

**SNEADS TOWN COUNCIL
REGULAR MEETING
AUGUST 8, 2023**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, August 8, 2023, at 6:00 p.m.

Tony Money called the meeting to order with the following present:

Tony Money, Angela Locke and Donovan Weeks, Council Members
Daniel Cox, Attorney
Lee Garner, Town Manager
Tyler Weeks, Police Chief
Sherri Griffin, City Clerk
Danielle Guy, Deputy Clerk

And the following were absent:

Mike Weeks and George Alexander, Council Members

All stood for the Pledge of Allegiance.

Pastor Mike, Sneads Methodist Church, presented Police Chief Weeks and Assistant Fire Chief McAlpin with plaques for their departments coming out during Vacation Bible School Week to teach the kids about their departments.

Angie Locke made a motion to approve the Consent Agenda as presented. Donovan Weeks seconded. All voted aye.

1. Minutes for **July 2023**
2. Financial Statements and Budget Review Summary
3. Pay Approved Bills

Agenda #4, Rezoning Property. Cory Harrison, owner of property @ 2023 River Rd come before the Council asking to rezone the property of 2023 River Rd. The property is currently zoned residential, and he would like it to be zone commercial. After discussion, Council agreed to move forward with his request.

Agenda #5, Grimsley & Associates. Chris Johnson presented the Audit for Fiscal Year 2022-23. He stated that overall, the Town was financially stable. However, we need to raise rates. He stated there were no findings, which Sneads was one of the only Towns not to have any. All accepted the audit.

Agenda #6, Bid Award for Lift Station #4. (See attached) Donovan Weeks made a motion to award the bid of \$633,094.72, (lowest) to Blankenship Contracting Inc, contingent on FDEM approval. Angie Locke seconded. All voted aye.

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Agenda #7, Work Authorization Addendum. Melvin Engineering has been doing all the work to get the bids together for Lift Station #4. They have done this three times now and it has been costing them time and resources, each time. Donovan Weeks made a motion to approve the addendum as presented. Angie Locke seconded. All voted aye.

Hunter Potts, Melvin Engineering, gave an update on the grants. He also informed Council that the Town was awarded the FRDAP grant for Dodson Park, \$200,000. Next, we will start working on plans.

Agenda # 8, Budget Workshop dates. The dates have been set as August 29th and 31st at 6pm.

Agenda #9, Sneads Recreation Board. No report.

Agenda #10, Town Manager Report. No report

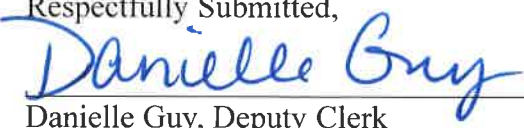
Agenda #11, Attorney. Mr. Cox stated that he was working on a revised animal agreement with the County, along with Municode update change proposals.

Agenda #12, Police & Fire. Chief Weeks presented Council with a monthly activity report. (See attached) He stated the department would be doing a "Operation Back to School" traffic control operation for the next two weeks of school. He said that since going to the police conference he made new connections, and that they were going to be donating things to the department. Assistance Fire Chief McAlpin stated that the fire department had put in about 225 hours within about 20 calls. So, they had been really busy.

Agenda #13. Council Members. Donovan Weeks asked that the police department be at the schools the first few days of school. Angie Locke stated that she and other staff members had met with Travis Howell and another Engineer about the ballpark lights. They are working on them, and we hope to be making some more progress soon.

Agenda #14, Public Comments: None

Donovan Weeks made a motion to adjourn at 6:37 pm.

Respectfully Submitted,

Danielle Guy, Deputy Clerk

APPROVED:

MIKE WEEKS, COUNCIL PRESIDENT

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Budget Summary

GENERAL FUND

JULY- Revenues are 14.0% **below** budgeted amount. Expenditures are 7.30% **above** budgeted amount.

GAS TAX

JULY- Gas Tax County is 2.50% **above** budgeted amount. Local Option Gas Tax 2.30% **below** budgeted amount. Expenditures are 1.80% **above** budgeted amount.

SOLID WASTE

JULY – Garbage revenues are 4.50% **above** budgeted amount. Expenditures are in line with budgeted amount.

WATER AND SEWER

JULY-ACI Sewer is 5.50% **below** budgeted amount. Water Sales and Sewer Sales are in line with budgeted amount. Expenditures are 5.80% **above** budgeted amount.

RECREATION FUND

JULY- Revenues are **above** budgeted amount. Expenditures are 1% **below** budgeted amount.



August 1, 2023

Lee Garner, Town Manager
Town of Sneads
2028 Third Ave
Sneads, FL 32460

RE: Town of Sneads Sewer Lift Station #4 Rehabilitation 2023
Recommendation of Award
August 8, 2023, Council Meeting Agenda Item

Dear Mr. Garner:

On Tuesday, July 18, 2023, the Town of Sneads opened bids for the above-referenced project. Three (3) companies responded to the advertisement with two (2) companies submitting sealed bids and one (1) company did not submit (see attached bid tabulation). The apparent low bidder is *Blankenship Contracting, Inc.* located in Dothan, AL.

Therefore, after reviewing the bids, it appears that *Blankenship Contracting, Inc.* is the lowest responsive bidder with a total base bid amount of \$633,094.72.

DHM Engineering has checked *Blankenship Contracting, Inc.* references concerning work on recent projects and has received favorable responses. It is recommended that the Town of Sneads award the base bid amount of \$633,094.72 to *Blankenship Contracting, Inc.*, contingent on FDEM approval.

If you have any questions or require additional information, please do not hesitate to call our office.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Marc Tomlinson".

John Marc Tomlinson
Project Manager

Item No.	Description	Unit Quantity		Blankenship Contracting		North FL Construction		Davidson Contracting	
		EA	LS	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Part A BASE BID - SNEADS SEWER LIFT STATION #4 REHABILITATION 2023									
1	Sewer Lift Station, including wetwell, duplex submersible pumps, valve box, piping and valves, pumpout assembly, electrical and controls, appurtenances and associated construction, complete and operable.	EA	1		\$ 282,880.00		\$ 550,000.00		No Bid
2	4" PVC Force Main (Class 200 DR 21) including bends, concrete necessary for thrust blocking and encasements, connection to existing 4" force main, detector tape, and tracer wire.	LS	LS	LS	\$ 7,782.00	LS	\$ 10,000.00	LS	No Bid
3	50 KW Diesel Engine Driven Generator with ATS, including Associated Electrical and Controls	EA	1		\$ 76,217.32		\$ 100,000.00		No Bid
4	8" PVC Sanitary Sewer								No Bid
	A. 0 - 6' depth	LF	0	\$ 95.64					No Bid
	B. 6' - 8' depth	LF	0	\$ 95.64					No Bid
	C. 8' - 12' depth	LF	50	\$ 105.64	\$ 5,282.00	\$ 500.00	\$ 25,000.00		No Bid
5	4' Dia Sewer Manholes (Doghouse type)								No Bid
	A. 0 - 6' depth	EA	0	\$ 9,566.80					No Bid
	B. 6' - 8' depth	EA	0	\$ 9,816.80					No Bid
	C. 8' - 12' depth	EA	1	\$ 10,316.80	\$ 10,316.80	\$ 25,000.00	\$ 25,000.00		No Bid
6	Driveway Improvements including 8" thick compacted #57 limerock	SY	256	\$ 43.60	\$ 11,161.60	\$ 20.00	\$ 5,120.00		No Bid
7	6 ft. high chain link fence with 3 strands barbed wire and double gate	LS	LS	LS	\$ 12,000.00	LS	\$ 25,000.00	LS	No Bid
8	Clearing and Grubbing	LS	LS	LS	\$ 8,500.00	LS	\$ 25,000.00	LS	No Bid
9	Select Fill, Site Grading and Compaction	LS	LS	LS	\$ 13,500.00	LS	\$ 25,000.00	LS	No Bid
10	Construct two mitered ends on existing 18" culvert pipe	LS	LS	LS	\$ 8,405.00	LS	\$ 8,000.00	LS	No Bid
11	Centipede Sod	SY	100		\$ 2,050.00	\$ 100.00	\$ 10,000.00		No Bid
12	Seed and Mulch all disturbed areas	LS	LS	LS	\$ 1,500.00	LS	\$ 10,000.00	LS	No Bid
13	Demolish Existing Lift Station after new station is placed in service - including bypass pumping as required to maintain service at all times.	LS	LS	LS	\$ 7,500.00	LS	\$ 25,000.00	LS	No Bid
14	Landscaping	LS	LS	LS	\$ 7,500.00	LS	\$ 5,000.00	LS	No Bid

15	Concrete Block Wall, Foundation, Signage, Flood Light and Associated Electrical	LS	LS	LS	LS	\$ 22,500.00	LS	LS	\$ 25,000.00	LS	No Bid	
Miscellaneous												
16	Mobilization, bonds & insurance	LS	LS	LS	LS	\$ 123,000.00	LS	LS	\$ 50,000.00	LS	No Bid	
17	Sedimentation & erosion control	LS	LS	LS	LS	\$ 2,500.00	LS	LS	\$ 5,000.00	LS	No Bid	
18	Maintenance of Traffic	LS	LS	LS	LS	\$ 1,200.00	LS	LS	\$ 10,000.00	LS	No Bid	
19	As Built Drawings; Hard Copies and Electronic Files	LS	LS	LS	LS	\$ 2,800.00	LS	LS	\$ 5,000.00	LS	No Bid	
20	Boundary survey of lift station site, including corner markers, to be performed by a professional surveyor registered in the State of Florida. Reference parcel ID # 34-4N-07-0000-0520-0020. All construction activities shall be performed within the property boundary of the site.	LS	LS	LS	LS	\$ 9,500.00	LS	LS	\$ 5,000.00	LS	No Bid	
21	Contingency Allowance - To be used only with authorization of the engineer and a signed work change directive from the owner.	LS	LS	LS	LS	\$ 20,000.00	LS	LS	\$ 20,000.00	LS	No Bid	
"Part A"												
TOTAL BASE BID = \$											968,120.00	No Bid

633,094.72

Note:

There was a math error and the price was reduced by \$3000 to agree with original base bid amount as agreed to by contractor. Total Base Bid is \$633,094.72 (not \$636,094.72)

ADDENDUM #1

TOWN OF SNEADS ENGINEERING WORK AUTHORIZATION NO. 2019 – 01

PROJECT: Sewer Lift Station #4 Renovation

ADDITIONAL SCOPE: Additional design engineering services were required to provide technical support during and following submittal of the application to FEMA for construction of the project. Technical assistance was provided during and following the FEMA site reinspection of the Lift Station #4 site.

The project was advertised and bid in 2020, 2022 and 2023 and assistance was provided during each of these bid cycles with advertising the bids for construction, conducting a pre-bid meeting, issuance of Addendums to the plans and specifications, bid evaluation, and recommendation of award. Prior to each bid cycle the plans and specifications were reviewed and adjustments made. For example, prior to the 2023 bid cycle the design was value engineered and it was determined that the electrical design could be simplified which provided a more cost-effective design.

CEI services scope and costs have also increased due to additional time required for completion of the project from the original 7 months for final completion in the 2020 bid cycle to 8 months in the 2023 bid cycle. The increased construction time was determined to be needed due to longer than normal equipment lead times. Additionally, manhour and transportation costs have increased since the original Task Order was issued in 2019.

It is also noted that aside from the additional scope described above, the proposed levels of compensation shown below are justified and reasonable considering that the design amount is 8% of the current construction cost and CEI is 4.5% of construction.

ORIGINAL SCOPE: According to the system operator, lift station #4 was damaged during Hurricane Michael due to infiltration of water into the drywell, likely due to an electric power outage, flooding the pump motors, which rendered the station inoperable. Bypass pumping using a trailer mounted pump was installed after the storm and is still being used to provide temporary service at the station. The lift station appears to be located in Flood Zone A. We will investigate the possible need to elevate the top of wetwell and controls to mitigate future flooding of the station. The existing wetwell/drywell canned lift station, installed in the 1970's, has outlived its useful life and needs to be replaced with a new state of the art, duplex submersible pump station. Access to the existing drywell to perform equipment maintenance had required entry to a confined space which presents a safety concern for the operators. The proposed submersible

pump station will be fitted with pump rails which allow the pumps to be hoisted from the wetwell for maintenance without requiring entry to the wetwell, thus avoiding any confined space issues. The lift station renovation will consist of duplex submersible pumps, wetwell, valve box, controls, access driveway improvements and fencing. After the new lift station construction is complete the old station will be demolished and abandoned. Erosion and sediment control will be maintained during all phases of construction.

Design work will include preparation of the Engineer's Opinion of Probable Cost, FDEP permit application, Construction Plans, Contract Documents and Technical Specifications. The Engineer will assist the Town of Sneads with advertising for bids for construction of the project, bid evaluation, recommendation of award, and preconstruction conference with the selected contractor. During construction the Engineer will provide Construction Engineering Inspection (CEI) services, including inspection, monthly progress reports and review and approval of the contractor's monthly invoices.

In accordance with the terms and conditions set forth in the Agreement dated May 22, 2000, between the Town of Sneads and DAVID H. MELVIN, INC., CONSULTING ENGINEERS (ENGINEER) the Town of Sneads hereby authorizes the ENGINEER to proceed with the Project described above within the Time of Performance and for the Compensation as follows:

1. TIME OF PERFORMANCE:
Design work shall be completed within 45 days, or before / / .
CEI work shall be performed consistent with the construction schedule.

2. COMPENSATION: (Select one method)
Lump Sum Amount \$ 79,137.00 (was \$41,000) Total , including \$ 50,648.00
(was \$24,260.00) Design and \$ 28,489.00 (was \$16,740.00) CEI , or Hourly
Not-to-Exceed \$.
Or Percentage of Construction %

3. ADDITIONAL SERVICES: (i.e. surveying, soil borings, testing, etc.)

ACCEPTED BY:

David H. Melvin, Inc., Consulting Engineers

Date

Town of Sneads, Title

Date



Sneads Police Department

CONTACT

Chief Tyler Weeks
Phone: (850) 593-6403
Fax: (850) 593-6339

Monthly Report July 11th – August 8th

- Traffic Stops (124)
- Traffic Crashes (4)
- Theft (4)
- Verbal/Physical Disturbance (4)
- Animal Complaint (5)
- Funeral Escorts (2)
- Public Service (4)
- Arrest (14)
- Death Investigation (1)

Through collaborative efforts with our officers and thorough investigations we have been successful in making multiple drug related cases.

- Starting the first day of school we will be participating in “Operation Back To School” where we will focus on targeting aggressive drivers near school zones.