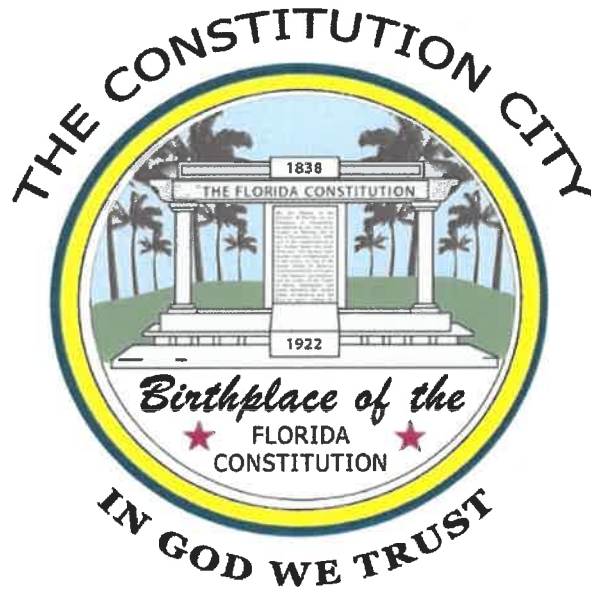


**November 20, 2018
Regular Meeting
6:00 P.M.
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Bo Patterson, Mayor-Commissioner
Eric Langston, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Scott Hoffman, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose 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 Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting
6:00 P.M.
2775 Garrison Avenue
Tuesday November 20, 2018

Call to Order

Consent Agenda

Minutes

- Emergency Meeting 10/30/18 Pages 1-2
- Joint City/County Meeting 11/1/18 Pages 3-4
- Emergency Meeting 11/1/18 Pages 5-6
- Regular Meeting 11/6/18 Pages 7-9

Bldg. Dept.- Update

- Planning Board Recommendations Page 10
- Resolution 2018-13 Page 11

PSJRA- Update

City Attorney

- Update

Old Business

- CDBG Update- Bruce Ballister
- Hurricane Michael- Update Page 12
 - SBA
- TRIUMP Funds

New Business

- Waste Pro Contract
- Utility Billing for October

Public Works

- Sewer Lift Stations- Task Order Page 13-14

Surface Water Plant

- RFP 2018-14 Biological Dredging Page 15-16

Waste Water Plant

- Update

Finance Director

- Update

City Engineer

- Langston Drive Sidewalk- Update

- **Trail Lighting- Update**
- **Road Paving**
 - **Update On Current Projects**
 - **Expenditure of Remaining Funds**

Code Enforcement

- **Update**

Police Department

- **Update**

City Clerk

- **Christmas on the Coast- 12/8 at 6:00**

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

MINUTES OF THE EMERGENCY MEETING FOR HURRICANE MICHAEL OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 305 CECIL G. COSTIN, SR., BLVD., OCTOBER 30, 2018, AT 5:30 P.M.

The following were present: Mayor Patterson, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief of Police Matt Herring, and Finance Director Michael Lacour, were also present. Attorney Albritton participated by telephone, Commissioner Langston joined the meeting at 5:35 P. M. and Commissioner Ashbrook was absent.

The Purpose of the meeting was to update the Commission on Hurricane Michael recovery efforts.

Call to Order

Agenda

Hurricane Michael

Resolution 2018-12 Local State of Emergency

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to extend the Local State of Emergency another 7 days. All in favor; Motion carried 3-0.

Commissioner Langston joined the meeting at 5:35 P.M.

Gulf County Disaster Recovery Consultant Services – Horne LLP

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to join with the county in ratifying Horne LLP as the Consultant Services for the City. All in favor; Motion carried 4-0.

Building Department Update

Willie Payne stressed the need for residents to get permits and a certified contractor before beginning work on their homes. He noted that inspections of homes has begun and noted that all plugs and wiring that came in contact with salt water would have to be replaced.

Salvation Army Update

Laurie Fried, Emergency Disaster Service requested that the Washington Gym be designated as a storage Distribution Center where supplies could be housed. A Motion was made by Commissioner Langston, second by Commissioner Lowry, to designate the Washington Gym as a Distribution site for 60 days. All in favor; Motion carried 4-0.

Chester Davis and Dannie Bolden expressed their appreciation for the support of the Salvation Army, their programs, and the local volunteers that have been working at the Washington Gym.

FEMA Update

Brenda Gustafson of FEMA updated the Commission on shelter counts, noted a job portal has been opened for displaced workers, and shared the D-SNAP Program starts tomorrow. She also noted that COBRA homes are not covered by FEMA, TSA has been turned on, and FEMA is working with the state on NFIP maps.

Utilities Update

Mr. Anderson noted the Boil Water Notice has been lifted for the City of Port St. Joe, Oak Grove, and White City. All other areas are still under the Boil Water Notice.

City crews are making repairs to the sewer lines on the cape.

EOC Update – Chief Herring noted that ten deputies from other counties are patrolling each shift, the City has been self-sufficient since October 15, 2018, and the curfew may be lifted tomorrow. Chief Herring also shared that Halloween festivities will be held at Port St. Joe Elementary School tomorrow at 5:30 P.M.

Consensus of the Commission was that today's meeting should be continued to Thursday, November 1, 2018, at 5:30 P.M.

The following individuals gave updates from their respective entities:

Jonas Ballreich – Volunteer Coordinator for Gulf County
Cathy Christo - Red Cross
Jim Muilenburg - US Army Corps of Engineer

Citizens to be Heard

Phil Earley asked if the Building Department was open to secure building permits.

George R. Kelley requested clarification of permits, and questioned what would be done concerning mold that is coming from other houses. For mold issues, Mr. Kelley was encouraged to contact the Building Department.

Hayes Woodward stated that for rebuilding purposes, he understood the property value would be market value before Hurricane Michael.

Commissioner Hoffman emphasized that the City would do what they could to help resident rebuild but that the FL Statutes and FL Building Code must be followed.

Consensus of the Board was to have a joint Workshop with the City and County Building Departments.

Rhonda Woodward shard that she felt there should be a better way to get information to residents as all of them do not use internet and website sites.

It was noted that the dumpster at the Scout Hut is a mess and needs help. Chester Davis stated WastePro is working on the issues and are back on schedule even though they are a little behind.

Discussion Items by Commissioners

Commissioner Hoffman noted that all of his concerns had been addressed and the Centennial Building will remain open until all needs of the citizens are met.

Commissioner Lowry requested that the City and County meet on FEMA Purchases and Reimbursements.

Commissioner Lowry did not have anything else to discuss.

Mayor Patterson commended everyone on their efforts during Hurricane Michael and noted we have come a long way in three weeks.

The meeting was recessed at 6:40 P.M.

Approved this _____ day of _____ 2018.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE WORKSHOP FOR THE JOINT CITY / COUNTY
COMMISSION MEETING OF THE BOARD OF CITY COMMISSIONERS FOR
THE CITY OF PORT ST. JOE FLORIDA AND THE GULF COUNTY BOARD OF
COUNTY COMMISSIONERS HELD IN THE WARD RIDGE BUILDING ON
NOVEMBER 1, 2018, at 5:00 P.M.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Hoffman, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief of Police Matt Herring, and City Attorney Adam Albritton. Representing the Gulf County Board of County Commissioners were Chairman Sandy Quinn, Vice Chairman Jimmy Rogers, Commissioners Phil McCroan, Ward McDaniel, and David Rich. Others present were: Deputy Clerk Leanna Roberts, County Administrator Michael L. Hammond, County Assistant Administrator Warren Yeager, Jr., Gulf County E.D.C. Director Jim McKnight, Staff Assistant E.D.C. Johanna White, Emergency Management Director Marshall Nelson, Emergency Management Staff Assistant Rachel Jackson, Dewberry/County Engineer Clay Smallwood, III, Office of Management & Budget Director Sherry Herring, County Planner Lee Collinsworth, Public Works & Mosquito Control Director Mark Cothran, Sheriff Mike Harrison, and T.D.C. Executive Director Kelli Godwin.

The purpose of the meeting was to discuss the City and County Building Departments.

Call to Order

The meeting was called to order by Mayor Patterson at 5:00 P.M. He expressed his appreciation for the joint meeting of the Boards and welcomed those present to the meeting.

Agenda

A printed Agenda for the Meeting was distributed. There was one item for discussion: Building Department.

City Manager Jim Anderson shared that we were at a log jam with the Building Department and needed help.

Bo Creel, City Building Inspector, shared that Electrical and Mechanical Permits are being issues, and there have been no major applications for repairs. The flood areas have special needs and teams are ready to go. Mr. Creel noted that a green emblem on the house signifies the house is good to go; yellow emblem indicates there is some damage, and red denotes serious issues or structural issues. If a house is more than 50% damaged, based on pre Hurricane Michael, AD Value, it will have to be brought up to code. He also encouraged home owners to apply to FEMA for assistance. Mr. Creel noted that there are currently 3 inspectors and a clerk on duty but that will be increased as 5 more Inspectors and another clerk will be joining the team on Monday. If residents call by 8 A.M., they should be able to have their property inspected that day.

Commissioner Lowry felt that when people call they need answers and someone should be in the office that can provide accurate information.

Commissioner Hoffman requested that there be at least 1 inspector in the office all day to answer questions and that the inspectors work with the County,

Commissioner Ashbrook was concerned about communications, issues of contractors or homeowners doing the work, local ordinances, the rebuilding of 1' above the base flood level, FEMA and FL Building Code, and the LDR. He noted that you will play by the FEMA rules or there will not be any FNIP.

Mayor Patterson felt that a resident should be able to call the City or County Building Inspector and not be limited to one area.

Mr. Creel asked that an Inter Local Agreement be provided for his records.

Gulf County Commission Chairman, Sandy Quinn, noted the County was here to help and that we are in this together.

Mr. Creel re-emphasized that residents should not do work without a permit.

Gulf County EOC Director, Marshall Nelson, shared that a Disaster Housing Committee is being formed. They are trying to locate areas for housing and housing as well.

Jason Shoaf, St. Joe Natural Gas, asked that residents call before they dig, demolish, or grind.

Roni Coppock shared her concerns about the lack of communications after the hurricane.

After thanking everyone for their attendance, Mayor Patterson adjourned the meeting at 5:32 P.M.

Approved this _____ day of _____ 2018.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

MINUTES OF THE EMERGENCY MEETING FOR HURRICANE MICHAEL OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 305 CECIL G. COSTIN, SR., BLVD., November 1, 2018, AT 5:30 P.M.

The following were present: Mayor Patterson, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief of Police Matt Herring, and City Attorney Adam Albritton were also present.

The Purpose of the meeting was to update the Commission on Hurricane Michael recovery efforts.

Call to Order

Agenda

Hurricane Michael

Holland and Knight Engagement Letter

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to accept the pro-bono officer of Holland and Knight. All in favor; Motion carried 5-0.

Salvation Army

Commissioner Langston about the leaks at the Washington Gym since the tarp has been put on. Mr. Anderson stated he had called the company and they will have someone here today or tomorrow.

In the absence of a representative, Mr. Anderson noted that City Staff is working on a lease agreement for the Washington Gym Distribution Center.

FEMA Update

Documents for the public are being provided by FEMA.

Utilities

Mr. Anderson shared that the Cape San Blas Sewer is back on line, all utilities are up, and the Boil Water Notice remains for Highway 386 to Overstreet.

EOC Update Chief Herring noted there have been non major changes, ten deputies from Hendry and Martin Counties are working with the county; the curfew has been lifted, and the burn ban is still in effect. He reminded the Commission that the Police Department is temporarily housed in the State Attorney's Office at the Court House.

Brian Reilly noted he has been on septic service, has applied for an abandonment, and wanted to know how his request could be advanced. Staff will check on this and get back with Mr. Reilly.

Consensus of the Commission was to return to Regular Meetings beginning November 6, 2018, rather than continue the Emergency Meetings.

Citizens to be Heard

Bill Peavy noted the need to get the business district up and running. He also pointed out the safety issues with a burned building on Reid Avenue and asked that something be done to protect people walking near the building.

Mr. Anderson shared that the building owner has been contacted and that Code Enforcement Officer Burkett is making a list of buildings that need help.

Commissioner Hoffman requested that the City attorney write a letter to the owner of the building.

Updates were received from the following organizations:

Cathy Christo - Red Cross
Jonas Ballreich – Volunteer Coordinator for Gulf County

Josh McCulley noted the AmeriCorps kids were very hard workers and asked where the Blue Roof Program was.

Jim Muilenburg - US Army Corps of Engineers updated the Commission on the Blue Roof Program.

Alisa Wold asked for traffic help on 30A. Chief Herring will get with Sheriff Harrison on this.

Discussion Items by Commission

Commissioner Hoffman reiterated that his main focus is on the Centennial Building, it is not ready to close and will be manned by volunteers as long as there are needs of the citizens.

Neither *Commissioner Lowry* nor *Ashbrook* had anything else to discuss.

Commissioner Langston shared that on November 8, 2018, vegetables and food will be distributed from Tallahassee and there is a need for a tow motor to help unload the truck. It was noted that the County has a tow motor and to contact them concerning the availability of the equipment.

Mayor Patterson noted that he wants to get the downtown district back to where it was; the City has had some hard times, we will fight through them, and come back bigger and stronger than before.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adjourn the meeting at 6:15 P.M.

Approved this _____ day of _____ 2018.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, November 6, 2018, AT 6:00 P.M.**

The following were present: Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Adam Albritton were also present. Mayor Patterson participated by telephone. Mayor Pro tem, David Ashbrook, chaired the meeting.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of October 2, 2018, and the Emergency Meetings of October 8, 2018, October 12, 2018, October 15, 2018, October 17, 2018, October 18, 2018, October 19, 2018, October 22, 2018, October 23, 2018, and October 24, 2018. All in favor; Motion carried 5-0.

Building Department Update – Scooter Hodges, EPCI, shared that the following additional inspectors are working through EPCI: Jena Johnson, Paul Nitz, Ethan Dean, Tony Sapp, and Garrett Pouncy. James Wilson, a building inspector is in the office daily to answer questions. Mr. Hodges noted that the manufacture recommends that electrical wiring submerged by salt water be removed. He also noted it can be cleaned but must be checked and approved by a certified electrician.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA) – Mayor Pro tem Ashbrook advised that the PSJRA is looking at their budget in hopes of offering façade grants to help business owners.

City Attorney – Golf Cart Ordinance Draft: Attorney Albritton provided a draft of the proposed ordinance for review by the Commission. A letter from committee member, Rosemary Lewis, stating she recommended that all golf cart owners have the minimum amount of insurance on their vehicle was provided as a handout. The Golf Cart Committee did not recommend the insurance requirement.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Hurricane Michael Update – The bid for repairs or replacement of the Washington Gym, STAC House, and Centennial Building roofs has been advertised. Mr. Anderson anticipates having the insurance numbers for the City by the end of this week. He also noted the need to bid out sheet rocking, wiring and flooring for the Port St. Joe Police Department which was damaged by Hurricane Michael.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to sheet rock, wire, and replace the flooring for the Port St. Joe Police Department. All in favor, Motion carried 5-0

Mr. Anderson shared that he and the city attorney met with the Public Assistance consultant in a joint meeting today. Gulf County is negotiating with the consultant. Attorney Albritton feels that it could be in the best interest of the City to follow the County's framework.

Lt. Colonel Richard Gusseshoven, Field Recovery Officer with the US Army Corps of Engineers explained the Blue Roof Program and issues that have been faced in Gulf County. The last date to accept Right of Entry Forms for the Blue Roof program will be on November 11, 2018.

Commissioner Hoffman questioned the low number of applicants for Gulf County to which Lt. Colonel Gusseshoven replied the numbers are improving.

Jonas Ballreich invited those present to attend initial meeting of the Gulf County Long Term Recovery Group that will be held at First United Methodist Church on Thursday, November 8, 2018, at 5:30 P.M.

Neither the Red Cross nor Salvation Army had representatives at the meeting to provide updates on their programs.

New Business

Capital City Bank – Temporary Structure at Frank Pate Park

Aaron Little of Capital City Bank shared what the bank is proposing for a temporary structure while repairs are being made to their building. Information was provided via email from Ben Deschner, Building Facilities Manager of Capital City, for the plans. Attorney Albritton stated that Option 2 would be cleaner for the City but he would work to protect the City with either option

Steve Womack questioned allowing private enterprise to use the park rent free, and issues this may be opening up for the future.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve Option 1 as requested by Capital City Bank. All in favor; Motion carried 5-0.

Public Works – John Grantland requested permission to begin constructing new sewer hookups to customers on the cape that had lost their septic systems.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to approve the hookups. All in favor; Motion carried 5-0.

The telephone connection was lost with Mayor Patterson.

Surface Water Plant – Larry McClamma did not share anything with the Commission.

Wastewater Plant – Kevin Pettis shared the plant is not discharging due to debris in the pond. There is approximately 1' 4" of free space in the lagoon, and they hope to begin pushing water by the end of the week. He also noted the plant is on regular power and there is no by pass. The big generator at the headworks was lost and they are limping along there. He shared his concerns about a generator verses a pump for a backup in the future.

Commissioner Hoffman asked that a review of needs be made since department heads know what is needed since the hurricane.

Finance Director – Mike Lacour received a verbal confirmation from the insurance adjuster that we should have preliminary numbers of 46 of 49 properties by the end of the week.

City Engineer – Clay Smallwood, III, noted that all projects would have a later start date because of Hurricane Michael.

Langston Drive Sidewalks Update –

Trail Lighting –

Road Paving - Update on Current Projects / Expenditure of Remaining Funds:

Code Enforcement no action was required.

Police Department – Chief Matt Herring thanked the Commission for taking care of the bid request for his department.

Commissioner Langston stated he felt there were issue in North Port St. Joe with over enforcement from out of county deputies and asked that Chief Herring speak with Sheriff Harrison about this.

Attorney Albritton stated that the feels there will be grant opportunities for the City to get back to where we were before the hurricane and cautioned the Commissioners about spending local resources when funds

from the federal government may be available. He encouraged department heads to evaluate their immediate expenditures.

City Clerk - Charlotte Pierce

Christmas on the Coast, December 8, 2018, at 6: 00 P.M. – Clerk Pierce shared that plans are moving forward for the parade.

Citizens to be Heard –

Scott and Millie Hamilton shared the issues they have had with the Blue Roof Program.

David Griswold, 519 Seventh Street and Keith Croasmun, 513 Seventh Street shared their concerns about drainage. It was noted that this has been looked at previously and a temporary fix would be in excess of \$100,000.

Sarah C. Herring also shared drainage issues she continues to have on her property at 405 16th Street.

Discussion Items by Commissioners

Commissioner Hoffman

Commissioner Lowry

Commissioner Langston

Mayor Pro tem Ashbrook

A Motion was made by Commissioner ***, second by Commissioner ***, to adjourn the meeting at 7:35 P.M.

Approved this _____ day of _____ 2018.

David A. Ashbrook, Mayor Pro-tem

Date

Charlotte M. Pierce, City Clerk

Date

REPORTS OF STANDING COMMITTEES/BOARDS

Planning and Development Review Board Recommendations

November 13, 2018

4:00 p.m. EST

Members Rish, Early, Alvarez, Sickels, and Mathews were present. Likely, Burge, Leslie, and Keels were absent.

A. Planning Council Recommendations

Motion by David Alvarez, 2nd by Letha Mathews, to recommend to the City Commission to allow non-conforming accessory structures with a prior permit or sufficient evidence of prior structure existence and footprint, such as google earth would not require a new variance or special exception. Also, no charge would be required for anyone with a prior permit, but a fee would be required for those who do not have a prior permit and the duration of this special exception would be for six months. All in Favor; Motion carried 5-0.

RESOLUTION NO. 2018-13

**A RESOLUTION OF THE CITY OF PORT ST JOE, FLORIDA,
ALLOWING THE RECONSTRUCTION OF NON-CONFORMING
ACCESSORY STRUCTURES WHICH HAD PREVIOUSLY BEEN
APPROVED BY THE CITY TO BE REBUILT IN THE SAME
FOOTPRINT WITHOUT A REQUIRING A NEW VARIANCE
OR SPECIAL EXCEPTION FOR THE NEXT SIX MONTHS.**

WHEREAS, the City of Port St. Joe, Florida, (hereinafter "City") and its residents have suffered due to the large-scale damage to personal and real property caused by Hurricane Michael.

WHEREAS, the City has made a finding that assisting its residents in the repair and rebuilding of the resident's homes and accessory structures after the effects of Hurricane Michael is beneficial for the City.

WHEREAS, the City has found that certain residents, prior to the storm, had allowable non-conforming accessory structures on their real property which were badly damaged due to the Hurricane Michael.

WHEREAS, the City has found that it would be beneficial to its residents to allow, on a temporary basis, to reconstruct previously allowed non-conforming accessory structures without the need for requesting a new variance or special exception upon sufficient proof that such accessory structure existed prior to Hurricane Michael.

NOW, THEREFORE BE IT RESOLVED BY THE CITY PORT ST. JOE, FLOIRDA for six months following the adoption of this resolution, non-conforming accessory structures (e.g., porch, carport, shed, pole barn) with a prior permit or sufficient evidence of pre-Hurricane Michael existence (e.g., photos, Google Earth) do not require a new variance or special exception for a permit to rebuild the same or similar structure on the same footprint. Landowners who can provide evidence of a prior building permit will have the permit fee waived for the reconstruction building permit. The City manager, or his designee, shall determine whether the pre-existing accessory structure qualifies pursuant to this Resolution.

PASSED AND DULY ADOPTED BY the City of Port St. Joe on this _____ day of _____, 2018.

James 'Bo' Patterson, Mayor

ATTEST:

Charlotte Pierce, City Clerk

TAMIM 703-712-2095

TAMIM.CHOUDHURY@SBA.GOV



U.S. Small Business
Administration

Damage from Hurricane Michael?

SBA CAN HELP!!!



SBA Low-Interest Federal Loans for Disaster-Related Damages

HOMEOWNERS: Up to **\$200,000** for Primary Residence

HOMEOWNERS/RENTERS: Up to **\$40,000** for Personal Property

Interest rates as low as **2 %**

Repayment terms up to **30 years**

APPLY NOW!!!

FIRST STEP: Register with FEMA at DisasterAssistance.gov,
or download the FEMA mobile App., or (800) 621-3362

SBA Offers 3 Ways to Apply for a Disaster Loan:

ONLINE: DisasterLoan.sba.gov

IN-PERSON: Visit a temporary recovery center (call for locations)

MAIL: Call (800) 659-2955 to have an application mailed to you

For More Information: (800) 659-2955 (800) 877-8339 for deaf and hard of hearing) or www.sba.gov

Note: Loan applicants should check with agencies / organizations administering any grant or other assistance program under this declaration to determine how an approval of SBA disaster loan might affect their eligibility.

10/13/18



Dewberry Engineers Inc.
324 Marina Drive
Port Saint Joe, FL 32456

850.227.7200
850.227.7215 fax
www.dewberry.com

November 14, 2018

Mr. Jim Anderson, City Manager
City of Port St. Joe
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456

RE: Sewage Lift Station Control Panel Replacements
Professional Services Proposal
Project No. 5010 8656

Dear Mr. Anderson,

Dewberry Engineers Inc. (DEI) is pleased to provide this proposal for professional services. It is our understanding the City wishes to remove and replace twelve (12) sewage lift station control panels damaged by storm surge from Hurricane Michael on October 10th, 2018. These control panels have been identified during a site visit on November 12, 2018 and are as follows.

1. CS1: Barrier Dunes – 126 Turtle Walk
2. CS1M: Ovation Master – 7510 Cape San Blas Road
3. CS3: Ovation Subdivision, Bayside – 310 Pinnacle Drive
4. CS5M: Jubilation Master – 1390 Cape San Blas Road
5. CS7M: Villa Del Sol Master – 610 Cape San Blas Road
6. CS8M: Shallow Reed Master – 1269 Country Club Road
7. CS13: Marnie Island – 125 Marnie Island Drive
8. PSJ6M: 16th Street Master – 309 16th Street
9. PSJ16: Gautier – 202 Gautier Memorial Lane
10. SJB2: Windmark Beach Side – 416 Windmark Way
11. SJB7: Americus and Balboa – 7221 Americus Avenue
12. SJB8: Americus and Atlantic – 6519 Americus Avenue

The following list defines the services that will be provided in order to complete this project:

A. DESIGN, BIDDING AND CEI SERVICES

- Design Control Panels for Lift Stations listed above;
- Prepare Contract Documents and Technical Specifications;
- Review Bidding Documents with City Staff;
- Advertise for Bids and Distribute Contract Documents to Bidders;
- Respond to Requests for Clarification;
- Conduct Pre-Bid Conference;
- Attend Bid Opening;
- Evaluate Bids and Make Recommendations to the City;
- Assist with Execution of Contract Documents;
- Conduct Pre-Construction Conference;
- Review Shop Drawings and Submittals;
- Review Pay Requests;
- Provide Limited Inspection Services;
- Certify Completion; and
- Provide Close-out Services.

TOTAL PROPOSED FEE: \$28,600.00

The following services are not included in this proposal:

1. Permitting
2. Resident Inspection Services
3. Wetland delineation/permitting
4. FDOT Permitting
5. Surveying/Legal Descriptions for utility easements (this can be provided under a separate proposal if necessary)

We appreciate the opportunity to provide engineering services for the City of Port St. Joe. If this proposal is acceptable, please sign in the space provided below. Should you have questions or need additional information, please give me a call at 850.571.1210.

Sincerely,



Accepted By: _____

Philip Jones, P.E., BCEE
Project Manager

Date: _____



The City of Port St. Joe

November 16, 2018

Ms. Krista McGraw, Environmental Manager
Northwest District Office
Florida Department of Environmental Protection
160 Government Center, Suite 308
Pensacola, Fl. 32502-5794

**Re: Consent Order AO-113NW
City of Port St Joe**

Dear Ms. McGraw:

The City of Port St Joe in compliance with our Wastewater Consent Order is submitting the following written estimate of the total cost of the proposed corrective action to comply with item 9. The City budgeted \$115,847 in its 2018/2019 budget that was adopted on October 1, 2018. We have bid out the project and had full intentions to award a bid when we were devastated by Hurricane Michael on October 10, 2018. The City's finances have been severely impacted by the loss of customers and our taxable value with the City. Any assistance that FDEP may be able to provide with funding and/or a variance to the required February start date would be greatly appreciated.

RFP 2018-14 Biological Dredge Waste Water Lagoon Bids

Vendor: Environmental Associates of Louisiana

Per year: \$380,000

Vendor: Sea-Today

One year contract with labor provided: \$192,000

One year contract with PSJ labor: \$180,000

Three year contract with labor provided:

15

www.cityofportstjoe.com Post Office Box 278 305 Cecil G. Costin, Sr. Blvd., Port St. Joe, Florida 32457

Phone (850) 229-8261 Fax (850) 227-2522

"An Equal Opportunity Employer"

Year one; \$166,000

Years 2 and 3; \$142,000

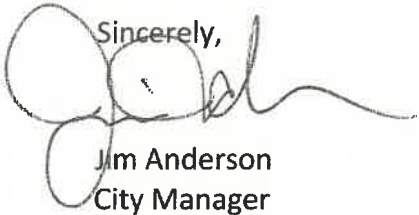
Three year contract with PSJ labor:

Year one; \$154,000

Years 2 and 3; \$130,000

We thank you for your assistance and patience in resolving our effluent challenges.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Anderson", written over the word "Sincerely,".

Jim Anderson
City Manager