Date: Tuesday, October 1, 2019 Time: 7:00 PM

Notice is hereby given that the Oldsmar City Council will hold a Council Meeting for the following purpose(s):

MEETING CALLED TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG

CITIZENS’ OPEN FORUM Each speaker will be recognized once and will be limited to a five (5) minute presentation on any subject that is not scheduled for a PUBLIC HEARING. Citizens’ Open Forum will conclude at 7:30 p.m. If any speaker has not been heard at the conclusion of the 30-minute Open Forum, the Mayor may announce a continuance and they will be given an opportunity to speak at the end of the Council meeting.

COMMUNITY MINUTE

APPROVAL OF ADDITION OF NEW AGENDA ITEMS Approved

AWARDS AND RECOGNITION:

COMMUNITY REDEVELOPMENT AGENCY:

CONSENT DOCKET:

1. Approve minutes of September 11, 2019 City Council meeting Approved
2. Presentation of Fire Prevention Week proclamation
   Council Member Norris presented to Fire Rescue

3. Presentation on Transportation Initiatives - Barry Burton, Pinellas County Administrator
   Presented PowerPoint on Transportation Initiatives

CITY ATTORNEY:

CITY MANAGER:

4. Request Council approval to waive bid requirements and purchase Polyphosphate from SPER Chemical Corporation, under the same terms and conditions as the City of Sebring Contract, No. RFP#16-004 (PB16-022)
   Approved

5. Request Council approval to waive bid requirements and purchase Sodium Hypochlorite from Odyssey Manufacturing Company, under the same terms and conditions as the Tampa Bay Water (TBW) Contract No. 2019-005 (PB19-007)
   Approved

6. Waive bid requirements and award Appalachian Materials Services, Inc. (AMS) the sludge hauling and disposal services contract for the City’s Water Reclamation Facility (WRF) under the same terms and conditions as the City of Tarpon Springs, Florida Bid No. 150042-B-RS (PB16-019)
   Awarded

7. Authorize City Manager to advertise 2020-001-RFP: Professional Services for Climate Resiliency Study
   Authorized

8. Approve Work Order No. 6 (2018-007-RFQ) with Ardurra Group, Inc., for the BMX Track Retaining Wall Design Criteria Engineering Services (New Agenda Item)
   Approved

CITY CLERK:

9. Adopt Resolution 2019-17, establishing the qualifying period of October 15, 2019 to November 15, 2019 for the March 17, 2020 Special Election
   Adopted
10. Approve cancellation of December 17, 2019 City Council meeting (New Agenda Item)
   Approved

11. Approve tentative agenda for October 15, 2019
   Approved

12. Council Comments

   __________________________________________
   Ann Nixon, MMC
   City Clerk
   City of Oldsmar

NOTICES

- Any person with a disability requiring reasonable accommodation in order to participate in this meeting should contact the City Clerk's office: telephone (813) 749-1115, Fax (813) 854-3121, email anixon@myoldsmar.com, or operator assistance (800) 955-8770.

- Video recordings and minutes of the meetings are available online at www.myoldsmar.com. A video copy of the City Council meeting may also be obtained from the City Clerk's Office. The fee is $10.00 if the City provides a DVD, or free if the requester provides a DVD or thumb drive.

- To appeal any decision made by the Board, Agency or Council with respect to any matter discussed at such meeting or hearing, the person making the appeal will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to Florida Statute 286.0105. The City does not provide verbatim transcripts. Arrangements to obtain a verbatim transcript should be made in advance with an outside agency, such as a court reporter.

PUBLIC HEARING PROCEDURE
A) City Attorney reads ordinance (by title only)
B) Motion is made.
C) Second is made.
D) City Manager's remarks.
E) Staff presentation (optional).
F) Mayor opens Public Hearing.
G) Public Hearing (proponents, opponents).
H) Mayor closes Public Hearing.
I) Council discussion.
J) Council roll call vote.
K) City Clerk records and announces the results.

SUBSCRIPTIONS
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- Email notification - visit www.MyOldsmar.com, follow the tabs: City Hall, Mayor & City Council, Meeting Agendas & Minutes, Home, E-updates. Follow the prompts for agendas you would like to receive.
- Mail notification - call (813) 749-1115, fax (813) 854-3121, email anixon@myoldsmar.com, or write to City Clerk, 100 State Street West, Oldsmar, Florida 34677.
DOCUMENT ACCESSIBILITY STATEMENT

The City of Oldsmar is committed to making our meeting information accessible to all audiences. If there are changes we can make for easier use, or if you encounter material you cannot access, please contact the City Clerk so that we may provide a reasonable alternative way to access or obtain the information you are seeking. We endeavor to provide requested material within three to five business days of receiving the request. To contact the City Clerk, call 813-749-1115, email anixon@myoldsmar.com, or write to Ann Nixon, City Clerk, Oldsmar City Hall, 100 State Street West, Oldsmar, Florida 34677.
TO: City Council
FROM: Ann Nixon, City Clerk
DATE: October 1, 2019
AIR #: AIR-0530
SUBJECT: Approve minutes of September 11, 2019 City Council meeting

STRATEGIC GOAL
Quality of Place

RECOMMENDED MOTION
Approve minutes of September 11, 2019 City Council meeting.

ATTACHMENTS
September 11, 2019 City Council Minutes (PDF)
Date:  **Wednesday, September 11, 2019**  

**Mayor Eric Seidel** called the Wednesday, September 11, 2019 City Council meeting to order at 7:00 p.m.  
**Council Members present:** Linda Norris, Gabby McGee and Katie Gannon.  
**Council Members absent:** Dan Saracki.  
**Also present:** Al Braithwaite, City Manager; Patrick Perez for Tom Trask, City Attorney; and Ann Nixon, City Clerk.  

**CITIZENS’ OPEN FORUM:**

Jerry Custin, Upper Tampa Bay Chamber of Commerce - stated that today is September 11th, a day of infamy for our Country.  He addressed the Cub Scouts in attendance, explained why the flag is at half-mast and told them today and December 7th, also known as Pearl Harbor Day, are important days in the United States history.

**COMMUNITY MINUTE:**

City Clerk Ann Nixon announced the following updates, events and projects:

- Drive Electric Tampa Bay will be held on Saturday, September 21, 9:00 a.m. – 1:00 p.m. in front of City Hall. More information is available at DriveElectricTB.com.
- Celebrate Oldsmar will be held on Saturday, October 5, 2019 at R. E. Olds Park.
- The Experience Oldsmar magazine-Fall Edition is now available at the Library, City Hall, Cypress Forest Recreation Center and State Street Center. It includes many details on Oldsmar’s fall events.

**APPROVAL OF NEW AGENDA ITEMS:**

McGee made a motion, seconded by Norris, to approve Item 6 on the agenda.  **ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.**

**AWARDS AND RECOGNITION:**

1. **Presentation of the Business of the Quarter Award for the third quarter of 2019** – This item has been rescheduled to the September 17, 2019 City Council meeting.

2. **Approve minutes of the August 13, 2019 work session on the Downtown District Development Proposals** – Norris made a motion, seconded by McGee, to approve minutes of the August 13, 2019 work session on the Downtown District Development Proposals.  **ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.**
3. Approve minutes of the August 21, 2019 work session on the Town Center – Gannon made a motion, seconded by McGee, to approve the minutes of the August 21, 2019 work session on the Town Center. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

CONSENT DOCKET:

4. Approve minutes of the August 6, 2019 City Council meeting

Gannon made a motion, seconded by McGee, to approve the Consent Docket. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

CITY OF OLDSMAR:

5. Appoint members to the Ordinance Review Committee – Ann Nixon, City Clerk, stated that the City Council adopted Resolution 2019-10 establishing the Ordinance Review Committee at the August 6, 2019 Council meeting. Each council member selected a person to appoint to the Committee. In addition, two committee members are to be appointed from a list of applicants provided by the City Clerk. The announcement was sent to the Citizens Academy Alumni and an immediate and overwhelming response was received from 14 applicants. Nixon stated all the applicants are qualified to serve and suggested the Council may want to consider drawing names for the remaining two positions. The consensus of the Council was that this would be a fair and equitable way to fill the final two positions. Norris made a motion, seconded by McGee, to appoint David Enos, Steve Graber, Pamela Settle, Paula Saracki and Andrew Knapp to the Ordinance Review Committee. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE. Attorney Perez stated he had verified all 14 names were in the bucket. He drew two names to fill the additional positions: Donna Walston and Kenn Sidorewich. McGee made a motion, seconded by Norris, to appoint Donna Walston and Kenn Sidorewich to the Ordinance Review Committee. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE. Gannon made a motion, seconded by Norris, to appoint Andrew Knapp as Organizing Chairperson of the Ordinance Review Committee. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

6. Presentation of the Annual Report for the Upper Tampa Bay Regional Chamber of Commerce, Inc.’s Business Assistance Partnership Agreement for FY 18-19 (New Agenda Item) – Jerry Peruzzi, President/CEO, Upper Tampa Bay Chamber of Commerce, stated that the annual report will cover their accomplishments over the past year. Assistant City Manager Donnelly challenged them. Both Jerry Custin and Jason Sanders worked together with Donnelly to meet her expectations. Jerry Custin, Upper Tampa Bay Chamber of Commerce, stated it is an honor for them to have such a wonderful relationship with the City. Not all Chambers can say that. Custin highlighted the Annual Report which included:

   Leadership Initiatives
   • We Mean Business monthly visits
   • Monthly Economic Development Meetings
   • Quarterly Pinellas County Economic Development Meetings

   Proactive Nurturing
   • Identifying growth postured businesses and coordinate with the City
   • Assist in the creation of an economic development plan
   • Identify problems common to the Oldsmar Business Community
   • Annually conduct at least four Business Assistance Seminars for businesses
   • Actively support City economic development and marketing efforts and initiatives, including ribbon cuttings and Business of the Quarter Awards

   Other Activities
Involved with Tampa Bay Partnership in the effort known as the Talent Pipeline Academy focused on improving the development, training and retention of individuals for the regional manufacturing and healthcare sectors.

The 7th Annual Manufacturers Dinner will be held on October 3. The guest speaker will be Dr. Eric Hall, FLDOE Chancellor of Innovation, a new position established by Governor DeSantis.

Presenting at next week's Janice Miller Citizens Academy.

McGee made a motion, seconded by Norris, to accept the Annual Report for the Upper Tampa Bay Regional Chamber of Commerce, Inc.'s Business Assistance Partnership Agreement. Seidel stated he has been so impressed with the Chamber. Over the past year he has seen a more coordinated effort with the City. The Chamber has facilitated meetings between the City Leadership and companies who are thinking of coming to Oldsmar which helps to spur on true economic development. Seidel stated the Chamber of Commerce has been doing an excellent job. Norris stated she was privileged to have been able to attend all of the Economic Development Forums and she really liked hearing feedback directly from the individual businesses and getting their ideas. It really broadened the discussion. **ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.**

**CITY ATTORNEY:**

**CITY MANAGER:**

7. Consider renewal of a Business Assistance Partnership Agreement with the Upper Tampa Bay Chamber of Commerce – Braithwaite stated the current Business Assistance Partnership Agreement with the Upper Tampa Bay Chamber of Commerce will expire on September 30, 2019. Historically, this agreement has supported the Chamber's implementation of a Business Assistance Program to enhance the business recruitment and retention efforts of the City of Oldsmar. The purpose of the agreement is for the Chamber to provide a Business Assistance Partnership Program and to support the City of Oldsmar in its economic development efforts. Felicia Donnelly, Assistant City Manager, stated she couldn't be more pleased with the outcome of the agreement and the objectives and stated the Chamber really exceeded expectations. With their assistance, the City was able to draft their own Economic Development Plan in-house. Last year's agreement focused on developing an Economic Development Plan. This year, the focus will be on implementing the plan. **Norris made a motion, seconded by Gannon, to renew the Business Assistance Partnership Agreement with the Upper Tampa Bay Chamber of Commerce. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.**

8. Approve payment to Keystone Excavators, Inc. for emergency water main repair – Braithwaite stated on July 11, 2019, a contractor installing cable on Tampa Road inadvertently hit a 12-inch City water main. City staff immediately responded to the incident; however, assistance from Keystone Excavators, Inc. was requested due to the depth and location of the break. The contractor was better equipped for this event with the necessary trenching and safety equipment. Keystone Excavators was working on the Downtown Watermain Replacement Project which allowed for a quick response. The break was reported at approximately 10:30 a.m. and crews worked until midnight to complete the initial repair. The effort took several days. The space eroded by the water under the roadway was grouted the following day (July 12th) per FDOT requirements, and Keystone crews came back on July 17th and 18th to replace the sidewalk and ramp removed for the repair, and conduct other restoration work. The City Purchasing Policies and Procedures allow for emergency purchases when the delay would be detrimental to the health, safety or welfare of the City and/or its citizens, and the provisions called for within the Policies and Procedures were met. This item exceeds the purchasing threshold of $25,000.00 which applies in normal procurement circumstances. The cost of the emergency repair is $30,436.00. **McGee made a motion, seconded by Gannon, to approve payment to Keystone Excavators, Inc. for emergency water main repair. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.**
9. Approve contract with Pinellas County Sheriff’s Office for FY 2019-2020 Law Enforcement Services – Braithwaite stated each year the City Council approves an annual contract with the Sheriff of Pinellas County to provide the City with police protection, community policing services and school crossing guards. This contract represents an increase of 3.13% over the prior year due to the cost of law enforcement services. The level of service remains the same for FY 2019/2020. The total cost of the FY 2019/2020 contract for law enforcement services is $1,774,390.00. Norris made a motion, seconded by McGee, to approve contract with Pinellas County Sheriff’s Office for FY 2019-2020 Law Enforcement Services. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

10. Public Hearing to adopt Resolution 2019-13, establishing the tentative millage rate of 4.05 mills for Fiscal Year 2019-20 – Braithwaite stated on July 16, 2019, the City Council authorized the City Manager to complete the certification of taxable value indicating a proposed millage rate of 4.05 mills to the Property Appraiser. In August, the Property Appraiser mailed the truth in millage (TRIM) notices to all property owners advising them of the City’s proposed millage rate for fiscal year 2019/2020. Braithwaite read Resolution 2019-13 in its entirety. Public Hearing: No public comments were received. Gannon made a motion, seconded by McGee, to adopt Resolution 2019-13. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

11. Public Hearing to adopt Resolution 2019-14, establishing a tentative budget for Fiscal Year 2019-20 – Braithwaite stated the proposed budget document was presented to the City Council on July 12, 2019. The budget work session was held on August 8, 2019. Florida Statutes require a separate vote by the City Council for adoption of a tentative budget and a tentative millage rate, and the millage rate vote must occur first. The second public hearing for final adoption of the millage rate and the budget is scheduled for Tuesday, September 17, 2019 at 7:00 p.m. Braithwaite read Resolution 2019-14 in its entirety. Public Hearing: No public comments were received. McGee made a motion, seconded by Norris, to adopt Resolution 2019-14. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

CITY CLERK:

Ann Nixon, City Clerk, thanked everyone who expressed interest in serving on the Ordinance Review Committee. For those not chosen, she stated there will be other opportunities to serve the City and stated there will be a Charter Review Committee appointed at some point in the future.

CITY COUNCIL:

12. Approve Tentative Agenda for September 17, 2019 – Seidel asked if anyone wished to pull or add any items to the tentative agenda. No items were pulled. Seidel asked to add the following items:

- Approval of an excused absence for Council Member Dan Saracki for the September 11, 2019 City Council meeting
- Approval of an excused absence for Vice-Mayor Gabby McGee for the September 17, 2019 City Council meeting
- Presentation of the Council/Manager Award for September 2019
- Presentation of the Business of the Quarter Award for 2019-3rd Quarter
- Accept resignation of Quyen Trujillo from the Code Enforcement Board

Gannon made a motion, seconded by Norris, to approve the Tentative Agenda for September 17, 2019, as amended. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.
Gannon made a motion to suspend the Rules of the Day, seconded by Norris. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE. Seidel asked to add one more item to the tentative agenda for September 17, 2019:

- Approve Hurricane Irma final revision to Scope of Work for FEMA Reimbursement

McGee made a motion, seconded by Norris, to add the additional item to the September 17, 2019 tentative agenda. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

McGee made a motion, seconded by Norris, to Return to the Order of the Day. ALL IN FAVOR? MOTION CARRIED: 4:0 VOTE.

13. Comments by Council Members:

Norris – thanked Cub Scout Troop 413 for asking her to be the Council Member to help them get their government badge. They asked really good questions. Norris commended the city staff for their response to Hurricane Dorian. Norris highlighted an article from the Pinellas County Sheriff's Office in the employee newsletter "Under the Hood". The article states that drowning was the number one cause of child fatalities in Pinellas County in 2018. The Sheriff's Office has a program called Operation Kid Float that allows youth life jackets to be borrowed from various boat ramps throughout the county. Visit www.pcsoweb.com/operation-kid-float for more information. Norris commented that today is 9/11 and everyone knows exactly where they were 18 years ago. She encouraged everyone to stop by the Oldsmar Fire Station to visit the 9/11 Memorial which includes part of an I-Beam from one of the towers. 343 firefighters lost their lives that day. Norris wished Mayor Seidel a Happy Birthday.

Gannon – thanked city staff for their expedient and organized response to Hurricane Dorian in activating the emergency operations process. Gannon stated she saw countless compliments to staff on social media. She is proud to call herself a Council Member for this City. Gannon also encouraged everyone to stop by the 343 Memorial at the Fire Station. She stated she has a new appreciation for all they do after attending Fire Ops 101 this year. It was an eye opening experience for her.

McGee – echoed both Norris and Gannon’s comments. McGee added that she sent an e-mail just prior to tonight's Council Meeting. She has accepted an exciting offer today with Cisco and will be relocating to Spain. It is a regional role, covering Europe, the Middle East, Africa and Russia. Her last Council Meeting will be October 15th and her resignation will be effective as of October 21th. It was a tough decision to make, but she is very excited. McGee stated it has truly been an honor to serve for the past six years. It is extremely tough and bittersweet for her to leave. Oldsmar is working on so many great things and it will be hard for her not to be a part of that, but she will be happy to send her unwarranted feedback. McGee stated she loves having the Council Members as friends and they are like a family. McGee stated she will provide a formal resignation letter with details as she gets them. Norris stated she remembers when McGee ran and first won her seat. She became part of history with the first female majority council and also with being Oldsmar’s youngest Council Member to serve. Norris congratulated McGee and stated she is happy for her. Gannon stated McGee was part of the reason she wanted to be on the Council and stated she is happy if McGee is happy, but she will be so missed. Gannon stated it is difficult to balance ambition and family, but McGee does it so well. She is an incredible example of standing by her convictions. Gannon stated she will always remember the quote on McGee's forearm, "Begin from Within". Seidel stated he is very excited for McGee and she has worked very hard for this. Seidel stated McGee has a consistency that always demonstrates leadership, thinking outside the box, and approaching things intelligently, qualities she also displayed on the City Council. Seidel stated McGee's impact on this City is wide and deep. The citizens are grateful that she served and for the way she served and her impact will be felt for years to come. Seidel congratulated McGee and stated he will certainly miss her.
Seidel - stated work on the Town Center is ongoing. The City Manager is working with those who came in late, putting numbers and reports together for the Council. There has been a lot of feedback in the community. The City wants what is best for the citizens. Seidel asked for an update on the BMX track. Braithwaite responded that the City is still evaluating options. The engineering firm has the report and is analyzing it to present the choices on how to go about the reparations to the track. Braithwaite stated it could be up to 30 days before committing to an option and the related expense, but he will try to move as expeditiously as possible. Seidel thanked the staff for their diligent efforts on the storm preparation. The City is lucky to have such professionals on the team. He attended an 8:00 a.m. meeting on Labor Day and watched everyone go through their checklists and preparations. The citizens can rest assured that while they are getting water and moving patio furniture, the City staff is paying attention to all the details such as where the city assets are and if there is enough fuel, etc., and he is very grateful for that. The decision was made early to issue the executive order for the City which included rescheduling the September 3rd City Council meeting. It was one less thing for staff to have to prepare for a meeting while preparing for a storm and he will always approach it that way. Seidel stated hearts and prayers go out to all those who were victimized in the events on 9/11. He shared his personal story. He was running a public company at that time and they were in the process of a secondary offering. A week earlier, he held an airline ticket that would have put him in the World Trade Center at that time. He was very fortunate as it got rescheduled for a week later. Seidel stated he still has that airline ticket. "Never Forget" is more than just words. A lot of innocent people lost their lives along with the heroes who went in to save those that they could.

ADJOURNMENT:

Norris made a motion to adjourn, seconded by Gannon. The meeting was adjourned by Mayor Seidel at 8:00 p.m.

Prepared by: Kathy Horvath, CMC, Deputy City Clerk

Respectfully submitted by:

Ann Nixon, MMC
City Clerk
City of Oldsmar
TO: City Council

FROM: Ann Nixon, City Clerk

DATE: October 1, 2019

AIR #: AIR-0730

SUBJECT: Presentation of Fire Prevention Week proclamation

BACKGROUND
Presentation of Fire Prevention Week proclamation, declaring October 6-12, 2019 as Fire Prevention Week throughout the city and urging all people of Oldsmar to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of Oldsmar's fire and emergency services during Fire Prevention Week 2019.

STRATEGIC GOAL
Quality of Place

ATTACHMENTS
Fire Prevention Week proclamation (PDF)
Proclamation

2019 FIRE PREVENTION WEEK

WHEREAS, the City of Oldsmar is committed to ensuring the safety and security of all those living in and visiting Oldsmar; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,530 people in the United States in 2017, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 357,000 home fires; and

WHEREAS, when the smoke alarm sounds, Oldsmar’s residents may have less than two minutes to escape to safety. Residents who have planned and practiced a home fire escape plan are more prepared and will be more likely to survive a fire; and

WHEREAS, Oldsmar’s residents should make a home escape plan, drawing a map of each level of the home, showing all doors and windows, and practice the plan with everyone in the household, including visitors, at least twice a year both during the day and at night; and

WHEREAS, Oldsmar residents should teach children to escape on their own in case adults can’t help them and make sure everyone in the home knows how to call 9-1-1 from a cell phone or a neighbor’s phone; and

WHEREAS, Oldsmar’s residents in a real emergency should get low and go under the smoke to get out quickly. Residents should get out and stay out, never going back inside the home for people, pets, or things; and

WHEREAS, the 2019 Fire Prevention Week theme, “Not Every Hero Wears a Cape. Plan and Practice Your Escape!” effectively serves to remind us that we need to take personal steps to increase our safety from fire.

NOW THEREFORE, I, Eric Seidel, Mayor of the City of Oldsmar, Florida do hereby proclaim October 6-12, 2019 as FIRE PREVENTION WEEK throughout the city and urge all the people of Oldsmar to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of Oldsmar’s fire and emergency services during Fire Prevention Week 2019.

Dated this ______________ day of ____________________, 2019

______________________________
Mayor

______________________________
City Clerk
TO: Al Braithwaite, City Manager
FROM: Felicia Donnelly, Assistant City Manager
DATE: October 1, 2019
AIR #: AIR-0720
SUBJECT: Presentation on Transportation Initiatives - Barry Burton, Pinellas County Administrator

BACKGROUND
A transportation initiatives presentation will be given by Pinellas County Administrator Barry Burton.

STRATEGIC GOAL
Transportation
TO: Al Braithwaite, City Manager  
FROM: Janice “Nan” Bennett, Director of Public Works  
DATE: October 1, 2019  
AIR #: AIR-0708  
SUBJECT: Request Council approval to waive bid requirements and purchase Polyphosphate from SPER Chemical Corporation, under the same terms and conditions as the City of Sebring Contract, No. RFP#16-004 (PB16-022)

BACKGROUND
The Oldsmar Reverse Osmosis Water Treatment Plant has used SPER Chemical Corporation's Sequest-All Water Treatment polyphosphate to stabilize the treated water prior to distribution for the past several years. Public Works staff have been satisfied with the product performance as well as SPER Chemical's delivery and customer service.

The City of Sebring Contract No. RFP#16-004 was bid and initially awarded for three years on April 5, 2016. On February 20, 2019, SPER Chemical Corporation agreed to extend the contract for an additional three years at the same pricing of $665 per 300 pound drum plus shipping.

STRATEGIC GOAL
Quality of Place

BUDGETARY IMPACT
Funds for the purchase of this product are budgeted in the Reverse Osmosis Water Treatment Plant Chemicals line item (GL No. 401-148-533-30-52-21). The FY 2019/2020 estimated expense for this product is not anticipated to exceed $32,000, however the actual amount will depend on circumstances.
RECOMMENDED MOTION
Approve Purchase of Polyphosphate from SPER Chemical Corporation under the same terms and conditions as the City of Sebring Contract No. RFP16-004 (PB16-022).

ATTACHMENTS
Contract Extension to April 5, 2022 (PDF)
PBL6-022 Vendor Authorization to Piggyback (PDF)
Sebring Agenda item for award to SPER (PDF)
February 20, 2019

Ms. Lisa M. Osha, MBA, CPPB
City of Sebring
Purchasing Division
368 South Commerce Ave.
Sebring, FL 33870

Dear Ms. Osha,

We are grateful for the opportunity to supply the City of Sebring our Sequest-All® granular water treatment formulation to inhibit system corrosion and provide mineral stabilization of your potable water supply. And we agree to extend our current pricing and contract with the City of Sebring for an additional three years. I have also included our Certificate of Insurance for liability product coverage.

Thank you for your continued business, and I look forward to working with Jay and the Water Department personnel.

Christopher Flament

Cc: Jay Angell,
Supervisor Of Water Production
Vendor Authorization to Piggyback PB16-022

<table>
<thead>
<tr>
<th>Originating Entity:</th>
<th>City of Sebring, Florida</th>
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<tbody>
<tr>
<td>Originating Bid/RFP #:</td>
<td>RFP#16-004</td>
</tr>
<tr>
<td>Bid/RFP Title:</td>
<td>Corrosion Inhibitor</td>
</tr>
<tr>
<td>Award Date:</td>
<td>April 5, 2016</td>
</tr>
<tr>
<td>Available Extensions:</td>
<td>One, three-year extension available</td>
</tr>
<tr>
<td>Pricing:</td>
<td>$665.00 per 300 lb. drum plus shipping or $687.50 inclusive of delivery</td>
</tr>
<tr>
<td>Vendor Name:</td>
<td>SPER Chemical</td>
</tr>
<tr>
<td>Vendor Address:</td>
<td>14770 62nd Street N. Suite B Clearwater, FL 33760</td>
</tr>
<tr>
<td>Vendor Contact:</td>
<td>Name: Chris Flament Phone: 727-535-9033</td>
</tr>
<tr>
<td>Vendor Contact Email:</td>
<td><a href="mailto:crf@sperchemical.com">crf@sperchemical.com</a></td>
</tr>
<tr>
<td>Ordering Info:</td>
<td>Min. order $100; Max order $75,000. Payment address: PO Box 5566 Clearwater, FL 33758</td>
</tr>
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The vendor named above agrees to offer the City of Oldsmar the same pricing, terms and conditions contained within the above referenced Bid/RFP.

A City of Oldsmar purchase order shall be issued PRIOR to the vendor providing goods and/or beginning work.

It shall be the vendor’s responsibility to inform the requestor whether or not the work being requested by the City of Oldsmar falls within the scope of work contained within the above referenced Bid/RFP.

Authorized Representative Name (Print)  
Authorized Representative Signature

Title

Date

08/31/2016
AGENDA ITEM SUMMARY

MEETING DATE: April 5, 2016
PRESENTER: Boggus

AGENDA ITEM: 8 D - RFP #16-004 - Corrosion Inhibitor - Water Production Treatment

BACKGROUND: On March 10, 2016, Staff opened all submitted bids for a Corrosion Inhibitor (RFP #16-004). Received was a No Bid from Shannon Chemical Corporation and a bid received from Sper Chemical Corporation (please see Attachment A). Sper Chemical's quoted price per drum is $665.00 plus shipping. Shipping costs average $155.00 for a ten (10) drum order making the total costs for an order of this quantity $680.50 per drum. Previously, the City purchased this chemical through a Government Services Contract at the same price. The terms of RFP #16-004 provide for a three (3) year contract period at the quoted price (please see Attachment B). There is also a renewal option for an additional 3 year term providing all parties are agreeable.

The Utilities Department has used Sper Chemical's Sequest-All product since 1987. Staff has been very satisfied with the Sequest-All product and Sper Chemical's delivery and customer support. This product has been credited for reducing customer complaints concerning water quality issues and is in use by many of our neighboring cities.

Staff recommends accepting Sper Chemical Corporation's bid quote of $665.00 per 300 pound drum plus shipping.

REQUESTED MOTION: Approve agenda item as presented.

COUNCIL ACTION: Moved by: ; Seconded by: _____

APPROVED
DENIED
TABLED TO:
OTHER
Attachment - A
<table>
<thead>
<tr>
<th>VENDOR</th>
<th>PROPOSALS 1 ORIG / 3 COPIES</th>
<th>SECTION 5.1 ITEMS SUBMITTED</th>
<th>NO BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shannon Chemical Corp</td>
<td>/</td>
<td>/</td>
<td></td>
</tr>
<tr>
<td>RK Chemical Corp</td>
<td>1 / 3</td>
<td>/</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Attachment - B
**QUOTATION**

Quote Number: RFP #16-004  
Quote Date: Mar 7, 2016  
Page: 1

**WIRE TRANSFER:**  
Swift Code: SNTRUS3A  
Account: SPER Chemical  
Account#: 000111041915  
ABA: 061000104

**REMIT CHECK TO:**  
SPER Chemical Corporation  
P. O. Box 5566  
Clearwater, FL 33758

**QUOTED TO:**  
Sebring Water Department  
City of Sebring Accts. Payable  
368 South Commerce  
Sebring, FL 33870-3606

Fax: 863/471-5158

**QUOTED TO:**  
Sebring Water Plant - De Soto  
5700 Okinawa Ave  
Sebring, FL 33876

**Ship To:**

<table>
<thead>
<tr>
<th>Customer ID</th>
<th>Good Thru</th>
<th>Payment Terms</th>
<th>Sales Rep</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sebring, FL</td>
<td>4/5/16</td>
<td>Net 30 Days</td>
<td></td>
</tr>
</tbody>
</table>

**Quantity**  
1.00

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sequest-All - 300 #</td>
<td>Sequest-All Water Treatment - 300 Lb. Drum</td>
<td>665.00</td>
<td>665.00</td>
</tr>
</tbody>
</table>

**NOTE:** The current average shipment cost for (10) drums lift gate delivered to Okinawa Ave is $155.00 which will be prepaid and added to the invoice. We can offer an alternative delivered price for our Sequest-All 300 lb drum for $687.50 each for the entirety of the 3 year contract.

**Authorized For**  
Order Placement By: [Signature]

**ALL SHIPPMENTS: EX WORKS, CLEARWATER, FL 33760, Unless otherwise noted.** The Consignee is responsible to comply with import laws of the destination Country; including, but not limited to: obtaining the proper import permits and licenses, submitting the proper documentation required and paying the duty and taxes. Failure to fulfill these obligations will result in additional charges.

<table>
<thead>
<tr>
<th>Subtotal</th>
<th>665.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td></td>
</tr>
<tr>
<td>Freight</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>665.00</td>
</tr>
</tbody>
</table>
City of Sebring, Florida  
**Purchasing Contract / Water Division**

**SCHEDULE TITLE:** RFP # 16-004 Corrosion Inhibitor  
**Commodity Codes:** 885-70, 885-94 WATER TREATMENT CHEMICAL  
**CONTRACT PERIOD:** APRIL 5, 2016 – APRIL 4, 2019 (with option for 3 year extension at end of term).  
**CONTRACTOR:** SPER Chemical Corporation  
14770 62nd St. N. Suite B  
Clearwater, FL 33760  
Phone number: (727) 535-9033  
Fax number: (727) 530-0741  
**CONTRACTOR’S ADMINISTRATION SOURCE:** Christopher Flamett  
email: crf@sperchemical.com  
**BUSINESS SIZE:** Small Business (established 1980)  
**DUNS:** 039184643

### 2.1. TABLE OF AWARDED WATER TREATMENT

<table>
<thead>
<tr>
<th>Commodity Code</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>885-70, 885-94</td>
<td>Sequest-All® Granular Water Treatment packaged in 300 pound drum as detailed in section 3 - SPECIFICATIONS in RFP# 16-004</td>
</tr>
</tbody>
</table>

### 2.1.1. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH COMMODITY CODE:

Sequest-All® Granular 300 lb drum: $665.00 each plus current freight rate prepaid and added. (Alternative Delivered Price Sequest-All® Granular 300 lb drum: $687.50 each delivered drum).

### 2.1.2. HOURLY RATES: N/A

### 2.2. MAXIMUM ORDER: $75,000

### 2.3. MINIMUM ORDER: $100.00

### 2.4. POINT OF PRODUCTION: USA (Clearwater, FL – Pinellas County)

### 2.5. PROMPT PAYMENT TERMS: Net 30 Days ARO

### 2.6a. Government Purchase Cards: accepted at or below the maximum purchase threshold.

### 2.6b. Government Purchase Cards: accepted above the minimum purchase threshold.

### 2.7a. TIME OF DELIVERY: 6 Days ARO

### 2.7b. EXPEDITED DELIVERY: 3 Days ARO

### 2.8. FOR POINT: Origin

### 2.9. ORDERING ADDRESS: SPER Chemical Corporation  
P.O. Box 5566  
Clearwater, FL 33758

### 2.10. ORDERING PROCEDURES:

- For supplies and services, the ordering procedures, information on Blanket Purchase Orders (BPA’s)

### 2.11. WARRANTY ADDRESS: Same as ordering address.

### 2.12. WARRANTY PROVISION: Standard Commercial Warranty (see below).

### 2.13. EXPORT PACKING CHARGES: Not applicable.

### 2.14. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: None

### 2.15. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR: N/A

### 2.16. TERMS AND CONDITIONS OF INSTALLATION: N/A

### 2.17. TERMS AND CONDITIONS OF REPAIR PARTS: N/A

### 2.18. TERMS AND CONDITIONS FOR ANY OTHER SERVICE: N/A

### 2.19. LIST OF PARTICIPATING DEALERS: N/A

### 2.20. PREVENTATIVE MAINTENANCE: N/A
### Warranty Information:

**Risk of Loss** — Risk of loss and responsibility for containers and all goods sold hereunder shall pass to the Buyer upon the Seller's delivery to the carrier.

**Warranty** — Liability — Seller warrants that the goods shall conform to Seller's standard specifications in effect at the time of shipment. **S**ELLER **M**AKES **N**O **O**THER **W**ARRANTY, **E**XPRESSED **O**R **I**MPLED, **C**OVERING THE GOODS AND **D**ISCLAIMS **T**HE **I**MPLED **W**ARRANTY **O**F **F**ITNESS FOR PURPOSE. Upon passage of title to the goods, Buyer assumes all responsibility and liability for, and agrees to defend the indemnify Seller against all claims, loss or damage, resulting from Buyer's storage, handling, sale or use of the goods or their containers. Buyer shall examine all goods for any damage, defect, or shortage within twenty (20) days of receipt of goods. All claims for any cause whatsoever shall be deemed waived unless made in writing and received by Seller within thirty (30) days of Buyers receipt of the goods giving rise to such claim. Failure by Buyer to provide Seller with written notice of any claim, within the applicable time period shall be deemed an absolute and unconditional waiver by Buyer of such claim irrespective of whether the facts given rise to such claim shall have then been discovered or of whether processing, future manufacture, other use or resale of the goods shall have then taken place., In no event shall Seller be liable for transportation charges for the return of goods unless authorized in advance by Seller. In no event shall Seller be liable to Buyer for any technical or other advice provided to Buyer with respect to processing, further manufacture, use or resale of the goods, whether or not provided by Seller at Buyer's request.

---

### Procuring Acceptance

**Authorized Signature:**

_________________

**Printed Name / Title:**

_________________

**Date of Acceptance:**

------------------

### Supplier Acceptance

**Authorized Signature:**

_________________

**Printed Name / Title:**

_________________

**Date of Acceptance:**

------------------
The City of Sebring will receive sealed proposals in the City Purchasing Department for:

RFP #16-004: Corrosion Inhibitor

Commodity Codes:
885-70, 885-94,

Specifications & General Terms and Conditions may be obtained from publicpurchase.com or by contacting Lisa Osha by phone 863-471-5110, Fax 863-471-5168, or email purchasing@mysebring.com at the City purchasing office located at 368 South Commerce Ave - Sebring, FL 33870. If obtaining documents via the website, it shall be the bidder's responsibility to check for amendments/changes made to the document.

All proposal envelopes must be sealed and marked with the above RFP number and name as to identify the enclosed proposal. Proposals must be delivered to the City Of Sebring Purchasing Office, 368 S. Commerce Ave, Sebring, FL 33870, Attn: Lisa Osha, Purchasing, so as to reach the said office no later than 2:00 PM, on MARCH 10, 2016 of the official time clock in the purchasing office, at which time they will be opened. Proposals received later than the date and time specified will be rejected. The City will not be responsible for the late delivery of any bids that are incorrectly addressed, delivered in person, by mail, or any other type of delivery service.

The submitting firm will be required to comply with all applicable laws, regulations, rules and ordinances of local, state and federal authorities having jurisdiction, including, but not limited to: all provisions of the Federal Government Equal Employment Opportunity clauses issued by the Secretary of Labor on May 21, 1968 and published in the Federal Register 41 CFR Part 60-1), 33 F.2. 7804; all provisions of the Public Entity Crimes (Fla. Stat. 287.133, et seq, as amended) and the provisions in Fla. Stat. 287.134, et seq, as amended, regarding discrimination. The Sebring City Council reserves the right to accept or reject any or all bids or any parts thereof; and the award, if an award is made, will be made to the most responsible bidder whose bid and qualifications indicate that the award will be in the best interest of the City of Sebring. The council reserves the right of waive irregularities in the bid.

Lisa Osha
Purchasing Agent
Sebring, Florida
February 24; March 7, 2016
TO: Al Braithwaite, City Manager

FROM: Janice “Nan” Bennett, Director of Public Works

DATE: October 1, 2019

AIR #: AIR-0705

SUBJECT: Request Council approval to waive bid requirements and purchase Sodium Hypochlorite from Odyssey Manufacturing Company, under the same terms and conditions as the Tampa Bay Water (TBW) Contract No. 2019-005 (PB19-007)

BACKGROUND
Sodium hypochlorite is an essential chemical used for water disinfection in the respective treatment processes at both the Reverse Osmosis Water Treatment Plant and Water Reclamation Facility. Odyssey Manufacturing Company (Odyssey) has supplied the City of Oldsmar with sodium hypochlorite for several years and Public Works staff have found the product, delivery and customer service to fully meet the City's needs.

Tampa Bay Water (TBW) Contract No. 2019-005 with Odyssey was approved by the TBW Board at the December 3, 2018 meeting. The initial contract period was 1/1/2019 through 09/30/2019 and included the availability of three, 1-year additional renewals. The first renewal, through September 30, 2020 and Odyssey's agreement to offer the same price, terms and conditions to the City of Oldsmar are attached.

STRATEGIC GOAL
Quality of Place

BUDGETARY IMPACT
The contract unit price will be $0.462 per gallon as outlined in the attached letter.

Funds for this purchase are budgeted as follows:
• RO Water Treatment Plant account # 401-148-533-30-52-21 for $20,000
• Water Reclamation Facility account # 401-144-535-30-52-21 for $41,500
Since chemical dosing and demand are a function of flow and water quality, which vary, the amount of sodium hypochlorite needed is approximated with a total purchase amount not to exceed $61,500.00 for both facilities.

RECOMMENDED MOTION
Approve Purchase of Sodium Hypochlorite from Odyssey Manufacturing Company under the same terms and conditions as the Tampa Bay Water (TBW) Contract No. 2019-005 (PB19-007).

ATTACHMENTS
Original Contract (PDF)
Original Tampa Bay Water Award (PDF)
PB19-007 Vendor Authorization to Piggyback (PDF)
First Renewal to September 30, 2020 (PDF)
**BID PRICE FORM**

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Description</th>
<th>Unit</th>
<th>Est. Annual Qty</th>
<th>Base Unit Price</th>
<th>Total Annual Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Furnish &amp; Deliver Liquid Sodium Hypochlorite, per Specifications</td>
<td>Gallon</td>
<td>5,387,368</td>
<td>$0.462</td>
<td>$2,488,964.02</td>
</tr>
<tr>
<td>B</td>
<td>Split Delivery Charge (Specification Section 3)</td>
<td>Each</td>
<td>15</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>C</td>
<td><strong>PROPOSED TOTAL ANNUAL BID PRICE (SUM of A+B)</strong></td>
<td></td>
<td></td>
<td></td>
<td>$2,488,964.02</td>
</tr>
<tr>
<td>D</td>
<td>Owner’s Allowance – 20% of PROPOSED TOTAL ANNUAL BID PRICE</td>
<td>Lump Sum</td>
<td>0.20</td>
<td>C</td>
<td>$497,792.80</td>
</tr>
</tbody>
</table>

**PROPOSED TOTAL ANNUAL CONTRACT BID PRICE (SUM of C+D)** = $2,986,756.82

**PROPOSED TOTAL CONTRACT BID PRICE (SUM of C+D above)**

Two Million Nine Hundred Eighty Six Thousand Three Hundred Fifty Two and 80/100 Dollars

(Amount Written in Words)

**Odyssey Manufacturing Company**

Firm Name

1484 Massaro Blvd., Tampa, FL 33619

Firm Address

X

Authorized Signature

Patrick Allman

Printed Name

813/635-0339

Phone Number

pallman@odysseymanufacturing.com

Email Address
CONTRACT

This CONTRACT is made this 17 day of December, 2018, by and between TAMPA BAY WATER, A Regional Water Supply Authority, an interlocal governmental agency of the State of Florida, created and existing pursuant to Sections 163.01, 373.713 and 373.715, Florida Statutes, ("TAMPA BAY WATER"), and Odyssey Manufacturing Company ("CONTRACTOR"), a corporation in the State of Delaware and authorized to do business in the State of Florida.

WITNESSETH:

WHEREAS, TAMPA BAY WATER desires to retain CONTRACTOR to provide Sodium Hypochlorite Supply Services goods and/or services, as further described herein, and as more particularly described in the SPECIFICATIONS attached hereto and made a part hereof (the "GOODS AND/OR SERVICES"); and

WHEREAS, TAMPA BAY WATER has selected CONTRACTOR in accordance with TAMPA BAY WATER'S procurement policy and applicable law; and

WHEREAS, CONTRACTOR agrees to serve as TAMPA BAY WATER'S contractor for GOODS AND/OR SERVICES based upon the terms and conditions set forth in this CONTRACT, which includes the GENERAL CONTRACT CONDITIONS, the SUPPLEMENTAL GENERAL CONDITIONS, the SPECIFICATIONS, and the EXHIBITS, all of which are attached hereto and made a part hereof, and all formal changes thereto by addendum, change order, or written modification executed by both parties hereto (collectively, the "CONTRACT").

NOW, THEREFORE, in consideration of the premises set forth hereinabove, and of the mutual promises hereinafter set forth, and other good and valuable consideration, the sufficiency and adequacy of which are hereby acknowledged, the parties hereto, intending to be legally bound hereby, agree as follows:

1.0 RETENTION: TAMPA BAY WATER does hereby retain and engage the CONTRACTOR and the CONTRACTOR does hereby accept said engagement and agrees to provide the GOODS AND/OR SERVICES.

2.0 TERM: This CONTRACT shall commence on the January 1, 2019 and terminate September 30, 2019. TAMPA BAY WATER, at its discretion, shall have the option to renew this CONTRACT for an additional three (3) years, one (1) year at a time, or any portion thereof. This option shall be exercised in writing and will be exercised only if agreeable to both parties and all prices remain the same. To the extent CONTRACTOR is required to continue to provide GOODS AND/OR SERVICES under any Assignment given hereunder, this CONTRACT shall remain in full force and until the completion of full performance of that Assignment. This CONTRACT may be terminated as provided in article 5.0 No Assignment shall be given after termination of this CONTRACT.

3.0 GOODS AND/OR SERVICES: The CONTRACTOR shall provide the GOODS AND/OR SERVICES in a manner satisfactory to TAMPA BAY WATER. Said GOODS AND/OR SERVICES shall commence upon written notice to proceed from TAMPA BAY WATER, which is subject to the CONTRACTOR providing the FLORIDA PERFORMANCE BOND and the FLORIDA PAYMENT BOND in the forms attached hereto and made a part hereof, as required.
4.0 COMPENSATION: TAMPA BAY WATER shall pay the CONTRACTOR for those
GOODS AND/OR SERVICES provided for in article 3.0 above on a monthly basis as
provided for in the BID SCHEDULE attached hereto and made a part hereof. The
CONTRACTOR will invoice TAMPA BAY WATER monthly, or at such other period as
agreed to by the parties, and TAMPA BAY WATER shall make payment of approved invoices
within thirty (30) days. Invoices shall meet all requirements of TAMPA BAY WATER, and
shall be subject to cost substantiation.

5.0 TERMINATION OF CONTRACT:
5.1. TAMPA BAY WATER may terminate or cancel this CONTRACT at its discretion and
said termination shall be effective, with or without cause, after written notice has been
provided to the CONTRACTOR.

5.2. Following termination, TAMPA BAY WATER shall make a settlement with the
CONTRACTOR upon a pro rata basis as determined by TAMPA BAY WATER,
which shall fix the value of the GOODS AND/OR SERVICES performed by the
CONTRACTOR prior to the termination or cancellation of this CONTRACT.

6.0 SUBCONTRACTORS: The CONTRACTOR shall not sublet, assign, or transfer any
GOODS AND/OR SERVICES specifically set forth under this CONTRACT without the
prior written consent of TAMPA BAY WATER. All persons used by the CONTRACTOR
for fulfilling the requirements of this CONTRACT must be employees of the
CONTRACTOR, unless otherwise approved by TAMPA BAY WATER.

7.0 INDEMNIFICATION: In consideration of the first $100.00 paid by TAMPA BAY WATER
to the CONTRACTOR, the receipt and sufficiency of which is hereby acknowledged, the
CONTRACTOR shall indemnify, defend, or at the option of TAMPA BAY WATER pay the
cost of defense, and hold harmless TAMPA BAY WATER from any and all claims, expenses
and damages, including, but not limited to reasonable attorneys' fees on account of a demand
or claim, or assertion of liability, or any claim or action arising or alleged to have arisen out of
or to the extent caused by use of CONTRACTOR's products, or CONTRACTOR's
performance of this CONTRACT in a negligent, reckless, or intentionally wrongful manner,
including performance by any subcontractor, agent or representative of CONTRACTOR, or
as a result of any defaults by the CONTRACTOR under this CONTRACT for breach of any
representation or warranty by CONTRACTOR either expressed or implied. However, neither
the CONTRACTOR nor any of its subcontractors will be liable under this paragraph for
damages arising out of injury or damage to persons or property directly caused or resulting
from the sole negligence of TAMPA BAY WATER or any of its officers, agents or employees.

8.0 CONTRACTOR'S INSURANCE-GENERAL REQUIREMENT
8.1. The CONTRACTOR shall purchase and maintain the following described insurance
on policies and with insurers acceptable to TAMPA BAY WATER. The insurance
policy shall be written for not less than the limits of coverage specified in articles 9.0
through 10.0 below.

The CONTRACTOR shall submit certificates itemizing the policies issued, limits of
coverage, expiration dates and endorsements provided to TAMPA BAY WATER,
using the TAMPA BAY WATER CERTIFICATE OF INSURANCE form, attached
hereeto and made a part hereof.
8.2. These insurance requirements shall not limit the liability of the other party. TAMPA BAY WATER does not represent these types or amounts of insurance to be sufficient or adequate to protect the other party’s interests or liabilities, but are merely minimums.

8.3. CONTRACTOR shall not commence or continue to provide any GOODS AND/OR SERVICES unless CONTRACTOR has in full force and effect all required insurance, and until all correct and complete insurance certificates have been provided to TAMPA BAY WATER evidencing the specific insurance coverage required and indicating TAMPA BAY WATER as additional insured, unless TAMPA BAY WATER approves commencement or continuation of GOODS AND/OR SERVICES, nor shall any payment for GOODS AND/OR SERVICES performed become due and payable until such certificates have been provided to TAMPA BAY WATER. If the use of subcontractors is authorized by TAMPA BAY WATER pursuant to article 6.0 above, CONTRACTOR shall not permit any subcontractor, supplier or other person or organization to provide the GOODS AND/OR SERVICES unless the insurance requirements set forth in this CONTRACT have been complied with by such subcontractor, supplier or other person or organization.

8.4. All above-referenced policies of insurance, except worker’s compensation insurance, shall be endorsed to include as additional insured: TAMPA BAY WATER, its contractors, subsidiaries or affiliates, and each of TAMPA BAY WATER’s directors, officers, employees, representatives, agents or volunteers. Such insurance policies shall include or be enforced to include a cross liability clause so the additional insured will be treated as if a separate policy were in existence and issued to them. If the additional insureds have other insurance which might be applicable to any loss, the insurance required of the CONTRACTOR shall be considered primary, and all other insurance shall be considered excess.

8.5. All above-referenced policies of insurance (and the certificates or other evidence thereof) shall contain a provision or endorsement that the coverage afforded will not be canceled, adversely changed or renewal refused until at least thirty (30) days prior written notice has been given to TAMPA BAY WATER and the CONTRACTOR by certified mail.

8.6. The CONTRACTOR shall be responsible for all deductibles under such policies of insurance.

9.0 LIABILITY INSURANCE

9.1. CONTRACTOR shall purchase and maintain such commercial (occurrence form) or comprehensive general liability, automobile and other appropriate insurance for the GOODS AND/OR SERVICES being performed and furnished which shall provide protection from claims set forth below which may arise out of, or result from CONTRACTOR’S performance and furnishing of the GOODS AND/OR SERVICES and CONTRACTOR’S other obligations under this CONTRACT.

9.1.1. Minimum limits of $2,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the Worker’s Compensation coverage section) and the total amount of coverage required. Limits of coverage shall not be less than the following for Bodily Injury, Property Damage and Personal Injury, Combined Single Limits:
9.1.2. The CONTRACTOR’S liability insurance shall include contractual liability coverage sufficient to cover the CONTRACTOR’S indemnification obligations under this CONTRACT. The CONTRACTOR agrees to pay on behalf of TAMPA BAY WATER, and to provide and pay for a defense for all claims covered by the CONTRACTOR’S obligations under the indemnification provisions.

9.2. Excess or Umbrella Liability

9.2.1. Umbrella liability insurance is preferred, but an Excess Liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages.

9.3. Automobile Liability

9.3.1. Coverage shall be maintained as to the business use of all its owned, non-owned, leased or hired vehicles with limits of not less than: Bodily Injury & Property Damage Liability $500,000, Combined Single Limit Each Accident.

9.3.2. If CONTRACTOR has no owned autos, a letter from the CONTRACTOR so stating must be included with the certificates of insurance.

10.0 WORKERS COMPENSATION COVERAGE

10.1. CONTRACTOR shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by Florida statutes. As of the date of this CONTRACT, these statutes require employers’ liability limits of at least $100,000 each accident and $100,000 each employee, $500,000 policy limit for disease.

10.2. TAMPA BAY WATER requires CONTRACTOR employers to purchase workers’ compensation insurance for all their employees and sub-contractors regardless of the number of employees they have and regardless of any other exemptions. Florida law permits employers who may be exempt from purchase of coverage to waive their exemptions and purchase the coverage. TAMPA BAY WATER will expect CONTRACTOR to purchase said coverage.

10.3. CONTRACTOR shall also purchase any other coverages required by law for the benefit of employees.

11.0 CERTIFICATES OF INSURANCE

11.1. Required insurance shall be documented in the certificates of insurance which provide that TAMPA BAY WATER shall be notified by certified mail at least 30 days in advance of cancellation, non-renewal or adverse change.

11.2. New certificates of insurance are to be provided to TAMPA BAY WATER on the TAMPA BAY WATER CERTIFICATE OF INSURANCE form at least 15 days prior to coverage renewals.

11.3. If requested by TAMPA BAY WATER, the CONTRACTOR shall furnish complete copies of the CONTRACTOR’S insurance policies, forms and endorsements.

11.4. For Commercial General Liability coverage, the CONTRACTOR shall, at the option of TAMPA BAY WATER, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.
11.5. Receipt of certificates or other documentation of insurance or policies or copies of policies by TAMPA BAY WATER, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the CONTRACTOR's obligation to fulfill the insurance requirements herein.

11.6. Before providing services, CONTRACTOR shall provide TAMPA BAY WATER with an acceptable certificate of insurance on the TAMPA BAY WATER CERTIFICATE OF INSURANCE form included herein. Only certificates of insurance provided on TAMPA BAY WATER CERTIFICATE OF INSURANCE form will be accepted.

12.0 INSURANCE OF THE CONTRACTOR PRIMARY

12.1. Insurance required of the CONTRACTOR or any other insurance of the CONTRACTOR shall be considered primary, and the insurance of TAMPA BAY WATER shall be considered excess, as may be applicable to claims which arise out of the hold harmless, payment on behalf of TAMPA BAY WATER, insurance, additional insurance and certificates of insurance provisions of this CONTRACT.

13.0 LOSS CONTROL/SAFETY

13.1. Precaution shall be exercised at all times by the CONTRACTOR for the protection of all persons, including employees, and property. The CONTRACTOR shall be expected to comply with all laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected.

13.2. TAMPA BAY WATER may order GOODS AND/OR SERVICES to be stopped if conditions exist that present immediate danger to persons or property. The CONTRACTOR acknowledges that such stoppage will not shift responsibility for any damages from the CONTRACTOR to TAMPA BAY WATER.

14.0 MISCELLANEOUS PROVISIONS

14.1. CONTRACTOR shall provide GOODS AND/OR SERVICES under this CONTRACT as an independent contractor. CONTRACTOR shall not be considered an agent of TAMPA BAY WATER nor shall CONTRACTOR'S subcontractors, suppliers, experts, or other persons, or organizations retained or utilized by the CONTRACTOR be considered agents of TAMPA BAY WATER.

14.2. This CONTRACT shall constitute the entire agreement between the parties hereto and this CONTRACT shall not be amended or modified except in writing executed by both parties hereto.

14.3. This CONTRACT shall be governed by and construed under the laws of the State of Florida.

14.4. Venue for any action arising under this CONTRACT shall lie in Pinellas County, Florida.

14.5. Any notices or other writings permitted or required to be delivered as described and required under the provisions of this CONTRACT shall be delivered by sending the notice by certified mail, return receipt requested, and addressed as follows:
If to TAMPA BAY WATER:

TAMPA BAY WATER
2575 Enterprise Road
Clearwater, Florida 33763-1102

Attention: Laila Martin, Operations Support Manager

If to the CONTRACTOR:

Odyssey Manufacturing Company
1484 Massaro Blvd.
Tampa, Florida 33619

Attention: Patrick H. Allman, General Manager

15.0 SCRUTINIZED COMPANIES AND PUBLIC ENTITY CRIMES STATEMENT

15.1 pursuit to Subsections 287.133(2) and (3), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO, for a period of 36 months following the date of being placed on the convicted vendor list.

15.2. Pursuant to Subsection 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

15.3. Pursuant to Section 287.135, Florida Statutes, a company that has been placed on the Scrutinized Companies with Activities in Sudan List; the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List; the Scrutinized Companies that Boycott Israel List or is engaged in a Boycott of Israel is ineligible and may not submit a bid, proposal, or enter into or renew a contract with an agency for goods or services of $1 million or more. At the time of submission of a bid or proposal for a contract or contract renewal for goods or services of $1 million or more, the company must certify that it is not on either such List and further that it does not have business operations in Cuba or Syria as required by Section 287.135(5), Florida Statutes.
15.3.1 Pursuant to Section 287.135, Florida Statutes, Tampa Bay Water reserves the right to terminate any contract for goods or services of $1 million or more if the awarded CONTRACTOR:
   a. Has been found to have submitted a false Scrutinized Vendor List certification as provided under Section 287.135 subsection (5); or
   b. Has been placed on the Scrutinized Companies Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List or
   c. Has been engaged in business operations in Cuba or Syria.

15.3.2 Pursuant to Section 287.135, Florida Statutes, Tampa Bay Water reserves the right to terminate any contract for goods or services of any amount if the awarded CONTRACTOR has been placed on the Scrutinized Companies that Boycott Israel List or is are engaged in a boycott of Israel.

### 16.0 PUBLIC RECORDS AND AUDIT RIGHTS

CONTRACTOR shall keep all books, records, files, drawings, plans and other documentation, including all electronically stored items, which concern or relate to the services required hereunder (collectively referred to as “Records”), for a minimum of three (3) years from the date of expiration or termination of this Agreement, or as otherwise required by any applicable law, whichever date is later. TAMPA BAY WATER, or any duly authorized agents or representatives of TAMPA BAY WATER, shall have the right to order, inspect and copy all such Records as often as they deem necessary during any such period of time. This right to audit, inspect and copy the Records shall include all of the Records of the Subcontractors.

16.1 IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE AGENCY’S CUSTODIAN OF PUBLIC RECORDS VIA PHONE (727) 796-2355 x 2401; EMAIL RECORDS@TAMPABAYWATER.ORG; OR MAIL AT 2575 ENTERPRISE ROAD, CLEARWATER, FLORIDA 33763.

16.2 Contractor must keep and maintain all public records required by the Agency in order to perform services under this Contract.

16.3 Upon request from the Agency’s custodian of public records, Contractor shall provide the Agency with a copy of the requested public records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provide in Chapter 119, Florida Statutes, or as otherwise provided by law.

16.4 Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the Agency.

16.5 Upon completion of the contract, Contractor shall transfer, at no cost, to the Agency all public records in the possession of the Contractor, or keep and maintain public records required by the Agency to perform the service under this contract. If the
Contractor transfers all public records to the Agency upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Agency, upon request from the Agency’s custodian of public records, in a format that is compatible with the information technology systems of the Agency.
IN WITNESS WHEREOF, the parties hereto, have caused these presents to be executed by their duly qualified representatives on the day and year first written above.

WITNESS:

[Signature]

Date: 11.17.18

Odyssey Manufacturing Company

[Signature]

Name

(CORPORATE SEAL)

ATTEST:

[Signature]

Secretary

TAMPA BAY WATER, A Regional Water Supply Authority

[Signature]

By:

Its: [Signature]

Date: 12/12/18

APPROVED AS TO FORM:

[Signature]

General Counsel

(SEAL)
DATE: December 3, 2018
TO: Matt Jordan, General Manager
FROM: Charles H. Carden, Chief Operating Officer
SUBJECT: Sodium Hypochlorite Supply Services - Award Contract No. 2019-005 to the lowest, responsive responsible bidder, Odyssey Manufacturing Company – Approve

SUMMARY
Tampa Bay Water uses Sodium Hypochlorite in the treatment processes at all Agency water treatment facilities. The current contract for supply of this chemical is set to expire on December 31, 2018. Staff initiated a bid procurement process and seeks a new contract for the supply service.

RECOMMENDATION
Approve Contract No. 2019-005 to the lowest responsive responsible bidder, Odyssey Manufacturing Company, in the amount of $0.462 per gallon.

COST/FUNDING SOURCE
Uniform Rate of $0.462 per gallon.

DISCUSSION
On September 12, 2018, Tampa Bay Water posted an Invitation for Sealed Bids (ITB) for the Sodium Hypochlorite Supply Services. Over 168 suppliers were notified through advertisement on DemandStar and Tampa Bay Water’s website. Tampa Bay Water added one known supplier as supplemental contractors and seven suppliers downloaded the bid documents. A non-mandatory pre-bid meeting was conducted on October 2, 2018 at which one supplier was present.

On October 25, 2018 sealed bids were received and publicly opened as follows:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Total Proposed Annual Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Odyssey Manufacturing Company</td>
<td>$2,986,756.82</td>
</tr>
<tr>
<td>2. Allied Universal Corporation</td>
<td>$2,993,221.66</td>
</tr>
</tbody>
</table>
Staff recommends that Contract No. 2019-005 be approved in the amount of $0.462 per gallon to the lowest, responsive, responsible bidder, Odyssey Manufacturing Company. Funds for this work will be included in each fiscal year budget.

The proposed contract is available upon request and will be reviewed and approved as to form by Tampa Bay Water's General Counsel. A copy of the contract bid price form is attached.

BACKGROUND

The current contract for Sodium Hypochlorite was awarded to Odyssey Manufacturing Company. The current unit price being paid is $0.462 per gallon.
### BID PRICE FORM

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Description</th>
<th>Unit</th>
<th>Est. Annual Qty</th>
<th>Base Unit Price</th>
<th>Total Annual Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Furnish &amp; Deliver Liquid Sodium Hypochlorite, per Specifications</td>
<td>Gallon</td>
<td>5,387,368</td>
<td>$0.462</td>
<td>$2,488,964.02</td>
</tr>
<tr>
<td>B</td>
<td>Split Delivery Charge (Specification Section 3)</td>
<td>Each</td>
<td>15</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>C</td>
<td>PROPOSED TOTAL ANNUAL BID PRICE (SUM of A+B)</td>
<td></td>
<td></td>
<td></td>
<td>$2,488,964.02</td>
</tr>
<tr>
<td>D</td>
<td>Owner's Allowance – 20% of PROPOSED TOTAL ANNUAL BID PRICE</td>
<td>Lump Sum</td>
<td>0.20</td>
<td>C</td>
<td>$497,792.80</td>
</tr>
<tr>
<td></td>
<td>PROPOSED TOTAL ANNUAL CONTRACT BID PRICE (SUM of C+D)</td>
<td></td>
<td></td>
<td></td>
<td>$2,986,756.82</td>
</tr>
</tbody>
</table>

**PROPOSED TOTAL CONTRACT BID PRICE (SUM of C+D above)**

Two Million Nine Hundred Eighty Six Thousand Seven Hundred Fifty Seven and 80/100 Dollars

(Amount Written in Words)

---

**Odyssey Manufacturing Company**

Firm Name

1484 Massaro Blvd., Tampa, Fl. 33619

Firm Address

---

X [Signature]

Authorized Signature

813/635-0339

Phone Number

---

Patrick Allman

Printed Name

pallman@odysseymanufacturing.com

Email Address

---

19

[Version June 2018]
Vendor Authorization to Piggyback PB19-007

<table>
<thead>
<tr>
<th>Originating Entity:</th>
<th>Tampa Bay Water</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originating Bid/RFP #:</td>
<td>Contract #2019-005</td>
</tr>
<tr>
<td>Bid/RFP Title:</td>
<td>Sodium Hypochlorite Supply Services</td>
</tr>
<tr>
<td>Award Date:</td>
<td>12/03/2018</td>
</tr>
<tr>
<td>Initial Contract Period:</td>
<td>1/1/2019-09/30/2019</td>
</tr>
<tr>
<td>Available Extensions:</td>
<td>Three, 1-year extensions</td>
</tr>
<tr>
<td>Pricing:</td>
<td>$0.462/gallon with annual escalation/de-escalation available on contract anniversary date</td>
</tr>
<tr>
<td>Vendor Name:</td>
<td>Odyssey Manufacturing Co.</td>
</tr>
<tr>
<td>Vendor Address:</td>
<td>1484 Massaro Blvd. Tampa, FL 33619</td>
</tr>
<tr>
<td>Vendor Contact:</td>
<td>Name: Patrick Allman Phone: (813) 635-0339</td>
</tr>
<tr>
<td>Vendor Contact Email:</td>
<td><a href="mailto:pallman@odysseymanufacturing.com">pallman@odysseymanufacturing.com</a></td>
</tr>
<tr>
<td>Ordering Info:</td>
<td>N/A</td>
</tr>
</tbody>
</table>

The vendor named above agrees to offer the City of Oldsmar the same pricing, terms and conditions contained within the above referenced Bid/RFP.

A City of Oldsmar purchase order shall be issued PRIOR to the vendor providing goods and/or beginning work.

It shall be the vendor’s responsibility to inform the requestor whether or not the work being requested by the City of Oldsmar falls within the scope of work contained within the above referenced Bid/RFP.

Authorized Representative Name (Print)  Authorised Representative Signature

Title  Date
May 24, 2019

Odyssey Manufacturing Company  
Attention: Patrick H. Allman, General Manager  
1484 Massaro Blvd.  
Tampa, FL 33619  
813-635-0339

Re: Tampa Bay Water Contract No. 2019005  
Sodium Hypochlorite Supply Services – Option Year One

Dear Mr. Allman:

The current contract for Sodium Hypochlorite Supply Services between Tampa Bay Water and Odyssey Manufacturing Company expires on September 30, 2019. As outlined in Section 2.0, Term, the contract may be extended for three (3) years, one (1) year at time, under terms acceptable to both parties. Please accept this letter as confirmation that Tampa Bay Water wishes to exercise the option to renew the contract with the same terms and conditions through September 30, 2020. We also request written confirmation no later than the end of business on Friday, June 11, 2019 that Odyssey Manufacturing Company agrees to exercise this contract renewal option. If agreed, the second page of this letter should be signed by an authorized representative and returned to me at the address below. In addition, please forward updated Certificates of Insurance per the terms of the contract to Ms. Krista Simon at the Tampa Bay Water address.

Upon agreement, Tampa Bay Water will present the renewal request at the Board of Directors meeting on August 19, 2019 and the renewal will take effect on October 1, 2019.

Thank you for your prompt attention to this request and we look forward to our on-going business with you. Please contact me directly with any questions.

Sincerely,

Stacy Gundry

Stacy Gundry CPSM, CPPB  
Purchasing Specialist I
sgundry@tampabaywater.org  
727-669-4825
Odyssey Manufacturing Company agrees to extend Contract No.2019005, for goods and services through **September 30, 2020** under the same terms and conditions of the original contract.

**Odyssey Manufacturing Company**

By: [Signature]

Title: **General Manager**

Date: **5.27.19**
TO:       Al Braithwaite, City Manager  
FROM:     Janice “Nan” Bennett, Director of Public Works  
DATE:     October 1, 2019  
AIR #:    AIR-0716  
SUBJECT:  Waive bid requirements and award Appalachian Materials Services, Inc. (AMS) the sludge hauling and disposal services contract for the City’s Water Reclamation Facility (WRF) under the same terms and conditions as the City of Tarpon Springs, Florida Bid No. 150042-B-RS (PB16-019)

BACKGROUND
AMS is Oldsmar's current WRF biosolids hauling and disposal provider and has performed all contractual services satisfactorily. AMS has agreed to extend to the City of Oldsmar a "piggy back" agreement of their current agreement with the City of Tarpon Springs from October 1, 2019 through the end of the contract period. The Tarpon Springs contract term is for the period February 13, 2015 through February 12, 2020.

STRATEGIC GOAL
Quality of Place

BUDGETARY IMPACT
The City’s Water Reclamation Facility projected annual sludge hauling is budgeted not exceed $150,000 in FY 2020. The amount to be expended through the end of the term of the contract is not to exceed $75,000. Funding for this Contract is in the Water Reclamation Facility Annual Operating Budget in GL # 401-144-535-30-34-16.

RECOMMENDED MOTION
Waive bid requirements and award Appalachian Materials Services, Inc. (AMS) the sludge hauling and disposal services contract for the City’s Water Reclamation Facility (WRF) under the same terms and conditions as the City of Tarpon Springs, Florida Bid No. 150042-B-RS (PB16-019).
ATTACHMENTS

Original Tarpon Springs Contract Award (PDF)
PB16-019 Vendor Authorization to Piggyback (PDF)
Original Bid Tabulation (PDF)
MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
THRU: Ron Harring, CPFO, CGFO, Finance Director
       Jay Jackus, CPPO, CPPB, Chief Procurement Officer
FROM: Rhonda Simmons, CPM, CPPO, CPPB, FCCM, FCPM, FCPA, Procurement Analyst
DATE: 01/13/15
SUBJECT: Award Bid No.150042-B-RS, Sludge Hauling

RECOMMENDATION:

Award Bid No. 150042-B-RS, Sludge Hauling to Appalachian Material Services, Inc. for the period February 13, 2015 through February 12, 2020 in the estimated annual amount of $136,004.40 for an aggregate amount not to exceed $680,022.00. Purchase orders will only be issued against approved budgets for the Waste Water Treatment Plant.

BACKGROUND:

The purpose of this contract is to provide for the disposal of dewatered cake sludge produced at the Advanced Wastewater Treatment Facility on an as-needed basis.

Pricing will remain firm for the initial twelve (12) month period. Any escalation in prices will be made on an annual basis thereafter by mutual agreement between the City and the Contractor. Increases in prices shall be based on the most recent U.S. Bureau of Labor Statistics, Employment Cost Index news release text 12-month percentage changes in the Employment Cost Index, not seasonally adjusted. Annual increase shall not exceed five percent (5%).

FUNDING: 402-4603-536-3400 Sewage Treatment

Accepted by: [signature]
City Manager

Attest: [signature]
City Clerk
Vendor Authorization to Piggyback PB16-019

<table>
<thead>
<tr>
<th>Originating Entity:</th>
<th>City of Tarpon Springs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originating Entity Bid/RFP #:</td>
<td>150042-B-RS</td>
</tr>
<tr>
<td>Bid/RFP Title:</td>
<td>Sludge Hauling</td>
</tr>
<tr>
<td>Award Date:</td>
<td>February 13, 2015 through February 12, 2020</td>
</tr>
<tr>
<td>Vendor Name:</td>
<td>Appalachian Material Services</td>
</tr>
<tr>
<td>Vendor Address:</td>
<td>PO Box 97</td>
</tr>
<tr>
<td>Vendor City/State/Zip:</td>
<td>Terra Ceia, FL 34250</td>
</tr>
<tr>
<td>Contract Notes:</td>
<td>Pricing will remain firm for the initial twelve (12) month period. Any escalation in prices will be made on an annual basis thereafter by mutual agreement between the City of Tarpon Springs and the Contractor. Annual increase shall not exceed five percent (5%).</td>
</tr>
</tbody>
</table>

The vendor named above agrees to offer the City of Oldsmar the same pricing, terms and conditions contained within the above referenced Bid/RFP.

A City of Oldsmar purchase order shall be issued PRIOR to the vendor providing goods and/or beginning work.

It shall be the vendor’s responsibility to inform the requestor whether or not the work being requested by the City of Oldsmar falls within the scope of work contained within the above referenced Bid/RFP.

Kathleen M. Smith
Authorized Representative Name (Print)

Title

Authorized Representative Signature

6-17-14
Date
Tabulation of Submittals
For
Bid No. 150042-B-RS
Sludge Hauling
Tuesday, December 30, 2014 @ 3:00 p.m.

<table>
<thead>
<tr>
<th>Company</th>
<th>Unit Cost (Per Ton)</th>
<th>Estimated Usage (Ton)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appalachian Material Services, Inc.</td>
<td>$48.573</td>
<td>2,800</td>
<td>$136,004.40</td>
</tr>
<tr>
<td>Terra Ceia, FL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Merrell Bros., Inc.</td>
<td>$49.42</td>
<td>2,800</td>
<td>$138,376.00</td>
</tr>
<tr>
<td>Kokomo, IN</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T. Wayne Hill Trucking, Inc</td>
<td>$51.92</td>
<td>2,800</td>
<td>$145,376.00</td>
</tr>
<tr>
<td>Bartow, FL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Synagro South, LLC</td>
<td>$57.50</td>
<td>2,800</td>
<td>$161,000.00</td>
</tr>
<tr>
<td>Baltimore, MD</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Broadcast: 318  Planholders: 15  Responses: 4

Bids from the companies listed herein are the only bids received timely as of the above opening date and time. All other bids submitted in response to this Bid, if any, are hereby rejected as late.
TO: Al Braithwaite, City Manager
FROM: Janice “Nan” Bennett, Director of Public Works
DATE: October 1, 2019
AIR #: AIR-0702
SUBJECT: Authorize City Manager to advertise 2020-001-RFP: Professional Services for Climate Resiliency Study

BACKGROUND
The City adopted Resolution 2018-15 on September 4th, 2018, supporting the Tampa Bay Regional Planning Council Memorandum of Understanding, creating the Tampa Bay Regional Resiliency Coalition to address sea level rise and climate resiliency.

As such, the City will seek professional services to provide a greater understanding of local and regional climate risks, identify opportunities to prepare for those changes, educate our residents and businesses about risks and adaptation options, and build the capacity of the City to include climate data in decision making.

This effort continues the City’s historical commitment to sustainability with the goal of improved quality of life for Oldsmar residents through awareness and better preparedness.

STRATEGIC GOAL
Sustainability

BUDGETARY IMPACT
The Resiliency Study is funded in GL account 401-149-537-60-63-57, not to exceed $125,000.

RECOMMENDED MOTION
Authorize City Manager to advertise 2020-001-RFP: Professional Services for Climate Resiliency Study.

ATTACHMENTS
2020-001-RFP Tentative Schedule (PDF)
| Agenda item and tentative schedule approved by Director of Administrative Services | Thursday, September 26, 2019 |
| City Council approves advertising solicitation | Tuesday, October 1, 2019 |
| Ad submitted to Business Observer | Monday, October 14, 2019 |
| Ad appears in Business Observer and Online | Friday, October 18, 2019 |
| Last Day for Questions | Friday, November 8, 2019 |
| Responses Due @ 2:00 PM to City Hall | Tuesday, November 19, 2019 |
| Evaluation Committee Meeting | Week of December 2, 2019 |
| Recommendation of Ranking forwarded to City Manager | Friday, December 6, 2019 |
| Tentative Authorization to Negotiate by City Council | Tuesday, December 17, 2019 |
| Anticipated Award of Contract by City Council | Tuesday, January 7, 2020 |
TO: Al Braithwaite, City Manager

FROM: Janice “Nan” Bennett, Director of Public Works

DATE: October 1, 2019

AIR #: AIR-0731

SUBJECT: Approve Work Order No. 6 (2018-007-RFQ) with Ardurra Group, Inc., for the BMX Track Retaining Wall Design Criteria Engineering Services (New Agenda Item)

BACKGROUND

In 2015, the City's existing BMX track was re-constructed using a combination of earthen embankments and mechanically stabilized earth retaining walls. As early as September 2015, the City noted that the retaining walls were beginning to exhibit distress, which prompted several evaluations by consulting firms and the designer of the wall system over the past several years. At this time, the BMX track has been closed due to life safety concerns.

King Engineering Associates, Inc. (now dba Ardurra Group, Inc.) and their team of geotechnical subconsultants provided professional engineering services to evaluate the mechanically stabilized walls at the Oldsmar BMX Track. The result of that analysis concluded that the structure required significant remediation or replacement. The recommendation of the consultant was that it was most cost effective to replace structure supporting the elevated portions of the BMX track.

In an effort to expedite the reconstruction and restore the use of the BMX track, City staff recommends using a Design/Build approach to the reconstruction. Under this work order the Ardurra Group, Inc. team will prepare a Design Criteria Package (DCP). The DCP will describe the specific requirements for design, permitting and construction of the project. The DCP will be structured such that replacement of the existing MSEWs is the Base Design. Design criteria and specifications for alternative designs using steel scaffolding or concrete columns and beams will also be included. The work order also provides for the consultant to prepare Design/Build procurement documents and
procurement assistance as well as review of submittals, meetings, project management and coordination. Services during construction are not included and, if required, will be provided under a separate Work Order.

**STRATEGIC GOAL**
Quality of Place

**BUDGETARY IMPACT**
The Not-to-Exceed budget for the time and expense work order, based upon the contract hourly rates, is $89,811.00. Funding for this project is currently available in the Capital Projects Fund GL account #302-174-572-60-63-77.

**RECOMMENDED MOTION**
Approve Work Order No. 6 (2018-007-RFQ) with Ardurra Group, Inc., for the BMX Track Retaining Wall Design Criteria Engineering Services.

**ATTACHMENTS**
- BMX Track Design Criteria Engineering Work Order (PDF)
- BMX Track Design Criteria Engineering Fee (PDF)
This agreement, executed this _____ day of _____________, 20__, is Work Order No. 6: BMX Track Retaining Wall Replacement Design Criteria Engineering Services pursuant to General Engineering Services for Utilities Professional Services Agreement between the City of Oldsmar (hereinafter referred to as “City”), and Ardurra Group, Inc., (hereinafter referred to as “Consultant”), dated August 22, 2018.

WHEREAS, the Agreement provided that the City would make individual technical service requests of the Consultant; and

WHEREAS, the City wishes to engage the services of the Consultant to perform engineering services associated with development of a Design Criteria Package (DCP) and procurement of a Design-Build team for the replacement of the BMX Track retaining walls.

NOW, THEREFORE, in consideration of the promises and mutual benefits which will accrue to the parties, it is mutually understood and agreed as follows:

I. General Scope of this Work Order

The Consultant will provide professional engineering services to the City involving developing a DCP and procuring and reviewing proposals from Design-Build teams for the replacement of the mechanically stabilized walls (with options for alternative support structures) at the City's BMX track.

Prior authorization from the City shall be obtained before proceeding with work.

II. Scope of Work

In 2015, the City’s existing BMX track was re-constructed using a combination of earthen embankments and mechanically stabilized earth retaining walls (MSEWs). As early as September 2015, the City noted that the MSEWs were beginning to exhibit distress, which prompted several evaluations by consulting firms and the designer of the wall system over the past several years. At this time, the BMX track has been closed due to life safety concerns. In May of 2019, the City authorized the Consultant to provide a forensic engineering assessment of the MSEWs to understand the cause(s) of the distress and potential repair/replacement strategies. A report summarizing the findings of that evaluation was provided to the City in August, 2019.

At this time, the City would like to pursue replacement of the structure using the Design-Build delivery method and has requested that the Consultant develop a DCP and assist with procuring a Design-Build team. Specific tasks to be completed as part of this effort include:
Task 1 – Design Criteria Package Development

Consultant will develop a DCP to describe the specific requirements for design, permitting and construction of the project. The DCP will be structured such that replacement of the existing MSEWs is the Base Design. Design criteria and specifications for alternative designs using steel scaffolding or concrete columns and beams will also be included. The DCP will generally include the following:

A. Introduction
   1) Project Location Map
   2) Background and Description of Existing Conditions
   3) Project Objectives

B. Schedule Requirements & Project Milestones.

C. Division 01 - General Requirements

D. Division 02 – Sitework

E. Division 03 – Concrete

F. Division 05 – Metals

G. Division 09 – Finishes

H. Division 13 – Special Construction

I. Division 32 - MSEWs

J. Design and Construction Criteria

K. Background Documents
   1) Drawings – consisting of the existing Stantec and Keystones drawings; and additional exhibits and details required to clarify the extent of the work and the project requirements including Demolition drawings, General Arrangements and Site Plans, foundation preparation minimum requirement details and MSEW minimum requirement details and sections.
   2) Existing Geotechnical Data.
   3) Existing Survey.

Task 2 – Procurement Documents Development

2.1 Consultant will modify the City’s existing front end/contractual documents (Division 0), or will use the Design-Build Institute of America’s (DBIA) standard template documents, to develop the Design-Build Procurement Package, including Instructions to Bidders, Proposal Form, General Conditions and Agreement Forms and Bond Forms.

2.2 Consultant will develop minimum qualifications and experience required for contractor and subcontractor disciplines and will work with the City to develop scoring/ranking criteria that will be used to rank the submitted proposals and select the Design-Build team.

2.3 Consultant will develop a Bid Form and Measurement & Payment section for use in obtaining proposals.

2.4 Consultant will review the draft Request for Proposal (RFP) package provided by the City prior to advertisement.
Task 3 – Procurement Assistance

Upon advertisement of the Request for Proposals by the City, Consultant will provide procurement assistance consisting of:

3.1 Attending a pre-proposal meeting and site visit with prospective proposers and the City.
3.2 Responding to questions during the advertising process for issuance by Addenda.
3.3 Reviewing the proposals submitted by the DB teams and meeting with the City once to provide general feedback on the proposals.
3.4 Providing the City with a written Recommendation of Award.
3.5 Meeting once with the selected DB team and the City prior to Contract execution.

Task 4 – Review Submittals and Meetings

4.1 Consultant will prepare an agenda and chair a kickoff meeting with the City upon approval of this Work Order.

4.2 Copies of the DCP and procurement documents will be submitted for the City’s review at the 50% and 100% completion levels. A meeting will be held with the City to review their comments after each submittal (total of two meetings).

Remote employees and subconsultants will attend meetings by phone and or video conference.

4.3 Option for Council/Public presentation.

Task 5 – Project Management and Coordination

Consultant will provide general project management and coordination throughout the duration of the services described above and consisting of:

5.1 Coordinating the activities of Consultant’s staff and sub-consultants with those of the City and administer communications among the project team members.

5.2 Administering and executing a Quality Control Program.

Project Deliverables

Project deliverables will include:
- One (1) PDF of the Draft DCP and Procurement Documents (50%) via email.
- One (1) PDF of the final DCP and Procurement Documents (100%) via email.
- One (1) Word files of Addenda via email.
- One (1) PDF of the Recommendation of Award.
- One (1) PDF Kick-Off Meeting Agenda and Minutes of same.
III. Compensation

The Consultant’s Not-to-Exceed budget for this project is: $89,811.00. Payment for services will be made on a Time and Expense basis at the hourly rates provided in the General Engineering Services Agreement, Attachment A.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Design Criteria Package Development</td>
<td>$45,068</td>
</tr>
<tr>
<td>2</td>
<td>Procurement Documents Development</td>
<td>$17,327</td>
</tr>
<tr>
<td>3</td>
<td>Procurement Assistance</td>
<td>$15,505</td>
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<tr>
<td>4</td>
<td>Review Submittals and Meetings</td>
<td>$4,655</td>
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<tr>
<td>5</td>
<td>Project Management and Coordination</td>
<td>$7,256</td>
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<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>$89,811</strong></td>
</tr>
</tbody>
</table>

IV. Schedule & Submittals

The scope of work described above will begin immediately upon issuance of a Notice to Proceed from the Client and will be completed as follows:

- Design Criteria Package Development: 120 calendar days from Notice to Proceed (NTP)
- Procurement Documents Development: 120 calendar days from NTP
- Procurement Assistance: 90 calendar days from Advertisement
- Review Submittals and Meetings: Duration of Services
- Project Management and Coordination: Duration of Services

V. Other Provisions

- The City’s Purchasing, Risk Management and Legal staff will participate in development of the Procurement Documents and will provide direction where needed.

- Services during construction are not included and, if required, will be provided under a separate Work Order.

All provisions contained in the General Engineering Services for Utilities Professional Services Agreement not specifically modified herein shall remain in full force and effect and are incorporated by reference herein.

ARDURRA GROUP, INC
By: __________________________
Print Name: Christopher F. Kuzler, P.E.
Title: Managing Principal
Witness: ______________________

CITY OF OLDSMAR
By: __________________________
Alan S. Braithwaite
City Manager

Page 4 of 4
### Labor Hour Estimate and Fees

<table>
<thead>
<tr>
<th>Task</th>
<th>Labor Hours</th>
<th>Budget</th>
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<tr>
<td><strong>Rate, $/Hr</strong></td>
<td>Principal</td>
<td>Project Manager 14</td>
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<tr>
<td>1</td>
<td>Design Criteria Package Development</td>
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<tr>
<td></td>
<td>A. Introduction</td>
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<td>B. Schedule Requirements and Project Milestones</td>
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<td>C. Division 1 - General Requirements</td>
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<td></td>
<td>D. Division 2 - Site</td>
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<td></td>
<td>E. Division 3 - Concrete</td>
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<tr>
<td></td>
<td>F. Division 5 - Metals</td>
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<td>G. Division 8 - Finishes</td>
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<td></td>
<td>H. Division 13 - Special Construction</td>
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<tr>
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<td>I. Division 32 (MSEW by ECS)</td>
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<td>J. Design and Construction Criteria</td>
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<td>K. Background Documents</td>
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<tr>
<td>2</td>
<td>Procurement Documents Development</td>
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<tr>
<td></td>
<td>2.1 Contract Documents</td>
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<td>2.2 Minimum Qualifications</td>
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<td>Scoring/Ranking Criteria</td>
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<tr>
<td></td>
<td>2.3 Bid Form</td>
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<td>Measurement and Payment</td>
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<td>2.4 Review Draft RFP</td>
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<td>3</td>
<td>Procurement Assistance</td>
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<td>3.1 Pre-Proposal Meeting</td>
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<td>3.2 Agenda</td>
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<td>3.3 Proposal Review</td>
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<td>3.4 Recommendation of Award</td>
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<td>3.5 Meeting with City and Selected DB Team</td>
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<td>4</td>
<td>Review Submittals and Meetings</td>
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<td>Kickoff Meeting</td>
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<td>Design Review Meetings (2)</td>
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<td>5</td>
<td>Project Management &amp; Coordination</td>
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<td>5.1 Project Coordination (30 weeks)</td>
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<td>5.2 QA/QC</td>
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</table>
TO: City Council

FROM: Ann Nixon, City Clerk

DATE: October 1, 2019

AIR #: AIR-0725

SUBJECT: Adopt Resolution 2019-17, establishing the qualifying period of October 15, 2019 to November 15, 2019 for the March 17, 2020 Special Election

BACKGROUND
Vice Mayor McGee formally tendered her resignation from Council Seat 3 to be effective October 21, 2019. The City Charter stipulates holding a Special Election between 120 and 180 days after the seat is officially vacated. In order to secure assistance from the Pinellas County Supervisor of Elections, the Special Election will need to be held March 17, 2020, concurrent with the Presidential Preference Primary Election. The March 17, 2020 election meets the criteria outlined in the City Charter as it is 148 days after the official vacation of Council Seat 3. In order to meet the Qualifying Period requirements outlined in the City Charter, the Qualifying Period for the Special Election needs to begin October 15, 2019 and end November 15, 2019.

STRATEGIC GOAL
Quality of Place

RECOMMENDED MOTION
Adopt Resolution 2019-17, establishing the qualifying period of October 15, 2019 to November 15, 2019 for the March 17, 2020 Special Election.

ATTACHMENTS
Resolution 2019-17 (PDF)
RESOLUTION 2019-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLDSMAR, ESTABLISHING THE CANDIDATE QUALIFYING PERIOD FOR THE MARCH 17, 2020 SPECIAL ELECTION, AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

WHEREAS, Article VI of the Charter the City of Oldsmar provides for the qualifications of electors and for the conduct of elections and the City Code provides for the adoption of the provisions of the Florida election code, Florida Statutes Chapters 97-106; and

WHEREAS, the Pinellas County Supervisor of Elections has established a deadline of January 3, 2020 for final ballot language; and

WHEREAS, Section 6.04 of the Charter of the City of Oldsmar defines the candidate qualifying period dependent on the deadline for the final ballot language;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OLDSMAR, FLORIDA, IN SESSION DULY AND REGULARLY ASSEMBLED, AS FOLLOWS:

Section 1. That the following schedule adopted as the candidate qualifying period for the March 17, 2020 special election:

- October 15, 2019 – 8:00 a.m. Candidate qualifying period begins
- November 15, 2019 – 5:00 p.m. Candidate qualifying period ends

Section 2. That this Resolution shall become effective immediately upon its passage and adoption.

CITY OF OLDSMAR

________________________________________
Eric Seidel, Mayor

ATTEST:

________________________________________
Ann Nixon, MMC  
City Clerk  
City of Oldsmar

APPROVED AS TO FORM:

________________________________________
Thomas J. Trask, B.C.S.  
City Attorney  
City of Oldsmar
TO: City Council

FROM: Ann Nixon, City Clerk

DATE: October 1, 2019

AIR #: AIR-0517

SUBJECT: Approve cancellation of December 17, 2019 City Council meeting (New Agenda Item)

BACKGROUND
Traditionally over the past few years, City Council has cancelled the second meeting in December. October is the best time to consider the cancellation to provide time for meeting agenda scheduling and holiday planning.

STRATEGIC GOAL
Quality of Place

RECOMMENDED MOTION
Approve cancellation of December 17, 2019 City Council meeting.
TO: City Council

FROM: Ann Nixon, City Clerk

DATE: October 1, 2019

AIR #: AIR-0710

SUBJECT: Approve tentative agenda for October 15, 2019

STRATEGIC GOAL
Quality of Place

RECOMMENDED MOTION
Approve tentative agenda for October 15, 2019.

ATTACHMENTS
October 15, 2019 Tentative Agenda (PDF)
CITY COUNCIL  
TENTATIVE AGENDA  
Oldsmar Council Chamber  
101 State Street West  
Oldsmar, Florida

Date: Tuesday, October 15, 2019  
Time: 7:00 PM

MEETING CALLED TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG

CITIZENS’ OPEN FORUM

COMMUNITY MINUTE: Announcements, Upcoming Events

AWARDS AND RECOGNITION: Award presentations honoring individuals/groups

Public Service Oath and Pinning for Assistant Fire Chief Renee Nieman  
AIR-0713

Presentation of Employee Service Awards for October 2019  
AIR-0737

Presentation of Council/Manager Award for October 2019  
AIR-0513

APPROVAL OF ADDITION OF NEW AGENDA ITEMS

COMMUNITY REDEVELOPMENT AGENCY: CRA-related items

CONSENT DOCKET: Minutes, Bid requirements, Purchasing actions

Approve minutes of September 17, 2019 City Council meeting  
AIR-0531

Approve minutes of October 1, 2019 City Council meeting  
AIR-0532

Approve legal services bill for September 2019  
AIR-0738
Authorize City Manager to advertise 2020-xxx-ITB, Construction of Burbank Road Extension; FPN #439418-1-54-01
AIR-0260

CITY OF OLDSMAR: Informational Presentations, Appointments, and General Council Business

Presentation of National Friends of the Library Week proclamation
AIR-0714

Presentation of Florida City Government Week proclamation
AIR-0715

CITY ATTORNEY: Ordinances, Resolutions, Updates, Negotiations, and Recommendations

CITY MANAGER: Approvals, Authorizations, Updates, Resolutions, Reviews

Authorize City Manager to advertise 2020-xxx-RFQ, Professional Services for the design of Douglas Road Improvement Project from Commerce Boulevard to Stevens Avenue
AIR-0701

Approval to waive bid requirements and award purchase of library materials for the Oldsmar Public Library to Baker & Taylor for the fiscal year 2019/2020
AIR-0724

Oldsmar Cares Event Fee Waiver Request
AIR-0729

Waive bid requirements and award Matheson Tri-Gas, Inc. the Carbon Dioxide contract utilizing the Sarasota County Contract #1531260100 (PB16-007)
AIR-0732

Waive bid requirements and award Pace Analytical Services, Inc. the environmental laboratory testing services contract utilizing the Lake County Contract #17-0823 and City of West Palm Beach Contract 20600 (PB18-020)
AIR-0734

Agreement Between the City of Oldsmar and IAFF Units 1 and 2
AIR-0735

CITY CLERK: Elections, Resolutions, City Seal Use, Schedule Meetings, Updates
CITY COUNCIL: Excused absences, Charter Official evaluations, Charter Official compensation, Tentative Agenda, Council Comments

Appoint City of Oldsmar registered voter to fill vacancy for Council Seat Three from November 5, 2019 through March 24, 2020
AIR-0726

Approve tentative agenda for November 5, 2019
AIR-0740

Council Comments
AIR-0739

Notices for reasonable accommodation and public hearing procedure.

Note: Agenda items listed above are for illustrative purposes only. The actual agenda is available online the Friday before the meeting at www.MyOldsmar.com. To receive hard copy agendas by mail: call (813) 749-1115, fax (813) 854-3121, email anixon@myoldsmar.com, or mail a request to City Clerk, 100 State Street West, Oldsmar, FL 34677.
TO: City Council
FROM: Al Braithwaite, City Manager
DATE: October 1, 2019
AIR #: AIR-0709
SUBJECT: Council Comments

BACKGROUND
No packet materials are provided for this item.