

**October 9, 2024
Special Meeting
10:00 A.M.**



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner
Eric Langston, Commissioner, Group I
Steve Kerigan, 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

Special Public Meeting
10:00 A.M.
Wednesday October 9, 2024

Call to Order

- **Monument Ave. Paving Project** **Pages 1-2**
 - CEI Services Contract
 - Request to Utilize COVID Funds
- **Battles Street Stormwater Emergency Repair** **Pages 3-9**
 - Quotes for Repair
 - Request to Utilize COVID Funds
- **8th to 10th Street Stormwater Emergency Repair** **Pages 10-13**
 - Quotes for Repair
 - Request to Utilize COVID Funds

Citizens to be Heard
Discussion Items by Commissioners
Motion to Adjourn



Dewberry Engineers Inc. | 850.227.7200
 324 Marina Drive | 850.227.7215 fax
 Port Saint Joe, FL 32456 | www.dewberry.com

October 3, 2024

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

RE: Monument Avenue – Resurfacing
 Professional Services Proposal - CEI

Dear Mr. Anderson,

Dewberry Engineers Inc. (DEI) is pleased to provide this proposal for construction engineering and inspection (CEI) services. It is our understanding that the City has received bids and awarded the subject project. The following list defines the services that will be provided to complete the project:

A. CONSTRUCTION ENGINEERING AND INSPECTION

- Schedule and attend the preconstruction meeting
- Assist City with submittal review
- Witness and verify material testing for compliance
- Provide weekly project progress reports. Progress reporting will be done based on limited inspection hours as described below.
- Respond to RAI(s) during the construction phase
- Review contractor pay requests and submittals
- Attend project walk throughs
- Assist in developing project punch list
- Prepare contract close out documents if required

The services described above are for the duration of the project using a 5-day work week for 90 calendar days. Estimated man hour allocations are as follows:

- Admin Professional II – 0.5 hrs./wk. x 12 weeks = 6 hours
- Inspector II - 15 hrs./wk. x 12 weeks = 180 hours
- Professional Engineer VII – 1 hrs./wk. x 12 weeks = 12 hours

We propose to perform the services described above for an hourly fee not to exceed **\$25,000.00** without City approval. If additional services are required beyond **\$25,000.00** an additional task order will be required. Please see the attached standard hourly billing rates.

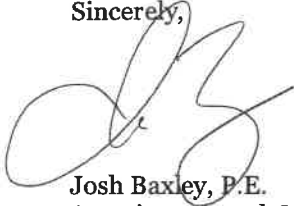
Services not included in this proposal are as follows:

1. As built survey.
2. Construction stakeout.
3. Weekend/holiday overtime hours.
4. Resident inspection services.

Mr. Jim Anderson
CEI Services
October 3, 2024

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 850.693.2181

Sincerely,



Josh Baxley, P.E.
Associate, Branch Manager

Accepted By: _____

Date: _____



Bid Proposal for BATTLE ST PSJ STORMWATER

CUSTOMER

CITY OF PORT ST JOE
309 WATER PLANT ROAD
PORT ST JOE, FL 32456

Job
BATTLE ST PSJ STORMWATER
PORT ST JOE, FL
Bid Date: 09/24/2024
Bid #: 3773537

CONTACT

Sales Representative
Tanner Jenkins
(M) 850-832-2578
(T) 850-769-7006
Tanner.Jenkins@coreandmain.com

Core & Main
2606 Airport Road
Panama City, FL 32405
(T) 8505326720

NOTES



Bid Proposal for BATTLE ST PSJ STORMWATER

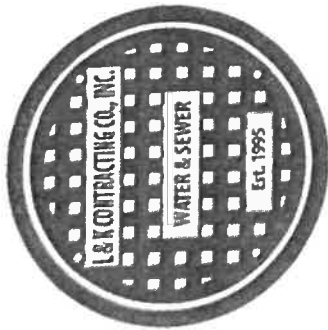
CITY OF PORT ST JOE
Job Location: PORT ST JOE, FL
Bid Date: 09/24/2024
Core & Main Bid #: 3773537

Core & Main
2606 Airport Road
Panama City, FL 32405
Phone: 8505326720
Fax: 8509136293

Table with 6 columns: Seq#, Qty, Description, Units, Price, Ext Price. Contains 2 line items and summary rows (Sub Total, Tax, Total).

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/TandC/

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24BATTLEST BATTLE ST DRAINAGE

BID PROPOSAL

Bid Item	Description	Quantity	Units	Unit Price	Bid Total
1000100	LUMP SUM	1.000	LS	147,569.52	147,569.52
	Bid Total				\$147,569.52

5



C.W. Roberts Contracting, Inc.
CUC1225175
CGC1505785

Tallahassee Corporate Office
3372 Capital Circle NE
Tallahassee, FL 32308
Phone: 850-385-5060
Fax: 850-385-5605

Panama City Office
1603 Bay Avenue
Panama City, FL 32405
Phone: 850-769-6640
Fax: 850-769-7775

Tallahassee Operations Office
22574 NE SR 20
Hosford, FL 32334
Phone: 850-379-8116
Fax: 850-379-8188

Wildwood Office
4208 Highway 124-A
Wildwood, FL 34785
Phone: 352-330-2540
Fax: 352-330-2609

Freeport Office
160 Industrial Park Road
Freeport, FL 32439
Phone: 850-835-3500
Fax: 850-835-3519

Plant City Office
2102 Jim Johnson Road
Plant City, FL 33566
Phone: 813-756-2009
Fax: 813-659-3787

PROPOSAL AND CONTRACT

October 1, 2024

To: John Grantland
Public Works Director
Port St. Joe, FL

Phone: 6850-527-2221
Email: jgrantland@psj.fl.gov

C.W. Roberts Contracting, Inc., Panama City Division, hereinafter called the Company, offers to furnish all labor, materials and equipment required for the performance of the following described work in connection with construction of improvements of Battle Street.

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
1	MOBILIZATION	1	LS	\$19,336.66	\$19,336.66
2	MOT	1	LS	\$17,338.78	\$17,338.78
3	DEWATERING	1	LS	\$59,180.36	\$59,180.36
4	BORROW	200	CY	\$39.79	\$7,958.00
5	REMOVE EXISTING STORM PIPE	320	LF	\$41.35	\$13,232.00
6	REMOVE ASPHALT	70	SY	\$38.80	\$2,716.00
7	ASPHALT PATCH - SP12.5 (58-22)	10	TN	\$1,019.61	\$10,196.10
8	48" ADS STORM PIPE	320	LF	\$110.49	\$35,356.80
9	FINAL DRESS	417	SY	\$4.19	\$1,747.23
10	SOD	417	SY	\$5.49	\$2,289.33

Total Quotation: \$169,351.26

Notations:

- 1.) Bonds are not included.
- 2.) Nightwork and weekend work is not included.
- 3.) All materials will be provided by owners.
- 4.) CWR is not responsible for any existing damaged fencing.
- 5.) The asphalt patch includes 6" of limerock and SP12.5 (58-22) Asphalt.

If the foregoing meets with your acceptance, kindly sign and return this proposal. Upon its' receipt it is understood and the foregoing will constitute the full and complete agreement between us.

This proposal expires thirty (30) days from the date hereof, but may be accepted at any later date at the sole option of CWR.

ACCEPTED:

Respectfully Submitted,

(Firm Name)

Jared Hammerle

(Signature)

C.W. Roberts Contracting, Inc.

(Printed Name and Title)

(Date)

October 1, 2024
(Date)

TERMS AND CONDITIONS

Payment in full for all work performed hereunder during any month shall be made not later than the tenth day of the month next following. Final and complete payment for all work performed hereunder shall be made not later than fifteen (15) days after the completion of such work. Interest at the highest rate allowable under the laws of the jurisdiction in which the contract is executed, or one and one half percent (1.5%) per month, whichever is less, shall be charged and paid on all unpaid balances from the due date to the date we receive payment.

We shall not become obligated to perform the work called for under this Proposal and Contract until we check and

approve your credit. This Proposal and Contract shall be null and void if your credit is not approved. If credit conditions become unsatisfactory at any time prior to our completion of the work hereunder, we shall be furnished adequate security upon our request.

Any deviations from the specifications or modification of the terms of this contract and any extra or incidental work, or reductions in work, shall be set forth in writing and signed by both parties prior to the making of such change. We will be compensated for any increase in our costs caused by such change, on the basis of the increase plus ten percent (10%) profit. If a time is set for the performance of work, and if, in our sole judgment, such change will increase the time necessary for our performance, we will be granted a reasonable extension of time.

We will provide and pay for Workmen's Compensation Insurance covering our employees and Public Liability and Property Damage Insurance protecting ourselves. We will also assume responsibility for the collection and payment of Social Security and State Unemployment Taxes applicable to our employees. You agree to carry Public Liability and Property Damage Insurance sufficient to protect yourself against any and all claims arising from the performance of the work, including but not limited to claims arising under your agreement to indemnify and hold us harmless under the final paragraph of this Proposal and Contract.

We shall be provided with suitable access to the work area. If our work is dependent upon or must be undertaken in conjunction with the work of others, such work shall be so performed and completed as to permit us to perform our work hereunder in a normal uninterrupted single shift operation.

Unless a time for the performance of our work is specified, we shall undertake it in the course of our normal operating schedule. We shall not be liable for any failure to undertake or complete the work for causes beyond our control, including but not limited to fire, flood or other casualty; labor disputes or other disagreements; and accidents or other mishaps, whether affecting this work or other operations in which we are involved, directly or indirectly.

If for causes beyond our control our work is not completed within twelve (12) months after the date of your acceptance of the proposal, we may cancel this agreement at any time thereafter on ten (10) days notice. In such event (i) we shall be relieved of any further obligation with respect to the balance of the work; and (ii) we shall be entitled to receive final and complete payment for all work performed by us to the date of cancellation within fifteen (15) days thereafter.

We shall not be responsible for, and you agree to indemnify and hold us harmless from, any suit, claim, liability, cost or expense arising from or in any way related to: sidewalks, driveways or other improvements located within our work area or designated areas of access, and to adjacent property and improvements; subsurface conditions; and any and all other alleged damages to persons or property, including but not limited to personal injury and death, arising from the performance of the work, unless such alleged damages arise from our sole negligence. You further agree to indemnify and protect us and save us harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of your breach of any obligations and covenants of this contract. It is further understood that we shall not be responsible for any damage to or deterioration of any of our work, whether completed or in process, resulting from any cause or causes beyond our reasonable control, including but not limited to design, failure of subgrade or other subsurface conditions, or failure or inadequacy of any labor or materials not furnished and installed by us, whether or not such failure or inadequacy was or could have been known at the time our work was undertaken or work performed under adverse weather conditions. You agree that the proper jurisdiction and venue for adjudication concerning this contract is Liberty County, Florida, and you waive any right to jurisdiction and venue in any other place.

In the event of litigation to enforce the terms of this contract, the prevailing party shall be entitled to an award of reasonable attorneys fees and costs.

PROPOSAL



1530 Metropolitan Blvd
Tallahassee, FL 32305
P: 850.216.0350
F: 850.216.0495

1741 N Sherman Ave
Panama City, FL 32405
P: 850.215.8801
F: 850.215.1108

DATE: 10/07/24
 COMPANY: City of Port St Joe
 ATTENTION: Josh Baxley
 PROJECT: Battles Street Pipe Replacment

PROPOSAL BASED ON PLANS DATED: N/A

ROBERTS AND ROBERTS, INC. hereinafter called the company, agrees to furnish all labor, materials, and equipment required for the performance of the following described work in connection with the construction improvements at the abovementioned project.

Item	Work Item Description	Quantity	Unit	Unit Price	Amount
1	MOBILIZATION	1.00	LS	\$6,750.00	\$6,750.00
2	REMOVE AND REPLACE DRAINAGE PIPE	1.00	LS	\$169,080.00	\$169,080.00
3	CONCRETE INLET APRONS AND DRIVEWAY	1.00	LS	\$5,635.00	\$5,635.00
4	ASPHALT PATCH AND STOP STRIPE	1.00	LS	\$8,550.00	\$8,550.00
5	SOD	667.00	SY	\$5.00	\$3,335.00
PROPOSAL TOTAL:					\$193,350.00

NOTES

1. 48" ADS HP REPLACEMENT PIPE IS PROVIDED BY OTHERS.
2. 1 PALLET OF HYDRAULIC CEMENT FOR INLET CONNECTION IS PROVIDED BY OTHERS.
3. A ROAD CLOSURE ON BATTLES STREET WILL BE REQUIRED TO ACCOMPLISH THE WORK.
4. STOP STRIPE AND LETTERING IS PRICED AS PAINT WITH REFLECTIVE GLASS BEADS.
5. REFERENCE THE PROVIDED SKETCH FOR SCOPE AND ROUTING CLARIFICATION.

TERMS AND CONDITIONS

PROPOSAL AND CONTRACT

PROJECT: Battles Street Pipe Replacment
DATE: 10/07/24

Payment in full for all work performed hereunder during any month shall be made not later than the tenth day of the following month. Final and complete payment for all work performed hereunder shall be made not later than ten (10) days after the completion of such work. Interest at the highest rate allowable under the laws of the jurisdiction in which the contract is executed, or one and one half (1.5%) percent per month, whichever is less, shall be charged and paid on all unpaid balances from the due date to the date we receive payment.

Any deviations from the specifications or modification of the terms of this contract and any extra or incidental work, or reductions in work, shall be set forth in writing and signed by both parties prior to the making of such change. We will be compensated for any increase in our costs by such change, on the basis of the increase plus ten percent (10%) profit. If a time is set for the performance of work, and if, in our sole judgement, such change will increase the time necessary for our performance, we will be granted a reasonable extension of time.

We will provide and pay for Workmen's Compensation Insurance covering our employees and Public Liability and Property Damage Insurance protecting ourselves. We will also assume responsibility for the collection and payment of Social Security and State Unemployment Taxes applicable to our employees. A certificate of insurance describing our coverage will be provided upon request.

with the work of others, such work shall be so performed and completed as to permit us to perform our work hereunder in a normal uninterrupted single shift operation.

Unless a time for the performance of our work is specified, we shall undertake it in the course of our normal operating schedule. We shall not be liable for any failure to undertake or complete the work for causes beyond our control, including but not limited to, fire, flood, or other casualty, labor disputes or other disagreements, and accidents or other mishaps, whether affecting this work or other operations in which we are involved, directly or indirectly.

Unless a lump sum price is to be paid for the foregoing work and is clearly so stated, it is understood and agreed that the quantities referred to above are estimates only and that payment shall be made at the stated unit prices.

If the foregoing meets with your acceptance, kindly sign and return our proposal **and complete the project information below**. Upon it's receipt, it is understood that the foregoing, including the terms and conditions set forth shall constitute the full and complete agreement between us.

THIS PROPOSAL EXPIRES THIRTY (30) DAYS FROM THE DATE HEREOF, BUT MAY, AT THE SOLE OPTION OF THE COMPANY, BE ACCEPTED AT ANY LATER DATE.

RESPECTFULLY SUBMITTED:

Brian Strickland

ROBERTS AND ROBERTS, INC.

ACCEPTED BY:

SIGNATURE / TITLE / DATE

PROJECT / OWNER INFORMATION

YOUR PROJECT NAME OR DESCRIPTION:

PROJECT LOCATION OR ADDRESS:

PARCEL IDENTIFICATION NUMBER:

COMPANY & BILLING ADDRESS:

PHONE NUMBER AND EMAIL ADDRESS:



Bid Proposal for 10TH ST DRAINAGE PSJ STORMWATER

CUSTOMER

CITY OF PORT ST JOE
309 WATER PLANT ROAD
PORT ST JOE, FL 32456

Job
10TH ST DRAINAGE PSJ STORMWATER
PORT ST JOE, FL
Bid Date: 09/24/2024
Bid #: 3773589

CONTACT

Sales Representative
Tanner Jenkins
(M) 850-832-2578
(T) 850-769-7006
Tanner.Jenkins@coreandmain.com

Core & Main
2606 Airport Road
Panama City, FL 32405
(T) 8505326720

NOTES



Bid Proposal for 10TH ST DRAINAGE PSJ STORMWATER

CITY OF PORT ST JOE
Job Location: PORT ST JOE, FL
Bid Date: 09/24/2024
Core & Main Bid #: 3773589

Core & Main
2606 Airport Road
Panama City, FL 32405
Phone: 8505326720
Fax: 8509136293

Table with 6 columns: Seq#, Qty, Description, Units, Price, Ext Price. Rows include items like 60 HP DW STORM WTIB SOLID 20' DUAL WALL, 30 HP DW STORM WTIB SOLID 20' DUAL WALL, 50 LB. PAIL PLUG, PRECAST TYPE H INLET, and DROP SHIP CHARGE. Totals: Sub Total 134,022.86, Tax 0.00, Total 134,022.86.

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/TandC/

PROPOSAL



1538 Metropolitan Blvd
Tallahassee, FL 32308
P: 850.218.0350
F: 850.218.0493

1741 N Shoremen Ave
Panama City, FL 32405
P: 850.215.0601
F: 850.215.3188

DATE: 10/07/24
 COMPANY: City of Port St Joe
 ATTENTION: Josh Baxley
 PROJECT: 10th Street Headwalls

PROPOSAL BASED ON PLANS DATED: N/A

ROBERTS AND ROBERTS, INC. hereinafter called the company, agrees to furnish all labor, materials, and equipment required for the performance of the following described work in connection with the construction improvements at the abovementioned project.

Item	Work Item Description	Quantity	Unit	Unit Price	Amount
1	MOBILIZATION	1.00	LS	\$9,000.00	\$9,000.00
2	EROSION CONTROL AND MAINTENANCE OF TRAFFIC	1.00	LS	\$2,500.00	\$2,500.00
3	DAMMING AND DEWATERING	1.00	LS	\$83,276.00	\$83,276.00
4	EXCAVATION AND BACKFILL	1.00	LS	\$18,735.00	\$18,735.00
5	60" CAST IN PLACE HEAWALLS	2.00	EA	\$44,985.00	\$89,970.00
6	FINAL GRADING AND SOD	1.00	LS	\$1,405.00	\$1,405.00
PROPOSAL TOTAL:					\$204,886.00

NOTES

1. REMOVAL AND REPLACEMENT OF EXISTING FENCING IS BY OTHERS.
2. DEMOLITION AND REPLACEMENT OF BASE AND ASPHALT IS BY OTHERS.
3. REPLACEMENT/ INSTALL OF 60" DRAIN PIPE IS BY OTHERS. PIPE TO BE IN PLACE PRIOR TO HEADWALL CONSTRUCTION.
4. 10TH STREET MUST BE CLOSED AT THE HEADWALL TO ALLOW FOR CONSTRUCTION.
5. SOD IS INCLUDED FOR STABILIZATION AT THE HEADWALLS AND SIDESLOPES DISTURBED DURING HEADWALL CONSTRUCTION.
6. WORK MUST BE PERFORMED DURING DRY WEATHER WITH NO RAIN IN THE FORECAST.
7. DEMOLITION OF THE EXISTING HEADWALLS ARE BY OTHERS. IT IS ASSUMED THEY WILL BE REMOVED DURING PIPE REPLACEMENT.

TERMS AND CONDITIONS

PROPOSAL AND CONTRACT

PROJECT: 10th Street Headwalls
DATE: 10/07/24

Payment in full for all work performed hereunder during any month shall be made not later than the tenth day of the following month. Final and complete payment for all work performed hereunder shall be made not later than ten (10) days after the completion of such work. Interest at the highest rate allowable under the laws of the jurisdiction in which the contract is executed, or one and one half (1.5%) percent per month, whichever is less, shall be charged and paid on all unpaid balances from the due date to the date we receive payment.

Any deviations from the specifications or modification of the terms of this contract and any extra or incidental work, or reductions in work, shall be set forth in writing and signed by both parties prior to the making of such change. We will be compensated for any increase in our costs by such change, on the basis of the increase plus ten percent (10%) profit. If a time is set for the performance of work, and if, in our sole judgement, such change will increase the time necessary for our performance, we will be granted a reasonable extension of time.

We will provide and pay for Workmen's Compensation Insurance covering our employees and Public Liability and Property Damage Insurance protecting ourselves. We will also assume responsibility for the collection and payment of Social Security and State Unemployment Taxes applicable to our employees. A certificate of insurance describing our coverage will be provided upon request.

We shall be provided with suitable access to the work area. If our work is dependent upon or must be undertaken in conjunction with the work of others, such work shall be so performed and completed as to permit us to perform our work hereunder in a normal uninterrupted single shift operation.

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Unless a lump sum price is to be paid for the foregoing work and is clearly so stated, it is understood and agreed that the quantities referred to above are estimates only and that payment shall be made at the stated unit prices.

If the foregoing meets with your acceptance, kindly sign and return our proposal **and complete the project information below**. Upon it's receipt, it is understood that the foregoing, including the terms and conditions set forth shall constitute the full and complete agreement between us.

THIS PROPOSAL EXPIRES THIRTY (30) DAYS FROM THE DATE HEREOF, BUT MAY, AT THE SOLE OPTION OF THE COMPANY, BE ACCEPTED AT ANY LATER DATE.

RESPECTFULLY SUBMITTED:

Brian Strickland

ROBERTS AND ROBERTS, INC.

ACCEPTED BY:

SIGNATURE / TITLE / DATE

PROJECT / OWNER INFORMATION

YOUR PROJECT NAME OR DESCRIPTION: _____

PROJECT LOCATION OR ADDRESS: _____

PARCEL IDENTIFICATION NUMBER: _____

COMPANY & BILLING ADDRESS: _____

PHONE NUMBER AND EMAIL ADDRESS: _____