I	W-P
9	C-8	Details II	W-P
Architectural			
10	A-1	Legends, Notes, and Abbreviations	W-P
11	A-2	New Dewatering Building - Floor and Roof Plan	W-P
12	A-3	New Dewatering Building - Exterior Elevations & Sections	W-P
13	A-4	Door and Window Schedule and Details	W-P
14	A-5	Roof Details	W-P
15	A-6	Details I	W-P
Structural			
16	S-1	Structural Notes, Legend and Abbreviations	W-P
17	S-2	New Dewatering Building - Foundation Plan and Details	W-P
18	S-3	New Dewatering Building -Truss Plan and Details	W-P
19	S-4	New Dewatering Building - Conveyor Support Plan and Details	W-P
20	S-5	New Dewatering Building - Sections I	W-P
21	S-6	Typical Structural Details I	W-P
22	S-7	Typical Structural Details II	W-P

City of Jacksonville Beach, Florida
WWTP Dewatering System Upgrades Project

Preliminary List of Drawings

No.	Drawing No.	Description	Drawing By
<i>Process</i>			
23	PR-1	Process General Notes, Legend and Abbreviations	W-P
24	PR-2	Process Flow Diagram	W-P
25	PR-3	Dewatering Building Plan & Sections	W-P
26	PR-4	Dewatering Building Sections	W-P
27	PR-5	Odor Control Plan and Sections	W-P
28	PR-6	Odor Control Schematics and Details	W-P
29	PR-7	Process Details I	W-P
30	PR-8	Process Details II	W-P
31	PR-9	Process Details III	W-P
<i>Mechanical</i>			
32	M-1	Mechanical Notes, Legend, Abbreviations, Details, Schedules & Design Data	W-P
33	M-2	New Dewatering Building Plan	W-P
34	M-3	Equipment Schedules, Legend and Details	W-P
<i>Plumbing</i>			
35	P-1	Legend, Notes, Abbreviations and Details	W-P
36	P-2	Dewatering Building Plumbing Plan	W-P
<i>Instrumentation</i>			
37	I-1	Instrumentation Notes, Legend and Abbreviations	W-P
38	I-2	Network Diagram	W-P
39	I-3	Control Loops I	W-P
40	I-4	Control Loops II	W-P
41	I-5	Details I	W-P
<i>Electrical</i>			
42	E-1	Electrical Legend, NEMA and Conduit Schedules	W-P
43	E-2	Electrical Notes and Abbreviations	W-P
44	E-3	Existing and Proposed Single Line Diagram and Elevation	W-P
45	E-4	Proposed Dewatering Building Power and Lighting Plan	W-P
46	E-5	Site Grounding Plan	W-P
47	E-6	Electrical Odor Control System Plan	W-P
48	E-7	Electrical Schematics	W-P
49	E-8	Control and Instrumentation Wiring Diagram	W-P
50	E-9	Lighting Fixture and Panel Schedules	W-P
51	E-10	Conduit and Wire Schedules	W-P
52	E-11	Electrical Details I	W-P
53	E-12	Electrical Details II	W-P

6/14/2022

Mr. Dennis Barron, Director of Public Works

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APPENDIX B
DETAILED FEE ESTIMATE

**TABLE 1 - ESTIMATED HOURS AND FEE FOR
JACKSONVILLE BEACH WWTF BIOSOLIDS DEWATERING SYSTEM UPGRADE
PREPARED FOR: CITY OF JACKSONVILLE BEACH, FL
PREPARED BY: WRIGHT-PIERCE**

	PIC	CSM	PM	PROCESS			ARCHITECTURAL		STRUCTURAL		ELECTRICAL		INSTRUMENTATION		CIVIL		MECHANICAL		ADMIN					
STAFF ----->	Principal-in-Charge	Client Svcs Manager	Sr. Project Manager	QA/QC Manager	Project Engineer I	CADD Operator	Architect	Arch. CADD	Senior Structural Engineer	Structural CADD	Senior Electrical Engineer	Electrical CADD	Sr. Instrumentation Engineer	Instrumentation CADD	Civil Engineer	Civil CADD	Project Engineer III	Mechanical CADD	Admin. Assistant	Total Hours	Labor Cost by Task	Non-Labor Cost	Non-Labor Cost	TOTAL COST BY TASK
STANDARD LABOR BILLING RATE----->	S. Hallowell \$253.26	B. Young \$241.64	B. Booz \$206.88	D. Stiles \$226.22	F. Martinez \$100.33	M. Wilson \$107.01	C. Michaud \$196.63	J. Blackman \$124.13	M. Cunningham \$226.62	T. Scalia \$107.01	S. Conway \$209.25	S. Mauro \$107.01	J. Papa \$226.62	S. Mauro \$107.01	M. Hoffman \$130.92	D. Metz \$107.01	R. Greene \$155.58	M. Wilson \$107.01	K. Micala \$83.37	HOURS			and Expenses)	COSTS
TASK DESCRIPTIONS																								
1 Conceptual Design Phase Services	2	5	49	4	88	52	8	16	16	16	14	0	14	0	16	24	5	0	9	338	\$48,357	\$11,100	\$1,560	\$61,017
Project Initiation	1		12		16														1					
Kick-Off Meeting		2	8		10														2			\$100		
Collect and Review Background Information			1		8	2					2		2		2		1						\$200	
Site Visits		2	8		8														2			\$3,900	\$390	
Topographic Survey Services			1		2				4						2	8						\$7,200	\$720	
Subsurface Geotechnical Investigation Services			1		4																			
Funding Opportunities (included as Contingency task)																								
Layout Analysis	1	1	18	4	40	50	8	16	12	16	12		12		12	16	4		4				\$150	
2 Preliminary Design Phase Services	1	1	40	8	60	60	18	40	10	20	18	40	12	24	32	40	8	24	3	459	\$61,835	\$0	\$200	\$62,035
Prepare Preliminary Design Report	1	1	40	8	60	60	18	40	10	20	18	40	12	24	32	40	8	24	3				\$200	
3 Final Design Phase Services	1	2	71	16	198	200	52	54	70	94	92	120	66	74	58	82	42	52	11	1355	\$187,618	\$750	\$1,250	\$189,618
75% Design Phase		1	45	8	110	110	24	30	40	50	40	60	32	40	24	40	20	24	4				\$200	
95% Design Phase			12	6	40	50	20	16	18	24	32	40	18	18	18	24	14	16	1			\$750	\$250	
Final (100%) Design Phase			12	2	24	40	8	8	12	20	20	20	16	16	16	18	8	12	4				\$300	
Permitting Services			2		24				2	2	2	2	2	2	2	2	2	2	2				\$500	
4 Bidding Phase Services	0	1	6	0	24	24	2	2	2	2	2	2	2	2	2	2	2	2	4	83	\$10,406	\$0	\$400	\$10,806
Bidding Phase Services		1	6		24	24	2	2	2	2	2	2	2	2	2	2	2	2	4				\$400	
TOTALS	4	9	166	28	370	336	80	112	98	132	126	162	94	100	108	148	57	78	27	2235	\$308,216	\$11,850	\$3,410	\$323,476



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	06/06/2022
SUBJECT:	Engineering Design and Study Services for Wastewater Effluent Elimination Compliance

BACKGROUND

Governor's Executive Order 19-12 recognizes sufficient water supply is imperative to the state's future. In June 2021, Governor DeSantis signed CS/SB 64 requiring domestic wastewater facilities to submit a ten-year plan to the Florida Department of Environmental Protection (FDEP) to eliminate nonbeneficial surface water discharges. This bill includes language that reuse water is a source of potable supply that may assist with meeting water supply future demands. Facilities discharging to surface waters were required to submit by November 2021 the facility's approach to redirect surface water discharges towards beneficial reuse by June 2032. The FDEP intends to incorporate facility plans into the operating permit. The plan can be modified by an amendment to the permit; however, it is important to note that the permit may not be amended such that it no longer meets the legislative requirements to eliminate surface water discharges.

The City of Jacksonville Beach (City) owns and operates the Pollution Control Plant (PCP) (FL0020231), an advanced wastewater treatment facility permitted for an annual average daily flow (AADF) of 4.5 million gallons per day (MGD), with a wet weather discharge, as well as 1.123 MGD to public access reuse. The City's initial SB64 plan submitted to the FDEP received a favorable agency review. The City's next steps towards continued compliance include minor clarifications to the FDEP on the report and to develop an implementation framework to meet the 2032 compliance milestone. There are multiple opportunities for the City to consider in meeting this new regulatory obligation, including a regional approach. In a separate effort, the City is collaborating with its local partners (the City of Neptune Beach and the City of Atlantic Beach) to assess shared outfall solutions, which may be a part of, or separate from, the City's final compliance approach. This scope of services updates the existing reuse master plan, confirms the volume of effluent to be beneficially reused, which informs the assessment of beneficial reuse alternatives. Tasks also include alternatives selection workshop to compare and collectively rank project alternatives to develop a CIP and compliance schedule through 2032.

Public Works has chosen to partner with Dewberry Hydro Engineers, Inc., for the engineering design and study services for this solution under the 2021-2026 Continuing Professional Services Contracts. This plan will help identify issues and concerns, navigate the governmental rules and policies, coordinate with other guiding agencies, renew the City's Reuse Master Plan, and help identify and design potential projects to ensure compliance with the new legislative laws, rules, and requirements.

This project is identified as part of the City's adopted Strategic Plan under P4.G2.O2 - Sustainability - "Preparing the Community for Environmental Impacts and Risks", and the PW Operational Plan to Divert or Eliminate Surface Water Discharge from PCP.



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FINANCIAL IMPACT

The estimated cost for this project is \$275,724.75: \$239,760.65 for the project deliverable, and a 15% contingency of \$35,964.10. Funding is available in the Water & Sewer Utility fund operating reserves. The funds will be spent from the following account: 420-07-0706-535-31-531000, and the budget will be amended as part of the year-end budget adjustment.

REQUESTED ACTION

Approve/Disapprove an Agreement with Dewberry Hydro, Inc., for Engineering Design and Study Services for Wastewater Effluent Elimination Compliance and authorize the Mayor and City Manager to execute the final Agreement

ATTACHMENTS

1. Dewberry Hydro Proposal - Wastewater Effluent Elimination Compliance

EXHIBIT A
CITY OF JACKSONVILLE BEACH, FLORIDA
DEWBERRY | HYDRO
WASTEWATER EFFLUENT ELIMINATION COMPLIANCE

A. PROJECT BACKGROUND AND DESCRIPTION

Governor's Executive Order 19-12 recognizes sufficient water supply is imperative to the state's future. In June 2021, Governor DeSantis signed CS/SB 64 requiring domestic wastewater facilities to submit a ten-year plan to the Florida Department of Environmental Protection (FDEP) to eliminate nonbeneficial surface water discharges. This bill includes language that reuse water is a source of potable supply that may assist with meeting water supply future demands. Facilities discharging to surface waters were required to submit by November 2021 the facility's approach to redirect surface water discharges towards beneficial reuse by June 2032. FDEP intends to incorporate facility plans into the operating permit. The plan can be modified by an amendment to the permit; however, it is important to note that the permit may not be amended such that it no longer meets the legislative requirements to eliminate surface water discharges.

The City of Jacksonville Beach, FL (CITY) owns and operates the Pollution Control Plant (PCP) (FL0020231), an advanced wastewater treatment facility permitted for an annual average daily flow (AADF) of 4.5 million gallons per day (MGD), with a wet weather discharge, as well as 1.123 MGD to public access reuse. The City's initial SB64 plan submitted to FDEP received a favorable agency review. The City's next steps towards continued compliance include minor clarifications to FDEP on the report and develop an implementation framework to meet the 2032 compliance milestone. There are multiple opportunities for the CITY to consider towards meeting this new regulatory obligation, including a regional approach. In a separate effort, the CITY is collaborating with its local partners, City of Neptune Beach and City of Atlantic Beach to assess shared outfall solutions, which may be a part of or separate from the City's final compliance approach. This scope of services updates the existing reuse master plan, confirms the volume of effluent to be beneficially reused, which informs the assessment of beneficial reuse alternatives. Tasks also include alternatives selection workshop to compare and collectively rank project alternatives to develop a CIP and compliance schedule through 2032.

B. SCOPE OF SERVICES

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

PHASE 100 – REVIEW OF EXISTING CONDITIONS & ENGINEERING STUDIES

Task 101 – Data Request and Review

The CONSULTANT will prepare and submit a detailed data request of information necessary for completion of the scope of services to the CITY. Such information may include but is not limited to; water, sewer, reclaimed and stormwater master plans, capacity analysis reports, utility operations data, FDEP permits, pumping run time reports, meter connection information, utility budgets, water quality data, hydrogeological data, Water Use Permit (WUP) compliance correspondence, as well as wellfield and water production and wastewater treatment operation history or other pertinent information or studies. Review available documentation and summarize the hydrogeology within the proposed study area. As well as summarize estimated characteristic value ranges for hydrogeologic parameters that affect aquifer recharge, including hydraulic conductivity/transmissivity, degree of confinement or

leakance, the thickness of aquifers, head gradients, etc. Review documentation and summarize naturally occurring constituents in the Upper Floridan & Lower Floridan aquifers' water or rock matrices that could interact with reclaimed water within the area (e.g., mobilization of metals such as arsenic).and Identify estimated depth to the base of the underground source of drinking water (USDW) based on available information. For this assessment, the Dewberry Team will rely on readily available hydrogeologic reports and data for the study area. This task will not include new field investigations or the collection of new subsurface hydrogeologic information. The CONSULTANT will review the existing data available and incorporate the pertinent information into the surface water discharge elimination plan.

Task 102 –Quantification of Advanced Treated Water Discharges

This task includes the quantification of available reclaimed water and should include the review of the historical wastewater and reclaimed water flows to evaluate the current supply and demand needs on an annual and seasonal basis. The Consultant shall confirm language in the North Florida Water Supply Plan as well as complete a seasonality analysis of water availability based on historical flow data from the past 5 and 10 years, if available. This task includes table for SB 64 plan on the quantities and categories for beneficial reuse.

PHASE 200 – PUBLIC ACCESS REUSE ALTERNATIVES

Task 201 – Golf Course Ponds Capacity Analysis

Collaborate with the City to select the appropriate existing hydrologic/hydraulic model to assess the capacity of the City Golf Course surface water management system. The assessment shall include analyzing the pond system(s) to potentially increase the storage volume available to the City golf course for irrigation and support 30% design documents. This task shall also include an evaluation of the golf course ponds capacity through the interconnection of additional golf course ponds, to be utilized operationally by the City, for other beneficial uses. Model simulations to include the 1-, 2-, 4-, 8-, 24-hour and 3-, 7-, and 10-day storm event durations, to determine the critical duration, to assess the system under various stormwater and reclaimed water loading rates.

Task 202- Ponds Irrigation BODR

The CONSULTANT will collaborate with the City and its partners to prepare a Basis of Design Report (BODR) Technical Memorandum (TM) that includes a preliminary design for the increase capacity of golf course ponds to manage variations in flows and increase supply for additional irrigation. The CONSULTANT will, at a minimum, provide the following figures for the report (Estimated 30% Level):

- Proposed Site Layout, Structure, and preliminary piping
- Rough estimate of earthwork based on existing LiDAR
- Additional treatment elements, if needed.
- Electrical Single Line Diagram, if pumps or SCADA monitoring equipment is required.

The CONSULTANT will prepare for and attend one (1) draft design review meeting to receive comments from the CITY on BODR-TM.

Task 203 –Increase Reuse Customers

Perform a desktop GIS assessment to compare updated land use and the existing reuse master plan to identify new reuse commercial and municipal water customers. CONSULTANT will then estimate customer water needs based on historical billing information and/or other published guidelines. The

CONSULTANT will collaborate with the City and its partners to prepare a preliminary design and cost estimate to connect Baptist Health Campus and others identified connections to reuse system.

PHASE 300 – POTABLE REUSE ALTERNATIVES

Task 301- Potable Reuse Assessment & Source Water Characterization

Sampling and water quality evaluation is needed to evaluate process options. This scope of services includes the assessment of any industrial or medical wastewater customers. The Consultant will review the City's pretreatment policy and program. This will include the procedures around monitoring and sampling as well as review of critical users past sampling events. Based on the historical information additional sampling may be required in the system. In the sampling effort the Consultant, in collaboration with CITY, shall identify all facility sampling points and any other data collection needs within the system. The CITY will be responsible for sample collection, preparation, shipping, and coordination with laboratory, as well as the laboratory analysis for selected parameters. The sampling effort parameters for pathogens should include Cryptosporidium, Giardia, Noro virus and a selected virus. To streamline sampling efforts the Consultant should recommend any other analytes such as Constituents of Emerging Concern (CEC) or sparingly soluble salt data assessments that support decision making. The list of analytes includes:

- Drinking Water MCLs,
- Selected Pathogen Data such as Cryptosporidium, Giardia, Noro Virus,
- Bulk water quality,
- Minor water chemistry,
- Sparingly soluble salts,
- Selected CECs such as PFAS, 1-4 Dioxan, sucralose, acetaminophen, and MDMA

Task 302- Deep Well Preliminary Design and Cost Estimate

CONSULTANT will develop a conceptual alternative and cost estimate for the construction of a new deep well, that will provide the desired specific injectivity. This effort will entail the following work elements:

- Develop a Summary of Work to be included in a well construction specification for Deep Well, including well schematics and wellhead finish drawings.
- Provide an Engineers Estimate for the construction of the new well based on bids for similar work within the last five years.

Task 303 – Potable Reuse Infrastructure

Utilization of the source water characterization data to perform full advanced treatment technology comparison and develop potable reuse treatment train recommendations in a technical memorandum that summarize the challenges and benefits to different treatment options. Develop conceptual cost estimates for potable reuse technology and the application of that technology. This infrastructure evaluation task includes advanced treatment needs, assessment power requirements and treatment disposal opportunities/constraints, the identification of physical structures, enclosure needs or constraints to contain the potable reuse treatment technology, as well as an assessment of any additional storage and distribution infrastructure needs to meet drinking water regulatory and operational needs.

PHASE 400 – DEVELOP REUSE CAPITAL IMPROVEMENT PLAN

Task 401 – Alternatives Workshop

The CONSULTANT will develop a spreadsheet which includes a list of projects by volume of advanced treated water available for beneficial reuse. These projects will include ranking criteria such as cost,

operations, and maintenance, permitability, constructability, community impacts and cooperators, funding offsets, resiliency, etc. As part of this task, the CONSULTANT will prepare a planning level capital project cost estimate for each of the recommended alternatives. Costs will be referenced to an Engineering News Record (ENR) Cost Index as stated in February 2022 dollars and based on recent bid tabulations and CONSULTANT's data from similar projects associated with the construction of potable and reuse water systems and other published cost estimate documents, where applicable. This task deliverables include meeting agenda, ranking spreadsheet, meeting minutes, and project alternatives recommendations summary to develop a 10-year alternative water supply CIP. The deliverable will be titled 2022 Reuse Master Plan that will be directly talking about Commercial/Municipal Irrigation Reuse and Expansion, including a discussion on why residential irrigational reuse may not be recommended by the consultant.

Task 402- Reuse Capital Improvement Plan

Develop a project implementation schedule and 10-year funding plan for the alternatives selected to meet the 2032 beneficial recharge compliance milestone.

A. DELIVERABLES

Consultant will develop project master plan binder to hold all project technical memorandums, design plans, tabular data, and appendices.

Task	Activity	Deliverable	Proposed Schedule
101	Existing Conditions	Tabular data and Technical Memorandum Summarizing Effort and Conclusions	40 Days from NTP
102	Quantification of Advanced Treated Water Discharges	Tabular Data and Technical Memorandum Summarizing Effort and Conclusions	254 Days from NTP
201	Golf Course Ponds Capacity Analysis	Technical Memorandum Summarizing Effort and Conclusions	60 Days from NTP
202	Golf Course Irrigation BODR	Submittal of the DRAFT and FINAL BODR and 30% Plan Set; four (4) hard copies and one electronic pdf format	120 Days from NTP
203	Increase Reuse Customers	Tabular Data and Technical Memorandum Summarizing Effort and Conclusions	120 Days from NTP
301	Potable Reuse Assessment Source Water Characterization	Tabular Data and Technical Memorandum Summarizing Effort and Conclusions	150 Days NTP
302	Deep Well Injection	Tabular Data and Technical Memorandum Summarizing Effort and Conclusions	210 Days from NTP
303	Potable Reuse Infrastructure	Tabular Data and Technical Memorandum Summarizing Effort and Conclusions	240 Days from NTP
401	Alternatives Workshop	Project Alternatives Ranking Sheet & Combined Ranking Sheet Meetings	254 Days from NTP

		agenda, meeting minutes, and supporting materials	
402	Reuse CIP	Technical Memorandum Summarizing Effort and Conclusions	275 Days from NTP

D. SCHEDULE

CONSULTANT will proceed with the services identified in this Agreement immediately upon receipt of an executed copy of this Agreement and a formal Notice-to-Proceed from the CITY. The overall project schedule is for approximately ten (10) months.

E. COMPENSATION

This Agreement establishes a not-to-exceed cost of \$239,760.75 (simple cost breakdown below, full breakdown is attached as Exhibit C). 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. Optional Services will be performed on an as needed basis and following CITY written approval. 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 the Agreement number, purchase order (PO) number and the CITY Project Identification on the invoice.

Phase	Fee
Phase 100 Existing Conditions	\$36,983.56
Phase 200 Public Access Reuse Alternatives	\$66,121.38
Phase 300 Potable Reuse Alternatives	\$104,827.47
Phase 400 Reuse CIP	\$30,428.34
Direct Costs	\$1,400
Total	\$239,760.65

B. CITY'S RESPONSIBILITIES

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

- PCP Master Plan
- Capacity Analysis Report
- Water Supply Plan
- Planned CIP projects
- Water quality studies performed by other Consultants
- SJRWMD water use permits
- Water pumping data
- Billing data
- FDEP wastewater and reclaimed water facility operating permits and permit applications
- FDEP Discharge Monitoring Reports (DMRs) (up to 10 years)
- Available period of record daily and monthly wastewater influent and effluent flow data in spreadsheet format

- Latest detailed population, water demand and wastewater flow projections for the planning period in spreadsheet format
- Proposed residential, commercial, and industrial developments
- Latest water and wastewater water hydraulic models
- GIS shape files or geodatabases including:
 - Service area boundaries
 - Planned future developments
 - Roads
 - Property appraiser parcel data
 - Existing facility locations (e.g., plants, valves, pump stations, control devices, tanks, interconnections, etc.)
 - Distribution/collection piping; and
 - Land use and Zoning.

The CITY will provide the CONSULTANT with the latest version of the appropriate hydraulic model (in industry standards software). The CITY will provide updated and calibrated models in working condition (i.e., able to run with current version software without modification). All documents and data provided by the CITY shall be provided in digital format (e.g., PDF, database files, spreadsheet, etc.) to the greatest extent feasible and practical.

C. SERVICES NOT INCLUDED

The following services are not included in the Scope of Services for the Project:

- Shipping & Analysis of Source Water Characterizations
- Claims analysis or litigation support
- Initial development of hydraulic models
- Hydraulic analysis consisting of extended period simulations, dynamic simulations, or water quality simulations (including water age analysis)
- Development of detailed inventory/listing of equipment at CITY's wastewater treatment and reclaimed water management facilities; and
- Condition assessment of CITY's pipelines or aboveground infrastructure.

D. ASSUMPTIONS

The Scope of Services and Compensation arrangement outlined in this Professional Services Agreement are based on the following assumptions:

- The CITY will provide the updated water hydraulic models
- The CONSULTANT has assumed that the updated hydraulic models contain current infrastructure in the ground and the model has been calibrated for planning purposes.

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HAS BEEN INTENTIONALLY LEFT BLANK**



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	06/06/2022
SUBJECT:	Maintenance Service Plan for the Sequential Batch Reactor Blowers for the Pollution Control Plant

BACKGROUND

The City of Jacksonville Beach (COJB) operates and maintains the Pollution Control Plant (PCP) to process wastewater for the COJB. The PCP uses air in its operation, as part of the treatment process, to breakdown wastewater into its underlying substances. Controlling the amounts and the timing of air injected into the process is critical to the efficiency and effectiveness of the treatment. The Sequential Batch Processors (SBRs) are the vessels and the process that completes this task. The PCP has three air blowers that operate the SBRs to achieve this function. The Agreement included in this memo gives the COJB an extended warranty and maintenance agreement for the three SBR air blowers, which are expensive and critical components to the PCP operations.

The provided quote has costs for one, three and five years of coverage. PW Staff recommends the approval of a five-year agreement at the cost of \$40,345 per year for five years for a total cost of \$201,725.

FINANCIAL IMPACT

The annual cost for this agreement will be included in future year operating budgets for the PCP Division. For the current fiscal year, funds will be spent from the following account: 420-07-0706-535-46-546002, and the budget will be amended as part of the year-end budget adjustment.

REQUESTED ACTION

Approve/Disapprove a five-year agreement with APG-Neuros Corporation for a Maintenance Service Plan for the Sequential Batch Reactor Blowers for the Pollution Control Plant and authorize the Mayor and City Manager to execute the final Agreement

ATTACHMENTS

1. APG-Neuros Corp - Sole Source Letter (May 2022)
2. Proposal - SBR Blowers x 3



May 31, 2022

Robert Delgado

WW Utility Plant Operation Manager
City of Jacksonville Beach
Pollution Control Plant
904-831-2092
rdelgado@jaxbchfl.net

Subject: Sole Source Request – Service and Parts
Reference: 09-0020 Jacksonville Beach

Dear Mr. Delgado,

The APGN High Efficiency Turbo Blowers installed at the City of Jacksonville Beach – PCP in Jacksonville, FL are highly engineered pieces of equipment. These blowers utilize cutting edge technology which requires a specialized service person with extensive training to service and maintain. The components which require this specialized knowledge are the bump foil air bearings, the high-speed permanent magnet motor (22,000 RPM), the back swept forged impeller, the 400 hertz VFD, along with the programming in the PLC. This technology is designed to operate at the highest efficiency and reliability but without proper preventative maintenance performed by a factory trained service person, the efficiency and reliability can be negatively affected.

Given the situation where the need for service is required, a traditional source cannot be used as these service providers do not have the required knowledge, experience, and skill set with the technology, and do not have a reliable and expedient source for repair parts. Therefore APG-Neuros strongly encourages and recommends utilizing APGN factory trained and certified technicians to maintain and service these blowers to ensure long life at peak performance and ensure optimal return on the investment of these blowers.

The parts or components utilized within the APGN Turbo Blower are customized or manufactured by APGN. The expertise required to manufacture the bearing and impeller is only available through APGN. The VFD and PLC operate with APGN designed software. Therefore, all replacement parts should only be purchased from APGN for proper operation and control of these Turbo Blowers as no other known source can provide these parts to the required standards.

Sincerely,

Katelyn Hoover
Regional Coordinator

A 1270 Michèle-Bohec, Blainville, QC J7C 5S4 Canada
A 160 Banker Road, Plattsburgh, NY 12901 United States
P 1-518-324-4150 EXT. 2209
W www.apg-neuros.com

APG-Neuros Corporation
160, Banker Road, Plattsburgh, NY 12901
Tel.: 518 324-4150 / 1 877 717-4150 Fax: 518 324-4155
Web site: www.apg-neuros.com



PROPOSAL FOR AN ASSET MANAGEMENT AND MAINTENANCE SERVICE PLAN



Presented to:

Robert Delgado

910 South 10th Street
Jacksonville, FL, United States, 32250

904-831-2092

rdelgado@jaxbchfl.net

June 13, 2022

Company Overview

Founded in 2005, APG-Neuros is recognized as the force behind the successful introduction of the high-efficiency turbo blower technology to the water and wastewater treatment market in North America and Europe, modernizing and bringing a much-needed change to the existing aging industry. APG-Neuros turbo blowers are used in a variety of industrial applications and wastewater treatment processes, with over 1500 units installed in over 600 installations in North America and Europe, and more than 3000 additional units installed worldwide.

APG-Neuros continues to lead the industry by constantly driving and propelling innovation forward through the most technologically advanced products and artificial intelligence aeration control solutions to achieve maximum energy efficiency and operational flexibility for our customers.

OUR MISSION

APG-Neuros is committed to achieving customer satisfaction by providing quality products and services delivered on time while maintaining a safe environment for our employees in a setting that promotes resource sustainability.

APG-Neuros honors its commitments by integrating quality and environmental considerations into the decision-making process.

OUR VISION

To be recognized as the reference technology company for producing innovative products, including the Turbo Blowers, Turbo Compressors, and other efficient and affordable technology products.

OUR VALUES

1. **Innovation:** We strive for continuous technological development and innovation. We conduct in-house R&D programs to keep innovating and improving our products and services.
2. **Integrity:** Promote a culture of transparency, continuous improvements and strive for a sustainable business model.
3. **Team:** Ensure employee empowerment and fulfillment through continued skills development and career advancement.
4. **Environment:** We strive to limit the impact of our activities and our product on the environment.

OUR CERTIFICATIONS



Our Proposal

Reference: 09-0020 – Jacksonville Beach, FL / AM-2022-0385B

Subject: Proposal for an Asset Management and Maintenance Service Plan

Equipment covered: 3 x NX200 Turbo Blowers

Dear Mr. Delgado,

We are pleased to provide you with our proposal for an **Asset Management and Maintenance Service Plan** for our product(s) in your facility.

We trust that our High-Speed Turbo Blowers have met your expectations throughout the life of the operation at your facility. APG-Neuros is continuously listening to its customers to develop the highest quality products and offer the latest product innovations to keep your blowers technologically current and up to date.

This plan has been carefully designed to provide you with a peace-of-mind operation, protecting your turbo blowers from unscheduled events. Through the Asset Management, we incorporate the latest improvements and developments into your Turbo Blowers and proactively manage their health throughout their life cycle, maintaining the equipment technologically up to date and maximizing their efficiency. The Asset Management and Maintenance Service Plan provides protection from unexpected maintenance spending through the Extended Warranty as well as priority supply of spare parts when needed.

Our Asset Management and Maintenance Service Plan includes:

- A. Asset Management – Upgrades**
- B. Extended Warranty**
- C. Remote Monitoring System**
- D. Extended Preventive Routine Maintenance**

A. Asset Management – Upgrades

The Asset Management maintains the Turbo Blowers technologically up to date.

Includes:



Mandatory or recommended product modifications



Recommended upgrades and new component developments



Fine tuning of turbo blower(s) and aeration system



Participation in manufacturer's maintenance and support development



After Hours Remote Technical Support (by telephone), as required:

- 24 hour a day - 365 days a year customer service support line by calling at **1-855-423-2746**
- Priority access to the field support team
- Priority on availability of parts and modules within 72 hours
- Priority on availability of replacement cores (loaners) at no charge to minimize downtime
- Field service report after each visit
- Refresher training on turbo blower preventive maintenance activities



Dedicated Regional Manager for first response on field support

- Regular meetings with customers to listen to current concerns and future needs
- Regular training sessions for on-site personnel



APGN Inc.

1270, Michèle-Bohec, Blainville, Québec J7C 5S4
Tel.: 450 939-0799 Fax: 450 939-2115 Web site: www.apg-neuros.com

B. Extended Warranty

The Extended Warranty eliminates the need to worry about capital and maintenance budget restrictions. It covers the cost of repairing or replacing major components when out of service.

The Extended Warranty includes:

1. Blower core:
 - High efficiency impeller,
 - Permanent magnet synchronous motor,
 - Bump-foil air bearings,
 - Diffuser fan,
 - Motor casing.
2. Variable speed drive/inverter
3. Input line reactor
4. Sine-wave (sinus) filter
5. Blower local control panel and Programmable Logic Controller (PLC) components
6. HMI touch-screen components
7. Internal vibration and absorption mounts
8. Vibration sensors and monitoring
9. Discharge expander (discharge cone)
10. Blow off by-pass valve and solenoid parts
11. Blow off silencer
12. Sound attenuating enclosure
13. Check valve seals and discs
14. Stop valve body seals and discs
15. External expansion joint



C. Remote Monitoring System

Remote Monitoring System and support as permitted by the customer.

- Enables site managers to make better informed decisions through useable data of Turbo Blower operation.
- Fine tuning and monitoring of aeration system that allows for optimal Turbo Blower operation.



Option C1

Customer allows APGN to have remote access.

- APGN will have a real-time view of all analog values of the Turbo Blower.
- Elevated security with independent 3G/LTE mobile network connection.
 - No on-site Wi-Fi connection required.
 - Site can enable or disable access at anytime.

Option C2

Customer provides operational data to APGN.

- APGN will not have remote access.
- Up to twice per year, operation and diagnostics reporting on operating units, when available. Customer will provide operational data from its control system to APGN for analysis such as:
 - a. Motor speed and temperature
 - b. Suction flow rate and temperature
 - c. Discharge pressure and temperature
 - d. Filter pressure drop
 - e. Bearing temperature
 - f. Power consumption
 - g. Rotor vibration
 - h. VFD temperature
 - i. Ambient temperature and ambient relative humidity
 - j. Blower status
 - k. Fault codes

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Tel.: 450 939-0799 Fax: 450 939-2115 Web site: www.apg-neuros.com

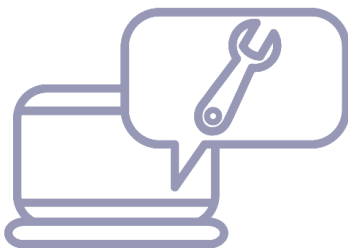
D. Extended Preventive Routine Maintenance

Our Extended Preventive Routine Maintenance is designed in accordance with the standards of the annual health check and inspection outlined in the O&M manual.

- One (1) on-site maintenance and inspection visit by a manufacturer's Field Service Technician.
- Customized classroom/hands-on training to your staff's needs.
 - o Also available through videoconference.
- Inspection and cleaning or replacement of air intake filters (inside the turbo blower).
- Inspection and cleaning of dirt and debris in enclosure, sealing air leaks as required.
- Visual inspection of core.
- Core shaft torque measurement to assess condition.
- Bump start alignment of the core bearings.
- Audible and visual inspection of unit to determine health of connections, valves, and gaskets.
- Verification of PLC and HMI software, ensuring it is operational and suitable for the blower control.
- Verification of blower protection from surge or adverse operating conditions.
- Review and analysis of PLC error history, identifying trends and providing recommendations as needed.
- Verification of the PLC and HMI software version including the new protection or optimization, and update to latest standard, if applicable.
- Inspection for loose electrical and mechanical connections, tightening as required.
- Inspection of all electrical wiring for signs of overheating or wear.
- Verification of sensors functionality, replacing as required.
- Inspection of blower operation following factory specifications and adjustment of control parameters to adapt to the operating environment.
- Inspection of paint and fasteners, applying touch-up paint to areas the size of up to a quarter dollar coin and replacing fasteners as required.
- For liquid cooled models only:
 - o Coolant system check and top up as required.
 - o Perform coolant flush (every 3 years)
 - Customer to dispose the old fluid.
- Field service report including a comprehensive check list for each blower.

Additionally, this plan includes:

- After Hours Remote Technical Support (by telephone), as required.
 - 24 hour a day - 365 days a year customer service support line by calling at 1-855-423-2746
 - Response time within 1 hour
 - Up to 150 hours of technical support
- Reporting on operation and diagnostics of operating units, when available for remote monitoring.
- **10% discount on spare parts and air filters.**



APGN Inc.

1270, Michèle-Bohec, Blainville, Québec J7C 5S4
Tel.: 450 939-0799 Fax: 450 939-2115 Web site: www.apg-neuros.com

E. Price:

- **One-year option: USD 47,465.00 for one (1) year of coverage.**
- **Three-year option: USD 42,715.00 per year for three (3) years of coverage.**
- **Five-year option: USD 40,345.00 per year for five (5) years of coverage.**

➤ The above prices include coverage on all 3 x NX200 Turbo Blowers.

F. Exclusions:

The following consumables and life limited parts are excluded from the coverage:

- Air filters elements
- BOV orifice diaphragm
- Coolant fluids
- Fuses
- Gaskets
- Hardware and fittings
- Power supplies
- Thermocouple and thermocouple transmitter
- Transformer 560/480 – 110/220 V
- Existing rusted areas on enclosure are not covered under the warranty

Note: A pre-inspection of the turbo blowers may be required prior enrollment of the Asset Management and Maintenance Service Plan.

This proposal is valid until August 31, 2022.

Thank you,

Katelyn Hoover
Regional Coordinator

A 1270 Michèle-Bohec, Blainville, QC J7C 5S4 Canada
A 160 Banker Road, Plattsburgh, NY 12901 United States
P (518) 324-4150 Ext. 2209
E khoover@apg-neuros.com
W www.apg-neuros.com

Acceptance and Authorization

The conditions apply in their entirety to the service plans supplied under this proposal. IN WITNESS WHEREOF, the parties representing the appropriate authority have signed these specifications. Your signature below indicates your authorization to proceed with the enrollment.

For Jacksonville Beach, FL

Robert Delgado

Name

Plant Superintendent

Title

Signature

Date

For APGN inc.

Omar Hammoud

Name

President and CEO

Title

Signature

Date

The APG-Neuros Aftermarket Team thanks you for your trust.

APGN Inc.

1270, Michèle-Bohec, Blainville, Québec J7C 5S4
Tel.: 450 939-0799 Fax: 450 939-2115 Web site: www.apg-neuros.com



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Dennis W. Barron, Jr., Director of Public Works
DATE:	06/06/2022
SUBJECT:	Florida Department of Environmental Protection Resilient Florida Grant and Engineering Study Services for a Vulnerability Assessment and Subsequent Adaptation Plan

BACKGROUND

Recently, the Public Works Staff completed an application for grant funding to support a City Vulnerability Assessment to study the effects of sea-level rise and tropical storm weather impacts to City infrastructure from the Florida Department of Environmental Protection (FDEP) and their Resilient Florida Program. The FDEP has awarded a grant in the amount of \$194,000 for the completion of a City of Jacksonville Beach (COJB) vulnerability assessment. COJB Staff has chosen Jones Edmunds and Associates Engineering, Inc., to partner with them for the completion of this Assessment under the 2021-2026 Continuing Professional Engineering Services Agreement. Jones Edmunds has already been working with the COJB (in conjunction with Hanson Professional Engineering) to provide study and design services to the Central and South Stormwater Basins and has a significant amount of historical data and understanding of the operation of our stormwater systems to help in this assessment.

Public Works Staff have also applied for a subsequent follow-up grant in the amount of \$75,000 for the Adaptation Plan that follows the Vulnerability Assessment.

FINANCIAL IMPACT

These grants are of a reimbursement nature and do not require any City matching funding. The Water/Sewer Fund budget will be adjusted at yearend for both grant proceeds and professional service expenditures in the amount of \$194,000.

REQUESTED ACTION

Approve/Disapprove an Agreement with the Florida Department of Environmental Protection to Accept the Resilient Florida Grant in the amount of \$194,000 for the Vulnerability Assessment; *and*

Approve/Disapprove an Agreement with Jones Edmunds and Associates for Engineering Study Services for the Vulnerability Assessment in the amount of \$194,000 and authorize the Mayor and City Manager to execute the final Agreement; *and*

Approve/Disapprove an Application with the Florida Department of Environmental Protection to Apply/Accept the Resilient Florida Grant in the amount of \$75,000 for the Adaptation Plan

ATTACHMENTS



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

1. Joned Edmunds Engineering Proposal for Vulnerability Assessment
2. FY2021-22_RF_PlanningGrants
3. Resilient Florida Program FY21-22 Planning Grant Manager Assignments
4. Fw_ DEP Resilient Florida Program - FY21_22 Planning Grant Notice of Award
5. Fw_ Application Submitted

SCOPE OF SERVICES



City of Jacksonville Beach Vulnerability Assessment

TO: Kayle Moore, PE
Project Engineer

DATE: June 16, 2022

SUBJECT: Vulnerability Assessment - Jacksonville Beach
Jones Edmunds Proposal/Opportunity No. 95204-058-22

PROJECT BACKGROUND

The City recently applied for and was awarded grant funding to complete a city-wide vulnerability assessment through the Florida Department of Environmental Protection (FDEP) Resilient Florida Grant Program. The City has requested Jones Edmunds assistance with completing the vulnerability assessment. The primary goals of the assessment are to identify critical City assets that are vulnerable to flooding under existing and projected future conditions and begin identifying adaptation projects/strategies that the City could implement to protect its critical assets.

The proposed scope of services complies with the Statutory requirements of the grant while also satisfying the City's goals for the VA. Tasks included in the scope include the following:

- Task 1 - Kickoff Meeting, Progress Meeting, and Project Management
- Task 2 - Steering Committee and Public Outreach
- Task 3 - Acquire Background Data
- Task 4 - Exposure Analysis
- Task 5 - Sensitivity Analysis
- Task 6 - Identify Focus Areas
- Task 7 - Preliminary Adaptation Plan
- Task 8 - Final Vulnerability Assessment Report

The following sections provide a detailed description of the work to be completed for each of these tasks and their deliverables.

SCOPE OF SERVICES

TASK 1 – KICKOFF MEETING, PROGRESS MEETINGS, AND PROJECT MANAGEMENT

Jones Edmunds will prepare for and attend a kickoff meeting with the City to confirm the project scope, project goals, schedule, key milestones, and deliverables. We will also identify potential representatives to serve on the project steering committee. Jones Edmunds will provide a draft agenda for City comment at least 1 week prior to the kickoff

meeting and draft meeting minutes within 1 week after the meeting. We will provide final meeting minutes within 1 week after receiving the City's comments on the draft meeting minutes. Jones Edmunds will prepare for and attend three progress meetings and provide routine project management (e.g., as-needed communication, progress summaries, etc.).

KICKOFF MEETING WITH CITY PERSONNEL

Jones Edmunds will conduct a virtual kickoff meeting with the City. During the kickoff meeting, the following will be discussed:

- Key issues and confirming the City's objectives and expectations related to the project.
- Availability of information to be used in the VA.
- Overall project objectives refined and review/confirm the project schedule.
- Draft list of steering committee members and draft email to potential steering committee members to request their participation on the committee. The email shall include the project purpose, goals, schedule, project meeting dates and locations, and overall desired outcomes.

TASK 2 – STEERING COMMITTEE & PUBLIC OUTREACH

TASK 2.1 – STEERING COMMITTEE MEETINGS

Jones Edmunds will work with the City to review and approve the steering committee list and then distribute the draft email prepared in Task 1 to the steering committee members. Jones Edmunds will coordinate with the City to schedule the up to three steering committee meetings, based on critical decision points in the project process. The purpose of the meetings will be to receive input from stakeholders on their concerns about future vulnerabilities and adaptation measures.

TASK 2.2 – PUBLIC OUTREACH MEETINGS

Jones Edmunds will also work with the City to conduct up to two public outreach meetings during the project. The purpose of the first meeting is to allow the public to provide input during the initial data collection stages, to include input on preferred methodologies, data for analyzing potential sea level rise impacts and/or flooding, guiding factors to consider, and critical assets important to the community.

Deliverables:

- List of local representatives on the steering committee. The list shall include the name, organization/affiliation, position title, and contact information.
- Steering Committee meeting agendas to include location, date, and time of meeting, meeting sign-in sheets with attendee names and affiliation, copy of the presentation(s) and any materials created for distribution at the meeting, a summary report of committee recommendations and guidance, to include attendee input, meeting outcomes.
- Public Outreach meeting agendas to include location, date, and time of meeting, meeting sign-in sheets with attendee names and affiliation, copy of the presentation(s) and any materials created for distribution at the meeting, a summary

report of committee recommendations and guidance, to include attendee input, meeting outcomes.

TASK 3 – ACQUIRE BACKGROUND DATA

Jones Edmunds will research and compile the data needed to perform the Vulnerability Assessment (VA), based on the requirements as defined in [Section 380.093, Florida Statute \(F.S.\)](#). We will collect and compile existing data on critical assets and data necessary to develop the tidal and inland flooding datasets. We will place an emphasis of spatial data or data that can be converted to geospatial data since that will be required for subsequent tasks.

TASK 3.1 – CRITICAL AND REGIONALLY SIGNIFICANT ASSETS

Jones Edmunds will collect and compile existing data on critical assets, including but not limited to four following types of data:

- Transportation and evacuation route types:
 - Airports
 - Bridges
 - Major roadways
 - Marinas
- Critical infrastructure types:
 - Wastewater treatment facility and lift stations
 - Stormwater treatment facilities and pump stations
 - Drinking water facilities
 - Water utility conveyance systems
 - Solid and hazardous waste facilities
 - Military installations
 - Disaster debris management sites
- Critical community and emergency facility types:
 - Schools
 - Community centers
 - Fire station
 - Health care facilities
 - Law enforcement facility
 - Local government facilities
 - Logistical staging areas
- Natural, cultural, and historical resource types:
 - Historical and cultural assets

GIS metadata will be developed for each layer for each of the four asset types as defined in [s. 380.093\(2\) 1-4, F.S.](#) GIS files and associated metadata will adhere to the Resilient Florida Program's GIS Data Standards.

TASK 3.2 – TOPOGRAPHIC DATA

Jones Edmunds will collect and compile existing topographic data. Data will include the latest LiDAR data and structure elevations where readily available.

TASK 3.3 – FLOOD-SCENARIO RELATED DATA

Jones Edmunds will create the following flood-scenario related GIS datasets:

- High tides for current conditions, 2040, and 2070.
- 100-year surges for current conditions, 2040, and 2070. For the 2040 and 2070 conditions, we will use the 2017 NOAA Intermediate-Low and Intermediate-High sea level rise projections, FEMA storm surge data, and local sea level data.

TASK 3.4 – GAP ANALYSIS AND EXPAND CRITICAL ASSETS INVENTORY

Jones Edmunds will summarize the initial data collection in a report chapter. In the process of researching background data, Jones Edmunds will identify data gaps (Gap Analysis), where missing data or low-quality information may limit the VA's extent or reduce the accuracy of the results. The gap analysis will identify priority data that does not have a spatial record or is missing vertical data. Jones Edmunds will rectify gaps of necessary data to fulfill the requirements of the VA. Jones Edmunds will collect engineering grade survey as-needed using RTK GPS units with a vertical accuracy of ± 0.2 feet. Locations where vertical data is needed will be identified following the Exposure Analysis in Task 4. Vertical data will only be collected for assets that are inundated in the flood scenarios. Vertical data will be collected for up to 50 assets.

Deliverables:

- Technical report outlining the data compiled and findings of the gap analysis;
- Summary report to include recommendations to address the identified data gaps and actions taken to rectify them.
- GIS files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the Grantee as well as regionally significant assets that are classified and as defined in [s. 380.093\(2\) 1-4, F.S.](#)

TASK 4 – EXPOSURE ANALYSIS

Jones Edmunds will perform an exposure analysis to identify the depth of water caused by each sea level rise, storm surge, and/or flood scenario. Jones Edmunds will refine the existing city-wide inundation GIS dataset for 25-Year and 100-year flooding for current conditions, as well as 2040, and 2070 conditions using rapid inundation modeling methods. The model will consider future changes to imperviousness, loss of subsurface storage and increased boundary conditions due to sea level rise, and higher future extreme-event rainfall volumes.

Deliverables:

- Draft Vulnerability Assessment report that provides details on the modeling process, type of models utilized, and resulting tables and maps illustrating flood depths for each flood scenario.
- GIS files with results of the exposure analysis for each flood scenario as well as the appropriate metadata that identifies the methods used to create the flood layers.

TASK 5 – SENSITIVITY ANALYSIS

Jones Edmunds will perform a sensitivity analysis to measure the impact of flooding on assets and to apply the data from the exposure analysis to the inventory of critical assets created in the Exposure Analysis Task. The sensitivity analysis will include an evaluation of the impact of flood severity on each asset type and at each flood scenario and assign a risk level based on percentages of land area inundated and number of critical assets affected.

Deliverables:

- Draft Vulnerability Assessment report that provides details on the findings of the exposure analysis and the sensitivity analysis and includes visual presentation of the data via maps and tables, based on the statutory-required scenarios and standards.
- List of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset.

TASK 6 – IDENTIFY FOCUS AREAS

Jones Edmunds and the City will identify focus areas based on the results of the sensitivity analysis, the second public outreach meeting and/or input from the steering committee. Based on the exposure and sensitivity analyses, the City may assign focus areas to locations or assets that are particularly vulnerable and require the development of adaptation strategies.

Deliverables:

- Report summarizing the areas identified as focus areas, with justification for choosing each area
- Tables listing each focus area with any critical assets that are contained inside the focus area
- Maps illustrating the location of each focus area compared to the location of all critical assets within the geographic extent of the study
- GIS files and associated metadata illustrating geographic boundaries of the identified focus areas.

TASK 7 – PRELIMINARY ADAPTATION PLAN

Jones Edmunds will provide recommendations for developing an Adaptation Plan based on the results from Tasks 5 and 6. Through consultation with the City, we will also develop up to 5 conceptual-level early-out projects for the Adaptation Plan.

Deliverables:

- Up to five early out projects.
- Conceptual-level Engineer's Opinion of Probable Cost (EOPC) for early out projects. The EOPCs include engineering, data collection, and construction cost estimates for

each improvement option. The estimates are considered American Society for Testing and Materials (ASTM) Class 4 estimates.

TASK 8 – FINAL VULNERABILITY ASSESSMENT REPORT

Jones Edmunds will finalize the Vulnerability Assessment (VA) report pursuant to the requirements in [s. 380.093, F.S.](#) and based upon the steering committee and public outreach efforts. The final VA will include all results from the exposure and sensitivity analyses, as well as a summary of identified risks and assigned focus areas. It will contain a list of critical and regionally significant assets that are impacted by flooding and sea-level rise, specifying for each asset the flood scenario(s) impacting the asset.

Deliverables:

- Final Vulnerability Assessment Report that provides details on the results and conclusions, including illustrations via maps and tables, based on the statutory-required scenarios and standards in [s. 380.093, F.S.](#);
- Final list of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset
- All electronic mapping data used to illustrate flooding and sea level rise impacts identified in the VA, to include the geospatial data in an electronic file format and GIS metadata
- Signed Vulnerability Assessment Compliance Checklist Certification.

PROPOSED MILESTONE SCHEDULE

Jones Edmunds expects to complete these services within to the following milestone schedule:

Milestone	Anticipated Milestone Schedule
Task 1 – Kickoff Meeting, Progress Meetings & PM	2 weeks from NTP and ongoing
Task 2 – Steering Committee and Public Outreach	6 weeks from NTP and ongoing
Task 3 – Acquire Background Data	4 months from NTP
Task 4 – Exposure Analysis	5 months from NTP
Task 5 – Sensitivity Analysis	8 months from NTP
Task 6 – Identify Focus Areas	10 months from NTP
Task 7 – Preliminary Adaptation Plan	15 months from NTP
Task 8 – Final VA Report	16 months from NTP

COMPENSATION

Jones Edmunds proposes to complete the primary design services under the terms and conditions of RFQ 06-2021 effective October 4, 2021, for a lump sum fee of \$194,000. The table below summarizes the fee by Task. The enclosed estimated project Cost Estimate provides a detailed breakdown by Task.

Task	Cost
Task 1 – Kickoff Meeting, Progress Meetings & PM	\$15,682
Task 2 – Steering Committee and Public Outreach	\$28,860
Task 3 – Acquire Background Data	\$37,304
Task 4 – Exposure Analysis	\$38,507
Task 5 – Sensitivity Analysis	\$15,468
Task 6 – Identify Focus Areas	\$8,356
Task 7 – Preliminary Adaptation Plan	\$34,571
Task 8 – Final VA Report	\$15,212
TOTAL	\$193,960

ASSUMPTIONS AND EXCLUSIONS

1. The schedule assumes Jones Edmunds will receive the PO/NTP from the City within 3 weeks of Council Approval. Delays beyond this assumption may require additional weeks for data collection and therefore additional time to the overall schedule.
2. To facilitate schedule and control fee, we request City comments be received as a single transmittal by the City encompassing all City comments for each submittal.
3. The City has requested the contract documents be prepared using available GIS data and information collected during site visits in lieu of other data sources such as topographic survey, subsurface utility engineering, or geotechnical exploration.

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,



Mark Nelson, PE
Senior Consultant/Vice President
8657 Baypine Road, Ste. 300
Jacksonville, Florida 32256

Enclosure: Fee Estimate



Project Name: FDEP VA
Client: City of Jacksonville Beach
Opportunity Number: 95204
Project Number:

FDEP VA
FDEP VA
FDEP VA

Task No. Task Description		Starting Plan	Senior PM	Project Manager	Project Engineer	Designer Engineer	Sr GIS Analyst	GIS Analyst	Admin Clerk	Photogrammetrist	Labor Hours	Direct Labor Effort (Rate)	Expense: Misc. Costs, Raw (000's)	Total Fee(Rate)
1	Kickoff, Progress Meetings & Project Management	8	8	40	4	2	8	4	4	4	78.0	\$15,382.00	\$400.00	\$15,682.00
2	Steering Committee and Public Outreach	16	16	16	0	0	8	0	4	4	78.0	\$15,382.00	\$400.00	\$15,682.00
2.1	Steering Committee Meetings	16	16	16	0	0	8	0	4	4	78.0	\$15,382.00	\$400.00	\$15,682.00
2.2	Public Outreach Meetings	16	16	16	0	0	8	0	4	4	78.0	\$15,382.00	\$400.00	\$15,682.00
3	Acquire Background Data	32	32	36	0	0	16	0	4	4	128.0	\$28,060.00	\$800.00	\$28,860.00
3.1	Critical and Regionally Significant Assets	2	2	4	0	24	32	32	4	4	94.0	\$12,200.00	\$470.00	\$12,670.00
3.2	Topographic Data	2	2	2	0	4	8	8	4	4	34.0	\$2,118.00	\$70.00	\$2,188.00
3.3	Flood Scenario Data	4	4	4	0	32	12	8	4	4	36.0	\$5,104.00	\$180.00	\$5,284.00
3.4	Gap Analysis and Expand Critical Asset Inventory	22	22	32	0	84	48	40	4	4	108.0	\$16,024.00	\$540.00	\$16,564.00
4	Exposure Analysis	2	0	22	0	84	100	40	4	4	232.0	\$36,044.00	\$1,260.00	\$37,304.00
5	Sensitivity Analysis	3	16	32	0	120	60	0	0	0	211.0	\$37,352.00	\$1,155.00	\$38,507.00
6	Identify Focus Area	4	4	16	0	32	16	0	0	0	48.0	\$8,356.00	\$0.00	\$8,356.00
7	Preliminary Adaptation Plan	6	16	30	60	60	12	4	3	3	191.0	\$34,571.00	\$60.00	\$34,631.00
8	Final VA Report	8	8	36	0	0	12	12	8	8	84.0	\$15,212.00	\$0.00	\$15,212.00
	Subtotal	8	8	36	0	0	12	12	8	8	84.0	\$15,212.00	\$0.00	\$15,212.00
	Grand Total	71.0	88.0	236.0	72.0	302.0	240.0	60.0	23.0	23.0	1,104.0	\$189,805.00	\$5,475.00	\$193,960.00



Resilient Florida Program Planning Grant Awards Fiscal Year 2021-22

Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Alachua County	Critical Infrastructure and Land Use Vulnerability Analysis	\$338,435	County-wide vulnerability assessment including all incorporated municipalities	Inland	Alachua
Bay County	Vulnerability Assessment for Bay County, FL	\$150,000	County-wide vulnerability assessment with peril of flood amendments	Coastal	Bay
City of Lynn Haven	Vulnerability Assessment	\$160,000	City-wide vulnerability assessment with peril of flood amendments	Coastal	Bay
City of Panama City	Panama City Vulnerability Assessment Development	\$274,000	City-wide vulnerability assessment	Coastal	Bay
Town of Indialantic	Town of Indialantic Hydrologic and Hydraulic Study	\$86,810	Vulnerability assessment limited to the stormwater system	Coastal	Brevard



PROTECTING TOGETHER

Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Palm Bay	Social and Economic Vulnerability in Palm Bay and ECFR2C Action Plan Implementation	\$100,000	Vulnerability assessment	Coastal	Brevard
City of Satellite Beach	Resiliency Analysis and Solutions Implementation Project	\$275,000	City-wide vulnerability assessment	Coastal	Brevard
Brevard County	Update to Existing Vulnerability Assessment and Critical Asset Inventory	\$364,500	The existing vulnerability assessment will be updated to current criteria and will include additional areas and assets. The resulting extent and depth of flooding will be mapped into GIS along with the newly collected critical assets.	Coastal	Brevard
City of Hallandale Beach	Always Ready Hallandale Beach	\$75,000	City-wide vulnerability assessment and adaptation plan	Coastal	Broward
City of Dania Beach	Dania Beach Vulnerability Assessment	\$95,500	City-wide vulnerability assessment including peril of flood amendments	Coastal	Broward



PROTECTING TOGETHER

Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Wilton Manors	Sea Level Rise Vulnerability Assessment	\$95,500	City-wide vulnerability assessment	Coastal	Broward
City of Fort Lauderdale	Vulnerability Assessment for City of Fort Lauderdale	\$135,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Broward
City of Pompano Beach	City of Pompano Beach Vulnerability Assessment	\$185,000	Vulnerability assessment	Coastal	Broward
City of Hollywood	Citywide Vulnerability Assessment Update	\$800,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Broward
City of Lauderhill	Lauderhill Vulnerability Assessment Plan	\$180,000	City-wide vulnerability assessment	Coastal	Broward
City of Punta Gorda	Climate Adaptation Plan Update	\$50,000	City-wide vulnerability assessment	Coastal	Charlotte



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Crystal River	Vulnerability Assessment: SLR Asset Impact and Repetitive Loss	\$200,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Citrus
Clay County	Clay County Flooding Vulnerability Assessment	\$400,000	County-wide vulnerability assessment including all incorporated municipalities and adaptation plan	Inland	Clay
Town of Orange Park	Town of Orange Park Vulnerability Assessment	\$150,000	Town-wide vulnerability assessment	Inland	Clay
City of Naples	City of Naples Climate Adaptation and Mitigation Plan	\$387,255	City-wide vulnerability assessment and adaptation plan	Coastal	Collier
Dixie County	Dixie County Flood Mitigation Program	\$240,000	County-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Dixie
City of Neptune Beach	City of Neptune Beach Community Resilience Planning	\$100,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Duval



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Jacksonville Beach	City of Jacksonville Beach Vulnerability Analysis	\$194,000	City-wide vulnerability assessment and adaptation plan	Coastal	Duval
City of Jacksonville	Vulnerability Assessment	\$500,000	City-wide vulnerability assessment	Coastal	Duval
City of Pensacola	Pensacola Vulnerability Assessment Update & Compliance	\$159,600	City-wide vulnerability assessment with peril of flood amendments	Coastal	Escambia
Escambia County	Escambia County Vulnerability Assessment and Shade Master Plan	\$272,930	Vulnerability assessment and an adaptation plan for unincorporated areas of the county	Coastal	Escambia
Escambia County on behalf of the Pensacola and Perdido Bay Estuary Program	Pensacola Bay and Perdido Bay Vulnerability Assessment	\$687,500	Vulnerability assessment including some incorporated municipalities exposed to the bays and an adaptation plan	Coastal	Escambia



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Flagler County	Flagler County Vulnerability Assessment	\$75,000	County-wide vulnerability assessment including all incorporated municipalities and peril of flood amendments	Coastal	Flagler
City of Flagler Beach (with Town of Beverly Beach)	Vulnerability Assessment (VA) and Adaptation Action Plan (AAP)	\$100,000	City-wide vulnerability assessment and adaptation plan for 2 municipalities	Coastal	Flagler
City of Apalachicola	Update of Vulnerability Analysis and Flood and Stormwater Adaptation	\$72,500	City-wide vulnerability assessment including peril of flood amendments	Coastal	Franklin
City of Port St. Joe	Resilient Port St. Joe	\$218,895	City-wide vulnerability assessment and adaptation plan	Coastal	Gulf
City of Tampa	Davis Islands Pilot Study: Collection of Data for Stormwater Outfalls Impacted by Sea Level Rise	\$75,000	Vulnerability assessment limited to David Island stormwater system	Coastal	Hillsborough



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Hillsborough County	Port Tampa Bay Vulnerability Assessment and Resiliency Planning Project	\$75,000	Vulnerability assessment, limited to the Port, and development of an adaptation plan	Coastal	Hillsborough
City of Tampa	Citywide Vulnerability Assessment	\$495,000	City-wide vulnerability assessment	Coastal	Hillsborough
City of Cape Coral	Flood Vulnerability Assessment	\$75,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Lee
Lee County	Lee County Vulnerability Assessment	\$383,000	County-wide vulnerability assessment including all incorporated municipalities	Coastal	Lee
City of Sanibel	Vulnerability Assessment and Adaptation Planning	\$124,000	City-wide vulnerability assessment including peril of flood amendments	Coastal	Lee
City of Cedar Key	Assessment and Planning for a Resilient Cedar Key	\$185,000	City-wide vulnerability assessment and adaptation plan	Coastal	Levy



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Anna Maria	Vulnerability Assessment	\$75,000	Vulnerability assessment limited to the stormwater system, adaptation plan	Coastal	Manatee
Manatee County	Improving Resilience in Manatee County	\$75,000	Update to existing vulnerability assessment including some incorporated municipalities, adaptation plan, and peril of flood amendments	Coastal	Manatee
City of Palmetto	Sea Level Rise Vulnerability Analysis and Resiliency Strategy	\$150,000	City-wide vulnerability assessment	Coastal	Manatee
Town of Longboat Key	Town of Longboat Key Sea Level Rise and Recurrent Flooding Vulnerability Assessment	\$131,289	Town-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Manatee and Sarasota
City of Stuart	City of Stuart Resilient Coastlines Program	\$100,000	Vulnerability assessment and adaptation plan	Coastal	Martin



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Town of Sewall's Point	Vulnerability Assessment of Town of Sewall's Point	\$100,000	Vulnerability assessment and adaptation plan	Coastal	Martin
Martin County	Vulnerability Assessment Update & Compliance	\$191,100	County-wide vulnerability assessment covering only unincorporated areas	Coastal	Martin
City of North Miami Beach	Vulnerability Assessment	\$50,000	City-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade
Village of Biscayne Park	Vulnerability Assessment and Resilience Strategy Master Plan	\$85,600	City-wide vulnerability assessment	Coastal	Miami-Dade
City of North Miami	Vulnerability Assessment Part 2	\$124,916	City-wide vulnerability assessment	Coastal	Miami-Dade
Town of Cutler Bay	Cutler Bay Conservation & Resilience Plan	\$125,000	Vulnerability assessment and adaptation plan with peril of flood amendment language	Coastal	Miami-Dade



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Miami-Dade County	Adaptation Action Area Planning in Areas Vulnerable to Sea Level Rise in Miami-Dade County	\$150,000	County-wide vulnerability assessment including some incorporated municipalities and an adaptation plan	Coastal	Miami-Dade
North Bay Village	North Bay Village Vulnerability Assessment and Adaptation Plan	\$150,000	Vulnerability assessment and an adaptation plan	Coastal	Miami-Dade
Miami-Dade County	Sea level study, vulnerability assessment, and adaption plan at Port Miami	\$160,000	Vulnerability assessment and adaptation plan limited to the Port	Coastal	Miami-Dade
City of Doral	Vulnerability Assessment	\$165,000	City-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade
Village of Bal Harbour	Vulnerability Assessment and Adaptation Plan	\$169,700	Village-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Miami Springs	Vulnerability Assessment and Resiliency Plan	\$174,600	City-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade
Town of Medley	Stormwater Master Plan update and Vulnerability Assessment study	\$174,600	Town-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade
City of Miami	City of Miami Critical Facilities and Assets Vulnerability Assessment	\$197,575	Vulnerability assessment	Coastal	Miami-Dade
City of Miami Beach	Vulnerability Assessment Update	\$454,000	City-wide vulnerability assessment and adaptation plan	Coastal	Miami-Dade
City of West Miami	West Miami Vulnerability Assessment	\$55,500	City-wide comprehensive vulnerability assessment of critical assets and infrastructure	Coastal	Miami-Dade
Town of Golden Beach	Resiliency Plan	\$75,000	Town-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Miami-Dade



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Village of Pinecrest	Pinecrest Comprehensive Vulnerability Assessment	\$190,000	Village-wide vulnerability assessment	Coastal	Miami-Dade
Monroe County	Monroe County Natural Resources Adaptation Plan	\$75,000	Adaptation plan	Coastal	Monroe
Monroe County	Monroe County Vulnerability Assessment Update and Compliance	\$139,350	County-wide vulnerability assessment covering only unincorporated areas with peril of flood amendments	Coastal	Monroe
Village of Islamorada	Vulnerability Assessment & Stormwater Master Plan	\$178,100	Village-wide vulnerability assessment	Coastal	Monroe
City of Marathon	City of Marathon Vulnerability Assessment & Adaptation Plan	\$240,000	City-wide vulnerability assessment and adaptation plan	Coastal	Monroe



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Key West	Key West Comprehensive Adaptation and Resilience Implementation Plan	\$905,500	Vulnerability assessment and adaptation plan with peril of flood amendment language	Coastal	Monroe
City of Fernandina Beach	Fernandina Beach Comprehensive Vulnerability and Resiliency Master Plan	\$82,997	City-wide vulnerability assessment	Coastal	Nassau
City of Apopka	Inland - Flooding Vulnerability Assessment	\$100,000	Inland flooding vulnerability assessment	Inland	Orange
City of Winter Park	City of Winter Park - Climate Change Vulnerability Assessment	\$100,000	City-wide vulnerability assessment	Inland	Orange
City of St. Cloud	City-wide Vulnerability Assessment	\$200,000	City-wide vulnerability assessment and adaptation plan	Inland	Osceola



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Town of Palm Beach Shores	Palm Beach Shores Vulnerability Assessment	\$28,500	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
City of Delray Beach	City of Delray Beach Critical Infrastructure Vulnerability Assessment and Adaptation Plan	\$100,000	City-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
Town of Palm Beach	Flood Vulnerability Assessment Update	\$105,000	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
City of West Palm Beach	City of West Palm Beach Vulnerability Assessment	\$192,475	City-wide vulnerability assessment	Coastal	Palm Beach
Town of Briny Breezes	Town-wide Vulnerability Assessment & Coastal Protection Plan	\$330,000	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
Palm Beach County	Palm Beach County Flooding and Sea Level Rise Vulnerability Assessment	\$500,000	County-wide vulnerability assessment covering only unincorporated areas	Coastal	Palm Beach



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Village of Tequesta	Village of Tequesta Vulnerability Assessments and Adaptations Plans	\$95,000	Village-wide vulnerability assessment	Coastal	Palm Beach
Pasco County	Pasco County 2050 Comprehensive Plan Update - Peril of Flood Draft Amendments	\$75,000	Comprehensive plan amendment language for peril of flood compliance	Coastal	Pasco
City of Port Richey	Resiliency Plan	\$75,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Pasco
City of New Port Richey	Sea Level Rise-Flooding Vulnerability Assessment	\$185,000	City-wide vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Pasco
City of St. Pete Beach	Update to St. Pete Beach Vulnerability Assessment	\$64,000	City-wide vulnerability assessment including peril of flood amendments	Coastal	Pinellas



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Tarpon Springs	City of Tarpon Springs Vulnerability Assessment and Action Plan (VAAP)	\$75,000	Vulnerability assessment and adaptation plan	Coastal	Pinellas
City of Clearwater	Vulnerability Assessment	\$197,848	City-wide vulnerability assessment	Coastal	Pinellas
Pinellas County	Pinellas County Vulnerability Assessment	\$700,000	County-wide vulnerability assessment, including all incorporated municipalities, and adaptation plan including peril of flood amendments	Coastal	Pinellas
Putnam County	Putnam County Vulnerability Assessment and Resiliency Inventory	\$150,000	County-wide vulnerability assessment including some incorporated municipalities and an adaptation plan	Inland	Putnam
Santa Rosa County	Santa Rosa County Gulf Breeze Peninsula Project Framework	\$75,000	Adaptation plan	Coastal	Santa Rosa
Santa Rosa County	Santa Rosa County Sea Level Rise Vulnerability Assessment	\$147,666	County-wide vulnerability assessment including all incorporated municipalities	Coastal	Santa Rosa



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
City of Sarasota	Update to Existing Climate Vulnerability Assessment and Adaptation Plan	\$95,773	City-wide vulnerability assessment and adaptation plan	Coastal	Sarasota
City of North Port	Vulnerability Assessment and Adaptation Plan	\$200,000	City-wide vulnerability assessment and adaptation plan	Coastal	Sarasota
Sarasota County	Sarasota County Vulnerability Assessment and Resiliency Plan	\$275,000	County-wide vulnerability assessment covering only unincorporated areas, and adaptation plan, including peril of flood amendments	Coastal	Sarasota
City of Venice	City of Venice Resilience Plan Update	\$60,000	City-wide vulnerability assessment and adaptation plan	Coastal	Sarasota
City of St. Augustine	City of St. Augustine Back Bay Feasibility Study with the Army Corps of Engineers	\$500,000	City-wide vulnerability assessment	Coastal	St. Johns



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
St. Johns County	St. Johns County Vulnerability Assessment	\$500,000	County-wide vulnerability assessment including all incorporated municipalities and adaptation plan	Coastal	St. Johns
St. Lucie County	Shoreline & Habitat Assessment and Update to 2021 Vulnerability Assessment	\$197,500	County-wide vulnerability assessment including all incorporated municipalities	Coastal	St. Lucie
City of Edgewater	Vulnerability Assessment (VA) and Adaptation Action Plan (AAP)	\$75,000	City-wide vulnerability assessment and adaptation plan	Coastal	Volusia
City of Ormond Beach	Resilient Ormond Beach	\$75,000	Vulnerability assessment and adaptation plan including peril of flood amendments	Coastal	Volusia
Town of Ponce Inlet	Town of Ponce Inlet Watershed Master Plan	\$123,000	Vulnerability assessment limited to the stormwater system	Coastal	Volusia



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Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Volusia County	Countywide Vulnerability Assessment with Community Engagement	\$288,000	County-wide vulnerability assessment covering only unincorporated areas	Coastal	Volusia
Totals	98 Awards	\$19,364,014			



Agreement Number	Project Sponsor Name	Project Title
22PLN01	Brevard County	Update to Existing Vulnerability
22PLN02	City of Palm Bay (R2212)	Social and Economic
22PLN03	City of Satellite Beach	City of Satellite Beach Resiliency Analysis and Solutions Implementation Project
22PLN04	Town of Indialantic (R2205)	Town of Indialantic Hydrologic and Hydraulic Study
22PLN05	Clay County Board of County Commissioners	Clay County Flooding Vulnerability Assessment
22PLN06	Town of Orange Park	Town of Orange Park Western Town Vulnerability Assessment
22PLN07	City of Jacksonville	Vulnerability Assessment For
22PLN08	City of Jacksonville Beach	City of Jacksonville Beach Vulnerability Analysis
22PLN09	City of Neptune Beach	City of Neptune Beach
22PLN10	City of Apalachicola	Update of Vulnerability Analysis
22PLN11	City of Port St. Joe	Resilient Port St. Joe
22PLN12	City of Stuart (R2220)	City of Stuart Resilient Coastlines
22PLN13	Martin County	Vulnerability Assessment Update & Compliance
22PLN14	Town of Sewall's Point (R2223)	Vulnerability Assessment of
22PLN15	City of Fernandina Beach	Fernandina Beach
22PLN16	City of Apopka	Inland - Flooding Vulnerability
22PLN17	City of Winter Park	City of Winter Park - Climate
22PLN18	City of St. Cloud	City-wide Vulnerability
22PLN19	Putnam County BOCC	Putnam County Vulnerability
22PLN20	City of St. Augustine	City of St. Augustine Back Bay
22PLN21	St. Johns County, Florida	St. Johns County Vulnerability
22PLN22	St. Lucie County	Shoreline & Habitat Assessment
22PLN23	Town of Ponce Inlet (R2207)	Town of Ponce Inlet Watershed
22PLN24	City of Edgewater	Vulnerability Assessment (VA) and Adaptation Action Plan (AAP)
22PLN25	City of Ormond Beach (R2201)	Resilient Ormond Beach
22PLN26	Volusia County	Countywide Vulnerability
22PLN27	Alachua County	Critical Infrastructure and Land Use Climate Vulnerability Analysis
22PLN28	Bay County	Vulnerability Assessment for Bay
22PLN29	City of Lynn Haven	Vulnerability Assessment
22PLN30	City of Panama City	Panama City Vulnerability

22PLN31	City of Crystal River	Vulnerability Assessment: SLR Asset Impact and Repetitive Loss
22PLN32	Dixie County Board of County	Dixie County Flood Mitigation
22PLN33	City of Pensacola	Pensacola Vulnerability
22PLN34	Escambia County (R2222)	Escambia County Social
22PLN35	Escambia County on behalf of	Compound rain-tide floods in
22PLN36	City of Flagler Beach (with Town	Vulnerability Assessment (VA)
22PLN37	Flagler County	Flagler County Vulnerability
22PLN38	City of Cedar Key	Assessment and Planning for a
22PLN39	Santa Rosa County	Santa Rosa County Sea Level
22PLN40	Santa Rosa County (R2234)	Santa Rosa County Gulf Breeze
22PLN41	City of Dania Beach	Dania Beach Vulnerability
22PLN42	City of Fort Lauderdale	Vulnerability Assessment for City of Fort Lauderdale
22PLN43	City of Hallandale Beach	Always Ready Hallandale Beach
22PLN44	City of Hollywood	Citywide Vulnerability
22PLN45	City of Lauderhill	Lauderhill Vulnerability Assessment Plan
22PLN46	City of Pompano Beach (R2202)	City of Pompano Beach Vulnerability Assessment
22PLN47	City of Wilton Manors	Sea Level Rise Vulnerability
22PLN48	City of Doral	Update to Stormwater
22PLN49	City of Miami (R2217)	City of Miami Critical Facilities
22PLN50	City of Miami Beach	Vulnerability Assessment
22PLN51	City of Miami Springs	City of Miami Springs
22PLN52	City of North Miami	Vulnerability Assessment Part 2
22PLN53	City of North Miami Beach	Vulnerability Assessment
22PLN54	City of West Miami	West Miami Vulnerability Assessment
22PLN55	Miami-Dade County	Adaptation Action Area Planning
22PLN56	Miami-Dade County (R2215)	Miami-Dade County seeks to
22PLN57	North Bay Village (R2213)	North Bay Village Vulnerability
22PLN58	Town of Cutler Bay (R2218)	Cutler Bay Conservation &
22PLN59	Town of Golden Beach	Resiliency Plan
22PLN60	Town of Medley	Stormwater Master Plan update and Vulnerability Assessment study
22PLN61	Village of Bal Harbour	Vulnerability Assessment and Adaptation Plan
22PLN62	Village of Biscayne Park	Vulnerability Assessment and Resilience Strategy Master Plan
22PLN63	Village of Pinecrest	Pinecrest Comprehensive Vulnerability Assessment

22PLN64	City of Key West (R2206)	Key West Comprehensive
22PLN65	City of Marathon	City of Marathon Vulnerability
22PLN66	Monroe County	Monroe County Vulnerability
22PLN67	Monroe County (R2210)	Monroe County Natural
22PLN68	Village of Islamorada	Vulnerability Assessment &
22PLN69	Town of Briny Breezes	Town-wide Vulnerability
22PLN70	Town of Palm Beach	Coastal Flood Vulnerability
22PLN71	City of Delray Beach	City of Delray Beach Critical
22PLN72	City of West Palm Beach	City of West Palm Beach
22PLN73	Palm Beach County	Palm Beach County Flooding and
22PLN74	Town of Palm Beach Shores	Palm Beach Shores Vulnerability
22PLN75	Village Of Tequesta	Village of Tequesta Vulnerability Assessments and Adaptations
22PLN76	City of Punta Gorda	Climate Adaptation Plan Update
22PLN77	City of Naples	City of Naples Climate Adaptation and Mitigation Plan
22PLN78	City of Tampa	Citywide Vulnerability
22PLN79	City of Tampa (R2219)	Davis Islands Pilot Study: Collection of Data for
22PLN80	Hillsborough County (R2209)	Port Tampa Bay Vulnerability Assessment and Resiliency Planning Project
22PLN81	City of Cape Coral	Flood Vulnerability Assessment
22PLN82	City of Sanibel	Vulnerability Assessment and
22PLN83	Lee County Board of County	Lee County Vulnerability
22PLN84	City of Anna Maria (R2216)	Vulnerability Assessment:
22PLN85	City of Palmetto/Community	Sea Level Rise Vulnerability
22PLN86	Manatee County	Improving Resilience in Manatee
22PLN87	Town of Longboat Key	Town of Longboat Key Sea Level
22PLN88	City of New Port Richey	Sea Level Rise-Flooding
22PLN89	City of Port Richey	Resiliency Plan
22PLN90	Pasco County (R2214)	Pasco County 2050
22PLN91	City of Clearwater	Vulnerability Assessment with
22PLN92	City of St. Pete Beach	Update to St. Pete Beach Phase
22PLN93	City of Tarpon Springs (R2208)	City of Tarpon Springs
22PLN94	Pinellas County	Pinellas County Vulnerability
22PLN95	City of North Port	North Port Vulnerability
22PLN96	City of Sarasota	Update to Existing Climate
22PLN97	City of Venice	City of Venice Resilience Plan Update
22PLN98	Sarasota County	Sarasota County Vulnerability

Award Amount	County	Grant Manager
\$364,500.00	Brevard	Jeremy Jimenez
\$100,000.00	Brevard	Jeremy Jimenez
\$275,000.00	Brevard	Jeremy Jimenez
\$86,810.00	Brevard	Jeremy Jimenez
\$400,000.00	Clay	Jeremy Jimenez
\$150,000.00	Clay	Jeremy Jimenez
\$500,000.00	Duval	Jeremy Jimenez
\$194,000.00	Duval	Jeremy Jimenez
\$100,000.00	Duval	Jeremy Jimenez
\$72,500.00	Franklin	Jeremy Jimenez
\$218,895.00	Gulf	Jeremy Jimenez
\$100,000.00	Martin	Jeremy Jimenez
\$191,100.00	Martin	Jeremy Jimenez
\$100,000.00	Martin	Jeremy Jimenez
\$82,997.00	Nassau	Jeremy Jimenez
\$100,000.00	Orange	Jeremy Jimenez
\$100,000.00	Orange	Jeremy Jimenez
\$200,000.00	Osceola	Jeremy Jimenez
\$150,000.00	Putnam	Jeremy Jimenez
\$500,000.00	St. Johns	Jeremy Jimenez
\$500,000.00	St. Johns	Deneka Smith
\$197,500.00	St. Lucie	Deneka Smith
\$123,000.00	Volusia	Deneka Smith
\$75,000.00	Volusia	Deneka Smith
\$75,000.00	Volusia	Deneka Smith
\$288,000.00	Volusia	Deneka Smith
\$338,435.00	Alachua	Deneka Smith
\$150,000.00	Bay	Deneka Smith
\$160,000.00	Bay	Deneka Smith
\$274,000.00	Bay	Deneka Smith

\$200,000.00	Citrus	Deneka Smith
\$240,000.00	Dixie	Deneka Smith
\$159,600.00	Escambia	Deneka Smith
\$272,930.24	Escambia	Deneka Smith
\$687,500.00	Escambia	Deneka Smith
\$100,000.00	Flagler	Deneka Smith
\$75,000.00	Flagler	Deneka Smith
\$185,000.00	Levy	Deneka Smith
\$147,666.00	Santa Rosa	Deneka Smith
\$75,000.00	Santa Rosa	Deneka Smith
\$95,500.00	Broward	Lisa Widener
\$135,000.00	Broward	Lisa Widener
\$75,000.00	Broward	Lisa Widener
\$800,000.00	Broward	Lisa Widener
\$180,000.00	Broward	Lisa Widener
\$185,000.00	Broward	Lisa Widener
\$95,500.00	Broward	Lisa Widener
\$165,000.00	Miami-Dade	Lisa Widener
\$197,574.81	Miami-Dade	Lisa Widener
\$454,000.00	Miami-Dade	Lisa Widener
\$174,600.00	Miami-Dade	Lisa Widener
\$124,916.00	Miami-Dade	Lisa Widener
\$50,000.00	Miami-Dade	Lisa Widener
\$55,500.00	Miami-Dade	Lisa Widener
\$150,000.00	Miami-Dade	Lisa Widener
\$160,000.00	Miami-Dade	Lisa Widener
\$150,000.00	Miami-Dade	Lisa Widener
\$125,000.00	Miami-Dade	Lisa Widener
\$75,000.00	Miami-Dade	Lisa Widener
\$174,600.00	Miami-Dade	Lisa Widener
\$169,700.00	Miami-Dade	George Frisby
\$85,600.00	Miami-Dade	George Frisby
\$190,000.00	Miami-Dade	George Frisby

\$905,500.00	Monroe	George Frisby
\$240,000.00	Monroe	George Frisby
\$139,350.00	Monroe	George Frisby
\$75,000.00	Monroe	George Frisby
\$178,100.00	Monroe	George Frisby
\$330,000.00	Palm Beach	George Frisby
\$105,000.00	Palm Beach	George Frisby
\$100,000.00	Palm Beach	George Frisby
\$192,475.00	Palm Beach	George Frisby
\$500,000.00	Palm Beach	George Frisby
\$28,500.00	Palm Beach	George Frisby
\$95,000.00	Palm Beach	George Frisby
\$50,000.00	Charlotte	George Frisby
\$387,255.00	Collier	George Frisby
\$495,000.00	Hillsborough	George Frisby
\$75,000.00	Hillsborough	George Frisby
\$75,000.00	Hillsborough	George Frisby
\$75,000.00	Lee	Hanna Tillotson
\$124,000.00	Lee	Hanna Tillotson
\$383,000.00	Lee	Hanna Tillotson
\$75,000.00	Manatee	Hanna Tillotson
\$150,000.00	Manatee	Hanna Tillotson
\$75,000.00	Manatee	Hanna Tillotson
\$131,289.00	Manatee and	Hanna Tillotson
\$185,000.00	Pasco	Hanna Tillotson
\$75,000.00	Pasco	Hanna Tillotson
\$74,999.56	Pasco	Hanna Tillotson
\$197,848.00	Pinellas	Hanna Tillotson
\$64,000.00	Pinellas	Hanna Tillotson
\$75,000.00	Pinellas	Hanna Tillotson
\$700,000.00	Pinellas	Hanna Tillotson
\$200,000.00	Sarasota	Hanna Tillotson
\$95,773.00	Sarasota	Hanna Tillotson
\$60,000.00	Sarasota	Hanna Tillotson
\$275,000.00	Sarasota	Hanna Tillotson

\$19,364,013.61 TOTAL

Grant Manager Email Address	Grant Manager Phone Number
Jeremy.D.Jimenez@FloridaDEP.gov	850-245-8335
Deneka.Smith@FloridaDEP.gov	850-245-2171

Lisa.Widener@FloridaDEP.gov

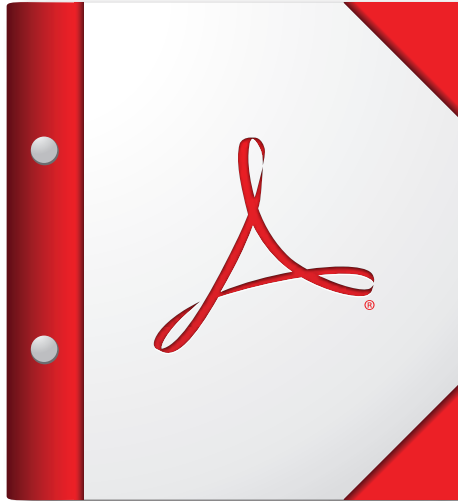
850-245-8323

George.Frisby@FloridaDEP.gov

850-245-8332

Hanna.Tillotson@FloridaDEP.gov

850-245-7540



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Acrobat X or Adobe Reader X, or later.**

[Get Adobe Reader Now!](#)

From: [Kayle Moore](#)
To: [Dennis Barron](#)
Subject: Fw: Application Submitted
Date: Wednesday, June 29, 2022 8:24:17 AM

re-forward

From: noreply@salesforce.com <noreply@salesforce.com> on behalf of Kayle Moore <kmoore@jaxbchfl.net>
Sent: Wednesday, June 22, 2022 2:25 PM
To: Kayle Moore
Subject: Application Submitted

This is not a notice of award

Greetings,

Your community's () Resilient Florida Program grant application for the project titled "City of Jacksonville Beach Adaptation Plan" has been successfully submitted. The serial number associated with your application is **Application #RAN-00072**. If you have questions or concerns and need to contact us regarding your application, please provide your project title and serial number so that we may better assist you.

Please visit the Resilient Florida Program [website](#) to view the latest Program information as well as any additional grant opportunities and grant award calendar within the Office of Resilience and Coastal Protection.

Sincerely,
Resilient Florida Program
Office of Resilience and Coastal Protection
Resilience@FloridaDEP.gov
(850) 245-7600

This is not a notice of award



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Karen Nelson, Deputy City Manager
DATE:	07/13/2022
SUBJECT:	Interim Short-Term Services Agreement with the City of Jacksonville for Operation of the Jacksonville Beach Pier

BACKGROUND

At a City Council briefing on February 14, 2022, Council directed staff to contact the City of Jacksonville (COJ) to explore options for the City of Jacksonville Beach (COJB) to participate in the management of operations of the Jacksonville Beach Pier. Since that date, staff met with COJ on several occasions to explore the following options:

1. The COJB enter into an agreement with the COJ to participate in the RFP development and selection process for a pier vendor, and be assigned contract management and enforcement authority. This would allow the local government closest to the asset and services to have a direct hand in responding to issues and provide contractual quality assurance.
2. The COJB be allowed to perform an RFP process, select a vendor, and provide contractual management and enforcement authority.
3. The COJB enter into an agreement with the COJ to be the pier vendor with City employees providing and performing all services associated with pier operations. This option would place total control of customer service, visitor experience, and quality control in the hands of the COJB.

Any of these options would require a long-term agreement to be executed between COJB and COJ, as well as a minimum of six months lead time to allow for planning, budgeting, staffing, and execution. With that in mind, staff began working with COJ to draft an interim agreement to define each city's responsibilities for pier operations in the short-term.

The COJ made the decision to open the pier to the public on July 6, 2022. With no interim agreement in place, the COJB verbally agreed to assist in pier management by providing staff to open and close the pier each day, and arranged for a contractor to collect the garbage/empty cans once per day. In a meeting on July 11, 2022, both parties agreed that the COJ is in a better position to secure a vendor for pier management and to retain responsibility for pier operations in the long term. There was also agreement that there is opportunity for a partnership in which the COJB can assist in observing vendor compliance with contractual obligations, and both parties can collaborate on future programming and operations.

The Interim Short-Term Service Agreement defines the responsibilities that the COJB will have in the interim period until the COJ has secured a vendor and re-assumed full management of the pier. The agreement covers a maximum period of six months, with an expiration date of



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December 5, 2022, unless either party terminates the agreement before that date. The City's obligations under the interim agreement include:

- Jacksonville Beach will, at no cost to Jacksonville, provide staff to open and close the Pier daily from approximately sunrise to sunset, weather dependent; the City of Jacksonville Beach will not be required to have staff or contractors present on the Pier during open hours.
- Jacksonville Beach will have cleaning responsibilities as defined below:
 - a. Provide trash removal from garbage cans once per day.
 - b. Provide hosing down of Pier once per week.

FINANCIAL IMPACT

- Trash removal from garbage cans once per day: \$2,600 per month (performed by Beach Raker LLC based on 30 garbage cans).
- Provide hosing down of the pier once per week: \$855 per week (performed by Biotraits Chemical Inc based on 8 hours per week).

The cost of garbage removal will be adjusted based on the number of cans that are placed on the pier. The maximum estimated cost of trash removal and pier cleaning is \$36,000.00 for six months.

REQUESTED ACTION

Approve/Disapprove an Interim Short-Term Services Agreement with the City of Jacksonville for the operation of the Jacksonville Beach Pier and authorize the Mayor and City Manager to execute the final Agreement

ATTACHMENTS

1. Interim Short-Term Services Agreement

INTERIM SHORT-TERM SERVICES AGREEMENT

(For Operation of the Jacksonville Beach Pier)

THIS INTERIM SHORT-TERM SERVICES AGREEMENT (the “Agreement”) for the short-term operation of the Jacksonville Beach Public Pier (the “Pier”) is made and entered into this ____ day of _____, 2022 (the “Effective Date”), by and between the **CITY OF JACKSONVILLE**, a consolidated municipal corporation and political subdivision existing under the Constitution and laws of the State of Florida (“Jacksonville” or “City”), and the **CITY OF JACKSONVILLE BEACH**, a municipal corporation existing under the Constitution and laws of the State of Florida (“Jacksonville Beach”).

WHEREAS, Jacksonville and Jacksonville Beach desire to enter into this Agreement for Jacksonville Beach’s short-term operation of the Pier; and

WHEREAS, Jacksonville and Jacksonville Beach have negotiated mutually satisfactory terms for short-term operation by Jacksonville Beach of the Pier; now therefore

IN CONSIDERATION of the premises and mutual covenants hereinafter contained and of other good and valuable consideration acknowledged by the parties to be sufficient, the parties agree as follows:

1. **Recitals:** The above-stated recitals are accurate, true, and correct and are incorporated herein and made a part hereof by this reference.

2. **Period of Service:** This Agreement shall commence on the Effective Date and shall continue in full force and effect up to December 5, 2022, unless earlier terminated by the parties pursuant to Section 12 below.

3. **Operational Responsibilities of Jacksonville Beach.** Jacksonville Beach will, at no cost to Jacksonville, provide staff to open and close the Pier daily from approximately sunrise to sunset, weather dependent; the City of Jacksonville Beach will not be required to have staff or contractors present on the Pier during open hours.

4. **No Fees During Interim Agreement; Other costs.**

- a. During this Agreement term, Jacksonville Beach shall not charge any fees to the public to use the Pier recreationally.
- b. The Parties acknowledge that Pier Daily Entry and Pass Fees charged to the public for recreational use of the Pier, including Daily, Monthly, Six Month, and Annual Sightseers and Fishing Passes, may be implemented upon the termination or expiration of this Agreement.
- c. Jacksonville will pay for all forms of utilities, including gas, water, power, sewer, and electricity; Jacksonville Beach will pay for garbage. Phone, internet and security systems associated with the concession building will only be applicable if Jacksonville Beach contracts with a vendor for the building during the Period of Service.

5. **Cleaning Responsibilities.** Jacksonville Beach will have Cleaning Responsibilities as defined below, beginning on _____, 2022, separate and apart from the Effective Date of this Agreement.

- a. Provide trash removal from garbage cans once per day.

- b. Provide hosing down of Pier once per week.

6. **Security, Fencing and Locking System.** To the extent that security is provided, Jacksonville, at its sole expense, will be responsible for providing such security. Jacksonville shall, at its sole expense, maintain Pier fencing, which shall include an access gate and a locking system such as a lock box or cypher lock. Jacksonville shall provide Jacksonville Beach with all instructions necessary to unlock any system utilized to secure the access gate and/or Pier fencing so as to ensure that Jacksonville Beach employees can open and close the facility daily pursuant to this Agreement.

7. **Alterations.** Jacksonville Beach shall obtain the written approval of Jacksonville before making any alterations or improvements to the Pier. Jacksonville shall not unreasonably withhold its consent to any such alterations.

8. **Responsibilities of Jacksonville:** As Pier owner, Jacksonville will:

- a. Apply for the Pier's commercial fishing license, so that such may be issued and available for public use by no later than July 20, 2022.
- b. Be responsible for the facility maintenance of the building, including routine inspections of the Pier, its piles, decking, rails, shade structures, and concession building;
- c. Perform all minor and major maintenance repairs to the Pier, piles, decking, rails, shade structures, and concession building, including lighting, HVAC, electrical, roofing, and interior finishes; and
- d. Perform landscape maintenance at the Pier entry way only.
- e. Perform any other services not explicitly identified as a responsibility of Jacksonville Beach.

9. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, the City's maximum indebtedness for all products and services under this Contract shall be a fixed monetary amount not-to-exceed: ZERO AND 00/100 DOLLARS (\$0.00).

10. **Required City Procurement Provisions.** Jacksonville Beach shall adhere to the required City procurement provisions attached hereto as **Exhibit A** during the term of the Agreement.

11. **Force Majeure, Notice of Delay, and No Damages for Delay.** Neither party shall be responsible for delays in performance if the delay was beyond that party's control (or the control of its employees, subcontractors, or agents). A party shall notify the other party in writing of any such delay or potential delay and describe the cause of the delay either (1) within five (5) calendar days after the cause that creates or will create the delay first arose, if the party could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within one (1) calendar day after the date the party first had reason to believe that a delay could result. Based upon such notice, a party will give the other party a reasonable extension of time to perform.

12. **Termination; remedies.** The parties may terminate this Agreement prior to December 5, 2022, upon 15 calendar days' notice to the other party. In the event of a dispute concerning the terms of this Agreement, the parties shall be entitled to pursue any and all remedies, both in equity and at law.

13. **Notices.** All notices under this Agreement shall be in writing and may be delivered by certified mail, return receipt requested, regular mail, or by other delivery, with sufficient proof of receipt to the following:

As to Jacksonville:

Department of Parks, Recreation and Community Services
City of Jacksonville
214 N. Hogan Street, 4th Floor
Jacksonville, Florida 32202
Attn: Director

With a copy to:

Office of General Counsel
117 W. Duval Street, Suite 480
Jacksonville, Florida 32202
Attn: Corporation Secretary

As to Jacksonville Beach:

Mike Staffopoulos, PE, ICMA-CM
City Manager
11 North 3rd Street
Jacksonville, Beach, Florida

14. **Agreement Managers.** Each Party will designate an Agreement Manager during the term of this Agreement whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Agreement. As of the Effective Date, Jacksonville's Agreement Manager is Daryl Joseph, Parks, Director of Recreation and Community Services Department (904.255.7903; djoseph@coj.net), and Jacksonville Beach's Agreement Manager is Jason Phitides (904.247.6237; JPhitides@jaxbchfl.net). Each Party shall provide prompt written notice to the other Party of any changes to the Party's Agreement Manager or his or her contact information; provided, such changes shall not be deemed Agreement amendments and may be provided via email.

15. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto for the services to be performed and furnished. No statement, representation, understanding, writing, agreement, course of action, or course of conduct made by either party or any representative of either party which is not expressed herein shall be binding.

16. **Amendments.** All changes to, additions to, modifications of, or amendments to this Agreement or any of the terms, provisions, and conditions hereof shall be binding only when in writing and signed by the authorized officer, agent, or representative of each of the parties hereto.

17. **Authority.** Jacksonville and Jacksonville Beach each represents and warrants to the other that: (i) it has the authority to enter into this Agreement; (ii) it shall undertake and perform its respective obligations hereunder; (iii) entering into this Agreement will not conflict or result in a breach of any other agreement to which each party is subject; and, (v) the individuals signing on behalf of each party have authorization to do so.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the Effective Date.

ATTEST:

CITY OF JACKSONVILLE

James R. McCain, Jr.
Corporation Secretary

Lenny Curry
Mayor

Form Approved:

Office of General Counsel

ATTEST:

CITY OF JACKSONVILLE BEACH

Christine H. Hoffman
Mayor

Form Approved:

Sandra R. Robinson
City Attorney

Michael J. Staffopoulos
City Manager

Exhibit A

City Required Provisions

(a) Retention of Records/Audit. As required by Section 126.108(a), *City of Jacksonville Ordinance Code*, the Jacksonville Beach shall maintain all business records directly pertinent to the performance of this Agreement (“Records”) and shall make such Records available at all reasonable times for examination by City during the period of this Agreement.

(b) Compliance with Laws. As required by Section 126.108(b), *City of Jacksonville Ordinance Code*, the Jacksonville Beach must comply with any and all federal, state, and local laws, rules, regulations, and ordinances, as the same exist and may be amended from time to time applicable to Jacksonville Beach. Such laws, rules, regulations, and ordinances may include, but are not limited to, Chapter 119, Florida Statutes (the Florida Public Records Law) and Section 286.011, Florida Statutes (the Florida Sunshine Law), as they apply to this Agreement. If any of the obligations of Jacksonville Beach under this Agreement are to be performed by a subcontractor, Jacksonville Beach must ensure that the provisions of this Section shall be incorporated into and become a part of the subcontract.

(c) Non-discrimination. As required by Section 126.404, *City of Jacksonville Ordinance Code*, Jacksonville Beach represents that it has adopted and will maintain throughout the term of this Agreement a policy of nondiscrimination or nonharassment against any person with regard to race, color, sex (including pregnancy), sexual orientation, gender identity or expression, religion, political affiliation, national origin, disability, age, marital status, veteran status, or any other impermissible factor in recruitment, hiring, compensation, training, placement, promotion, discipline, demotion, transfers, layoff, recall, termination, working conditions, and related terms and conditions of employment. Jacksonville Beach agrees that, on written request, it will permit reasonable access to its records of employment, employment advertisement, application forms and other pertinent data and records, by the Executive Director of the Jacksonville Human Rights Commission, or successor agency or commission, for the purpose of investigation to ascertain compliance with the nondiscrimination provisions of this Agreement; *provided however*, that Jacksonville Beach shall not be required to produce, for inspection, records covering periods of time more than one (1) year prior to the day and year first above written. Jacksonville Beach agrees that, if any of the services to be provided pursuant to this Agreement are to be performed by a subcontractor, the provisions of this Section shall be incorporated into and become a part of the subcontract.

(d) Public Records. In accordance with Section 119.0701, Florida Statutes, Jacksonville Beach shall:

- i. Keep and maintain public records required by City to perform the services under this Agreement; and
- ii. Upon request from City’s custodian of public records, provide City with a copy of the requested records or allow records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for in Chapter 119, Florida Statutes, or as otherwise provided by law; and

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements, including medical records, are not disclosed except as authorized by law for the duration of this Agreement term and following completion of this Agreement if Jacksonville Beach does not transfer the records to City; and

iv. Upon completion of this Agreement, transfer to City at no cost all public records in possession of Jacksonville Beach or keep and maintain public records required by City to perform the service. If Jacksonville Beach transfers all public records to City upon completion of this Agreement, such party shall destroy any duplicate public records in its possession that are exempt or confidential and exempt from public records disclosure requirements. If Jacksonville Beach keeps and maintains public records upon completion of this Agreement, Jacksonville Beach shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records in a format that is compatible with City's information technology systems.

The above requirements apply to Jacksonville Beach to the extent each is a "Contractor" as defined in Section, 119.0701, Florida Statutes.

IF JACKSONVILLE BEACH HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS AT (904) 255-7674; PRRGOVQA@COJ.NET; CITY OF JACKSONVILLE, PUBLIC RECORDS REQUEST, 214 N. HOGAN STREET, SUITE 1180, JACKSONVILLE, FLORIDA 32202.

(e) Binding Effect. This Agreement shall be enforceable in accordance with its terms by the parties hereto and shall be binding upon, and inure to the benefit of the parties hereto and their respective successors and permitted assigns. Nothing in this Agreement shall confer any rights or benefits upon any person other than the parties hereto and their respective successors and permitted assigns.

(f) Exclusive Jurisdiction and Venue. Venue for any litigation, legal action or other proceeding brought for the interpretation or enforcement of this Agreement, or because of a dispute or alleged breach or default in connection with any provision of this Agreement, shall lie solely in the state courts of the State of Florida located in Duval County, Florida. The parties (a) consent to personal jurisdiction and venue in such courts; (b) agree that such courts shall have exclusive jurisdiction over any matters arising out of or related to this Agreement; (c) acknowledge and agree that they will accept service of process by registered or certified mail or the equivalent directed to their last known address as determined by the other party or parties or by whatever other means are permitted by such courts; and (d) waive all claims to the effect that any of the aforementioned courts constitutes an inconvenient forum.

(g) Counterparts; electronic signature. This Agreement may be executed in any number of counterparts, and each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute one and the same agreement. Delivery of an executed counterpart of this Agreement by facsimile or other electronic transmission (including PDF) shall have the same force and effect as delivery of a manually executed counterpart of this Agreement.