



City of Tarpon Springs, Florida

Board of Commissioners
324 East Pine Street
Tarpon Spring, Florida 34689
(727) 938-3711

<http://www.ctsfl.us/agenda.htm>

REGULAR SESSION AGENDA TUESDAY, MARCH 10, 2026 6:30 PM - CITY HALL AUDITORIUM

CALL TO ORDER

ROLL CALL

REFLECTION: Major Ted Morris, Salvation Army

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. Recognizing the Life and Contributions of Susan Harris (DeCesare-Reis) **(Pinellas County Commissioner Brian Scott, City Commissioner David Banther)**
2. Honor Flight of West Central Florida **(Sharon Smith Board of Directors)**

PROCLAMATIONS

3. Irish American Heritage Month **(Mayor John Koulianos)**
4. Flood Awareness Week **(Mayor John Koulianos)**

PUBLIC COMMENTS

CONSENT AGENDA

5. Satisfaction/Release of Liens **(Irene Jacobs City Clerk)**
6. Special Events:
 - a. Sunset Hills PTA Color Run 2026 **(Chris Cotta Public Works Director)**
 - b. St. Nicholas Holy Friday Procession 2026 **(Chris Cotta Public Works Director)**
7. Award File No. 260113-C-AS, Portable 60KW Generator for Lift Stations **(Janina Lewis Procurement Services Director)**
8. Award Contract File No. 260125-C-JL, Post Storm Recovery Services **(Janina Lewis Procurement Services Director)**
9. Award File No. 260128-N-AS CAL~FLO Hydrated Lime, Parts, and Service **(Janina Lewis Procurement Services Director)**
10. Award File No. 260129-C-AS, Electrical Testing, Maintenance, and Repair Services **(Janina Lewis Procurement Services Director)**

BUSINESS ITEMS

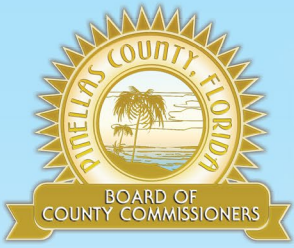
ORDINANCES AND RESOLUTIONS

11. **Ordinance 2026-01 (2nd Reading);** Amending Section 5-26 of the Code of Ordinances in its Entirety; Boat Launch Permit **(Tom Kiger Public Services Director, Jamie Taylor Public Services Assistant Director)**

12. **Ordinance 2026-02 (2nd Reading);** Amending Section 18-14 of the Code of Ordinances in its Entirety; Parking of Large Vehicles and Trailers in Residential Districts **(Tom Kiger Public Services Director, Jamie Taylor Public Services Assistant Director)**
13. **Ordinance 2026-03 (1st Reading);** Establishing Section 18-16 of the Code of Ordinances; Parking of Vehicles at Sunset Beach and Splash Park **(Tom Kiger Public Services Director, Jamie Taylor Public Services Assistant Director)** **(DEFERRED TO APRIL 28)**

BOARD AND STAFF COMMENTS

ADJOURNMENT



PROCLAMATION

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

RECOGNIZING THE LIFE AND CONTRIBUTIONS OF SUSAN HARRIS (DeCESARE-Reis)

WHEREAS, Susan Harris (DeCesare-Reis) was born in Providence, Rhode Island, and made Florida her home beginning in 1963, ultimately settling in the historic and vibrant community of Tarpon Springs; and

WHEREAS, Susan was a pioneering businesswoman and a cornerstone of the Tarpon Springs maritime community, owning and operating J. Reis Seafood and Tarpon Marine Ways, and later becoming the beloved baker at Rusty Bellies Seafood Restaurant, where her desserts became local legends; and

WHEREAS, Susan was the proud matriarch of a four-generation Tarpon Springs fishing family, whose legacy continues to shape the cultural and economic fabric of the region; and

WHEREAS, in the 1970s, Susan founded Pelican Point and the Marine Board Yard, demonstrating her entrepreneurial spirit, vision, and deep commitment to the working waterfront and the preservation of Tarpon Springs' maritime heritage; and

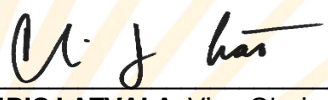
WHEREAS, Susan's life was marked by ingenuity, tireless work ethic, and a generosity of spirit that touched the lives of all who knew her; and

WHEREAS, the City of Tarpon Springs and Pinellas County as a whole owe Susan Harris (DeCesare-Reis) a profound debt of gratitude for her enduring contributions to the community, her leadership in the local fishing industry, and her unwavering kindness.

NOW, THEREFORE, BE IT PROCLAIMED by the Pinellas County Board of County Commissioners that we recognize and honor the life, legacy and lasting impact of Susan Harris (DeCesare-Reis), and extend our deepest condolences to her family, friends, and all who were fortunate to know her.

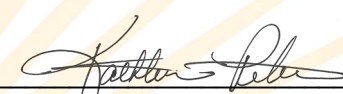
IN WITNESS WHEREOF, we have set our hands and caused the seal of Pinellas County,


DAVE EGGERS, Chairman

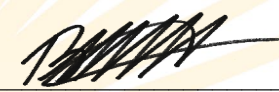

CHRIS LATVALA, Vice Chairman


RENÉ FLOWERS, Commissioner


VINCE NOWICKI, Commissioner


KATHLEEN PETERS, Commissioner


CHRIS SCHERER, Commissioner


BRIAN SCOTT, Commissioner



Honor Flight of West Central Florida



- Sharon Smith
Board of Directors

How it started...



Earl Morse

Jeff Miller

2004: World War II Memorial completed.

2004: Earl Morse, Physicians Assistant, pilot and retired Air Force Captain had an idea and flew 2 WWII Veterans to the memorial.

2005: Morse pitched idea to private pilots and flew 6 planes, 12 WWII Veterans (2 in each plane) to visit memorial. Honor Flight created.

2005: Jeff Miller, inspired by Morse created Honor Air.

2007: HonorAir and Honor Flight merged creating the Honor Flight Network while sitting at an IHOP in Washington D.C.

Overview

- Honor Flight (HF) Network 501c(3)
 - 46 States, 128 Hubs
 - 11 hubs in Florida
 - Honor Flight of West Central Florida hub established in 2010
 - No paid employees
 - \$.98 of every revenue dollar supports the Missions
 - 5 County Area – Hernando, Hillsborough, Pasco, Pinellas and Polk
 - 55 Missions completed
 - 3,823 Veterans flown in Tampa Bay
 - 317,128 Veterans in United States



Our Mission

Transporting War Era Veterans to Washington, D.C. for a free 1-day Mission

- Pay tribute to their service
- Visit memorials built in their honor
- Surprise Veterans with Mail Call
- Give them a Welcome Home Celebration that most never received
- Guardians volunteer their time and donate \$500 for the honor of spending the day walking through history



Priority

- WWII
- Korean War
- Vietnam War
- Veterans diagnosed with a terminal illness
- Or anyone over 90 years of age



Veteran Waiting List & Future Missions



Total Veterans Waiting: 350

Veterans per Mission = 75

2026: 4 Missions

- Mission 56 - April 21st
- Mission 57 - June 9th
- Mission 58 – September 15th
- Mission 59 – October 20th



*Pre-flight Orientation (Briefing)
Veterans meet their Guardians*



0400 Deployment



Welcome to D.C.



*Visiting the Memorials
3 Buses and many wheelchairs*



WWII Memorial

Arlington



Korean War Memorial



*Korean War
Memorial
Alan Alda*





Vietnam Wall

Lincoln Memorial





Mail Call

Our Welcome Home



The Numbers

- 75 Guardians @ \$500 = \$37,500
- Donations Required = \$52,500
- Total Cost per Mission = \$90,000



How YOU Can Help



Guardians



Volunteer



**Create items
for Mail Call**



**Corporate
Sponsorship**

Donations

- Online donation: www.honorflightwcf.org
- Send your check to:
Honor Flight of West Central Florida
P.O. Box 55661
St. Petersburg, FL 33732



Thank you !!



WEST CENTRAL FLORIDA

City of Tarpon Springs, Florida

PROCLAMATION

WHEREAS, since our nation's founding, millions of Irish men and women have immigrated to America with a spirit of determination and optimism that has strengthened our country's character and enriched our history; and

WHEREAS, the friendship between Ireland and the United States has deep roots, and Irish Americans have played an integral role in making our country a place of hope and opportunity; and

WHEREAS, Irish Americans since America's inception, have provided and continue to provide leadership and service to this nation's political, business, and religious establishments; and

WHEREAS, during Irish American Heritage Month, we recognize the vital contributions of Irish Americans to our community and owe a debt of gratitude to the generations who have sacrificed and contributed to a better America; and

WHEREAS, March has been designated Irish American Heritage Month throughout the United States to coincide with the celebration of St. Patrick's Day on the 17th.

NOW, THEREFORE, I, John M. Koulianos, by virtue of the authority vested in me as Mayor of the City of Tarpon Springs, Florida, do hereby proclaim March 2026 as

Irish American Heritage Month

in Tarpon Springs and recognize the contributions of fellow Irish Floridians.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Tarpon Springs, Florida, to be affixed this 10th day of March 2026.

City Clerk & Collector

Mayor

City of Tarpon Springs, Florida

PROCLAMATION

WHEREAS, the City of Tarpon Springs has experienced severe weather in the past in the form of extreme rainfall or tropical system events resulting in flooding in both coastal and riverine areas, and this flooding has caused damage and flood losses to homes and buildings in all areas whether they are high-risk special flood hazard areas or low to moderate risk flood zones; and

WHEREAS, the City of Tarpon Springs is a voluntary participant in the National Flood Insurance Program that provides residents with the opportunity to protect themselves against flood loss through the purchase of flood insurance at reduced insurance premium rates as well as setting higher regulatory standards to reduce the flood risk and potential flood damage to their property; and

WHEREAS, the reduction of loss of life and property damage can be achieved when appropriate flood preparedness, control, and mitigation measures are taken before a flood; and

WHEREAS, public education and awareness of potential weather hazards and methods of protection are critical to the health, safety and welfare of residents, the Florida Floodplain Managers Association (FFMA), have declared the week of March 9 to March 15, 2026 as Flood Awareness Week to promote awareness and increase knowledge of flood risk, the availability of flood insurance, flood protection methods, and how to prepare for emergencies.

NOW, THEREFORE, I, John M. Koulianos, by virtue of the authority vested in me as Mayor of the City of Tarpon Springs, Florida, do hereby proclaim March 9 to March 15, 2026 as

Flood Awareness Week

in the City of Tarpon Springs and further encourage the citizens of Tarpon Springs to increase their knowledge of how to protect themselves and their property from flooding.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Tarpon Springs, Florida, to be affixed this 10th day of March 2026.

City Clerk & Collector

Mayor

OFFICE OF THE CITY CLERK

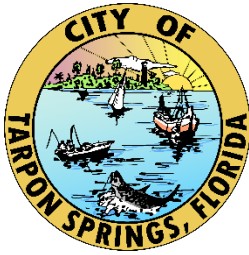
INTER-DEPARTMENTAL MEMO

TO: HONORABLE MAYOR AND BOARD OF COMMISSIONERS

SUBJECT: SATISFACTION/RELEASE OF LIENS REGULAR SESSION March 10, 2026

Authorization is requested for the Mayor to execute Satisfaction and/or Release of Lien for the properties listed below. All monies owed the City for delinquent utility liens, street, and/or lot mowing assessments including interest and/or penalties, or administrative fees have been paid in full.

OWNER'S NAME	TYPE OF LIEN	ACCOUNT NUMBER
KHT3 Holdings, LLC	Utility Lien	83767-271202883
530 Athens, LLC	Utility Lien	83885-271202768
Matthew L. Watson	Utility Lien	50019-271304169
Ken M. De Rocker Ginger V. De Rocker	Sewer Impact Mortgage Lien	MR 1597
Anthony Marcello Trustee Anthony Marcello	Code Enforcement Lien	25-80000585



**Public Works Department
Office of the Director**

Chris Cotta
Public Works Director

To: Mayor and Board of Commissioners

From: Chris Cotta, Public Works Director

Date: March 10, 2026

Subject: Special Event – Sunset Hills Elementary School
PTA Color Run on March 28, 2026

Recommendation:

That the Mayor and Board of Commissioners approve the Sunset Hills Elementary Schools' special event application for the "PTA Color Run" on Saturday, March 28, 2026. on Gulf Rd. (Glades Ave. to Sunset Beach and back to School).

If a change in the event date is necessary due to inclement weather, the City Manager will authorize/designate a rain date.

Background:

This event has been approved by the Special Events Review Committee based on previous years' event.

The marathon/walk/run fundraiser begins at 8:30 a.m. and finishes at approximately 11:00 a.m. The Police Department will need to coordinate all road closures and traffic control.

They are anticipating approximately 150 participants, and all coloring will be done on school property.

Approval of this event authorizes the sponsor/user the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C and the sponsor's application on record.

City of Tarpon Springs
Application for Special Events

Event Information:

Date of Application: February 16, 2026
Name of Event: Sunset Hills PTA Color Run
Date(s) of Event: March 28, 2026
Alternate Date(s): _____
Hours of Event: 8:30-11:00 am
Set up/break down time needed: _____
Type/Purpose of Event: Marathon/ Walk/ Run Fundraiser for Sunset Hills PTA "Color Run"

Location of Event (include map for parade/procession routes with assembly and disband points): _____
From Sunset Hills Elementary (1347 Gulf Road, Tarpon Springs) To Sunset Beach and Back to School

If Closure of a City Parking is needed, please check: Mother Meres ☐ Tarpon Ave. ☐ Orange St. ☐ Court/Lemon ☐
Other: _____

Disposition of Proceeds: _____

Applicant Information:

Name of Organization: Sunset Hills Elementary PTA
Registered Nonprofit Org.: Yes ☒ No ☐
Organizations Address: 1347 Gulf Road, Tarpon Springs, FL 34689
Individual to Contact: Maria Galouzis (Telephone #) 466-7417 (email) shptapres@gmail.com
Alternative Contact: Jordon Taylor Romero (Telephone #) 407-715-7900 (email) _____

General Information:

Number of Vendors: _____ (Sponsor is required to keep a list of vendors, and must be able to produce upon request.)
Location for Designated Vendor Parking (Please complete Vendor Designated Parking Form and attach to application): _____
Approximate Number of Attendees: _____ Entrance Fee: \$ _____
Location for Attendee Parking: _____
Will Private Security be Provided: Yes ☐ No ☐ Name of Private Company: _____
Will the Following be Provided: Traffic Control: Yes ☐ No ☐ Crowd Control: Yes ☐ No ☐

Will Music be Provided: Yes ☐ No ☐ Hours of Play: _____ Band: ☐ DJ: ☐ Other: _____

Type & Location of Toilet Facilities: _____

Tent or Other Structure: Yes ☐ No ☐ Type of Structure: _____

How will Structure be Secured: _____

Solid Waste Collection/Disposal: Yes ☐ No ☐ Dumpster: ☐ Rolloff: ☐ Other: _____

If parade # of: Participants _____ Animals _____ Floats _____ Bands _____ Other _____

Amusement/Carnival Rides: Yes ☐ No ☒ Name of Company Providing Rides: _____

Types of Rides: _____ Is Diagram of Layout Attached: Yes ☐ No ☐

Will Food/Beverages be Served: Yes ☐ No ☐ Cooked on Site: ☐ Catered: ☐ Sold: ☐ Given Away: ☐

Will Alcoholic Beverages be Served: Yes ☐ No ☒ Type of Alcoholic Beverages: _____

Event Sponsor is responsible to ensure that all food/alcohol vendors have all necessary licenses as required by the Department of Business and Professional Regulations, Division of Hotels & Restaurants and/or Division of Alcohol and Tobacco, Department of Health, Environmental Health Division or any other applicable State Agency.

Equipment/Miscellaneous (please check if needed):

Barricades: ☐ How many: _____

Cones: ☐ How many: _____

Portable Stage: ☐ Location: _____

Electricity Needed: ☐ Where: _____

Public Restrooms: ☐ Hours of Opening/Closing: _____

Street Banners: ☐ Locations: _____

Additional City Trash Cans: ☐

Directional Parking Signs: ☐ Locations: _____

Other: _____

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached: Yes ☐ No ☐

If not, when will it be sent: _____

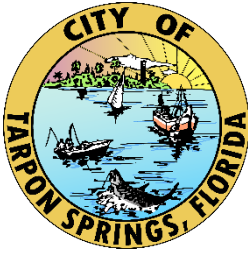
Is the Certificate of Insurance Attached: Yes ☐ No ☐ If not, when will it be sent: _____

I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes ☐ No ☐

I (we) have read and completed this application and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

Maria Galouzis
Signature of Applicant

February 16, 2026
Date



**Public Works Department
Office of the Director**

Chris Cotta
Public Works Director

To: Mayor and Board of Commissioners

From: Chris Cotta, Public Works Director

Date: March 10, 2026

Re: Special Event – St. Nicholas Greek Orthodox Cathedral
Holy Friday Procession
April 10, 2026

Recommendation:

That the Mayor and Board of Commissioners approve the St. Nicholas Greek Orthodox Cathedral's special event application for the "Holy Friday Procession" on April 10, 2026, and the temporary closure of the following streets: N. Pinellas Ave., at the Church, Orange St., Safford Ave., Tarpon Ave. and back to Pinellas Ave.

If a change in the event date is necessary due to inclement weather, the City Manager will authorize/designate a rain date.

Background:

This event has been approved by the Special Events Review Committee based on previous years' events.

The Good Friday Procession will begin at approximately 8:00 p.m. and will end by 10:00 p.m. The Tarpon Springs Police Department will coordinate all traffic and crowd control needs along the procession route and will obtain any needed permits for the closure of State roads.

Approval of this event authorizes the Sponsor/User the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C. and the Sponsor's application on record.

City of Tarpon Springs
Application for Special Events

Event Information:

Date of Application: March 2, 2026
Name of Event: HOLY FRIDAY PROCESSION
Date(s) of Event: APRIL 10, 2026
Alternate Date(s): -
Hours of Event: 8:00 pm TO 10:00 pm
Set up/break down time needed: _____
Type/Purpose of Event: PROCESSION IN STREET

Location of Event (include map for parade/procession routes with assembly and disband points):
N Pinellas at church - Orange St - Safford - Tarpon Ave -
end at N. Pinellas church

If Closure of City Parking is needed, please check street:

Mother Meres ☐ Tarpon Ave. ☐ Orange St. ☐ Court/Lemon ☐

Other: _____

Disposition of Proceeds: _____

Applicant Information:

Name of Organization: ST Nicholas GO Cathedral
Registered Nonprofit Org.: Yes ☒ No ☐ or City Department ☐
Organizations Address: 17 E Tarpon Ave, Tarpon Springs, FL 34689
Individual to Contact: DENISE LETOURNEAU
(Telephone #) 727-937-3540 (email) denise@STNICHOLASTARPON.ORG
Alternative Contact: _____
(Telephone #) _____ (email) _____

General Information:

Number of Vendors: _____ (Sponsor is required to keep a list of vendors and must be able to produce upon request.)

Location for Designated Vendor Parking (Please complete Vendor Designated Parking Form and attach to application): _____

Approximate Number of Attendees: _____ Entrance Fee: \$ _____

Location for Attendee Parking: _____

Will Private Security be Provided: Yes ☐ No ☒ Name of Private Company: _____

Will the Following be Provided: Traffic Control: Yes ☐ No ☐ Crowd Control: Yes ☐ No ☐

Will Music be Provided: Yes ☐ No ☒ Hours of Play: _____ Band: ☐ DJ: ☐ or

Other: _____

Type & Location of Toilet Facilities: _____

Tent or Other Structure: Yes ☐ No ☒ Type of Structure: _____

How will Structure be Secured: _____

Solid Waste Collection/Disposal: Yes ☐ No ☒ Dumpster: ☐ Rolloff: ☐ Other: _____

If parade # of: Participants _____ Animals _____ Floats _____ Bands _____ Other _____

Amusement/Carnival Rides: Yes ☐ No ☒ Name of Company Providing Rides: _____

Types of Rides: _____

Is Diagram of Layout Attached: Yes ☐ No ☐

Will Food/Beverages be Served: Yes ☐ No ☒

Cooked on Site: ☐ Catered: ☐ Sold: ☐ Given Away: ☐

Will Alcoholic Beverages be Served: Yes ☐ No ☒

Type of Alcoholic Beverages: _____

Event Sponsor is responsible to ensure that all food/alcohol vendors have all necessary licenses as required by the Department of Business and Professional Regulations, Division of Hotels & Restaurants and/or Division of Alcohol and Tobacco, Department of Health, Environmental Health Division, or any other applicable State Agency.

Equipment/Miscellaneous (please check if needed):

Barricades: ☐ How many: _____

Cones: ☐ How many: _____

Portable Stage: ☐ Location: _____

Electricity Needed: ☐ Where: _____

Public Restrooms: ☐ Hours of Opening/Closing: _____

Street Banners: ☐ Location: _____

Electric Message Board: ☐ _____

Additional City Trash Cans: ☐ _____

Directional Parking Signs: ☐ Locations: _____

Other: _____

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached:

Yes ☐ No ☒ N/A ☐

If not, when will it be sent: March 6, 2026

Is the Certificate of Insurance Attached: Yes ☐ No ☒ If not, when will it be sent: March 24, 2026

I (we) agree that it is my (our) responsibility to clean up after the conclusion of the special event: Yes ☐ No ☐

I (we) have read and completed this application, and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

Denise L. Hourneau
Signature of Applicant

3/2/2026
Date



Memorandum

Date: March 10, 2026
To: Mayor and Board of Commissioners
Through: Janina Lewis, Procurement Services Director
From: Anela Saday, Senior Procurement Analyst
Subject: Award File No. 260113-C-AS, Portable 60KW Generator for Lift Stations (**Janina Lewis Procurement Services Director**)

Recommendation

Award File No. 260113-C-AS, 60KW Portable Generator for Lift Stations, Utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.1: Equipment, to Mid-Florida Diesel, Inc., in an estimated total amount not to exceed \$100,000, for the Public Services Department – Utilities Maintenance Division.

Background

The purpose of this contract is to furnish and deliver one (1) 60KW portable generator to replace an existing portable generator that was damaged beyond repair during the 2024 hurricanes. The City received confirmation from FEMA that \$36,522.43 of the total cost of \$96,745.00, will be covered by FEMA and the State of Florida. Finance approved the remaining balance of \$60,222.57 to be paid from the designated Utilities Maintenance account, below. The requested amount includes a nominal contingency for freight and/or other minor associated fees. The City uses portable equipment to restore service to inoperable lift stations during power outages and severe weather events. This is a key element of the division's FDEP required power outage plans for the wastewater utility, and City emergency response plans for hurricane events and other emergencies (see attached memo).

Funding

FY26 budget; account no. 402-4604-536.6400 project #SD0030 – Utilities Maintenance Water-Sewer Combination Services/Machinery & Equipment

Strategic Plan Objective

N/A



Public Services Department

Memorandum

Date: March 3, 2026

To: Janina Lewis, Procurement Services Director

Through: R. Thomas Kiger, Public Services Director
Raymond Page, Utilities Superintendent



From: Rodney Doorlag, Utilities Maintenance Supervisor

Subject: Authorize the replacement of a 60 KW portable generator, utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.1

Recommendation

Authorize approval for the purchase of a replacement 60 KW portable generator from Mid Florida Diesel, utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.1 item #157, in an estimated total amount not to exceed \$100,000, for the Utilities Maintenance Division.

Background

The requested portable generator is needed to replace a generator that was damaged during the 2024 hurricanes. The current estimated replacement cost is \$96,745.00. The City has received notification from FEMA that \$36,522.43 of the total cost will be covered by FEMA and the State of Florida. The remaining balance of \$60,222.57 to be paid from the Utilities Maintenance Renewal and Replacement capital project funds. This project funding is budgeted annually for as-needed rehab or replacement of equipment such as pumps, generators, or related lift station capital repairs. The City utilizes portable equipment to restore service to inoperable lift stations during power outages and severe weather events. This is a key element of our FDEP required power outage plans for the wastewater utility, and City emergency response plans for hurricane events and other emergencies.

Funding

Funds will be utilized from account #402-4604-536.6400 Project #SD0030 – Utilities Maintenance Water-Sewer Combination Services/Machinery & Equipment, in the 2026 Fiscal Budget.

MID FLORIDA DIESEL



2215 HIGHWAY 60 EAST
BARTOW, FL. 33830
(863) 519-0107
WWW.MIDFLORIDADIESEL.COM

February 17, 2026

Proposal
For
60KW Trailer Mounted Generator
Florida Sheriff Association Bid FSA23-EQU21.1 Item #157

City of Tarpon Springs Utilities

(Quote #02172026-TB)

ATTN: Rod Doorlag

Mid Florida Diesel submits the following proposal for the project: 60kw Portable

Blue Star Model: (Qty 1) – JD60-04FT4MP Trailer Mounted Generator

GENERATOR: 60kW, 75 kVA
VOLTAGE: 4-Position Voltage Selector Switch
208,240,480 Volts Three-Phase & 120/240 Single Phase
ENGINE: John Deere 4045HFG04 Tier 4 Diesel Engine, 60 Hz, 1800 RPM

Standard Features Included:

Microprocessor based, digital readout control system.
Engine vitals monitored by LCD display: Oil pressure, Running time, Engine temperature, Safety shutdowns (HWT, OC, OS, OP, LWL), Battery voltage, Generator AC voltage, AC amperage, Frequency.
Additional Features: Oil drain extension, Battery with rack & cable, Battery Charger, Critical muffler, Vibration isolation pads, Water heater, Fuel solenoid valve

Selected Model Features Included:

Stamford UCI274D 12 Lead 3 PH/1 PH Selectable 105°C Rise Over 40°C Ambient
Isochronous Governor + / - .25%
UL2200 Approved
EPA Tier 4 Certified

CONTROL PANEL: Blue Star DCP7310 Microprocessor Based Gen-Set Controller

Mounted Facing Left from Generator End (Unless Specified Otherwise)
Standard Features: Low Oil Pressure, High Coolant Temp, Overspeed, Overcrank Shutdowns
Emergency Stop Pushbutton, Audible Alarm Buzzer with Silencing Switch

Accessories:

4-Position Voltage Selector Switch
Critical Low Fuel
Voltage Adjust Control
ATS hook-up Box

ENCLOSURE Level 3 (Sound Attenuated Enclosure) Powder Coated 14 Gauge Steel

Rugged and Durable 200 MPH Wind Rated Enclosure with Exhaust Hood
Pitched Roof for Increased Structural Integrity and Improved Watershed
Punched Intake with Baffle and Punched Exhaust Openings
Keyed Alike Lockable Doors with Draw Down Latches and Stainless Steel Component Hinges
Additional 1.5" Thick Polydamp Type D Acoustical Foam (PAF)
Formed Steel Base with Mounting and Lifting Holes
Includes Vibration Mounts to Isolate Unit from Base Rail

Accessories:

200 mph Wind Load Rated
Color: White

COOLING SYSTEM:

Unit Mounted Radiator

CIRCUIT BREAKER:

250amp, 3 phase, 3 Pole, 80% rated w/shunt trip
Circuit Breaker - UL listed and CSA certified (Qty: 1)

Accessories:

Shunt Trip

BATTERY:

Lead Acid Battery, with rack

BLOCK HEATER:

1500W 120VAC Rated-20F w/ Isolation valves

Included Accessories:

Mounted and Wired to Terminal Strip

VIBRATION ISOLATION:

Vibration Pads Isolator

BATTERY CHARGER:

24 volt, 5 amps

Accessories:

Mount Battery Charger and Wire DC (1)

MUFFLER:

Critical Grade Muffler Mounted inside enclosure

Included Accessories:**TRAILER: T12000-2**

Tandem DEXTER-type 12,000 lbs. axle
Hydraulic Brakes
Storage box
3" Pintle Hook x 30" safety chains with 3/8" hooks
Adjustable Rear Stabilizers (2 ea.)
Integral double wall fuel tank up to **250 gallon**.
DOT wiring enclosed in 1/2" steel conduit
Direct reading manual fuel gauge
7-Pin RV Style trailer plug
Fuel fill and vent
225/75R15 load range E trailer rated tires on
White spoke wheels
Fuel pick-up and return ports
Mechanical fuel gauge
Low level fuel alarm
Mounting rails- genset specific
Primed and painted semi-gloss black

Torsion Axles
Included Accessories:

MISCELLANEOUS:

Oil and Coolant Drain lines extended outside of enclosure with valves
One 50amp, 120/240vac, 1 ph, twist lock receptacle
One 30amp, 120/240vac, 1 ph, RV type receptacle
Two 20amp, 120/240vac, 1 ph, duplex receptacle
Two 20amp, 120/240vac, 1ph, duplex GFI receptacle
Each receptacle shall be protected by a individual circuit breaker
Power receptacles for jacket water heater and battery charger
2 thumb screw type connection points provided for remote auto start
Voltage Adjustment Rheostat on controller
Battery Disconnect Switch for Controller
Cam-Lock Connections for Gen Power
Paint – White
Testing - Standard Commercial Test
1 each Service Manuals
Two (2) Year / 2000 Hour Limited Warranty
Test Acceptance Run by Factory Trained Representative

NOTES:

1. This proposal is our interpretation of your requirement and includes only the items listed. Should there be other requirements or specifications, we will re-quote accordingly.
2. Units are shipped wet to include lube oil and a 50/50 water and anti-freeze mix unless otherwise noted in this quotation.
3. Factory will confirm deliver at the time of order.
4. CANCELLATION: Shall be subject to applicable fees but no less than 20% of the purchase price
5. EXCLUSIONS: Installation of any kind, Offloading of Generator, Placement of Generator on Pad, Fuel, Tank, Piping, and Insulation.
6. Freight/Factory Start-up included in the price.
7. Terms: TBD

Proposal Summary:

FSA Standard Blue Star VD150-02 FT4MPTrailer Item #157 Bid:	\$130,400.00
FSA CREDIT Option- Downgrade to 60KW (Order Code: JD60-04FT4MP Trailer):	<u>-\$38,980.00</u>
Sub-Total Price:	\$91,420.00*

*ADDER: Item #157 Level III Aluminum Enclosure (Order Code- Trl LV III AI-40 thru 125):	\$2,160.00
*ADDER: Item #157 Permanent Magnet (Order Code- PMG):	\$1,640.00
*ADDER: Item #157 (2) Interior DC Lights Mounted and Wired with Timer Switch (Order Code AC/DC Lighting-Int-):	<u>\$1,525.00</u>
Sub-Total Price:	\$5,325.00*

Total Price: \$96,745.00
(Tax Not Included)

Quoted prices do not include Federal, State or Local taxes which may be applicable. Quoted prices include normal testing, packaging and instructional literature. Special testing, packaging, additional instructional literature, parts, provisioning lists or prints are not included, and prices will be quoted separately.

Quotation Firm for 15 Day(s)
Delivery Notes: 40+ Weeks (Contingent on component availability)

BY: Tim Brown

Tim Brown
Mid Florida Diesel, Inc.



Memorandum

Date: March 10, 2026
To: Mayor and Board of Commissioners
Through: Janina Lewis, Procurement Services Director
From: Janina Lewis, Procurement Services Director
Subject: Award Contract File No. 260125-C-JL, Post Storm Recovery Services (**Janina Lewis Procurement Services Director**)

Recommendation

Award Contract File No. 260125-C-JL, Post Storm Recovery Services within Geographic Pinellas County, utilizing Pinellas County Contract RFP No. 25-0763-RFP, with the following seven firms:

- 1) Tetra Tech, Inc.
- 2) Struction Solutions
- 3) AECOM Technical Services
- 4) Lemoine Disaster Recovery, LLC
- 5) Tidal Basin Government Consulting, LLC
- 6) HR Green, Inc.
- 7) Gulf Atlantic Engineers, P.A.

contract length is for the life of the agreement, unless terminated by the County or the City, for City-wide usage.

Background

On February 23, 2026, the County awarded the contract. The purpose of this contract is to provide professional services for disaster recovery to support county-wide post-storm recovery operations, including Building Code Administration, Floodplain Management including Substantial Damage Assessment, Code Enforcement, Communication Support, Technical Support and related recovery services. Use of this contract will allow for an extension of city staff during storm recovery services. This contract was awarded in accordance with 2 C.F.R. §200.318-200.326 and FEMA guidance.

This involves collaboration with federal and state agencies, County Constitutional Officers, and County departments, including regular interaction with FEMA, Florida Department of Emergency Management, Risk Management, Building Department, Public Works, Utilities, Solid Waste, Parks and Conservation Resources, and other related departments (see attached). There are no costs to the City until services are rendered and at that time will be eligible for FEMA reimbursement.

Funding

As Required – FEMA/Grant eligible for Reimbursement

Strategic Plan Objective

N/A

**INTERLOCAL AGREEMENT
BETWEEN PINELLAS COUNTY AND LOCAL GOVERNMENTS
FOR
THE COOPERATIVE PROCUREMENTS OF POST STORM RECOVERY SERVICES
WITHIN GEOGRAPHIC PINELLAS COUNTY**

THIS AGREEMENT ("Agreement"), entered into on the date of execution by PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the COUNTY, and the local government signing this Agreement ("MUNICIPALITY"), jointly referred to herein as ("Parties").

Recitals

WHEREAS, the Parties are authorized to and do make and enter into this Agreement pursuant to Section 163.01, Florida Statutes, the "Florida Interlocal Cooperation Act of 1969"; and

WHEREAS, many areas of Pinellas County were significantly impacted by Hurricane Helene and Hurricane Milton such that MUNICIPALITIES located within Pinellas County did not have adequate resources to support and deliver disaster recovery services specific to floodplain management compliance and Florida Building Code compliance; and

WHEREAS, the COUNTY intends to competitively procure or has procured, in compliance with 2 C.F.R. §200.318–200.326 and FEMA guidance, professional services for disaster recovery to support county-wide post-storm recovery operations, including Building Code Administration, Floodplain Management including Substantial Damage Assessment, Code Enforcement, Communications Support, Technical Support, and related recovery services; and

WHEREAS, the MUNICIPALITY recognizes that in the event of a major disaster, it may be unable to timely and effectively administer building code, floodplain management, and code enforcement responsibilities using its own staff and resources; and

WHEREAS, under the terms of the competitively procured contracts, contractors will be available to provide disaster recovery services within geographic Pinellas County, including MUNICIPALITIES therein, should they enter into this Agreement and subsequent participation agreements with the contractors; and

WHEREAS, the intent is for the MUNICIPALITY to receive the benefits of the competitively procured contracts without exposing the COUNTY to any costs or expenses for the services rendered on behalf of the MUNICIPALITY; and

WHEREAS, to foster greater efficiency and ensure coordinated disaster recovery operations, the Parties are entering into this interlocal agreement.

NOW THEREFORE, in consideration of the mutual promises herein contained, and for other good and valuable consideration, the receipt of which is acknowledged, the Parties agree as follows:

SECTION 1 OBLIGATIONS OF THE COUNTY

1.1 The COUNTY will undertake or has undertaken a competitive procurement process for disaster recovery professional services encompassing the Scope of Work attached hereto as **Exhibit A**.

1.2 The COUNTY will award multiple contracts with capacity to provide county-wide disaster recovery services, including but not limited to:

- Building Code Administration
- Substantial Damage Inspections, Assessments, and Determinations
- Habitability Inspections and temporary repair permits
- Florida Building Code and Floodplain Plan Review
- Building and Manufactured Home Inspections
- Floodplain Management Administration and Enforcement
- Code Enforcement and Compliance Tracking
- Substantial Damage Compliance & Enforcement
- Technical and Communications Support

1.3 The COUNTY will notify potential proposers that the procurement constitutes a joint/cooperative procurement.

1.4 Within thirty (30) days of execution of the disaster recovery contract(s), the COUNTY will notify the MUNICIPALITIES in writing and provide copies of the executed contract(s) to each MUNICIPALITY.

1.5 Should the MUNICIPALITY enter into a participation agreement with the COUNTY's successful contractors, the COUNTY will provide necessary procurement documentation to support FEMA Public Assistance claims.

1.6 The COUNTY will be responsible for seeking FEMA reimbursement **only** for costs incurred directly by the COUNTY.

SECTION 2

OBLIGATIONS OF THE MUNICIPALITY

2.1 The MUNICIPALITY is solely responsible for determining that the County's procurement of the disaster recovery services meets and satisfies the MUNICIPALITY's requirements for any FEMA reimbursement.

2.2 The MUNICIPALITY acknowledges that the COUNTY's procurement complies with federal and FEMA guidance.

2.3 If the MUNICIPALITY elects to use the COUNTY's contracted contractors, it will do so through participation agreements substantially similar to those attached as **Exhibit B**. Written notice of such participation shall be provided to the COUNTY within five (5) business days.

2.4 The MUNICIPALITY will be responsible for all aspects of its participation agreement(s) including but not limited to contract administration, for services rendered on its behalf.

2.5 The MUNICIPALITY will seek FEMA reimbursement as appropriate for its incurred costs.

2.6 The MUNICIPALITY will be responsible for payment of disaster recovery services performed on behalf of the MUNICIPALITY pursuant to the MUNICIPALITY's participation agreement with the contractor(s).

SECTION 3
ADDITIONAL SERVICES

The Parties agree not to enter into additional services agreements with the contractors awarded contracts by the COUNTY except as expressly authorized by the COUNTY's disaster recovery contracts or this Agreement.

SECTION 4
OFFICIAL NOTICE

All notices required by law or by this Agreement to be given by one party to the other shall be in writing and shall be sent to the following respective addresses:

COUNTY:

Pinellas County Building & Development Review Services

Kevin McAndrew, Director

440 Court Street

Clearwater, FL 33756

Kmcandrew@pinellas.gov

MUNICIPALITY:

See contact information on Signature Page

SECTION 5
HOLD HARMLESS

The Parties agree to be responsible for their own actions taken pursuant to this Agreement and/or any agreement entered into pursuant hereto and additionally hold each other harmless should this Agreement or the cooperative procurement of disaster recovery services and the expenses incurred as a result be deemed to be insufficient to receive Public Assistance from FEMA, or any other related reimbursement. Nothing herein is intended to serve as a waiver of sovereign immunity under Section 768.28, Florida Statutes by the Parties. Nothing herein shall be construed as consent by the Parties to be sued by third parties in any manner arising out of this Agreement

SECTION 6

FILING WITH CLERK

This Agreement and any subsequent amendments shall be filed with the Clerk of the Circuit Court of Pinellas County before becoming effective.

SECTION 7

EFFECTIVE DATE, TERM, AND TERMINATION

7.1 This Agreement becomes effective upon execution by the MUNICIPALITY and filing with the Clerk of the Circuit Court of Pinellas County.

7.2 This Agreement remains in effect until canceled in accordance with section 7.3 below or until termination of the COUNTY's contracts, whichever occurs first.

7.3 This Agreement may be terminated for cause upon thirty (30) days written notice. For purposes of this section, "cause" shall mean a material breach of any term contained in this Agreement. However, written notice shall include a notice of such breach and an opportunity to cure such breach within thirty (30) days of receipt of such notice or within any additional period of time as mutually agreed by the Parties.

SECTION 8

TERMINATION OF POST STORM RECOVERY SERVICES AGREEMENT

Nothing herein shall prevent the Parties, including COUNTY, from terminating any disaster recovery contracts entered into pursuant to COUNTY RFP Proposal Number 25-0763-RFP in accordance with the termination provisions of those contracts.

SECTION 9

ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and supersedes all prior agreements and representations, written or verbal, concerning the cooperative procurement of disaster recovery services.

SECTION 10 APPLICABLE LAW

This Agreement shall be governed by Florida law, with venue in Pinellas County, Florida.

IN WITNESS WHEREOF, the Parties hereto, governed by the laws of Florida, have caused these presents to be executed by their duly authorized officers and their official seals hereto affixed, with an effective date set forth in Section 7.1 above.

PINELLAS COUNTY, by and
through its County Administrator

By: *Barry A. Burton*
Barry A. Burton County Administrator
February 23, 2026

APPROVED AS TO FORM
By: David Barrera
Office of the County Attorney

MUNICIPALITY
By: *Chad*
Authorized Officer

I, Kenneth P. Burke, Clerk of the Circuit Court and Clerk Ex-Officio, Board of County Commissioners, do hereby certify that the above and foregoing is a true and correct copy of the original as it appears in the official files of the Board of County Commissioners of Pinellas County, Florida. Witness my hand and seal of said County, FL, this 23 day of February, 20 26.
KENNETH P. BURKE, Clerk of the Circuit Court Ex-Officio, Clerk of the Board of County Commissioners, Pinellas County, Florida.

By: *Julie Nguyen*
Deputy Clerk

Exhibit A – Scope of Work/Specifications

Exhibit B – Form of Participation Agreement

(attached, template for municipalities to sign with selected contractors)

Scope of Work

Having qualified staffing in-place in a scalable contract available to all 24 cities and towns. The professional services will include:

- Flood Building Code administration
- Floodplain Management
- Code Enforcement
- Communications Support

Ranking

Vendor	Total Score	Ranking
Tetra Tech, Inc	939	1
Struchon Solutions	911	2
AECOM Technical Services	906	3
Lefkowitz Disaster Recovery, LLC	897	4
Total Brain Government Consulting, LLC	842	5
HR Green, Inc.	831	6
Gulf Atlantic Engineers, P.A.	826	7
JPI	88	8
Huge Pence Repert of TB Inc	44	9

Key Contract Terms

1. Interlocal Agreement (ILA) to be executed by each city/town with Pinellas County
2. Each city/town enters into own contract with vendor(s)
3. Duration of Agreement: 5 years
4. Unit prices adjustable after 12 months and thereafter annually (to exceed CPI or 5%, whichever is less)
5. Contract Extension: up to two 12-month periods

Staffing

Position Title	Unit of Measure	AECOM	Gulf Atlantic Engineers, P.A.	HR Green, Inc.	Lefkowitz	Struchon Solutions	Tetra Tech	Total Staff
Certified Building Official	Each	35			1	10	5	16
Plans Examiner	Each	25	1		10	12	10	10
Building Inspector	Each	304	2		10	18	15	5
Architect	Each	615	1		2	5	5	8
Engineer	Each	1,899	1	4	2	300	25	5
Permit Technician	Each	847	1	7	10	15	25	28
Supervisor/Project Manager	Each	3,437	2	1	6	40	50	11
OIS Specialist	Each	336		3	1	12	15	3
Substantial Damage (SD) Inspector	Each	273	1		28	425	290	100
Certified Floodplain Manager	Each	302	1	7	1	25	35	11
Certified Appraiser	Each	41	1		4	5	25	30
Building Cost Estimator	Each	127	4		2	130	50	28
Code Inspector	Each	20			4	10	125	10
Communications Support	Each	116	2	4	20	75	150	15

Pricing Schedule

Position Title	Unit of Measure	AECOM	Gulf Atlantic Engineers, P.A.	HR Green, Inc.	Lefkowitz	Struchon Solutions	Tetra Tech	Total Staff
Certified Building Official	\$180.00			\$245.00	\$160.00	\$225.00		\$172.00
Plans Examiner	\$170.00	\$125.00		\$170.00	\$145.00	\$225.00		\$140.00
Building Inspector	\$145.00	\$125.00		\$160.00	\$160.00	\$225.00		\$135.00
Architect	\$170.00	\$180.00		\$245.00	\$280.00	\$200.00		\$187.00
Engineer	\$255.00	\$175.00	\$210.00	\$245.00	\$225.00	\$250.00		\$209.00
Permit Technician	\$115.00	\$120.00	\$115.00	\$100.00	\$135.00	\$135.00		\$147.00
Supervisor/Project Manager	\$305.00	\$175.00	\$230.00	\$175.00	\$170.00	\$165.00		\$191.00
OIS Specialist	\$140.00		\$150.00	\$175.00	\$155.00	\$85.00		\$183.00
Substantial Damage (SD) Inspector	\$130.00	\$175.00		\$125.00	\$145.00	\$110.00		\$138.00
Certified Floodplain Manager	\$145.00	\$175.00	\$210.00	\$175.00	\$200.00	\$185.00		\$208.00
Certified Appraiser	\$165.00	\$150.00		\$130.00	\$155.00	\$175.00		\$222.00
Building Cost Estimator	\$145.00	\$140.00		\$120.00	\$140.00	\$160.00		\$169.00
Code Inspector	\$110.00			\$180.00	\$165.00	\$110.00		\$183.00
Communications Support	\$110.00	\$120.00	\$210.00	\$50.00	\$115.00	\$100.00		\$140.00



On-Call Professional Services for Post-Storm Recovery (County-Wide)

September 5, 2025

EXHIBIT A
SCOPE OF WORK/SPECIFICATIONS

OVERVIEW

Many areas of Pinellas County were significantly impacted by Hurricane Helene and Hurricane Milton to the extent where municipalities did not have adequate resources to effectively support and deliver recovery services specific to floodplain management compliance and Florida Building Code compliance.

The intent is to have a broad scope of professional services available to all municipalities in Pinellas County (*cities, towns and unincorporated county*) such that the appropriate resources will be committed and in-place to effectively support post-storm recovery operations. The services defined commence after the preliminary damage assessment phase is completed by each respective municipality. The application of this contract is intended to be "scalable" such that each municipality (*city, town and/or unincorporated county*) utilizing this contract will be able use this in a menu approach selecting what scope of services, staff positions and quantity of staff depending upon resources needed.

The intent is a multi-vendor contract award to support county-wide disaster recovery operations. The County will award a specific number of contracts with the projected capacity to support county-wide recovery services.

OBJECTIVE/JUSTIFICATION

The services to be provided align with the County's strategic priorities for:

RESILIENT INFRASTRUCTURE AND ENVIRONMENT

1.5 Strengthen resilience and adaptation

HEALTHY AND SAFE COMMUNITIES

2.2 Enhance community safety

PROSPERITY AND OPPORTUNITY

3.5 Foster business growth

SMART SERVICE DELIVERY

4.2 Achieve and maintain a high level of customer satisfaction

4.3 Improve efficiency of service delivery through technology

Many communities across Pinellas County did not have the technical resources available to respond effectively, efficiently and compliant with the administration of the Florida Building Code and their respective floodplain management ordinances following Hurricane Helene and Hurricane Milton. The intent of the scope and services to be provided through this contract are to have technical resources on-call to be provided to participating communities county-wide.

REQUIREMENTS

The contractor shall demonstrate prior similar and comparable experience for disaster recovery services over the past five years. The professional services will include:

A. Building Code Administration

- Substantial Damage Inspections
- Substantial Damage Assessments
- Substantial Damage Determinations in coordination with Floodplain Administrator and Building Official
- Habitability Inspections
- Unfit/unsafe and dangerous building evaluations
- Issuance of permits for minor repairs for temporary residence
- Florida Building Code (FBC) and Floodplain Plan Review including substantial improvement review
- Building and Manufactured Home Inspections
- Monitor impacted areas for unpermitted construction activities - Work without Permit (WWP)

- Monitor active permits and inspections for exceeding the scope of the permitted work

B. Floodplain Management Ordinance Administration and Enforcement

- Substantial Damage Assessment Management
- Compliance and Enforcement Tracking

C. Code Enforcement

- Substantial Damage Compliance & Enforcement
- Manage Code Enforcement Monitoring Cases for properties on the initial damage assessment (DA) inventory
- Monitor Impacted areas for unpermitted construction activity - WWP

D. Communications/Technical Support

- Substantial Improvement/Damage Technical Support
- Supplement staff to assist with the municipality's incoming calls, emails, permitting processing, contractor registration, subcontractor cards, notice of commencement (NOC), community outreach with subject matter experts (SME's)

Note: the contractor shall have the flexibility to furnish specific services and not be required to provide all of the services listed.

SCOPE OF WORK

Subject to the duties of personnel responsibilities, in-person staffing may be required (i.e. – all inspectors, in-person permitting hubs, etc.). In general, staffing provided will need to include both in-person personnel and remote staff when feasible. A table of personnel positions and staffing capacity to be provided follows the scope of services with specific qualifications associated with each position.

A. Building Code Administration

- **Substantial Damage Inspections** – qualified field inspectors, to receive training from Pinellas County Floodplain & Building team or the local jurisdiction's Floodplain & Building department team, will perform structure inspections with specified instructions on inspection scope and documentation entry (e.g. - high watermark documentation, structure construction type, finished floor elevation, exterior and interior inspection, etc.). *Note – Field collection data technology, GIS integration and alternative(s) to the FEMA Estimator Tool entry are subject to change but will be part of training prior to deployment*
- **Substantial Damage Determinations** – refer to Floodplain Management
- **Habitability Inspections** – qualified field inspectors to perform inspections of residential structures, including the issuance of minor repair permits, to achieve a “safe home” environment (e.g.- basic functionality) to facilitate a temporary residency for substantially damaged structures
- **Building Permit Technicians** – qualified personnel (ICC certified preferred) to support permit intake, processing and issuance, phones, emails and related support services
- **FBC Plan Review** included substantial improvement review/detailed substantial damage reviews – Florida licensed plan examiners and Florida licensed architects and/or engineers to perform building plan review and permit issuance under the Building Official of each respective municipality. *Note – licensed plan examiners, architects and/or engineers will need to be proficient in the applicable permit platform/ technology (e.g. – Accela, Tyler, etc.) utilized within a municipality.*
- **Building Permit Inspections** – Florida licensed building inspectors and Florida licensed architects and/or engineers to perform permit inspections under direction of the Building Official of each respective municipality
- **Monitor Impacted Areas for Unpermitted Construction Activities for WWP** – refer to Code Enforcement
- **Unfit/unsafe and Dangerous Building Evaluation** - Florida licensed Building Code Administrator, Building Inspector, Florida licensed architect or engineer to evaluate dangerous conditions for partial building collapse,

structural integrity, falling debris hazards, trees and other impact or life safety hazards

B. Floodplain Management Ordinance Administration and Enforcement

Note - Training by Pinellas County Floodplain team or local jurisdiction Floodplain team of all personnel to occur prior to active deployment

- **Substantial Damage Assessment Management**
 1. Management and supervision of contract staff/team performing services associated with substantial damage assessment inclusive of data management and reporting, communications, inspections, substantial damage (SD) inspection collection data, FEMA estimator tool (or alternative), re-assessment workflow/review, code compliance monitoring of SD structures, SDE data input/remodels and quality control measures implementation
 2. GIS mapping/management – qualified ESRI GIS mapping, updates, formatting, modeling
 3. Daily coordination and reporting with municipality Floodplain Administrator and Building Official
 4. SD Field Inspections and Field Collection Scope/Documentation – refer to description under Building Code Administration
 5. Reassessment Process (Detailed SD Assessment) for Residential & Mobile Homes (MH's) – support entire workflow with intake staff (building admin/technicians), qualified building cost estimators, Florida certified appraisers, and certified floodplain managers from application intake thru coordination with staff review & municipal review workflow steps.
 6. Reassessment Inspections – as needed, qualified inspectors to perform re-inspections of structures to support SDE re-models and reassessments
 7. Reassessment Communication – staff to manage and respond to customer emails and phone calls for both residential and MH customer records
 8. SDE Data – staff to support data entry for structures being re-modeled thru FEMA SDE tool or alternative model

- Building Permit review, quality control, and technical guidance associated with permit reviews for project costs as it relates to substantial damage.
- Compliance and Enforcement Tracking – under the direction of the floodplain administrator or designee, administrative specialists/technicians support compliance (i.e. – building permit issuance & construction in a floodplain permits) and enforcement tracking

C. Code Enforcement

- Substantial Damage Compliance & Enforcement – qualified code enforcement inspectors to perform defined reoccurring inspections/home visits for all substantially damaged structures including initial educational outreach, resource support. Inspections to include logged photo documentation and notes. Non-compliance activity is to initiate enforcement action. Regular summary reports to be furnished to Building Official and Floodplain Administrator.

D. Communications/Technical Support

- Technical Support – qualified personnel (CFM's, civil engineers, planners, etc. with basic floodplain background) to provide "live" guidance via telephonic and/or email communication to the public throughout the recovery period. *Note – Each municipality would be responsible for the technology setup to accommodate a dedicated telephone and email links. Each municipality is responsible for staff training and oversight for all communication and support services.*

Personnel Positions:

POSITION TITLE	QUALIFICATIONS	NOTES/COMMENTS
Certified Building Official	Florida License	
Plan examiner	Florida License	
Building Inspector	Florida License	
Architect Engineer	Florida License	Support for FBC plan review and inspection services*
Permit Technician	ICC certification	
Supervisor/Project Manager	CPM or equivalent experience	
GIS Specialists	ESRI certified	
SD Inspectors		Minimum Experience *
Certified Floodplain Manager	ASFPM	
Certified Appraiser	Florida Certification	
Building Cost Estimator		Minimum Experience *
Code Inspector	FACE certified	
Communications Support		Floodplain/SD background*

*SD Inspectors - prior experience in construction or related field and/or building inspections, substantial damage inspections, or site development inspections

*Building Cost Estimator - prior experience in construction contracting and/or cost estimating with a minimum 2-years experience

*Communications Support - experience in storm recovery services preferred

*Architect or Engineer - prior experience in Florida Building Code plan review and/or Building Inspections

TERMS AND CONDITIONS

- Equipment/technology – each municipality will be responsible for furnishing necessary technology equipment (e.g. – iPads with SD collector app, laptops, etc.) to their vendor or as negotiated with different terms outside of this agreement
- Technology Licenses – each municipality will be responsible for the costs of furnishing technology licenses to their vendor (e.g. – Accela, Tyler, etc.) or as negotiated with different terms outside of this agreement
- Floodplain Training – Pinellas County Floodplain Management staff will lead substantial damage inspection and assessment training to all participating municipalities and vendors
- Notice to Proceed (NTP) – selected vendors will need to commence mobilization within 24-hours of NTP from a municipality
- All services provided will comply with FEMA reimbursement requirements. This should include the use of FEMA-compliant forms, comprehensive and accurate documentation, and contractor support for local jurisdictions during audits or funding requests.

Not meeting a mandatory requirement may be grounds for the disqualification of a quote, bid or proposal.

CONTRACT PROVISIONS FOR CONTRACTS UNDER FEDERAL AWARDS

It is anticipated that this solicitation will be either fully or partially Grant funded. Proposers shall comply with the clauses as enumerated within the Agreement, Exhibit A, Exhibit B, and Exhibit C. In addition, if applicable, Exhibit B should be executed and returned with submittal. Bidders may be deemed non-responsive for non-compliance. **See attached; Agreement**

EXHIBIT A - Contract Provisions for Contracts Under Federal Awards.

EXHIBIT B-Disclosure of Lobbying Activities.

EXHIBIT C-FEMA Grant Funding Conditions

EXHIBIT B

**PARTICIPANT PARTICIPATION AGREEMENT FOR DISASTER RECOVERY SERVICES
AS PART OF PINELLAS COUNTY COOPERATIVE CONTRACT RFP No. _____**

This Agreement entered into this _____ day of _____, 2025, by and between _____, a municipal corporation of the State of Florida, whose address is _____, hereinafter called "**CITY/TOWN**", and **XYZ COMPANY**, an Incorporated Company whose address is _____, hereinafter called "**CONTRACTOR**".

WITNESSETH, that:

WHEREAS, pursuant to Pinellas County Cooperative Contract RFP No.25-0763-RFP _____ for Disaster Recovery Services ("RFP"), the CITY/TOWN desires to enter into a participation agreement for the services described therein; and

WHEREAS, the CONTRACTOR has expressed the willingness and ability to provide the services to the CITY/TOWN as described in the RFP and the contract entered into by Pinellas County pursuant thereto (the "County Contract").

NOW THEREFORE, the CITY/TOWN and the CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1. This Agreement shall consist of and include all of the agreement terms and conditions, and component documents comprising the County Contract. With the exception of references to specific County lists, manuals, procedures, policies, departments, when the "County" is mentioned in the County Contract, per this Agreement, "County" shall be replaced with "CITY/TOWN," unless the context indicates otherwise.
2. For purposes of the RFP and County Contract, the "CITY/TOWN" is a Responsible Municipality for services rendered pursuant to this Participation Agreement.
3. The CONTRACTOR agrees to furnish all labor, equipment, material and the skill necessary for the entire work effort as set forth in the County Contract, and to the satisfaction of the CITY/TOWN or its duly authorized representative.
4. The CITY/TOWN agrees to pay the CONTRACTOR for services rendered, in accordance with the pricing structure set forth in the County Contract.
5. This Agreement will become effective upon the date of execution above, and will remain in effect as provided in the County Contract.
6. This Agreement may be terminated for cause upon thirty (30) days written notice. For purposes of this paragraph, "cause" shall mean a material breach of any term contained in this Agreement. However, written notice shall include a notice of such breach and an opportunity to cure such breach within thirty (30) days of receipt of such notice or within any additional period of time as mutually agreed by the Parties.

In WITNESS WHEREOF, the undersigned have executed this Agreement on the day and year first written above.

CONTRACTOR

CITY/TOWN

By: _____
Print Name: _____
Title: _____
Date: _____

By: _____
Print Name: _____
Title: _____
Date: _____

ATTEST: _____

(CITY/TOWN SEAL)



Memorandum

Date: March 10, 2026
To: Mayor and Board of Commissioners
Through: Janina Lewis, Procurement Services Director
From: Anela Saday, Senior Procurement Analyst
Subject: Award File No. 260128-N-AS CAL~FLO Hydrated Lime, Parts, and Service (**Janina Lewis Procurement Services Director**)

Recommendation

Award File No. 260128-N-AS, Single Source Purchase of CAL~FLO Hydrated Lime to Burnett Lime – Florida, Inc., d/b/a Burnett Lime Company, Inc. (Burnett Lime), for a one (1) year period, effective April 26, 2026 through April 25, 2027, in an estimated amount not to exceed \$150,000, for the Public Services Department – Reverse Osmosis Water Facility (ROWF).

Background

The RO process requires specific treatment to produce potable drinking water that is stabilized for distribution through the City's pipe network. Hydrated lime (calcium hydroxide and water mixture) injected via a Burnett CAL~FLO, is a high-quality hydrated lime that provides the City the ability to control pH, hardness, and alkalinity parameters with consistent and predictable results. The CAL~FLO system was designed to use the product as uniquely produced by Burnett Lime to allow for efficient and consistent water treatment. This product meets stringent requirements for food-grade quality. Burnett Lime is the sole manufacturer and exclusive representative of CAL~FLO slurry and process technology, including the complete system, OEM parts, repairs, and maintenance in the state of Florida. Staff reviewed the new price for hydrated lime and current price of mineral lime over the past year and deemed the pricing offered fair and reasonable based on market increases and historical pricing paid by the City for this product (see attached memo).

Funding

FY26 budget; account nos. 402-4305-536.5200 – ROWF; Water-Sewer (W-S) Combination Services/Operating Supplies and 402-4305-536.4600 W-S Combination Services/ Repair and Maintenance

Strategic Plan Objective

N/A



Public Services Department

Memorandum

Date: March 6, 2025
To: Janina Lewis, Procurement Services Director
Through: R. Thomas Kiger, Public Services Director TK
Raymond Page, Utilities Superintendent
From: Darryl Vaci, Water Division Manager
Subject: Award a new Single Source Contract, File No. 260128-N-AS for a one (1) year term for the purchase of CAL-FLO Hydrated Lime with Burnett Lime Company, Inc.

Recommendation

Award a new Single Source Contract, File No. 260128-N-AS, effective April 26, 2026 through April 25, 2027, in an estimated amount not to exceed \$150,000 for the purchase of CAL-FLO Hydrated Lime and as-needed parts, service and repairs with Burnett Lime Company, Inc. (Burnett Lime) for the RO facility.

Background

The RO process requires specific treatment to produce potable drinking water that is stabilized for distribution through the City's pipe network. Hydrated lime (calcium hydroxide and water mixture) injected via a Burnett CAL-FLO treatment system, is one of the required processes for this stabilization. CAL-FLO is a high quality hydrated lime that provides the City the ability to control pH, hardness, and alkalinity parameters with consistent and predictable results.

The CAL-FLO system was designed to use the product as uniquely produced by Burnett Lime to allow for efficient and consistent water treatment. This product meets stringent requirements for food-grade quality. Burnett Lime is the sole manufacturer and exclusive representative of CAL-FLO slurry and process technology, including the complete treatment system, OEM parts, repairs, and maintenance within the State of Florida. A single source letter is on file.

Pricing for hydrated lime is increasing 14.5% for this contract due to market increases in the price of mineral lime over the past year. The price of mineral lime has increased approximately 33% over the past 12 months. Based on this market increase the increased cost of hydrated lime is considered fair and reasonable.

Funding

Funds have been budgeted in Water Treatment Accounts 402-4305-536.5200 Water-Sewer (W-S) Combination Services / Operating Supplies and 402-4305-536.4600 W-S Combination Services / Repair and Maintenance in the 2026 Fiscal Budget.

BURNETT LIME COMPANY, INC.

7095 HIGHWAY 11 • CAMPOBELLO, SC 29322 • 864-592-1658 • FAX: 864-592-1690 WWW.BURNETT-INC.COM

March 2, 2026

Mr. Darryl Vaci, Division Manager
Tarpon Springs WTP
Tarpon Springs (City Of)
1624 L&R Industrial Blvd.
Tarpon Springs, FL 34689



Subject: Sole Source CAL~FLO® Lime Slurry and The RE~MIN Process®

Darryl,

Burnett Lime Company, Inc., is the sole manufacture of its product, CAL~FLO® Lime Slurry. Burnett Lime Company, Inc. is the sole or exclusive representative for CAL~FLO® Lime Slurry and CAL~FLO® Lime Slurry Systems within the state of Florida for the purchase of new products, OEM repair parts, repairs and maintenance.



is a Burnett Lime Company, Inc. trademark, which is produced and sold with the patented CAL~FLO® Lime Slurry System. In selecting the CAL~FLO® system and slurry, your facility will receive our feed system functional guarantee (since the CAL~FLO® slurry meets the required specifications for proper operation).

No other representative can sell products, repair/replacement parts, maintenance, repair/replacement services, field services and technical support for Burnett Lime Company, Inc.

The RE~MIN Process is US Patented under the following numbers: 8,951,419, B2, and 9,751,784, B2, and 10,662,094, and Patent Pending 18/653/213. As Tarpon Springs ROWTP has selected to implement the RE~MIN Process, the purchase of CAL~FLO lime slurry will include the patent royalty for use of the treatment method.

Your contact for CAL~FLO® Lime Slurry is:

Name Andrew Cannon or Judy Gregory
Address 7095 Hwy 11, Campobello, SC 29322
Phone 864-592-1658
Email acannon@burnett-inc.com cc: jgregory@burnett-inc.com

If you have questions regarding this issue, please contact me at 864-592-1658.

Best regards,

Hugh Burnett

BURNETT LIME COMPANY, INC.

Email: hburnett@burnett-inc.com

Web: www.burnett-inc.com

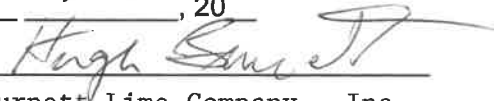


Affidavit of Compliance with Foreign Entity Laws

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(1), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. (Only applicable if purchasing real property) Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)
9. The undersigned is authorized to execute this affidavit on behalf of Entity.

Date: March 2, 2026, 20

Signed: 

Entity: Burnett Lime Company, Inc.

Name: Hugh Burnett

Title: Manager

BURNETT LIME COMPANY, INC.

7095 HIGHWAY 11 • CAMPOBELLO, SC 29322 • 864-592-1658 • FAX: 864-592-1690 WWW.BURNETT-INC.COM

March 2, 2026

To: Mr. Darryl Vaci, Division Manager
Tarpoon Springs WTP
Tarpoon Springs FL

Subject: CAL~FLO Slurry Pricing for October 2026

Beginning October 2026, the delivered price for CAL~FLO slurry in a 30% suspension of calcium hydroxide will be adjusted from \$0.100 to \$0.1145 per liquid pound. Full truck deliveries typically weigh 45,000 pounds. All functional guarantees are held in place as in previous years. We appreciate your business and Burnett Lime personnel are always available to provide technical support. The new price will be in effect upon the start date of this year's chemical contract. Please let me know if you have questions.

Best regards,



Hugh Burnett

Phone: 864-592-1658

Fax: 864-592-1690

Email: hburnett@burnett-inc.com

Web: www.burnett-inc.com



AGREEMENT EXHIBIT CERTIFICATION

The CITY OF Tarpon Springs (City), a municipal corporation with principal offices located at 324 East Pine St, Tarpon Springs FL, 34689, and CONTRACTOR executing this document by and through its authorized agent

The following terms are hereby added to the original Agreement:

1. Scrutinized Companies

By execution of this Agreement, in accordance with the requirements of F.S. 287.135 and F.S. 215.473, Contractor certifies that Contractor is not participating in a boycott of Israel. Contractor further certifies that Contractor is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in Iran Terrorism Sectors List, nor has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above. In accordance with Section 287.135, Florida Statutes as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local government entity for goods or services of:

1.1. Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

1.2. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

1.2.1. Is on the Scrutinized Companies with Activities in Sudan List of the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes; or

1.2.2. Is engaged in business operations in Syria.

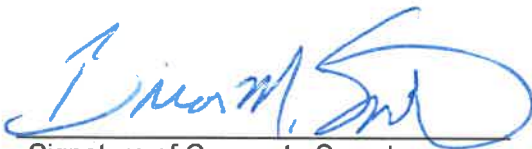
1.3. Submitting a false certification, or being placed on a list created pursuant to Section 215.473, Florida Statutes relating to scrutinized active business operations in Iran after Contractor has submitted a certification, shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

2. E-Verify

As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify

system to verify work authorization status of all employees hired after January 1, 2021. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement. City, Contractor, or any subcontractor/subconsultant who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity. City, upon good faith belief that a subcontractor knowingly violated the provisions of this section; but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor. An agreement or contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any agreement or contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Agreement by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section; requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

ATTEST


Signature of Corporate Secretary

Brian Smith

Type/Print Name of Corporate Secy.

March 2, 2026

Date

Burnett Lime Company, Inc.

Company Name


Signature

Hugh Burnett

Type/Print Name

March 2, 2026

Date

(CORPORATE SEAL)





Memorandum

Date: March 10, 2026
To: Mayor and Board of Commissioners
Through: Janina Lewis, Procurement Services Director
From: Anela Saday, Senior Procurement Analyst
Subject: Award File No. 260129-C-AS, Electrical Testing, Maintenance, and Repair Services (**Janina Lewis Procurement Services Director**)

Recommendation

Award File No. 260129-C-AS, Electrical Testing, Maintenance, and Repair Services, Utilizing Lee County Contract No. RFP200466BJB, with Circuit Breaker Sales, LLC, in an estimated total amount not to exceed \$27,982, for the Public Services Department – Reverse Osmosis Water Facility (ROWF).

Background

The purpose of this contract is to provide regular maintenance services of the circuit breakers and cubicles housing electric switchgear in the motor control center at ROWF. This is essential for maintaining a healthy and reliable plant electrical system. Infrared thermal imaging helps to identify loose connections and failing components and identifies issues to be corrected before they cause failure. Lubrication and testing of electric circuit breakers ensure that they are operating properly and can be trusted to perform as design when needed. The requested service is part of the robust preventative maintenance program at ROWF (see attached memo).

Funding

FY26 budget; account #402-4305-536.4600 – ROWF; Water-Sewer Combination Services/ Repairs and Maintenance

Strategic Plan Objective

N/A



Public Services Department

Memorandum

Date: March 3, 2026
To: Janina Lewis, Procurement Services Director
Through: R. Thomas Kiger, Public Services Director 
Raymond Page, Utilities Superintendent
From: Darryl Vaci, Water Division Manager
Subject: Authorize Utilization of Lee County Contract #RFP200466BJB, Electrical Testing and Repair Services, for Preventive Maintenance Services on circuit breakers and cubicles at the RO Water Facility (ROWF).

Recommendation

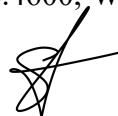
Authorize approval of a contract utilizing Lee County Contract #RFP20046BJB, Electrical Testing and Repair Services with Circuit Breaker Sales LLC, to provide preventive maintenance services, on a one-time basis, on GE Entelliguard circuit breakers and cubicles and to perform infrared thermography on 77 pieces of equipment in an estimated total amount not to exceed \$27,982 in the ROWF motor control center.

Background

Regular maintenance and upkeep of the circuit breakers and cubicles housing electric switchgear in the motor control center of the ROWF is essential to maintaining a healthy and reliable plant electrical system. Infrared thermal imaging helps to identify loose connections and failing components and allows issues to be corrected before they lead to failure. Lubrication and testing of electric circuit breakers ensures that they are operating properly and can be counted on to perform as designed when needed. This service is part of the robust preventive maintenance program in place at the ROWF.

Funding

Funds have been budgeted in account 402-4305-536.4600, Water-Sewer Combination Services / Repairs and Maintenance, in the 2026 Fiscal Budget.



Date: February 25, 2026

Proposal: GCBS 289726

To: City of Tarpon Springs , Attention: Justin Economos

jeconomos@ctsfl.com

CBS Field Services is pleased to offer the following quote for:
City of Tarpon Springs - Preventative Maintenance

1.0 Project Location

1624 L&R Industrial Blvd
Tarpon Springs, FL 34689

2.0 Scope of Work

FS1 -

Non Voltage Specific

1) 1 - Infrared Thermal Imaging (IR Scan)

Low Voltage, Up to 1000 Volts

1) 24 - Circuit Breakers, Air, Insulated-Case/Molded-Case, Bolt In 400-2000 A (NETA 7.6.1.1) Entelliguard Breakers

Non Voltage Specific

1) 24 - Cubicle Inspections

CBS-FS onsite to perform preventative maintenance of GE Entelliguard Circuit Breakers & cubicles and perform infrared thermography (77) pieces of equipment. Includes rental of Entelysis equipment for testing. Reference: Lee County contract RFP200466BJB

3.0 Pricing

3.1 The Scope of Work detailed in this proposal can be performed for the Lump Sum Price of **\$27,982.00.**

4.0 Terms and Conditions

4.1 This proposal is valid for ninety (90) days. This proposal is based on NET30 payment terms. Contractual terms exceeding NET30 will incur a 2% fee for each additional month. Credit card payments will incur a 5% processing fee.

4.2 CBS Field Services' standard T&M rates apply for all retesting, work beyond the scope of work outlined above, or delays beyond our control, including customer required onsite safety training.

4.3 At least four (4) weeks lead time is required for planning and scheduling of testing. Urgent requests, less than three (3) weeks lead time may incur a 15% scheduling premium. Job delays or cancellations less than 1 week may incur a 15% rescheduling fee.

4.4 Any parts found to be defective will be quoted separately.

4.5 Upon acceptance of this proposal, a Purchase Order or contract is required to secure your desired work schedule.

4.6 Test power (provided by customer) is required as follows:

4.6.1 120-volt AC power is required within 25 feet of testing location to be provided by customer.

4.6.2 **480-volt AC / 125-amps within 25 feet of test location to perform primary injection testing on circuit breakers larger than 400-amps. Facilities not having a ready source of 480-volt power can meet this requirement by supplying a 120-kW diesel generator. CBS Field Services can provide necessary test power at cost plus 20%.**

4.7 Testing will be performed in accordance with NETA MTS 2023 Standards. Optional tests listed in NETA specification will not be performed unless specifically outlined in Section 2 above.

4.8 Please allow 2-3 weeks for delivery of all Final Field Test Reports in pdf format.

4.9 Proposal is based on work being completed during normal business hours of 7:00AM to 5:00PM. Work outside of these hours may incur a fee at CBS's published rates.

- 4.10 This proposal includes pricing for a single mobilization. Any additionally required mobilizations will be billed at CBS's current published rates
- 4.11 The customer will provide all equipment switching and access as necessary. Lockout / Tagout and applying safety grounds is the responsibility of the customer.
- 4.12 The customer will provide access & directions to each device included in the work scope. Unless otherwise noted, lifts, booms, platforms and scaffolding will be provided by the customer.
- 4.13 **Disconnecting and connecting current-carrying conductors and/or bussing within switchgear, circuit breakers and transformers are the responsibility of the customer.**
- 4.14 CLARIFICATION: Switchgear & Switchgear Assemblies (NETA 7.1) noted in Section 2.0 above excludes optional tests and the following NETA tests unless specifically quantified: NETA Sections 7.10 Instrument Transformers, 7.18 Direct-Current Systems, 7.19 Surge Arresters, 7.13 Grounding Systems, 7.11 Metering Devices, 9.0 Thermographic Survey.
- 4.15 CLARIFICATION: Circuit Breakers (NETA 7.6) noted in Section 2.0 above excludes optional tests and the following NETA tests unless specifically quantified: NETA Sections 7.9 Protective Relays, 7.10 Instrument Transformers, 7.14 Ground-Fault Protection Systems, 9.0 Thermographic Survey.
**Additionally excluded: Dielectric withstand for maintenance applications unless otherwise noted.
- 4.16 CLARIFICATION: Thermographic survey reports include visual and IR images of problem areas. A list of all equipment scanned is also included. No images will be provided of equipment without issues.

CBS Field Services is committed to providing quality work at a fair price. CBS Field Services is a full service NETA accredited company, employing NETA Certified Field Service Engineers and Technicians. We look forward to working with your team on this project.

Sincerely,

Customer agrees to pricing and terms:

Paige Hahn
Paige@GroupCBS.com
Direct Phone: (863) 660-6826
GroupCBS

Signature Date

**AGREEMENT FOR
ELECTRICAL TESTING AND REPAIR SERVICES - ANNUAL**

THIS AGREEMENT ("Agreement") is made and entered into by and between Lee County, a political subdivision of the State of Florida, hereinafter referred to as the "County" and Circuit Breaker Sales, LLC, a Delaware company authorized to do business in the State of Florida, whose address is 1315 Columbine Dr., Gainesville, TX 76240, and whose federal tax identification number is 75-1970673, hereinafter referred to as "Vendor."

WITNESSETH

WHEREAS, the County intends to purchase electrical testing and repair services from the Vendor in connection with "Electrical Testing and Repair Services - Annual" (the "Purchase"); and,

WHEREAS, the County issued Solicitation No. RFP200466BJB on November 13, 2020 (the "Solicitation"); and,

WHEREAS, the County evaluated the responses received and found the Vendor qualified to provide the necessary products and services; and,

WHEREAS, the County posted a Notice of Intended Decision on January 29, 2021; and,

WHEREAS, the Vendor has reviewed the products and services to be supplied pursuant to this Agreement and is qualified, willing and able to provide all such products and services in accordance with its terms.

NOW, THEREFORE, the County and the Vendor, in consideration of the mutual covenants contained herein, do agree as follows:

I. PRODUCTS AND SERVICES

The Vendor agrees to diligently provide all products and services for the Purchase, a more specific description of the Project Scope of Services is set forth in the Scope of Work / Specifications Section, Supplemental Information, and Special Conditions, incorporated by reference as Exhibit A. Vendor shall comply strictly with all of the terms and conditions of the Solicitation, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement to the extent that it does not conflict with the remainder of the Agreement.

II. TERM AND DELIVERY

- A. This Agreement shall commence immediately upon the effective date and shall continue for one (1) three year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest. The effective date shall be the date the Lee County Board of County Commissioners awarded the Solicitation to the Vendor.
- B. A purchase order must be issued by the County before commencement of any work or purchase of any goods related to this Agreement.
- C. Products and services shall be delivered in accordance with Exhibit A, attached hereto and incorporated herein.

III. COMPENSATION AND PAYMENT

- A. The County shall pay the Vendor in accordance with the terms and conditions of this Agreement for providing all products and services as set forth in Exhibit A, attached hereto and incorporated herein. Said total amount to be all inclusive of costs necessary to provide all products and services as outlined in this Agreement, and as supported by the Vendor's submittal in response to the Solicitation, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement.
- B. Notwithstanding the preceding, Vendor shall not make any deliveries or perform any services under this Agreement until receipt of written authorization from the County. Vendor acknowledges and agrees that no minimum order or amount of product or service is guaranteed under this Agreement and County may elect to request no products or services. If the County authorizes delivery of products or performance of services, the County reserves the right to amend, reduce, or cancel the authorization in its sole discretion.
- C. All funds for payment by the County under this Agreement are subject to the availability of an annual appropriation for this purpose by the County. In the event of non-appropriation of funds by the County for the services provided under this Agreement, the County will terminate the contract, without termination charge or other liability, on the last day of the then current fiscal year or when the appropriation made for the then-current year for the services covered by this Agreement is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this Agreement, cancellation shall be accepted by the Vendor on thirty (30) days' prior written notice, but failure to give such notice shall be of no

effect and the County shall not be obligated under this Agreement beyond the date of termination.

IV. METHOD OF PAYMENT

- A. The County shall pay the Vendor in accordance with the Local Government Prompt Payment Act, Section 218.70, Florida Statutes, upon receipt of the Vendor's invoice and written approval of same by the County indicating that the products and services have been provided in conformity with this Agreement.
- B. The Vendor shall submit an invoice for payment to the County on a monthly basis for those specific products and services as described in Exhibit A (and the corresponding fees as described in Exhibit B) that were provided during that invoicing period.
- C. For partial shipments or deliveries, progress payments shall be paid monthly in proportion to the percentage of products and services delivered on those specific line items as approved in writing by the County.

V. ADDITIONAL PURCHASES

- A. No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by both the Vendor and the County.
- B. If the County requires the Vendor to perform additional services or provide additional product(s) related to this Agreement, then the Vendor shall be entitled to additional compensation based on the Fee Schedule as amended to the extent necessary to accommodate such additional work or product(s). The additional compensation shall be agreed upon before commencement of any additional services or provision of additional product(s) and shall be incorporated into this Agreement by written amendment. The County shall not pay for any additional service, work performed or product provided before a written amendment to this Agreement.

Notwithstanding the preceding, in the event additional services are required as a result of error, omission or negligence of the Vendor, the Vendor shall not be entitled to additional compensation.

VI. LIABILITY OF VENDOR

- A. The Vendor shall save, defend, indemnify and hold harmless the County from and against any and all claims, actions, damages, fees, fines, penalties, defense costs, suits or liabilities which may arise out of any act, neglect, error, omission or default of the Vendor arising out of or in any

way connected with the Vendor or subcontractor's performance or failure to perform under the terms of this Agreement.

B. This section shall survive the termination or expiration of this Agreement.

VII. VENDOR'S INSURANCE

- A. Vendor shall procure and maintain insurance as specified in Exhibit C, Insurance Requirements, attached hereto and made a part of this Agreement.
- B. Vendor shall, on a primary basis and at its sole expense, maintain in full force and effect, at all times during the life of this Agreement, insurance coverage (including endorsements) and limits as described in Exhibit D. These requirements, as well as the County's review or acceptance of insurance maintained by Vendor, are not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Vendor under this Agreement. Insurance carriers providing coverage required herein must be licensed to conduct business in the State of Florida and must possess a current A.M. Best's Financial Strength Rating of "B or better." No changes are to be made to these specifications without prior written specific approval by County Risk Management. To the extent multiple insurance coverages and/or County's self-insured retention may apply, any and all insurance coverage purchased by Vendor and its subcontractors identifying the County as an additional named insured shall be primary.

VIII. RESPONSIBILITIES OF THE VENDOR

- A. The Vendor shall be responsible for the quality and functionality of all products supplied and services performed by or at the behest of the Vendor under this Agreement. The Vendor shall, without additional compensation, correct any errors or deficiencies in its products, or if directed by County, supply a comparable replacement product or service.
- B. The Vendor warrants that it has not employed or retained any company or person (other than a bona fide employee working solely for the Vendor), to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee working solely for the Vendor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award of this Agreement.
- C. The Vendor shall comply with all federal, state, and local laws, regulations and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.

D. Vendor specifically acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

- 1) keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the services required under this Agreement;
- 2) upon request from the County, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- 3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law; and
- 4) meet all requirements for retaining public records and transfer, at no cost to the County, all public records in possession of Vendor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology system of the County.

IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, PRRCustodian@leegov.com; <http://www.leegov.com/publicrecords>.

E. The Vendor is, and shall be, in the performance of all work, services and activities under this Agreement, an independent contractor. Vendor is not an employee, agent or servant of the County and shall not represent itself as such. All persons engaged in any work or services performed pursuant to this Agreement shall at all times, and in all places, be subject to the Vendor's sole direction, supervision and control. The Vendor shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Vendor's relationship and the relationship of its employees to the County shall be that of an independent contractor and not as employees of the County. The Vendor shall be solely responsible for providing benefits and insurance to its employees.

- F. The Vendor shall comply with the Vendor Background Screening Affidavit attached hereto and incorporated herein as Exhibit D.

IX. OWNERSHIP OF PRODUCTS

It is understood and agreed that all products provided under this Agreement shall become the property of the County upon acceptance by the County.

X. TIMELY DELIVERY OF PRODUCTS AND PERFORMANCE OF SERVICES

- A. The Vendor shall ensure that all of its staff, contractors and suppliers involved in the production or delivery of the products are fully qualified and capable to perform their assigned tasks.
- B. The personnel assigned by the Vendor to perform the services pursuant to this Agreement shall comply with the terms set forth in this Agreement. If the services provided require use of specific key personnel, the personnel shall be agreed to by the County and Vendor. If the Vendor's key personnel have been predetermined and approved, through the Solicitation process or otherwise, any subsequent change or substitution to the personnel must receive the County's written approval before said changes or substitution can become effective.
- C. The Vendor specifically agrees that all products shall be delivered within the time limits as set forth in this Agreement, subject only to delays caused by force majeure, or as otherwise defined herein. "Force majeure" shall be deemed to be any unforeseeable and unavoidable cause affecting the performance of this Agreement arising from or attributable to acts, events, omissions or accidents beyond the control of the parties.

XI. COMPLIANCE WITH APPLICABLE LAW

This Agreement shall be governed by the laws of the State of Florida. Vendor shall promptly comply with all applicable federal, state, county and municipal laws, ordinances, regulations, and rules relating to the services to be performed hereunder and in effect at the time of performance. Vendor shall conduct no activity or provide any service that is unlawful or offensive.

XII. TERMINATION

- A. The County shall have the right at any time upon thirty (30) days' written notice to the Vendor to terminate this Agreement in whole or in part for any reason whatsoever. In the event of such termination, the County shall be responsible to Vendor only for fees and compensation earned by the Vendor, in accordance with Section III, prior to the effective date of said termination. In no event shall the County be responsible for lost profits of Vendor or any other elements of breach of contract.

- B. After receipt of a notice of termination, except as otherwise directed, the Vendor shall stop work on the date of receipt of the notice of termination or other date specified in the notice; place no further orders or subcontracts for materials, services, or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.
- C. The County's rights under this Agreement shall survive the termination or expiration of this Agreement and are not waived by final payment or acceptance and are in addition to the Vendor's obligations under this Agreement.

XIII. DISPUTE RESOLUTION

- A. In the event of a dispute or claim arising out of this Agreement, the parties agree first to try in good faith to settle the dispute by direct discussion. If this is unsuccessful, the parties may enter into mediation in Lee County, Florida, with the parties sharing equally in the cost of such mediation.
- B. In the event mediation, if attempted, is unsuccessful in resolving a dispute, the parties may proceed to litigation as set forth below.
- C. Any dispute, action or proceeding arising out of or related to this Agreement will be exclusively commenced in the state courts of Lee County, Florida, or where proper subject matter jurisdiction exists, in the United States District Court for the Middle District of Florida. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on forum non conveniens.
- D. This Agreement and the rights and obligations of the parties shall be governed by the laws of the State of Florida without regard to its conflict of laws principles.
- E. Unless otherwise agreed in writing, the Vendor shall be required to continue all obligations under this Agreement during the pendency of a claim or dispute including, but not limited to, actual periods of mediation or judicial proceedings.

XIV. STOP WORK ORDER

The County may, at any time, by written order to the Vendor, require the Vendor to stop all or any part of the work called for by this Agreement. Any order shall be identified specifically as a stop work order issued pursuant to this clause. This order shall be effective as of the date the order is delivered to the Vendor. Upon receipt of such an order, the Vendor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work

stoppage. The Vendor shall not resume work unless specifically so directed in writing by the County. The County may take one of the following actions:

1. Cancel the stop work order; or
2. Terminate the work covered by the order; or
3. Terminate the Agreement in accordance with provisions contained in Section XI.

In the event the County does not direct the Vendor to resume work, the stop work order may be converted into a notice of termination for convenience pursuant to Section XII. The notice period for such termination shall be deemed to commence on the date of issuance of the stop work order. In the event the County does not direct the Vendor to resume work within ninety (90) days, the Vendor may terminate this Agreement.

XV. VENDOR WARRANTY

- A. All products provided under this Agreement shall be new (unless specifically identified otherwise in Exhibit C) and of the most suitable grade for the purpose intended.
- B. For one (1) year from the date of County's receipt of products provided hereunder, Vendor warrants that the products under normal use and service will be free from material defects in materials and workmanship. In the event Vendor's standard product warranty is for a period of time longer than one (1) year, this warranty shall be extended to that longer duration.
- C. If any product delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of the products or the specifications listed in this Agreement, the Vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship or manufacturing or shipping damage. In such case, the Vendor shall refund to the County any money which has been paid for same.
- D. Vendor shall secure from the applicable third party manufacturers, and assign and pass through to the County, at no additional cost to the County, such warranties as may be available with respect to the equipment, parts and systems provided through the Purchase.

XVI. MISCELLANEOUS

- A. This Agreement constitutes the sole and complete understanding between the parties and supersedes all other contracts between them, whether oral or written, with respect to the subject matter. No amendment, change or

addendum to this Agreement is enforceable unless agreed to in writing by both parties and incorporated into this Agreement.

- B. The provisions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assignees of the parties hereto. A party to this Agreement shall not sell, transfer, assign, license, franchise, restructure, alter, or change its corporate structure or otherwise part with possession or mortgage, charge or encumber any right or obligation under this Agreement without the proposed assignee and/or party restructuring, altering or changing its corporate structure agreeing in writing with the non-assigning party to observe and perform the terms, conditions and restrictions on the part of the assigning party to this Agreement, whether express or implied, as if the proposed assignee and/or party restructuring, altering or changing its corporate structure was an original contracting party to this Agreement. Notwithstanding the foregoing provision, the Vendor may assign its rights if given written authorization by the County and claims for the money due or to become due to the Vendor from the County under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy without such approval from the County. Notice of any such transfer or assignment due to bankruptcy shall be promptly given to the County.
- C. The exercise by either party of any rights or remedies provided herein shall not constitute a waiver of any other rights or remedies available under this Agreement or any applicable law.
- D. The failure of the County to enforce one or more of the provisions of the Agreement shall not be construed to be and shall not be a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision.
- E. The parties covenant and agree that each is duly authorized to enter into and perform this Agreement and those executing this Agreement have all requisite power and authority to bind the parties.
- F. Neither the County's review, approval or acceptance of, nor payment for, the products and services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.
- G. If the Vendor is comprised of more than one legal entity, each entity shall be jointly and severally liable hereunder.
- H. When any period of time is referred to by days herein, it shall be computed to exclude the first day and include the last day of such period. When the period of time is fewer than three (3) days, it shall mean business days as defined by Lee County. If the period of time is greater than three (3) days, then it shall mean calendar days. For any period of time greater than seven

(7) days, where the deadline falls on a Saturday, Sunday, or Lee County recognized holiday, the deadline will then fall to the next Monday or non-Lee County recognized holiday

- I. Any notices of default or termination shall be sufficient if sent by the parties via United States certified mail, postage paid, or via a nationally recognized delivery service, to the addresses listed below:

Vendor's Representative:

Name: Paige Hahn
Title: Sales Manager
Address: 1303 East Main St.
Lakeland, FL 33801
Telephone: 863-660-6826
Facsimile: n/a
E-mail: paige@groupcbs.com

County's Representatives:

Names:	<u>Roger Desjarlais</u>	<u>Mary Tucker</u>
Titles:	<u>County Manager</u>	<u>Director of Procurement Management</u>
Address:	<u>P.O. Box 398</u>	
	<u>Fort Myers, FL 33902</u>	
Telephone:	<u>239-533-2221</u>	<u>239-533-8881</u>
Facsimile:	<u>239-485-2262</u>	<u>239-485-8383</u>
E-Mail:	<u>rdesjarlais@leegov.com</u>	<u>mtucker@leegov.com</u>

- J. Any change in the County's or the Vendor's Representative will be promptly communicated by the party making the change.
- K. Paragraph headings are for the convenience of the parties and for reference purposes only and shall be given no legal effect.
- L. In the event of conflicts or inconsistencies, the documents shall be given precedence in the following order:
1. Agreement
 2. County's Purchase Order
 3. Solicitation
 4. Vendor's Submittal in Response to the Solicitation

[The remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date last below written.

WITNESS:

Signed By: Teresa Sprouse
Print Name: Teresa Sprouse

CIRCUIT BREAKER SALES, LLC

Signed By: Tim Brewer
Print Name: Tim Brewer
Title: General Manager
Date: 3/8/21

LEE COUNTY

BOARD OF COUNTY COMMISSIONERS
OF LEE COUNTY, FLORIDA

BY: [Signature]
CHAIR

DATE: 04262021

ATTEST:
CLERK OF THE CIRCUIT COURT
Linda Doggett, Clerk

BY: [Signature]
DEPUTY CLERK



APPROVED AS TO FORM FOR THE
RELIANCE OF LEE COUNTY ONLY:

BY: [Signature]
OFFICE OF THE COUNTY ATTORNEY

EXHIBIT A
SCOPE OF WORK / SPECIFICATIONS

1. GENERAL SCOPE

1.1 The Lee County Board of County Commissioners seeks to contract with a qualified Vendor to provide electrical preventative maintenance services, testing and repairs on various switchgear, motor controls and large circuit breakers for various County water, wastewater, distribution, collection systems and facilities. Such services shall include, but are not limited to:

- Preventative maintenance and testing on electrical systems, large breakers, re-torque connections and panel boards;
- Ultrasonic analysis and Infrared Thermography diagnostics;
- Examination and inspections of new installs for compliance, uniformity, shutdown mechanisms and NEC code compliance;
- As needed, on call / after-hours emergency services; and
- Repairs, modifications and new installations where required;

2. LOCATIONS

2.1 The following are identified as the locations that shall be serviced as per the specifications herein:

Location	Address
Corkscrew WTP	16101 Alico Road, Fort Myers, FL 33913
Pinewoods RO WTP	11950 Corkscrew Road, Estero, FL 33928
Airport Haul Pumping Station	16000 Airport Haul Road, Fort Myers, FL 33913
Three Oaks WRF	18521 Three Oaks Pkwy, Fort Myers, FL 33912
Gateway WRF	13265 Soccer Dr., Fort Myers, FL 33913
Green Meadows RO WTP	16003 Airport Haul Road, Fort Myers, FL 33913
Fiesta Village WRF	1366 San Souci Dr., Fort Myers, FL 33919
Fort Myers Beach WRF	17155 Pine Ridge Rd., Fort Myers Beach, FL 33931
Olga WTP	1450 Werner Dr., Alva, FL 33920
North RO WTP	18250 Durrance Rd., North Fort Myers, FL 33917
Pine Island WTP	6928 Stringfellow Rd., St James City, FL 33956

2.2 The County reserves the right to add or delete, at any time, any or all locations, tasks or services associated with this Agreement and in the manner that is in the best interest of the County.

3. SAFETY REQUIREMENTS

3.1 The Vendor shall comply with all federal and site safety regulations included but not limited to Occupational Safety and Health Administration (OSHA) and the Department of Workforce Development (DWD) regulations.

3.2 Lee County Utilities follows the NFPA 70E Standard for all its employees working on electrical equipment. The Vendor is required to meet the same standard.

3.3 The Vendor shall supply the proper NFPA 70E compliant PPE (Personal Protective Equipment) for the work to be performed by Vendor's technicians.

4. PREVENTATIVE MAINTENANCE SERVICES

4.1 The Vendor shall provide preventative maintenance services through an Infrared Testing Program and a Breaker Testing program.

4.1.1 Infrared Testing Program features shall include but not be limited to:

4.1.1.1 Ultrasonic and infrared testing shall be performed on switchboards, panel boards, large transfer switches, buss duct, cable tray, transformers and motor control centers. Any additional equipment that cannot be opened while energized shall be scheduled. Testing shall be conducted every twelve (12) months on the following County systems over the course of a three (3) year period.

- Corkscrew WTP
- Pinewoods RO WTP
- Airport Haul Pumping Station
- Three Oaks WRF
- Gateway WRF
- Green Meadows RO WTP
- Fiesta Village WRF
- Fort Myers Beach WRF
- Olga WTP
- North RO WTP
- Pine Island WRF

4.1.1.2 Ultrasonic analysis and infrared testing shall occur prior to removing all necessary covers for thermographic inspection. Each piece of equipment shall be inspected visually and with an infrared camera for their physical and mechanical condition. Images of any anomalies, safety concerns, and recorded information shall be documented.

4.1.1.3 The Vendor shall provide a test report to the County at the conclusion of each infrared test in an electronic format. The report shall show any areas of concern and the recommendation for repairs.

4.1.1.4 The County shall provide the Vendor its final decision and desired action to be taken for the provided recommendation of repairs.

4.1.2 Breaker Testing Program features shall include but not be limited to:

4.1.2.1 Breaker testing shall be performed on switchboards, switchgear, main breaker and transfer switches. Testing shall be conducted in phases of the contract over a three (3) year period.

- Testing shall be conducted during year one (1) at the following locations:
 - Airport Haul Pumping Station
 - Green Meadows RO WTP
 - Three Oaks WRF
- Testing shall be conducted during year two (2) at the following locations:

- Gateway WRF
 - Fiesta Village WRF
 - Corkscrew WTP
 - Pinewoods RO WTP
- Testing shall be conducted during year three (3) at the following locations:
 - Fort Myers Beach WRF
 - Olga WTP
 - North RO WTP
 - Pine Island WRF

4.1.2.2 Breaker testing shall be based on the frequency matrix used in ANSI/NETA MTS-2019 Appendix B document. Each individual Lee County Department shall determine the frequency based on equipment reliability and condition using ANSI/NETA MTS-2019 Appendix B.

4.1.2.3 The Vendor shall provide a test report to the County at the conclusion of each breaker test in an electronic format. The report shall show any areas of concern and the recommendation for repairs.

4.1.2.4 The County shall provide the Vendor its final decision and desired action to be taken for the provided recommendation of repairs.

4.2 All preventative maintenance services performed for this project shall be in accordance with the ANSI/NETA MTS-2019 Appendix B maintenance frequency matrix.

4.3 The individual County department's reserves the right to provide the final determination of preventative maintenance frequencies based on the equipment reliability and condition using ANSI/NETA MTS-2019 Appendix B.

4.4 Scheduling for the service shall be requested in advance by the Vendor and approved and coordinated by the County for all preventative maintenance and any potential disruptions of power that may occur during the service.

4.5 The Vendor shall follow the Lockout/Tag-out procedures at all County Water/Waste Water facility locations to ensure proper shutdown and notification to operations.

4.6 The Vendor shall maintain the ability to remanufacture breakers if required and ensure parts are readily available. All remanufactured breakers shall meet the original manufacturer's standards and specifications.

4.7 The Vendor shall use manufacturer's recommendations or NETA standards for maintenance testing and specifications of the equipment. The inspection and test procedures shall follow the ANSI/NETA MTS-2019 guidelines.

5. EMERGENCY ON-CALL SERVICES

5.1 The Vendor shall provide emergency on-call services for after-hours operations. The Vendor shall be available twenty-four (24) hours per day and must be onsite no less than three (3) hours after the initial contact has been made. This includes providing necessary equipment when applicable.

5.2 Emergency status/categorization for purposes of this Agreement shall be at the discretion of the County department authorizing work to be completed.

6. LOCATION RESTORATION

6.1 The Vendor shall ensure that the site where services are performed shall be restored to the satisfaction of the County, at its sole discretion, following all work completed under this Agreement. Following specific needs, additional services unrelated to the specific scope of work as described herein may be required to provide for full program completion. Such services may be requested under this Agreement when the County deems necessary and applicable.

7. ALLOCATION OF WORK

7.1 Departments shall utilize a primary vendor for the preventative maintenance programs and emergency on-call services. Should a primary Vendor be unable to perform the work, a secondary Vendor would then be called and utilized for the project in accordance with the Work Authorization guidelines provided herein. Nothing provided within this Agreement shall give the primary Vendor exclusive rights to County work or prohibit the County from authorizing work to any other Vendor, holding an Agreement associated with this solicitation, where and as deemed in its best interest to do so at the sole discretion of the County.

8. WORK AUTHORIZATION

8.1 Work Authorization shall be issued through a Purchase Order as the Notice to Proceed. The location and the number of days to complete the task shall be identified and included on the Purchase Order. If the start date is omitted from the Purchase Order then the date of the Purchase Order will default as the NTP start date.

8.2 The County retains the right to select the primary Vendor to whom the Contract award has been made.

8.3 At any time deemed necessary, the County retains the right to utilize the secondary Vendor to whom the Contract award has been made.

8.4 The County reserves the right to purchase materials and deliver required materials and supplies to an identified site or location. There shall be no charges for materials or handling by the Vendor for County purchased materials and supplies.

8.5 Non-Preventative Maintenance repair services (*Regular Hourly Labor Rate services*) shall not exceed \$75,000 per individual repair project without authorization from the County Procurement Department. The County reserves the right to competitively bid any individual repair services exceeding \$75,000.

9. PRICING

9.1 Infrared Testing - Preventative Maintenance: Pricing shall be a one-time rate inclusive of all labor, overhead, profit and any other incidental costs associated with such labor to perform an infrared test at any one given location.

- 9.2 Breaker Testing - Preventative Maintenance: Pricing shall be a one-time rate inclusive of all labor, overhead, profit and any other incidental costs associated with such labor to perform a breaker test at one given location.
- 9.3 Regular Hourly Labor Rates (Non-Preventative Maintenance) – Pricing shall be a fully loaded labor rate inclusive of all labor, overhead, profit and any other incidental costs associated with such labor.
- 9.4 Emergency Hourly Labor Rates – Pricing shall be a fully loaded labor rate inclusive of all labor, overhead, profit and any other incidental costs associated with such labor that is conducted outside of the County facility standard operating hours to include weekends and County observed holidays.
- 9.5 Material Markup – Percentage markup for repair components and new equipment shall be above the Vendor's incurred costs for such items. A mark-up on sales tax is not allowable. The County reserves the right at any time during the term of the Agreement, inclusive of any renewals, to request supporting documentation of Vendor invoiced amounts of material markup items. The Project Ordering Department reserves the right to approve or reject materials used and/or supporting documentation for materials invoicing when and where available. Percentage shall not exceed 20%.

10. INVOICES

10.1 The Vendor's invoices shall include the following items:

- The full name of the County employee authorizing the work to be completed;
- Name and address of the location/facility where the work was performed;
- County work order, purchase order or contract number;
- Description of work being performed and when work started and was completed;
- Corrected problem if repairs were provided;
- For Preventative Maintenance – Invoices shall include the date of the preventative maintenance, the program being performed (Infrared or Breaker testing), name of the technician, classification, and serial or identifier number of equipment preventative maintenance was performed on;
- For repair parts and components – Invoices shall include the item description, quantity, unit price, mark up price, and extended amount;
- For replacement equipment (supplied and installed) – Invoices shall include the item description, quantity, manufacturer, model number, serial number, location where delivered or installed, unit price, mark up price and extended amount;
- For regular hourly labor rates (Non-Preventative Maintenance) – Invoices shall include the name of the technician, classification, work performed, hourly rate established in contract, total hours worked, extended amount;

- For emergency hourly labor rates – Invoices shall include the name of the technician, classification, work performed, hourly rate established in contract, total hours worked, extended amount;
- For miscellaneous items, i.e., overnight freight, pick-up or delivery charges, etc., invoices shall indicate such items as a separate line item. Such charges shall be pass-through fees and shall not have markup applied.

For any charges not provided for in the contract nor allocated as material charges, the County reserves the right to request and verify such charges as deemed in its best interest.

11. BOND/SURETY

- 11.1 The Solicitation does not require a Bid Bond; however, any singular work authorization exceeding the required County Performance & Payment Bond limits (\$200,000 at time of advertisement) will require a Performance & Payment Bond be received as described herein.
- Bonding/Surety is required in accordance with the Lee County Procurement Management Department Ordinance 18-22.
 - Payment and Performance Bond:** In accordance with F.S. 255.05 and Lee County Procurement Management Ordinance 18-22, a Public Payment and Performance Bond is to be issued in a sum equal to one-hundred (100%) percent of the total awarded contract amount by a surety company considered satisfactory by Lee County and otherwise authorized to transact business in the State of Florida shall be required from the successful Proposer. This shall insure the faithful performance of the obligations imposed by the resulting contract and protect the County from lawsuits for non-payment of debts incurred during the successful Proposers performance under such Contract.
 - A public Payment and Performance bond must be properly executed, by the Surety Company and successful Proposer, and recorded with the Lee County Clerk of Court, within **seven calendar days** after notification by Lee County of the approval to award the Contract.
 - A **Clean Irrevocable Letter of Credit or Cash Bond** may be accepted by the County in lieu of the Public Payment and Performance Bond.
 - Only Lee County form(s) may be accepted. Forms are available at <https://www.leegov.com/procurement/forms>.
 - Personal Checks are not acceptable to Lee County as a Bid Security or Bonding.**
- 11.2 Surety. In order to be acceptable to the County, a Surety Company issuing Evidence of Bondability, Bid Guaranty Bonds or 100% Public Payment and Performance Bonds or Letters of Credit called for herein shall meet and comply with the minimum standards set forth in as part of the Contract Documents. The surety company shall be authorized to do business and in good standing with the Florida Department of State. All such bonds shall be issued or countersigned by a local producing agent who is a Florida resident with satisfactory evidence of its authority to execute the bond being submitted.

12. PERMITS

- 12.1 Pursuant to the requirements of Florida Statute 218.80, this is a disclosure of County permits and fees to be paid by the Vendor to complete work under this Agreement. This section and associated clauses does not relieve the Vendor of its responsibility to obtain and pay for permits required by other governmental entities as specified elsewhere in this document.
- i. ***Permits as required shall be responsibility of Vendor unless otherwise stated herein. County permit and associated fees are available at <http://www.leegov.com/permits>***
- 12.2 Pursuant to the requirements of Florida Statute 218.80, this is a disclosure of County permits Unless otherwise specified herein, the Vendor shall secure and pay for all permits, impact fees, and licenses and shall pay for all governmental charges and inspection fees necessary for the prosecution of the work. County permits and fees are required to be obtained and paid for by the Vendor.
- 12.3 The Vendor shall also pay all public utility charges and connection fees, except as provided for in the Contract Documents.
- 12.4 Permits and licenses of regulatory agencies, which are necessary to be maintained after completion of the guarantee period, shall be secured and paid for by the County.
- 12.5 Permits obtained by the Vendor will be reimbursed at cost, no mark-up.

13 ADDITIONAL SERVICES

- 13.1 The below services will be provided as outlined within the submitted proposal for RFP200466BJB by Circuit Breaker Sales, LLC on file with the Procurement Management Department. These services are inclusive of but not limited to:
- 13.1.1 Philosophy of Program
 - 13.1.2 Scheduling and Equipment
 - 13.1.3 Predictive means and prescriptive measures
 - 13.1.4 Testing, analysis, and outcomes
 - 13.1.5 Minimizing / Maximizing downtimes and uptimes
 - 13.1.6 Calculated repairs and replacements
 - 13.1.7 After Hours / On Call Emergency Response Approach
 - 13.1.7.1Emergency contact availability
 - 13.1.7.2Complying with and fulfilling the response time
 - 13.1.7.3Location of dispatch and emergency response location
 - 13.1.8 Personnel

End of Scope of Work / Specifications

**EXHIBIT B
FEE SCHEDULE**



**PROCUREMENT MANAGEMENT DEPARTMENT
BID/PROPOSAL FORM**

COMPANY NAME: Circuit Breaker Sales, LLC

SOLICITATION: RFP200466BJB / Electrical Testing and Repair Services – Annual

Having carefully examined the Contract Documents, Contractor/Vendor proposes to furnish the following which meeting these specifications.

PRICING

Pricing shall be inclusive of all labor, equipment, supplies, overhead, profit, material, and any other incidental costs required to perform and complete all work as specified in the Contract Documents. All Unit Prices will be bid at the nearest whole penny.

In the event there is a discrepancy between a subtotal or total amount and the unit prices and extended amounts, the unit prices will prevail and the corrected extension(s) and total(s) will be considered the price.

The County will only accept proposals submitted on proposal forms provided by the County. Proposals submitted on other forms, other than those provided by the County, will be deemed non-responsive and ineligible for award.

ELECTRICAL TESTING AND REPAIR SERVICES - ANNUAL

PREVENTATIVE MAINTENANCE TASKS

Item	Description	Unit of Measure	Test Price
1	Annual Infrared Testing	Each	\$2,500.00
2	Annual Breaker Testing	Each	\$15,448.09

REGULAR HOURLY RATES (For service and repairs as a result of Preventative Maintenance)

Item	Description	Unit of Measure	Hourly Rate
3	Field Technician	Hours	\$125.00
4	Repair Technician	Hours	\$125.00

AFTER-HOURS / EMERGENCY HOURLY RATES (Non Preventative Maintenance)

5	Field Technician	Hours	\$187.50
6	Repair Technician	Hours	\$187.50

ESTIMATED PROJECT TOTAL

MATERIALS MARKUP

Item	Description	% Markup
7	Repair components and new equipment	Cost + 20%

EXHIBIT C

INSURANCE REQUIREMENTS



Lee County Insurance Requirements

Minimum Insurance Requirements: *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendors' interest or liabilities. The following are the required minimums the vendor must maintain throughout the duration of this contract. The County reserves the right to request additional documentation regarding insurance provided*

- a. **Commercial General Liability** - Coverage shall apply to premises and/or operations, products and completed operations, independent contractors, contractual liability exposures with minimum limits of:

\$1,000,000 per occurrence
\$2,000,000 general aggregate
\$1,000,000 products and completed operations
\$1,000,000 personal and advertising injury

- b. **Business Auto Liability** - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:

\$1,000,000 combined single limit (CSL)
\$500,000 bodily injury per person
\$1,000,000 bodily injury per accident
\$500,000 property damage per accident

- c. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Workers Compensation exemptions may be accepted with written proof of the State of Florida's approval of such exemption. Employers' liability will have minimum limits of:

\$500,000 per accident
\$500,000 disease limit
\$500,000 disease – policy limit

**The required minimum limit of liability shown in a. and b. may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies." In which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."*



Verification of Coverage:

1. Coverage shall be in place prior to the commencement of any work and throughout the duration of the contract. A certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:
 - a. The certificate holder shall read as follows:

**Lee County Board of County Commissioners
P.O. Box 398
Fort Myers, Florida 33902**
 - b. *"Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials" will be named as an **"Additional Insured"** on the General Liability policy, including Products and Completed Operations coverage.*

Special Requirements:

1. An appropriate **"Indemnification"** clause shall be made a provision of the contract.
2. It is the responsibility of the general contractor to insure that all subcontractors comply with all insurance requirements.

Revised 03/19/2018 – Page 2 of 2

EXHIBIT D

VENDOR BACKGROUND SCREENING AFFIDAVIT



VENDOR BACKGROUND SCREENING AFFIDAVIT

Florida Statutes Chapter 435 governs required background screenings for any employees, contractors, subcontractors, or agents of the Vendor who will have contact with any vulnerable person, as defined by statute, or who otherwise are required to undergo a Level 1 or Level 2 background screening in accordance with Florida law.

The Vendor is responsible for ensuring that such required background screenings are conducted in accordance with Florida Statutes Chapter 435. Documentation of such completed background screenings must be maintained for a period of no less than five (5) years and are subject to audit by Lee County at any time during such five (5) year period.

Under penalty of perjury, I declare that I have read and understand the requirements stated above, and that all required background screenings shall be conducted in accordance with this affidavit. I further understand that there may be additional local, state, and federal regulations that may require background screening, and that the Vendor will be solely responsible for complying with such legal requirements. Furthermore, the Vendor shall indemnify and hold Lee County harmless from any and all claims or actions resulting from failure to comply with this affidavit.

Date: 03-08-2021

STATE OF Texas
COUNTY OF Cooke

Tim Brewer
Signature
Tim Brewer / GM
Name/Title

The foregoing instrument was sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 8th day of March, 2021, by the above-named person and in their stated capacity, and is either personally known to me or who has produce the following as identification: _____

[Stamp/seal required]



Teresa Sprouse
Signature, Notary Public



Kevin Ruane
District One

December 13, 2023

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Mike Greenwell
District Five

Dave Harner
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing Examiner

Ms. Paige Hahn
Circuit Breaker Sales, LLC
1315 Columbine Dr.
Gainesville, TX 76240

SUBJECT: Renewal of Annual Contract No. RFP200466BJB
 Electrical Testing and Repair Services

Dear Ms. Hahn:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 4/21/24 – 4/20/27.

We are hereby extending the annual contract for an additional three-year period under the same terms and conditions as the original award.

If you have any questions regarding this letter, please contact me at (239) 533-8871.

Sincerely,

Kimberly Urban

Kimberly Urban
Contracts Analyst
Procurement Management Division

C: Project File



Lee County

Southwest Florida

Kevin Ruane
District One

October 12, 2023

239-533-8871

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Mike Greenwell
District Five

Dave Harner
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing
Examiner

Ms. Paige Hahn
Circuit Breaker Sales, LLC
1315 Columbine Dr.
Gainesville, TX 76240

Subject: Renewal of Annual Contract RFP200466BJB
Electrical Testing and Repair Services

Dear Ms. Hahn:

The above-referenced annual contract will expire on April 20, 2024, unless renewed. Lee County is requesting that this annual contract be renewed for an additional three-year period (4/21/24 – 4/20/27). Therefore, we are requesting that you choose one of the following options and return this letter to Lee County Procurement Management, Attn: Kimberly Urban, P.O. Box 398, Ft. Myers, FL 33902-0398, (Fax: 239-485-8383 or email kurban@leegov.com), within 15 calendar days from receipt. Failure to return by October 27, 2023, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

X a. I want to continue performing under this annual contract for an additional three-year period under the same terms and conditions as agreed upon in the above-referenced quotation.

As a condition of this renewal, the vendor agrees to provide Lee County with an updated insurance certificate upon expiration of the original certificate on file with the County.

_____ b. I am not interested in extending this contract for an additional three-year period. Why? _____

Vendor:

Lee County:

Thomas Cheaney
Signature

Margaret
Signature of Authorized Official

Vice President
Title

Procurement Management Director
Title

11/30/2023
Date

12-7-2023
Date

P O Box 398, Fort Myers, Florida 33902-0398 Phone (239) 533-2111
www.leegov.com
AN EQUAL OPPORTUNITY EMPLOYER



Public Services Department

Memorandum

Date: January 27, 2026

To: Mayor and Board of Commissioners

Through: Thomas Kiger, Public Services Director 

From: Jamie Taylor, Public Services Assistant Director

Subject: Authorize edits to Municipal Code §5-26.- Boat Launch Permit

Recommendation

Approve edits to Tarpon Springs Municipal Code §5-26.- Boat Launch Permit and funding request to continue the Boat Launch Attendant position through the end of the fiscal year.

Background

The updates to Municipal Code §5-26 will allow the city to operate and administer Boat Permits in a less restrictive manner, providing increased accessibility to boat permits for the end user. Edits include increasing fines to the statutory limit of \$100.00, allowing for administrative changes to fees for permits, removing the underutilized monthly fee, adding a daily launch fee, and removing the requirement for permits to be affixed conspicuously to the driver's side of the trailer.

Implementation

Staff are working to determine the best practice for Boat Permit Implementation. We will most likely work in a hybrid fashion, with annual passes handled internally and daily fees administered on-site via ParkMobile.

City staff recommend a daily launch fee of \$15.00. Currently, there is no daily option, and this would provide an easy opportunity to bring boaters into permit compliance.

Last year, the Board approved the Boat Launch attendant staff position. These staff have been working weekends since August and have improved boat permit compliance, provided education for boaters, kept commercial rental activity away from both Sunset Beach and the Craig Park Boat Launch, and have helped with enforcement of park rules. Staff propose to continue this staffing to educate and enforce launch permits, parking rules, and parking fees at least through the end of the current fiscal year. Continued staffing expenses through the end of the fiscal year will total approximately \$21,000.00.

Net revenues will be automatically deposited into the City's account, and the funds will continue to go to the Marina boat permit fee line item.

ORDINANCE NO 2026-01

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING SECTION 5-26 OF THE CODE OF ORDINANCES IN ITS ENTIRETY; BOAT LAUNCH PERMIT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tarpon Springs will provide a daily fee for boat trailer parking on public property; and

WHEREAS, the City of Tarpon Springs desires City staff to receive a boat launch permit at the resident rate; and

WHEREAS, the City of Tarpon Springs desires an increase for non-compliance; and

WHEREAS, the City of Tarpon Springs Board of Commissioners desires to provide for future administrative changes in permit fees and fines.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AS FOLLOWS:

SECTION 1. That Section 5-26, Boat Launch Permit is hereby amended to read as follows:

§ 5-26. - BOAT LAUNCH PERMIT.

- (a) No person shall park a boat trailer on public property without a valid boat launch permit ~~affixed conspicuously to the drivers' side of the trailer. Residents shall purchase such permits for \$25 for a 12-month period; Nonresidents shall purchase such permits for \$100 for a 12-month period or \$25 for a 30-day period.~~ No boat or boat trailer may be parked on city property for more than 48 consecutive hours. Nothing contained herein alters or amends the provisions of [§ 18-14](#). - Parking of Large Vehicles and Trailers in Residential Districts, or Appendix A. [§ 42.00](#). - Parking of Recreational Vehicles in Residential Areas.
- (b) Definitions of terms herein shall be those of F.S. § 316.003, unless adopted by ordinance or resolution, unless the context otherwise required, and liability for payment of violations hereof shall be determined by F.S. § 316.1967, unless adopted by ordinance or resolution.
- (c) Proof of City of Tarpon Springs residency requirements will include any government issued photo identification, including but not limited to, ~~driver's licenses and passports, as well as the most recent utility bill at the subject address~~ any government issued photo identification, or a recent utility bill at the subject address. Residents must also provide a current registration proving ~~license and ownership of the trailer being permitted.~~ Should a resident

own multiple trailers, each trailer must be permitted and registered separately.

- (d) The City Manager or "designee" is authorized to issue a permit fee schedule for residents and non-residents, and establish regulations to enforce the provisions hereof, including the revocation of the ~~decal~~ permit of any trailer or boat owner who violates the code of ordinances or Florida Statutes. ~~provisions of this section.~~
- (e) Violations of this section shall be punished according to ~~§ 1-8 of the code of ordinances and F.S. Ch. 316.~~ F.S. Ch. 316.1967 or the city's administrative fine schedule.
- (f) City employees will receive the boat launch permit at the resident rate.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. In the event a court of competent jurisdiction finds any part or provision of this Ordinance unconstitutional or unenforceable as a matter of law, the same shall be stricken and the remainder of the Ordinance shall continue in full force and effect.

SECTION 4. This Ordinance shall be codified in the City of Tarpon Springs Code of Ordinances.

SECTION 5. This Ordinance shall take effect immediately upon passage and adoption as a matter of law and will become enforceable 90 days after passage and adoption.

(a)The city manager or the city manager's designee shall establish an application process for the issuance of daily boat permits within 90 days of the effective date of this ordinance.



Public Services Department

Memorandum

Date: January 27, 2026

To: Mayor and Board of Commissioners

Through: Thomas Kiger, Public Services Director 

From: Jamie Taylor, Public Services Assistant Director

Subject: Authorize edits to Municipal Code 18-14.- Residential Trailer Parking

Recommendation

Approve the edits to the Tarpon Springs Municipal Code 18-14.- Residential Trailer Parking.

Background

The updates to City Code 18-14 allow for improved accessibility for first responders and enhanced maneuverability within residential areas throughout the city.

The updates to City code 18-14 impose restrictions on the width of large vehicles and trailers. These edits have been discussed for a long time and are part of the broader discussion regarding boat launch permits and parking fees.

ORDINANCE NO 2026-02

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING SECTION 18-14 OF THE CODE OF ORDINANCES IN ITS ENTIRETY; PARKING OF LARGE VEHICLES AND TRAILERS IN RESIDENTIAL DISTRICTS; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tarpon Springs desires to amend the ~~ordinance~~ section 18-14 in its entirety regarding the parking of large vehicles and trailers in residential districts; and

WHEREAS, the City of Tarpon Springs has determined that the maximum width of large vehicles and trailers should be limited to a reasonable size.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AS FOLLOWS:

SECTION 1. That Section 18-14, Parking of Large Vehicles and Trailers in Residential Districts is hereby amended to read as follows:

18-14. - PARKING OF LARGE VEHICLES AND TRAILERS IN RESIDENTIAL DISTRICTS.

- (a) No vehicle or vehicle and attached trailer or semi-trailer in excess of twenty-two feet in length shall park or stand on any public street or right-of-way or municipal parking area in any residentially zoned district except that vehicles with attached boat trailers displaying a valid boat launch permit may park in a designated boat ramp parking area but only for the purpose of actively using the boat ramp to launch and recover boats and vessels. In no event may a vehicle or trailer be parked at a public boat ramp for more than 48 hours, nor may the boat ramp be used for storage of vessels, vehicles, or trailers. Nothing contained herein alters or amends the provisions of [§ 5-26](#). - Boat Launch Permit, or Appendix A 542.00.- Parking of Recreational Vehicles in Residential Areas.
- ~~(b)~~ No vehicle or vehicle and attached trailer or semi-trailer in excess of 96 inches in width shall park in any residentially zoned district.
- ~~(b)~~ (c) No detached trailer or semi-trailer, regardless of length, shall park or stand on any public street or right-of-way or municipal parking area in any residentially zoned district except as provided herein.

~~(c)~~ (d) For the purpose of this section, a vehicle includes, but is not limited to, motorized and nonmotorized tractors, vans, trucks, open bed or flat bed pickups, mobile equipment, and machinery.

~~(d)~~ (e) This section does not prohibit the parking or standing of a vehicle or vehicle and attached trailer or semi-trailer in excess of twenty-two feet in length or a detached trailer or semi-trailer if actively engaged in any of the following activities:

- (1) Loading or unloading of persons or property;
- (2) Parked or left standing in connection with or in the aid of the immediate performance of a service to or on a property in the immediate proximity of where the vehicle is parked or left standing; or
- (3) Parked or left standing as the result of a mechanical breakdown so as to allow for the performance of emergency repairs on the vehicle, or while waiting for a tow operator for period not to exceed six hours.

~~(e)~~ (f) This section does not apply to authorized emergency vehicles.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. In the event a court of competent jurisdiction finds any part or provision of this Ordinance unconstitutional or unenforceable as a matter of law, the same shall be stricken and the remainder of the Ordinance shall continue in full force and effect.

SECTION 4. This Ordinance shall be codified in the City of Tarpon Springs Code of Ordinances.

SECTION 5. This Ordinance shall take effect immediately upon passage and adoption as a matter of law.