

DESTIN CITY COUNCIL MEETING
JULY 22, 2024
ANNEX COUNCIL CHAMBERS
6:00 PM

*****Core Value of the Month - Professionalism*****

CALL TO ORDER

*** INVOCATION**

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL *(Matters not specifically listed on the agenda may be added and acted upon with a super-majority vote of the Council members present and eligible to vote on the matter)*

- 1. PROCLAMATIONS / RECOGNITIONS / SPECIAL / **PUBLIC PRESENTATIONS / ANNOUNCEMENTS**
- 2. PUBLIC COMMENTS (Section 5 - Public Hearings has separate public comments time for these items)** (Note: Individual speakers will be limited to 3 minutes. At the discretion of the mayor, this 3 minute allowance may be adjusted depending on the level of business coming before the City Council)
- 3. *** CONSENT AGENDA**
 - A. Replacement of Corrugated Metal Pipe, Joe's Bayou driveway, after-the-fact
 - B. Continuing Service Provider – Architectural RFQ 23-09-ENG
 - C. Parks and Recreation Master Plan
 - D. Approval of minutes of July 15, 2024, City Council Budget Workshop
 - E. Approval of minutes of May 20, 2024, Regular City Council Meeting
- 4. CITY MANAGER REPORTS**
 - A. Establishing the FY 2025 Tentative Millage Rate and Budget Public Hearing Dates
 - B. 2024 Debt Issuance RFQ Underwriters and Bank Loan
 - C. RFP 24-02-REC Clement Taylor Park - Bid Committee Recommendation
 - D. Public Attendance/Public Engagement Proposal
 - E. Confirmation of Community Development Director Appointment
 - F. Operations Financial Report - **Informational Only**
 - G. Capital Project Status - **Informational Only**
 - H. Quarterly Investment Report - **Informational Only**
 - I. TDC Monthly Report - **Informational Only**
 - J. Draft Minutes of Standing Boards & Committee Meetings - **Informational Only**
 - K. Announcements
- 5. PUBLIC HEARINGS**
- 6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, AND CITY ATTORNEY**

A. Councilmember Stephens

B. Councilmember Geile

1) Projects updates/status

C. Councilmember Destin

D. Councilmember Bagby

E. Councilmember Hebert

F. Councilmember King

G. Councilmember Schmidt

H. Mayor Wagner

1) Resolution on Annexation

I. City Attorney

1) City Prevails Again in Bert Harris case brought by *Destin Fishing Fleet*

Case Number 1D2023-0477, Destin Fishing Fleet v. City of Destin (Bert Harris Claim)

7. **PUBLIC COMMENTS** (Comments from the public on any matters considered at the meeting, or on any matters not on the agenda)

8. **ADJOURN**

****** Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council, or the City staff, and the City is not allowed by law to endorse the religious beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.***

Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 837-4242 in advance. Hearing Impaired: TTY: 711. Assistance also available through Human Resources, Title VI Coordinator, at (850) 837-4242.

Personas con discapacidades que necesitan asistencia o personas que necesiten ayuda con un idioma para participar en las reuniones de la ciudad, deberán notificar la oficina de la Secretaria Municipal al (850) 837-4242 antes de la reunión. Discapacidad auditiva: TTY: 711 (Solicitar Espanol CA). La ayuda tambien está disponible por Recursos Humanos, Coordinador del Título VI, al (850) 837-4242.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: Consent Agenda

AGENDA OUTLINE NUMBER: 3.A.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Michael Burgess, Public Services Director
Krystal Strickland, Finance Director

DATE: 07/11/2024

SUBJECT: Replacement of Corrugated Metal Pipe, Joe's Bayou driveway, after-the-fact

I. BACKGROUND: A corrugated metal pipe under the exit of the Joe's Bayou Recreational Facility has deteriorated to the point a depression formed. A steel plate has been placed over the depression to minimize potential impacts on vehicles until such time as the complete repair can be made.

II. DISCUSSION: Due to events that significantly impacted traffic flow into the Joe's Bayou Boat Ramp area the weekend of July 4th, staff requested that a continuing services contractor replace the corrugated metal stormwater pipe under the roadway as soon as possible. The estimated cost is \$42,143.

Item attachments include:

ATT1: Quote for Pipe Replacement

ATT2: H&T Continuing Services contract for CY23

ATT3: H&T Contract Renewal for CY24

ATT4: Purchase Order 24136 for this work

A. Link to Strategic Goals / Objectives: I. Financially Sound City providing Service Excellence

II. Enhanced Quality of Life and Safety for Families

IV. Effective, Efficient, and Aesthetically Pleasing Infrastructure

B. Effect on Budget (EOB): The Purchase Order is included in the item packet as ATT4 at the quoted price of \$42,143.

ARPA grant funds were recommended for this project. Stormwater infrastructure is an allowable cost and these funds need to be fully encumbered by December 2024.

30555900-565000-ARP
ARPA Capital Projects

	\$	1,196,319
FY 24 Adopted Budget*		1,196,319
Previous Expenses/Encumbrances		(1,110,407)
Available Program Budget		85,912
Potential Agreement +(-)		(42,143)
FY 24 Remaining Program Budget	\$	43,769

**FY 24 Adopted Budget includes Budget for Prior Year Encumbrances*

- C. **Level of Service (LOS):** Replacement of a deterioriated corrugated metal drain pipe with concrete
- D. **Legislative Sponsor:**

III. **CONCLUSION:** The City Manager has already authorized this work and a PO has been issued as the depression in the driveway poses a hazard to facility patrons.

IV. **RECOMMENDED MOTION:** I move that the City Council authorize the after-the-fact issuance of a Purchase Order to replace the subject pipe in accordance with the quote provided.

Attachments:

1. ATT1: Pipe Replacement quote, Joe's Bayou exit
2. ATT2: H&T 2023 Misc Asphaltic Concrete Services Contract
3. ATT3: H&T Misc Asphalt Services Contract Extension CY24
4. ATT4: Purchase Order 00024136

WORK ORDER**MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT****CONTRACTOR:** H&T Contractors, LLC.**Date:** 6/28/2024**Work Order Number:****Completion Date:****Calendar Days:****Description of Work:** Joe's Bayou Boat Launch on Beach Drive

Item No.	Description	Unit	Unit Price	Quantity	Extension
1	2" Type SP – 12.5 Asphalt Concrete Superpave (Coarse) w/Fiber	SY	\$20.25	30.00	\$ 607.50
2	1 ½" Type SP – 12.5 Asphalt Concrete Superpave (Fine) w/Fiber	SY	\$15.75	0.00	\$ -
3	1" Type SP - 9.5 Asphalt Concrete Overlay (Fine) w/Fiber	SY	\$13.00	0.00	\$ -
4	Milling of existing asphalt (average 1 in depth)	SY	\$5.00	0.00	\$ -
5	Milling of existing asphalt (average 2 in depth)	SY	\$6.50	0.00	\$ -
6	8" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$30.00	30.00	\$ 900.00
7	6" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$24.00	0.00	\$ -
8	4" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$12.00	0.00	\$ -
9	Stabilized Subbase (12") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	\$10.00	30.00	\$ 300.00
10	Stabilized Subbase (6") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	\$8.00	0.00	\$ -
11	Prime Coat	SY	\$4.00	30.00	\$ 120.00
12	Tack Coat	SY	\$4.00	0.00	\$ -
13	Asphalt Cut with Abrasive Blade	LF	\$7.00	45.00	\$ 315.00
14	Concrete Cut with Abrasive Blade	LF	\$7.00	0.00	\$ -
15	Silt Fence	LF	\$10.00	100.00	\$ 1,000.00
16	Straw Waddle	LF	\$8.00	0.00	\$ -
17	Manhole Adjustment	EACH	\$1,000.00	0.00	\$ -
18	Valve Box Adjustment	EACH	\$600.00	0.00	\$ -
19	Removal of Concrete over 6 inches	SY	\$15.00	0.00	\$ -
20	Removal of Asphalt up to 4 inches thick	SY	\$10.00	0.00	\$ -
21	Removal of Asphalt over 4 inches	SY	\$15.00	0.00	\$ -
22	Fill Dirt provided, delivered, spread and compacted on grade	CY	\$40.00	20.00	\$ 800.00
23	Clear & Grub	SY	\$2.50	0.00	\$ -
24	Debris Hauling	CY	\$25.00	30.00	\$ 750.00
25	Tree trimming	HR	\$300.00	0.00	\$ -
26	Aluminum Pipe Guiderail (FDOT Index 870)	LF	\$500.00	0.00	\$ -
27	Guardrail (FDOT Index 400)	LF	\$450.00	0.00	\$ -
28	Mobilization	LUMP	\$4,000.00	1.00	\$ 4,000.00
29	12" inch RCP provided, delivered, and installed	LF	\$92.00	0.00	\$ -
30	15" inch RCP provided, delivered, and installed	LF	\$92.00	0.00	\$ -
31	18" inch RCP provided, delivered, and installed	LF	\$101.00	0.00	\$ -
32	24" inch RCP provided, delivered, and installed	LF	\$125.00	112.00	\$ 14,000.00
33	30" inch RCP provided, delivered, and installed	LF	\$157.00	0.00	\$ -
34	36" inch RCP provided, delivered, and installed	LF	\$240.00	0.00	\$ -
35	42" inch RCP provided, delivered, and installed	LF	\$285.00	0.00	\$ -
36	48" inch RCP provided, delivered, and installed	LF	\$350.00	0.00	\$ -

*Payment shall be made on actual work performed, as measured in field.

WORK ORDER

MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT

37	12" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$45.00	0.00	\$ -
38	15" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$55.00	0.00	\$ -
39	18" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$65.00	0.00	\$ -
40	24" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$75.00	0.00	\$ -
41	30" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$120.00	0.00	\$ -
42	36" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$140.00	0.00	\$ -
43	42" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$160.00	0.00	\$ -
44	48" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$180.00	0.00	\$ -
45	Concrete Headwall or Drainage Structure	CY	\$900.00	3.00	\$ 2,700.00
46	Mitered end section – medium 12 inches to 15 inches	EACH	\$2,000.00	0.00	\$ -
47	Mitered end section – large 18 inches to 24 inches	EACH	\$4,500.00	0.00	\$ -
48	Concrete flume (4 in thick)	SY	\$200.00	0.00	\$ -
49	Inlet Apron (4 in thick)	SY	\$120.00	0.00	\$ -
50	Raise existing inlet (assume 3 in adjustment)	EACH	\$3,000.00	0.00	\$ -
51	Lower existing inlet (assume 3 in adjustment)	EACH	\$2,500.00	0.00	\$ -
52	6 in Diameter Yard Inlet, installed, maximum 2 in depth	EACH	\$300.00	0.00	\$ -
53	Excavation and Haul Off	CY	\$25.00	40.00	\$ 1,000.00
54	Well Points	DAY	\$4,500.00	0.00	\$ -
55	Grout (joint)	EACH	\$2,500.00	2.00	\$ 5,000.00
56	Compaction of Subgrade, Soil, and Backfill (Up to 6" Thick)	SY	\$20.00	30.00	\$ 600.00
57	Swale Installation (grading)	CY	\$100.00	0.00	\$ -
58	Concrete Collar (any size)	EACH	\$3,000.00	0.00	\$ -
59	Rip Rap Rubble (up to 12" stone, 18" thick)	SY	\$600.00	0.00	\$ -
60	Rip Rap Rubble (up to 24" stone, 36" thick)	SY	\$700.00	0.00	\$ -
61	6 inch Drain pipe	LF	\$45.00	0.00	\$ -
62	Type "C" inlet installed (maximum depth 6 ft)	EACH	\$5,000.00	0.00	\$ -
63	Concrete Driveway 6 inches thick-fiber reinforced	SY	\$108.00	0.00	\$ -
64	Concrete Sidewalk – 4 inches thick installed	SY	\$72.00	0.00	\$ -
65	Concrete Flat/Ribbon Curb fiber reinforced (12" wide by 8" deep)	LF	\$25.00	0.00	\$ -
66	Concrete Type "D" Curb fiber reinforced	LF	\$30.00	0.00	\$ -
67	Concrete Type "E" Curb & Gutter fiber reinforced	LF	\$35.00	0.00	\$ -
68	Concrete Type "F" Curb & Gutter fiber reinforced	LF	\$34.00	0.00	\$ -
69	Concrete Modified (18") Type "F" Curb & Gutter fiber reinforced	LF	\$30.00	0.00	\$ -
70	ADA truncated dome mat installation	SF	\$48.00	0.00	\$ -
71	Traffic Control (MOT) cost	DAY	\$2,000.00	3.00	\$ 6,000.00
72	Bermuda Sod installed	SY	\$4.50	0.00	\$ -
73	St Augustine Sod installed	SY	\$5.75	0.00	\$ -
74	Centipede Sod installed	SY	\$13.50	300.00	\$ 4,050.00
75	Irrigation Repair	HR	\$250.00	0.00	\$ -
76	Type "C" inlet installed (depth 6-10 ft)	EACH	\$5,500.00	0.00	\$ -
77	Type "C" inlet installed (depth 10 -14 ft)	EACH	\$6,000.00	0.00	\$ -
78	Type "C" inlet installed (maximum depth 6 ft)	EACH	\$500.00	0.00	\$ -
79	Speed Hump Installation (2 Lanes)	EACH	\$3,000.00	0.00	\$ -
80	Speed Table Installation (2 Lanes)	EACH	\$4,500.00	0.00	\$ -

Total

\$ 42,142.50

Additional Contract Items

Item No.	Description	Unit	Unit Price	Quantity	Extension
			Total		\$ 42,142.50
	Contengent Items from Price Sheet	LS	Total		
			Grand Total		\$ 42,142.50

CONTRACTOR REPRESENTATIVE: _____

DATE _____

*Payment shall be made on actual work performed, as measured in field.

CITY OF DESTIN, FLORIDA

CONTRACT

MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT

On March 6, 2023 THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, herein referred to as the **City**, accepted the bid of H&T Contractors, LLC., herein referred to as the **Contractor**, to supply miscellaneous asphaltic concrete services for City properties. The Contractor's Cost Schedule for the terms of their engagement is included in their entirety by reference at Exhibit "A" and as completely as if incorporated herein.

TERMS AND CONDITIONS OF CONTRACT FOR THE MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT:

1. Entire Contract:

This Contract represents the entire and integrated Contract between the City and Contractor and supersedes all prior negotiations, representations or contracts, either written or oral. Provisions of this Contract may be amended only by written instrument approved by the Destin City Council and signed by the City Manager and Contractor.

2. Intent of Contract:

This Contract is for supplying the City with all applicable concrete work for City properties. The Scope of Work, herein referred to as the **Work**, encompasses the foregoing and all descriptive work components described within Exhibit "A".

3. Term of Contract and Tim Extensions:

This contract will be in effect from March 7, 2023 through December 31, 2023 and is for supplying the City with miscellaneous asphaltic concrete services.

4. Time for Performance:

The Contractor agrees to provide asphaltic concrete services for the satisfactory approval and acceptance by the City.

5. Compensation:

All payments upon contract are contingent upon the Contractor's Work being acceptable to the City. For satisfactory completion and acceptance of the Work, the City agrees to pay the Contractor in accordance with the terms of this Contract and the Contractor's Cost Schedule as identified in the Bid Form submitted by the Contractor, as may have been adjusted at the time of contract approval and incorporated herein.

6. Changes in the Work:

The City shall have the right at any time during the progress of the Work to increase or decrease the Work. Promptly after having been notified of a change, the Contractor shall submit an itemized estimate of any costs and/or time increases or savings it foresees as a result of the change. No additions or changes to the Work shall be made except upon written order of the City and the City shall not be liable to Contractor for any increased compensation without such written order.

7. Insurance:

Contractor shall, during the performance of the contract, maintain Worker's Compensation Insurance

sufficient to secure benefits of the Florida Workmen's Compensation Law for all employees and any of the work sublet to any vendor or subcontractor, Comprehensive General Liability Insurance, Auto Liability Insurance, Builder's Risk Insurance, all with companies and in the form and amounts acceptable to the City. Said certificates of insurance of contractor are attached hereto and made a part hereof by reference. If any part of the work is sublet, similar insurance shall be provided by and in behalf of any subcontractors.

Evidence of Insurance: Contractor shall provide the City Certificates of Insurance naming the City as an additional insured. All binders, policies, or certificates of insurance shall provide for at least ten days notice from insurers to the City of any cancellation or amendment to any of the insurance policies.

8. Indemnification:

Contractor shall indemnify, defend, save, and hold the City, its agents, officers and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities of any nature, including reasonable attorney's fees (including regulatory and appellate fees), arising out of: because of; or due to any accidents arising in any manner on account of the exercise or attempted exercise of Contractor's rights hereunder whether the same regards person or property of any nature whatsoever, regardless of the apportionment of negligence, unless due to the sole negligence of the City.

Contractor shall indemnify, defend, save and hold the City, its agents, officers and employees, harmless of and from and against any and all liens, claims, damages, demands, suits and liabilities, attorney's fees and costs, including appellate attorney's fees and costs, of and for mechanics and materialmen furnishing labor and materials in the performance of this contract.

9. Licensing:

The Contractor shall obtain all permits and maintain at his expense all professional and business certificates and licenses required by law and as necessary to perform services under this Contract. If Contractor performs any Work without obtaining, or contrary to, permits and licenses, Contractor shall bear all costs arising therefrom. The City may waive fees for City controlled permits, but in no instance can the City waive permit requirements nor fees beyond their control.

10. Cancellation:

This contract may be canceled by either party with a thirty-day written notice and is contingent upon the annual appropriation by the City of legally available funds. City's obligation to pay the amount due hereunder in any fiscal year is contingent upon the appropriation by the City Council of legally available funds for the purposes set forth in this contract.

11. Performance of Work/Responsibilities:

For each task, the Contractor will be issued a work order by the City's Public Services Director or designee. The Public Services Director or designee will issue verbal work orders only in emergency situations. The Contractor shall commence work in a reasonable length of time and shall complete the work in an expeditious manner. In emergency situations, the Contractor shall endeavor to commence work immediately. All work shall be done under the supervision of the City's Public Services Director or designated representative. The performance of Work and responsibilities hereto are outlined and made a part hereof as identified in Exhibit "A".

12. Termination for Default:

The Contract will remain in force for the full period specified and until the City Manager or his designee determines that all requirements and conditions have been satisfactorily met and the City Manager or his designee has accepted the work under the Contract Documents following the initial contract terms and all subsequent contract terms, including warranty and guarantee periods. However, the City Manager

will have the right to terminate this Contract sooner if the Contractor has failed to perform satisfactorily the work required or comply with the other requirements of the Contract.

In the event the City Manager decides to terminate this Contract for the Contractor's failure to perform satisfactorily or meet its other responsibilities under the Contract, the City Manager will give the Contractor five (5) days' notice, whereupon the Contract will terminate, unless during the notice period the Contractor cures the failure to perform or meets its other responsibilities under the Contract to the satisfaction of the City Manager.

Upon Contract termination for the Contractor's failure to provide satisfactory contract performance, the Contractor will be entitled to receive compensation for Contract services satisfactorily performed by the Contractor and allocable to the Contract and accepted by the City Manager or his designee prior to such termination. However, an amount equal to all additional costs required to be expended by the City to complete the Work covered by the Contract, including costs of delay in completing the project, shall be either subtracted from any amount due or amount charged to the Contractor in the event the City Manager terminates the Contract.

Except as otherwise directed by the City Manager, or in the case of termination for default (in which event the Contractor may be entitled to cure, at the option of the City Manager), the Contractor shall stop work on the date of receipt of the notice or other date specified in the notice, place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the work not terminated, and terminate all contractor and subcontracts and settle all outstanding liabilities and claims. *In the event that any termination for default shall be found to be improper or invalid by any court of competent jurisdiction, then such termination shall be deemed to have been a termination for convenience.*

13. Termination for Convenience:

The performance of work under this Contract may be terminated by the City Manager in whole or in part whenever the City Manager, in their discretion, determines that such termination is in the City's best interest. Any such termination shall be affected by the City Manager giving at least five (5) days' notice to the Contractor, specifying the extent to which performance of the work under this Contract is terminated and the date upon which such termination becomes effective.

As to termination for convenience, after receipt of the date of termination, the Contractor shall stop all work as specified in the notice; place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the Work not terminated; immediately transfer all documentation and paperwork for terminated work to the City; and terminate all contractors and subcontracts and settle all outstanding liabilities and claims.

14. Disclosure:

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract.

15. Miscellaneous:

15.1 Governing Law

The parties intend that this Contract and the relationship of the parties shall be governed by the laws of

the State of Florida. Venue for any action arising out of this contract shall be in Okaloosa County Florida and nowhere else.

15.2 Severability

If any section, subsection, term or provision of this Contract or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Contract or the application of same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Contract shall be valid or enforceable to the fullest extent permitted by law.

15.3 Sovereign Immunity

The parties further agree, nothing contained herein is intended nor shall be construed to waive the City of Destin's rights and immunities under the Florida constitution, common law or Florida Statutes 768.28, as amended from time to time.

15.4 Construction

The Parties have participated jointly in the negotiation and drafting of this Contract. In the event an ambiguity or question of intent or interpretation arises, this Contract shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provision of this contract.

15.5 Jury Trial Waiver

CONTRACTOR AND CITY AGREE TO WAIVE THE RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.

15.6 Attorney's Fees

In any dispute relating to this contract each party shall be responsible for their respective attorney's fees and costs.

15.7 Notices

All notices under the Contract shall be in writing and shall be effective when mailed by certified mail, return receipt requested, or when delivered personally, as provided hereafter, or to such other addresses as may be designated by notice:

15.8 Public Records

Contractor shall comply with Florida Public Records Laws, specifically to:

- a) Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
- b) Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- d) Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records

disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

As to the City:
Lance A. Johnson, City Manager
4200 Indian Bayou Trail
Destin, FL 32541

As to the Contractor:
H&T Contractors, LLC
376 Ben King Road
Freeport, FL 32459

IN WITNESS THEREOF, the City hereunto caused these presents to be subscribed and the Contractor has affixed their name and seal, this 07TH day of MARCH, 2023.



ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN

Lance A. Johnson
Lance A. Johnson, City Manager

SEAL

H&T CONTRACTORS, LLC
CONTRACTOR:

By: Heather Bailey
(Signature)

Heather Bailey
(Printed Name)

Its: MGRM
(Title)

Matthew Shaw
Witness

D. J. Juchand
Witness

City of Destin - RFB 22-10-PW
Miscellaneous Asphaltic Concrete Continuing Services

EXHIBIT A - BID FORM

PART I Bid submitted by:

Company: H & T Contractors, LLC

Address: PO Box 9

City & State: Freeport, FL

Zip Code: 32439

Telephone: (850) 835-0231

Fax: (850) 835-5123

Number of Years in Business: 14

Email: Misty@h-tcontractors.com

PART II Bidding RFB No. 22-10-PW, Miscellaneous Concrete Continuing Services:

Contractor shall provide proper signs and traffic control measures as per Florida Department of Transportation's Manual on Uniform Traffic Control Devices and the Florida Department of Transportation's Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (aka Florida Green Book), current edition. All construction, methods of measurement, and basis of payment shall be in accordance with Division II and III of the Florida Department of Transportation Standards Specifications for Road and Bridge Construction (current edition), copies of which are available from the Florida Department of Transportation. Contractor must be FDOT Maintenance of Traffic (MOT) certified and use those traffic controls identified in FDOT Standard Plans (102-600 series). Contractor will perform sidewalk work consistent with the FDOT's Local Agency Program (LAP) concrete specifications for formwork, joint placement/depth/material, and concrete finishing and will comply with the FDOT's Standard Plans for Curbing (520-001) and Sidewalk (522-001).

Table 1. SERVICE DESCRIPTION AND SPECIFICATIONS

#	Description	Unit	Unit Price
1	2" Type SP - 12.5 Asphalt Concrete Superpave (Coarse) with fiber	SY	20.25
2	1 1/2" Type SP - 12.5 Asphalt Concrete Superpave (Fine) with fiber	SY	15.75
3	1" Type SP - 9.5 Asphalt Concrete Overlay (Fine) with fiber	SY	13.00
4	Milling of existing asphalt (average 1" depth)	SY	5.00
5	Milling of existing asphalt (average 2" depth)	SY	6.50
6	8" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	30.00

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

7	6" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	24.00
8	4" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	12.00
9	Stabilized Subbase (12") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	10.00
10	Stabilized Subbase (6") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	8.00
11	Prime Coat	SY	4.00
12	Tack Coat	SY	4.00
13	Asphalt Cut with Abrasive Blade	LF	7.00
14	Concrete Cut with Abrasive Blade	LF	7.00
15	Silt Fence	LF	10.00
16	Straw Waddle	LF	8.00
17	Manhole Adjustment	EACH	1,000.00
18	Valve Box Adjustment	EACH	600.00
19	Removal of Concrete over 6"	SY	15.00
20	Removal of Asphalt up to 4" thick	SY	10.00
21	Removal of Asphalt over 4" thick	SY	15.00
22	Fill Dirt provided, delivered, spread and compacted on grade	CY	40.00
23	Clear & Grub	SY	2.50
24	Debris Hauling	CY	25.00
25	Tree trimming	HR	300.00
26	Aluminum Pipe Guiderail (FDOT Index 870)	LF	500.00
27	Guardrail (FDOT Index 400)	LF	450.00
28	Mobilization	LUMP	4,000.00
29	12" inch RCP provided, delivered, and installed	LF	92.00
30	15" inch RCP provided, delivered, and installed	LF	92.00
31	18" inch RCP provided, delivered, and installed	LF	101.00
32	24" inch RCP provided, delivered, and installed	LF	125.00
33	30" inch RCP provided, delivered, and installed	LF	157.00
34	36" inch RCP provided, delivered, and installed	LF	240.00
35	42" inch RCP provided, delivered, and installed	LF	285.00
36	48" inch RCP provided, delivered, and installed	LF	350.00
37	12" inch ADS Culvert Pipe provided, delivered, and installed	LF	45.00
38	15" inch ADS Culvert Pipe provided, delivered, and installed	LF	55.00
39	18" inch ADS Culvert Pipe provided, delivered, and installed	LF	65.00

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

40	24" inch ADS Culvert Pipe provided, delivered, and installed	LF	75.00
41	30" inch ADS Culvert Pipe provided, delivered, and installed	LF	120.00
42	36" inch ADS Culvert Pipe provided, delivered, and installed	LF	140.00
43	42" inch ADS Culvert Pipe provided, delivered, and installed	LF	160.00
44	48" inch ADS Culvert Pipe provided, delivered, and installed	LF	180.00
45	Concrete Headwall or Drainage Structure	CY	900.00
46	Mitered end section – medium, 12" to 15"	EACH	2,000.00
47	Mitered end section – large, 18" to 24"	EACH	4,500.00
48	Concrete flume (4" thick)	SY	200.00
49	Inlet Apron (4" thick)	SY	120.00
50	Raise existing inlet (assume 3" adjustment)	EACH	3,000.00
51	Lower existing inlet (assume 3" adjustment)	EACH	2,500.00
52	6" Diameter Yard Inlet, installed, maximum 2" depth	EACH	3,000.00
53	Excavation and Haul Off	CY	25.00
54	Well Points	DAY	4,500.00
55	Grout (joint)	EACH	2,500.00
56	Compaction of Subgrade, Soil, and Backfill (Up to 6" thick)	SY	20.00
57	Swale Installation (grading)	CY	100.00
58	Concrete Collar (any size)	EACH	3,000.00
59	Rip Rap Rubble (up to 12" stone, 18" thick), provided, delivered, and installed	SY	600.00
60	Rip Rap Rubble (up to 24" stone, 36" thick), provided, delivered, and installed	SY	700.00
61	6" Drainpipe, provided, delivered, and installed	LF	45.00
62	Type "C" inlet installed (maximum depth 6')	EACH	5,000.00
63	*Concrete Driveway 6" thick	SY	108.00
64	*Concrete Sidewalk 4" thick	SY	72.00
65	*Concrete Flat/Ribbon Curb fiber reinforced (12" wide by 8" deep)	LF	25.00
66	*Concrete Type "D" Curb	LF	30.00
67	*Concrete Type "E" Curb & Gutter	LF	35.00
68	*Concrete Type "F" Curb & Gutter	LF	34.00
69	*Concrete Modified (18") Type "F" Curb & Gutter	LF	30.00
70	American Disabilities Act (ADA) truncated dome mat installation, cast-in-place type	SF	48.00
71	Traffic Control (MOT) cost	DAY	2,000.00
72	Bermuda Sod installed	SY	4.50
73	St Augustine Sod installed	SY	5.75

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

74	Centipede Sod installed	SY	13.50
75	Irrigation Repair – labor only	HR	250.00
76	Type "C" inlet installed (depth 6-10')	EACH	5,500.00
77	Type "C" inlet installed (depth 10 -14')	EACH	6,000.00
78	Junction Box installed (maximum depth 6')	EACH	5,000.00
79	Speed Hump Installation (2 lanes)	EACH	3,000.00
80	Speed Table Installation (2 lanes)	EACH	4,500.00

To ensure responsiveness, you must submit this form and the mandatory information listed in Sections III and IV.

*Shall be fiber-reinforced 4000psi.

Materials and Supplies will be billed at the contractor's wholesale price or contractor's wholesale price plus 25%. Preference may be given to contractors providing materials at cost. The contractor shall supply materials invoices upon request.

SAFETY NOTE

All work associated with this bid must be conducted with safety in mind. It is expected that the contractor will provide all necessary personal protective equipment that will be utilized by their staff while performing work for the City of Destin. In addition, the contractor will ensure that all FDOT, OSHA and other applicable State and Federal workplace safety guidelines are adhered to while working on behalf of the City of Destin.

The contractor will ensure that work vehicles, equipment and trailers are properly outfitted with proper, adequate, and working signage, lightbars, arrow boards, etc.

Part III Certifications

In accordance with your request for Bids, instructions and specifications, attached hereto, and subject to all conditions thereof, I (we), the undersigned, hereby propose and agree if this Bid is accepted, to contract with the City of Destin, Florida to construct any items or furnish any service requested herein and deliver same without additional cost to the City of Destin at the specified location for the quotations listed above.

The undersigned further declares that he/she has carefully examined the specifications referenced on this Bid Form and is thoroughly familiar with them and their provision(s). He further declares that no other person than the Bidder herein named has any interest in this Bid or in the contract to be executed, and that it is made without any connection with any other person(s) making Bid for the same articles,

Initials of Bidder: HB

City of Destin – RFB 22-10-PW
Miscellaneous Asphaltic Concrete Continuing Services
and it is in all respects fair and without collusion and fraud.

Signature and Certification:

Name and Title of Authorized Representative: Heather Bailey, MEMR

Signature: Heather Bailey

Date of Bid: 02/16/2023

Note: See RFB Section III, Bid Requirements, and attached all required information to Bid Form.

The City of Destin reserves the right to reject any and all Bids or portions thereof, to waive minor defects in the process and to accept the Bid or any combination of Bid Items or to take any other actions deemed by the City to be in the City's best interest. The City also reserves the right to assign additional work to the successful bidder based on their Bid proposal or negotiation as may be necessary to meet grant funding or completion requirements.

END OF BID FORM

Initials of Bidder: HB

CONTRACT EXTENSION AGREEMENT

This agreement dated the First day of January 2024 is between the City of Destin, Florida ("City"), a Florida municipal corporation, of 4200 Indian Bayou Trail, Destin, Florida, 32541 and H&T Contractors LLC. The purpose of this agreement is to extend for one year a contract for services dated March 6, 2023 between the City of Destin and H&T Contractors LLC to provide miscellaneous asphaltic concrete services for the City. This agreement will begin on January 1, 2024 and will extend through December 31, 2024.

This is the **1st of 4** possible extensions.

The following provision amends the contract of the parties and is binding upon them. The Parties mutually agree to add a jury trial waiver, and a public records provision, as follows:

Jury Trial Waiver:

CONTRACTOR AND CITY AGREE TO WAIVE THEIR RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.

Public Records:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE OFFICE OF THE CITY CLERK, (850) 837-4242, 4200 INDIAN BAYOU TRAIL, DESTIN, FLORIDA 32541, rbailey@cityofdestin.com

Contractor shall comply with Florida Public Records Laws, specifically to:

- Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
- Shall immediately provide the City Clerk for the City with any documents requested by the Clerk in response to a public records request.
- Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

It is understood that final authorization for this Agreement must be made by the Destin City Council, and that either party may cancel this contract extension with 30 days written notice.

- Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the Contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public

records disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

It is expressly agreed by the parties that this contract is an extension to the Contract dated March 6, 2023 is made part hereof as though expressly rewritten, incorporated, and included herein.

It is understood that final authorization for this Agreement must be made by the Destin City Council, and that either party may cancel this contract extension with 30 days written notice.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the day and year first above written.

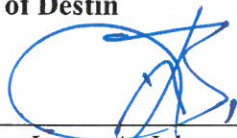
Witnesses:

(Signature)

(Signature)

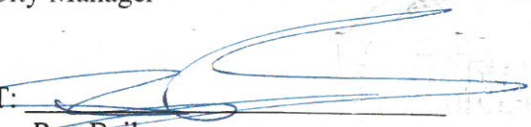
City of Destin

By:


Lance A. Johnson
City Manager

12/28/2023

ATTEST:


Rey Bailey
City Clerk

Witnesses:


(Signature)


(Signature)

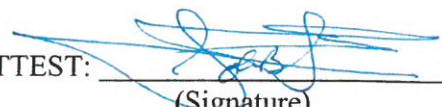
H&T Contractors LLC

By:


(Signature)

Heather Bailey, MARM
(Name & Title)

ATTEST:


(Signature)

JOHN B. IRVIN, IV - CFO
(Name & Title)

**Bill To**

FINANCE DEPARTMENT
C/O CITY OF DESTIN
4200 INDIAN BAYOU TRAIL
DESTIN, FL 32541

PHONE
(850) 837-4242
FAX
(850) 269-9890

HOURS
Monday - Friday
8:00 a.m. - 5:00 p.m.

Purchase Order

Fiscal Year 2024

Page: 1 of 5

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.**

Purchase Order #

24136

Delivery must be made within doors of specified destination.

Vendor

H & T CONTRACTORS LLC
P O BOX 9
FREEPORT, FL 32439

Ship To

PUBLIC SERVICES
C/O CITY OF DESTIN
4000 INDIAN BAYOU TRAIL
DESTIN, FL 32541

VENDOR PHONE NUMBER		VENDOR FAX NUMBER		REQUISITION NUMBER	DELIVERY REFERENCE
850-835-0231				24175	
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS		DEPARTMENT/LOCATION
07/16/2024	5640	07/12/2024			PUBLIC WORKS
NOTES					

Joe's Bayou Boat Launch on Beach Dr

The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	2" TYPE SP-12.5 ASPHALT CONCRETE SUPERPAVE (COARSE) W/FIBER GL Account: 30555900 - 565000 - ARP \$607.50 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541	30.0	SY	\$20.25	\$607.50
2	8" GRADED AGGREGATE BASE, DELIVERED AND COMPACTED (LBR100 COMPACTED TO 98% MODIFIED PROCTOR DENSITY PER AASHTOT-180) GL Account: 30555900 - 565000 - ARP \$900.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541	30.0	SY	\$30.00	\$900.00
3	STABILIZED SUBBASE (12") (LBR 40 COMPACTED TO 98% MODIFIED PROCTOR DENSITY PER AASHTOT-180) GL Account: 30555900 - 565000 - ARP \$300.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541	30.0	SY	\$10.00	\$300.00

**CONTINUED ON
NEXT PAGE**

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DATE ORDERED		VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS		DEPARTMENT/LOCATION	
07/16/2024		5640	07/12/2024	PUBLIC WORKS			
ITEM #	DESCRIPTION / PART #			QTY	UOM	UNIT PRICE	EXTENDED PRICE
4	PRIME COAT GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			30.0	SY	\$4.00	\$120.00
5	ASPHALT CUT WITH ABRASIVE BLADE GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			45.0	LF	\$7.00	\$315.00
6	SILT FENCE GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			100.0	LF	\$10.00	\$1,000.00
7	FILL DIRT PROVIDED DELIVERED SPREAD AND COMPACTED ON GRADE GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			20.0	CY	\$40.00	\$800.00

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07/16/2024		5640	07/12/2024	PUBLIC WORKS			
ITEM #	DESCRIPTION / PART #			QTY	UOM	UNIT PRICE	EXTENDED PRICE
8	DEBRIS HAULING GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			30.0	CY	\$25.00	\$750.00
9	MOBILIZATION GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			1.0	LS	\$4,000.00	\$4,000.00
10	24" RCP PROVIDED DELIVERED AND INSTALLED GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			112.0	LF	\$125.00	\$14,000.00
11	CONCRETE HEADWALL OR DRAINAGE STRUCTURE GL Account: 30555900 - 565000 - ARP Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			3.0	CY	\$900.00	\$2,700.00

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07/16/2024		5640	07/12/2024	PUBLIC WORKS			
ITEM #	DESCRIPTION / PART #			QTY	UOM	UNIT PRICE	EXTENDED PRICE
12	EXCAVATION AND HAUL OFF GL Account: 30555900 - 565000 - ARP \$1,000.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			40.0	CY	\$25.00	\$1,000.00
13	GROUT (JOINT) GL Account: 30555900 - 565000 - ARP \$5,000.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			2.0	EACH	\$2,500.00	\$5,000.00
14	COMPACTION OF SUBGRADE SOIL AND BACKFILL (UP TO 6" THICK) GL Account: 30555900 - 565000 - ARP \$600.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			30.0	SY	\$20.00	\$600.00
15	TRAFFIC CONTROL (MOT) COST GL Account: 30555900 - 565000 - ARP \$6,000.00 Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541			3.0	DAYS	\$2,000.00	\$6,000.00

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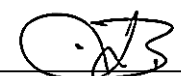
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DATE ORDERED		VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS		DEPARTMENT/LOCATION	
07/16/2024		5640	07/12/2024	PUBLIC WORKS			
ITEM #	DESCRIPTION / PART #			QTY	UOM	UNIT PRICE	EXTENDED PRICE
16	CENTIPEDE SOD INSTALLED			300.0	SY	\$13.50	\$4,050.00
	GL Account: 30555900 - 565000 - ARP			\$4,050.00			
	Deliver To: PUBLIC SERVICES C/O CITY OF DESTIN 4000 INDIAN BAYOU TRAIL DESTIN, FL 32541						
GL SUMMARY							
30555900 - 565000 - ARP				\$42,142.50			


Authorized Signature
Authorized Signature**Purchase Order Total****\$42,142.50**

Vendor Copy

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024**TYPE OF AGENDA ITEM:** Action Item**AGENDA OUTLINE NUMBER:** 3.B.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Ryan Scott, City Engineer
Jeffrey Cozadd, Projects, Grants and Contracts Manager

DATE: July 15, 2024

SUBJECT: Continuing Service Provider – Architectural RFQ 23-09-ENG

I. BACKGROUND: The City has a need for architectural services. Staff took the results of the RFQ submittals to the May 6, 2024, City Council meeting with the request to negotiate with DAG Architects to become a continuing service provider for Architectural services within the City. The following motion was approved:

"I move to have the City Manager and City Attorney negotiate a Continuing Service Contract with DAG Architects and bring back the agreement to a future City Council meeting."

II. DISCUSSION: RFQ 23-09-CD was released on October 24, 2023, and the bid opening was on November 30, 2023. Three bids were received and DAG is recommended by the bid committee pursuant to the attached scoring.

A. Link to Strategic Goals / Objectives: I. Financially sound city providing service excellence.

II. Enhanced quality of life and safety for families.

III. Economic development and revitalization.

IV. Effective, efficient and aesthetically pleasing infrastructure.

B. Effect on Budget (EOB):

Each scope of work awarded to the contractor will be evaluated individually for effect on budget. Any Scope of Work over \$35,000 will be brought forth for Council approval before granting a notice to proceed.

C. Level of Service (LOS): Improved services to the citizens.

D. Legislative Sponsor:

III. CONCLUSION: The attached continuing service contract was negotiated between the City and DAG Architects for City Council's recommended approval.

IV. RECOMMENDED MOTION: I move to approve DAG Architects continuing service contract.

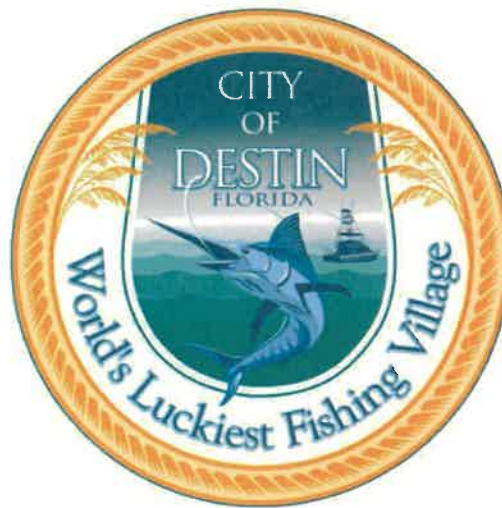
Attachments:

1. Architectural Professional Consulting Svcs.
2. RFQ 23-09-ENG - Architectural Scoresheet combined
3. DAG Architects
4. 2024_2025 DAG Hourly Billing Rates Expanded
5. Destin
6. Eng Rev-Professional Architectural Services Contract 2024 DAG Architects
7. Signature Page

**REQUEST FOR QUALIFICATIONS
(RFQ)
ARCHITECTUAL AND
PROFESSIONAL CONSULTING SERVICES**

RFQ No. 23-09-CD

**RFQ DUE DATE: November 30, 2023 2:00 P.M. CST
4200 Indian Bayou Trail
Destin, FL 32541**



City of Destin, Florida

October 24, 2023



Lance A. Johnson, City Manager
Phone (850) 837-4242
Facsimile (850) 837-3267
4200 Indian Bayou Trail
Destin, Florida 32541

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**REQUEST FOR QUALIFICATIONS
ARCHITECTUAL AND
PROFESSIONAL CONSULTING SERVICES
RFQ No. 23-09-CD**

Sealed Requests for Qualifications (RFQs) will be received in City Clerk's Office, City of Destin, 4200 Indian Bayou Trail, Destin, FL 32541 on or by: **Thursday November 30, 2023, Not Later Than 2:00 P.M. (CT).**

RFQ's will be opened in: **4200 Indian Bayou Trail, Destin, FL 32541
CITY HALL BOARD ROOM**

One (1) original, so designated, nine (9) copies (total of ten (10) submissions) and one digital (USB only) copy of the response shall be submitted in a sealed package clearly marked on the outside: "RFQ No. 23-09-CD, "ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES FOR THE CITY OF DESTIN" and addressed to: City of Destin, City Clerk's Office, 4200 Indian Bayou Trail, Destin, FL 32541.

All RFQ's will be publicly opened and only the names of the Respondents will be disclosed. RFQ's received after the assigned date and time will NOT be considered.

ATTENTION ALL INTERESTED RESPONDENTS:

Prospective respondents should contact the City Clerk's Office to obtain either an electronic or paper version of the bid documents by calling 850-837-4242 or e-mail: clerk@cityofdestin.com

Any questions relative to any item or portion(s) of this solicitation should be directed to the City Clerk's Office, 850-837-4242 with Office Hours: Monday – Friday, 8:00 A.M. to 5:00 P.M. or email at clerk@cityofdestin.com

CITY OF DESTIN

LANCE A. JOHNSON
CITY MANAGER

**NOTICE TO PROPOSERS
(Advertisement)**

The City of Destin, Florida (City), is currently seeking sealed submittals for "Architectural and Professional Consulting Services for City of Destin." The firm with the successful proposal shall be required to supply the City with copies of its current Liability Insurance and Workmen's Compensation coverage. Proposals must be received by the City Clerk's Office at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541, in a sealed envelope clearly marked "**RFQ No. 23-09-CD , "ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES FOR THE CITY OF DESTIN"**", along with the name, return address and telephone number of the firm submitting the proposal, no later than 2:00 p.m. Central Time, on Thursday November 30, 2023 at which time they will be opened and identified aloud. The City reserves the right to reject any and all proposals or portions thereof, to waive minor defects and informalities in the process, to accept the Proposal(s) or take any other actions deemed by the City to be in the City's best interest.

Lance A. Johnson
City Manager

SECTION 1 –SCOPE OF SERVICES AND GENERAL INFORMATION

1.1 SUMMARY OF THE SCOPE OF SERVICES:

The City of Destin, Florida (the "City" or "Destin") pursuant to section 287.055, Florida Statutes, "Consultants' Competitive Negotiations Act", is seeking Professional Architectural and Professional Consulting firms to enter into a "continuing contract" to provide various Architectural and Professional consulting services for the City and shall include but is not limited to all forms of architectural/structural/landscape architectural consulting services.

The intent of this RFQ is to acquire a broad range of Architectural and Professional Consulting Services for the City based on the definition of "Continuing Contract" in section 287.055(2)(g), Florida Statutes.

The terms "Consultant" and "Respondent" shall mean the firm submitting for this RFQ and will be used interchangeably in this solicitation.

1.2 NO CONTACT CLAUSE

All prospective Respondents are hereby instructed NOT to contact any member of the City of Destin City Council, the City Manager, or City of Destin staff member other than the authorized city contact person identified in this RFQ, or the City's designated procurement staff member, regarding this solicitation package, or the Respondent's submittal package, City's Intent to Award, or City's Intent to Reject (if applicable) at any time prior to the FORMAL AWARD for this project. Any such contact may be cause for rejection of your submittal.

1.3 TERM OF THE SERVICE

This contract between the City and Consultant will be a **five (5) year contract with five (5) one-year extensions for a total of ten (10) year continuous contract.**

A termination clause in the contract will allow either the City or the selected Consultant to terminate with proper notice, which shall be further and specifically defined in the contract between the City and Consultant.

The selected Consultant shall be required to assume responsibility for all services offered in their proposal. The selected Consultant will designate a sole point of contact concerning contractual matters including payment of any charges resulting from the contract.

The resulting contract shall provide for the issuance of individual Task Orders based on specific scopes of work. Task Orders will be individually negotiated based on a "Fee Schedule" and any additional negotiated services required within the scope of work.

These negotiations will conform to the Florida Consultants Competitive Negotiation Act ("CCNA"), Section 287.055, Florida Statutes, City rules, regulations, and policies, as well as all other applicable laws and regulations. Once these fixed hourly costs are negotiated and the contracts signed, each project will be negotiated relative to the number of hours required by each position to accomplish the scope of services. The consulting services

costs will be based on time and expenses with a not to exceed limit based on the negotiated hours and expenses or a fixed lump sum fee. The results of this negotiation will result in a Task Order for the miscellaneous project. The City's standard form of consulting agreement will be utilized with appropriate changes and modifications for each specific circumstance.

The selected Consultant shall be required to assume responsibility for all services offered in his proposal. The selected Consultant will be the sole point of contact concerning contractual matters including payment of any charges resulting from the contract.

Payment schedule and basis for payment will be negotiated but will be based upon documented work completed satisfactorily.

1.4 SCOPE OF SERVICES TO BE PERFORMED:

The City, pursuant to section 287.055, Florida Statutes, "Consultants Competitive Negotiations Act", is seeking professional consulting firms to enter into a "continuing contract" to provide various Architectural and Professional consulting services for the City and shall include but is not limited to all forms of architectural/structural/landscape architectural consulting services.

The intent of this RFQ is to acquire a broad range of architectural and professional consulting services for the City of Destin based on the definition of "Continuing Contract" in Section 287.055, Florida Statutes. The CCNA defines "professional services", and "continuing contract" as follows:

- (a) "Professional services" means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of the state, or those performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper in connection with his or her professional employment or practice.

Section 287.055(2)(a), Florida Statutes:

And,

- (g) A "continuing contract" is a contract for professional services entered into in accordance with all the procedures of this act between an agency and a firm whereby the firm provides professional services to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, for study activity if the fee for professional services for each individual study under the contract does not exceed \$500,000, or for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another.

Section 287.055(2)(g), Florida Statutes:

The Architectural and Professional Consulting Services sought may include, but are not limited to:

- Provide architectural consultation, design and on-site services
- Provide structural engineering consultation, design and on-site services
- Provide landscape architectural consultation, design and on-site services
- Provide recommendations on pre-construction of new or existing buildings
- Evaluate need for and architectural, structural engineering options
- Provide architectural and structural engineering services on existing or potential construction
- Provide structural engineering services on existing building foundations, retaining walls, and other structures or facilities
- Provide structural engineering services for potential hazardous situations such as erosion and post storm damage
- Assessments of structures and preparation of master plans with repair and replacement recommendations.

Tasks may include: studies; surveys; design; preparation of plans and cost estimates; specifications and contract documents; conducting public information meetings; obtaining necessary federal, state and local governmental agency permits; building/construction inspections; Development Order submittals, construction management; contract administration; project completion certifications and as-built surveys; presentations to the City Council, other advisory boards, and the general public and acquiring grants and loans from federal agencies or other applicable sources of funding as directed by the City.

Services of the Consultant shall be under the general direction of the Community Development Director or his designee, and/or the City Manager's designee, who shall act as the City's representative(s) during the performance of the scope of services.

SECTION 2 – INSTRUCTION TO RESPONDENTS

- A. The City will accept RFQ responses until **November 30, 2023 at 2:00 P.M. (CT)** at City Clerk's Office located at City Hall, 4200 Indian Trail Bayou Destin FL. 32541, to provide the City with Qualified Respondents for **RFQ NO. 23-09-CD Architectural and Professional Consulting Services.**
- B. Any responses received after the above stated time and date will NOT be considered. It shall be the sole responsibility of the Respondent to have their RFQ submittal **delivered to the City Clerk's Office** for receipt on or before the above stated time and date. RFQ responses which arrive after the above stated deadline as a result of delay by the mail service shall not be considered, and arrangements shall be made for their return at the Respondent's request and expense. The City reserves the right to consider submittals that have been determined by the City to be received late due solely to mishandling by the City after receipt of the RFQ and prior to the award being made.
- C. All RFQ's will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom on **November 30, 2023 no later than 2:00 P.M. (CT)**. All Respondents or their representatives are invited to be present. The City Hall Boardroom is located in City Hall, 4200 Indian Bayou Trail Destin, FL. 32541.
- D. Respondents may request information or clarification regarding the RFQ in writing from City Clerk Rey Bailey, clerk@cityofdestin.com. The City will not accept requests for information or clarification that are propounded seven (7) days or fewer prior to the submittal deadline.

- E. If any addendum(s) are issued to this RFQ, the City will attempt to notify all prospective respondents. It shall be the responsibility of each Respondent, prior to submitting the RFQ response, to contact the City Clerk's Office, at (850) 837-4242 to determine if any addendum(s) were issued and to complete any addendum acknowledgements as part of their RFQ response.
- F. **One (1) original, so designated, nine (9) copies (total of ten (10) submissions), and one digital (USB Only) copy** of the RFQ responses shall be submitted in a sealed package clearly marked on the outside **"RFQ NO. 23-09-CD Architectural and Professional Consulting Services"** and addressed: City of Destin, City Clerk's Office, 4200 Indian Bayou Trail, Destin, FL 32541.
- G. Responses shall clearly indicate the legal name, address and telephone number of the Respondent. Responses shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to bind the Respondent to the submitted RFQ. Respondents must include their Federal I.D. number on their RFQ submittal.
- H. All expenses for making RFQ responses to the City shall be borne by the Respondent.
- I. Responses shall be evaluated by the City's Bid Committee based on all information submitted, ranking of the respondents will be generated according to evaluation criteria listed within this document. Refer to Section 4 of this RFQ for evaluation criteria. The top two ranked respondents (top ranked and first alternate) will be submitted to the City Council for approval.
- J. The Bid Committee shall consist of City of Destin staff members.
- K. A **sample** draft agreement that the City intends to execute with the successful respondent is attached to this RFQ as Exhibit "B." The City reserves the right to modify any and all contract language prior to execution. The actual scope of services and consulting fees will be negotiated following selection of the top firm(s).
- L. Each Respondent, by submission of an RFQ response, acknowledges that in the event of any legal action challenging the award of a RFQ; the Respondent's damages, if any, shall be limited to the actual cost of the preparation of the RFQ.
- M. Termination provisions for cause and convenience including manner and basis for settlement are found in Section 6.0 of the sample contract attached as Exhibit "B".
- N. **Contracting with City Employees or Board/Committee Members:** Any City employee, Board member, Committee member or member of his or her immediate family seeking to Contract with the City shall seek a conflict of interest opinion from the City Manager or their designated representative prior to submittal of a response or application of any type to Contract with the City or as specified in 23 CFR 1.33 and the requirements of 23 CFR 172.7(b)(4). The affected employee or Board member shall disclose his or her assigned function within the City and interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract.

SECTION 3 – RESPONSE SUBMISSION REQUIREMENTS

3.1 SUBMISSION OF RESPONSES

- A. **General Requirements.** The purpose of the RESPONSE is to demonstrate the proposals, competence, and capacity of the respondents seeking to undertake the requirements of this RFQ. As such, the substance of the response will carry more weight than their length, form or manner of presentation. The technical response should demonstrate the qualification of the respondent and the particular staff to be assigned to his engagement. It should also specify an approach that will meet or exceed the RFQ requirements.

The selected Consultant shall provide sufficient organization, personnel, and management to carry out the requirements of this RFQ in an expeditious and economical manner, consistent with the needs of the City. Additionally, the selected Consultant will be required to demonstrate recent experience with the successful completion of services similar to those specified within this RFQ.

- B. **Certification and Licenses.** Respondents must include with their responses, copies of all applicable certificates and licensing or business permits in accordance with Florida State law.

- C. **Detailed Response.** Respondent's detailed Response to the RFQ should be ordered in the following manner:

1. Letter of Interest

The Letter of Interest shall be a maximum of one (1) page that summarizes the Respondent's primary proposals and a firm commitment to provide the proposed services. The Letter of Interest shall be signed by the Respondent or person authorized to bind the Respondent to the submitted RFQ.

2. Firm's Proposals

- a) Complete and submit Respondent's Qualification Statement, herein.
- b) Describe the Firm and provide a statement of the Respondent's Proposals for performing requested consulting services. Identify the services which would be completed by your Respondent's staff and those that would be provided by sub-consultants, if any. Identify any sub-consultants you propose to utilize to supplement your Respondent's staff.
- c) If the principal place of business is different than the location specified in the respondent's qualification statement, then Respondent shall specify office location where each project will be managed and produced.

3. Proposals of Project Team, (key project members) and availability of specialty resources.

Provide an overview of the Proposals of the specific project team to be submitted by the Firm/Individual to perform the requested services including:

- a) **An organizational chart that clearly defines the lines of authority and specifically lists the Client Service Manager, Project Manager, and primary Project Professional. These project team members are hereafter referenced as "key project members".** This information shall be contained on a maximum of one (1) page.
 - b) Provide a maximum of four resumes for key project members outlining the relevant experience and education for this project. Each resume is limited to one (1) page.
 - c) Sub-consultant firms and key personnel from these firms shall be clearly identified. Respondents are to recognize that the City will not allow substitution of key project members during the Contract period without the written agreement of the City.
 - d) Availability location and workload of the proposed team contained on a maximum of one (1) page including:
 1. Current project work listing and remaining labor commitments.
 2. Historically, describe the typical number of projects handled by the Respondent's key project managers at any given time.
 3. Projected workload of project management activities as defined in the scope of services.
 4. Identification of any sub-consultant firms providing significant services that may be assigned more than five (5%) of the work.
4. Project Approach, demonstrated skill set, and innovative ideas that will be used to address the Scope of Work

The response should include detailed information that demonstrates the Respondents understanding of the scope of work and how they intend to meet the goals and objectives of the project. Consideration shall be given for effectiveness of potential solution(s), creativity and innovation of proposed solutions and comprehensive utilization of proposed personnel to meet the RFQ deliverables. This section shall be limited to no more than six (6) pages. Work Plans that are longer than 6 pages will not be evaluated after page 6.

5. References – Past Performance

Provide a list of two (2) governmental agencies references for similar Professional Services contracts for which the Respondent has completed or are in progress within the past three (3) years with the following information: 1) name of agency, 2) address, and 3) contact name and telephone number.

Contact persons must be informed that they are being used as reference and that the City or their designee will be contacting them for information. Bid Committee Members or designee will call each reference up to three (3) times. If there is no answer after the third attempt, the City may apply no points for that project experience.

6. Submittal of General Information and Procurement Forms and Documents

Procurement forms can be found in Appendix 'A' and must be completed, signed and notarized when required and submitted. In addition, all other request and supporting documentation should be included in this section, including:

- a) Respondent Acknowledgement
- b) Addenda Acknowledgement (if applicable)
- c) Confirmation of Drug Free Workplace
- d) Schedule of Sub-Consultant(s)
- e) Submit proof of Professional Liability Insurance at the levels identified on the Insurance Advisory Form herein as an attachment.
- f) Submit any Supplemental information relative to this RFQ
- g) Completed Public Entity Crimes Statement

SECTION 4 – EVALUATION OF RESPONSES

4.1 SUBMISSION OF RESPONSES

A. RFQ Requirements

The Bid Committee will review and evaluate all RFQ responses. Evaluation shall include Respondent's responses to the minimum requirements outlined in Sections 1 through 3 of this RFQ. A sequential ranking of all respondents will be developed. The top two ranked respondents (top ranked and first alternate) will be presented to the City Council for approval to begin negotiations. The determination shall be based upon the following criteria and respondents shall provide, as a minimum, the information listed under each criterion. Failure to provide adequate information listed on any criterion may result in rejection of the submittal as non-responsive.

The proposal package is designed to provide information about your firm. Therefore, the said information will be used in evaluating the respondent's proposals to perform the advertised work. Responses will be evaluated by the Bid Committee in accordance with weighted criteria listed below:

<u>Description</u>	<u>Point Range</u>
Proposals of the firm to include past performance	35
Assigned Staff Proposals & Experience	25
Project Approach	25
<u>References</u>	<u>15</u>
Total	100

B. Selection Process

1. The Bid Committee consisting of City staff will review each written submission for compliance with the requirements of the RFQ, including verifying that each response includes all documents required. In addition, the Bid Committee will ascertain whether the Respondent have met the requirements set forth to render the required services according to federal and State laws and regulations and the requirements of this RFQ.

2. The Bid Committee will score and rank all responses based on the requirements of the RFQ to determine a top ranked firm deemed to be the most highly qualified to perform the required service.
3. The Bid Committee forward the top ranked firm(s) to the City Council for final approval. The City Council shall have sole approval authority.
4. After final approval by the City Council, the City Manager or designee will begin negotiations with the top ranked firm on an agreement based on the attached draft contract found in Appendix "B" and developed from this REQUEST FOR QUALIFICATIONS. The City reserves the right to include additional provisions if the inclusion is in the best interest of the City, as determined solely by the City. If an agreement cannot be reached with the top ranked firm, then staff will take the first alternate or next top ranked respondent to City Council for approval and begin negotiations with next highest ranked firm from the Bid Committee's list until successful negotiations occur, or the firms on the council approved list is exhausted. Assuming the successful negotiation of an agreement, the final contract will be submitted to the City Council for their consideration and approval. The City Council shall have sole approval authority.

SECTION 5 – GENERAL CONDITIONS FOR RESPONDENTS

1. **FAMILIARITY WITH LAWS:** The Respondent is presumed to have full knowledge of and be in compliance with all Federal, State, and Local laws, ordinances, rules, and regulations that in any manner affect the equipment and the services provided to the City. Ignorance on the part of the Respondent will in no way relieve Respondent of responsibility to adhere to such laws and regulations.
2. **RFQ FORMS:** The Respondent will submit a RFQ on the RFQ forms provided. All RFQ prices, amounts and descriptive information must be legibly entered. The Respondent must state the price and the time of delivery for which they propose to deliver the equipment or service requested. All RFQ forms must be executed and submitted for easy identification. The face of the envelope shall contain the company's name and address, RFQ title, number, RFQ date and time. RFQs not submitted on RFQ forms herein may be rejected. All RFQs are subject to the conditions specified within this solicitation document. RFQs which do not comply with these conditions are subject to rejection.
3. **EXECUTION OF RFQ:** RFQ must contain a manual signature of an authorized representative in the space provided on all affidavits and Response sheets.
4. **RFQ DEADLINE:** It is the Respondent's responsibility to assure that the RFQ is delivered at the proper time and place prior to the RFQ deadline. The City of Destin is not responsible for the U.S. Mail or private couriers in regards to mail being delivered by a specified time so that a Response can be considered. RFQ's which for any reason are not delivered by the deadline will not be considered. The City reserves the right to consider RFQ's that have been determined, by the City, to be received late due to mishandling by the City after receipt of the RFQ, prior to ranking and selection. Offers by telegram or telephone are not acceptable.
5. **RIGHTS OF THE CITY:** The City expressly reserves the right to:
 - A. Waive any defect, irregularity or informality in any RFQ or RFQ procedure;
 - B. Reject or cancel any or all RFQ's;

- C. Reissue the RFQ;
 - D. Extend the RFQ submission deadline time and date;
 - E. Consider and accept an alternate RFQ as provided herein when most advantageous to the City.
6. STANDARDS: Factors to be considered in determining whether the standard of responsibility has been met include whether a prospective Respondent has:
- A. Available the appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain such, necessary to indicate its capability to meet all contractual requirements;
 - B. A satisfactory record of performance;
 - C. A satisfactory record of integrity;
 - D. Qualified legally to Contract within the State of Florida and the City;
 - E. Supplied all necessary information in connection with the inquiry concerning responsibility.
7. INTERPRETATIONS: Any questions concerning conditions and specifications should be directed to the authorized personnel identified in the RFQ document in writing no later than seven (7) days prior to the RFQ deadline. Inquiries must reference the date by which the RFQ is to be received.
8. CONFLICT OF INTEREST: The award hereunder is subject to all conflict-of-interest provisions of the City of Destin, Okaloosa County, the State of Florida, and the federal government.
9. SUBCONTRACTING: If a Respondent subcontracts any portion of a Contract for any reason, the Respondent must state the name and address of the subcontractor and the name of the person to be contacted on the attached "Schedule of Subcontractors". The City reserves the right to accept or reject any or all RFQs wherein a subcontractor is named and to make the award to the Respondent, who, in the opinion of the City, will be in the best interest of and/or most advantageous to the City. The City also reserves the right to reject a RFQ of any Respondent if the RFQ names a subcontractor who has previously failed in the proper performance of an award or failed to deliver on time Contracts of a similar nature, or who is not in a position to perform properly under this award. The City reserves all rights in order to make a determination as to the foregoing.
10. ADDENDA: From time to time, the City may issue an addendum to change the intent or to clarify the meaning of the Contract documents. It is each Respondent's responsibility to check with the City of Destin and immediately secure all addenda before submitting RFQs. Each Respondent shall acknowledge receipt of ALL addenda by notation on the Addenda Acknowledgement form herein and shall adhere to all requirements specified in each addendum prior to submission of the RFQ.
11. ANTITRUST CAUSE OF ACTION: In submitting a RFQ to the City, the Respondent offers and agrees that if the RFQ is accepted, the Respondent will convey, sell, assign or transfer to the City of Destin all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the Finance Department tenders final payment to the Respondent.

12. **LEGAL REQUIREMENTS:** Federal, State, County, and City laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Respondent will in no way be a cause for relief from responsibility.
13. **ON PUBLIC ENTITY CRIMES:** All Invitations to Bid as defined by Section 287.012(16), Florida Statutes, Requests for Qualifications as defined by Section 287.012(23), Florida Statutes, and any contract document described by Section 287.058, Florida Statutes, shall contain a statement informing persons of the provisions of paragraph (2)(a) of Section 287.133, Florida Statutes, which reads as follows:

"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 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 in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list."
14. **ADVERTISING:** In submitting a RFQ, the Respondent agrees not to use the results there from as a part of any commercial advertising.
15. **ASSIGNMENT:** Any Purchase Order issued pursuant to this RFQ invitation and the funds which may become due hereunder are not assignable except with the prior written approval of the City.
16. **INDEMNIFICATION:** The selected Respondent shall hold and save harmless the City of Destin, Florida, its City Council members, its officers, agents, volunteers and employees from liability of any kind in the performance of this Contract. Further, the selected Respondent(s) shall indemnify, save harmless and undertake the defense of the City, its City Council Members, agents, servants and employees from and against any and all claims, suits, actions, damages, or causes of action arising during the term of this Contract, for any personal or bodily injury, loss of life, or damage to property arising directly or indirectly from Respondent's operation pursuant to this Contract and from and against all costs, counsel fees, expenses and liabilities incurred in and about any such claims, the investigation thereof, or the defense of any action or proceedings brought thereon, and from and against any orders or judgments which may be entered therein. The City shall notify the Respondents within ten (10) days of receipt by the City of any claim, suit or action against the City arising directly or indirectly from the operations of the Respondents hereunder, for which the City may be entitled to a claim or indemnity against the Respondent, under the provisions of this Contract. Respondent shall have the right to control the defense of any such claim, suit or actions. The Respondent shall also be liable to the City for all costs, expenses, attorneys' fees and damages which may be incurred or sustained by the City by reason of the Respondent's breach of any of the provisions of the contract. Respondent shall not be responsible for negligent acts of the City or its employees.
17. **CONTRACT AGREEMENT:** An Agreement outlining the Scope of Services with the intent of accomplishing a timely, cost-effective completion of a given project will be provided. Specific Task Order stipulating the Scope of Work to be provided will be issued after the execution of said Agreement. The Agreement will be based on successful negotiation.

18. **FUNDING OUT:** The resultant Agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Council for the City of Destin in the annual budget for each fiscal year of this Agreement and is subject to termination based on lack of funding.
19. **PUBLIC RECORDS:** Sealed documents received by the City in response to an invitation are exempt from public records disclosure until thirty (30) days after the opening of the Response/bid unless the City announces intent to award sooner, in accordance with Florida Statutes 119.07.

However, certain exemptions to the public records law are statutorily provided for in Florida Statutes 119.07. If the Respondent believes any of the information contained within their response is exempt from the Public Records Law, then the Respondent must identify in their Response, the material which is deemed to be exempt and cite the legal authority for the exemption. The City's determination of whether an exemption applies shall be final, and the Respondent agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages by any person or entity as a result of the City's treatment of records as public records.

The City of Destin is a public agency subject to Chapter 119, Florida Statutes. The contractor shall comply with Florida's Public Records Law. Effective July 1, 2013, Section 119.071, Fla. Stat., the contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service;
2. Provide the public with access to such public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed that provided in chapter 119, Fla. Stat., or as otherwise provided by law;
3. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
4. Meet all requirements for retaining public records and transfer to the City, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the City in a format that is compatible with the information technology of the agency.

Failure of the contractor to comply with the provisions set forth in this General Condition shall constitute a Default and Breach of the Agreement with the City.

SECTION 6 – SPECIAL CONDITIONS

1. The City by written notice may terminate in whole or in part any Contract resulting from this RFQ when such action is in the best interest of the City. If the Contract(s) are so terminated the City shall be liable for only payment for services rendered prior to the effective date of termination. Services rendered will be interpreted to include costs of items already delivered plus reasonable costs of supply actions short of delivery. Such reasonableness shall be at the sole discretion of the City.
2. It shall be the responsibility of the successful Respondent to maintain workers' compensation insurance, professional liability, property damage liability insurance and vehicular liability insurance, during the time any of his personnel are working on City of Destin property. The successful Respondent shall furnish the City with a certificate of insurance after award has been made and prior to the start of any work on City property. Said insured companies must be authorized to do business in the State of Florida.
3. The City reserves the right, before awarding a Contract to require a Respondent to submit such evidence of Proposals as it may deem necessary and may consider any evidence available to it of the financial, technical and other Proposals and abilities of a Respondent, including past performance (experience) with the City in making the award in the best interest of the City.

APPENDIX "A"

THE DOCUMENTS

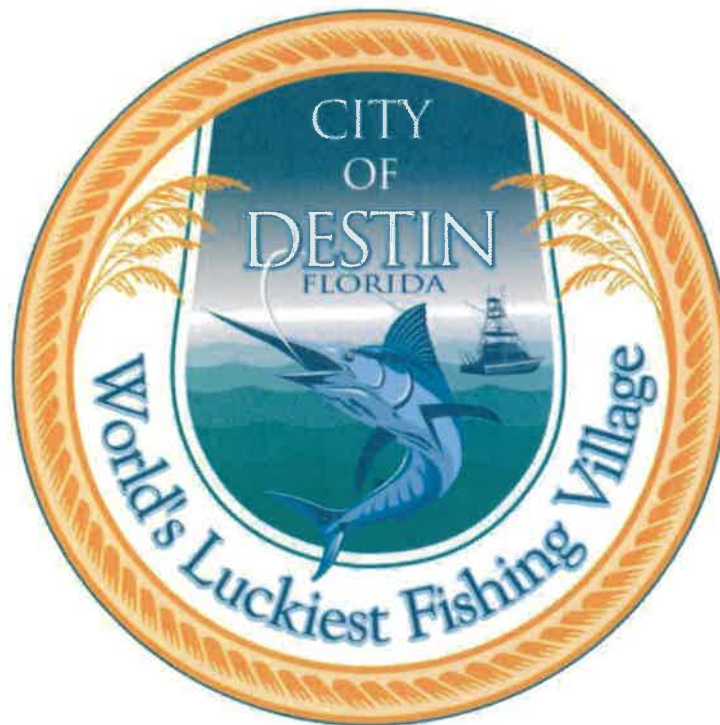
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MUST ACCOMPANY RESPONSE

IN ORDER FOR SUBMITTAL

TO BE CONSIDERED

COMPLETE AND ACCEPTABLE





RESPONDENT

ACKNOWLEDGEMENT

Submit RFQ's To: City of Destin
CITY CLERK'S OFFICE
4200 Indian Bayou Trail
Destin, Florida 32541
Telephone: (850) 837-4242

RFQ Title: ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES

RFQ Number: 23-09-CD

RFQ Received By: **November 30, 2023, NO LATER THAN 2:00 P.M. (CT)**

RFQ's will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom, unless specified otherwise, on: **November 30, 2023, no later than 2:00 P.M. (CT)** and may not be withdrawn within ninety (90) days after such date and time.

Name of Vendor: _____

Federal I.D. Number: _____

A Corporation of the State of: _____

Area Code: _____ Telephone Number: _____

Area Code: _____ Fax Number: _____

Mailing Address: _____

City/State/Zip: _____

Vendor Mailing Date: _____

Authorized Signature

Name Typed



RESPONDENT'S QUALIFICATION STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin
City Clerk's Office
4200 Indian Bayou Trail
Destin, Florida 32541
Telephone: (850) 837-4242

Check One

Submitted By:	Corporation	☐
Name: _____	Partnership	☐
Address: _____	Individual	☐
City, State, Zip: _____	Other	☐
Telephone No.: _____		
Fax No.: _____	Email: _____	

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Respondent is:

The address of the principal place of business is:

2. If Respondent is a corporation, answer the following:

- a. Date of Incorporation: _____
- b. State of Incorporation: _____
- c. President's name: _____
- d. Vice President's name: _____
- e. Secretary's name: _____
- f. Treasurer's name: _____
- g. Name and address of Resident Agent: _____

3. If Respondent is an individual or a partnership, answer the following:

a. Date of organization: _____

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership: _____

4. If Respondent is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If Respondent is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

Under what other former names has your organization operated?

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why:

9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)

10. State the name of the individual who will have personal supervision of the work:

11. State the name and address of attorney, if any, for the business of the Respondent:

12. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Respondent's business and indicate the percentage owned of each such business and/or individual:

13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by Respondent:

14. Annual Average Revenue of the Respondent for the last three years as follows:

		Revenue Index Number
a.	Government Related Work	
b.	Non-Governmental Related Work	
	Total Work (a +b):	

Revenue Index Number

1.	Less than \$100,000
2.	\$100,000 to less than \$250,000
3.	\$250,000 to less than \$500,000
4.	\$500,000 to less than \$1 million
5.	\$1 million to less than \$2 million
6.	\$2 million to less than \$5 million
7.	\$5 million to less than \$10 million
8.	\$10 million to less than \$25 million
9.	\$25 million to less than \$50 million
10.	\$50 million or greater

15. Bank References:

Bank	Address	Telephone

16. Provide description of policies and methods for project monitoring and budgeting control as well as adherence to project schedule (continue on insert sheet, if necessary).

17. Provide descriptions of quality assurance/quality control management methods (continue on insert sheet, if necessary):

18. What will be your turnaround time for written responses to City inquiries?

19. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Respondent, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

20. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Respondent or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

21. List and describe all criminal proceedings or hearings concerning business related offenses to which the Respondent, its principals or officers or predecessors' organization(s) were defendants.

22. Has the Respondent, its principals, officers or predecessors' organization(s) been CONVICTED of a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

The Respondent acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Respondent to be true. The discovery of any omission or misstatement that materially affects the Respondent's Proposals to perform under the contract shall cause the owner to reject the Response, and if after the award, to cancel and terminate the award and/or contract.

(Signed) _____

(Title) _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence __ or online notarization __, this __ day of _____, 20 __,

By:

(Print name)

Personally known ____ OR Produced Identification _____

Notary Signature Seal:

A D D E N D A

**CITY OF DESTIN
FLORIDA**

RFQ TITLE: **RFQ No. 23-09-CD, ARCHITECTUAL AND PROFESSIONAL
CONSULTING SERVICES**

RESPONDENT: _____

DATE SUBMITTED: _____

We propose and agree, if this submittal is accepted, to contract with the City of Destin, in the Contract Form, to furnish all material, equipment, machinery, tools, apparatus, means of transportation, construction, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by:

CITY OF DESTIN

We propose to perform the work of this Project according to the Contract documents and the following addenda which we have received:

<u>ADDENDUM NO.</u>	<u>DATE</u>	<u>ADDENDUM No.</u>	<u>DATE</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

☐ **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID**

CITY OF DESTIN, FLORIDA

**REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
"ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"**

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract _____

2. This sworn statement is submitted by _____

whose business address is _____
and (if applicable) Federal Employer Identification Number (FEIN) is _____
(If the entity has no FEIN, include the Social Security Number of the
individual signing this sworn statement: _____

3. My name is _____ and my relationship to the entity named
above is _____

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income

among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active n management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

 Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (please attach a copy of the final order)

 The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted vendor list. (please attach a copy of the final order)

 The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services.)

(Signature)

Date:

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence ___ or online notarization ___, this ___ day of _____, 20___,

By:

(Print name)

Personally known _____ OR Produced Identification _____

Seal:

Notary Signature

CITY OF DESTIN, FLORIDA

**REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
"ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"**

DRUG-FREE WORKPLACE CERTIFICATION

The below signed Bidder certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NUMBER: _____

SIGNATURE: _____ DATE: _____

NAME (TYPED OR PRINTED): _____

TITLE: _____

**CITY OF DESTIN, FLORIDA
REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
"ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"**

CONFLICT OF INTEREST DISCLOSURE FORM

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity or his/her spouse, or child own more that 5% of the bidder/proposer's interest?

YES _____

NO _____

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity hold any employment or contract with the bidder/proposer?

YES _____

NO _____

If either question number 1 or 2 above has been answered YES, does the bidder/proposer assert any exemptions related to prohibited employment & business relationships?

YES _____

NO _____

If YES, please describe:

FIRM NAME: _____

BY (PRINTED): _____

BY (SIGNATURE): _____

TITLE: _____

ADDRESS _____

PHONE NO. _____

E-MAIL _____

CITY OF DESTIN, FLORIDA

**REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
“ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN”**

LIABILITY & INDEMNIFICATION FORM

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this Agreement.

CONSULTANT's Company Name

Authorized Signature – Manual

Physical Address

Authorized Signature – Typed

Mailing Address

Title

Phone Number

FAX Number

Cellular Number

After-Hours Number(s)

Email address

DATE

CITY OF DESTIN, FLORIDA

**REQUEST FOR QUALIFICATION (RFQ) NO. 23-09-CD
"ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"**

CERTIFICATION OF INDEPENDENCE AND NO CONFLICT OF INTEREST

By submitting a proposal in response to the REQUEST FOR QUALIFICATIONS for RFQ No. 23-09-CD. - ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES FOR THE CITY OF DESTIN, the undersigned certifies the following:

1. The proposal has been developed independently, without consultation, communication or agreement with any employee or consultant to the City who has worked on the development of this RFQ, or with any person serving as a member of the evaluation committee.
2. The proposal has been developed independently, without consultation, communication or agreement with any other firm or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the award of the contract, directly or indirectly, to any other firm.
4. No attempt has been made or will be made by (Name of Firm) to induce any other firm to submit or not to submit a proposal for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between (Name of Firm) and the City that interferes with fair competition or is a conflict of interest.

Sincerely,

Name

Title

ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES SCHEDULE OF SUB-CONSULTANTS

The Undersigned Consultant proposes the following major sub-consultant(s) for the major areas of work for the Project. The Bidder is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the City with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultant(s), if required.

Name of Sub- Consultant	Address of Sub-Consultant	License No.:	Task	

Signature _____

Date: _____

Title/Company _____

The City reserves the right to reject any sub-consultant(s) who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. The City reserves the right to inspect all facilities of any sub-consultant(s) in order to make a determination as to the foregoing.

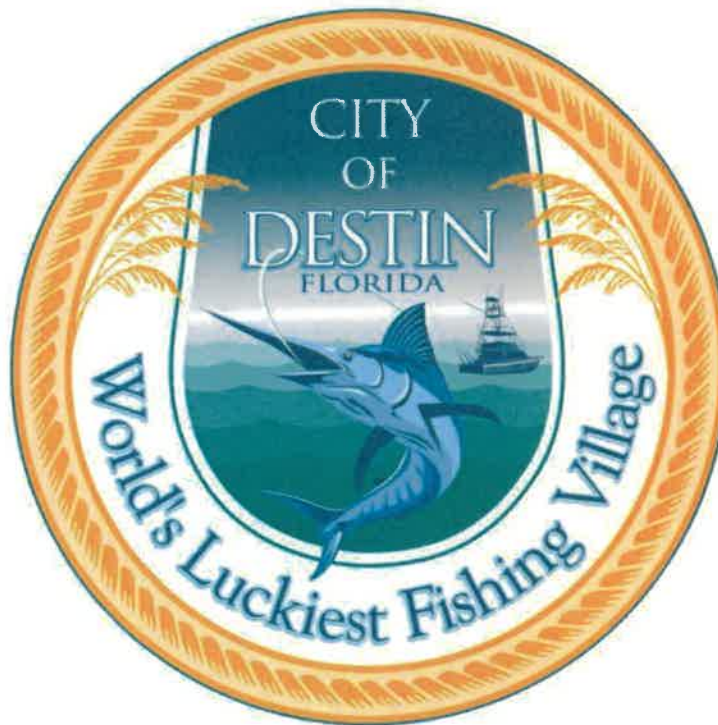
APPENDIX “B”

THE DOCUMENT

BEHIND THIS PAGE

IS THE SAMPLE

CONTRACT



CITY OF DESTIN, FLORIDA

AGREEMENT FOR ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES

This AGREEMENT FOR ARCHITECTURAL AND PROFESSIONAL CONSULTING SERVICES (the "Agreement") made and entered into this _____ day of _____, 20____, between the CITY OF DESTIN, FLORIDA (hereinafter referred to as "CITY" or "OWNER") and Firm, INC. (hereinafter referred to as "CONSULTANT").

WHEREAS, the CITY desires to engage the CONSULTANT to provide for a five (5) year contract with five (5) one-year extensions for a total of ten (10) year contract general architectural and professional consulting services; and

WHEREAS, the CITY has followed the selection and negotiation process set forth in the Florida Consultant's Competitive Negotiation Act, section 287.055, Florida Statutes (and intends to administer this Agreement as a "continuing contract" as allowed under said statute);

NOW, THEREFORE, for and in consideration of the premises, the mutual covenants hereinafter recited, and for other good, valuable and sufficient consideration, the receipt of which is hereby acknowledged, the CITY and CONSULTANT agree as set forth below.

TERMS AND CONDITIONS OF AGREEMENT BETWEEN CITY AND CONSULTANT

ARTICLE 1- CONSULTANT'S RESPONSIBILITIES

1.1 CONSULTANT'S SERVICES

- 1.1.1 The CONSULTANT'S services consist of those services performed by the CONSULTANT, CONSULTANT'S employees and CONSULTANT'S consultants as enumerated in Article 2 of this Agreement and any other continuing or additional services as may be agreed upon pursuant to this Agreement.
- 1.1.2 The CONSULTANT shall maintain all professional and business certificates required by law and as necessary to perform the services. The CONSULTANT shall assure the CITY sufficient representation through assignment and performance by a team of qualified, professional employees and consultants.
- 1.1.3 The CONSULTANT'S services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the services. Upon request of the CITY, the CONSULTANT shall submit schedules for the performance of the CONSULTANT'S services. The schedules may be adjusted as various tasks proceed, and shall include allowances for periods of time required for the CITY'S review and for approval of submissions by authorities having jurisdiction.

ARTICLE 2- CONSULTANT'S SERVICES

- 2.1 In accordance with REQUEST FOR QUALIFICATIONS NO. 23-09-CD ("RFQ") which is hereby incorporated into this Agreement and attached hereto as Exhibit "A", CONSULTANT shall provide services including but not limited to: studies, surveys; design;

preparation of plans, specifications and contract documents; conducting public information meetings, preparation of cost estimates; obtaining necessary federal, state and local governmental agency permits (fees to be provided by the City); construction inspections, construction management; contract administration; project completion certifications and as-built surveys as may be required; presentations to the City Council, appointed boards, and the general public; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding or as directed by the City Manager or his designee (hereinafter referred to as "Consultant's services").

ARTICLE 3- CONSULTANT'S COMPENSATION

- 3.1 CONSULTANT shall be compensated in accordance with the Fee Schedule attached hereto as Exhibit "B".
- 3.2 CITY'S obligation to pay the amount due hereunder in any fiscal year is contingent upon the appropriation by the CITY'S City Council of legally available funds for the purposes set forth in this Agreement. All payments upon Agreement are contingent upon the CONSULTANT'S Work being acceptable to the CITY. For satisfactory completion and acceptance of the Work, the CITY agrees to pay the CONSULTANT in accordance with the CITY'S Purchasing Policies.
- 3.3 Increases in the CONSULTANT's Fee Schedule, attached as Exhibit "B", may occur annually starting one year after contract execution. The increase must be requested in writing by the CONSULTANT. The annual rate of increase shall not exceed three percent (3%) and shall be based on actual salary increases to employees of the CONSULTANT. The CONSULTANT shall provide documentation of salary changes upon request by the CITY. Upon CITY review and approval, the CITY shall issue a letter of approval signed by the City Manager or his or her designee.

ARTICLE 4- CITY'S RESPONSIBILITIES

4.1 CITY SERVICES

- 4.1.1 The CITY shall designate a representative authorized to act on the CITY'S behalf as the CONSULTANT'S contact. The CITY or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT in order to avoid unreasonable delay in the orderly and sequential progress of the CONSULTANT'S services. All information and document submittals shall be made directly to this individual.
- 4.1.2 The CITY shall provide copies of ordinances, maps, studies and any other such documents as are on file with the City and of use to the CONSULTANT in performing the CONSULTANT'S services.
- 4.1.3 The CITY shall give prompt written notice to the CONSULTANT if the CITY becomes aware of any fault or defect in the services performed or nonconformance of the CONSULTANT'S work products.

ARTICLE 5- OWNERSHIP AND USE OF DOCUMENTS

- 5.1 The documents prepared by the CONSULTANT pursuant to this Agreement are instruments of the CONSULTANT'S service for use solely with respect to this Agreement.
- 5.2 All reports, documents and materials prepared relating to services rendered hereunder shall be the property of the CITY provided payment of applicable fees for its production has been made to the CONSULTANT in accordance with the terms of this Agreement. The CITY shall retain and use the CONSULTANT'S documents for public record, information and reference and make use in connection with the CITY'S compliance with any federal, state, county or city laws, codes, requirements, permits or any other mandate whatsoever.

ARTICLE 6- TERMINATION, SUSPENSION OR ABANDONMENT

- 6.1 This agreement shall terminate upon successful completion of the five (5) year contract and five (5) one-year extensions not to exceed a total of ten (10) year from the date of this contract or as below.
- 6.2 This Agreement may be terminated by the CITY upon not less than ten (10) days written notice should the CONSULTANT fail substantially to perform in accordance with the terms of this Agreement through no fault of the CITY.
- 6.3 This Agreement may be terminated by either party for any reason upon not less than thirty (30) days written notice.
- 6.4 The CITY may suspend an open task order upon not less than ten (10) days written notice.

6.4 If the CITY fails to make payment, within the forty-five (45) days of invoice approval permitted under Florida Statutes, when due the CONSULTANT for services and expenses, the CONSULTANT may, upon seven days written notice to the CITY, suspend performance of services under this Agreement. Unless the CONSULTANT receives payment in full within fifteen (15) days of the date of the notice, the suspension shall take effect without further notice.
- 6.5 In the event of termination not the fault of the CONSULTANT, the CONSULTANT shall be compensated for services performed prior to termination, together with reimbursable expenses.

ARTICLE 7- NOTICES

- 7.1 All Notices under this Agreement shall be in writing and shall be effective when mailed by certified mail, return receipt requested, or when delivered personally, as provided hereafter or to such other addresses as may be designated by notice:

CITY OF DESTIN

Lance Johnson, City Manager
City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
(850) 837-4242

CONSULTANT

Name
Firm
Street Address, Suite xxx
Destin, Florida 32541
(xxx) – xxx-xxxx

ARTICLE 8- INSURANCE REQUIREMENTS

- 8.1 During the performance of services under this Agreement, CONSULTANT shall maintain Commercial General Liability, Business Automobile Liability (including hired and non-owned coverage) and Professional Liability. Such coverage shall adequately protect the interest of the CITY in regard to all exposures including design defects and subsequent costs and lost revenue to loss associated with this Agreement. In no circumstance shall the limit of liability be written with limits less than \$2,000,000.00 per event/\$4,000,000.00 annual aggregate. CONSULTANT shall also maintain Workers' Compensation Insurance at a minimum of the statutory limits. The Workers' Compensation Policy shall contain a waiver of subrogation in favor of the CITY. CONSULTANT shall furnish CITY certificates of insurance which shall include a provision that such insurance shall not be cancelled or coverage reduced without at least 30 days written notice to the CITY. All coverage shall be with carriers admitted to do business in the State of Florida. Carriers shall be A+ rated by A M Best Company and have a financial size of X or higher. The Commercial General Liability, Business Automobile and Workers' Compensation policies shall name City of Destin, Florida as an Additional Insured. City of Destin, Florida shall be listed as the Certificate Holder on all certificates. CITY reserves the right to modify its insurance requirements with sixty (60) days written notice to CONSULTANT.
- 8.2 CONSULTANT shall supply certificates of insurance specifically stating the RFQ number and title for all coverages required herein prior to execution of this Agreement, such evidence of which shall be attached hereto as Exhibit "C" and made a part hereof.
- 8.3 The required insurance policies shall contain the following provisions:
- 8.3.1 There are not to be any special limitations on the protection being provided to the CITY, its officials, employees or volunteers.
- 8.3.2 The CONSULTANT shall provide timely reporting of incidents to its insurance carrier as required under the provisions of its insurance policies. A copy of any filed reports shall also be sent immediately to the CITY. The CONSULTANT shall exercise due diligence to ensure all reporting provisions are met to protect coverage afforded to the CITY, its officers, officials, employees or volunteers.
- 8.4 Verification of coverages and continuations of coverage, provision of certificates and endorsements and authorized signatures shall be made in accordance with the following:
- 8.4.1 Insurance coverage required in these specifications shall be in force throughout this Agreement. Should the CONSULTANT fail to provide acceptable evidence of

current insurance within seven (7) days of receipt of written notice at any time during the Agreement, the CITY shall have the right to consider the Agreement breached and justifying termination thereof.

ARTICLE 9- SOVEREIGN IMMUNITY

- 9.1 The parties further agree that nothing contained herein is intended to nor shall be construed as a waiver of the City's rights and immunities under the Florida Constitution, common law or section 768.28, Florida Statutes, as amended from time to time.

ARTICLE 10- INDEMNIFICATION

- 10.1 CONSULTANT shall indemnify, defend, save, and hold the CITY, its agents, officers and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities, including reasonable attorney's fees (including regulatory and appellate fees), arising out of, because of, or due to any accidents arising in any manner on account of the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT, its agents, officers, and employees in the performance of the Agreement.

ARTICLE 11- MISCELLANEOUS PROVISIONS

- 11.1 The CITY and CONSULTANT intend that this Agreement and the relationship of the parties shall be governed by the laws of the State of Florida. Venue for any action arising out of this Agreement between the parties shall be exclusively in the state courts of Okaloosa County, Florida and no where else.
- 11.2 All of the representation and obligations of the CITY and CONSULTANT are contained in this Agreement and no modification, waiver or amendment of this Agreement or any of its conditions or provisions shall be binding upon a party unless made in writing signed by that party or a duly authorized agent of that party who is empowered by a written authority signed by that party. The waiver by any party of a breach of any provision of this Agreement shall not operate to be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
- 11.3 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of completion, or the date of issuance of the Final Certificate for Payment for acts or failures to act occurring after completion.
- 11.4 This Agreement represents the entire and integrated Agreement between the CITY and CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both CITY and CONSULTANT.
- 11.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CITY or CONSULTANT.

- 11.6 CONSULTANT warrants that it has not employed or retained any company or person, other than a bonafide employee working solely for the CONSULTANT to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the CONSULTANT any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement.
- 11.7 Where CONSULTANT is required to enter upon CITY property to deliver materials or perform work or services, as a result of this Agreement, CONSULTANT shall assume full duty, obligation and expense of obtaining all necessary licenses, permits, inspections and insurance, as required.
- 11.8 The headings of articles, paragraphs and subparagraphs are for convenient reference only and shall not be deemed to limit, construe affect, modify or alter the meaning of such articles, paragraphs or subparagraphs.
- 11.9 Time is of the essence under this Agreement.
- 11.10 The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.
- 11.11 If any article, paragraph, subparagraph, section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said article, paragraph, subparagraph, section, subsection, term or provision of this Agreement or the application of same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining article, paragraph, subparagraph, section, subsection, term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- 11.12 In any dispute relating to this Agreement each party shall be responsible for its respective attorney's fees and costs.
- 11.13 This Agreement is binding on the parties, their successors and assigns.
- 11.14 Public records. CONSULTANT shall comply with Florida Public Records Laws, specifically to:
- 11.14.1 Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
 - 11.14.2 Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
 - 11.14.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized

by law.

- 11.14.4 Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the CONSULTANT upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

THIS AGREEMENT ENTERED INTO AS OF THE DAY AND YEAR FIRST WRITTEN ABOVE.

CITY:

Lance Johnson

Its: City Manager

Date

Attest to Signature:

Rey Bailey, City Clerk

SEAL

Approved as to Legal Form:

Kimberly Romano Kopp, City Attorney

CONSULTANT:

By:

Its:

Date

Witness to Signature:

Print Name

Witness to Signature:

Print Name

EXHIBITS

- A. Request for Proposal No. 23-09-CD
- B. Fee Schedule
- C. Certificates of Insurance

[illegible]



City of Destin, Florida

ARCHITECTURAL & PROFESSIONAL CONSULTING SERVICES

RFQ No. 23-09-CD

Submitted by



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DAG Architects Inc.
FL License #AAC00745
1223 Airport Road
Destin, FL 32541
(850) 837-8152
DAGarchitects.com

November 30, 2023

Lance A Johnson, City Manager
City of Destin, Florida
4200 Indian Bayou Trail
Destin, FL 32541

Re: Architectural and Professional Consulting Services for the City of Destin

Dear Mr. Johnson and Members of the Selection Committee:

Destin has been our firm's home since 1981. We have worked closely with the City and its leaders to ensure our community is a place in which people love to live and visit. We have a long-time vested interest in helping the City of Destin develop and maintain long-lasting facilities that improve the quality of life for everyone in the region. We are committed to providing outstanding architectural services under a continuing contract for the City of Destin.

DAG has extensive experience in many different project types that may be considered by the city - master planning, parks design, office renovations, interior design, recreation centers, public safety buildings, emergency operations and resiliency centers, and more. Our strong background with a variety of project types means we understand the City's varying needs and how to meet the City's long-term goals.

DAG's project staff is located steps from the City's offices, giving us an unmatched ability to respond quickly and in-person to any request from the City. Our Destin office houses more than 20 architecture and construction professionals who will apply their expertise for the benefit of the City. We have identified multiple possible consulting partners whom we can call on depending on the needs of each specific project. Our flexible service offering, fast response, and strong consultant relationships makes DAG the ideal architecture firm to provide on-call services to the City of Destin.

We also have extensive experience managing open-ended contracts with multiple task orders. We have been awarded and maintained other similar contracts for clients such as the City of Pensacola, Florida Public Safety Institute, school districts throughout Northwest Florida, the Community Redevelopment Agencies of the Cities of Gainesville and Pensacola, colleges and universities such as the University of West Florida and Pensacola State College, and private companies such as Gulf Power. We have earned a reputation for very responsive service, no matter how large or small the assignment.

We offer a broad array of services to ensure we can meet the City's needs: preliminary and final design, specification preparation, bid document preparation, bid analysis, construction administration services, project planning, permitting, regulatory liaison services, and inspection services related to construction, rehabilitation, modification, expansion and/or repair of City facilities and related infrastructure. We use Building Information Modeling software to coordinate and communicate clearly with our consultants, clients, and the public. We provide the same responsiveness, timeliness, budget control, and personal attention to each project, no matter how large or small.

We hope that the following qualifications packet conveys our excitement, commitment to excellence in architecture, and ability to meet your budgets and schedules. We look forward to meeting with you to answer any questions or clarify any of this information.

Sincerely,

Charles W. Clary III, FAIA
Principal, DAG Architects



SECTION 3.1.C.2 FIRM'S PROPOSALS

A LEGACY OF PROVEN RESULTS

IMPROVING THE BUILT ENVIRONMENT FOR 42 YEARS

BRIEF HISTORY OF THE BUSINESS

DAG Architects began as two designers in a local Destin office in 1981. Today, we are a 70-plus-architect full-service design firm with six offices in two states. DAG Architects is a regional architecture leader, delivering design excellence for local governments, school districts, developers, tenants, and many other client types.

Our professionals include Florida registered architects with NCARB and AIA certifications, LEED Accredited Professionals, certified CPTED Practitioners, and other specialists. Our broad range of expertise provides outstanding resources and exceptional depth for all our clients.

We have been designing for municipalities since 1995. Over the past 26 years, we have completed more than 80 municipal/government projects. These projects are our legacy of proven results for our clients and the communities in which we live and serve.

The rest of our portfolio includes award-winning hospitality, multi-family, mixed use, community buildings, public safety facilities, healthcare, libraries, offices, k-12 education, Higher Education, and private residences. Our design expertise is applied through master planning, programming, feasibility studies, schematic design, design development, interior architecture, and construction administration and management.

DAG Architects is proud to have been honored twice as the AIA Florida Firm of the Year (2007 and 2020). Our commitment to elevated design, to our community, and to our clients earned us these accolades.



RESPONDENT'S QUALIFICATION STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin
City Clerk's Office
4200 Indian Bayou Trail
Destin, Florida 32541
Telephone: (850) 837-4242

Submitted By:	Corporation	Check One ☒ ☐ ☐ ☐
---------------	-------------	---

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Respondent is:
DAG Architects, Inc.

The address of the principal place of business is:
1223 Airport Rd.
Destin, FL 32541

2. If Respondent is a corporation, answer the following:
- a. Date of Incorporation: 1981
 - b. State of Incorporation: Florida
 - c. President's name: Jack Baker, AIA
 - d. Vice President's name: Seven (7) vice presidents
 - e. Secretary's name: Patrick L. Ballasch AIA, LEED AP
 - f. Treasurer's name: Patrick L. Ballasch AIA, LEED AP
 - g. Name and address of Resident Agent: Jack Baker, AIA

THIS PAGE MUST BE SUBMITTED FOR RESPONSE TO
BE CONSIDERED COMPLETE AND ACCEPTABLE

3.

If Respondent is an individual or a partnership, answer the following:

a.

Date of organization: n/a

b.

Name, address and ownership units of all partners:
n/a

c.

State whether general or limited partnership: n/a
4.

If Respondent is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:
n/a
5.

If Respondent is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.
n/a
6.

How many years has your organization been in business under its present business name?
42 years

Under what other former names has your organization operated?
Destin Architecture Group
7.

Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.
The individual architecture licenses of our key personnel are included in Section 3, following the individuals' resumes.
DAG Architects operates under the license of Founding Principal Charles W. Clary III, FAIA; Florida Architecture License #AR0009694 (attached following this form).
8.

Have you ever failed to complete any work awarded to you? If so, state when, where and why:
No

9.

List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)
The details of our firm experience are included as answers to Section 3.1.C.2.b.
The details of the experience of our key personnel are included in resumes as requested in Section 3.1.C.3
10.

State the name of the individual who will have personal supervision of the work:
Levi Wiegand will be the Client Service Manager. Jamie Mattern will be the Project Manager.
11.

State the name and address of attorney, if any, for the business of the Respondent:
DAG Architects does not have corporate counsel.
12.

State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Respondent's business and indicate the percentage owned of each such business and/or individual:
Patrick L. Ballasch Destin, FL (30.72%);
Roger Godwin, Tallahassee, FL (30.72%);
Owen E. Gipson, Panama City, FL (8.54%); David C Luttrell, Pensacola, FL (8.54%);
Jehna Godwin, Tallahassee, FL (6.50%); Levi Wiegand, Destin, FL (6.50%)
13.

State the names, addresses, and the type of business of all firms that are partially or wholly owned by Respondent:
n/a
14.

Annual Average Revenue of the Respondent for the last three years as follows:

		Revenue Index Number
a.	Government Related Work	8
b.	Non-Governmental Related Work	6
	Total Work (a +b):	8

Revenue Index Number	
1.	Less than \$100,000
2.	\$100,000 to less than \$250,000
3.	\$250,000 to less than \$500,000
4.	\$500,000 to less than \$1 million
5.	\$1 million to less than \$2 million
6.	\$2 million to less than \$5 million
7.	\$5 million to less than \$10 million
8.	\$10 million to less than \$25 million
9.	\$25 million to less than \$50 million
10.	\$50 million or greater

15. Bank References:

Bank	Address	Telephone
Regions Bank	200 Grand Blvd. Miramar Beach, FL 32550	(850) 417-0504

16. Provide description of policies and methods for project monitoring and budgeting control as well as adherence to project schedule (continue on insert sheet, if necessary).
Answers to question 16 are included as an attachment following this form.

17. Provide descriptions of quality assurance/quality control management methods (continue on insert sheet, if necessary):
Answers to question 17 are included as an attachment following this form.

18. What will be your turnaround time for written responses to City inquiries?
48 hours or less

19. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Respondent, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.
n/a

20. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Respondent or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.
2019: Claim for direct costs and expenses to retrofit the roof of a fitness center; Claim Paid: \$0.
2020: Claim for copyright infringement of a photograph; Claim Paid: \$5,301
2022: DAG has one active lawsuit. The details are confidential until it is resolved.

21. List and describe all criminal proceedings or hearings concerning business related offenses to which the Respondent, its principals or officers or predecessors' organization(s) were defendants.
n/a

22. Has the Respondent, its principals, officers or predecessors' organization(s) been CONVICTED of a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.
No

The Respondent acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Respondent to be true. The discovery of any omission or misstatement that materially affects the Respondent's Proposals to perform under the contract shall cause the owner to reject the Response, and if after the award, to cancel and terminate the award and/or contract.

(Signed) CW Christy
(Title) Principal

STATE OF Florida
COUNTY OF Okaloosa

The foregoing instrument was acknowledged before me by means of physical presence ☒ or online notarization ☐, this 27 day of November, 2023.

By: Valerie BURRELLE
(Print name)

Personally known ☒ OR Produced Identification ☐

Valerie Burrelle
Notary Signature

Seal:



Valerie D. Burrelle
Comm.: HH 265241
Expires: May 18, 2026
Notary Public - State of Florida



Destin Library

16. Provide a description of policies and methods for project monitoring and budgeting control as well as adherence to project schedule (continue on insert sheet, if necessary).

Cost Control begins with an accurate dollars-per-square-foot estimate before the schematic design stage begins. This ensures the project meets your needs and goals and can be built for the allotted budget. In addition:

- » Time and Material Estimates in Construction Specification Institute format for specifications to assist in bidding and are prepared at completion of the Preliminary Design stages.
- » Similar, but more detailed, estimates are prepared at the 50% and 95% construction document completion stages.
- » The architect must use the estimates as a tool to adjust the project as necessary as indicated by the estimate.
- » The architect must share the estimates with consultants and ensure that they adjust their portion of the project as indicated by the estimate.
- » If the estimates are high, effective communication with the owner can allow a fix before the project bids.
- » If the estimates are low, additional needs may be met in the project or the owner may have the opportunity to increase funds to better meet overall needs.

Estimating services may be performed during specific project phases:

- » Pre-Design
- » Schematic Design
- » Design Development
- » 50% completion of Contract Documents
- » 95% completion of Contract Documents.



Destin Library

17. Provide a description of quality assurance/quality control management methods (continue on insert sheet, if necessary).

DAG uses the Integrated Design Process all the way through construction administration. The defining characteristic of this process is including the effort of the architects, clients, mechanical and electrical engineers, specialized consultants, structural engineers, cost consultations, specifications specialists, and all environmental and sustainable experts early in the project to maintain quality and coordination throughout the project. We believe this collaboration harnesses the team's best effort and collective wisdom. We incorporate the Principal in Charge, Project Manager, and have multiple eyes reviewing our work during the process. Regular coordination meetings and open communication have been valuable tools for measuring progress, monitoring known issues, and anticipating any problems that may arise.

DAG's thoughtful design process serves to identify critical issues, explore various scenarios, and test potential solutions with client representatives and users. The design phase is the most crucial and will ensure that the recommended design addresses program requirements and brings the client's vision to life. We believe this is critical to elevate the design of any project and ensure that the materials and construction methods are of high quality. Our 40+ years of experience means that we have managed almost every design and construction scenario. This experience allows us to avoid pitfalls and roadblocks that might lead projects to a less-than-optimal solution.



Captain Leonard Destin Park

SERVICES OFFERED BY DAG ARCHITECTS



DESIGN



PLANNING



CONSULTING



INTERIORS



CONCEPT
VISUALIZATION



BUDGETING



GRAPHICS



CONSTRUCTION
ADMINISTRATION

Provide a statement of the Respondent's Proposals for performing requested consulting services.

DAG Architects' detailed approach to continuing service contracts is based on decades of experience providing similar services to other Florida municipalities and counties.

We come to each project to which we are assigned with a work plan that takes special care to consider the needs of each facility as well as the City as a whole. We work closely with City administrators and staff to ensure our projects have a positive and long-lasting impact on the City.

Recent industry challenges in delivering a project that meets a client's objectives within the scheduled time and budget require changes in our approach and strategy. Critical aspects of the

project that need additional scrutiny include labor and material shortages, delays, and price increases. With that in mind, careful schedule review is imperative at the onset of any project.

Our local team, with their years of City of Destin project experience, understand that on-demand continuing services projects must move quickly through design and construction to limit interruption to City operations. DAG dedicates Levi Wiegand, a company Principal, and Senior Project Manager Jamey Mattern as resources for the City in service of this contract. Levi and Jamey are both local residents and work from our Destin office. They have the ability to respond quickly to any request from the city. They also have the backing of local Destin professionals and more than 70 architecture professionals in five other DAG offices in the Southeast.

Identify the services which would be completed by your Respondent's staff and those that would be provided by sub-consultants, if any.

DAG Architects offers comprehensive architecture services from our Destin headquarters, including:

- » Preliminary and Final Design
- » Building Information Modeling
- » Specification Preparation
- » Bid Document Preparation
- » Bid Analysis
- » Construction Administration

- » Project planning
- » Permitting
- » Regulatory Liaison Services
- » Inspection Services: construction, rehabilitation, modification, expansion, and/or repair

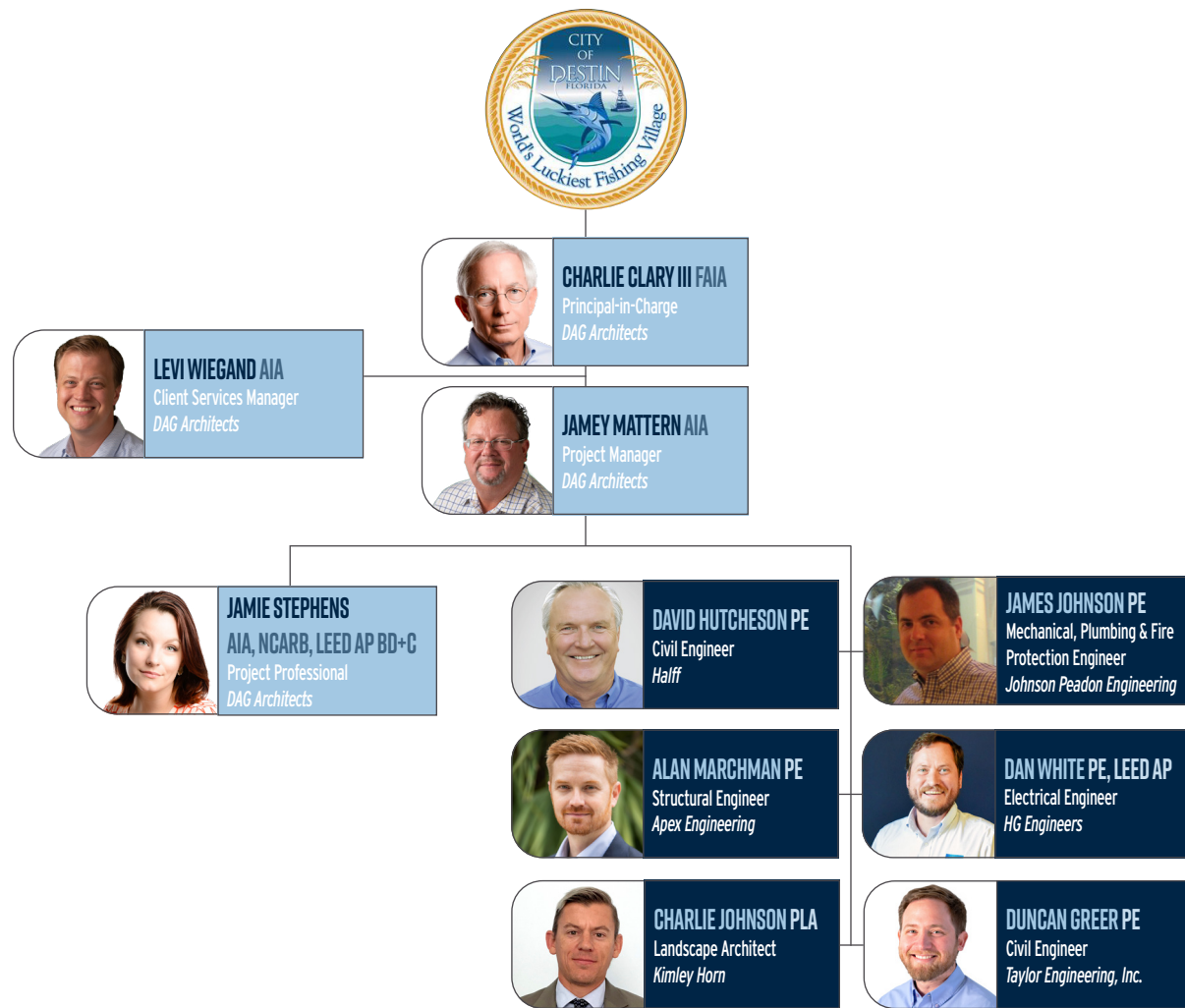
Our 40-plus-year presence in Northwest Florida has led to strong relationships with the most talented consultants in the region. We use consultants to provide engineering services, including:

- » Civil Engineering
- » Mechanical Engineering
- » Electrical & Low Voltage Engineering

- » Plumbing Design
- » Structural Engineering
- » Landscape Architecture
- » Security Design
- » Other engineering services, as needed

Specify office location where each project will be managed and produced.

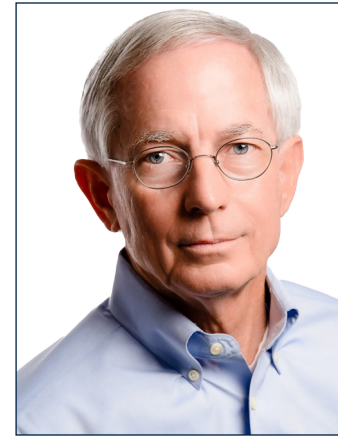
DAG will manage all Destin projects from our local Destin office. All work produced by our team will be delivered by our local Destin Project Manager.



PROPOSALS OF PROJECT TEAM 03

Our organizational structure integrates architects and designers with specific knowledge of Florida Code requirements into a single team working for the benefit of the City of Destin and its interests.

The resumes on the following pages demonstrate the exceptional qualifications of DAG Architect's key personnel. These individuals will be personally involved with the City of Destin. Other staff may be added, depending on the project; but, these leaders will be involved with each phase of the process.



CHARLIE W. CLARY III, FAIA

PRINCIPAL IN CHARGE

Charlie's perspective not only as an architect but as a former Florida State Senator brings an added dimension to his involvement with our clients.

Throughout his career, Charlie has contributed to the architectural profession and to the State of Florida's legislative process, and his efforts have been recognized by numerous professional service awards. As the founding principal of DAG Architects, he is involved in overseeing all of the firm's higher education projects that focus on student housing, classroom and academic facilities, and sports.

EDUCATION

Bachelor of Architecture, Auburn University, 1977

Bachelor of Arts in Environmental Design, Auburn University, 1976

LICENSES & REGISTRATIONS

Architecture: Florida
#AR0009694

ASSOCIATIONS AND INVOLVEMENT

American Institute of Architects, Florida Educational Facilities, Planning Association, Florida Division of Worker's Compensation (Board Member), Joint Underwriters Association, Committee for a Sustainable Emerald Coast

YEARS OF EXPERIENCE

With DAG: 42 years
Total: 46 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECT EXPERIENCE

CIVIC & COMMUNITY PROJECTS

- » Okaloosa County Administration Building, Shalimar, FL
- » Okaloosa County Sheriff's Office Addition, Shalimar, FL
- » Destin Main Fire Station & Crystal Beach Fire Station, Destin, FL
- » South Walton Main Fire Station, Santa Rosa Beach, FL
- » DeFuniak Springs City Hall Study, DeFuniak Springs, FL
- » FDLE Building Historic Renovation, Pensacola, FL
- » Mattie Kelly Amphitheater and Village Green Phase I, Destin, FL
- » Molino Tax Collector and Property Appraiser Facility, Molino, FL
- » Panama City Beach Civic Complex Master Plan Update, Panama City Beach, FL
- » Walton-DeFuniak Springs Library Addition, DeFuniak Springs, FL
- » City of Panama City Trustmark Building City Hall, Panama City, FL
- » City of Panama City Police Department CSI Evidence Lab Renovation, FL

OFFICE BUILDING & INTERIOR PROJECTS

- » Beach Community Bank Headquarters, Fort Walton Beach
- » Destin Bank at Seagrove Beach, FL
- » M&F Bank, Crestview, FL
- » Airport Plaza Office Complex, Destin, FL
- » Florida Department of Revenue Offices at Capital Circle, Tallahassee, FL
- » Freer Mixed Use Development, Inlet Beach, FL
- » Gulf Power Panama City Beach Lobby Renovation, Panama City Beach, FL
- » Kent Forest Lawn Funeral Home Exterior Renovations, Panama City
- » Landmark Center Mixed Use Development, Fort Walton Beach, FL
- » Meigs Executive Park, Shalimar, FL
- » NatureWalk Welcome Center/Sales Building, Seagrove Beach, FL
- » Pen Air Federal Credit Union Airport Road Office Building Renovations, Pensacola, FL
- » Pen Air Federal Credit Union Back Campus, Pensacola, FL



JAMEY MATTERN AIA

PROJECT MANAGER

Jamey’s design and project management experience covers a wide range of project types for government, military, and private clients.

Jamey has developed design expertise in areas of project management, site planning, code analysis, spatial arrangement, contract writing, cost estimating, specification writing and construction administration services. He has participated in the design of numerous religious, multifamily, military, educational, medical and hospitality type facilities. He has been in direct supervision of various projects from preliminary design to final completion providing a client constant contact throughout the process.

EDUCATION

Master of Architecture, Tulane University, 1994

LICENSES & REGISTRATIONS

Architecture: Florida #AR0015896
NCARB: #067850

ASSOCIATIONS AND INVOLVEMENT

American Institute of Architects

YEARS OF EXPERIENCE

With DAG: 8 years
Total: 27 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECT EXPERIENCE

CIVIC & COMMUNITY PROJECTS

- » Okaloosa County Sheriff’s Office Addition, Shalimar, FL
- » Bay County Courthouse Addition, Panama City, FL
- » Bob Gates Welcome Center, Air Force Enlisted Foundation, Shalimar, FL
- » Air Force Armament Museum Education Center, Eglin Air Force Base, FL
- » Foley Post Office, Foley, AL
- » YMCA Fort Walton Beach Addition, Fort Walton Beach, FL
- » Destin Family YMCA Schematic Design, Destin, FL
- » Navarre Beach Boat Ramp, Department of Wildlife, Navarre, FL

OFFICE BUILDING & INTERIOR PROJECTS

- » Pen Air Federal Credit Union Airport Road Renew, Pensacola, FL
- » Landmark Center Mixed Use Development, Fort Walton Beach, FL
- » Resort Quest Renovation Study, Destin, FL
- » SAIC Renovation Design/Build, Shalimar, FL

- » Building 1020 Titan Court Remodel, Fort Walton Beach, FL
- » Brooks Street Office and Restaurant, Fort Walton Beach, FL
- » Wenzel Office Building Study, Fort Walton Beach, FL
- » General Masonry Building, Fort Walton Beach, FL

MILITARY PROJECTS

- » AAFES Shopping Center Image Upgrade, Ft Eustis, VA
- » AAFES (Exchange) Construct Shopette / Gas / Food / Carwash, Fort Benning, GA
- » Hanger #4 Modifications, Crestview Aerospace Corporation
- » Crestview
- » Homestead Air Force Reserve Maintenance Facilities (6 Buildings), Homestead,
- » Tyndall Air Force Base Supply, Panama City
- » Coast Guard Station, Grand Isle, LA
- » Melaleuca Research + Quarantine Facility, Davie



LEVI WEIGAND AIA

CLIENT SERVICE MANAGER

Levi is a dependable leader with a keen understanding for the project’s overall goals as envisioned by the client. Levi joined DAG in 2018 serves as a Design Principal and Principal in Charge. With an underlying philosophy that the quality of a project is a direct result of the quality of the design team, Levi strives to push for excellence throughout every aspect of the project. As a result, several of Levi’s projects have been recognized by the firm for excellence in design and delivery. Notable clients/projects Levi has led are The Hangout and The Hub with multiple locations in Texas.

EDUCATION

Bachelor of Design, University of Florida-suma cum laude
Vicenza Institute of Architecture, Vicenza, Italy
Master of Arts in Architecture & Master of Science in Architecture Pedagogy, University of Florida

REGISTRATIONS

Architecture: Florida #AR100595

YEARS OF EXPERIENCE

With DAG: 4.5 years
Total: 7 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECTS

OFFICE AND INDUSTRIAL

- » Landmark Office Center Master Planning, Fort Walton Beach, FL

RETAIL AND RESTAURANT PROJECTS

- » Bud & Alley’s Restaurant Addition, Santa Rosa Beach, FL
- » Emerald Coast Shopping Center
- » Gulfview Plaza Redvelopment
- » The HUB multiple locations:

- Santa Rosa Beach, FL

- Allen, TX

- » Inlet Beach Mixed Use Development, Santa Rosa Beach, FL
- » Long Beach Resort, Panama City, FL

- Lagoon, Buildings 1, 2, 3, Event Lawn, Diner, Hangout, Hotel, Retail, Stage & Venue

- » Sherwin Williams, Santa Rosa Beach
- » Sunliner Diner Interiors (sub-consultant), Pigeon Forge, TN
- » Surf Style Surf Shop, Destin, FL

- Indiatlantic, Ormand Beach, Perdido Key, and 30A, FL

RECREATIONAL PROJECTS

- » The Alley, Branson, MO
- » Myrtle Beach Hangout (sub-consultant), Myrtle Beach, SC
- » Zeke’s Marina, Orange Beach, AL

CIVIC AND COMMUNITY PROJECTS

- » Hurricane Michael Office Evacuation/Damage Mitigation
- » Okaloosa Gas District New Office, Valparaiso, FL

RESORT PROJECTS

- » East of Eden Beach House, Pensacola
- » 30A Artist Village
- » Blue Heron 34
- » Surf Style Mixed Use Development, Gulf Shores, AL
- » Kaiya Condominium Review
- » Kukla RV Park Clubhouse
- » Okaloosa Island Condominium & Marina



JAMIE STEPHENS

AIA, LEED AP BD+C, NCARB

PROJECT PROFESSIONAL

Jamie is a Licensed Architect, Licensed Interior Designer and Project Manager who has widespread experience in Multi-Family Residential, Retail Banking, Commercial Office, K-12 Education, Architectural Interiors, and more. A diverse addition to any project team, she is also WELL, LEED, FITWEL and CPTED Certified.

EDUCATION

Bachelor of Science in
Architecture, Florida A&M
University, 2013

Master of Architecture, Florida
A&M University, 2015
Alpha Rho Chi Medal

LICENSES & REGISTRATIONS

Architect: Florida #AR99963
Interior Design: Florida #ID6590
Fitwell AMB Practitioner
CSI-EP Certified

ASSOCIATIONS AND INVOLVEMENT

American Institute of Architects
(AIA), NWFL Chapter, Secretary,
Treasurer, & Director, CSI
Pensacola, Secretary, Florida
Foundation for Architecture
Member

YEARS OF EXPERIENCE

With DAG: 6 years
Total: 11 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECT EXPERIENCE

PUBLIC SAFETY/EDUCATION/MILITARY PROJECTS

- » St. George's University Courtyard Canopy, Fitness Center, Grenada
- » St. George's University Caribbean House Courtyard Tensile Structure, Grenada
- » Tallahassee Community College WEI Convention Center, Tallahassee
- » Walton County Schools-Dune Lakes Elementary, Santa Rosa, FL
- » FAMU Campus Dorm Study Live/Learn Study—Phase I, Tallahassee
- » Fire Station 16, Tallahassee, FL
- » Jefferson County Sheriff's Office, Monticello
- » Kirkman B-Wing 1st Floor Center, Mailroom, Basement, Cafeteria, and Lobby, Tallahassee, FL
- » St. Augustine FHP ADA Survey, St. Augustine, FL
- » FSU Landis Hall Below Grade Waterproofing, Tallahassee, FL
- » FSU Stadium Improvements, Tallahassee, FL

INTERIOR DESIGNER / PROJECT ARCHITECT PROJECTS

- » Hancock Whitney Bank, Hwy 77 Branch, Interior Designer, Panama City, FL
- » Southerland Family Funeral Home, Interior Designer, Panama City, FL
- » Mosquito Control Administration Building, Project Architect, Santa Rosa Beach, FL
- » Emerald Coast Convention Center RR Renovation, Project Architect, Fort Walton Beach, FL
- » Bluewater Fitness Center, Project Architect / Phase 1 Interior Designer, Niceville, FL
- » Sandwith / Siefker Medical Office Building, Fort Walton Beach, FL



Panama City Beach City Hall

Local Experience

With local office locations in Jacksonville, Panama City Beach, Tallahassee, and Chipley, Halff has worked extensively with local governments across northwest Florida for more than 30 years. We strive to continue providing exceptional services in the region, with notable projects such as Santa Rosa Boulevard in Okaloosa County, the Robinson Bayou Restoration in Panama City, the new amphitheater in Walton County. Halff has attained and maintained many professional engineering contracts through the work and dedication of our well-trained professional staff and continues to provide quality work products.

Successful Delivery of General Services Contracts

As demonstrated by the large volume of repeat work for more than 45 Florida local government continuing service contracts, we respond to our clients' needs over a wide range of project challenges. **Our local ongoing continuing service contracts include Okaloosa County, Walton County, Bay County, City of Panama City, and City of Panama City Beach.**

Current Workload

- Santa Rosa Boulevard Improvements, Okaloosa County, FL.
- Old Seagrove Roadway and Drainage Improvements, Walton County, FL.
- Robinson Bayou Drainage Plan, Panama City, FL.
- Old Town of Santa Rosa Regional Stormwater Facility and Event Venue, Walton County, FL.
- Escambia County Traffic Management Center, Escambia County, FL.

County Knowledge

Our team is well-versed in the County's processes, challenges, and procedures from our experience working together on four beach access parks on Okaloosa Island, in addition to June White Decker Beach access for the City of Destin and the re-design and construction of Marler Park, a 13-acre park on the Choctawhatchee Bay. In more recent years we have worked with the County on numerous projects including a new TMC Center, telecom and traffic engineering contracts, facilities and parks maintenance, and roadway engineering.



David Hutcheson, PE, PSM

David Hutcheson has 38 years of experience in the fields of civil engineering and land surveying. His professional experience has been acquired through multiple project responsibilities involving comprehensive engineering design, surveying, and project management tasks for many different types of projects including water, sanitary sewer, streets, drainage, site civil, and roadway projects.

REPRESENTATIVE PROJECT EXPERIENCE

Benny Russell Park Expansion Phases 1-4, Santa Rosa County, FL.

Project Manager/Engineer of Record to provide a world class recreational experience for all ages and abilities. The existing playground, office/restroom building, and parking facilities remain with minor improvements for ADA access. The elements of the project include an interactive water park, restroom facility, multipurpose sports field, multi-use on-site walking path, a neighborhood interconnection multipurpose walking path and a space to construct a future building for community recreational activities.

Hotz Avenue Stormwater Improvements, Walton County, FL.

Halff provided Walton County with services that included engineering and permitting for the rehabilitation and reconstruction of Hotz Avenue located in Grayton Beach. Improvements include the design of a new stormwater conveyance system, the installation of a Vortex system for improved water quality and converting the roadway to an inverted crown facility to assist with existing flooding conditions located in front of The Red Bar restaurant. Halff was responsible for the roadway design, drainage analysis, utility coordination, and permitting.

Dune Allen Regional Beach Access, Walton County, FL.

Halff provided surveying and mapping, site planning, civil engineering, geotechnical, architectural, and ecological/ environmental services for the permitting and construction of the new Dune Allen Regional Beach Access located on County Road 30A. The subject land parcels are approximately 1.12 acres in size, collectively and front the Gulf of Mexico. Design documents included provisions for a new public restroom, vehicular parking including bicycles, stormwater management system, an ADA compliant elevated boardwalk system to the beach, and connectivity to the regional trail/sidewalk system. Halff also provided bid and construction administration assistance to verify successful completion of the project on the open beach.

Navarre Beach Soundside Park Improvements, Santa Rosa County, FL.

The Soundside Complex included construction of two new beach access boardwalks from an existing pavilion/parking lot area to the Santa Rosa Sound, as well as a new ADA kayak/canoe launch and boardwalk facilities. In addition to this work, approximately one acre of dune habitat was restored. The dune restoration involved planting gaps in the existing dunes within the project area. The Gulfside Walkover Complex work included constructing a large parking area, restroom facility, three picnic pavilions with boardwalk connections, observation tower, and a dune walkover that provides ADA access to the beach.

EXPERIENCE

38 Years

EDUCATION

BS, Civil Engineering, Florida State University, 1985

REGISTRATION

Professional Engineer:
FL # 38670

Professional Surveyor &
Mapper: FL # LS5051



221 Hollywood Blvd NE
Fort Walton Beach, FL 32548
(850) 244-6189 Phone
(850) 244-0545 Fax

1399-M Jenks Avenue
Panama City, FL 32401
(850) 215-4068 Phone

Johnson, Peaden Engineering, Inc. was founded January 2001. We provide mechanical engineering design including HVAC, plumbing and fire protection. We have offices in Fort Walton Beach and Panama City to better serve the needs of our clients. We maintain two professional engineers on staff as well as designers. We are registered in Florida, Texas, Georgia, Alabama, Arkansas, North Carolina, South Carolina, Pennsylvania, Tennessee, Louisiana, Missouri and Mississippi. We maintain memberships in American Society of Heating, Refrigerating and Air-Conditioning Engineers, American Society for Healthcare Engineering, National Council of Examiners for Engineering and Surveying, International Code Council and American Society of Plumbing Engineers.

James W. Johnson, Jr. is one of Johnson, Peaden’s owners and one of their lead professional engineers. Mr. Johnson is a LEED Accredited Professional with the US Green Building Council. Mr. Johnson has over 24 years of experience as a mechanical engineer and is registered in six different states as a professional engineer. Mr. Johnson has extensive experience with all different types of HVAC, Plumbing and Fire Sprinkler design.

Jonathan M. Peaden is another lead professional engineer for Johnson, Peaden. Mr. Peaden is a LEED Accredited Professional with the US Green Building Council. Mr. Peaden has over 20 years of experience as mechanical engineer and has extensive experience with all different types of HVAC, Plumbing and Fire Sprinkler design.

Johnson, Peaden Engineering, Inc. has completed designs for new and renovated schools, high- and low- rise apartments and condominiums, shell and tenant spaces, military projects, Corps of Engineer projects, churches, SCIFS, libraries, museums, offices, restaurants, houses, multi-family dwellings, colleges, fire stations and convention centers. Johnson, Peaden has also served as the prime designer for several projects.



James W. Johnson, Jr, PE, LEED AP
Mechanical Engineer

James Johnson is an owner and professional engineer at Johnson Peaden Engineering, Inc. Opening his business in 2001, he contributes to a combined 18 years of experience. His work includes design of hotels, restaurants, high-end residences, museums, retail shops, fire stations, schools, condominiums, libraries, resorts, conference centers, and military.

Education

Bachelor of Science Mechanical Engineering, University of Alabama 1993

Professional Registrations

Professional Engineer Florida, Alabama, and North Carolina, Texas, Georgia, Mississippi, Arkansas, Tennessee, Pennsylvania, Missouri

LEED Accredited Professional

Professional Affiliations

ASHRAE, ASPE, NCEES, ICC, ASHE

Total Years: 23

Years with JPE: 18

Relevant Project Experience

- Security Forces Facility BRAC Bldg 272, Eglin AFB, Florida
- TMO Cargo Processing Facility, Eglin AFB, Florida
- Public Library for the city of Panama City Beach, Panama City Beach, Florida
- Renovation to Building 223, Tyndall AFB, Florida
- DEA Tallahassee, Tallahassee, Florida





APEX ENGINEERING GROUP, PLLC FIRM PROFILE

BACKGROUND

Apex Engineering Group, PLLC is a full-service consulting structural engineering firm headquartered in Santa Rosa Beach, Florida. Apex Engineering Group provides services to clients throughout the United States, Central America and the Caribbean. The firm and its principals hold licenses to practice engineering in Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, New Mexico, North Carolina, Tennessee, and Texas. Our team of design professionals has been providing engineering design and consulting services to hundreds of architects, owners, contractors, and governmental agencies since 1986. As a certified FDOT Small Business, Apex Engineering Group brings the right mix of local presence and experience to deliver infrastructure, transportation, commercial, institutional, residential projects and beyond. We have extensive experience working with FDOT on a wide range of services from in-situ structural engineering inspections and consulting to delivering full structures design contract documents and providing post-design services during construction. Our work includes prestressed concrete and steel bridge design, bridge rehabilitation and widening, bridge load ratings, buildings, retaining walls, and miscellaneous structures.

EXPERTISE

INFRASTRUCTURE | TRANSPORTATION

Long Span Interchange Bridges
Low-Level Water Crossings
Bridge Replacements
Bridge Widening
Bridge Load Ratings
Bridge Repair Projects
Bridge Scour Analysis
Sheet Pile Walls
Retaining Walls
Box Culverts
Overhead Sign Structures
Signal Structures
BRIM/3D Modeling & Deliverables
Construction Specialty Engineering
GEC & Districtwide Contracts
Design-Build & Alternative Delivery
Design & Constructability Reviews
Value Engineering
Erection Analysis
Specification Writing
Local, State & Federal Permitting

RESIDENTIAL | COMMERCIAL | INSTITUTIONAL

LEED Accredited Design
IBHS Fortified, Threshold, Hardened, & Shelter Building Design
Foundation & Retaining Wall Design
Parking Deck Design & Analysis
BIM & 3D Modeling
Finite Element Design & Analysis
Door & Window Analysis & Component Certification
Constructability Reviews
Value Engineering
Specification Writing
Threshold & Special Inspections
Analysis & Investigation of Existing Structures
Forensic & Failure Analysis
Handrail & Building Safety Inspections
Feasibility Studies
Building Code Analysis
Local, State & Federal Building Permitting
Coastal Construction Permitting
Construction Management

APEX ENGINEERING GROUP, PLLC | FIRM PROFILE

KEY STAFF & LEADERSHIP

ALAN MARCHMAN, PE

Alan is a senior structural engineer and project manager with more than 16 years of experience in transportation structural design, construction services, and project management on design-build, design-bid-build and alternative delivery projects. His experience includes final bridge design for steel and concrete superstructures, conventional reinforced and post-tensioned substructures, bridge widenings and rehabilitations, as-built and updated load ratings, various standard and miscellaneous structures, and preliminary engineering and planning studies. Alan's experience extends from design of vehicular and rail bridges through construction of highway and light rail structures, to structural maintenance tasks. Alan also brings experience leading and managing staff and tasks on GEC and Districtwide contracts, including supporting in-house staff.

ALLEN BARNES, PE, LEED AP

Allen is senior structural engineer with more than 20 years of experience in structural design, detailing, and drafting. His experience includes the design of bridges, retaining walls, conventional reinforced and post-tensioned structures, and various standard and miscellaneous structures. His experience also includes providing post-design services during construction and inspections on infrastructure and transportation projects. Allen's experience leading teams and projects includes overseeing structural design and operations for an entire office, contract management, and maintaining client and stakeholder coordination to deliver successful projects.

TERRY ANDERSON, PE LEED AP

Terry is a senior structural engineer with more than 45 years of experience in structural design, detailing, and drafting. His experience includes design of bridges, retaining walls, foundations, stadiums, parking garages, and miscellaneous structural systems. In addition to his roles delivering projects for his clients, Terry has served as a professor teaching Construction Management and Construction Risk Management at the University of Southern Mississippi.

Our leadership is supported by a dedicated team of professional Project Managers, Structural Engineers, CAD Technicians and Designers, and administrative professionals to ensure successful delivery for clients and stakeholders.

KEY PREQUALIFICATIONS & CERTIFICATIONS

FDOT Prequalifications

- 4.1.1 – Miscellaneous Structures
- 4.1.2 – Minor Bridge Design
- 5.4 – Bridge Load Ratings

FDOT Certified Small Business

78-A RIKER AVE. SANTA ROSA BEACH, FL 32549 | 850-231-4540 | WWW.APEXENGINEERINGGROUP.NET



Engineering For You, Wherever You Are.

DESIGN SERVICES

HG provides electrical engineering for buildings or sites of all types for a wide range of clients including the military, federal and state governments, industrial, municipal, commercial, universities and school districts. Design includes power, lighting, lighting control, mechanical power and fire alarm systems. Energy efficient green building design services include LEED, Green Globe and Florida Green Building Coalition standards. Building designs include K-12 school, university buildings, fire stations, police stations, office buildings, laboratories, restaurants, condominiums, hospitals and parks.

HG provides electric utility distribution design, industrial power design, relaying protection and control design, implementation and testing, grid-tie photovoltaic power design, supervisory control and data acquisition (SCADA) design, integration and testing and arc flash mitigation design. Type of construction design experience includes new and renovated 15kV substations, networked switchgear, seaports, schools and stadiums, military, medical and municipal facilities.

TESTING SERVICES

HG conducts site investigations, relay protection and logic programming, fiber optic arc detection systems, SCADA integration, performance verification testing and commissioning. Electrical site investigations include power system studies and Arc Flash Analysis for low and medium voltage sites per NETA and IEEE standards.

SINCE 1969

HG Engineers (HG) is an electrical, energy and telecommunications design engineering company located in the Panhandle of Florida. The firm has provided a wide range of electrical engineering services to private citizens as well as Federal, State and Local Governments since 1969 providing electrical engineering documents for new and renovated construction projects. HG transformed into what it is today back in 1999. Our Panama City office opened in 2020 followed by our Pace office in 2022.



HG Certifications:

- 4 Professional Engineers
- 1 RCDD
- 2 LEED
- 1 Lighting Cert. (NCQLP)
- 1 CLCP (NALMCO)
- 1 NICET Level 2
- 1 Master Electrician

HG Firm Personnel:

- 4 Professional Engineers
- 4 Degreed Engineers
- 2 Lighting Designers
- 6 Electrical Designers
- 1 BIM Manager
- 1 CAD Drafters
- 2 Administration

www.hgengineers.com

850-243-6723



DANIEL WHITE

P.E. LEED AP (BD+C)

Project Manager
Electrical Engineer
Energy Engineer
Business Owner

14 Years Experience -- 14 Years with HG Engineers

EDUCATION

May 2006
BSEE

January 2012
PE

April 2011
LEED

FOUNDATION:

Bachelor of Science in Electrical Engineering - Auburn University

PROFESSIONAL LICENSES:

Professional Engineering license in Florida - 73790
Licensed in AL and NC.

INDUSTRY FOCUS:

Accredited Professional for Building Design and Construction

COMPANY ROLE

Dan has 15 years of degreed consulting engineering and seven years of experience working for a consulting engineer company prior to obtaining his degree. He leads the engineering for architectural design services. He has field experience as a project engineer surveying power systems on military projects across the continental United States and internationally in Germany and Japan. His design experience includes military, schools, multi-family housing, airport terminals, churches, parks, and commercial buildings.

EXPERIENCE

- Panama City TPO - Panama City, FL
- Okaloosa County Administration Building - Shalimar, FL
- Santa Rosa County Courthouse - Milton, FL
- Okaloosa County Courthouse - Crestview, FL
- Walton County Schools Transportation Facility - Defuniak Springs, FL
- BDS Transportation Center Rebuild Project - Panama City, FL
- Captain Leonard Destin Park, Destin, FL
- Tyndall AFB Commercial Gate - Tyndall AFB, FL
- Surf Style - Destin, FL
- Okaloosa County Sheriff's Office - Shalimar, FL
- CoPC Vehicle Maintenance Facility Repair and Reno - Panama City, FL
- Destin Linear Park - Destin, FL
- Bay County Government Center Generator - Panama City, FL
- Walton County Fleet Maintenance Renovations - Defuniak Springs, FL
- Walton County Public Works - Defuniak Springs, FL
- SWFD Fleet Maintenance and Training Tower - Santa Rosa Beach, FL
- PSFB Main Gate Relocate - Patrick Space Force Base, FL

HG ENGINEERS

142 Eglin Parkway SE
FORT WALTON BEACH
Florida 32548

621 N. Tyndall Parkway, Unit C
PANAMA CITY
Florida 32404

4286 Woodbine Road, Suite D
PACE
Florida 32571

AFFILIATIONS

Florida Engineering Society

National Society of Professional Engineers

Society of American Military Engineers

U.S. Green Building Council

SKILLS

Power Systems // Energy
Lighting // Fire Alarm Systems
Grid-Tie Photovoltaic Power // Power
Metering // RF // ESS
CCTV // ACS



Founded in 1967, Kimley-Horn is a full-service, employee-owned, multidisciplinary consulting firm offering a broad range of engineering, planning, landscape architecture, and environmental services to clients in both the private and public sectors. Over the years, we have grown from a small group of engineers and planners to one of the most respected consulting firms in the nation—and a recognized leader in public realm design. Today, Kimley-Horn has more than 7,400 employees in 120 offices across the United States and Puerto Rico, offering a full range of consulting services to local, regional, national, and international clients.

We are recognized for the outstanding work of our consulting staff, the quality of our work environment, and our stature as a business enterprise. In 2023, *Fortune* named Kimley-Horn one of its “100 Best Companies to Work For” for the 16th time. We were also ranked 9th overall and 5th among the top 100 pure design firms by *Engineering News-Record (ENR)*. Much of our growth extends from the confidence and trust that clients have in us.

Our history with clients in Florida has demonstrated our ability to assemble a diverse team of in-house professionals from our local offices throughout the state, including Panama City Beach and Tallahassee. We have local and regional experience with team members who have extensive knowledge of Destin and the surrounding areas. Kimley-Horn has the size, diversity of talent and services, and a proven history of producing innovative, award-winning designs. We take great pride in the strength of our resources, our integrity as a firm, and the character of our people. Throughout the firm’s growth, we have come to appreciate the value and importance of remaining true to our roots, focusing on our local clients, and providing them with the personalized and responsive service they deserve. Kimley-Horn is a firm with many disciplines but one expertise: making our clients successful.

CHARLIE JOHNSON, PLA, ASLA

Landscape Architecture

Charlie has 20 years of experience specializing in urban design, landscape architecture, park design, permitting, and site construction observation. His strengths include environmental analysis, design and planning, public presentations, design workshops, municipal plan approvals and permitting, cost estimating, and construction documentation and observation. He has provided these services for municipalities and urban communities, recreation facilities and parks, mixed-use/urban infill sites, and colleges and universities for two decades. He has significant experience working with the Blueprint Intergovernmental Agency, the City of Tallahassee, Leon County, and the Florida Department of Transportation (FDOT).

Relevant Experience

Monroe-Adams Corridor Placemaking, Tallahassee, FL — Landscape architect. Kimley-Horn was selected to develop a placemaking vision and 30% construction documents for the Monroe-Adams Corridor Placemaking project. Originating from the Monroe-Adams Action Plan, our landscape architects led a multidisciplinary team providing community engagement/outreach, hardscape, landscape, roadway, and utility design services for five distinct corridors in Tallahassee’s South City. We provided a detailed vision for each corridor. Constrained rights-of-way, overhead electric transmission and distribution lines, billboards within FDOT right-of-way, curb cuts into existing businesses, and aging water and sewer infrastructure required thoughtful solutions. The resulting design provides wide sidewalks, extensive landscape, a road diet, on-street parking, sharrows (shared-use bicycle lanes), decorative streetlights, and other treatments to create a sense of place in the City’s southside. As a result of this \$4.5 million public sector investment, existing businesses will continue to thrive, and new businesses will relocate to the area..

***Apalachee Regional Park and Cross-Country Venue, Leon County, FL** — Landscape architect who worked with Leon County on the Park Master Plan to identify current and future needs for this over 600-acre site known as Apalachee Regional Park. The site was formerly used as a landfill in 2012 and has now been transformed into a park and recreation space with a passive recreation focus, such as hiking, biking, and disc golf. His previous firm designed the Cross-Country Course located within the park. The course is nationally recognized as the premier facility in collegiate Cross-Country events and hosted the 2021 NCAA National Cross-Country Tournament.

***Chaires Ballfield Park, Leon County, FL** — Senior project manager. Provided master plan services through construction phase services for the Chaires Park Baseball Field. The 49.92-acre park site additions include a 60/90 baseball field, parking, allowance for future concession/restroom areas, a playground area, low maintenance planting, entrance and exits to adjacent roads, lighting, utilities, and stormwater management. Care was taken to work carefully with existing conditions for minimized grading costs and preservation of heritage Live Oaks.

***Captain Leonard Destin Park, Destin, FL** — Landscape architect. Captain Leonard Destin Park is a 3.42 +/-acre park that provides public space for water activities, play, education, gathering, and passive recreation use. Design considerations included accessibility, the preservation of views from Calhoun Avenue, protection of the existing heron rookery on site, celebration of the site’s history, parking, and circulation that encourages exploration of the park. Features of the park include handicapped beach access; a splash pad; a new dock; shoreline kayak launch; picnic pavilions; educational interpretation and a playground.

**Experience prior to joining Kimley-Horn*



Years of Experience:

- 20 years

Professional Credentials

- Bachelor of Landscape Architecture, University of Georgia
- Professional Landscape Architect in Florida, #LA6667402
- Professional Landscape Architect in Georgia, #LA001928
- American Society of Landscape Architects (ASLA), Member
- Urban Land Institute (ULI), Associate Member



Delivering Leading-Edge Solutions

Company Profile

Since 1987, Taylor Engineering, Inc., with headquarters in Jacksonville, Florida; branch offices in Destin and Tampa, Florida; and regional staff throughout Florida and the North Atlantic, has provided leading-edge solutions to challenges in the water environment. The company focuses its attention on water-related engineering, planning, management, and environmental challenges with an emphasis on coastal regions. The company takes on projects — coastal restoration and management, coastal processes analysis, beach nourishment, coastal structures, ports, harbors and marinas, environmental restoration and management, waterfront access structures, wave and storm-surge modeling, flood control, flood insurance studies, and more — that cover the spectrum of water-related issues. Each service shares a common characteristic: it supports projects occurring in the water or at the water’s edge.

Taylor Engineering operates a Coastal and Marine Geosciences Laboratory (Coastal-Geo Lab) in Jacksonville, Florida. The main function of the Coastal-Geo Lab is to collect and analyze sediment samples specifically for identification of beach-compatible sediments in accordance with Florida Law (F.A.C. 62B-41.007) and State regulatory standards. The lab specializes in analysis of sediment samples and cores collected from beaches, navigation channels, and dredged material management areas. Through this laboratory, Taylor Engineering oversees the collection, classification, sampling, sieve analysis, data manipulation and interpretation, and reporting of sediment samples for many purposes, including borrow area design, dredging project planning, emergency response, dredged material management area offloading, and coastal nourishment. The lab is accredited through AASHTO and validated by the USACE.

Staff and Capabilities

Taylor Engineering is one of the largest Florida-based coastal, marine, and water resources engineering firms, and few if any companies can match Taylor Engineering’s company-wide focus on coastal and water resource engineering, sciences, and management. Of Taylor Engineering’s 58 staff, 38 are engineers, scientists, and geologists; 23 are coastal, ocean, or marine engineers; and five are marine biologists, aquatic ecologists, or environmental scientists. In addition, Taylor Engineering’s nine civil, structural, and environmental engineers and geologists specialize in disciplines related to engineering in the water environment — marine structures, dredging, and hydrology and hydraulics. Twenty-six members of our professional staff hold advanced degrees in engineering or sciences.

These team members’ skills and experience include coastal and environmental engineering and management; coastal and environmental restoration design; environmental sciences and permitting; hydraulic, morphological, and hydrodynamic modeling; coastal, riverine, and estuarine processes; marine engineering; hydrology and hydraulics; structural engineering; civil engineering; and construction administration, observation, and certification. Several senior team members bring additional years of experience working in key coastal and environmental engineering divisions of federal and state agencies. Additional support staff include AutoCAD technicians, programmers, geographic information systems (GIS) analysts, IT personnel, finance and accounting specialists, and technical editors.



TAYLOR ENGINEERING, INC.

Delivering Leading-Edge Solutions

Duncan Greer, P.E.

Coastal / Waterfront Engineer

Education

M.S./Coastal Engineering,
University of Florida

B.S./Civil Engineering, Florida
State University

B.S./Environmental
Engineering, Florida State
University

Licenses/Certifications

Professional Engineer—FL
(#83306)

Transportation Worker
Identification Credential

Remote Pilot Airman
Certificate

Years of Experience

Total	With Firm
11	10

Professional Affiliations

American Society of Civil
Engineers (ASCE)
Coasts, Oceans, Ports, &
Rivers Institute (COPRI)

Background/Responsibilities

Mr. Greer is a regional office leader (Destin, FL) and is experienced in project and program management. As a practicing coastal and waterfront engineer with background in civil and environmental engineering, Mr. Greer leads project development and multidisciplinary teams to realize complex waterfront projects from conceptual feasibility, through regulatory permitting, final engineering design, and construction administration. His expertise in the water environment is demonstrated by successful projects serving public and private clients, often incorporating coastal protection and stabilization, beach restoration, dredging, living shorelines, bulkheads, mooring and marina facilities, boat ramps, fishing piers, and related waterfront and coastal structures.

Mr. Greer conducts coastal processes analyses and structure design, including numerical modeling of waves, sediment transport, and storm impacts as well as analyses of wave attenuation and diffraction provided by coastal structure alternatives. His duties include preparing technical documents, including construction drawings and specifications; performing construction administration services, structural inspections, feasibility studies, and data and statistical analyses; and physical and environmental site monitoring.

Project Experience

- Pointe Resort Marina, Destin, FL (Ongoing) – Project engineer for a 50-slip marina in Destin Harbor, including data collection, design, and regulatory permitting for the docking facilities, dredging (~9,000 cy), bulkhead, and associated utilities. The project included dredging design, bulkhead repairs, and coordination with upland civil components.
- Norriego Point Shoreline Stabilization and Recreational Improvements, Destin, FL (Ongoing) – Performed the design of shoreline stabilization and led recreational improvement design on Norriego Point within East Pass. Project manager and engineer of record for recreational improvements. Services include submerged aquatic vegetation surveys, dredging permit modification, coastal conditions analysis, value and final engineering design, construction drawings and specifications, and bid and construction administration.
- Pre-Storm Beach Monitoring, Okaloosa County, FL (Ongoing) – Project manager for the collection of topographic and bathymetric profile data, physical beach monitoring, data processing and analysis, and reporting for the Western Destin Beach Restoration Project and East Destin monitoring areas.
- FDEP Joe’s Bayou Recreation Area Improvements, Destin, FL (Ongoing) – Project manager and lead design engineer for the ~\$10M recreational access improvement project. The 22-acre project area incorporates boat ramps, breakwaters, fishing pier, boardwalks, parking areas, restrooms, docking facilities, stormwater, etc. The contract includes all project phases from data collection, structure evaluations, master planning, permitting, design, and construction administration.
- Harbor Hospitality Inn Marina Conceptual Design, Destin, FL (2020) – Developed conceptual design alternatives and conducted regulatory agency pre-application meeting to identify regulatory issues for a hotel marina.
- East Pass Emergency Dredging and Holiday Isle Beach Restoration, Destin, FL (2020) – Services include construction drawings and technical specifications; construction administration, observation, and certification services; post-construction sediment sampling and analyses; and post-construction physical monitoring.

Current Project Work Listing	Labor Contract Amount	Remaining Labor
Joe's Bayou Recreation Area Improvements	144,292.80	4,087.62
Zukku Sushi Suite 2180	24,679.00	172.58
Island Resort FWB - Events Atrium	29,000.00	1,400.00
Grand Ridge K-8 School - Jackson Co. new site	1,620,698.20	50,330.70
Okaloosa Gas District Valparaiso Campus - Admin Building	1,673,083.16	147,752.27
Norriego Pointe Condo	2,676,158.00	353,933.52
Pompano Joe's Permit Plans	102,000.00	14,042.00
Bel Air Village Concept Development	125,000.00	7,287.78
Okaloosa Gas District Valparaiso Campus - Operations Building	268,566.32	70,327.33
Good News UMC New Education Bldg & Plaza	187,764.00	27,928.56
Hotel Destin	75,000.00	48,750.00
WCS ECTC Emergency Medical Training Space	100,076.00	38,801.50
Okaloosa Gas District Valparaiso Campus - Warehouse/Shops	229,489.06	139,789.22
Okaloosa Gas District Valparaiso Campus - Fleet Maintenance	108,364.06	61,892.07
Howard Group - Destin Hwy 98/Mountain Drive (Southern Riviera)	387,200.00	347,520.00
Alys Beach Somerset LL24 Condo	1,110,879.00	309,790.28
Walton Co Bldg Permitting and Training Facility	594,500.00	296,087.50
Alys Beach TC 6-7 Mixed Use Condominium Buildings	1,107,858.00	255,008.08
St. John Paul II Catholic Parish - Ponte Vedra	247,681.25	225,816.25
WEI Master Plan Update	327,033.00	198,045.16
Alys Beach Somerset LL13 Condo	564,650.00	171,506.60
Inlet Beach Mixed Use - Phase II	770,062.60	169,487.06
Navarre Town Center	257,081.25	168,957.00
Alys Beach TCS Peer Review and CA Services	324,056.00	105,543.50
FPSI Masterplanning	181,048.00	101,340.50
Christ Our Redeemer Catholic Church-Faith Formation Bldg	190,075.00	65,465.72
Alys Beach Tennis Center Expansion	246,108.50	56,119.75
SWFD Miramar Beach Fire Station	174,942.00	52,050.74
Sandestin Owners Association Office	171,702.50	51,852.82
South Walton County Mosquito Control District New Headquarters	294,950.00	49,359.06
Linear Park/98 Palms Blvd Extension	70,000.00	48,087.50
Holmes County Schools GAP Remodeling	75,000.00	47,237.50
Harbor and Marina Redevelopment - Heron Harbor	38,000.00	37,000.00
TCC WEI Infrastructure Extension	49,880.00	33,642.50
Surf Style - AL 182 x Russell Drive, Orange Beach	133,681.60	32,162.32
Destin HS Masterplan and Multi-Story Classroom	263,991.03	26,791.73
Town Center 3 & 4 at Alys Beach	766,496.00	22,908.75
Surf Style Ormond Beach - Ocean Shore Boulevard	56,438.50	15,640.70
Surf-Style - Front Beach Road, Panama City Beach	56,125.00	13,362.50
SOA Pool #1 Renovation	52,740.00	12,040.25
WCSD FISH MAP Updates	75,000.00	11,937.50
Kaiya Club Residences	1,117,415.00	9,986.25
Surf Style Indialantic	71,030.25	9,884.80
Aegean Condo	35,000.00	9,565.00
Destin Residence on Joe's Bayou	18,000.00	9,000.00
Bud & Alley's Continuing Services	43,938.89	8,073.89
City of Mexico Beach Municipal Complex Master Plan	44,112.00	8,004.00
Concept Design & Master Plan for Crestview Skateboard and RC Track	20,000.00	5,491.25
One Seagrove Place Condominium	158,950.00	5,300.00
Beachcomber Event Lawn and Entertainment District	36,000.00	4,281.25
White Family Trust Property - Destin Marina	35,000.00	3,700.00
Hilton Grand Vacations - Sandestin Interiors Renovation	43,500.00	3,616.25
TCC - Ghazvini Med Lab Addition	11,125.00	2,050.00
Rocky Bayou Christian School	262,903.83	1,641.08
Step One - 97 Hill Ave "Center of Excellence"	124,710.00	1,080.75
550 HWY 85	1,000.00	1,000.00

d) Availability location and workload of the proposed team contained on a maximum of one (1) page including:

1. Current project work listing and remaining labor commitments.

Please refer to the table on this page.

2. Historically, describe the typical number of projects handled by the Respondent's key project managers at any given time.

Our architects typically handle 3-4 projects at a time. With over 70 employees, DAG has the bandwith and resources to complete any project

3. Projected workload of project management activities as defined in the scope of services.

45% of the Project Manager's workload on the team will be dedicated to a city project once a project starts.

4. Identification of any sub-consultant firms providing significant services that may be assigned more than five (5%) of the work.

Depending on the project scope, subconsultants that can be utilized are Halff, Johnson Peaden, Apex Engineering, Tayloring Engineering, Kimley Horn and HG Engineers.



Bay County Courthouse



COORDINATION, RECORD KEEPING, AND REPORTS

To deliver the best project by all metrics, we start with a coordinated approach. This approach focuses on developing solutions, integrating your goals into design, and the architecture and interiors of the building. Tools used during the design process to ensure complete and thoroughly coordinated construction documents include:

- » Programming meetings to understand project goals and needs and to help stakeholders understand requirements.

- » Produce meeting minutes and an outstanding items log to ensure all the project requirements and decisions are recorded. These logs will be reviewed at the start of each core meeting.
- » Uniform and consistent drawing standards for use of all members of the team.
- » Ensure that construction documents accurately reflect the design decisions directed or authorized by the client.

- » Perform periodic milestone reviews and establish review criteria for each milestone.
- » Conduct third-party quality reviews at specified milestones.
- » Provide designated leadership and allocation of resources to ensure the integration of all consultant services and the careful coordination of their documents and specifications.

Our process is structured around frequent and inclusive workshops, cost checks, and design evaluations throughout each project. Teamwork is paramount to the ability to deliver the best project. The design team, client, and contractor will feel a strong sense of ownership throughout.

Our project management control system will:

- » Establish an understanding between the end users, leadership and the Design team of each project's original scope of work and basis of design.
- » Minimize surprises from "scope creep."
- » Maintain accuracy of schedule and productivity measurements.
- » Assist in ongoing efforts to control/ manage changes for the entire project.

During each project's construction the Project Manager and the Project Architect will coordinate the design team construction support activities with the client and contractor, including RFI (Request for Information) responses, shop drawing reviews, site inspections, pay application reviews, and project closeout documentation and as-built drawings.

DESIGN APPROACH

DAG's project structure emphasizes four fundamental principles to efficiently resolve issues and maintain project commitments, while working collaboratively with SCPS:

1: Excellent Communication

We understand the importance of open and frequent and communication, and their impact for a successful project. We respond to phone calls and emails in a timely manner and respect everyone's time by communicating the appropriate amount of information. Our point of contact will be accessible and responsive. In addition, standing meetings held on a recurring schedule facilitates attendance by all parties. We lead and actively participate in workshops, charrettes and focus groups to identify performance and design criteria as an integrated group.

2: Understanding Your Needs

The design team will organize a thorough program verification process, including a charrette to define, document and budget the specific programmatic requirements of your project prior to starting actual design work. We will work as an integrated team with all stakeholders, as determined by your leadership, to verify and validate the program as a firm foundation for a successful integrated delivery process.



3: Quality Assurance

We will work closely with you and other stakeholders to review constructability, maintainability and operational issues in the early phases of the project and continue throughout the design process to optimize project results. We focus on attentive service, technical thoroughness, and resource efficiency.

4: Team Consistency & Follow Through

The design team will staff your project consistently from project start to close out. The same team that programs your project will produce the design and administer construction in the field.

Should any issues arise, DAG will identify the problem, propose solutions and follow through with clear documentation on the agreed solution. We focus on collaboration and open communication in resolving issues, rather than defending a position.

DESIGN REVIEWS AND COORDINATION

We are highly experienced in managing city and public projects. Our approach to achieving your objectives include listening, responding and following through. We advocate a collaborative programming and design process that engages many participants in an interactive and responsive process that fully responds to the stakeholders’ concerns.

Our role is to ensure that all stakeholders are identified, represented, and heard, to ask the right questions, and to bring to the table our team’s knowledge of other applicable solutions along with our design and construction expertise. We believe in and are committed to an integrated and collaborative process.

Work Plan Development

We believe that a well-developed work plan for each phase of a project is one of the keys to a project’s success. Its major components — schedule, staffing plan, and list of tasks and deliverables — are developed in a manner consistent with the quality control plan established for each project. Through proper staffing, accountability, precise decision-making, open lines of communication and proactive cost-control, we achieve quality assurance and quality control on our projects. Our team will be dedicated to your project from beginning to end. The design team will work collaboratively with you and other key stakeholders to develop a work plan at the onset of the project.

Design Process

Our design philosophy ensures collaborative and inclusive interactions. We seek input from the City and the contractor and incorporate this input into the designs. We share the successes, challenges, and experiences with all stakeholders involved. These project representatives include:

- » Architects, Engineers and Consultants
- » Sustainability Leadership
- » Subject Matter Experts, as needed
- » Suppliers
- » Program & Construction Managers
- » Facilities + Maintenance
- » IT and Communications

Our integrated process involves ideation, collaboration, and decision-making in two ways:

- » Vertically from strategic plans to on-the-ground operations.
- » Horizontally across departments and offices.



PERMITTING

During design documentation, we prepare schematic design, design development, and construction documents in conjunction with our engineering consultants. These documents will include all drawings, calculations, plans, and specifications required to explain the design intent and proposed construction. To be considered complete, the documents must also meet all state and local permitting requirements.

We will be responsible for submitting construction documents to the required government agencies having jurisdiction (AHJs) over the project. The construction documents are to be submitted on a pre-determined schedule allowing submittals to be reviewed in part or by discipline to lessen the time required to obtain the required

permits and to allow construction to begin in phases.

DAG Architects is responsible for making all revisions to construction documents required to comply with AHJs and will attend and participate in meetings with any permitting authorities as necessary.

As the architect, we set up pre-review meetings with local permitting authorities to discuss the project scope, zoning, fire protection compliance, or any other project aspect that may affect permitting. From our decades of experience, we have learned that rules for each AHJ can vary by locale and by project. The pre-review meeting is an important and necessary component of any project and can prevent miscommunications and project delays.

We also hold informative meetings with City staff, department heads, and other user groups to ensure that our recommended design addresses programmatic, energy efficiency and site considerations successfully.

Meetings will occur at the completion of each phase to review submittals. The design team reviews all AHJ comments and resolves any outstanding issues. During the design documentation process, we meet often with our sub-consultants to define all proposed systems and to perform quality control and coordination. Complete signed and sealed construction documents are submitted to all required agencies for review and permitting.

SCHEDULING & PHASING

Our team has found the following concepts keep projects on schedule:

- » Be flexible and adapt to change. The schedule document itself needs to be clear and easy to understand
- » A commitment to honor the schedule from everyone involved in the project
- » Have the appropriate participant at each meeting
- » Thorough documentation of decisions made during each meeting and sent out to all stakeholders
- » Use technology, such as a web conferencing system, to have quick meetings to solve immediate problems instead of calling a large meeting

DAG will develop a detailed schedule in conjunction with your project leadership team. The schedule will drive the structure of the work plan and identify interim and final milestones. Additional constraints, if any, will be applied, and the schedule will then be coordinated with design and construction activities. The schedule will be updated as the project progresses to communicate expectations and keep goals achievable. A weekly updated Task/Action Item list will be integrated with the schedule to measure progress. The task list will be updated at each project phase.

BUDGETING

Early critical decisions about the scope will set the path for realistic cost estimating in all phases. For each project, we work closely with estimators and the contractor to establish a cost model during the Programming Phase by organizing the total project cost into a number of components or systems and to establish a sub-budget. We scrutinize and validate the program to apply design efficiencies from the inception of the project, rather than “value engineering” as a defensive method of keeping the project within budget.

Establishing target value budgets and sub-budgets allows for discussions and consensus building across the entire team regarding each component relative to the performance expectations, desired appearance, intended quality level, and a host of other criteria that will guide the amount of money, from within the overall budget, to be allocated to each component.

We test systems early in design when decisions yield the best value. This approach will allow your staff to consider systems from not only a first cost basis but for the life of your facility. We also have extensive expertise in designing innovative systems economically, such as mass timber, high performance glazing, and specialized MEP systems.

Component budgets for the various project elements provide a communications / contractual tool for the team to manage quality and control tasks. We have the benefit of having many similar projects either under construction or recently completed, that we can compare with actual construction costs. The conceptual cost model is critical to the project’s success.

CONTRACT ADMINISTRATION

The best people to administer the contract are exactly the architects and engineers who have prepared the documents. This is the formula for seamless continuity, and it is particularly valuable in facilitating clear lines of communication when a fast track method of design and construction is selected. Our design team will be responsible for the project from start to finish. Only those with an intimate knowledge of the design intent and construction documents will handle decisions made during construction.

During construction phase services, we create, coordinate, communicate and monitor a great amount of information. We have developed a set of project management tools and templates to track information from answering questions during the bidding process through construction:

- » Pre-Construction Conferences: Project Architects, Project Managers and representatives of Engineering Consultants facilitate the general Pre-construction Conferences, as well as, major building systems Pre-Construction Conferences (e.g. cast-in-place concrete, pre-cast concrete, waterproofing, roofing, etc.)
- » Progress Meetings: The Project Architects and, when required, the Project Managers and Consultant Team Members, will attend technical and progress meetings at a time and place established by the Owner and Contractor.
- » Submittal Review: The Project Architects will review Shop drawings, product data, samples, tests, and certifications as required by the specifications for conformance with design intent. A submittal log will be maintained to track receipt and return dates as well as recommended action.
- » RFPs, RFIs and Change Order Documentation: Our design team will prepare documents required to define the work for proposed changes (e.g. sketches, revisions, etc.), and will monitor the Contractor’s documentation logs.

Site Visits: The Project Architect will make regular site visits, as appropriate for the phase of construction, to review the progress of work and its general compliance with the contract documents. The Architect’s consultants will also make periodic visits as outlined below to review their relevant portion of the work. Notes from these meetings are always documented, distributed, or posted immediately following. Personal computers enhance systematic tracking and project documentation, and laptop computers give the field architect access to files in the home office for instant modification and use during the site visit. A written report will follow each site visit.



OKALOOSA COUNTY TAX COLLECTOR’S OFFICE
GOVERNMENT AGENCY

Agency Name **Okaloosa County**
Address **1250 Eglin Pkwy, Suite #101, Shalimar, FL 32579**
Contact Name **Ben Anderson, County Tax Collector**
Telephone Number **(850) 689-5300**

As the precursor to the Okaloosa County Administrative Office, DAG assisted the Tax Collector’s office and eventually joined into the Administrative Office. The 63,500 square foot administrative office building replaced the outdated Courthouse Annex complex in Shalimar, and allowed the County to consolidate operations and improve efficiency.



CITY OF CRESTVIEW
GOVERNMENT AGENCY / CONTINUING SERVICES

Agency Name **City of Crestview**
Address **198 North Wilson Street, Crestview, Florida 32536**
Contact Name **Tim Bolduc, City Manager**
Telephone Number **(850) 682-3812**

DAG Architects has worked with the city of Crestview for 27 years. Our current continuing contract is between 2021 to 2023.



CITY OF PANAMA CITY
GOVERNMENT AGENCY / CONTINUING SERVICES

Agency Name **City of Panama City**
Address **501 Harrison Ave, Panama City, FL 32401**
Contact Name **Jared Jones, Assistant City Manager**
Telephone Number **(850) 872-3010**

DAG has worked with the City of Panama City for the past seven years and has held three continuing contracts. We are proud to be revitalized the City Hall and Martin Theater in the heart of Downtown Panama City . DAG is also working on the three safe rooms, two PanCare Campuses, and the Center for the Arts.



WALTON COUNTY SCHOOL DISTRICT
GOVERNMENT AGENCY / CONTINUING SERVICES

Agency Name **Walton County School District**
Address **145 S Park St, Defuniak Springs, FL 32435**
Contact Name **Jill Smith, Director of Facilities**
Telephone Number **(850) 682-3812**

DAG has worked with Walton County School District for the past 13 years. We have held three continuing contracts within that time.



CITY OF CRESTVIEW

Tim Bolduc, City Manager
(850) 682-3812
198 North Wilson Street, Crestview, FL 32526

DAG Architects has worked with the city of Crestview for 27 years. Our current continuing contract is between 2021 to 2023.

OKALOOSA COUNTY

Ben Anderson, Okaloosa County Tax Collector
(850) 689-5300
1250 Eglin Pkwy, Suite #101, Shalimar, FL 32579

New offices, conference rooms, and support spaces are provided for the County Commissioners and the County Manager, including a new board chamber that accommodates more people and has the latest technology. A one stop shop for anyone who visits to take care of their business.

GENERAL INFORMATION & FORMS 06

RESPONDENT ACKNOWLEDGEMENT

Submit RFQ's To: City of Destin
CITY CLERK'S OFFICE
4200 Indian Bayou Trail
Destin, Florida 32541
Telephone: (850) 837-4242

RFQ Title: ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES

RFQ Number: 23-09-CD

RFQ Received By: **November 30, 2023, NO LATER THAN 2:00 P.M. (CT)**

RFQ's will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom, unless specified otherwise, on: **November 30, 2023, no later than 2:00 P.M. (CT)** and may not be withdrawn within ninety (90) days after such date and time.

Name of Vendor: DAG Architects, Inc.

Federal I.D. Number: 59-2073995

A Corporation of the State of: Florida

Area Code: 850 Telephone Number: 837-8152

Area Code: _____ Fax Number: n/a

Mailing Address: 1223 Airport Road

City/State/Zip: Destin, FL 32541

Vendor Mailing Date: _____


Authorized Signature

Charles W. Clary III
Name Typed

THIS PAGE MUST BE SUBMITTED FOR RESPONSE TO
BE CONSIDERED COMPLETE AND ACCEPTABLE

A D D E N D A

CITY OF DESTIN
FLORIDA

RFQ TITLE: RFQ No. 23-09-CD, ARCHITECTUAL AND PROFESSIONAL
CONSULTING SERVICES

RESPONDENT: DAG Architects, Inc.

DATE SUBMITTED: Nov. 30, 2023

We propose and agree, if this submittal is accepted, to contract with the City of Destin, in the Contract Form, to furnish all material, equipment, machinery, tools, apparatus, means of transportation, construction, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by:

CITY OF DESTIN

We propose to perform the work of this Project according to the Contract documents and the following addenda which we have received:

<u>ADDENDUM NO.</u>	<u>DATE</u>	<u>ADDENDUM No.</u>	<u>DATE</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

☒ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

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CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
“ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN”

DRUG-FREE WORKPLACE CERTIFICATION

The below signed Bidder certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

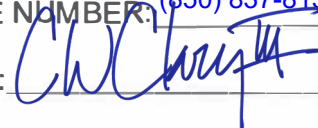
As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: DAG Architects, Inc.

ADDRESS: 1223 Airport Rd.

CITY: Destin STATE: FL ZIP CODE: 32541

TELEPHONE NUMBER: (850) 837-8152

SIGNATURE:  DATE: 11/30/2023

NAME (TYPED OR PRINTED): Charles W. Clary, III

TITLE: Principal

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ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES SCHEDULE OF SUB-CONSULTANTS

The Undersigned Consultant proposes the following major sub-consultant(s) for the major areas of work for the Project. The Bidder is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the City with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultant(s), if required.

Name of Sub- Consultant	Address of Sub- Consultant	License No.:	Task	
Half	130 Richard Jackson Blvd, 103, Panama	38670	Civil Engineer	
Johnson Peadon	329 Brooks Street SE, FWB, FL	9014	M/P/FP Engineer	
Apex Engineering Group	78-A Ricker Ave, SRB, FL	32176	Structural Engineer	
HG Engineers	142 Eglin Parkway SE, FWB, FL	6680	Electrical Engineer	
Kimley Horn	120 Richard Jackson Blvd, 230, PCB, FL	LA0001428	Landscape Architect	
Taylor Engineering	4300 Legendary Dr. C246, Destin, FL	4815	Engineer	
OTHERS NOT YET NAMED, DEPENDENT ON SIZE AND SCOPE OF PROJECT.				

Signature



Date:

11/30/2023

Title/Company

DAG Architects, Inc

The City reserves the right to reject any sub- consultant(s) who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible(financial capability, lack of resources, etc.) to perform under this award. The City reserves the right to inspect all facilities of any sub- consultant(s) in order to make a determination as to the foregoing.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

USI Insurance Services, LLC

2502 N Rocky Point Drive

Suite 400

Tampa, FL 33607

CONTACT NAME:

PHONE (A/C, No, Ext): 813 321-7500

FAX (A/C, No):

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

INSURER A : Phoenix Insurance Company

INSURER B : Travelers Property Cas. Co. of America

INSURER C : Travelers Casualty and Surety Company

INSURER D : Allianz Underwriters Insurance Company

INSURER E : Travelers Indemnity Company

INSURER F :

NAIC #

25623

25674

19038

36420

25658

COVERAGES				CERTIFICATE NUMBER:		REVISION NUMBER:									
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.															
INSR LTR	TYPE OF INSURANCE				ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	X	COMMERCIAL GENERAL LIABILITY			X	X	6800J802994	05/11/2023	05/11/2024	EACH OCCURRENCE	\$1,000,000				
		CLAIMS-MADE	X	OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000				
											MED EXP (Any one person)	\$5,000			
											PERSONAL & ADV INJURY	\$1,000,000			
	GEN'L AGGREGATE LIMIT APPLIES PER:									GENERAL AGGREGATE	\$2,000,000				
		POLICY	X	PRO-JECT		LOC				PRODUCTS - COMP/OP AGG	\$2,000,000				
		OTHER:										\$			
	E	AUTOMOBILE LIABILITY				X				X	BA7R792480	05/11/2023	05/11/2024	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
		ANY AUTO OWNED AUTOS ONLY				SCHEDULED AUTOS NON-OWNED AUTOS ONLY			BODILY INJURY (Per person)	\$					
X		HIRED AUTOS ONLY			X				BODILY INJURY (Per accident)	\$					
									PROPERTY DAMAGE (Per accident)	\$					
										\$					
										\$					
B	X	UMBRELLA LIAB		X	OCCUR	X	X	CUP9254Y601	05/11/2023	05/11/2024	EACH OCCURRENCE	\$5,000,000			
		EXCESS LIAB			CLAIMS-MADE						AGGREGATE	\$5,000,000			
		DED	X	RETENTION \$	100,00							\$			
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below				Y / N ☐	N / A	X	UB9M967508	05/11/2023	05/11/2024	X	PER STATUTE		OTH-ER	
												E.L. EACH ACCIDENT			\$1,000,000
												E.L. DISEASE - EA EMPLOYEE			\$1,000,000
												E.L. DISEASE - POLICY LIMIT			\$1,000,000
D	Professional Liability						USF00794223	03/31/2023	03/31/2024	\$5,000,000 per claim \$5,000,000 annl aggr.					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER	CANCELLATION
For proposal purposes	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CITY OF DESTIN, FLORIDA
REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
“ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN”

CONFLICT OF INTEREST DISCLOSURE FORM

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity or his/her spouse, or child own more than 5% of the bidder/proposer's interest?

YES _____ NO ✓ _____

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity hold any employment or contract with the bidder/proposer?

YES _____ NO ✓ _____

If either question number 1 or 2 above has been answered YES, does the bidder/proposer assert any exemptions related to prohibited employment & business relationships?

YES _____ NO _____

If YES, please describe:

FIRM NAME: DAG Architects, Inc.

BY (PRINTED): Charles W. Clary III

BY (SIGNATURE): 

TITLE: Principal

ADDRESS 1223 Airport Rd.

Destin, FL 32541

PHONE NO. 850.837.8152

E-MAIL cclary@DAGarchitects.com

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CITY OF DESTIN, FLORIDA
REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
“ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN”

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract _____
RFQ No. 23-09-CD

2. This sworn statement is submitted by
DAG Architects, Inc

whose business address is 1223 Airport Rd., Destin, FL 32541
and (if applicable) Federal Employer Identification Number (FEIN) is
59-2073995 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

3. My name is Charles W. Clary, III and my relationship to the entity named above is Principal

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income

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CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-09-CD
"ARCHITECTURAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"

LIABILITY & INDEMNIFICATION FORM

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this Agreement.

among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

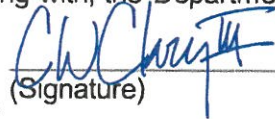
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (please attach a copy of the final order)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted vendor list. (please attach a copy of the final order)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services.)


(Signature)

11/30/2023

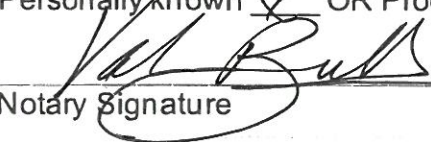
Date:

STATE OF Florida
COUNTY OF Okaloosa

The foregoing instrument was acknowledged before me by means of physical presence ☒ or online notarization ☐ this 27 day of November, 2023.

By: Valerie BURRELLE
(Print name)

Personally known ☒ OR Produced Identification ☐


Notary Signature

Seal:



Valerie D. Burrelle
Comm.: HH 265241
Expires: May 18, 2026
Notary Public - State of Florida

THIS PAGE MUST BE SUBMITTED FOR RESPONSE TO
BE CONSIDERED COMPLETE AND ACCEPTABLE

DAG Architects, Inc.
CONSULTANT's Company Name

1223 Airport Rd.
Physical Address

Destin, FL 32541
Mailing Address

(850) 837-8152
Phone Number

Cellular Number

cclary@DAGarchitects.com
Email address



Authorized Signature – Manual

Charles W. Clary III, FAIA

Authorized Signature – Typed

Principal
Title

n/a
FAX Number

n/a
After-Hours Number(s)

11/30/2023
DATE

THIS PAGE MUST BE SUBMITTED FOR RESPONSE TO
BE CONSIDERED COMPLETE AND ACCEPTABLE

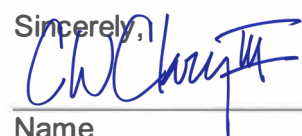
CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATION (RFQ) NO. 23-09-CD
"ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES
FOR THE CITY OF DESTIN"

CERTIFICATION OF INDEPENDENCE AND NO CONFLICT OF INTEREST

By submitting a proposal in response to the REQUEST FOR QUALIFICATIONS for RFQ No. 23-09-CD. - ARCHITECTUAL AND PROFESSIONAL CONSULTING SERVICES FOR THE CITY OF DESTIN, the undersigned certifies the following:

1. The proposal has been developed independently, without consultation, communication or agreement with any employee or consultant to the City who has worked on the development of this RFQ, or with any person serving as a member of the evaluation committee.
2. The proposal has been developed independently, without consultation, communication or agreement with any other firm or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the award of the contract, directly or indirectly, to any other firm.
4. No attempt has been made or will be made by [DAG Architects](#) to induce any other firm to submit or not to submit a proposal for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between [DAG Architects](#) and the City that interferes with fair competition or is a conflict of interest.

Sincerely,


Charles W. Clary III, FAIA Principal

Name

Title

THIS PAGE MUST BE SUBMITTED FOR RESPONSE TO
BE CONSIDERED COMPLETE AND ACCEPTABLE

State of Florida

Department of State

I certify from the records of this office that DAG ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on May 8, 1981.

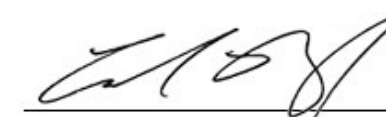
The document number of this corporation is F33440.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 13, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirteenth day of February,
2023*




Secretary of State

Tracking Number: 3528495304CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Destin | Atlanta | Melbourne | Panama City | Pensacola | Tallahassee

1223 Airport Road, Destin, FL 32541 | (850) 837-8152 | DAGarchitects.com



Atlanta
Destin
Panama City
Pensacola
Melbourne
Tallahassee

AR0009694

2024/2025 DAG Hourly Billing Rates

Principal III	\$275 per hour
Principal II	\$250 per hour
Principal I	\$225 per hour
Associate Principal II	\$200 per hour
Associate Principal I	\$150 per hour
Design Staff V	\$150 per hour
Design Staff IV-A	\$150 per hour
Design Staff IV	\$135 per hour
Design Staff III-A	\$135 per hour
Design Staff III	\$125 per hour
Design Staff II-A	\$125 per hour
Design Staff II	\$110 per hour
Design Staff I-A	\$110 per hour
Design Staff I	\$ 95 per hour
Construction Administrator III	\$150 per hour
Construction Administrator II	\$135 per hour
Construction Administrator I	\$125 per hour
Administration V	\$150 per hour
Administration IV	\$135 per hour
Administration III	\$120 per hour
Administration II	\$100 per hour
Administration I	\$ 75 per hour

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/01/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS:														
INSURED DAG Architects, Inc. 1223 Airport Road Destin, FL 32541	<table border="1"> <thead> <tr> <th data-bbox="815 426 1437 451">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1437 426 1572 451">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="815 451 1437 478">INSURER A : Travelers Property Cas. Co. of America</td> <td data-bbox="1437 451 1572 478">25674</td> </tr> <tr> <td data-bbox="815 478 1437 506">INSURER B : Travelers Casualty and Surety Company</td> <td data-bbox="1437 478 1572 506">19038</td> </tr> <tr> <td data-bbox="815 506 1437 533">INSURER C : Allianz Underwriters Insurance Company</td> <td data-bbox="1437 506 1572 533">36420</td> </tr> <tr> <td data-bbox="815 533 1437 560">INSURER D : Kinsale Insurance Company</td> <td data-bbox="1437 533 1572 560">38920</td> </tr> <tr> <td data-bbox="815 560 1437 588">INSURER E : Travelers Indemnity Company</td> <td data-bbox="1437 560 1572 588">25658</td> </tr> <tr> <td data-bbox="815 588 1437 615">INSURER F :</td> <td data-bbox="1437 588 1572 615"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Property Cas. Co. of America	25674	INSURER B : Travelers Casualty and Surety Company	19038	INSURER C : Allianz Underwriters Insurance Company	36420	INSURER D : Kinsale Insurance Company	38920	INSURER E : Travelers Indemnity Company	25658	INSURER F :	
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INSURER E : Travelers Indemnity Company	25658														
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER:	X	X	6800J802994	05/11/2024	05/11/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	BA7R792480	05/11/2024	05/11/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☒ RETENTION \$10,000	X	X	CUP9254Y601	05/11/2024	05/11/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB9M967508	05/11/2024	05/11/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Professional Liability			USF00794224	03/31/2024	03/31/2025	\$5,000,000 per claim
D	XS Professional			01002920050	03/31/2024	03/31/2025	\$5,000,000 annl aggr. \$2,000,000 Claim/Aggr

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

RFQ 23-09-CD The City of Destin s named as an additional insured on all policies listed above except the workers compensation and professional liability as required by written contract including completed and ongoing operations on per project basis, coverage is primary and non contributory. Waiver of subrogation in favor of the additional insured applies to all policies listed above as required by written contract. Thirty (30) days prior written notice of cancellation except 10 days for non payment of premium will be given on all policies listed above.

CERTIFICATE HOLDER

CANCELLATION

City of Destin 4200 Indian Bayou Trail Destin, FL 32541	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF DESTIN, FLORIDA

AGREEMENT FOR PROFESSIONAL ARCHITECTURAL SERVICES

This **AGREEMENT** made and entered into this _____ day of _____ 2024, between the CITY OF DESTIN, FLORIDA, located at 4200 Indian Bayou Trail, Destin, Florida 32541 (hereinafter referred to as "**CITY**" or "**OWNER**") and DAG ARCHITECTS, INC., located at 1223 Airport Road, Destin, Florida 32541 (hereinafter referred to as "**CONSULTANT**").

WHEREAS, the CITY desires to engage the CONSULTANT to provide continuing general professional consulting architectural services; and

WHEREAS, the CITY has followed the selection and negotiation process set forth in the Florida Consultant's Competitive Negotiation Act, Chapter 287.055, Florida Statutes (and intends to administer this Agreement as a "continuing contract" as allowed under said statute);

NOW, THEREFORE, for and in consideration of the premises, the mutual covenants hereinafter recited, and for other good, valuable and sufficient consideration, the receipt of which is hereby acknowledged, the CITY and CONSULTANT agree as set forth below.

TERMS AND CONDITIONS OF AGREEMENT BETWEEN CITY AND CONSULTANT

ARTICLE 1 CONSULTANT'S RESPONSIBILITIES

1.1 CONSULTANT'S SERVICES

- 1.1.1 The CONSULTANT'S services consist of those services performed by the CONSULTANT, CONSULTANT'S employees, CONSULTANT'S consultants, and any of CONSULTANT'S agents as enumerated in Article 2 of this Agreement and any other continuing or additional services as may be agreed upon pursuant to this Agreement.
- 1.1.2 The CONSULTANT shall maintain all professional and business certificates required by law and as necessary to perform the services. The CONSULTANT shall assure the CITY sufficient representation through assignment and performance by a team of qualified, professional employees and consultants.
- 1.1.3 The CONSULTANT'S services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the services. Upon request of the CITY, the CONSULTANT shall submit schedules for the performance of the CONSULTANT'S services. The schedules may be adjusted as various tasks proceed and shall include allowances for periods of time required for the CITY'S review and for approval of submissions by authorities having jurisdiction.

ARTICLE 2 CONSULTANT'S SERVICES

2.1 In accordance with Request for Qualifications (RFQ) 23-09-CD which is hereby incorporated into this Agreement and attached hereto as Exhibit "B", CONSULTANT shall provide services including but not limited to the following:

- Provide architectural consultation, design and on-site services;
- Provide structural engineering consultation, design and on-site services;
- Provide landscape architectural consultation, design and on-site services;
- Provide recommendations on pre-construction of new or existing buildings;
- Evaluate need for and architectural, structural engineering options;
- Provide architectural and structural engineering services on existing or potential construction;
- Provide structural engineering services on existing building foundations, retaining walls, and other structures or facilities;
- Provide structural engineering services for potential hazardous situations such as erosion and post storm damage;
- Assessments of structures and preparation of master plans with repair and replacement recommendations.

Tasks may include studies, surveys; design; preparation of plans and cost estimates, specifications and contract documents; conducting public information meetings; obtaining necessary federal, state and local governmental agency permits; building/construction inspections, development order submittals, construction management; contract administration; project completion certifications and as-built surveys as may be required; presentations to the City Council, advisory boards and the general public; appraisal and assistance in acquisition assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding or as directed by the City Manager or his designee (hereinafter referred to as "Consultant's services").

ARTICLE 3 CONSULTANT'S COMPENSATION

- 3.1 CONSULTANT shall be compensated in accordance with the Fee Schedule attached hereto as Exhibit "A".
- 3.2 CITY'S obligation to pay the amount due hereunder in any fiscal year is contingent upon the appropriation by the CITY'S City Council of legally available funds for the purposes set forth in this Agreement. All payments upon Agreement are contingent upon the CONSULTANT'S Work being acceptable to the CITY, as deemed by the CITY in its sole discretion. For satisfactory completion and acceptance of the Work, the CITY agrees to pay the CONSULTANT in accordance with the CITY'S Purchasing Policies.
- 3.3 Increases in the CONSULTANT's Fee Schedule, attached as Exhibit "A", may occur annually starting one year after this Agreement's execution. The increase must be requested in writing by the CONSULTANT. The annual rate of increase shall not exceed three percent (3%) and shall be based on actual salary increases to employees of the CONSULTANT. The CONSULTANT shall provide documentation of salary changes upon request by the CITY. Upon CITY review and approval, the CITY shall issue a letter of approval signed by the City Manager or his or her designee.

ARTICLE 4

CITY'S RESPONSIBILITIES

4.1 CITY SERVICES

- 4.1.1 The CITY shall designate a representative authorized to act on the CITY'S behalf as the CONSULTANT'S contact. The CITY or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT in order to avoid unreasonable delay in the orderly and sequential progress of the CONSULTANT'S services. All information and document submittals shall be made directly to this individual.
- 4.1.2 The CITY shall provide copies of ordinances, maps, studies and any other such documents as are on file with the City and of use to the CONSULTANT in performing the CONSULTANT'S services.
- 4.1.3 The CITY shall give prompt written notice to the CONSULTANT if the CITY becomes aware of any fault or defect in the services performed or nonconformance of the CONSULTANT'S work products. Upon receipt of this written notice, CONSULTANT shall promptly remedy any fault or defect in the services performed or nonconformance of CONSULTANT'S work products.

ARTICLE 5 OWNERSHIP AND USE OF DOCUMENTS

- 5.1 The documents prepared by the CONSULTANT pursuant to this Agreement are instruments of the CONSULTANT'S service for use solely with respect to this Agreement.
- 5.2 All reports, documents and materials prepared relating to services rendered hereunder shall be the property of the CITY provided payment of applicable fees for its production has been made to the CONSULTANT in accordance with the terms of this Agreement. The CITY shall retain and use the CONSULTANT'S documents for public record, information and reference and make use in connection with the CITY'S compliance with any federal, state, county or city laws, codes, requirements, permits or any other mandate whatsoever.

ARTICLE 6 TERMINATION, SUSPENSION OR ABANDONMENT

- 6.1 This Agreement may be terminated by the CITY upon not less than ten (10) days written notice should the CONSULTANT fail substantially to perform in accordance with the terms of this Agreement through no fault of the CITY.
- 6.2 This Agreement may be terminated by either party upon not less than sixty (60) days written notice, for any reason or no cause whatsoever, without penalty.
- 6.3 The CITY may suspend an open task order upon not less than ten (10) days written notice.
- 6.4 If the CITY fails to make payment, within the forty-five (45) days of invoice approval permitted

under Florida Statutes, when due the CONSULTANT for services and expenses, the CONSULTANT may, upon seven (7) days written notice to the CITY, suspend performance of services under this Agreement. Unless the CONSULTANT receives payment in full within fifteen (15) days of the date of the notice, the suspension shall take effect without further notice.

- 6.5 In the event of termination not the fault of the CONSULTANT, the CONSULTANT shall be compensated for services performed prior to termination, together with reimbursable expenses.

ARTICLE 7 NOTICES

- 7.1 All Notices under this Agreement shall be in writing and shall be effective when mailed by certified mail, return receipt requested, or when delivered personally, as provided hereafter or to such other addresses as may be designated by notice:

CITY OF DESTIN	CONSULTANT
Louis Zunguze, City Manager 4200 Indian Bayou Trail Destin, Florida 32541 850.837.4242 lzunguze@cityofdestin.com With a copy to: Kimberly Romano Kopp P.O. Box 5524 Destin, FL 32541 kkopp@romanokopplaw.com	DAG Architects, Inc. 1223 Airport Road Destin, Florida 32541 Phone: 850-337-6445 Email: lwiegand@dagarchitects.com

**ARTICLE 8
INSURANCE
REQUIREMENTS**

- 8.1 During the performance of services under this Agreement, CONSULTANT shall maintain Commercial General Liability, Business Automobile Liability (including hired and non-owned coverage) and Professional Liability. Such coverage shall adequately protect the interest of the CITY in regard to all exposures including design defects and subsequent costs and lost revenue to loss associated with this Agreement. In no circumstance shall the limit of liability be written with limits less than \$2,000,000.00 per event/\$4,000,000.00 annual aggregate. CONSULTANT shall also maintain Workers' Compensation Insurance at the statutory limits. Workers' Compensation Policy shall contain a waiver of subrogation in favor of the CITY. CONSULTANT shall furnish CITY certificates of insurance which shall include a provision that such insurance shall not be cancelled, or coverage reduced without at least 30 days written notice to the CITY. All coverage shall be with carriers admitted to do business in the State of Florida. Carriers shall be A+ rated by A M Best Company and have a financial size of X or higher. The Commercial General Liability, Business Automobile and Workers' Compensation policies shall name City of Destin, Florida as an Additional Insured. City of Destin, Florida shall be listed as the Certificate Holder on all certificates. CITY reserves the right to modify its insurance requirements with sixty (60) days written notice to CONSULTANT.
- 8.2 CONSULTANT shall supply certificates of insurance specifically stating the RFQ number and title for all coverages required herein prior to execution of this Agreement, such evidence of which shall be attached hereto as Exhibit "C" and made a part hereof.
- 8.3 The required insurance policies shall contain the following provisions:
- 8.3.1 There are not to be any special limitations on the protection being provided to the CITY, its officials, employees or volunteers.
- 8.3.2 The CONSULTANT shall provide timely reporting of incidents to its insurance carrier as required under the provisions of its insurance policies. A copy of any filed reports shall also be sent immediately to the CITY. The CONSULTANT shall exercise due diligence to ensure all reporting provisions are met to protect coverage afforded to the CITY, its officers, officials, employees or volunteers.
- 8.4 Verification of coverages and continuations of coverage, provision of certificates and endorsements and authorized signatures shall be made in accordance with the following:
- 8.4.1 Insurance coverage required in these specifications shall be in force throughout this Agreement. Should the CONSULTANT fail to provide acceptable evidence of current insurance within seven (7) days of receipt of written notice at any time during the Agreement, the CITY shall have the right to consider the Agreement breached and justifying termination thereof.

**ARTICLE 9
SOVEREIGN IMMUNITY**

- 9.1 The parties further agree that nothing contained herein is intended to nor shall be construed a waiver of the City of Destin's rights and immunities under the Florida Constitution, common law or Florida Statutes 768.28, as amended from time to time, or any other provision of law.

**ARTICLE 10
INDEMNIFICATION**

- 10.1 CONSULTANT shall indemnify, defend, save, and hold the CITY, its agents, attorneys, officers and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities, including reasonable attorney's fees (including regulatory and appellate fees), arising out of, because of, or due to any accidents arising in any manner on account of the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT, its agents, officers, and employees in the performance of the Agreement.

**ARTICLE 11
MISCELLANEOUS PROVISIONS**

- 11.1 The CITY and CONSULTANT intend that this Agreement and the relationship of the parties shall be governed by the laws of the State of Florida. Venue for any action arising out of this Agreement between the parties shall be exclusively in the state courts of Okaloosa County, Florida and nowhere else.
- 11.2 All of the representation and obligations of the CITY and CONSULTANT are contained in this Agreement and no modification, waiver or amendment of this Agreement or any of its conditions or provisions shall be binding upon a party unless made in writing signed by that party or a duly authorized agent of that party who is empowered by a written authority signed by that party. The waiver by any party of a breach of any provision of this Agreement shall not operate to be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
- 11.3 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of completion, or the date of issuance of the Final Certificate for Payment for acts or failures to act occurring after completion.
- 11.4 This Agreement represents the entire and integrated Agreement between the CITY and CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both CITY and CONSULTANT.
- 11.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CITY or CONSULTANT.
- 11.6 CONSULTANT warrants that it has not employed or retained any company or person, other than a bonafide employee working solely for the CONSULTANT to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other

than a bona fide employee working solely for the CONSULTANT any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement.

- 11.7 Where CONSULTANT is required to enter upon CITY property to deliver materials or perform work or services, as a result of this Agreement, CONSULTANT shall assume full duty, obligation and expense of obtaining all necessary licenses, permits, inspections and insurance, as required.
- 11.8 The headings of articles, paragraphs and subparagraphs are for convenient reference only and shall not be deemed to limit, construe affect, modify or alter the meaning of such articles, paragraphs or subparagraphs.
- 11.9 Time is of the essence under this Agreement.
- 11.10 The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.
- 11.11 If any article, paragraph, subparagraph, section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said article, paragraph, subparagraph, section, subsection, term or provision of this Agreement or the application of same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining article, paragraph, subparagraph, section, subsection, term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- 11.12 In any dispute relating to this Agreement, each party shall be responsible for its respective attorney's fees and costs.
- 11.13 This Agreement is binding on the parties, their successors and assigns.
- 11.14 This Agreement shall not be assigned or otherwise conveyed to any other third party without the written consent of the non-assigning or non-conveying party.
- 11.15 **WAIVER OF RIGHT TO JURY TRIAL. THE PARTIES HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVE THE RIGHT THEY MAY HAVE TO A TRIAL BY JURY IN RESPECT TO ANY LITIGATION BASED ON THIS AGREEMENT OR ARISING OUT OF, UNDER, OR IN CONNECTION WITH THIS AGREEMENT AND ANY AGREEMENTS CONTEMPLATED TO BE EXECUTED IN CONJUNCTION THEREWITH, AND ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTION OF ANY PARTY HERETO.**

ARTICLE 12 PUBLIC RECORDS

CONSULTANT must comply with the public records law, Chapter 119, Florida Statutes; specifically, CONSULTANT must:

- a. Keep and maintain public records required by the CITY to perform the service.
- b. Upon request of the CITY'S custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- c. 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 Agreement if CONSULTANT does not transfer the records to the CITY.
- d. Upon completion of the Agreement, transfer, at no cost, to the CITY all public records in possession of CONSULTANT or keep and maintain public records required by the CITY to perform the service. If CONSULTANT transfers all public records to the public agency upon completion of the Agreement, CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONSULTANT keeps and maintains public records upon completion of the Agreement, CONSULTANT shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
- e. IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONSULTANT MUST CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE CITY AT (850) 837-4242 OR BY MAIL AT CITY OF DESTIN, CITY CLERK'S OFFICE, 4200 INDIAN BAYOU TRAIL, DESTIN, FLORIDA 32541.

(Signature Page Follows)

THIS AGREEMENT ENTERED INTO AS OF THIS _____ DAY OF _____, 2024.

CITY:
Louis Zunguze
Its: City Manager

CONSULTANT:
Name:
Its:_(title)_____

signature

signature

Date: _____

Date: _____

Rey Bailey, City Clerk

(Seal)

Witnesses (2) to Signature:

Print Name:

Date: _____

Print Name:

Approved as to legal form for the City of
Destin, only.

Kimberly Romano Kopp, City Attorney

Exhibit A: Fee Schedule
Exhibit B: RFQ 23-09-CD
Exhibit C: COI

EXHIBIT “A”

Hourly Rate Schedule

Position	Hourly Rate

EXHIBIT “B”

RFQ 23-09-CD

THIS AGREEMENT ENTERED INTO AS OF THIS _____ DAY OF _____, 2024.

CITY:

Louis Zunguze

Its: City Manager

signature

Date: _____

Rey Bailey, City Clerk

(Seal)

Date: _____

Approved as to legal form for the City of
Destin, only.

Kimberly Romano Kopp, City Attorney

CONSULTANT:

Name: LEVI WIEGAUD

Its: (title) PRINCIPAL

signature

Date: JULY 1 2024

Witnesses (2) to Signature:

Valerie BURRELLE
Print Name:

Charles Clary
Print Name:

Exhibit A: Fee Schedule
Exhibit B: RFQ 23-09-CD
Exhibit C: COI

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: Consent Agenda

AGENDA OUTLINE NUMBER: 3.C.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Lisa Firth, Parks & Rec Director
Jeffrey Cozadd, Projects, Grants and Contracts Manager

DATE: 7/17/24

SUBJECT: Parks and Recreation Master Plan

I. BACKGROUND: City Council at the July 8th meeting approved the RFP with a few changes. This RFP has incorporated those changes.

II. DISCUSSION: Council instructed staff to exercise all due diligence to make sure there are no duplication of efforts between the Parks and Recreation Master Plan Services and the Town Center Conceptual Site Master Planning and Landscaping Services.

To achieve this the following information was added to the RFP:

- The results of the SRS study and the Facility Condition and Needs Assessment by Matrix will be shared with the consultant. Scope of Work Items 1 and 2 (pages 3 and 4)
- The Destin Parks Foundation will be invited to participate in developing the Parks Master Plan. Added to Community and Vision Alignment (page 4)
- The project timeline was adjusted, but the completion date remained the same. (page 5)

By providing this information to the consultant developing the Parks Master Plan there will be no potential duplication of data gathering for the Parks Master Plan development.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION:

IV. RECOMMENDED MOTION: I move for the City Council to Approve the Master Plan RFP with the noted amendments/changes as directed.

Attachments:

1. PARKS-REC MASTERPLAN RFP
24-03 7.11 with highlights

CITY OF DESTIN, FLORIDA

REQUEST FOR PROPOSALS (RFP) NO. 24-03-REC

PARKS AND RECREATION MASTER PLAN CONSULTANT



City of Destin, Florida
July 26, 2024

Louis Zunguze
City Manager
Phone (850) 837-4242
4200 Indian Bayou Trail
Destin, Florida 32541

NOTICE TO BIDDERS

The City of Destin seeks proposals from qualified consultants to develop a Parks and Recreation Master Plan. The plan should inventory the current parks and recreation system, including facilities, personnel, services, customer base, equipment, and management practices. It should also establish a roadmap for balanced facilities and amenities, aligned with the City's Comprehensive Plan 2020.

The City requires a system-wide evaluation of parks and recreational facilities. The plan should set achievable goals, policies, guidelines, and priorities, and include a Capital Improvement Plan, a Facility and Grounds Maintenance and Management Plan, and a funding options analysis.

Specifications for this project are available from the City Clerk's Office at 4200 Indian Bayou Trail, Destin, Florida 32541. Contact the Clerk's Office to be placed on the Plan-holders List. Submissions must be received in a sealed envelope marked "RFP No. 24-03-REC, PARKS & RECREATION MASTER PLAN" with the bidder's name, return address, and telephone number by 2:00 p.m. Central Time on Thursday, September 26, 2024, at which time they will be opened and read aloud. The City reserves the right to reject all proposals or portions thereof, waive minor defects and informalities, or accept the proposal(s) deemed in the City's best interest.

Louis Zunguze
City Manager

City of Destin, Florida
Request for Proposals (RFP) No. 24-03-REC
Parks and Recreation Master Plan Consultant

Proposals Due: THURSDAY, 9/26/2024, 2:00 PM

Invitation and Project Description

See Notice to Bidders Published

Background

The City of Destin, spanning 7.5 square miles in the southeast corner of Okaloosa County, Florida, is located on a peninsula bounded by the Gulf of Mexico, East Pass, the harbor, bayous, and Choctawhatchee Bay comprising of more than 27 miles of shoreline. It lies 50 miles east of Pensacola, 39 miles west of Panama City Beach, and 30 miles south of Crestview. Once a fishing community, Destin is now a popular resort destination and a desirable home for professionals and retirees.

With a year-round population of about 14,000, which can surge to nearly 100,000 during tourist season, the city experiences significant impacts on its parks and recreational facilities. According to the 2022 U.S. Census, 18% of Destin's population is aged 0-18, 19% are seniors (65+), and the median household income is \$86,777.

Destin features 21 parks, 12 public beach trails (totaling 100 acres), one Community Center, and three sports complexes. The city also has agreements for the use and maintenance of 14.5 acres of school open space.

The master plan aims to address the current and future needs of Destin's parks and recreation system, accommodating both the year-round population and the seasonal influx of visitors. The process involves: 1) Master Planning, 2) a 5-year Capital Improvement Plan, and 3) a rate and impact fee study. This will help the City Council understand the issues, set policy, and establish funding decisions.

Scope of Work

The master plan will include the following four key components:

1. Park Facilities and Recreation Program Analysis

The purpose of this task is to provide an assessment of park facilities, recreation programs and revenue sites. This analysis is critical for determining facility, programming, and revenue strategies necessary to meet the needs of users and sustain and preserve facilities. This section will include inventory facilities, current & future personnel needs, and current & proposed services. Information from the Town Center Conceptual Site Master Plan and Landscaping Services will be shared with the consultant.

2. Facility Maintenance Management Plan

The Facility Maintenance Management Plan will be for Recreation/Community Centers and other built structures within the Parks and Recreation Department. The plan will identify recommendations for routine and preventative maintenance programs, work management, asset lifecycle management,

customer feedback program, performance measurements, staffing levels and equipment management. Information from the City's Facility Condition and Needs Assessment will be provided to the consultant.

3. Grounds Maintenance Management Plan

Prepare the Grounds Maintenance Management Plan for the grounds maintained by the Parks and Recreation Department. The plan will identify recommendations for routine and preventative maintenance programs, work management, asset lifecycle management, customer feedback program, performance measurements, staffing levels and equipment management.

4. Departmental Fee Philosophy,

Review fees and develop a departmental fee philosophy, based on the City's Cost Recovery Program, through benchmarking best practices in comparable cities, community, and departmental input, etc.

Scope of Work, tasks in depth.

Inventory of the Current Parks and Recreation System: This section will inventory facilities, personnel, services, customer base, equipment, and current management practices (including preventative maintenance, work management, asset lifecycle management, customer feedback, performance measurements, staffing levels, and equipment management). The goal is to understand the system's comprehensive nature. To Support Section 1 the consultant shall compile an inventory and assessment of existing parks, trails, open spaces, and facilities with City staff assistance. Include a comparative analysis of similar-sized communities using nationally accepted standards. Evaluate each amenity (playgrounds, ball fields, trails, natural areas, special facilities, etc.) for capacity, connectivity, functionality, accessibility, condition, comfort, and convenience, from both resident and visitor perspectives, based on community values. Identify the best possible providers of community and recreation services and recommend ways to minimize duplication and enhance partnerships where appropriate.

Community and Vision Alignment: This section will review the Council's vision and survey the community for input, analyzing current and future program offerings based on this feedback. The consultant will create and implement a comprehensive citizen involvement strategy for the Master Plan, ensuring participation from residents, businesses, visitors, Destin Parks Foundation and other stakeholders. They will conduct at least three public meetings and two focus groups, including full-time residents, visitors, and business representatives. Additionally, the consultant will hold at least two progress update meetings with the Parks and Recreation Advisory Board. As facilitators, they will gather information on services, use, preferences, and identify strengths, weaknesses, opportunities, and threats. The strategy will ensure a positive, proactive public participation process, using well-organized activities and techniques, and providing written summaries of all input. The consultant will build consensus and provide information for City Council decision-making if consensus is not possible. They will use methods to hear from as many people as possible, including both users and non-users of services.

The strategy will also include a statistically valid community needs assessment survey, accurately sampling the community to identify needs and issues in recreation and park programs and facilities. The survey will target full-time residents and business owners, using data from the City's Comprehensive Plan, the 2022 Citizen's Survey, and other sources to inform Sections 3 and 4 of the Master Plan.

Comprehensive Planning and Management:

a. Capital Improvement Plan: Each project will include a description, cost estimate (unadjusted for inflation to prevent future cost sprawl), the percentage of capacity increase (eligible for Development Impact Fee usage), future maintenance burden, and priority (high, medium, low). The plan will be formatted for easy transfer to Excel and will inform the 5-Year Capital Improvement Plan, guiding City Council's decisions on Development Impact Fee rates and funding strategies. To support Section 3a the consultant shall consider the following elements in addition to others identified by the master planning process:

- Improve trail connectivity and walkability between facilities.
- Develop a set of prioritized recommendations for interconnecting walking/biking pathways between City Parks (and other City facilities) making it a desirable means of accessing the facilities while encouraging healthy physical activities.
- Sports Tourism Expansion.
- Prioritize recommendations for needs regarding acquisition and/or development of additional sporting venues to encourage sports tourism in Destin.
- Eco Tourism Expansion.
- Prioritize recommendations for needs regarding land acquisition, and the development of parks, open space, and recreation facilities to encourage Eco-Tourism in Destin.
- Sustainability
- Develop a set of prioritized recommendations for maintenance and renovation of parks, trails, and recreation facilities, which shall be clear from the Capital Improvement Plan and Maintenance Plan.

b. Facility and Grounds Maintenance and Management Plan: This plan will cover preventative maintenance, work management, asset lifecycle management, customer feedback, performance measurements, staffing levels, and equipment management to support the Capital Improvement Plan.

Section 4. Funding Analysis: The plan will analyze funding options for transitioning the City to the desired future state, including:

- a. A review of property and sales tax flows within the City and County, and how these support the City General Fund, aiming to balance funding needs with the City's millage rate cap.
- b. A review of the City's chartered millage rate cap, comparing it to similar cities in Florida and exploring its long-term consequences (both positive and negative).
- c. An exploration of methodologies for setting Development Impact Fees for future use by the City.
- d. A review of the fee structure for activities and programs to determine if fees can sustain the programs while remaining affordable, avoiding a decline in participation and program viability.

Project Timeline

09/26/24: RFP Submission Deadline
10/24/24: Proposal Review and Evaluation
11/04/24: Selection of Consultant and Award Notification
12/18/24: Kickoff Meeting
05/05/25: Final Master Plan Submission to City Council
05/05/25: City Council Approval and Adoption of Master Plan
05/14/25: Final Project Closeout Meeting

Events and Deliverables

Kickoff Meeting

Submission of Detailed Project Plan by Consultant

Completion of Section 1 - Inventory of the Current Parks and Recreation System

Completion of Section 2 - Community and Vision Alignment

Completion of Section 3a - Capital Improvement Plan

Completion of Section 3b - Facility and Grounds Maintenance/Mgmt Plan

Completion of Section 4 - Funding Analysis

Submission of Draft Master Plan to City Council

Public Meeting: Present Draft Master Plan for Community Feedback

Final Master Plan Submission to City Council

City Council Approval and Adoption of Master Plan

Final Project Closeout Meeting

Progress Reporting

The consultant and the City's Project Manager should hold progress meetings as often as necessary, but in no case less than once per month until the final plan is approved by the City Council for the purpose of progress reporting. The consultant shall supply the Project Manager with at least one (1) digital copy of all completed or partially completed reports, studies, forecasts, maps or plans as deemed necessary by the Project Manager at least three (3) working days before each progress meeting. The Project Manager shall schedule the meetings, as necessary, at key times during the development of the Master Plan.

Project Expectations:

The finished Master Plan is expected to:

- Collect and analyze demographic information for the community.
- Collect and analyze information on participation, needs, desires, operations, programming, and trends and make prioritized Level of Service recommendations.
- Identify areas of service shortfalls and projected impact of future trends.
- Provide useable and workable definitions and recommendations for designated park and open space with acreages and parameters defined as appropriate.
- Develop prioritized recommendations for operations, staffing, maintenance, programming, and funding needs.
- Provide a clear plan for development of programming direction based on standards and demand analysis.
- Develop a definitive program for acquisition and development of parkland, recreation facilities, open space, trails and parks maintenance and administration of facilities for the future.
- Provide a maintenance and operations analysis.
- Identify opportunities for available funding and acquisition alternatives.
- Develop an action plan which includes strategies, priorities and an analysis of budget support and funding mechanisms for the short term, mid-term and long term for the park system, open space, trails and recreation programs and services.
- The Master Plan must include prioritized goals, plans, objectives, and policy statements that articulate a clear vision and "road map" and model for the Parks and Recreation Department's future.
- An analysis of existing conditions, inventories, and Level of Service analysis (Section 1)
- Charts, graphs, maps, and other data as needed to support the plan and its presentation to the appropriate audiences.
- A Financial Plan and Recommendations (Section 4)
- Prioritized Action Plan, in the form of the CIP and Maintenance plan sections (Section 3, a & b)

- One (1-2) meeting with the Parks and Recreation Committee prior to presenting the Master Plan to the LPA or City Council.
- One (1) public hearing with the LPA prior to presenting the Master Plan to Council for adoption, if required.
- A minimum of two (2) meetings with the City Council, one at the time of the presentation of the draft Master Plan, and one at the adoption of the final Master Plan
- Electronic copy of all presentations used as part of this planning process.
- A color version of the final Master Plan document consisting of an electronic copy in a format compatible with the City's software.

Note: The City shall be responsible for the arrangement, notice and any other costs associated with the above meeting schedule. The consultant shall review with the City's Project Manager all prepared information for the public meeting at least three (3) days prior to the scheduled meetings.

Items to be provided by the City of Destin

- A City of Destin Project Manager – Parks and Recreation Director or their designee.
- Access to all existing studies, plans, programs, and other data including the City of Destin Comprehensive Plan and access to all applicable records.
- Assistance with on-going Parks and Recreation Committee and community meetings.
- Assistance with the gathering of currently available relevant data that supports this effort.

All proposals shall include the following background information:

- A Letter of Submission shall include the name, address, and telephone number of the person(s) who is authorized to legally represent the firm. Any confidential material contained in the proposal shall be clearly indicated and marked as "Confidential."
- Background in the firm and experience in preparing Master Plans for public agencies in Florida. Of particular interest are engagements involving communities that have characteristics like the City of Destin, including its beach and harbor characteristics.
- A narrative that presents the services the firm would provide detailing the approach, methodology, deliverables, and client meetings to be provided.
- Identification of the personnel to be assigned to this engagement including a résumé of related experience.
- A timeline for preparation and implementation of the Master Plan and its components.
- A summary of professional liability and errors and omission insurance coverage the firm maintains.
- A minimum of two (2) public agency references for projects of a similar nature to this project and a description of the projects shall be described and minimally include client, location, contact person, contact information (telephone/e-mail address), and a summary description of the project.
- An electronic copy of a master plan previously prepared by the proposer for another Community that manages beaches in Florida.
- Provide the project cost for services in an itemized work format, including a total project cost estimate for services as a "not-to-exceed cost for services" figure.

The submittal of a proposal shall be taken as prima facie evidence that the proposing individual/firm has full knowledge of the scope, nature, quality, and quantity of the project to be performed and the detailed requirements and conditions under which the project is to be performed.

This solicitation does not commit the City of Destin to award a contract, to pay any cost incurred with

the preparation of a proposal, or to procure or contract for services or supplies. The City of Destin reserves the right to accept or reject any or all proposals received in response to this request, to negotiate with any qualified source, or cancel in whole or part this proposal process if it is in the best interest of the City to do so. After contract negotiations, prospective consultants may be required to submit revisions to their proposals. All proposers should note that any contract pursuant to this solicitation is dependent upon the recommendation of the City staff and the approval of the Destin City Manager.

General Requirement of the Selected Proposing Firm

- Enter a contract with the City. (RFP) 24-03-REC and proposal submittals become part of the contract.
- Maintain insurance coverage for the duration of the contract period.
- Prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of the City.
- Shall not hire, discharge, promote, demote, or otherwise discriminate in matters of compensation, terms, conditions, or privileges of employment against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry, physical or mental disability, color, or age.
- Contractor shall follow the applicable provisions of the Americans with Disabilities Act of 1990 as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.
- Operate as an independent contractor.
- Honor the current legal requirements for maintaining and providing public records as requested.
- Target date for project completion is February 15, 2025. Firms indicating the ability to meet this timeline may be given preference during the selection process.
- A successful consultant will be paid on actual invoices as work is completed.

The following items must be provided for your proposal to be considered responsive.

- 1. Completed proposal including itemized costs for each element.**
- 2. Years in business**
- 3. Location of business**
- 4. Previous Work experience as it relates to this project, including a previously produced Master Plan for another agency that manages beaches in Florida.**
- 5. Project Approach / Proposed Timeline**
- 6. References: Individuals/Organizations you have performed similar work for.**
- 7. Copy of Appropriate State, County or City Licenses**
- 8. Completed Public Entity Form**
- 9. Completed Drug-Free Form**
- 10. Addenda (If required)**

Please submit a separate proposal for the following items. In addition, please provide an individual price breakdown for each of the four (4) components. The City of Destin reserves the right to accept individual components, multiple components and/or reject all components. All specifications in the City of Destin Parks and Recreation Master Plan will apply.

END OF PROJECT SPECIFICATIONS SECTION

SUBMITTAL REQUIREMENTS: Proposals shall be submitted as follows:

- A. **Proposal.** Your Proposal shall precede all other **mandatory** information required in. Any additional information submitted in support of the Proposal shall follow the mandatory information.
- B. **Public Entity Crime Form.** Each Proposal shall contain a completed Public Entity Crime Form (Attachment #1) pursuant to Florida Statutes, Section 287.132-133, providing that no public entity shall accept any Proposal from or award any contract to or transact any business in excess of the threshold amount for Category Two (\$25,000) for a period of thirty-six months from the date placed on the convicted vendor list.
- C. **Disclosure.** Each Proposal is subject to the provisions of Florida Statutes, Chapter 112, providing that all Proposers must disclose with the RFP submittal the name of any officer, director, or agent who is also a public officer or an employee of the City of Destin. Further, all Proposers must disclose the name of any City officer or employee who owns, directly or indirectly, an interest of five percent or more in the Proposing firm.
- D. **Joint Ventures.** Firms submitting Proposals as a joint venture shall submit to the City, as part of the Proposals, a copy of any joint venture agreement.
- E. **Drug - Free Workplace Program.** Preference may be given by the City of Destin to proposers demonstrating a Drug-Free Workplace Program whenever two or more Proposals, which are equal in respect to quality and service, are received and rated by the City. Proposers intending to demonstrate a Drug-Free Workplace Program shall provide an Attachment #2 certification form with the RFP submittal.
- F. **Sealed Submittal Packages.** All Proposals to be considered must be in the possession of the Destin City Clerk no later than 2:00 p.m. CT, on Thursday, September 26, 2024. Proposals may be mailed or delivered to the Office of the City Clerk at the address below. An unbound original and six (6) copies and one (1) electronic copy of the Proposal shall be submitted in a sealed envelope clearly marked “RFP No. 24-03-REC, PARKS & RECREATION MASTER PLAN” and note the time (2:00 p.m.) and date (Thursday, September 26, 2024) of the opening. Regardless of method of delivery, each responder shall be responsible for their Proposal being delivered on time, as the City of Destin assumes no responsibility for same. Proposals offered or received after the time set for the Proposal Opening will be rejected and returned unopened to the Proposer.
- G. Delivery Address: **MAILING AND HAND-DELIVERY ADDRESS:**

City of Destin
ATTN: City Clerk
4200 Indian Bayou Trail
Destin, Florida 32541

- H. Proposal Opening. Proposals are presently scheduled to be opened publicly and read aloud at 2:00 p.m. CT, on Thursday, September 26, 2024, in the City of Destin, City Hall Board Room, 4200 Indian Bayou Trail, Destin, Florida.
- I. Inquiries: The city will not respond to oral inquiries. Proposers may submit written, or e-mailed inquiries regarding this RFP. The last day for inquiries is August 23, 2024, at 2:00 p.m. (CT). Questions or requests for Proposal documents, plans and specifications regarding this RFP may be directed to the individuals below:

For Administrative Questions

Rey Bailey
City Clerk
City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
(850) 837-4242

- J. Responsive-Responsible Proposals. Only those Proposals fulfilling all requirements outlined in this RFP will be considered.
- K. Proposal Evaluations and Award Process.
- Bid Committee will review each written submission for compliance with the requirements of the RFP, including verifying that each response includes all documents required.
 - Bid Committee members will review, analyze, compare, individually score and rank all responses based on the requirements of the RFP, information submitted and, but not limited to, qualifications and price.
 - Bid Committee will conduct a public meeting chaired by the Bid Committee Chairman to discuss the individual scores and summarize the scores in a ranking matrix to be forwarded to the City Manager. Non-voting advisors of the Bid Committee may attend this meeting.
 - The City Manager shall recommend award of the bid to the City Council.
 - Pursuant to the RFP and to the City's Procurement Manual, the Bid Committee has now forwarded its rank-ordered list of proposals received in response to the RFP. Also pursuant to the RFP and the Procurement Manual, the City Council now has the task of deciding which proposal Council wants City Staff to pursue negotiations with. The Council has three procedural options for this decision, as follows:
 1. Adopting the scoring of the Bid Committee and directing City Staff to negotiate toward a contract with the proposer ranked highest by the Bid Committee;
 2. Re-scoring by each individual Council Member of all three proposers, using the same scoring criteria and calculations as applied by the Bid Committee pursuant to the RFP, and directing City

Staff to negotiate toward a contract with the proposer ranked highest by the Council's re-scoring of the proposals; or

3. Ranking the proposers on the basis of which proposers will, in the opinion of each Council Member and based on all available information, best meet the City's needs for the Undergrounding Project. This ranking would be done by applying a 1-2-3 scoring by each Council Member, with a value of "1" being highest or best and a value of "3" being lowest; the scores assigned by the Council Members would then be added together, with the lowest total points score being deemed the proposer with whom City Staff would be directed to negotiate toward a contract.

- In making a decision using the 1-2-3 scoring method, the City Council has broad discretion to make its decision based on all available information, and Council's decision would, if challenged, almost certainly be upheld by a reviewing court so long as the Council's discretion was exercised honestly and without illegality, fraud, or misconduct, even if the decision might appear erroneous or subject to disagreement by reasonable persons. The same principles would apply if the Council simply accepts the Bid Committee's ranking and directs City Staff to negotiate with the highest ranked proposer, or if the Council re-scores the proposals and directs Staff to negotiate a contract with the highest-ranked proposer.
- After a ranking of firms has been approved by the City Council, it is the intent of the City of Destin, in accordance with the RFP documents, to award a contract based on the proposal that best meets the project requirements, meets the required schedule, and will produce the highest quality product for the price. Accordingly, the City Council will direct City staff to negotiate a contract with the proposer whose proposal is ranked best by the Council. If such negotiations are successful, City staff would bring the resulting negotiated contract to the Council for Council's final approval; if the negotiations are unsuccessful, City staff are to come to the Council with a request to negotiate toward a contract with the second-best ranked proposer. A copy of the respondent's proposal and the RFP including scope of work, will be incorporated and become a part of the contract.

	<u>EVALUATION CRITERIA</u>	MAX. POINTS TO BE EARNED
1.	Price Proposal	20
2.	Qualifications and Work Experience	30
3.	Project Approach / Proposed Timeline	20
4.	References / Past Performance	10
5.	Previously produced Master Plan for another Florida Agency that manages Beaches	20

TOTAL POINTS POSSIBLE TO BE EARNED 100

- L. **Final Offer.** The Proposal, as submitted, will be the last and final offer. The Proposal shall remain binding ninety (90) calendar days after the closing date of the request.
- M. **Reservation of Rights.** The City reserves the right to reject any and all Proposals or portions thereof, to waive minor defects and informalities in the process, to re-advertise Proposals, to accept the Proposal or award multiple Proposals or take any other actions deemed by the City to be in the City's best interest.
- N. **Insurance.** The successful Bidder shall be required to provide proof of General Liability Insurance with a minimum liability insurance requirement of \$1,000,000 for combined single limit and Worker's Compensation Insurance in accordance with the laws of the State of Florida and in amounts sufficient to secure the benefits of the Florida Workmen's Compensation Law for all types of employees, including those of subcontractors. The successful Bidder shall produce proof of insurance in the types and amounts required by the City. The City shall be named as an additional insured party and all binders, policies or certificates of insurance shall provide for at least ten days' notice to the City of any cancellation or amendment to any of the binders, policies, or certificates.

O. Bonding Requirements. Reserved

P. Taxpayer Identification. Provide a completed Request for Taxpayer Identification Number and Certification (W-9) Form.

Q. Public Records: The successful proposer shall:

1. Keep and maintain public records required by the CITY to perform the service.
2. Upon request from the City's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this FS Chapter 119 or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the CITY all public records in possession of the contractor or keep and maintain public records required by the CITY agency to perform the service. If the GROUP transfers all public records to the CITY 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 GROUP shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

R. Certifications Form

In accordance with your request for Bids, instructions and specifications, attached hereto, and subject to all conditions thereof, I (we), the undersigned, hereby propose and agree if this Bid is accepted, to contract with the City of Destin, Florida to construct any items or furnish any service requested herein and deliver same without additional cost to the City of Destin at the specified location for the quotations listed in the proposal.

The undersigned further declares that he/she has carefully examined the specifications referenced on this Bid Form and is thoroughly familiar with them and their provision(s). He further declares that no other person than the Bidder herein named has any interest in this Bid or in the contract to be executed, and that it is made without any connection with any other person(s) making Bid for the same articles, and it is in all respects fair and without collusion and fraud.

Signature and Certification:

Name and Title of Authorized Representative: _____
(Print or Type)

Signature: _____

Date of Bid: _____

Note: See RFP Section III, Bid Requirements, and attach all required information to Bid form.

The City of Destin reserves the right to reject all Proposals or portions thereof, to waive minor defects in the process and to accept the Proposal or any combination of Proposal Items or take any other actions deemed by the City to be in the City's best interest. The City also reserves the right to assign additional work to the successful Proposer based upon their proposal or negotiation as may be necessary to meet grant funding or completion requirements.

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER
AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract
2. This sworn statement is submitted _____ whose
business address is _____
and (if applicable) Federal Employer Identification Number (FEIN) is _____. If the entity
has no FEIN, include the Social Security Number of the individual signing this sworn statement:
3. My name is _____ and my relationship to the entity named above is _____
4. I understand that a "public entity crime" as defined in Paragraph 287.133(a)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - A. A predecessor or successor of a person convicted of a public entity crime; or
 - B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person"

includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

____Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime after July 1, 1989.

____The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (Please attach a copy of the final order)

____The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

____The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services.)

(Signature)

Date: _____
STATE OF FLORIDA
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this _____ day of _____, 20____, and is personally known to me, or has provided as identification.

Notary Public
My Commission expires:

ATTACHMENT #2

CITY OF DESTIN, FLORIDA REQUEST FOR BIDS (RFP) NO. 24-03-REC,

DRUG-FREE WORKPLACE CERTIFICATION

The below signed Bidder certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on or require the satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NUMBER: _____

SIGNATURE: _____ DATE: _____

NAME (TYPED OR PRINTED): _____

TITLE: _____

**MINUTES
BUDGET WORKSHOP
DESTIN CITY COUNCIL
JULY 15, 2024
ANNEX COUNCIL CHAMBERS
6:30 PM**

The Council of the City of Destin met in special session with the following members and staff present:

Destin City Council

Mayor Bobby Wagner

Councilmember Johnny King

Councilmember Kevin Schmidt

Councilmember Terésa Hebert

Councilmember Jim Bagby

Councilmember Dewey Destin

Councilmember John Stephens

City of Destin Staff

City Manager Louis Zunguze

Public Information Director Tamara Young

Public Works Director Michael Burgess

Code Compliance Director Troy Williams

Projects/Grants/Contract Manager Jeffrey Cozadd

Parks & Recreation Director Lisa Firth

City Attorney Kimberly Romano Kopp

City Clerk Rey Bailey

IT Specialist James Lauria

City Engineer Ryan Scott

Finance Director Krystal Strickland

HR Director Jamie Haynes

Library Director Wen Livingston

Parks & Recreation Asst Dir Ryan Reed

WORKSHOP

A. Fiscal Year 2025 Budget

The City Manager welcomed everyone and thanked the mayor and city council members for their attendance. He emphasized that this workshop was a follow-up to the previous one held in May. The main focus would be on changes since the May discussion. He expressed gratitude to all department heads and particularly to the Finance Director for their efforts in preparing the budget. The two main goals of the budget were outlined:

- Addressing community needs.
- Advancing the council's strategic goals.

The Finance Director reviewed the agenda and reminded everyone of the important upcoming dates, including the need to certify the millage rate by July 17th.

- Adopt Tentative Millage Rate and Certify to Property Appraiser – July 22, 2024
- Adopting of a Balanced Budget:
 - ❖ Public Hearing #1 – September 5, 2024
 - ❖ Public Hearing #2 – September 16, 2024

The Finance Director provided the following Power Point presentation to the council:

Vision and Strategic Goals: Destin is a family-oriented beach and fishing community where people want to live, work & play and where visitors are welcomed to respectfully enjoy our community and its resources.

Prioritized Customers:

1. Year-Round City of Destin Residents
2. City of Destin-Based Businesses
3. City of Destin Visitors

Prioritized Strategic Goals:

1. Financially sound city providing service excellence
2. Enhanced quality of life and safety for families
3. Economic development and revitalization
4. Effective, efficient, and aesthetically pleasing infrastructure
5. Improve mobility and connectivity
6. A green and sustainable environment
7. Offer livable wages & benefits to attract & maintain a high caliber, qualified staff.

Council's Critical Priorities:

1. Work with stakeholders to pursue the Destin City Center (In Process FY24 Budget)
2. Public waterfront acquisition initiative (Completed FY24 Budget)
3. Underground Utilities (FY25 Budget + In Process)
4. Stahlman and US 98 Pedestrian vehicle improvements (In Process FY24 Budget)
5. Pedestrian access concepts under the Marler Bridge (In Process FY24 Budget)
6. Two-Lane Crosstown Connector (FY25 Budget + In Process)
7. Improve parking (In Process)
8. Annexation of unincorporated enclaves (In Process)

FY 2025 Budget – Guiding Principles (Approach)

- Safety of Citizens, Employees, Vendors
- Improve Beautification Service Levels (Median Maintenance)
- Improve Revenue Capture
- Apply adopted 5-year Renewal & Replacement as per April 2024 resolution
- Increase in taxable property values = 10%

Operational Highlights – FY 25 Proposed Budget = \$65.6 Million

FY 2025 Uses by Category	Operating	Capital	FY 2025 PROPOSED Budget	% of Total
General Government	\$ 10,887,124	\$ -	\$ 10,887,124	17%
Public Safety	5,906,424	431,000	6,337,424	10%
Physical Environment	463,277	14,844,975	15,308,252	23%
Transportation	2,624,099	14,036,842	16,660,941	25%
Economic Development	231,391	-	231,391	0%
Health & Human Services	75,355	-	75,355	0%
Culture & Recreation	5,542,372	10,564,843	16,107,215	25%
Total Uses	\$ 25,730,043	\$ 39,877,661	\$ 65,607,704	

2025 Proposed Budget vs. 2024 Adopted Budget

Expenditures by Activity	2024 BUDGET*	2025 PROPOSED BUDGET	\$ change 2024 vs 2025	% change
General Government	\$ 5,361,903	\$ 5,664,751	\$ 302,848	6%
Public Safety	5,568,640	5,906,424	337,784	6%
Physical Environment	643,813	463,277	(180,536)	-28%
Transportation	2,262,936	2,624,099	361,163	16%
Economic Development	395,674	231,391	(164,283)	-42%
Health & Human Services	107,370	75,355	(32,015)	-30%
Culture & Recreation	5,300,929	5,542,372	241,443	5%
Debt Service	3,441,092	5,222,373	1,781,282	52%
Capital Outlay	51,822,459	39,877,661	(11,944,798)	-23%
TOTAL EXPENDITURES	\$ 74,904,815	\$ 65,607,704	\$ (9,297,111)	-12%

Changes Since 5/13/24 Workshop #1

- **PA Certified Taxable Values**
 - ❖ **Increased Ad Valorem \$200k (from \$13.2 to \$13.4 million)**
- **Operations**
 - ❖ **Added \$150K for Annexation (opinion survey, metes & bounds, special election)**
- **Florida Blue Rate increase 11% (from \$1.9 to \$2 million)**
- **CPI 2.97% for COLA**
- **Removed request for 1 code officer (STR \$77k)**
- **Added CBA at \$35k/year in 127 Water Quality**
- **Reduce Christmas Decor from \$140k to \$70k**
- **Debt issuance moved from FY 24 to FY 25**

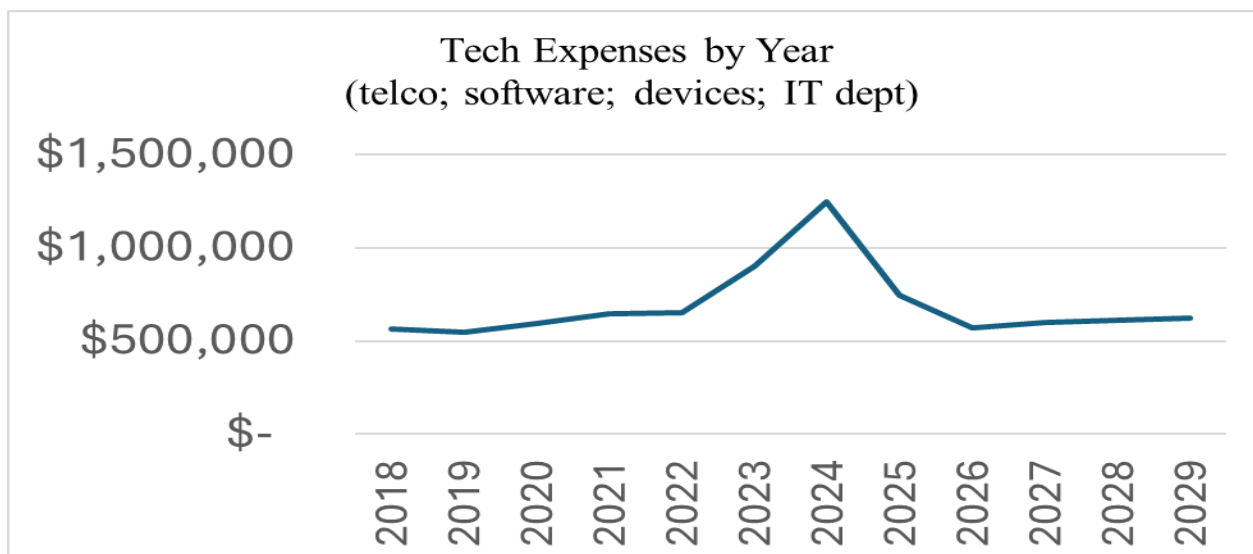
➤ **Capital Projects:**

- ❖ Increased Norriego Park from \$162k to \$234k as per 6/3/24 council adopted motion
- ❖ Increased Clement Taylor Park based upon July 2024 RFP results and moved to FY 25 (1.96 million)
- ❖ Moved Undergrounding Project \$11 million from FY 24 FY 25

Operational Highlights

All Funds Expenditures by Type	2024 Budget	2025 Budget	Percent increase FY25 vs FY24
Personnel	\$ 10,447,643	\$ 11,757,156	11%
Contract Services	5,148,114	4,710,126	-9%
Operations	3,680,012	3,674,892	0%
Debt Service	3,806,588	5,587,869	32%
Capital Outlays	51,822,459	39,877,661	-30%
Total Expenditures	\$ 74,904,815	\$ 65,607,704	-14%

Technology Cost Trend



Ad Valorem – Averages for Different Parcel Usage Categories

Parcel Use	Parcel Count	Taxable Value	Ad Valorem @ 1.615*95%	\$ Taxes/ Parcel	% taxes
Homesteaded	3,522	\$ 1,137,261,298	\$ 1,744,843	\$ 495	13%
Other Residential	10,626	6,568,502,151	10,077,724	\$ 948	75%
Non-Residential	2,039	1,024,596,134	1,571,987	\$ 771	12%
	16,187	\$ 8,730,359,583	\$ 13,394,554	\$ 2,215	100%

Financially Sound City – FY 2025 Cost Per Property

- **Public Safety**
 - ❖ Ops: \$ 370
 - ❖ RR: \$ 2
- **Library/Parks/Rec**
 - ❖ Ops: 347
 - ❖ RR: \$186
- **Roadways and Sidewalks**
 - ❖ Ops: \$162
 - ❖ RR: \$231
- **Stormwater**
 - ❖ Ops: \$26
 - ❖ RR: \$65
- **Gen Gov, Animal Control, Debt Service**
 - ❖ Ops: \$660
 - ❖ RR: \$0

Operational Highlights

- **Personnel Update**
- **Bring Median Maintenance In-House**
- **Public Safety**
 - ❖ Sheriff
 - ❖ Lifeguards
 - ❖ Code Compliance
- **Parks & Rec – Christmas Décor**

Personnel Highlights

- **Personnel is 18% of the Total Proposed FY 2025 Budget**
 - ❖ 2.97% Cost of Living (March CPI) \$ 230,250
 - ❖ 4.0% Merit \$ 310,100
 - ❖ 11.0% Health Insurance Increase \$ 176,900
 - ❖ 6.73 FTE New Positions* \$ 538,400

All Funds Expenditures by Type	2024 Budget	2025 Budget	Percent increase FY25 vs FY24
Personnel	\$ 10,447,643	\$ 11,757,156	11%

➤ **134.63 FTEs (FY 2025)**

❖ Base Salaries	\$7,772,773
❖ COLA	230,249
❖ Merit	310,100
❖ FICA	133,679
❖ Retirement	901,852
❖ Insurance	2,023,304
❖ Workers Comp.	165,286
❖ Other	219,913

**** Health Insurance Increase: 11%**

6.73 FTE New Positions* \$ 538,400

***Fully loaded (FICA, benefits, workers comp)**

EMP ID2 	Recommended Title 	Pay Plan Grade 	# HRS per WEEK 
W8	Content Creator	103	29
W7	Planning Manager	112	40
W6	Systems Administrator Speciali	107	40
W1	Code Compliance Officer I	105	40
W2	Lead Maintenance Technician	105	40
W3	Maintenance Technician	103	40
W4	Maintenance Technician	103	40
W5	Maintenance Technician	103	40

Operational Highlights

Bring Median Maintenance In-House

	FY 2024 BUDGET	FY 2025 PROPOSED BUDGET (CITY MGR LEVEL)	FY 2026	FY2027	FY2028
PERSONNEL	\$ -	\$ 298,302	\$ 309,020	\$ 320,150	\$ 331,690
CONTRACTS	336,176	-	-	-	-
OPERATIONS	-	15,750	16,230	16,720	17,220
CAPITAL EQUIPMENT	-	114,000	-	-	-
	\$ 336,176	\$ 428,052	\$ 325,250	\$ 336,870	\$ 348,910

4 FTEs+ \$114k in Equipment (Mowers, Truck, Trailer)
7/11/24 (only 1 bid received: \$462,603)

Public Safety:

- Sheriff Contract increase \$195k (6.8%) 21fte
- Lifeguard Contract increase \$100k (100%; 2007)
- Code Compliance increase \$170k (12%)
- 15.5 fte + ~~1 new FTE STR registrations~~

Department Recap	2024 Budget	2025 Budget	Percent increase FY25 vs FY24
General Public Safety	\$ 3,004,053	\$ 3,316,139	9%
Code Compliance	1,213,204	1,383,574	12%
Emergency Management	43,703	42,995	-2%
Total Public Safety Expenditures	\$ 4,260,960	\$ 4,742,709	10%

SPECIAL EVENTS (Recreation)

Christmas Decorations - ~~\$140k reduced to \$70k as per Workshop #1~~

Program Cost Summary	2024 Budget	2025 Budget	Percent increase FY25 vs FY24
Contract Services	71,000	136,000	48%
Operations	69,700	72,100	3%
Total Special Events Expenditures	\$ 140,700	\$ 208,100	32%

Renewal & Replacement

5-year plan	FY 2025
Planned Expenditures by Asset Type	
Streets, Streetlights, Sidewalks	3,745,741
Facilities: Roof	717,500
Facilities: HVAC	3,844
Generators	-
Outdoor Parks & Recreation	2,137,800
Parking Lots	-
Vehicles	32,000
Capital Equipment	158,000
Stormwater	
Total Planned Expenditures	6,794,885
Ending Bank Balance	\$ 1,295,949

Renewal & Replacement Highlights:

- Morgan's Sport Center
 - ❖ Lighting (Safety - \$1.3m)
 - ❖ Playground (\$790k)
- Community Center
 - ❖ Leaky Windows & Roof (\$717k)
- Roads & Sidewalks (\$3.6m as per RR Resolution)

Capital Improvement Program Highlights

- Crosstown Connector \$10.1m
- Undergrounding \$12.6m (encumber delay)
- Tarpon & Crystal Shores Parks \$4.8m
- Mattie Kelly Outfall at Joe's Bayou \$1.2m
- Clement Taylor Park \$1.96m
- New Vehicles & Equipment \$266k

City of Destin					
Department of Public Works & Emergency Management					
New and RR Requested Vehicles/Equipment for FY25					
Department	Budget Proj#	Item	Estimated Cost	New or R&R	Comments
Community Cente	CCVEH	Ford Transit Van 150, low-rise	\$ 40,000.00	New	
Code Comp	CEVEH	Ford Bronco Sport AWD	\$ 32,000.00	New	additional officers
Parks	PREQ	35' Towable Boom Lift	\$ 40,000.00	New	Tree Trimming, Painting, Christmas Decorations, etc.
Parks	PRVEH	Ford F150 4x4, single cab short bed	\$ 40,000.00	New	additional parks
Parks	PRVEH	Ford F150 4x4, single cab short bed	\$ 40,000.00	New	additional parks
Public Works	PWMM	John Deere Z920M Ztrak 48"	\$ 20,000.00	New	for new median maintenance crew
Public Works	PWMM	John Deere Z920M Ztrak 48"	\$ 20,000.00	New	for new median maintenance crew
Public Works	PWMM	John Deere Z920M Ztrak 60"	\$ 24,000.00	New	for new median maintenance crew
Public Works	PWMM	Ford F150 4x4, single cab short bed	\$ 40,000.00	New	for new median maintenance crew
Public Works	PWMM	Trailer for equipment	\$ 10,000.00	New	for new median maintenance crew
		Subtotal NEW	\$ 266,000.00		

Cost Recovery – Why?

When user-fee type services cover their own costs, taxpayer dollars are freed-up to increase service levels (i.e. add parks and other public spaces)

Where We Are Now Fund Balance Projections

FUND BALANCE SUMMARY ALL FUNDS	FY2025 PROPOSED BUDGET PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION	FY2029 PROJECTION	FY2030 PROJECTION	FY2031 PROJECTION
Nonspendable (Town Center CRA + prepaids)	2,062,544	1,862,544	1,562,544	1,162,544	1,211,624	811,624	411,624
Restricted (FL Statute & Debt Covenants)	3,642,191	3,021,608	3,533,109	7,182,436	9,033,342	10,770,684	12,512,402
Committed (Council Resolutions & Motions)	22,740,825	22,963,283	22,663,668	23,497,319	23,692,678	25,543,630	27,946,554
Assigned (contracts/PO balances)	3,250,000	2,500,000	1,500,000	2,416,667	2,138,889	2,018,519	2,191,358
<i>Unassigned</i>	<i>8,961,028</i>	<i>7,553,262</i>	<i>8,018,190</i>	<i>2,993,097</i>	<i>1,203,849</i>	<i>1,458,105</i>	<i>812,026</i>
Ending Fund Balance	40,656,587	37,900,696	37,277,511	37,252,062	37,280,382	40,602,562	43,873,965

What are the challenges to our General Fund Balance?

1. Building Permit Fees Too Low

111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2024 PROJECTION	FY2025 PROPOSED BUDGET PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION	FY2029 PROJECTION
111-32 Licenses and Permits	841,311	921,400	946,670	972,660	999,460	1,026,970
111-36 Investment Income	7,726	1	5	10	10	10
TOTAL REVENUES	849,038	921,401	946,675	972,670	999,470	1,026,980
111-52 Public Safety	1,054,317	1,161,215	1,200,002	1,243,920	1,289,500	1,336,830
111-59 Capital Outlay	85,125	-	-	-	-	-
TOTAL EXPENDITURES	1,139,441	1,161,215	1,200,002	1,243,920	1,289,500	1,336,830
Excess (deficiency) of revenues over expenditu	(290,404)	(239,814)	(253,327)	(271,250)	(290,030)	(309,850)
111-38 Transfers In	-	-	-	-	-	-
111-58 Transfers Out	(56,258)	(80,000)	(82,400)	(84,870)	(87,420)	(90,040)
Total other financing sources (uses)	(56,258)	(80,000)	(82,400)	(84,870)	(87,420)	(90,040)
111 Net change in fund balances	(346,662)	(319,814)	(335,727)	(356,120)	(377,450)	(399,890)
111 Fund Balance (deficit), Beginning	342,260	(4,402)	(324,216)	(659,943)	(1,016,063)	(1,393,513)
111 Fund Balance (deficit), Ending	(4,402)	(324,216)	(659,943)	(1,016,063)	(1,393,513)	(1,793,403)

2. Developer & Impact Fees Too Low

The cost to do Growth Necessitated Improvements is not fully covered by the fees collected.

Impact Fee Eligible Projects constructed/funded

FY 2024	10,764,481
FY 2025	9,852,400
FY 2026	1,599,000
FY 2027	770,000
FY 2028	-
FY 2029	770,000

\$ 23,755,881

Sources used/to be used

Impact Fees	2,044,000
Taxes	5,811,861
Grants	11,846,586
Loans	3,003,434
Parking Fees	1,050,000
\$	23,755,881

3. Increase Recreation covers 25-30% of operations.

DESCRIPTION	FORECAST							
	2023 ACTUALS	FY 2024	FY 2025	FY 2026	FY2027	FY2028	FY2029	FY2030
MORGANS REVENUE	119,782	113,510	116,920	120,430	124,040	127,760	131,590	135,540
MORGANS OP EXPS	636,240	909,097	940,900	973,860	1,008,040	1,043,500	1,080,270	1,118,400
NET	(516,458)	(795,587)	(823,980)	(853,430)	(884,000)	(915,740)	(948,680)	(982,860)
COMMUNITY CTR REVENUE	150,152	157,200	160,340	163,550	166,820	170,160	173,560	177,030
COMMUNITY CTR OP EXPS	688,679	988,028	1,023,150	1,059,640	1,097,480	1,136,760	1,177,520	1,219,810
NET	(538,527)	(830,828)	(862,810)	(896,090)	(930,660)	(966,600)	(1,003,960)	(1,042,780)
Total Covered by Taxpayers	(1,054,985)	(1,626,415)	(1,686,790)	(1,749,520)	(1,814,660)	(1,882,340)	(1,952,640)	(2,025,640)
Cost Recovery Ratio	20%	14%	14%	14%	14%	14%	14%	13%

Recommended Cost Recovery Areas

- **STR Registration for Condos (4200+)**
 - ❖ Visitors use our parks and roadways and add significantly to cost of public safety (additional \$3.2 million/year)
 - ❖ A \$100 registration fee/year would raise \$420,000.
- **Building Fund: Building Permit Fees**
- **Community Development: Developer and Impact Fees**
- **Recreation: User Fees**
 - ❖ Add back the Joe's Bayou Boat Ramp pass for residents (40k/year)
 - ❖ Update 2014 Recreation Cost Recovery Policy
- **NPEB ("Net Positive Environmental Benefit" for Harbor Water Quality i.e. Testing, Pump Ops & Main): Consider annual Op Fee**

Where We Could Be

Fund Balance Projections – Adjust Building Permit Fees +52%

2024		FY 2025					
ACCOUNT DESCRIPTION	PROJECTION	PROPOSED BUDGET	FY 2026	FY2027	FY2028	FY2029	
BUILDING PERMIT FEES	664,711	1,216,000	1,252,500	1,290,100	1,328,800	1,368,700	
Total 111300 BUILDING FUND REVENUE	849,038	1,337,401	1,375,175	1,414,070	1,454,070	1,495,280	
Total 11152441 BUILDING FUND	1,139,441	1,161,215	1,200,002	1,243,920	1,289,500	1,336,830	
NET OPERATING (REV - EXP)	(290,404)	176,186	175,173	170,150	164,570	158,450	
TXFR IN FROM GEN FUND	5,000						
TRANSFER OUT TO CD TECH FUND	(56,258)	(121,600)	(125,250)	(129,010)	(132,880)	(136,870)	
Total BUILDING FUND TXFRS OUT	(51,258)	(121,600)	(125,250)	(129,010)	(132,880)	(136,870)	
111 Increase (decrease) in Fund Balance	(341,662)	54,586	49,923	41,140	31,690	21,580	
111 Fund Balance, beginning of year	342,260	598	55,185	105,108	146,248	177,938	
111 Fund Balance, ending of year	598	55,185	105,108	146,248	177,938	199,518	
			TARGET BALANCE = \$275K (3 MOS OPS)				
FY2025							
FUND BALANCE SUMMARY		PROPOSED					
ALL FUNDS	BUDGET	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Nonspendable (Town Center CRA + prepaids)	2,062,544	1,862,544	1,562,544	1,162,544	1,211,624	811,624	411,624
Restricted (FL Statute & Debt Covenants)	3,642,191	3,021,608	3,533,109	7,182,436	9,033,342	10,770,684	12,512,402
Committed (Council Resolutions & Motions)	22,740,825	22,963,283	22,663,668	23,497,319	23,692,678	25,543,630	27,946,554
Assigned (contracts/PO balances)	3,250,000	2,500,000	1,500,000	2,416,667	2,138,889	2,018,519	2,191,358
Unassigned	8,961,028	7,553,262	8,018,190	2,993,097	1,203,849	1,458,105	812,026
Ending Fund Balance	40,656,587	37,900,696	37,277,511	37,252,062	37,280,382	40,602,562	43,873,965

Before

FUND BALANCE SUMMARY ALL FUNDS	FY2025 PROPOSED BUDGET PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION	FY2029 PROJECTION	FY2030 PROJECTION	FY2031 PROJECTION
Nonspendable (Town Center CRA + prepaids)	2,062,544	1,862,544	1,562,544	1,162,544	1,211,624	811,624	411,624
Restricted (FL Statute & Debt Covenants)	3,642,191	3,021,608	3,533,109	7,182,436	9,033,342	10,770,684	12,512,402
Committed (Council Resolutions & Motions)	22,740,825	22,963,283	22,663,668	23,497,319	23,692,678	25,543,630	27,946,554
Assigned (contracts/PO balances)	3,250,000	2,500,000	1,500,000	2,416,667	2,138,889	2,018,519	2,191,358
Unassigned	8,961,028	7,553,262	8,018,190	2,993,097	1,203,849	1,458,105	812,026
Ending Fund Balance	40,656,587	37,900,696	37,277,511	37,252,062	37,280,382	40,602,562	43,873,965

FUND BALANCE SUMMARY ALL FUNDS	FY2025 PROPOSED BUDGET PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION	FY2029 PROJECTION	FY2030 PROJECTION	FY2031 PROJECTION
Nonspendable (Town Center CRA + prepaids)	2,062,544	1,862,544	1,562,544	1,162,544	1,211,624	811,624	411,624
Restricted (FL Statute & Debt Covenants)	3,673,791	3,061,238	3,572,559	7,163,856	8,994,242	11,173,934	13,371,322
Committed (Council Resolutions & Motions)	22,783,225	23,049,353	22,794,718	23,674,699	23,917,778	25,817,880	28,271,434
Assigned (contracts/PO balances)	3,250,000	2,500,000	1,500,000	2,416,667	2,138,889	2,018,519	2,191,358
Unassigned	9,311,028	8,288,262	9,158,190	4,608,097	3,268,849	3,523,105	2,877,026
Ending Fund Balance	41,080,587	38,761,396	38,588,011	39,025,862	39,531,382	43,345,062	47,122,765

After

Ad Valorem at Different Millage Rates

	<u>FY 2024</u> <u>Budgeted</u>	<u>FY 2025</u> <u>Projected</u>	<u>Amount of</u> <u>Increase</u>	<u>%</u> <u>Change</u>
GF Ad Valorem @ 1.6150	\$ 11,073,048	\$ 12,158,495	\$ 1,085,447	9.8%
Town Center CRA (city)	616,955	678,487	61,532	10.0%
Harbor CRA (city)	494,030	557,572	63,542	12.9%
Subtotal	<u>\$ 12,184,033</u>	<u>\$ 13,394,554</u>	<u>\$ 1,210,521</u>	

Rollback Rate	1.5127
Current Year proposed as percent change of rolled-back rate	6.76%

Ad Valorem Taxes Payable per Household Two scenarios to demonstrate the difference 1/10th of a mill creates

	<u>1.6150</u>	<u>1.7150</u>	<u>Variance</u>
Property Taxable Value			
\$100,000	\$161.50	\$171.50	\$10.00
\$360,754	\$582.62	\$618.69	\$36.08
\$400,000	\$646.00	\$686.00	\$40.00
\$600,000	\$969.00	\$1,029.00	\$60.00

City of Destin median **taxable** property value on all properties = **\$360,754**

Funding to the City at the two Different Millage Rates 1.6150 1.7150

Taxable Value x Millage x 95% = total ad valorem collections
\$8,730,359,583 = \$13,394,554 or \$14,223,938 var= **\$829,384**

Next Steps

- **July 22, 2024 Regular City Council Meeting: Adopt millage rate and confirm public hearing #1 for TRIM notices.**
- **Determine if median maintenance comes “in-house”**
- **TBD: Refresh Building Fee Study and Adopt new fee schedule to make Building Fund self-sustaining**
- **TBD: Approve Mobility Plan projects**
- **TBD: Approve Mobility Fees (created upon the approved Projects)**
- **TBD: Revise Park, Library, and Public Safety Impact Fees**
- **TBD: Adjust Fee Schedule to include STR registration for Condos**
- **TBD: Adjust Fee Schedule to include Boat Ramp passes**

PRESENTATION – HIGHLIGHTS/SUMMARY

Changes since the May 13th Workshop:

- **Property Value Increase**
 - ❖ Property value increased by 10% affecting the budget calculations.
- **Operational Changes:**
 - ❖ An 11% increase in Florida Blue health insurance rates.
 - ❖ 2.97% COLA adjustment for salaries.
 - ❖ Removal of a proposed additional code officer position, reducing costs by \$77,000.
 - ❖ Allocation of \$150,000 for annexation surveys and potential special elections.
 - ❖ An estimated operational budget increase by 4.4%.
- **Capital Projects and Debt Issuance:**
 - ❖ Delaying the issuance of \$25 million in debt until October or November 2024.
 - ❖ Reallocations for underground utilities and the crosstown connector project.
 - ❖ Detailed cost breakdowns for capital outlays, showing \$39 million allocated for capital projects.
- **Operational Highlights:**
 - ❖ Personnel costs increase due to insurance and merit increases.
 - ❖ Parks and Recreation budget adjustments and operational impact discussed.
 - ❖ Public safety costs, particularly the Sheriff’s contract and lifeguard services, highlighted.
 - ❖ Adjustments in event budget, including Christmas lighting.
- **Technology and Capital Improvement Program:**
 - ❖ Increases in tech expenses for new software implementations.
 - ❖ Continuation of the five-year Capital Improvement Program, focusing on assets lighting and park renovations.

COUNCIL DISCUSSIONS OF KEY POINTS – SUMMARY

- The council discussed various ways to increase revenue without raising taxes, including soliciting donations, increasing short-term rental registration fees, and simplifying the building permit fee structure.

- Advocated for unique ways to increase revenue and suggested soliciting donations from businesses for park funding. Mentioned the potential benefits of having builders include small parks in their developments.
- Improving parks, with emphasis on ADA compliance and safety for children. Differing opinions on the immediate need for a new playground at Morgan's Sports Center.
- Concerns were raised about the sustainability of high debt service, and the need to manage costs carefully. Discussions on potential strategies to reduce debt quickly, including increasing payments on principal.
- Emphasis on balancing expenditure reductions with revenue increases.
- The need for a new playground at Morgan Sports Center was debated, with some council members advocating for immediate action due to safety concerns, while others suggested delaying the expenditure.
- Increasing impact fees for high-density developments to address infrastructure strain and to ensure these developments contribute fairly to infrastructure costs.
- Ideas for unique revenue generation, such as sponsorship and commercial fees for park use.
- Review of proposed new positions and the necessity of equipment purchases.
- Discussions on optimizing vehicle purchases and potential cost savings.
- Maintaining a healthy unassigned fund balance was emphasized to ensure financial flexibility and cover upfront costs for grants.

Comments/Recommendations from Elected Officials – Summary

Councilmember Schmidt

- Suggested that instead of adding back the Joe's Bayou Boat Ramp residents' user fees to consider adding a new commercial fee for commercial entities. Suggests getting rid of the "honor box" system and having an actual payment collection system.
- Would like to see a list of new vehicles that are needed separate from those that fall under the Renewal and Replacement category.
- Questioned the immediate need for budgeting nearly \$800,000 for a new playground at Morgan Sports Center. Suggests delaying this expenditure to focus on more urgent budget items.
- Recommends pursuing sponsorships like banners at ballfields and placards on picnic tables.

Councilmember King

- Emphasized the importance of having safe and updated playgrounds for the children in the community.

- Discussed proposed registration fee for short-term rental condos and directing revenue towards mitigating the impacts caused by these rentals. Supported the idea of earmarking the funds for this purpose.
- Opposed increasing the millage rate. Highlighted the importance of exploring alternative revenue sources.

Councilmember Hebert

- Defended the need for a new playground, stating that the previous one at Morgan Sports Center had deteriorated to a dangerous state and was appropriately removed.
- Emphasized the poor condition of the city parks. Find out how other cities often contribute to park funding and urged the city to explore these options.
- Suggested considering divesting underperforming parks, such as the one behind the elementary school, which might be costing more than it benefits the city.

Councilmember Bagby

- Stressed the need to manage costs carefully, suggesting a cap on merit increases at 3%.
 - ❖ Stressed that the 11% increase in personnel costs is not due to the Florida Blue medical insurance rate increases alone. A large portion of the 11% increase involves new staff positions, merit increases, and COLA. Recommends capping merit increases. Will make a motion at the next regular council meeting to do just that.
- Expressed concern about increasing their debt payment by 300% over the next 5 years. There will be some give and take, and some fee increases will be necessary. There are ways to reduce debt quickly, including increasing payments on principal.
- Will not support a millage rate increase arguing that it would not be fair to the citizens, especially in an election year.
- Supported the idea of increasing impact fees for high-density developments to ensure that new developments contribute fairly to the city's infrastructure costs.
- Highlighted the importance of simplifying the fee structure for building permits to avoid "integrity checks" on the citizens and developers resulting in some required permits not being pulled. Charging a flat fee for permits for certain projects may be a better solution.
- Expressed that the "2025 Budget Guiding Principles" produced by staff is not necessary as the council is responsible for providing priorities on budgeting and creating the guiding principles if they chose to do so
- Emphasized the importance of maintaining a healthy unassigned fund balance, ideally between \$7-9 million, to provide flexibility and cover upfront costs for grants.

Councilmember Destin

- Opposed increasing the millage rate. Advocated for maintaining the current rate and exploring other ways to manage the budget without raising taxes.

- Remove \$10K special election costs from the proposed 2025 budget. The motion passed by the council on July 8th was to defer the referendum for annexation to the next general election cycle in November 2026. It is not proper to include anything in the budget that is contrary to an adopted motion by the council.
- Expressed concerns about the city's growing debt service. There are ways of paying off the debt quickly and saving \$3 million in interest by simply “tightening the belts” and living within their means.
- Supported raising impact fees for high-density developments to ensure they pay their fair share of infrastructure costs.
- Advocated for a holistic approach to address budget issues, considering both revenue enhancements and cost containment.
- Expressed concern about the complexity of the current building permit fee structure as compared to the county and other municipalities and suggests simplifying it.

Councilmember Stephens

- Supported unique revenue generation ideas and recommended careful consideration of new budget versus deferred maintenance.

Mayor Wagner

- Stressed the importance of providing quality parks and playgrounds for the city's children and community.
- Proposed creating a consolidated landscaping crew to handle all city properties efficiently, rather than having separate crews for different departments.

PUBLIC COMMENTS

Mr. Brian Otto, a Destin resident, highlighted the poor condition of local parks compared to other cities. He recommends better management of existing park resources and supports divesting underutilized parks.

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 7:29 PM.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

**REGULAR MEETING
DESTIN CITY COUNCIL
MAY 20, 2024
CITY HALL ANNEX COUNCIL CHAMBERS
6:00 PM**

The Council of the City of Destin met in regular session with the following members and staff present:

Destin City Council

Mayor Pro Tem Dewey Destin
Councilmember Torey Geile
Councilmember Johnny King
Councilmember Terésa Hebert

Councilmember John Stephens
Councilmember Jim Bagby
Councilmember Kevin Schmidt

Destin City Staff

City Manager Louis Zunguze
IT Director Andy Peters
Public Information Director Tamara Young
City Engineer Assistant II Joe Bodi
Code Compliance Deputy Director Brian Davis
Projects/Grants/Contract Manager Jeffrey Cozadd
Attorney Kimberly Kopp

City Clerk Rey Bailey
City Engineer Ryan Scott
HR Director Jaime Haynes
Building Official Noell Bell
IT Specialist James Lauria
Public Works Director Michael Burgess City

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Bobby Wagner called the meeting to order at 6:00 PM. Pastor Steve Farris of the First Baptist Church of Destin gave the invocation, which was then followed by the recitation of the Pledge of Allegiance.

AGENDA APPROVAL

The agenda was amended as follows:

- Membership appointment to the Public Works/Safety Committee placed under agenda item 6G.
- Membership appointment to the Local Planning Agency placed under agenda item 6F.
- Moved agenda items 6A(1)(2)(3) following PUBLIC COMMENTS portion of the agenda.
- Added pickleball courts updates topic under agenda item 6G.

Motion by Councilmember Stephens, seconded by Councilmember King, to approve the meeting agenda, as amended, passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

1. PROCLAMATIONS/RECOGNITIONS/SPECIAL/ PUBLIC PRESENTATIONS / ANNOUNCEMENTS

A. National Public Works Week, May 19-25, 2024

The Mayor Pro Tem read the Proclamation designating the week of May 19-25, 2024, as *Public Works Week*, and then presented it to Public Works Director Michael Burgess.

B. Dolphin Point Public Parking Spaces - Mr. James L. Dexter / Ms. Nichole Moran

Mr. James Dexter, owner of Moreno Point town home, and Ms. Janice Moran, spoke regarding parking changes and concerns about Dolphin Point's presentations to the council. They expressed objections over the way issues were presented at the May 6th city council meeting, particularly by Dolphin Point residents, claiming that issues were discussed without the knowledge of other affected parties. They highlighted discrepancies from a 2010 meeting concerning the vacation of a public right-of-way for Dolphin Point and questioned compliance with the Land Development Code. They detailed a 2010 ordinance about the vacation request of a public right-of-way for Dolphin Point, highlighting discrepancies and unmet promises from that time and questioned why similar negotiations were ongoing. They called for a thorough review of past decisions and more transparency moving forward, emphasizing the need for accountability.

The Mayor Pro Tem acknowledged the presentation and noted that the issue would be revisited at the June 3rd council meeting.

2. PUBLIC COMMENTS

Mr. Mike Abadie, a livery operator, addressed the council on the livery vessel ordinance, drawing on his 34 years of experience in the industry. He explained the classifications and operations under the US Coast Guard's regulations and advocated for the continuation of the existing moratorium on new livery vessel licenses. He suggested maintaining the current licensing system and ensuring no conflict with US Coast Guard regulations.

Capt. Jim Green, Destin Charter Boat Association President, voiced concerns about the influx of livery vessels and emphasized the importance of regulating them to prevent uncontrolled growth. He supported keeping the current moratorium and not granting exemptions to find a fair balance in the small waterfront of the Destin Harbor and to avoid conflicts with the US Coast Guard regulations. He also explained that the charter fleet follows a stringent standard to make sure the vessels are safe and in compliance with regulations. Allowing an exemption and not staying within the moratorium for bareboat charters will be quite unfair to the charter fleet.

Mr. Greg Fisher, a livery operator, thanked the council for their donation towards producing safety videos for the waterways. He highlighted the impact of these videos, which have garnered significant views and shares, contributing to safety awareness.

Ms. Carrie Harbarger, owner of Rainbow Frost Ice Cream, discussed the challenges faced by local mobile vendors due to the influx of out-of-town food trucks. She emphasized the need

for better regulation and enforcement to protect local businesses and ensure compliance with city regulations.

Mr. Clifford Atwell expressed his opposition to exempting bareboat charters from the livery vessel regulations, citing safety and compliance concerns. He called for maintaining the current licensing system to ensure regulated growth and safety standards.

Mr. Matt Condon, owner and operator of Destin Private Yachts, highlighted the economic benefits of private yacht charters and the potential negative impact of prohibiting them. He stated that they went into business because they were told it was legal to operate in Destin as a bareboat charter if it is operated by a captain, and that it is not subject to livery vessel regulations. He requested the council to find a way to allow private yacht charters to continue operating under clear regulations.

Mr. Jimmy Perkins, a livery operator, shared his experience of having to move his six-pack pontoon charter business to Fort Walton Beach due to regulatory challenges in Destin. He expressed interest in returning to Destin if the regulations were adjusted to allow fair competition.

Capt. Kyle Lowe operates a six-pack charter vessel and emphasizes the potential for uncontrolled growth if exemptions are granted to bareboat charters, adding that bareboat charters should fall into the livery category.

Mr. Ryan Holloway, who owns and operates multiple charter yachts, expressed concerns about the potential prohibition of private yacht charters. He pointed out that livery is a rental, and that they are a private yacht charter company with private ownership. He highlighted the stringent safety measures and inspections his vessels undergo, advocating for their continued operation under current regulations.

Mr. Allan Staples, a third-generation charter fisherman supported the stance of the Destin Charter Boat Association and emphasized the need to protect the fishing community. He stated that the Destin charter fleet is the heart and soul of Destin and deserves protection from the city.

Capt. Scott Robson, a former charter boat operator who transitioned to operating an inspected pontoon boat, opposed exempting non-livery vessels from regulations, citing safety and compliance concerns.

Capt. Brandy Miles, owner of multiple charter vessels operating out of Destin Harbor, supported maintaining the medallion system and opposed exemptions for bareboat charter to ensure fair competition and safety.

Mr. Jonathan Hodges, co-owner of Est Pass Sailing Company, emphasized the difference between courtesy inspections and COI inspections. He warned against granting exemptions that could lead to uncontrolled growth of charter vessels.

Capt. Justin Destin, owner of a charter vessel since 2005, supported maintaining the current regulations to protect the local fishing community.

Mr. Stan Phillips, a long-time charter operator, emphasized the rigorous inspection process for a charter boat, and that a courtesy inspection to operate as a bareboat charter is totally different. He supported maintaining strict regulations to ensure safety and compliance.

Mr. James Dexter sought clarification regarding procedural matters. He asked if the council could only vote on information presented to them and if staff could provide additional information on subjects. He also inquired about the City Attorney's primary duty and whether residents could bring issues to the City Attorney.

The City Attorney explained that the council can only vote on presented items and staff-provided information. She also affirmed her role in representing the city and the council and advising residents to seek their own legal counsel if their issue is adverse to the city.

Capt. Taylor Waterfield raised issues about the difficulty in obtaining insurance for bareboat charters without a Certificate of Inspection (COI). He stressed that the safety features and inspections required for COIs are essential and should not be bypassed through regulatory loopholes.

Ms. Rachel Staples supported the Destin Charter Boat Association stance on maintaining strict regulations to prevent an influx of under-regulated vessels. She emphasized the need to uphold the existing medallion system to control the number of operational vessels.

Councilmember Stephens proposed to revise definitions related to bareboat charters to clarify regulatory terms and improve enforcement. He suggested adopting Okaloosa County ordinances for better clarity and consistency.

Lieutenant Andrew Nealis of the US Coast Guard clarified federal regulations on bareboat charters, stating that charters must allow the charterer the option to hire their own captain and cannot limit them to a list provided by the owner. He also emphasized that compliance with US Coast Guard regulations is mandatory for safety and operational integrity. He added that there is currently a study underway to determine the capacity of the harbor and surrounding waterways.

The council engaged in an in-depth discussion about the implications of allowing more than six passengers on uninspected vessels. Topics included potential safety risks, competitive disadvantages to inspected vessels, and impacts on local charter businesses. There was a consensus on the need for clear, enforceable regulations to maintain safety and fairness in the industry.

Councilmember Stephens noted that his goal in the process was to clarify the ordinance and livery definitions to make the job for law enforcement and the city's code compliance department more efficient. He proposed sending the issue to the Harbor CRA and potentially to the Local Planning Agency for further review and recommendations.

3. CONSENT AGENDA

- A. Declaration of City Property as Surplus (Equipment and other miscellaneous items)
- B. Destin History & Fishing Museum 5K Mullet Run ROW Request

C. Approval of minutes of April 15, 2024, Regular City Council Meeting

Motion by Councilmember Hebert, seconded by Councilmember King, to approve Consent Agenda items 3A through 3C passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

4. CITY MANAGER REPORTS

A. Approval of Purchase - Addition of HR Module and Timeclocks to UKG

The city has been using Tyler Munis for payroll and has had no system for HR management. Recognizing the need for continuous improvement of its software posture, the council approved a transition to UKG’s Timekeeping and Payroll Module earlier this fiscal year. The city is now ready to implement the budgeted HR Module and requests that the council approve this addition to the UKG modules purchased earlier.

Motion by Councilmember Schmidt, seconded by Councilmember Hebert, to approve the budget transfer and planned expenditures for the UKG system enhancement as presented, including the annual costs for the Physical Timeclocks and the Human Resources Module, to ensure the successful implementation and integration of these system over the next three years, passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

B. Baskerville Donovan- Boardwalk Under the Bridge and PD&E Study contract update.

In January 2024, staff brought to the city council the Boardwalk Under the Bridge and PD&E/US 98/Stahlman Avenue Study update agenda item. The council directed the City Manager to negotiate with Baskerville-Donovan, Inc. and bring back a revised contract that combines the PD&E Study and One Harbor Boardwalk Extension project into one contract. After combining the two contracts, Baskerville-Donovan, Inc reduced their man-hour estimate for previous coordination and meetings and eliminated the landscaping design budget from the fees estimate. They provided credit for previous work performed. These items resulted in a reduction of their fees by \$32,970.

Motion by Councilmember Stephens, seconded by Councilmember King, to approve the Baskerville-Donovan, Inc. contract and related internal budget transfer, and to direct the City Manager to issue a Notice to Proceed, passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

C. Median & Grounds Maintenance - Draft RFB for Council consideration/comment

The city has contracted with several landscaping companies to perform median maintenance services in the past. Due to the quality of work received historically, the city council asked staff to prepare and advertise a new Request for Bids for these services.

Councilmember Schmidt moved to authorize the City Manager to advertise the RFB for Miscellaneous Median Maintenance Services, and Committee, and to bring back the recommended vendor for approval by the city council once a vendor is selected by the Bid Committee; seconded by Councilmember Hebert. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

Councilmember Bagby requests staff bring back at the next council meeting the consequences or the courses of action they plan to take in the event the contractor fails to meet the job requirements, and to make it a part of the bid requirements in the RFB.

D. FY25 Budget Calendar – REVISED

Each year the city must publish a budget adoption calendar establishing dates for the two budget and millage public hearings. The budget calendar includes dates of budget hearings, budget workshops, deadlines for budget entry and review processes, and statutory deadlines. Staff recommend approval of the budget calendar provided which sets the first millage and budget public hearing for Thursday, September 5, 2024. This calendar also sets the recommended dates for the budget workshop.

Motion by Councilmember Hebert, seconded by Councilmember Stephens, to approve the Fiscal Year 2025 Budget Calendar and to set Budget and Millage Adoption Public Hearing #1 for September 5, 2024, at 6:00 p.m. in the City Hall Annex Council Chambers at 4100 Indian Bayou Trail passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

- E. Operations Financial Report - Informational Only
- F. Capital Project Status - Informational Only
- G. TDC Monthly Report - Informational Only
- H. Draft Minutes of Standing Boards & Committees - Informational Only
- I. Announcements

1. Staff to begin scheduling city council workshops for the LDC rewrite.
2. Law Enforcement Appreciation Day was celebrated last week. The City of Destin wishes to thank the men and women who serve the community.
3. The SRS Visioning Workshop is scheduled for Wednesday, May 22nd, beginning at 5:30 PM, in the Annex Council Chambers.
4. American Legion Post 296 will host a Memorial Day ceremony on Monday, May 27th, at 11:00 AM, at the Destin Memorial Cemetery.
5. The RFP for the Clement Taylor Park Renovation has been advertised with the due date for bid submissions of June 22nd.

5. PUBLIC HEARINGS

- A. Second reading of Ordinance 24-01-LC, Amending 8.01.00 of the Land Development Code, “Right-of-Way Protection.”

The City Attorney read Ordinance 24-01-LC by title, and then presented it to the city council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA; AMENDING SECTION 8.01.00 OF THE LAND DEVELOPMENT CODE "RIGHT-OF-WAY (ROW) PROTECTION"; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The mayor opened a public hearing to receive comments for or against the proposed ordinance. Having none, the mayor closed the public hearing and turned the matter over to the city council for their discussion and consideration.

Motion by Councilmember Stephens, seconded by Councilmember Hebert, to adopt Ordinance 24-01-LC on second reading passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted "yes").

- B. Second reading of Ordinance 24-02-CC creating Section 18-21 of the Code of Ordinances, "Protection of Public Right-of-Way During Permitted Construction Activity."

The City Attorney read Ordinance 24-02-CC by title, and then presented it to the city council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA; CREATING SECTION 18-21 OF THE CODE OF ORDINANCES "PROTECTION OF PUBLIC RIGHT OF WAY DURING PERMITTED CONSTRUCTION ACTIVITY", PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE CITY CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The mayor opened a public hearing to receive comments for or against the proposed ordinance. Having none, the mayor closed the public hearing and turned the matter over to the city council for their discussion and consideration.

Motion by Councilmember Geile, seconded by Councilmember Stephens, to adopt Ordinance 24-02-CC on second reading passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted "yes").

6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, AND CITY ATTORNEY

A. Councilmember Stephens

- 1) Livery vessel modifications to definition – discussion
- 2) Destin Livery Ordinance Additions

A. Okaloosa County Ordinance 22-8, Section 12-238.l - Requires Destin liveries to attend a yearly county safety meeting.

B. Okaloosa County Ordinance 22-8, Section 12-239.b - Requires Destin liveries to use operator identification.

1. Green - to use when an operator is over the age of 18 years old
And was born before January 1, 1988, and by Florida law is not required to obtain a Florida Temporary Boaters Certification or obtain the National Association of State Boating Law Administration (NASBLA) approved boaters license or passed the Florida Temporary Boaters Certification.
 2. Pink - to use when the operator is over the age of 18 but born After January 1, 1988, or is under 18 but at least 16 years old who has a NASBLA approved boaters license or passes a Florida Temporary Boaters Certification.
 3. Yellow - to use when the operator is 16 years old or older and Can only drive with someone who was born before January 1, 1988, or who obtains a NASBLA approved boaters license or passes a Florida Temporary Boaters Certification.
- 3) Require an up-to-date FWC Livery Permit as part of paperwork that is submitted yearly

Councilmember Stephens moved to have the Harbor CRA Advisory Committee review the feasibility of the following recommendations and provide comments and any inputs back to the city council:

- **Council's adoption of Okaloosa County Ordinance 22-8, Section 12-238.L**
- **Council's adoption of Okaloosa County Ordinance 22-8, Section 12-239.b**
- **Requiring an up-to-date FWC Livery Permit as part of paperwork that is submitted yearly.**
- **City of Destin definition of *Livery Vessel* as provided in the May 20, 2024 council meeting packet**
- **Adding another step to the livery and charter BTR registration.**

Councilmember Schmidt provided a second to the motion, which passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted "yes").

B. Councilmember Geile

1) Projects status/updates

Tarpon Beach update: The City Engineer noted that that the city has issued a correction back to the county. The county has 30 days to revise the plan and then send it back to the city. The city will then issue permits to start construction.

Pickleball Courts update from the City Engineer:

- The 90% plans will be brought before the Parks & Recreation Committee on May 28th.
- Staff will present the 90% plans to the council on June 3rd council meeting.

- It will be submitted for the internal permitting process this week.
- The 90% plans as well as the draft RFP will be brought before the committee and the council once the permit has been approved for their approval of the 100% plans.

C. Councilmember Destin

D. Councilmember Bagby

- 1) Membership Appointment - Joshua Cowsert - Parks & Recreation Committee

Motion by Councilmember Bagby, seconded by Councilmember Hebert, to appoint Mr. Joshua Cowsert to the Parks & Recreation Committee passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

E. Councilmember Hebert

- 1) Membership Appointment - Autumn Weidenhamer - Parks & Recreation Committee

Motion by Councilmember Hebert, seconded by Councilmember King, to appoint Ms. Autumn Weidenhamer to the Parks & Recreation Committee passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

F. Councilmember King

Motion by Councilmember King, seconded by Councilmember Schmidt, to appoint Capt. Gary Jarvis to the Local Planning Agency passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Stephens voted “yes”).

G. Councilmember Schmidt

Motion by Councilmember Schmidt, seconded by Councilmember Hebert, to appoint Ms. Tammy Weidenhamer to the Public Works/Safety Committee passed 7-0.

H. Mayor Wagner

I. City Attorney

7. PUBLIC COMMENTS

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 8:45 PM.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: Action Item

AGENDA OUTLINE NUMBER: 4.A.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director

DATE: July 17, 2022

SUBJECT: Establishing the FY 2025 Tentative Millage Rate and Budget Public Hearing Dates

I. BACKGROUND: Chapter 200 of the Florida Statutes "Determination of Millage" sets a statutory timetable for the calculation and notification to the public of the process to set ad valorem tax millage rates and adopt a budget. The statute identifies the time frames and briefly describes the tasks to be accomplished during the timeframe.

Day 1/July 1 The property appraiser certifies the taxable value on the Certification of Taxable Value (Form DR-420) and delivers it to each taxing authority. The property appraiser also certifies Tax Increment Adjustment Worksheet (form DR-420TIF) for community redevelopment areas.

Day 35/Aug 4 Within 35 days of certification of value, each taxing authority certifies the completed DR-420, DR420MMP, and any additional forms (DR-420TIF) and returns them to the property appraiser. The taxing authority informs the property appraiser of the following:

- Prior year millage rate
- Current year proposed millage rate
- Current year rolled-back rate (calculated under F.S. 200.065)
- Date, time and meeting place of the tentative budget hearing

Day 55/Aug 24 In compliance with section F.S. 200.65, the property appraiser mails the TRIM notice within 55 days after certification of value. The TRIM notice publicizes this hearing.

Day 65-80/Sept 3-Sept 18 The tentative budget hearing must be held 65 to 80 days from the certification of taxable value. Hearings must take place Monday through Friday after 5:00 p.m. or any time on Saturday. At this hearing, the taxing authority:

- May amend the tentative budget

- Re-calculates the proposed millage rate and publicly announces the percentage, if any, by which the re-calculated proposed millage exceeds the rolled-back rate*
- Adopts a tentative millage and budget

*If the tentatively adopted millage rate is greater than the proposed rate used for the TRIM notice, each taxpayer in the jurisdiction must receive notification of the increase by first class mail at the taxing authority's expense.

Staff recommend setting the tentative public hearing for Thursday, September 5, 2024 at 6:00pm at the regular council meeting.

Day 95/Sept 18-Oct 3 Within 15 days after the tentative budget hearing, the taxing authority advertises its intent to adopt a final millage and budget. The public hearing must be held within two to five days after the advertisement appears in the newspaper. Within three days of the public hearing adopting the final millage rate and budget, the resolution or ordinance adopting the final millage rate must be sent to the property appraiser, the tax collector, and the Florida Department of Revenue.

Staff recommend setting the Final public hearing for September 16, 2024 at the regular council meeting which is scheduled for 6:00pm.

II. DISCUSSION:

Finance has received the 2024 Certification of Taxable Value (form DR-420) from the County Appraiser. The 2024 adjusted gross taxable value is \$8,623,209,491 (DR-420 LINE 6) representing an increase of \$689,266,251 (8.69%) from the 2023 Final Gross Taxable Value of \$7,933,943,240 (DR-420 LINE 7). Within 35 days (August 4) of receiving this certification of taxable value, the City must notify the Property Appraiser of its calculated rolled-back rate, its tentative millage rate, and the date of the City's first public hearing for the budget.

Rolled-Back Rate: The rolled-back rate is defined as the millage rate that would produce the same amount of ad valorem tax revenue as was levied during the prior year, exclusive of new construction, deletions, and boundary changes. The Florida Department of Revenue has calculated the rolled-back rate to be 1.5127 mills (DR-420 LINE 16), which would generate a tax levy of \$13,206,415 (DR-420 LINE 24).

Tentative Millage: The tentative millage rate is important because once it is set it cannot be increased without the additional expense of a formal notification to each city taxpayer. Staff is in the process of formulating the proposed budget for FY2024. The proposed budget is being developed based upon retaining a millage rate of 1.6150 mills which incorporates increased operating costs due to inflation and high priority capital projects and infrastructure renewal. Setting the tentative millage rate at 1.6150 mills will produce approximately \$14,099,531 (DR-420 LINE 25). As per the generally accepted practices, the City would budget 95%, or \$13,394,554. This represents a budgeted amount \$1,210,521 higher than the FY2024 ad valorem distributed to the City. Setting the millage at 1.6150 mills represents a tax increase of 6.76% over the rolled-back rate of 1.5127 mills (DR-420 LINE 16). The funds generated from the tax increase will go to address deferred roadway surface renewals and increased public safety expenditures.

Budget Public Hearings: Staff recommend the first public hearing on tentative millage rate and budget be held during the regular City Council meeting scheduled for September 5, 2024. Staff recommend the second public hearing to adopt the final millage rate and budget be held at the September 16, 2024 regular City Council meeting. The City is required to notify the Property Appraiser of the date, time, and location of the City's first public hearing to publish on the TRIM notices. Any change in the meeting time for the first public hearing will require notice to each taxpayer. Staff requests that Council set the public hearing dates for the FY 2025 Budget as follows:

Public Budget Hearing #1: Regular Council Meeting, Thursday, September 5, 2024 at 6pm
 Final Public Budget Hearing: Regular Council Meeting, Monday, September 16, 2024 at 6pm

According to the information currently available to the City our budget hearing dates do not conflict with the meeting dates of Okaloosa County School Board (07/22/24 and 09/09/24). They also do not conflict with the budget hearing dates for Okaloosa County (09/03/24 and 09/17/24).

A. Link to Strategic Goals / Objectives: Goal #1: Financially Sound City
 Providing Service Excellence

B. Effect on Budget (EOB): The adoption of the tentative millage rate is the first step in approving the FY 2025 budget. There is no effect on our current budget. The allocation of the \$13,394,554 that would be collected at a millage rate of 1.615 would be allocated amongst the funds as follows:

General Fund	\$12,158,495
Town Center CRA (city)	678,487
Harbor CRA (city)	557,572
	=====
	\$13,394,554

C. Level of Service (LOS): Setting the tentative millage rate at 1.6150 will allow for planned increases in levels of service.

D. Legislative Sponsor:

III. CONCLUSION: Staff respectfully request that Council confirm the date and times of the public hearings as recommended above, and we request to set the tentative millage rate for ad valorem at 1.6150 mills to fund the FY 2025 Budget. This amount is 6.76% more than the roll-back rate of 1.5127 mills.

Staff also seek direction on whether to proceed with an Optional Budget Workshop on Monday, August 12, 2024 at 5:30pm.

IV. RECOMMENDED MOTION: I move that Council set the tentative millage rate for ad valorem taxes at 1.6150 mills which is 6.76% more than the roll-back rate of 1.5127 mills and confirm the date and times of the public hearings for the FY 2025 Budget on September 5th, 2024 at 6:00 PM and September 16th, 2024 at 6:00 PM.

In addition, I move to cancel (OR PROCEED WITH) the Optional Budget Workshop on Monday, August 12, 2024 at 5:30pm.

Attachments:

1. 2024 0710 DR420_2024_DESTIN
2. 2024 0710 DR420Tif_2024_HRBR
3. 2024 0710 DR420Tif_2024_TC



Reset Form

Print Form

CERTIFICATION OF TAXABLE VALUEDR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2024	County : Okaloosa
Principal Authority : City of Destin	Taxing Authority : City of Destin - Operating

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	8,598,438,014	(1)
2.	Current year taxable value of personal property for operating purposes	\$	131,921,569	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	8,730,359,583	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	107,150,092	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	8,623,209,491	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	7,933,943,240	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES ☐ NO	Number 2	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES ☒ NO	Number 0	(9)
SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 6/17/2024 12:48:27 PM		

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	1.6150	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	12,813,318	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	988,060	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	11,825,258	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	805,643,795	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	7,817,565,696	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	1.5127	per \$1000	(16)
17.	Current year proposed operating millage rate	1.6150	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	14,099,531	(18)

Continued on page 2

19.	TYPE of principal authority (check one)		☐ County	☐ Independent Special District	(19)
			☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)		☒ Principal Authority	☐ Dependent Special District	(20)
			☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)		☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs				STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 11,825,258	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			1.5127 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 13,206,415	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>			\$ 14,099,531	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>			1.6150 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>			6.7600 %	(27)
First public budget hearing		Date : 9/5/2024	Time : 18:00:00 EST	Place : 4100 Indian Bayou Trail Destin 32541	
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title :		Contact Name and Contact Title :		
	Mailing Address :		Physical Address :		
	City, State, Zip :		Phone Number :		Fax Number :

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check “Yes” if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

“Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.



Reset Form

Print Form

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2024	County :	Okaloosa
Principal Authority :	City of Destin	Taxing Authority :	City of Destin - Operating
Community Redevelopment Area :	City of Destin CRA - Harbor	Base Year :	2003

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	559,666,891	(1)
2.	Base year taxable value in the tax increment area	\$	196,250,561	(2)
3.	Current year tax increment value <i>(Line 1 minus Line 2)</i>	\$	363,416,330	(3)
4.	Prior year Final taxable value in the tax increment area	\$	511,677,101	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	315,426,540	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/17/2024 12:48:27 PM	

SECTION II: COMPLETED BY TAXING AUTHORITY Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:				
6a.	Enter the proportion on which the payment is based.	100.0000 %	(6a)	
6b.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 6a)</i> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$ 363,416,330	(6b)	
6c.	Amount of payment to redevelopment trust fund in prior year	\$ 494,030	(6c)	
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$	(7a)	
7b.	Prior year operating millage levy from Form DR-420, Line 10	per \$1,000	(7b)	
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$	(7c)	
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>	%	(7d)	
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$	(7e)	

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Title :		Contact Name and Contact Title :	
	Mailing Address :		Physical Address :	
	City, State, Zip :		Phone Number :	Fax Number :

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight Program - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.



Reset Form

Print Form

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2024	County :	Okaloosa
Principal Authority :	City of Destin	Taxing Authority :	City of Destin - Operating
Community Redevelopment Area :	City of Destin CRA - Town Center	Base Year :	1998

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	537,224,305	(1)
2.	Base year taxable value in the tax increment area	\$	94,996,840	(2)
3.	Current year tax increment value <i>(Line 1 minus Line 2)</i>	\$	442,227,465	(3)
4.	Prior year Final taxable value in the tax increment area	\$	493,677,502	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	398,680,662	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/17/2024 12:48:27 PM	

SECTION II: COMPLETED BY TAXING AUTHORITY Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:				
6a.	Enter the proportion on which the payment is based.		100.0000 %	(6a)
6b.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 6a)</i> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$	442,227,465	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	\$	494,030	(6c)
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$		(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10		per \$1,000	(7b)
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$		(7c)
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>		%	(7d)
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$		(7e)

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Title :		Contact Name and Contact Title :	
	Mailing Address :		Physical Address :	
	City, State, Zip :		Phone Number :	Fax Number :

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight Program - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.B.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director

DATE: July 18, 2024

SUBJECT: 2024 Debt Issuance RFQ Underwriters and Bank Loan

I. BACKGROUND: On June 3, 2024, staff brought forth a debt issuance update to Council confirming amount to borrow and proposing a timeline, process, and choice of an SEC licensed broker (underwriter). Council made three motions:

1. Council moved to approve issuance of \$25 million to underground overhead utilities from the Marler Bridge to Airport Road, to complete construction of the Cross Town Connector, and for purchase of 1 Harbor Blvd.
2. Council directed staff to undertake a competitive solicitation for either a bank loan or an underwriter.
3. Council directed staff to bring back an adjusted timeline for the 2024 debt issuance to include additional time needed to develop and route competitive solicitations.

REVISED Next Steps and Timing -Competitive solicitations for Underwriting Services AND Bank Financing

June 12 - July 17: Staff will work with the City's Financial Advisor and Bond Counsel to craft a Request for Qualifications to gather data from Underwriters and to craft an invitation to negotiate (ITN) to gather data from local banks for potential bank loan(s).

July 22: Council review of RFQ and ITN

August 7: Release the RFQ and ITN

September 4: Bid Opening

September 5: Bid Committee Review

September 16: Present results and recommendations to Council

IF Bank Loan is selected, negotiation/documentation with selected bank can commence. Financing documents are expected to be brought to Council for approval on October 7th with closing to occur October 10th.

IF Negotiated Public Issuance with Underwriter is chosen, the financing process is expected to take 90-100 days to close:

- Month 1 (Sept/Oct): Staff will work with Bond Disclosure Counsel to write the Preliminary Official Statement (POS). The Financial Advisor and Finance Director will discuss bond ratings and potential bond insurance with the Underwriter.
- Month 2 (Oct/Nov): Informational packets will be routed to any chosen bond rating agencies and bond insurers. Calls will be set between City Management and any rating agencies to get the bond rating process underway.
- Month 3 (Nov/Dec): Financing documents and a substantially final POS will be brought forth to Council for review and approval (60-70 days from process initiation). Upon approval, the POS will be routed to potential investors for 7-10 days prior to the pricing date. Pricing to closing usually takes up to three weeks.

II. DISCUSSION: Attached, please find a draft Request for Qualifications (RFQ) to be routed to Underwriters and to be listed on DemandStar and BeaconBid for nationwide advertising, and advertised in the NW Florida Daily News.

Please also find attached an Invitation to Negotiate (ITN) to be routed to Banks that hold current BTRs with the City of Destin and that have approached the City with interest in lending over the past 24 months. This Invitation to Negotiate will also be listed on DemandStar and BeaconBid for nationwide advertising, and advertised in the NW Florida Daily News.

Highlights

Both the Bank and the Underwriter responses are due to the City September 4, 2024 and staff reviews of the responses will be presented to Council at the September 16, 2024 council meeting.

Both items will be secured with a Covenant to Budget and Appropriate (CB&A) legally available non-ad valorem revenues.

Underwriter RFQ highlights

An underwriter is essentially a broker who is authorized by the SEC to facilitate arms-length deals in the public market. Underwriters are chiefly concerned with marketing and placing the issuer's bond with retail and institutional investors. They therefore take a large role in many facets of structuring and preparing transactions, including credit rating

strategy, bond insurance evaluation, and optimal structures and options.

The Underwriter RFQ will be evaluated on the following point system:

- 20 points: recommendations for structuring and/or marketing the City's issuance
- 20 points: firm's number and size of CB&A transactions in Florida issued since January 2022 and long-term underwriting ranking in Florida and Nationally
- 20 points: business relationships and prior transactions, market updates, analyses and other services provided to the City of Destin since January 2022
- 15 points: firm's presence in Okaloosa County, the Florida Panhandle, and/or Florida in general
- 15 points: experience of investment bankers who will be assigned to this bond issuance
- 10 points: firm assets and available capital to municipal underwriting desk

We have also requested estimated fees and expenses to help us budget.

Bank ITN highlights

The Bank ITN will be evaluated based upon a combination of lowest cost, greatest flexibility, and terms most advantageous to the City.

Comparison - Bank Loan versus Public Bond Market

The cost and risk profile associated with the City's proposed debt will be considered when evaluating the Bond Issuance versus Bank Loan Options.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB): The effect on budget will be estimated based upon responses and will be provided at the September 16, 2024 council meeting.

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION: Staff recommend issuance of the attached RFQ and ITN as per the timeline presented above, to release on August 7, 2024.

IV. RECOMMENDED MOTION: I move to release the RFQ and the ITN as proposed on August 7, 2024.

Attachments:

1. ITN - Destin FL - 2024 CB&A Bank Loan_2 (clean)
2. 2024 RFQ for Underwriter - Destin_2 (clean)

INVITATION TO NEGOTIATE: Tax-Exempt Loan Financing

City of Destin, Florida

\$25,000,000*

Non-Ad Valorem Revenue Note, Series 2024A

The City of Destin, Florida (the "City") is seeking direct, tax-exempt loan financing from a qualified financial institution (a "Lender") in the form of a Non-Ad Valorem Revenue Note, Series 2024A (the "2024A Note").

Use of Proceeds

Proceeds of the 2024A Note will be used i) to reimburse expenditures made for the acquisition of property within the City, ii) to finance the cost of various capital improvements within the City, and iii) to pay costs of issuance.

Tax Status of the 2024A Note

Interest on the 2024A Note will be exempt from Federal income taxes. The 2024A Note will NOT be designated as a qualified tax-exempt obligation under Section 265(b)(3) of the Internal Revenue Code, as amended.

Security / Source of Repayment

The 2024A Note and interest thereon will be payable solely from and secured by a covenant to budget and appropriate legally available non-ad valorem revenues, subject to customary caveats. Excerpts from the City's Ordinance No. 21-11-CN, which authorized issuance of the City's \$10,600,000 Non-Ad Valorem Refunding Revenue Note, Series 2021 (the "2021 Note"), may be found in Appendix B. The City intends to use the 2021 Note as the basis for documentation of the 2024A Note.

Structure / Interest Calculation

The City is requesting rate indication for two amortization options:

- i) 15-year amortization structured for level annual debt service
- ii) 20-year amortization structured for level annual debt service

The City prefers to pay debt service via automatic debit, on the 15th day of the month, and is amenable to various payment schedules (monthly, quarterly, semiannually). Interest shall be calculated using a fixed rate and, preferably, using a 360-day year consisting of twelve 30-day months. An estimated amortization schedule for the 2024A Note can be found in Appendix A.

Other

The City reserves the right to waive minor informalities in any response, to accept any response which the City considers to be in the best public interest, and to reject any part of, or any and all responses. Responses will be evaluated based upon the lowest cost and terms most favorable to the City as determined by the City in its sole and absolute discretion.

The City is represented by Romano Kopp Law P.A. (General Counsel), Bryant Miller Olive P.A. (Bond Counsel), and Ford & Associates, Inc. (Municipal Advisor). The financing will be a loan from a commercial bank or credit union



and the City is not preparing any disclosure information. Ford & Associates, Inc. is serving in the sole capacity of municipal advisor to the City and not as a placement agent for the transaction.

Anticipated Financing Schedule (preliminary; subject to change)

08/07/2024	ITN Distribution
08/22/2024	Deadline for Questions Regarding ITN
09/04/2024	Responses due by 3:00PM Central
09/05/2024	Bid Committee evaluation
09/16/2024	Council Meeting for Transaction Consideration
10/10/2024	Closing

The City reserves the right to alter, modify, and amend this schedule in its sole and absolute discretion.

Cone of Silence

Communication regarding this ITN shall be limited to the submission of questions as described herein. Other than questions submitted via email to the individuals listed below, potential respondents shall not contact or otherwise discuss this ITN with employees, officers, or agents of the City, nor with its advisors or counsels unless contacted by the same in response to a question submitted via email as described below. Any attempts to influence the outcome of the City's evaluation will result in rejection of that firm's response.

Questions

Any questions concerning this ITN should be submitted to the City Clerk and the City's Financial Advisor no later than August 22, 2024 at the following email addresses:

rbailey@cityofdestin.com
jwford@fordassocinc.com
wreed@fordassocinc.com
jonford@fordassocinc.com

Audited Financial Statements and Budget Documents

The City's annual budgets may be accessed at the following web address by using the menus on the left side:
<https://www.cityofdestin.com/DocumentCenter/Home/Index/65>

The City's audited annual financial statements may be accessed at the following web address by using the menus on the left side:
<https://www.cityofdestin.com/DocumentCenter/Home/Index/67>



Submittal Requirements

1. Respondents should submit one (1) original and one (1) electronic copy in searchable PDF format on a USB drive, contained in a sealed envelope no later than **3:00PM Central on September 4, 2024** to the following address:

Destin City Clerk
4200 Indian Bayou Trail
Destin, FL 32541

Responses will be opened at the time of the submission deadline. It is the respondent's responsibility to ensure timely arrival of their response.

2. The Lender must be able to close and fund the 2024A Note on or about October 10, 2024 (subject to change). Lenders who agree to hold their proposed interest rate constant from the due date to the closing date without a breakage fee may be viewed more favorably than Lenders proposing rates subject to market movement.
3. The Lender must include all costs, fees, and expenses of the Lender and a cap on any counsel's fees and expenses of the Lender. Such figures will be used in calculating the net cost of the response.
4. The Lender must specify whether the 2024A Note is subject to prepayment at the option of the Lessee and, if so, the terms of such prepayment. Inexpensive and early optional prepayment will be considered more favorable to the City.
5. The Lender must specify key terms and conditions associated with any potential loan being offered as part of their response. Such terms should include covenants, requirements, additional fees or expenses, default provisions, and provisions related to potential changes in interest rate.
6. The Lender must provide the name and contact information for one (1) other local government, preferably in Florida, that the Lender has provided financing for and the City may contact as a reference.
7. The successful Lender shall also be required to provide the Lessee with truth-in-bonding statement and disclosure letter satisfying the requirements of Section 218.385(1), Florida Statutes and a certification enabling the City to determine the issue price for purposes of the Internal Revenue Code of 1986, as amended.
8. The City cannot accept provisions that are legally problematic under Federal or Florida law, nor any provisions that could adversely impact (or create the appears of an adverse impact on) other debtholders. Such provisions include, but are not limited to, acceleration of principal, cross-default, and yield maintenance provisions not limited in scope and/or linked to factors outside the control of the City.
9. The City reserves the right to negotiate all terms and conditions as part of its evaluation, and such terms and conditions are subject to approval of the City's General Counsel and Bond Counsel.



Other Information

Responses will be evaluated based on a combination of lowest cost, greatest flexibility, and terms most advantageous to the City, in the City's sole judgement. The City reserves the right to accept or reject any or all responses submitted and to waive informalities and minor irregularities in any response reviewed and to request resubmission.

All terms and conditions required by respondents should be included within their response. The City will not accept provisions that would result in changes in the interest rate resulting from events or circumstances outside of the City's control.

All costs of responding to this ITN are the responsibility of each respondent and may not be charged to the City, either directly or indirectly. All fees and expenses, including legal fees of each respondent, are on a contingency basis and shall only be paid if and when the financing closes. Any dispute concerning the timeliness of a response shall be resolved against the respondent.

All applicable laws and regulations of the State of Florida and policies and resolutions of the City will apply to any resulting agreement.

Prior to any closing of the 2024A Note, the Lender selected by the City must provide the City with a disclosure statement containing the information required by Section 218.385(6), Florida Statutes and a Truth-In-Bonding Statement pursuant to Section 218.385(2), Florida Statutes.

The Lender selected by the City will be required to make certain certifications at closing, including certificates necessary for Bond Counsel to deliver their opinion, and to the effect of the following:

- We are engaged in the business of entering into loan transactions similar to the 2024A Note.
- We are purchasing the 2024A Note for our own account (or the account (s) of our banking affiliates) for investment purposes and not for resale; provided, however, that subject to our compliance with federal and state securities laws applicable to us and the transfer restrictions set forth in the 2024A Note, we reserve the right to transfer the 2024A Note or any part thereof or interest therein at any time in our sole discretion. The interest rate represented by the 2024A Note was negotiated pursuant to an arms-length transaction. The full principal amount represented by the 2024A Note will be advanced by the Lender on this date to the City.
- We are a [bank/bank subsidiary] and we have sufficient knowledge and experience in financial and business matters, including the purchase and ownership of tax-exempt obligations, to be capable of evaluating the merits and risks of our investment in the 2024A Note.
- We are able to bear the economic risk of our investment in the 2024A Note.
- We understand, acknowledge, and agree that the 2024A Note have not been and will not be registered under the 1933 Act or the securities or Blue Sky laws of any state and are not listed on any stock or securities exchange.
- We understand that no offering statement, prospectus, offering circular, official statement or other disclosure document containing material information with respect to the City or the 2024A Note is being



or has been prepared, and that, with due diligence, we have made our own inquiry and analysis with respect to the City, the 2024A Note, and the security therefor.

- We have received all financial and other information regarding the City that we have requested and which we consider relevant or necessary to make an informed decision to invest in the 2024A Note. We have made our own inquiry into the creditworthiness of the City, we have received all the information that we have requested from the City or any agents or representatives thereof, and we have been afforded a reasonable opportunity to ask questions about the terms and conditions of the offering, the 2024A Note, the security therefor, and the City.
- We understand that Ford & Associates, Inc. serves as municipal advisor to the City and represents solely the interests of the City and not those of the lender.

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Appendix A

Estimated Loan Amortization Schedules

15-Year Amortization		20-Year Amortization	
Term	Principal	Term	Principal
1	\$ 1,235,000	1	\$ 789,000
2	1,286,000	2	825,000
3	1,339,000	3	863,000
4	1,395,000	4	903,000
5	1,453,000	5	944,000
6	1,513,000	6	988,000
7	1,576,000	7	1,033,000
8	1,641,000	8	1,080,000
9	1,709,000	9	1,130,000
10	1,780,000	10	1,182,000
11	1,854,000	11	1,236,000
12	1,931,000	12	1,293,000
13	2,011,000	13	1,353,000
14	2,095,000	14	1,415,000
15	2,182,000	15	1,480,000
	<u>\$ 25,000,000</u>	16	1,548,000
		17	1,619,000
		18	1,694,000
		19	1,772,000
		20	1,853,000
			<u>\$25,000,000</u>
Avg Life = 8.75 years		Avg Life = 11.97 years	

All figures are estimated and subject to change.



Appendix B

Selected Excerpts from the Ordinance No. 21-11-CN

"Ad Valorem Revenues" means all revenues of the Issuer derived from the levy and collection of ad valorem taxes.

"Non-Ad Valorem Revenues" means all legally available revenues of the Issuer other than Ad Valorem Revenues.

"Pledged Revenues" means the Non-Ad Valorem Revenues budgeted, appropriated and deposited as provided herein, and amounts on deposit from time to time in the Debt Service Fund and the Project Fund as provided herein.

SECTION 7. Payment of Principal and Interest; Limited Obligation. The Issuer promises that it will promptly pay the principal of and interest on the Note at the place, on the dates and in the manner provided therein according to the true intent and meaning hereof and thereof. The Note is secured by a pledge of and lien upon the Pledged Revenues in the manner and to the extent described herein. The Note shall not be or constitute a general obligation or indebtedness of the Issuer as a "bond" within the meaning of Article VII, Section 12 of the Constitution of Florida, but shall be payable solely from the Pledged Revenues in accordance with the terms hereof. No holder of any Note issued hereunder shall ever have the right to compel the exercise of any ad valorem taxing power or taxation of any real or personal property thereon or the use or application of ad valorem tax revenues to pay such Note, or be entitled to payment of such Note from any funds of the Issuer except from the Pledged Revenues as described herein.

SECTION 8. Covenant to Budget and Appropriate; Further Assurance. (A) Subject to the next paragraph, the Issuer covenants and agrees and has a positive and affirmative duty to appropriate in its annual budget, by amendment, if necessary, from Non-Ad Valorem Revenues, and to deposit into the Debt Service Fund (hereinafter created) amounts sufficient to pay principal of and interest on the Note and all other payments due hereunder not being paid from other amounts as the same shall become due. Such covenant and agreement on the part of the Issuer to budget, appropriate and deposit such amounts of Non-Ad Valorem Revenues shall be cumulative to the extent not paid, and shall continue until such Non-Ad Valorem Revenues or other legally available funds in amounts sufficient to make all such required payments shall have been budgeted, appropriated, deposited and actually paid. No lien upon or pledge of such budgeted Non-Ad Valorem Revenues shall be in effect until such monies are budgeted, appropriated and deposited as provided herein. The Issuer further acknowledges and agrees that the obligations of the Issuer to include the amount of such appropriations in each of its annual budgets and to pay such amounts from Non-Ad Valorem Revenues may be enforced in a court of competent jurisdiction in accordance with the remedies set forth herein.

Until such monies are budgeted, appropriated and deposited as provided herein, such covenant to budget and appropriate does not create any lien upon or pledge of such Non-Ad Valorem Revenues, nor does it preclude the Issuer from pledging in the future its Non-Ad Valorem Revenues, nor does it require the Issuer to levy and collect any particular Non-Ad Valorem Revenues, nor does it give the Owner of the Note a prior claim on the Non-Ad Valorem Revenues as opposed to claims of general creditors of the Issuer. Such covenant to budget and appropriate Non-Ad Valorem Revenues is subject in all respects to the prior payment of obligations secured by a pledge of such Non-Ad Valorem Revenues heretofore or hereafter entered into (including the payment of debt service on bonds and other debt instruments). Anything in this Ordinance to the contrary notwithstanding, it is understood and agreed that all obligations of the Issuer hereunder shall be payable from the portion of Non-Ad Valorem Revenues budgeted, appropriated and deposited as provided for herein and nothing herein shall be deemed to pledge ad valorem taxing power or ad valorem tax revenues or to permit or constitute a mortgage or



lien upon any assets owned by the Issuer and no Owner of the Note nor any other Person, may compel the levy of ad valorem taxes on real or personal property within the boundaries of the Issuer or the use or application of ad valorem tax revenues in order to satisfy any payment obligations hereunder. The obligation of the Issuer to budget, appropriate, deposit and make payments hereunder from its Non-Ad Valorem Revenues is subject to the availability of Non-Ad Valorem Revenues after the satisfaction of the funding requirements for obligations having an express lien on or pledge of such revenues and the funding requirements for essential governmental services of the Issuer. Notwithstanding any provisions of this Ordinance or the Note to the contrary, the Issuer shall never be obligated to maintain or continue any of the activities of the Issuer which generate user service charges, regulatory fees or any Non-Ad Valorem Revenues. Until such monies are budgeted, appropriated and deposited as provided herein, neither this Ordinance nor the obligations of the Issuer hereunder shall be construed as a pledge of or a lien on all or any legally available Non-Ad Valorem Revenues of the Issuer, but shall be payable solely as provided herein and is subject to the payment of services and programs which are for essential public purposes affecting the health, welfare and safety of the inhabitants of the Issuer and is further subject to the provisions of Section 166.241, Florida Statutes insofar as there are not sufficient Non-Ad Valorem Revenues to comply with such covenant after the satisfaction of the funding requirements for obligations having an express lien on or pledge of such revenues and the funding requirements for essential governmental services of the Issuer.

There is hereby created and established the "City of Destin, Florida Non-Ad Valorem Revenue Note, Series 2021 Debt Service Fund" (the "Debt Service Fund"), which fund shall be a trust fund held by the City Clerk, which shall be held solely for the benefit of the Owner as provided herein. The money in the Debt Service Fund shall be continuously secured in the same manner as state and municipal deposits are authorized to be secured by the laws of the State. The designation and establishment of the Debt Service Fund in and by this Ordinance shall not be construed to require the establishment of a completely independent, self-balancing fund as such term is commonly defined and used in governmental accounting, but rather is intended solely to constitute an earmarking of certain revenues and assets of the Issuer for certain purposes and to establish certain priorities for application of such revenues and assets as herein provided.

The Issuer may at any time and from time to time appoint one or more depositories to hold, for the benefit of the Owner of the Note, the Debt Service Fund established hereby. Such depository or depositories shall perform at the direction of the Issuer the duties of the Issuer in depositing, transferring and disbursing moneys to and from such Debt Service Fund as herein set forth, and all records of such depository in performing such duties shall be open at all reasonable times to inspection by the Owner of the Note. Any such depository shall be a bank or trust company duly authorized to exercise corporate trust powers and subject to examination by federal or state authority, of good standing, and having a combined capital, surplus and undivided profits aggregating not less than fifty million dollars (\$50,000,000).

Until applied in accordance with this Ordinance, the Non-Ad Valorem Revenues of the Issuer on deposit in the Debt Service Fund and other amounts on deposit from time to time in the funds and accounts established herein, plus any earnings thereon, shall be pledged to the repayment of the Note.



CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS
FOR INVESTMENT BANKING/UNDERWRITING SERVICES

\$25,000,000*

Capital Improvement Revenue Bonds, Series 2024

Introduction / Overview

The City of Destin, Florida (the “City”) is seeking proposals for investment banking/underwriting services for the City’s proposed Capital Improvement Revenue Bonds, Series 2024 (the “Series 2024 Bonds”). The Series 2024 Bonds will be issued to fund approximately \$25 million in capital improvements in the City, including approximately \$9 million to reimburse the City for funds already expended.

Representation

The City is represented by Ford & Associates, Inc. (Municipal Advisor) and Bryant Miller Olive, P.A. (Bond Counsel and Disclosure Counsel).

Tentative RFQ Schedule

August 7, 2024	Distribution of RFQ
August 22, 2024	Deadline for Questions
September 4, 2024	Responses Due by 3:00 PM EST
September 5, 2024	Evaluation Committee Meeting
September 16, 2024	Committee Results/Recommendations Presented to City Council

Expected Structure

The Series 2024 Bonds will be issued as a single series with an anticipated closing date of December 15, 2024. Interest will be paid semi-annually on April 1 and October 1 of each year, commencing April 1, 2025. Principal on the Series 2024 Bonds will be payable annually commencing October 1, 2025, through final maturity of October 1, 2044. The City anticipates that the Series 2024 Bonds will be structured for level debt service and will include a 10-year par call option on October 1, 2034.

Security

The Series 2024 Bonds will be secured by a covenant of the City to budget and appropriate legally available non-ad valorem revenues.

Outstanding Debt

The City has the following previously issued debt outstanding:

- \$9,905,000 Non-Ad Valorem Refunding Revenue Note, Series 2021
- Town Center Area Redevelopment Refunding Revenue Note, Series 2014 (Amended, Restated and Reissued on June 8, 2015 in the amount of \$11,205,000)
- \$7,610,000 Capital Improvement Refunding Revenue Note, Series 2013

Documentation associated with each of the above issues may be obtained by emailing [the City Clerk at rbailey@cityofdestin.com](mailto:rbailey@cityofdestin.com).

Questions

Any questions concerning this RFQ should be submitted to the City Clerk and the City's Financial Advisor no later than August 22, 2024 at the following email addresses:

rbailey@cityofdestin.com

jwford@fordassocinc.com

wreed@fordassocinc.com

jonford@fordassocinc.com

Submission Instructions

Respondents should submit one (1) original and one (1) electronic copy in searchable PDF format on a USB drive, contained in a sealed envelope no later than 3:00PM Central on September 4, 2024 to the following address:

Destin City Clerk
4200 Indian Bayou Trail
Destin, FL 32541

Responses will be opened at the time of the submission deadline. It is the respondent's responsibility to ensure timely arrival of their response.

The City reserves the right to amend, modify, or cancel this RFQ. Please note that any response submitted to the City in connection with this request for qualifications, and any and all information contained therein, is considered a public record and may be reviewed by any persons interested in doing so as provided under Section 119.071(1)(b), Florida Statutes.

Required Responses:

1. Please provide a description of your firm's corporate and departmental structure, including the size of the firm (by assets), the size of your firm's public finance investment banking department, and the relationship of your public finance bankers to relevant departments such as sales, trading, underwriting, and commercial banking, as applicable. Include the amount of capital available to your firm's municipal underwriting desk.
(10 Points; 1 Page Limit)
2. Please describe your firm's physical presence in Florida, and specifically in Okaloosa County and the broader Florida Panhandle. Include the number of public finance bankers and offices and the number of retail brokers and offices. You may include the number of commercial bank locations, if applicable, and any other measure of corporate presence that you feel is relevant.
(15 Points; 1 Page Limit)
3. Please provide a list of the investment banker(s) who will be assigned to the City, as well as a brief resume for each, highlighting relevant transactional experience. Please do not include individuals who will not be directly involved with the City's financing activities.
(15 Points; 2 Page Limit)
4. Please provide the following:
 - a. A list of Florida CB&A transactions your firm has underwritten since January 1, 2022. Please include Delivery Date, Issuer, Par Amount, Ratings/Credit Enhancement, and Term of Final Maturity
 - b. Your firm's long-term underwriting ranking in Florida and Nationally for the period from January 1, 2022 through June 30, 2024. Please separate by negotiated and competitive sales.
(20 Points; 2 Page Limit)
5. List any prior transactions executed with, any analysis submitted to, or any other services provided by your firm to the City since January 1, 2022.
(20 Points; 1 Page Limit)
6. The City is preparing to issue bonds backed by a Covenant to Budget & Appropriate in an amount sufficient to fund approximately \$25 million of capital improvements. What recommendations do you have for the City in preparing, structuring, and/or marketing this transaction for best execution?
(20 Points; 2 Page Limit)
7. Proposed Fees & Expenses: Outline proposed takedowns by maturity, management fee (if any), and detailed expenses for the proposed Series 2024 Bonds. Expenses should include underwriter's counsel fees based on the assumption that Disclosure Counsel will draft the POS and OS.
(0 Points; 1 Page Limit)

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024**TYPE OF AGENDA ITEM:** Action Item**AGENDA OUTLINE NUMBER:** 4.C.**TO:** City Council**THRU:** Louis Zunguze, City Manager
Kimberly Kopp, City Attorney**FROM:** Jeffrey Cozadd, Projects, Grants and Contracts Manager
Lisa Firth, Parks & Rec Director
Krystal Strickland, Finance Director**DATE:** July 9, 2024**SUBJECT:** RFP 24-02-REC Clement Taylor Park - Bid Committee Recommendation

I. BACKGROUND: RFP 24-02-REC Clement Taylor Park Restoration Project was released on May 24, 2024. A bid opening was held June 27, 2024, and five proposals were received. This capital project will be partially funded through the County/US Treasury with a RESTORE grant. Due to the County and US Treasury involvement, all County and Federal requirements must be satisfied.

II. DISCUSSION: Five bids were received for RFP 24-02-REC Clement Taylor Park Restoration Project. Upon initial review of all five bids, significant issues were identified with all bids. The RFP contained language stating, "No proposals in excess of a firm fixed price of \$1,500,000 (including contingency) will be considered". Four of the five bids were above \$1,500,000. The single bid under \$1,500,000 failed to provide a price for the 14x14 gazebo, which is a required element.

Staff consulted City legal counsel and County administration regarding these concerns. The County also consulted US Treasury and shared this information. The recommendation from the county and US Treasury was to find all bids unresponsive and to rebid.

Staff requested that the City be allowed to make some minor changes to the RFP before readvertizing the bid. The changes that were recommended by the bid committee include:

- Remove the \$1,500,000 language, as referred to above.
- Add an example of a pre-engineered gazebo to the specifications.
- Request for three reference requirements to be added.
- Remove the gravel parking lot option and add more tree protection language to the specifications.

- Add the lighting details to the plans that were provided as addendum #1 to 24-02-REC.

The County Administration agreed to allow these changes, which have been incorporated into RFP 24-05-REC Clement Taylor Park Renovation Project (rebid).

The draft bid committee minutes from July 3, 2024, are attached.

RFP 24-05-REC Clement Taylor Park Renovation Project is attached to this agenda item.

- A. **Link to Strategic Goals / Objectives:** 4.10 Renovate Clement Taylor Park
- B. **Effect on Budget (EOB):** No effect on budget at this time
- C. **Level of Service (LOS):**
- D. **Legislative Sponsor:**

III. CONCLUSION: Staff request that the Council reject all bids for 24-02-REC Clement Taylor Park Renovation Project for being unresponsive. Staff also request that the Council approve the release on 24-05-REC Clement Taylor Park Renovation Project including the changes approved by the county.

IV. RECOMMENDED MOTION: I move that the City Council accept the bid committee recommendation and reject all bids for RFP 24-02-REC Clement Taylor Park Renovation Project for being unresponsive and that RFP 24-05-REC Clement Taylor Park Renovation Project be released as presented.

Attachments:

1. 7-3-24 Sp. Bid Committee Mtg
2. RFP 24-05-REC CTP Restoration Project 7.11.24
3. Combined Plans updated 7.11

DRAFT
MINUTES
SPECIAL BID COMMITTEE MEETING
JULY 3, 2024

1. CALL TO ORDER:

Bid Committee Chairman Jeffery Cozadd called the Special meeting to order on Thursday, July 3, 2024, at 2:00 PM in the City of Destin Annex Chambers.

2. ROLL CALL:

Bid Committee Members Present:

Grants/Proj. Mgr. Jeffery Cozadd
Lisa Firth Parks & Rec. Director
Michael Burgess PW Director
Ryan Scott City Engineer

Other Staff Members Present:

Deputy City Clerk Kim Montgomery

3. NEW BUSINESS:

A. RFP 24-02-REC, Clement Taylor Park Restoration Project

According to Mr. Cozadd the city received five bid submissions for this project. However, language in the bid on page 6, **3.0 Scope of Work**, that states, “*No proposals in an excess of firm proposed price of \$1.5M, including contingency will be considered.*”, and with four of the five bids being in excess of \$1.5M amount, in accordance with legal advice he received from Legal Counsel, they are deemed unresponsive. As for the last remaining bid, as outlined in the bid documents, it too could not be accepted and deemed unresponsive because a required line item in the bid was marked N/A and, due to the fact that it is a required element of the project, bidders cannot simply choose not to include it. According to Mr. Cozadd, because the Okaloosa County and the U.S. Treasury are involved in this project, he reached out to both, and they are in agreement due to the language in the bid, that all of the bid submittals are unresponsive, and the County and Treasury recommend that the project be put back out to bid. In addition, since the project needs to be rebid he asked if they would allow for the RFP to be amended in order to add the following items, which they agreed:

- Remove the \$1.5M language, as referred to above.
- Add an example for a pre-engineered gazebo to the specifications.
- Request for three references requirements to be added.
- Remove the gravel parking lot option and add more tree protection language to the specifications.
- Add the lighting details to the plans that were included as an addendum to 24-02-REC

Motion by Mr. Ryan Scott City Engineer, seconded by Mr. Michael Burgess Public Works Director to recommend City Council find all five bids unresponsive and to direct staff

to amend the bid documents to add the items to the bid documents that was approved by the US Treasury and Okaloosa County:

- Remove the \$1.5M language, as referred to above.
- Add an example for a pre-engineered gazebo to the specifications required in the application to the US Treasury as well as the city codes, manufacturers requirements and wind load.
- Request for three references requirements to be added.
- Remove the gravel parking lot option and add more tree protection language to the specifications
- Add the lighting details to the plans that were included as an addendum to 24-02-REC

The motion passed with a unanimous vote of 4-0.

The members briefly discussed details of the additions that need to be added to the plans and specs prior to putting it back out for bid. Additionally, they briefly discussed how the bids are advertised so that they get out nationwide. According to the clerk, the bid is noticed in a local paper, as well as being placed on two websites that are plan holders type businesses that are worldwide, those being DemandStar and Bid Beacon, and the city of Destin's website.

4. PUBLIC COMMENTS:

None

5. ADJOURNMENT:

Adopted this _____ of _____ 2024.

Jeffery Cozadd, Chairman

Kim Montgomery, Deputy City Clerk

CITY OF DESTIN, FLORIDA

**REQUEST FOR PROPOSALS
RFP NO. 24-05-REC**

CLEMENT TAYLOR PARK RESTORATION PROJECT



City of Destin, Florida
July 26, 2024

Louis Zunguze, City Manager
Phone (850) 837-4242
Facsimile (850) 837-3267
4200 Indian Bayou Trail
Destin, Florida 32541

REQUEST FOR PROPOSALS
RFP NO. 24-05-REC
CLEMENT TAYLOR PARK RESTORATION PROJECT

CITY OF DESTIN, FLORIDA

The City of Destin will receive sealed competitive proposals for the restoration of Clement Taylor Park. The existing park is located on a 3.39-acre parcel in the City of Destin at 131 Calhoun Ave.

As outlined in the project design plans, demolition shall include, but may not be limited to, the existing bathroom, playground, various walkways, and existing parking lot, improvements shall include, but may not be limited to, a new pavilion, gazebo, bathroom, playground, parking and sidewalk improvements, necessary ADA walkways/ramps, potable and sanitary sewer service lines, board for board replacement of portions of the pier, and final site grading and stabilization.

Project plans and specifications, and submittal requirements can be obtained from the City Clerk's Office at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541. Proposal submissions must be received by the City Clerk's Office at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541, in a sealed envelope clearly marked **“RFP NO. 24-05-REC, "CLEMENT TAYLOR PARK RESTORATION PROJECT”, along with the name, return address and telephone number of the submitter**, no later than **2:00 p.m. (CST)**, on **August 29, 2024** at which time they will be opened. The City reserves the right to reject any and all submittals or portions thereof, to waive minor defects and informalities in the process, to accept the Bid(s) or take any other actions deemed by the City to be in the City's best interest.

Louis Zunguze
City Manager

REQUEST FOR PROPOSALS
RFP NO. 24-05-REC
CLEMENT TAYLOR PARK RESTORATION PROJECT

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REQUEST FOR PROPOSALS
RFP NO. 24-05-REC
CLEMENT TAYLOR PARK RESTORATION PROJECT

1.0 INTRODUCTION

The City of Destin is issuing a Request for Proposals (RFP) to secure proposals from qualified contractors for the restoration of Clement Taylor Park. The existing park is located on constructed on a 3.39 acre parcel, in the City of Destin at 131 Calhoun Ave. This project is funded through a subrecipient grant award with Okaloosa County and is subject to all procurement provisions for RESTORE Act Direct Component and standards set forth in 2 CFR 200.318 – 200.326.

It is the responsive bidder's responsibility to read and understand the requirements of this request for proposal. Responsive bidders are required to state exactly what they intend to furnish the City of Destin via this solicitation and must indicate any variances to the terms, conditions and specifications of this proposal, no matter how slight. If variations are not stated in the proposal, it shall be construed that the proposal fully complies with all conditions identified in this proposal.

Before submitting a proposal, each responsive bidder will, at bidder's own expenses, make or obtain any additional examinations, investigations and studies, and obtain any additional information and data that may affect costs, permitting, progress, performance of furnishing of the project and that the responsive bidder's deems necessary to determine its proposal.

Responsive bidder will examine all documents included in this RFP carefully and shall make a written request to the City's authorized representative for interpretation or correction of any ambiguity, inconsistently, or error herein.

Any interpretation or correction will be issued by the City as an addendum to the RFP. Only a written interpretation or correction by addendum shall be binding. Responsive bidders are cautioned against relying up on any interpretation or correction given by any other method.

The submission of a proposal shall not be deemed an agreement between the responsive bidder and the City. The proposal is a contractual offer by the responsive bidder to perform services in accordance with the proposal. The City shall not be obligated to respond to any proposal submitted nor be bound in any manner by the submission of a proposal.

2.0 INSTRUCTION TO RESPONDENTS

- A. The City of Destin will accept RFP responses until **August 29, 2024 at 2:00 P.M. (CST)** at City Clerk's Office located at City Hall, 4200 Indian Trail Bayou Destin FL. 32541, to provide the City with Qualified Respondents for **RFP 24-05-REC, CLEMENT TAYLOR PARK RESTORATION PROEJCT.**
- B. Any responses received after the above stated time and date will NOT be considered. It shall be the sole responsibility of the responsive bidder to have their RFP submittal delivered to City Clerk's Office for receipt on or before the above stated time and date. RFP responses which arrive after the above stated deadline as a result of delay by the mail service shall not be considered, and arrangements shall be made for their return at

REQUEST FOR PROPOSALS
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the responsive bidder's request and expense. The City reserves the right to consider submittals that have been determined by the City to be received late due solely to mishandling by the City after receipt of the RFP and prior to the award being made.

- C. All RFP's will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom on August 29, 2024 no later than 2:00 P.M. (CST). All responsive bidders or their representatives are invited to be present. The City Hall Boardroom is located at 4200 Indian Bayou Trail Destin, FL 32541.
- D. Respondents may request information regarding the RFP in writing from City Clerk Rey Bailey, clerk@cityofdestin.com. Such a request shall be received in writing at least five (5) business days prior to the submittal deadline.
- E. If any addendum(s) are issued to this RFP, the City will attempt to notify all prospective respondents. It shall be the responsibility of each respondent, prior to submitting the RFP response, to contact the City Clerk's Office, at (850) 837-4242 to determine if any addendum(s) were issued and to complete any addendum acknowledgements as part of their RFP response.
- F. One (1) original, so designated, and seven (7) copies (for a total of eight (8) submissions), and one (1) digital copy on a USB Thumb Drive of the RFP responses shall be submitted in a sealed package clearly marked on the outside "RFP 24-05-REC, Clement Taylor Park Restoration Project" and addressed: City of Destin, City Clerk's Office, 4200 Indian Bayou Trail, Destin, FL 32541.
- G. Complete and submit Responsive Bidder Qualification Statement, form herein as an attachment. Clearly indicate the legal name, address and telephone number of the responsive bidder. Responses shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to bind the responsive bidder to the submitted RFP. Responsive bidders must note their Federal Employer Identification Number (FEIN) on their RFP submittal.
- H. Submissions shall be portrait orientation, "8 1/2 X 11" where practical and double-sided. One sheet of paper printed on both sides is considered 2 pages.
- I. All expenses for making RFP submittals to the city are to be borne by the responsive bidder.
- J. Responses shall be evaluated by the Bid Committee based on all information submitted and a ranked list of responsive bidders will be submitted to the City Council for approval. Responsive bidders may be required to provide a presentation at a City Council meeting.
- K. The Bid Committee shall consist of City of Destin staff members.
- L. Each responsive bidder, by submission of a proposal, acknowledges that in the event of any legal action challenging the award of the RFP; damages, if any, shall be limited to the actual cost of the preparation of the RFP.

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M.

PROCUREMENT SCHEDULE	
Tasks	Date
RFP issued	July 26, 2024
Last day for questions to be submitted	August 9, 2024
Due Date/Bid opening	August 29, 2024
Tentative Date - Bid Committee Evaluation	September 19, 2024
Tentative Date – City Council Meeting	October 7, 2024
Tentative Date- Execution of Contract	October 21, 2024
Tentative Date -Notice of Award	October 21, 2024
Tentative Date- Notice to Proceed	TBD

3.0 SCOPE OF WORK

The Clement Taylor Park Restoration Project shall include, but may not be limited to, demolition of the existing bathroom, playground, various walkways, and existing parking lot, improvements shall include, but may not be limited to, a new pavilion, gazebo, bathroom, playground, parking and sidewalk improvements, potable and sanitary sewer service lines, necessary ADA walkways/ramps, board for board replacement of portions of the pier, and final site grading and stabilization.

Details of the proposed work are provided in the engineering drawings and specifications, (see technical attachments including all addendums) All work shall be completed as shown in the construction documents and in accordance with applicable federal, state, and local codes and regulations.

The construction costs of the project include project inspection fees and monitoring reports, site work, demolition and removal, and construction is estimated to be approximately \$1,500,000.00. Contractor is responsible for obtaining all necessary governmental agency permits. All permitting costs are to be included in the base offer including permit related signage.

3.1 Project Schedule

Final Completion Deadline is January 31, 2026. Contractor shall reach substantial completion for all work thirty (30) days prior to final completion. The time stated for completion shall include final cleanup of the premises. Extensions of contract time for delays caused by the effects of inclement weather are justified only when rain or other inclement weather conditions or related adverse soil conditions prevent the Contractor from productively performing controlling items of work resulting in:

- The Contractor being unable to work at least 50% of the normal workday on

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- predetermined controlling work items; or
- The Contractor must make major repairs to work damaged by weather, providing the damage was not attributable to a failure to perform or neglect by the Contractor.

ESTIMATED PROJECT SCHEDULE	
Tasks	Date
Permitting	November 30, 2024
Begin Construction	January, 2025
Substantial completion date	December 31, 2025
Complete Construction	January 31, 2026

4.0 PROJECT CONTRACTOR REQUIREMENTS

City of Destin is seeking an independent general contractor (including all necessary independent subcontractors) with all applicable licenses for work on this project.

4.1 License Requirements

Provide all applicable contractor licenses: including license name, license numbers and contact information. Contractor must be Florida State Certified or possess an Okaloosa County Competency License <http://www.co.okaloosa.fl.us/gm/licensing>.

Contractor must also be registered in the City of Destin
<https://www.cityofdestin.com/DocumentCenter/View/12259/Contractor-Packet>.

4.2 Insurance Requirements

Respondent, contractor and/or sub-contractors (used interchangeably) shall, at its expense, procure and maintain at a minimum for the duration of the project and through the period as stated in the Construction Contract, the types and amounts of insurance described below or as otherwise requirement by state and federal law:

- a. Workers' Compensation and Employers Liability Insurance: Shall carry Workers' Compensation Insurance in accordance with the laws of the State of Florida and in the amounts sufficient to secure the benefits of the Florida Workmen's Compensation Law for all types of employees, including those of subcontractors. Any Florida State or County Licensed contractor who performs anytime of marine contraction work as defined in FAC 61G4015.033, must maintain applicable workers' and general liability insurance as required by state and federal law, including but not limited to the provisions of the Longshore and Harbor Workers' Compensation Act.

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- b. General Liability Insurance: General Liability Insurance with a minimum liability insurance requirement of \$1,000,000 for combined single limit.
- c. Respondent shall produce proof of insurance in the types and amounts required by the city, state, and federal regulations, including the foregoing and any additional coverages, including Automobile Liability and or Builder's Risk Insurance, as may be defined at the time of contract. The city shall be named as an additional insured party and all binders, policies or certificates of insurance shall include a provision that such insurance coverage shall not be cancelled or amended without at least thirty days' notice to the city. All coverage shall be with carriers doing business in the State of Florida. Carriers shall be A rated (or better) by AM Best Company. City reserves the right to modify its insurance requirements with 60 days' notice.

4.3 Bonding Requirements

- a. Bid Bond Security
All bidders shall furnish with their bids a bid bond (Attachment No. 5). Said bid bond shall be issued by a surety duly authorized to conduct business in the State of Florida and shall be in the amount of five percent (5%) of the total amount of the bid. Bid security is submitted as a guarantee that the Bidder, if awarded the Contract, will promptly execute such Contract in accordance with the Bid and in the manner and form required as defined by the Contract Documents (Attachment No. 9). The Bidder must be named as the principal of the bond. Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida. See Article 5 of the General Conditions as amended by Supplementary Conditions.
- b. Performance and Payment Bond
The bidder to whom the Contract is awarded shall furnish to the City, without extra compensation, and shall maintain in effect throughout the life of the Contract, and for the duration of the period described in the bond, acceptable Performance and Payment bonds in sums at least equal to 100% of the full amount of the Contract, conditioned to indemnify and save harmless the City from and against any loss, damage, or expense ensuing from failure on the part of the Contractor to faithfully and properly perform the Contract or to promptly pay all its subcontractors, suppliers, materialmen or laborers for work completed on the Project.
- c. The required forms for the performance and payment bonds are included in these Instructions. If within ten (10) calendar days after the acceptance of the bid, the successful bidder shall refuse or neglect to execute the contract and to furnish the required performance and payment bonds properly signed by the bidder and the surety or sureties satisfactorily to the owner, the bidder shall be deemed to be in default and the owner will retain the Bid Bond Security as liquidated damages, but not as a penalty. The owner reserves the option to accept the bid of any of the other bidder within ten (10) calendar days from default, in which case such acceptance

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shall have the same effect on such bidder as though he were the original, successful bidder.

4.4 Permitting Requirements

Contractor is required to obtain all required permits prior to the start of construction.

- a. City of Destin General Permit
- b. City of Destin Building Permit
- c. Submit White Sand Application Form
- d. Any and all other applicable and/or required federal, state, and local permits

4.5 Codes and Standards

All project work shall be done in accordance with all applicable Federal, State, and local codes and standards which include, Florida State Building Codes, City Codes and Ordinances, Approved Development Order and Manufacturers Recommendations.

5.0 PROJECT CONTRUCTION CONSIDERATIONS

Project implementation for this scope of work under this RFP includes all labor, materials, equipment and services required for construction including any permitting, compliance with all federal, state and local codes and construction of the project. All new construction shall be completed as indicated in the construction documents. All work shall meet City standards and be performed to the satisfaction of the City Engineer or his designee. All materials and equipment shall be subject to inspection by the City prior to incorporation into the final work.

Specific products including the Pavilion, Gazebo, Bathroom Building, and Playground are provided in the plans. Please provide a bid price for the items that are specified in the plans. The city may consider alternative items after the bid has been awarded. Please provide information and pricing for any of the four alternates listed on the price proposal form if an alternate is preferred. Alternates may be considered provided they meet or exceed the performance and quality specifications outlined for the originally specified products.

5.1 Scope of Work shall include, but may not be limited to;

- a. Demolition
 - a. Bathroom
 - b. Playground
 - c. Walkways
 - d. Parking lot
- b. Improvements
 1. Pavilion
 2. Gazebo

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3. Bathroom
4. Playground
5. Parking lot
6. Sidewalk
7. Potable and sanitary sewer service line extension
8. ADA walkways/ramps
9. Final site grading and stabilization.

5.2 Site Preparation

- a. Clearing and Grubbing: All clearing, and grubbing shall be completed to limits shown in the construction documents and in accordance with applicable local, State and Federal ordinances/regulations.
- b. Erosion Control: Erosion control devices shall be installed as shown in the construction documents. The contractor shall maintain all devices throughout the life of the contract.
- c. Tree Protection: Those trees identified to remain at the completion of the project will be protected with orange construction fencing (or equivalent) throughout the duration of the project. The tree protection area is defined as a ring of fencing with a radius of 1' for every 1" of trunk diameter measured at 4.5' above ground level. Those hardscaped items to be removed during the demolition phase will have the tree protection added immediately after removal. Exceptions to this rule must be approved by the Project Manager in writing.
- d. Public Infrastructure and Accesses: Contractor will be responsible for any damages to publicly owned infrastructure to include sidewalks, curb and gutter, storm sewer inlets/grates, manholes, pipes, etc. Repair or replacement of these items will adhere to Florida Department of Transportation (FDOT), City of Destin, and Destin Water Users standards as applicable.
- e. Access Control: Contractor will provide for 6' temporary chain-link fencing and gates with opaque screening to be placed around the perimeter of the site for the purpose of limiting access to only employees of the contractor, subcontractors, city employees/inspectors, utility personnel, etc. Any gates will be secured with padlocks to which the City will be given six (6) keys. Screening will be green mesh (or equivalent) and will extend from the bottom of the fencing to the top.
- f. Contractor will limit times of activity to 6am to 6pm Monday through Sunday. No construction activity shall take place on federally recognized Holidays. City of Destin reserves the right to direct the contractor as to specific days when work will be allowed.

5.3 Schedule for Delivery of Materials

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The successful respondent shall be responsible for receiving all materials delivered.

5.4 Waste Disposal

Contractor shall be responsible for disposal of all waste and debris.

5.5 Site Utilities (Potable Water, Wastewater, and Storm Drainage/Stormwater)

All site utilities shall be installed as indicated in the construction documents and shall comply with all applicable local, State and Federal codes and regulations in terms of material quality and workmanship. The contractor shall obtain all required permits prior to starting work.

5.6 Material Data

- a. Bids should be based on materials and products, as outlined in the engineered drawings and specifications, or their equivalent. Bid submittals must include product/material specification sheets for each comparable or "equivalent" material or product.
- b. Backfill/Sand
Project is located in City of Destin White Sand Zone 1. (Ord. 02, LDC 11.07.02). *White sand must be used as fill material which is to remain uncovered in Zone 1. Other materials may be used under special conditions stipulated by Section 11.07.05.*

5.7 Construction Administration & Management

- A. Identify a Construction/ Quality Assurance Supervisor
 1. Providing their name(s), qualifications including a minimum of five (5) years of experience on similar scope and magnitude projects.
- B. Construction/Quality Assurance Supervisor to provide construction coordination and is responsible for communicating with City of Destin project manager, other contractors; provides directives to sub-contractors and attends scheduled construction meetings on site, and review of all project billing.
 1. If named individual is replaced during construction period, replacement will require approval of same or greater credentials and experience level initially proposed prior to replacements' start of work.
 2. Named individual is to provide input to reports and meeting minutes with City of Destin, and other contractors.
 3. Responsible for quality control of project and addressing areas that may affect the quality of the project's final product and identify inspection procedures to ensure poor quality issues do not occur.
 4. Construction and Quality Assurance Supervisor shall be responsible for overall project construction quality control, inspection/field condition reports, weekly progress reports, project photographs, project schedule coordination, inspection scheduling, and schedule and attend biweekly construction progress meetings with City and other designees.

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5.8 Warranty Submittal Requirements

- A. For all major pieces of equipment, submit a warranty from the equipment manufacturer. The manufacturer's warranty period shall be concurrent with the Contractor's for one (1) year, unless otherwise specified, commencing at the time of final acceptance by the Owner.
- B. The City reserves the right to request warranties for equipment not classified as major. The Contractor shall still warrant equipment not considered to be "major" in the Contractor's one-year warranty period even though certificates of warranty may not be required.
- C. In the event that the equipment manufacturer or supplier is unwilling to provide a one (1) year warranty commencing at the start of the Correction Period, the Contractor shall obtain from the manufacturer a two (2) year warranty commencing at the time of equipment delivery to the job site. This two (2) year warranty from the manufacturer shall not relieve the Contractor of the one (1) year warranty.
- D. The City shall incur no labor or equipment cost during the guarantee period.
- E. Guarantee shall cover all necessary labor, equipment and replacement parts resulting from faulty or inadequate equipment design, improper assembly or erection, defective workmanship and materials, leakage, breakage or other failure of all equipment and components furnished by the manufacturer.

5.9 Project Close-Out

Any documents prepared by the construction team for this project are for the City of Destin's use. City of Destin shall have sole ownership of such documents to include to include making reproducible copies for its use and information in connection with follow-up contracts for design services, further planning, construction, or for permitting uses.

In order to accept project as final the following must occur:

- 1. Completion of the punch list.
- 2. Acceptance and occupancy of the project.
- 3. Submission and approval of final invoice.
- 4. Submission of all product warranties and operating manuals.
- 5. Successful Final Completion inspection by the City of Destin, including all Certificate of Occupancy and/or Certificate of Completion requirements.
- 6. Provide accurate construction As-Built drawings representing final installation. Provide surveyed As-Built drawings for underground utilities. Provide As-Built information to City of Destin Engineer for review and approval prior to final approval.
- 7. Receipt of two (2) copies detailed, as-built drawings, and an electronic copy on flash drive of as-built drawings stamped by contractor as "As-Built".
- 8. Provide at close of project, all Operations and Maintenance Manuals that
 - a. include all information and warranties. Provide two (2) copies and an electronic copy in PDF format, on same flash drive.

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9. Provide written warranties covering quality of labor and installation of all
 - a. products/materials.
10. All final project submittals are required to be on flash drive format. Documents can be submitted as PDF files.

6.0 EVALUATION OF RESPONSES

6.1 Selection Process

In general, the City will conduct the selection process in accordance with this Section and all applicable City purchasing policies and procedures:

- A. Bid Committee will review each written submission for compliance with the requirements of the RFP, including verifying that each response includes all documents required.
- B. Bid Committee members will review, analyze, compare, individually score and rank all responses based on the requirements of the RFP, information submitted and, but not limited to, qualifications and price. As part of the Bid Committee's review process, the Bid Committee may require proposers to appear at a meeting of the Bid Committee to answer questions relating to their proposals and related materials submitted to the City.
- C. Bid Committee will conduct a public meeting chaired by the Bid Committee Chairman to discuss the individual scores, and summarize the scores in a ranking matrix to be forwarded to the City Council. Non-voting advisors of the Bid Committee may attend this meeting.
- D. Upon consideration of all available information, including the Bid Committee's ranking, related materials submitted by or relating to the proposers' proposals and experience, and presentations to the City Council, including proposers' responses to questions posed by the City Council, the City Council may, in the exercise of its discretion over such procurement decisions, rank all responsive proposals using a method such as the following, consistent with the City's Purchasing Manual. In evaluating proposals, the City Council shall generally have three options: (1) individually re-scoring by each Council Member the top 3 bids in accordance with the same scoring criteria and calculations used by the Bid Committee, if applicable, and either awarding the bid to the highest-ranked proposer or directing City staff to negotiate a contract with that proposer; (2) ranking all responsive proposers on the basis of which proposers will, in the Member's opinion based on all available information, best meet the City's needs; or (3) directing City staff

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to negotiate a contract with the proposer ranked highest by the Bid Committee.

- E. After a ranking of firms has been approved by the City Council, it is the intent of the City of Destin, in accordance with the RFP documents, to award a contract based on the proposal that best meets the project requirements, meets the required schedule, and will produce the highest quality product for the price. Accordingly, the City Council will typically direct City staff to negotiate a contract with the proposer whose proposal is ranked best by the Council. If such negotiations are successful, City staff will bring the resulting negotiated contract to the Council for Council's final approval and the award of the bid; if the negotiations are unsuccessful, City staff are to come to the Council with a request to negotiate toward a contract with the second-best ranked proposer. A copy of the respondent's proposal and the RFP including scope of work, will be incorporated and become a part of the contract. The bid is not considered awarded until Council's approval of the contract.

6.2 Criteria for Determining Lowest, Best Responsive and Responsible Bidder

Criteria is listed numerically by their relative order of importance.

EVALUATION CRITERIA	POINTS
Price Proposal	40
Qualifications/Experience/Past Performance	20
Project Approach	20
Past Performance	20
TOTAL	100

1. Price Proposal

- a) Costs will be evaluated based on the items outlined in the scope of work and price proposal submission requirements.
- b) Are costs reasonable compared to the work performed? Are assumptions used in developing costs reasonable?
- c) Did responsive bidder provide all the requested cost information?
- d) How competitive is the price proposal compared to the others received?

2. Qualifications and Experience

- a) Does the contractor have the experience necessary to carry out the specific work for this project? Does the contractor have experience with similar projects?
- b) Does the background and qualifications of individual key team members provide proven technical, operational, and managerial experience needed to handle the proposed project? Are the company structure and the relation of the project team clearly shown?
- c) Do financial qualifications clearly demonstrate financial stability of the company?

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3. Project Approach and Performance Differentiators

- a) Does the submittal include detailed information that demonstrates the responsive bidder's understanding of the scope of work and how they intend to meet the objectives of the project?
- b) Does submittal demonstrate the firm's ability to manage existing budgets and implement cost controls throughout a project?
- c) Has responsive bidder demonstrated knowledge of local site conditions and applicable requirements? Does submittal contain approach to receiving permitting and maintaining the original construction scheduled as provided for in the scope of work?
- d) Is project approach specific, describing the means and methods of accomplishing the work. Does it identify any key issues on the project and/or propose some potential solutions?
- e) Does contractors schedule and availability practical and meet project requirements?

4. Past Performance

- a) Do past performance evaluations and/or past performance information provided reflect a trend of satisfactory performance?
Basis of evaluation:
 - (i) A pattern of successful completion of work
 - (ii) A pattern of work identical to, similar to, or related to the work the project requires.
 - (iii) Ability shown, through workmanship provided on other projects.
- (b) Do references demonstrate the company's quality of work?
- (c) Did the bid proposal provide three references?

7.0 PRICE PROPOSAL REQUIREMENTS

The following list of items are requirements and information the contractor shall include in their proposal:

- A. Any and all fees shall be included in the price proposal form (Attachment No. 2). Cost breakdown should include primary construction costs, i.e., mobilization, demolition, materials, as shown on the price proposal form.
 - 1. On your letterhead, provide and identify separately all fees associated with any permitting, survey that will be the responsibility of the contractor to administer.
 - 2. Provide product information for all materials used including manufacturer warranties.
 - 3. On your letterhead, provide construction workmanship warranty information.
 - 4. On your letterhead, provide detailed, specific project approach, describing the means and methods of accomplishing the work including:
 - a. Address protection of the site's existing features, i.e., trees, etc.
 - b. Include description of equipment used, material storage, and any demolition proposed that is outside the requirements specified in the project plans.
 - 5. Meetings with City of Destin project manager as needed to provide and receive information including weekly progress meetings and any other meetings required

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CLEMENT TAYLOR PARK RESTORATION PROJECT

- to successfully complete this project, including pre-construction meetings, if awarded.
- B. On your letterhead, provide and identify any other work required to complete the project not outlined in engineered plans or this RFP.
 - C. On your letterhead, provide a proposed schedule for construction, including receiving materials, permitting, mobilization, demolition, construction, and demobilization.
 - D. Provide assurance of contractor's ability to meeting the deadline of the project.
 - E. The review team will conduct a background reference review of each respondent. Please include the following information for three (3) projects that the contractor completed in the past five (5) years:

- Name of the project
- Location of the project
- Name, title, and contact information for the client
- Project budget
- Date of completion of the project

- F. All items above may be placed in the same document on your letterhead. Ensure all items are clearly identified.

Price Proposals omitting any of the above information may be deemed to be incomplete and removed from consideration.

8.0 SUBMITTAL REQUIREMENTS

A. No Contact Clause

All prospective responsive bidders are hereby instructed to not contact any member of the Destin City Council, City Manager, or City of Destin staff member other than the authorized city contact person identified below, regarding this solicitation or the responsive bidder's submittal package. In order to ensure a fair, competitive, and open process, once a project is advertised all communications between interested responsive bidder and the City must be directed to:

City Clerk Rey Bailey
City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
850-837-4242
clerk@cityofdestin.com
Office Hours: Monday- Friday, 8:00 A.M. TO 5:00 P.M.

Any such contact to anyone but the Clerk may be cause for rejection of your submittal.

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B. Inquiries

The City will not respond to oral inquiries. Proposers may submit written, e-mailed or faxed, inquiries regarding this RFB. The City will respond to written, e-mailed or faxed; inquiries received by **August 9, 2024 at 2:00 p.m. (CST)**. Questions or requests for Bid documents, plans and specifications regarding this RFP may be directed to the City Clerk, 4200 Indian Bayou Trail 32541 (850) 837-4242 rbailey@cityofdestin.com.

C. Addenda

Submitter acknowledges that it is the submitter's responsibility to determine whether an Addendum has been issued; and if so, to obtain copies of such Addendum from the City Clerk of Destin, and agrees to be bound by all addenda that have been issued for this Request for Proposal. If addendum is issued, responsive bidder shall sign and return each addendum with the submittal package. Failure to return signed any and all addenda may disqualify the submittal.

D. Conflict of Interest Disclosure

Each proposal is subject to the provisions of Florida Statutes, Chapter 112, providing that all responsive bidders must disclose with the RFP submittal the name of any officer, director, or agent who is also a public officer or an employee of the City of Destin. Further, all responsive bidder must disclose the name of any City officer or employee who owns, directly or indirectly, an interest of five percent or more in the Bidding firm.

E. Drug-Free Workplace Program

Preference may be given by the City of Destin to companies demonstrating a Drug-Free Workplace Program whenever two or more proposals, which are equal in respect to quality and service, are received and rated by the City. Responsive bidders intending to demonstrate a Drug-Free Workplace Program shall provide certification form with the RFB submittal.

F. Public Entity Crime Form

Each submittal shall contain a completed Public Entity Crime Form (Attachment #1) pursuant to Florida Statutes, Section 287.132-133, providing that no public entity shall accept any proposal from or award any contract to, or transact any business in excess of the threshold amount for Category Two (\$25,000) for a period of thirty-six months from the date placed on the convicted vendor list.

G. Submittal Preparation

Submittals should be prepared in the following order:

1. **Submittal Coversheet:** provide a submittal cover sheet that includes project number, project name, bid opening date and responsive bidder contact information.
2. **Table of Contents:** provide Table of Contents to aid the evaluation of the qualifications

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3. **Responsive Bidder Qualification Statement**, Attachment No. 1
4. **Transmittal Letter**: provide a signed letter of transmittal briefly stating the responsive bidder's understanding of the work to be done, the commitment to perform the work, and a statement why the contract believes it to be best qualified to perform the project.
5. **Contractor Qualifications Statement**: provide statement demonstrating responsive bidder's qualifications, competence, and capacity for the construction of project within the requirements of this solicitation.
6. **Price Proposal Form**, Attachment No. 2 and other required documentation as outlined in section 7.0 Price Proposal Requirements.
7. **Completed Public Entity Crime Form**, Attachment No. 3
8. **Completed Drug Free Workplace Certification Form**, Attachment No.4
9. **Completed Bid Bond Form**, Attachment No. 5
10. **Proof of Insurance**: provide proof of insurance meeting minimum insurance requirements as outlined in section 4.2 Insurance Requirements.
11. **Proof of licensing and certifications**: provide proof of licensing and certifications meeting minimum requirements as outlined in section 4.3 License Requirements.
12. **Addendums** (if applicable)

Failure to provide any of the above listed mandatory information shall result in the elimination of the submittal package from consideration.

H. Sealed Submittal Packages

All proposals to be considered must be in the possession of the Destin City Clerk no later than **2:00 p.m. (CST), on Thursday, August 29, 2024**. Submittals may be mailed or delivered to the Office of the City Clerk at the address below and shall be submitted in a sealed envelope clearly marked **“RFB NO. 20-08-REC, CAPT. ROYAL MELVIN HERITAGE PARK AND PLAZA CONSTRUCTION PROJECT”** and note the time and date of the opening. Regardless of method of delivery, each responsive bidder shall be responsible for their Bid being delivered on time, as the City of Destin assumes no responsibility for same. Proposals offered or received after the time set for the Bid Opening will be rejected and returned unopened to the submitter.

Mailing and Hand Delivery Address:

City Clerk Rey Bailey
City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
850-837-4242
clerk@cityofdestin.com
Office Hours: Monday- Friday, 8:00 A.M. TO 5:00 P.M.

REQUEST FOR PROPOSALS
RFP NO. 24-05-REC
CLEMENT TAYLOR PARK RESTORATION PROJECT

I. Bid Opening

Proposals are presently scheduled to be opened publicly and read aloud at 2:00 p.m. (CST), on August 29, 2024 in the City of Destin, City Hall Board Room, 4200 Indian Bayou Trail, Destin, Florida.

J. Reservation of Rights

The City reserves the right to reject any and all proposals or portions thereof, to waive minor defects and informalities in the process, to re-advertise, to accept the proposal or award multiple proposals or take any other actions deemed by the City to be in the City's best interest.

K. Public Records

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 CUSTODIAN OF PUBLIC RECORDS AT (850) 837-4242, CITY CLERK, 4200 INDIAN BAYOU TRAIL, DESTIN, FL.

The successful responsive bidder shall:

1. Keep and maintain public records required by the CITY to perform the service.
2. Upon request from the City's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this FS Chapter 119 or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the CITY all public records in possession of the contractor or keep and maintain public records required by the CITY agency to perform the service. If the GROUP transfers all public records to the CITY 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 GROUP shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

**RFP NO. 24-05-REC
ATTACHMENT NO. 1
RESPONSIVE BIDDER QUALIFICATION STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin
CITY CLERK'S OFFICE
4200 Indian Trail Bayou
Destin, Florida 32541
Telephone: (850) 837-4242

Check One

Submitted By:	Corporation	☐
Name: _____	Partnership	☐
Address: _____	Individual	☐
City, State, Zip: _____	Other	☐
Telephone No.: _____		
Email: _____		

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the responsive bidder is:

The address of the principal place of business is:

2. If responsive bidder is a corporation, answer the following:

- a. Date of Incorporation: _____
- b. State of Incorporation: _____
- c. President's name: _____
- d. Vice President's name: _____
- e. Secretary's name: _____

f. Treasurer's name: _____

g. Name and address of Resident Agent: _____

3. If responsive bidder is an individual or a partnership, answer the following:

a. Date of organization: _____

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership: _____

4. If responsive bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If responsive bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

Under what other former names has your organization operated?

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why:

9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)

10. State the name of the individual who will have personal supervision of the work:

11. State the name and address of attorney, if any, for the business of the responsive bidder:

12. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the responsive bidder's business and indicate the percentage owned of each such business and/or individual:

13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by responsive bidder:

14. Annual Average Revenue of the responsive bidder for the last three years as follows:

		<u>Revenue Index Number</u>
a.	Government Related Work	
b.	Non-Governmental Related Work	
	<i>Total Work (a +b):</i>	

Revenue Index Number

1.	Less than \$100,000
2.	\$100,000 to less than \$250,000
3.	\$250,000 to less than \$500,000
4.	\$500,000 to less than \$1 million
5.	\$1 million to less than \$2 million
6.	\$2 million to less than \$5 million
7.	\$5 million to less than \$10 million
8.	\$10 million to less than \$25 million
9.	\$25 million to less than \$50 million
10.	\$50 million or greater

15. Bank References:

Bank	Address	Telephone

16. What will be your turnaround time for written responses to City inquiries?

17. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the responsive bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

18. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the responsive bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

19. List and describe all criminal proceedings or hearings concerning business related offenses to which the responsive bidder, its principals or officers or predecessors' organization(s) were defendants.

20. Has the responsive bidder, its principals, officers or predecessors' organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

The responsive bidder acknowledges and understands that the information contained in response to this qualification statement shall be relied upon by owner in awarding the contract and such information is warranted by responsive bidder to be true. The discovery of any omission or misstatement that materially affects the responsive bidder qualifications to perform under the contract shall cause the owner to reject the submittal, and if after the award, to cancel and terminate the award and/or contract.

(Signed) _____

(Title) _____

Subscribed and sworn to before me

This _____ day of _____, 20 _____

Notary Public (Signature)

My Commission Expires: _____

END OF SECTION

**RFP NO. 24-05-REC
ATTACHMENT NO. 2
PRICE PROPOSAL FORM**

Date: _____ Primary Contact _____

Company: _____

Address: _____

Telephone: (_____) _____ Email: _____

Item		Quantity	Units	Unit Cost	Total Cost
1.1	Mobilization / Demobilization	1	LS		
1.2	Construction Stakeout	1	LS		
1.3	Maintenance of Traffic	1	LS		
1.4	Testing / QC Plan	1	LS		
1.5	Demolition (Curbing, Sidewalk, Asphalt)	1	LS		
1.6	Remove Curb Inlet	1	EA		
1.7	Grading	1	LS		
1.8	Demo - Asphalt	379	SY		
1.9	Demo – Gravel Parking Lot	2,639	SY		
1.10	Demo – Concrete Sidewalk	128	SY		
1.11	Demo - Bathroom	1	LS		
1.12	Demo - Playground	1	LS		
1.13	Silt Fence – Regular (927 LF) and Tree Protection	1	LS		
1.14	Sod / Stabilization (Disturbed Area)	11,212	SY		
1.15	Irrigation (design/build) – add alternate	1	LS		
1.16	1.5” (One Lift) SP 9.5 Asphalt Pavement (Friction Course)	1537	SY		
1.17	Prime & Track	1537	SY		
1.18	8” Limerock Base (LBR 100)	1537	SY		
1.19	12” Stabilized Subgrade (LBR 40)	1537	SY		
1.20	12” Flat Curb	869	LF		
1.21	Concrete Sidewalk	6,226	SF		
1.22	24’ x 36’ Pavilion with Concrete Pad	1	LS		
1.23	14’ X 14’ Octagonal Gazebo (two entrances)	1	LS		
1.24	Bathroom ADA Ramp	1	LS		
1.25	Board for Board Replacement of damaged pier decking (see note on sheet C02)	1	LS		
1.26	Bathroom	1	LS		

1.27	Concrete Wheel Stops	30	EA		
1.28	Striping and Signage	1	LS		
1.29	Type "C" Catch Basin	5	EA		
1.30	Inlet Protection	5	EA		
1.31	12" RCP	155	LF		
1.32	15" RCP	152	LF		
1.33	Manhole	1	EA		
1.35	4" Conduit	118	LF		
1.36	6" SSC	161	LF		
1.37	1" WSC	161	LF		
1.38	¾" WSC	24	LF		
1.39	Water and Sewer Service Connections	1	EA		
1.40	Playground Equipment and Install	1	EA		
1.41	Site Lighting - Electric	1	LS		
	Price Sum			Total	
Alt. 1.22	24' x 36' Pavilion with Concrete Pad	1	LS		
Alt. 1.23	14' X 14' Octagonal Gazebo (2 entrances)	1	LS		
Alt. 1.26	Bathroom	1	LS		
Alt. 1.40	Playground Equipment and Install	1	EA		

Other required documentation as outlined in section 7.0 Price Proposal Requirements should accompany this Price Proposal Form.

END OF SECTION

RFP NO. 24-05-REC
ATTACHMENT NO. 3
PUBLIC ENTITY CRIMES STATEMENT

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)

FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract _____

2. This sworn statement is submitted by _____ whose business address is _____

and (if applicable) Federal Employer Identification Number (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

3. My name is _____ and my relationship to the entity named above is _____

4. I understand that a "public entity crime" as defined in Paragraph 287.133(a)(g). Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or

2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person.

A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (please attach a copy of the final order)

____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted vendor list. (please attach a copy of the final order)

____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services.)

(Signature)

Date: _____

STATE OF FLORIDA
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this _____ day

of _____, 2023, and is personally known to me, or has provided as identification.

Notary Public

My Commission expires:

END OF SECTION

**RFP NO. 24-05-REC
ATTACHMENT NO. 4
DRUG-FREE WORKPLACE CERTIFICATION**

The below signed submitter certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on or require the satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NUMBER: _____

SIGNATURE: _____ DATE: _____

NAME (TYPED OR PRINTED): _____

TITLE: _____

END OF SECTION

**RFP NO. 24-05-REC
ATTACHMENT NO. 5
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, as _____ Principal, and as Surety, are hereby held and firmly bound unto the **City of Destin, Florida** as Owner in the penal sum of, (five percent (5%) of the Contract Bid) _____ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns to pay Owner upon default of Bidder the penal sum set forth on the face of this Bond.

Signed, this ____ day of _____, 20__

The condition of the obligation is such that whereas the Principal has submitted to **City of Destin, Florida** a certain Bid, attached hereto and hereby made a part hereof, to enter into a contract in writing, for the **RFP 24-05-REC, CLEMENT TAYLOR PARK RESTORATION PROJECT**

NOW THEREFORE,

1. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents.
2. This obligation shall be null and void if:
 - 2.1 Owner accepts Bidder's bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents, or
 - 2.2 All bids are rejected by Owner, or
 - 2.3 Owner fails to issue a notice of award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof).
3. Payment under this Bond will be due and payable upon default of Bidder and within thirty (30) calendar days after receipt of Bidder and Surety of written notice of default from Owner which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
4. Surety waives notice of any and all defenses based on or arising out of any time extension to issue notice of award agreed to in writing by Owner and Bidder, provided that the time

for issuing notice of award including extensions shall not in the aggregate exceed one hundred twenty (120) days from Bid Due without Surety's written consent.

5. No suit or action shall be commenced under this Bond prior to thirty (30) calendar days after the notice of default required in paragraph 3 above is received by Bidder and Surety, and in no case later than one year after Bid Due Date.
6. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
7. Notice required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the part concerned.
8. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.
9. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of the Bond conflicts with any applicable provision of any applicable statute, then the provision of said statute shall govern and the remainder of the Bond that is not in conflict therewith shall continue in full force and effect.
10. The term "bid" as used herein includes a bid, offer or proposal as applicable.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Principal (Print Full Name):

Surety (Print Full Name):

(Seal) Surety's Name and Corporate Seal

By: _____ (L.S.) By: _____

Signature (attach power of attorney)

Title: _____

Title: _____

Attest: _____

Attest: _____

Signature and Title

Signature and Title

IMPORTANT - Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida. See Article 5 of the General Conditions as amended by Supplementary Conditions.

END OF SECTION

RFP NO. 24-05-REC
ATTACHMENT NO. 6
2 CFR 200, Appendix II- Contract Provisions

ELECTRONIC CODE OF FEDERAL REGULATIONS
e-CFR data is current as of August 13, 2020

Title 2 → Subtitle A → Chapter II → Part 200 → Subpart F → Appendix

Title 2: Grants and Agreements

PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR
FEDERAL AWARDS

Subpart F—Audit Requirements

APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER
FEDERAL AWARDS

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by [41 U.S.C. 1908](#), must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under [41 CFR Part 60](#), all contracts that meet the definition of “federally assisted construction contract” in [41 CFR Part 60–1.3](#) must include the equal opportunity clause provided under [41 CFR 60–1.4\(b\)](#), in accordance with Executive Order 11246, “Equal Employment Opportunity” ([30 FR 12319](#), [12935](#), [3 CFR Part, 1964–1965 Comp.](#), p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at [41 CFR part 60](#), “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Contract Work Hours and Safety Standards Act ([40 U.S.C. 3701–3708](#)). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with [40 U.S.C. 3702](#) and [3704](#), as supplemented by Department of Labor regulations ([29 CFR Part 5](#)). Under [40 U.S.C. 3702](#) of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of [40 U.S.C. 3704](#) are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(E) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under [37 CFR § 401.2 \(a\)](#) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of [37 CFR Part 401](#), “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(F) Clean Air Act ([42 U.S.C. 7401–7671q](#).) and the Federal Water Pollution Control Act ([33 U.S.C. 1251–1387](#)), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act ([42 U.S.C. 7401–7671q](#)) and the Federal Water Pollution Control Act as amended ([33 U.S.C. 1251–1387](#)). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(G) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see [2 CFR 180.220](#)) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at [2 CFR 180](#) that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989

Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(H) Byrd Anti-Lobbying Amendment ([31 U.S.C. 1352](#))—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by [31 U.S.C. 1352](#). Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(I) See [§ 200.323](#).

(J) See [§ 200.216](#).

(K) See [§ 200.322](#).

[[78 FR 78608](#), Dec. 26, 2013, as amended at [79 FR 75888](#), Dec. 19, 2014; [85 FR 49577](#), Aug. 13, 2020]

RFP NO. 24-05-REC
ATTACHMENT NO. 7
FEDERALLY REQUIRED CONTRACT CLAUSES

1. Fly America Requirements
2. Buy America Requirements
3. Charter Bus and School Bus Requirements
4. Cargo Preference Requirements
5. Seismic Safety Requirements
6. Energy Conservation Requirements
7. Clean Water Requirements
8. Bus Testing
9. Pre-Award and Post Delivery Audit Requirements
10. Lobbying
11. Access to Records and Reports
12. Federal Changes
13. Bonding Requirements
14. Clean Air
15. Recycled Products
16. Contract Work Hours and Safety Standards Act
17. [Reserved]
18. No Government Obligation to Third Parties
19. Program Fraud and False or Fraudulent Statements and Related Acts
20. Termination
21. Government-wide Debarment and Suspension (Non-procurement)
22. Privacy Act
23. Civil Rights Requirements
24. Breaches and Dispute Resolution
25. Patent and Rights in Data
26. Transit Employee Protective Agreements
27. Disadvantaged Business Enterprises (DBE)
28. [Reserved]
29. Incorporation of Federal Transit Administration (FTA) Terms
30. Drug and Alcohol Testing
31. Veteran's Preference/Employment
32. Occupational Safety and Health Act Compliance
33. Fair Labor Standards Act
34. Texting When Driving
35. E-Verify

A map of Destin, Florida, showing the location of the SITE. The map includes labels for Moreno Point North, Kelly St, Gulf Manor, Harbor Blvd, Destin, Beach Dr, Airport Rd, Quail Run, Dukes of Destin, Seafood, Eagles Landing, and Destin Executive Airport. A north arrow is in the top left corner. The SITE is marked with a white square and a grey arrow pointing to it from the word 'SITE'.

DUTY TO INDEMNIFY

LEGAL DESCRIPTION

(O.R. BOOK 1548, PAGE 1286)

LOT NO. 14-B[SIC] OF THE MORENO POINT MILITARY RESERVATION ACCORDING TO PLAT THEREOF
ON FILE IN THE OFFICE OF THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY, FLORIDA.

ALSO KNOWN AS CLEMENT E. TAYLOR PARK.

(WATER/SEWER)
DESTIN WATER USERS
218 MAIN STREET
DESTIN, FL 32541
(850) 837-4930

(TELEPHONE)
CENTURYLINK
411 MARY ESTHER CUTOFF
FT. WALTON BEACH, FL 32548
(850) 244-1150

(ELECTRIC)
GULF POWER CO
140 HOLLYWOOD BLVD SW
FT. WALTON BEACH, FL 32548
(800) 225-5797

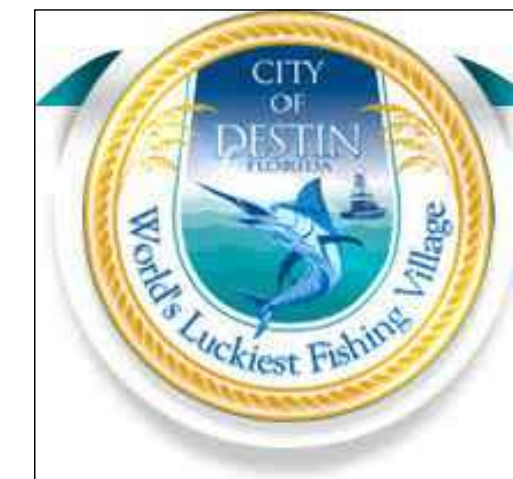
(GAS)
OKALOOSA GAS DISTRICT
20 HUGHES STREET NE
FT. WALTON BEACH, FL 32548
(850) 729-4700

CITY OF DESTIN
C/O RYAN J. SCOTT, P.E., CITY ENGINEER
4100 INDIAN BAYOU TRAIL
DESTIN, FLORIDA 32541
PHONE: (850) 279-4102
EMAIL: rscott@cityofdestin.com

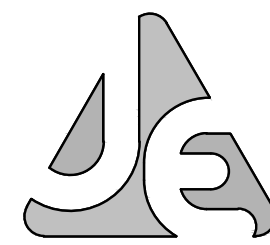
USE LATEST CITY OF DESTIN AND/OR
F.D.O.T. TECHNICAL SPECIFICATIONS AND
DETAILS UNLESS OTHERWISE NOTED.

CITY OF DESTIN - MAYOR AND CITY COUNCIL
MAYOR BOBBY WAGNER
COUNCILMAN JOHN STEPHENS
COUNCILMAN TOREY GEILE
COUNCILMAN DEWEY DESTIN
COUNCILMAN JIM BAGBY
COUNCILWOMAN TERESA HEBERT
COUNCILMAN JOHNNY KING
COUNCILMAN KEVIN SCHMIDT

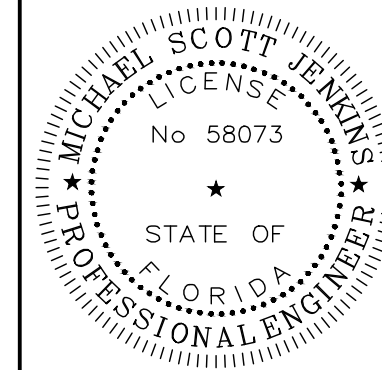
CITY MANAGER LOUIS ZUNGUZE
CITY ENGINEER RYAN SCOTT, P.E.
PARKS AND RECREATION DIRECTOR LISA FIRTH



SHEET INDEX	
#	TITLE
01	COVER SHEET
02	EXISTING CONDITIONS
03	SITE PLAN
04	GRADING & DRAINAGE PLAN
05	UTILITY PLAN
06	MISCELLANEOUS DETAILS
07	SPECIFICATIONS I
08	SPECIFICATIONS II



JENKINS ENGINEERING, INC.
73 EGLIN PARKWAY NE, SUITE 203
FORT WALTON BEACH, FLORIDA 32548
PHONE 850.837.2448
FAX 850.837.2450
JEICIVIL.COM



M. SCOTT JENKINS, P.E.
FL. REGISTRATION NO. 58073

REV	DATE	DESCRIPTION	BY
1	04/27/23	REVISE FFE OF RESTROOM AND RAMP REVISIONS	MSJ
2	07/09/24	REVISE PLAN PER 07/03/2024 EMAIL REQUEST FROM CITY	MSJ

CITY OF DESTIN

CLEMENT TAYLOR PARK
DESTIN, FLORIDA

COVER SHEET

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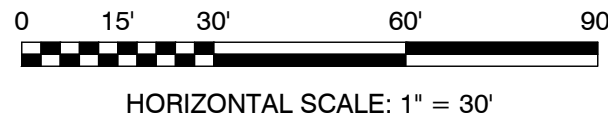
JOB:	22-75
DATE:	01-2023
DESIGNED:	MS
DRAWN:	MPP

BAR IS ONE INCH ON ORIGINAL
0  1"
IF NOT ONE INCH ON THIS SHEET
ADJUST SCALES ACCORDINGLY

DRAWING NUMBER
01 OF 08

SHEET NUMBER
C01

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1. GRADING OPERATIONS WILL NOT BE CONDUCTED WHEN WINDS EXCEED 30 MILES PER HOUR.
2. WATER WILL BE APPLIED WITH HOSE OR WATER TRUCK, AS NECESSARY, DURING EXCAVATION ACTIVITIES.
3. CONTRACTOR SHALL ENSURE THAT ANY OPEN-BODIED TRUCKS, TRAILERS OR OTHER VEHICLES TRANSPORTING PARTICULATE MATTER SHALL BE COVERED OR WETTED TO MINIMIZE DUST GENERATION DURING TRANSPORT.
4. STOCKPILED MATERIAL SHALL BE COVERED OR WETTED, AS REQUIRED, TO MINIMIZE DUST GENERATION DURING HIGH WIND CONDITIONS.
5. CONTRACTOR SHALL MINIMIZE THE HEIGHTS INVOLVED IN TRANSFER PROCESSES INVOLVING FREE FALL OF SOIL OR OTHER PARTICULATE MATTER TO MINIMIZE DUST EMISSIONS.
6. WATER WILL BE APPLIED BY HOSE OR WATER TRUCK, AS NECESSARY, TO UNPAVED SURFACES, INCLUDING ADJACENT RIGHT-OF-WAYS, OR ANY OTHER SURFACE THAT COULD CREATE AIRBORNE DUST.
7. GROUND COVER WILL BE PLACED FOR ALL OPEN AREAS IMMEDIATELY AFTER CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED.
8. DESIGNATED ROUTES WITHIN THE JOB SITE THAT WILL BE USED BY VEHICLES TRANSPORTING SOIL OR OTHER MATERIALS TO AND FROM THE SITE SHALL BE INDICATED BY SIGNAGE.
9. CONTRACTOR SHALL PROVIDE BRUSHES, BROOMS, WATER, OR PRESSURE WASHERS, AS REQUIRED, TO REMOVE SOIL, SAND, DIRT AND ANY OTHER PARTICULATE MATTER FROM VEHICLE TIRES AND UNDERCARRIAGES PRIOR TO LEAVING THE SITE IN ORDER TO PREVENT THE TRACKING OUT OF SAID SOIL, SAND, DIRT AND ANY OTHER PARTICULATE MATTER ONTO THE ADJACENT RIGHT-OF-WAYS.
10. MAXIMUM SPEED OF CONSTRUCTION EQUIPMENT OR MATERIAL DELIVERIES SHALL BE 20 MILES PER HOUR.
11. ANY SOIL, SAND AND OTHER MATERIAL DEPOSITED OR EMITTED ONTO ANY RIGHT-OF-WAYS NEAR THE SITE SHALL BE REMOVED WITHIN 48 HOURS.
12. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT ANY DUST CONTROL SYSTEMS AND/OR DEVICES, INCLUDING BUT NOT LIMITED TO WATER CANNON SYSTEMS, FILTER REPLACEMENT, OR DAILY REMOVAL OF EXCESS DUST FROM CONFINED AREAS ARE IN PROPER WORKING CONDITIONS PER MANUFACTURER'S REQUIREMENTS OR STANDARD INDUSTRY PRACTICE.
13. MONITORING OF DUST EMISSIONS SHALL BE DONE TO ENSURE COMPLIANCE WITH RELEVANT REGULATORY REQUIREMENTS.
14. CONTRACTOR SHALL MAINTAIN A DAILY DUST CONTROL CHECKLIST AND SHALL PROVIDE TO THE CITY UPON REQUEST TO DOCUMENT COMPLIANCE WITH THESE REQUIREMENTS, AND MAINTAIN AT THE JOB SITE AT ALL TIMES.

1. ANY ACTIVITY INCLUDING, BUT NOT LIMITED TO: PILE DRIVING, EARTHWORK COMPACTION, CONCRETE AND ASPHALT BREAKING WILL NOT TRANSMIT VIBRATIONS TO SENSITIVE RECEPTORS AT OR ABOVE THE FEDERAL TRUST ADMINISTRATION (FTA) APPROXIMATE VIBRATION DAMAGE THRESHOLD OF 95 VIBRATION DECIBELS (VDB)
2. FOR ANY ACTIVITY EXCEEDING 80 VDB THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE CITY OF DESTIN WITH A VIBRATION MINIMIZATION AND MITIGATION PLAN TO REDUCE IMPACTS TO THE SURROUNDING AREAS.

THE SCREEN MATERIAL SHALL BE MADE OF AN OPAQUE MATERIAL CAPABLE OF ALLOWING AIR TO PASS BUT SEMI-IMPERVIOUS TO DUST AND DIRT. THE SCREENING SHALL BE OF A FINENESS SUCH THAT NO MATERIAL OVER ONE-EIGHTH (1/8) INCH IN SIZE SHALL PASS THROUGH THE MESH. SUCH SCREENING SHALL BE SECURELY AFFIXED TO THE CONSTRUCTION FENCE. FENCE SCREENING SHALL HAVE A MINIMUM HEIGHT OF FIVE (5) FEET. THE SCREENING SHALL BE MAINTAINED IN GOOD CONDITION AND TAUT THROUGHOUT THE ALLOTTED PERMIT TERM. THE SCREENING MUST BE KEPT SECURE FROM ANY WIND ACTION. IN CASES WHERE THE FINISHED GRADE OF THE DEVELOPMENT SITE IS HIGHER BY MORE THAN ONE (1) FOOT OR MORE THAN THE GRADE OF THE ADJOINING PROPERTIES, SAID FENCE SCREENING SHALL BE PLACED AT THE FINISHED GRADE AND NOT THE EXISTING GRADE.

1. EROSION PROTECTION: SOIL EROSION SEDIMENTATION MUST BE CONTROLLED AND RETAINED ON SITE DURING CONSTRUCTION. THEREFORE, EROSION PROTECTION, SUCH AS STAKED BALED HAY AND SILT FENCE BARRIERS, MUST BE INSTALLED PRIOR TO START OF CONSTRUCTION.
2. SILT FENCE BARRIER SHALL BE INSTALLED AS SHOWN ON PLANS, AND IN ALL AREAS SUBJECT TO SOIL EROSION SEDIMENTATION.
3. SILT FENCE TO BE CONSTRUCTED AND MAINTAINED AROUND ALL INLETS ALSO ACROSS ALL COURSE AT EDGE OF SITE AND AT 150' INTERVALS.

***CONSTRUCTION ZONE AHEAD* SIGNAGE TO BE PLACED AT BOTH ENDS OF CONSTRUCTION ZONE, WITHIN VIEW OF TRAFFIC, AND REMAIN IN PLACE FOR THE DURATION OF CONSTRUCTION ACTIVITY**

CONTRACTOR SHALL DISPOSE OF ALL DEBRIS OFF-SITE AND BE IN COMPLIANCE WITH FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS.

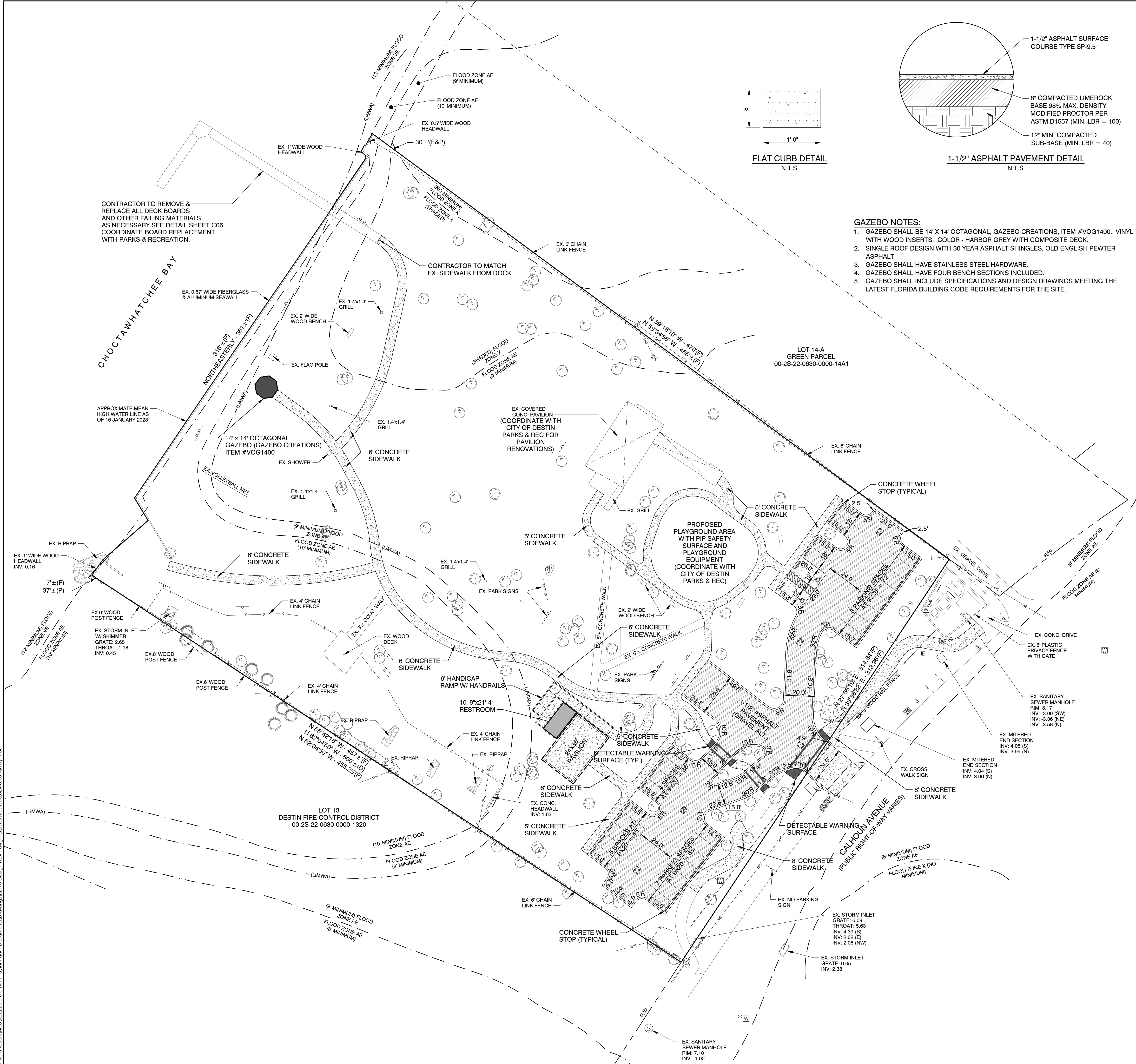
ALL CONSTRUCTION VEHICLE PARKING SHALL BE PARKED IN THE DESIGNATED CONSTRUCTION VEHICLE PARKING AREA SHOWN ON SHEET C03 AT THE END OF THE WORK DAY.

CONSTRUCTION IS LOCATED WITHIN THE CITY OF DESTIN'S DESIGNATION OF WHITE SANDS ZONE 2. ALL MATERIALS USED FOR CONSTRUCTION IN THIS ZONE MUST COMPLY WITH SECTION 11.07.02.B OF THE DESTIN LAND DEVELOPMENT CODE. MATERIALS SHALL BE COMPLIANT WITH ALLOWABLE / APPROVED MATERIALS PER THIS SECTION.

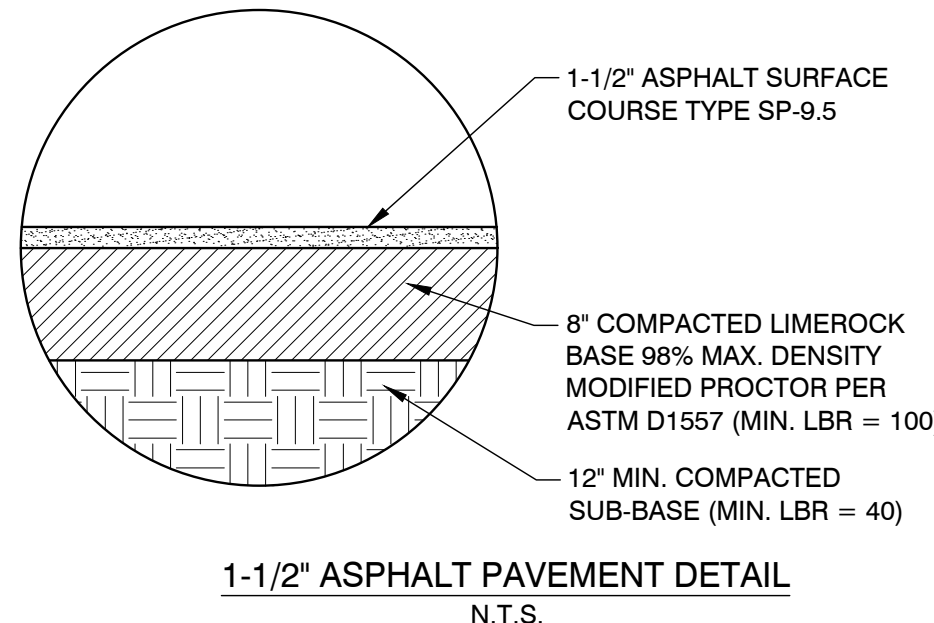
COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED & SEALED. THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPY.

FOR PERMITTING ONLY - NOT FOR CONSTRUCTION

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- GAZEBO NOTES:**
- GAZEBO SHALL BE 14' X 14' OCTAGONAL, GAZEBO CREATIONS, ITEM #VOG1400. VINYL WITH WOOD INSERTS. COLOR - HARBOR GREY WITH COMPOSITE DECK.
 - SINGLE ROOF DESIGN WITH 30 YEAR ASPHALT SHINGLES, OLD ENGLISH PEWTER ASPHALT.
 - GAZEBO SHALL HAVE STAINLESS STEEL HARDWARE.
 - GAZEBO SHALL HAVE FOUR BENCH SECTIONS INCLUDED.
 - GAZEBO SHALL INCLUDE SPECIFICATIONS AND DESIGN DRAWINGS MEETING THE LATEST FLORIDA BUILDING CODE REQUIREMENTS FOR THE SITE.



- CITY OF DESTIN DUST CONTROL REQUIREMENTS**
- GRADING OPERATIONS WILL NOT BE CONDUCTED WHEN WINDS EXCEED 30 MILES PER HOUR.
 - WATER WILL BE APPLIED WITH HOSE OR WATER TRUCK, AS NECESSARY, DURING EXCAVATION ACTIVITIES.
 - CONTRACTOR SHALL ENSURE THAT ANY OPEN-BODIED TRUCKS, TRAILERS OR OTHER VEHICLES TRANSPORTING PARTICULATE MATTER SHALL BE COVERED OR WETTED TO MINIMIZE DUST GENERATION DURING TRANSPORT.
 - STOCKPILED MATERIAL SHALL BE COVERED OR WETTED, AS REQUIRED, TO MINIMIZE DUST GENERATION DURING HIGH WIND CONDITIONS.
 - CONTRACTOR SHALL MINIMIZE THE HEIGHTS INVOLVED IN TRANSFER PROCESSES INVOLVING FREE FALL OF SOIL OR OTHER PARTICULATE MATTER TO MINIMIZE DUST EMISSIONS.
 - WATER WILL E APPLIED BY HOSE OR WATER TRUCK, AS NECESSARY, TO UNPAVED SURFACES, INCLUDING ADJACENT RIGHT-OF-WAYS, OR ANY OTHER SURFACE THAT COULD CREATE AIRBORNE DUST.
 - GROUND COVER WILL BE PLACED FOR ALL OPEN AREAS IMMEDIATELY AFTER CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED.
 - DESIGNATED ROUTES WITHIN THE JOB SITE THAT WILL BE USED BY VEHICLES TRANSPORTING SOIL OR OTHER MATERIALS TO AND FROM THE SITE SHALL BE CLEARLY INDICATED.
 - CONTRACTOR SHALL PROVIDE BRUSHES, BROOMS, WATER, OR PRESSURE WASHERS, AS REQUIRED, TO REMOVE SOIL, SAND, DIRT AND ANY OTHER PARTICULATE MATTER FROM VEHICLE TIRES AND UNCARRIAGES PRIOR TO LEAVING THE SITE IN ORDER TO PREVENT THE TRACKING OUT OF SAID SOIL, SAND, DIRT AND ANY OTHER PARTICULATE MATTER ONTO THE ADJACENT RIGHT-OF-WAYS.
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 - IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT ANY DUST CONTROL SYSTEMS AND/OR DEVICES, INCLUDING BUT NOT LIMITED TO WATER APPLICATION SYSTEMS, FILTER REPLACEMENT, OR DAILY REMOVAL OF EXCESS DUST FROM CONTAINMENT AREAS ARE IN PROPER WORKING CONDITIONS PER MANUFACTURER'S REQUIREMENTS OR STANDARD INDUSTRY PRACTICE.
 - MONITORING OF DUST EMISSIONS SHALL BE DONE TO ENSURE COMPLIANCE WITH RELEVANT REGULATORY REQUIREMENTS.
 - CONTRACTOR SHALL MAINTAIN A DAILY DUST CONTROL CHECKLIST AND SHALL PROVIDE TO THE CITY UPON REQUEST TO DOCUMENT COMPLIANCE WITH THESE REQUIREMENTS, AND MAINTAIN AT THE JOB SITE AT ALL TIMES.

- CITY OF DESTIN VIBRATION IMPACTION REQUIREMENTS**
- ANY ACTIVITY INCLUDING, BUT NOT LIMITED TO: PILE DRIVING, EARTHWORK COMPACTION, CONCRETE AND ASPHALT BREAKING WILL NOT TRANSMIT VIBRATIONS TO SENSITIVE RECEPTORS AT OR ABOVE THE FEDERAL TRUST ADMINISTRATION (FTA) APPROXIMATE VIBRATION DAMAGE THRESHOLD OF 95 VIBRATION DECIBELS (VDB) FOR ANY ACTIVITY EXCEEDING 80 VDB THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE CITY OF DESTIN WITH A VIBRATION MINIMIZATION AND MITIGATION PLAN TO REDUCE IMPACTS TO THE SURROUNDING AREAS.

CITY OF DESTIN CONSTRUCTION SCREENING CRITERIA

THE SCREEN MATERIAL SHALL BE MADE OF AN OPAQUE MATERIAL CAPABLE OF ALLOWING AIR TO PASS BUT SEMI-PERVIOUS TO DUST AND DIRT. THE SCREENING SHALL BE OF A FINENESS SUCH THAT NO MATERIAL OVER ONE-EIGHTH (1/8) INCH IN SIZE SHALL PASS THROUGH THE MESH. SUCH SCREENING SHALL BE SECURELY AFFIXED TO THE CONSTRUCTION FENCE. FENCE SCREENING SHALL HAVE A MINIMUM HEIGHT OF FIVE (5) FEET AND A MAXIMUM HEIGHT OF EIGHT (8) FEET. THE SCREENING MATERIAL SHALL BE MAINTAINED IN GOOD CONDITION AND TAUT THROUGHOUT THE ALLOTTED PERMIT TIME. THE SCREENING MUST BE KEPT SECURE FROM ANY WIND ACTION. IN CASES WHERE THE FINISHED GRADE OF THE DEVELOPMENT SITE IS HIGHER BY MORE THAN ONE (1) FOOT OR MORE THAN THE GRADE OF THE ADJOINING PROPERTIES, SAID FENCE SCREENING SHALL BE PLACED AT THE FINISHED GRADE AND NOT THE EXISTING GRADE.

SITE DATA TABLE

PARCEL ID: 00-2S-22-0630-0000-1400

ZONING: REC (CURRENT)
REC (FUTURE)

FLOOD ZONE: X, AE, VE *

TOTAL SITE AREA: 149,846 SQ. FT. OR 3.44 AC.

EXISTING IMPERVIOUS AREA: 33,033.4 SQ. FT. OR 26.0%

IMPERVIOUS AREA PROPOSED: 29,539.7 SQ. FT. OR 19.7%

EXISTING OPEN SPACE: 116,812.6 SQ. FT. OR 78.0%

OPEN SPACE PROPOSED: 120,306.3 SQ. FT. OR 80.3%

PARKING SPACES PROPOSED: 30 (INCLUDES 2 HANDICAP)

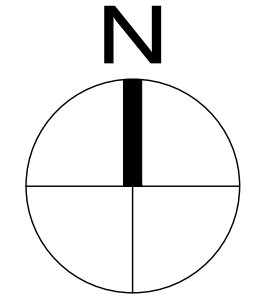
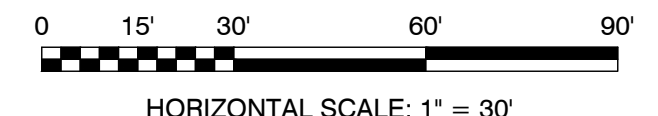
* THIS PARCEL LIES IN FLOOD ZONE X (NO MINIMUM), FLOOD ZONE X (SHADED - 0.2% ANNUAL CHANCE FLOOD-NO MINIMUM), FLOOD ZONE AE (8', 9', & 10' BASE FLOOD ELEVATIONS), & FLOOD ZONE VE (12' BASE FLOOD ELEVATION) AS DETERMINED BY SCALE FROM FEMA PANEL #12091C0469 J, DATED 03/09/2021, AND FURNISHED BY FEMA NATIONAL FLOOD HAZARD LAYER ONLINE GEOSPATIAL DATABASE

	LAND USE SUMMARY					
	PROPERTY		OFF SITE			
	EXISTING (AC.)	PROPOSED (AC.)	EXISTING (AC.)	PROPOSED (AC.)	PROPOSED PROJECT (AC.)	PROPOSED BREAKDOWN (%)
IMPERVIOUS	0.75	0.67	0.00	0.00	0.68	19.48%
BUILDING	0.0097	0.0077	0.00	0.00	0.0077	0.22%
LAKE	0.00	0.00	0.00	0.00	0.00	0.0%
PERVIOUS	2.68	2.76	0.00	0.00	2.76	80.3%
TOTAL	3.44	3.44	0.00	0.00	3.44	100.0%

STRIPING NOTE
ALL CROSS WALK STRIPING AND STOP BAR STRIPING SHALL BE THERMOPLASTIC.

CROSSWALK NOTE
SHOULD GRAVEL PARKING ALTERNATIVE BE CHOSEN BY CITY, CROSSWALK AREAS TO BE 6" THICK CONCRETE (3,500 PSI MIN.)

DIMENSION NOTE
ALL FLAT CURB DIMENSIONS ARE TO OUTSIDE EDGE UNLESS OTHERWISE NOTED.



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JENKINS ENGINEERING, INC.
73 EGLIN PARKWAY NE, SUITE 203
FORT WALTON BEACH, FLORIDA 32548
PHONE 850.837.2448
FAX 850.837.2450
JEICVIL.COM

M. SCOTT JENKINS, P.E.
FL. REGISTRATION NO. 58073

BY	DATE	DESCRIPTION
MSJ	04/27/23	REVISE FOR RESTROOM AND RAMP REVISIONS
MSJ	07/26/24	REVISE PLAN PER 07/26/2024 EMAIL REQUEST FROM CITY

CITY OF DESTIN

CLEMENT TAYLOR PARK
DESTIN, FLORIDA

SITE PLAN

JOB: 22-75
DATE: 01-2023
DESIGNED: MSJ
DRAWN: MPF

BAR IS ONE INCH ON ORIGINAL
0 1'
IF NOT ONE INCH ON THIS SHEET
ADJUST SCALES ACCORDINGLY

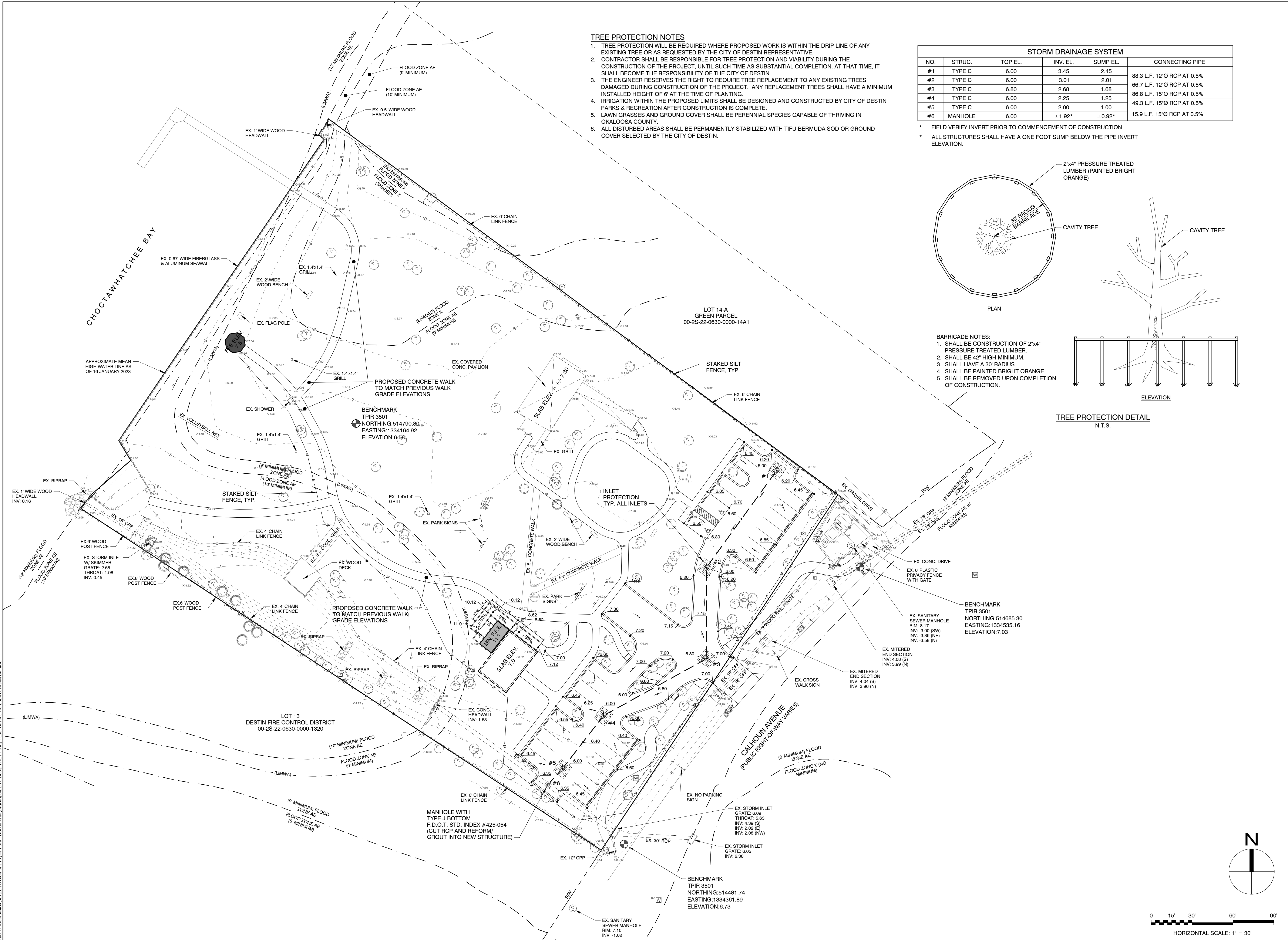
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C03

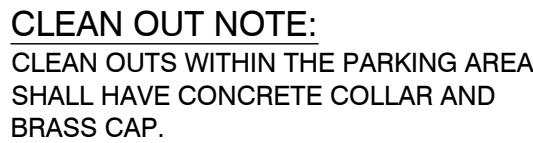
NOT VALID UNLESS BEARING ENGINEERS ORIGINAL SIGNATURE

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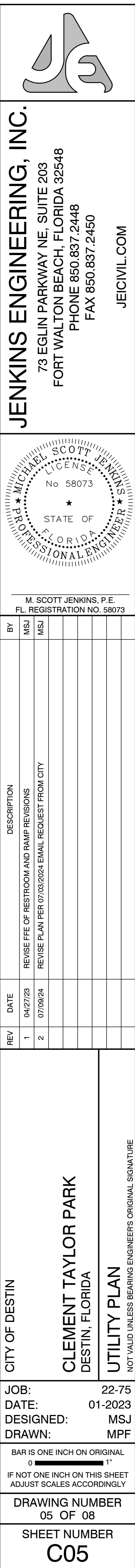
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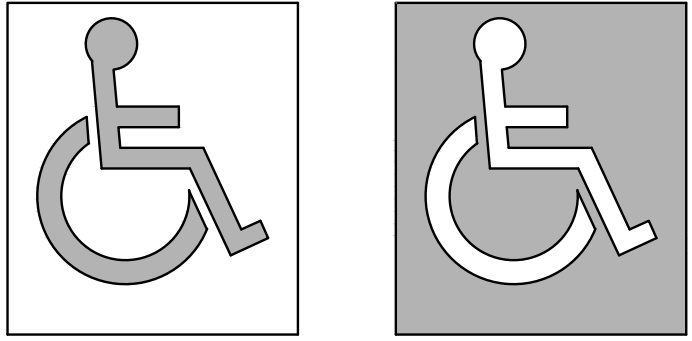
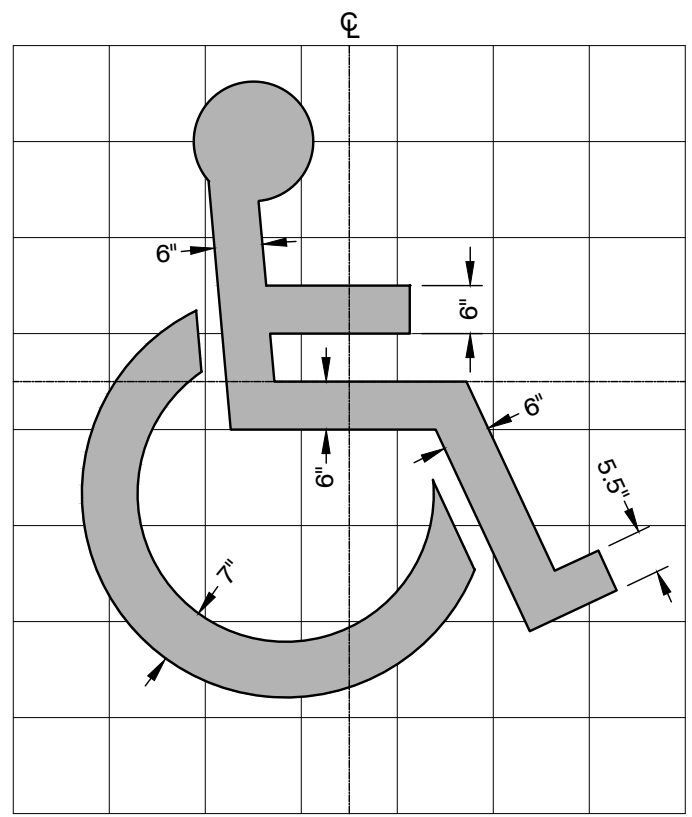
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HORIZONTAL SCALE: 1" = 30'



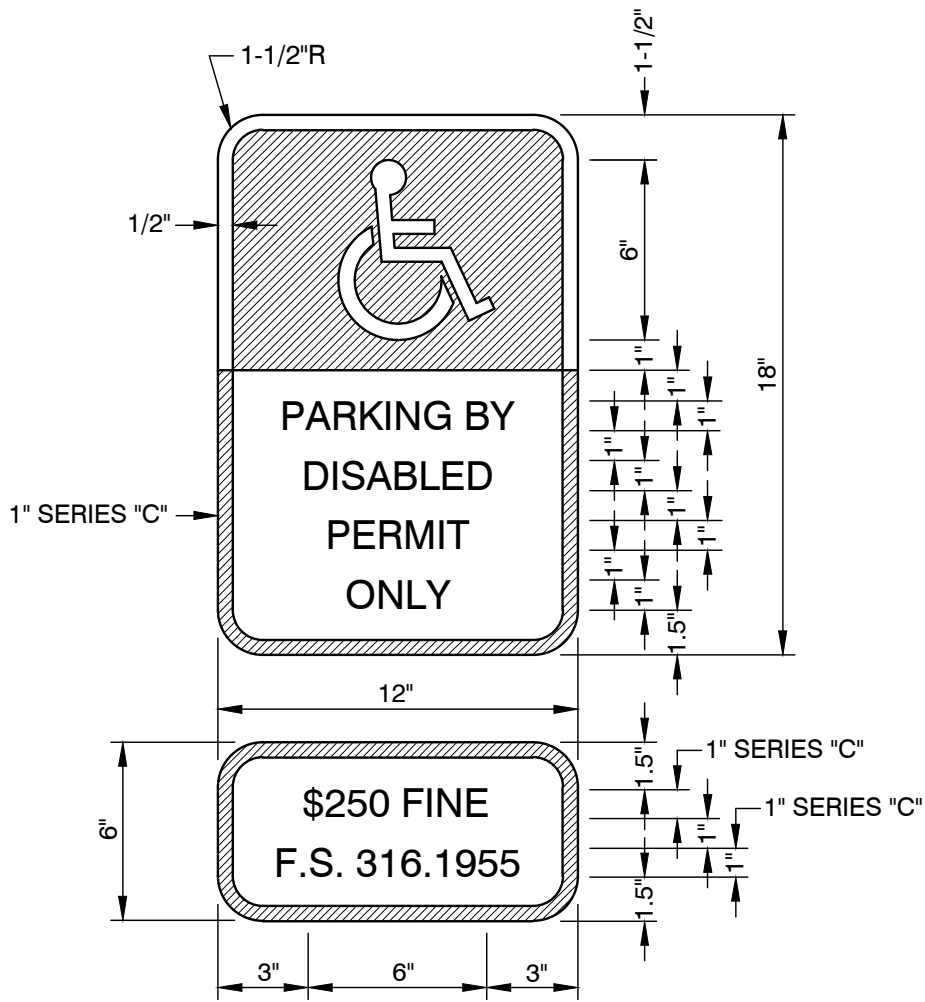
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COLOR CONTRAST
CHARACTERS AND SYMBOLS SHALL CONTRAST WITH
THEIR BACKGROUNDS - EITHER LIGHT CHARACTERS ON A
DARK BACKGROUND OR DARK CHARACTERS ON A LIGHT
BACKGROUND.

HANDICAP SYMBOL DETAIL
N.T.S.

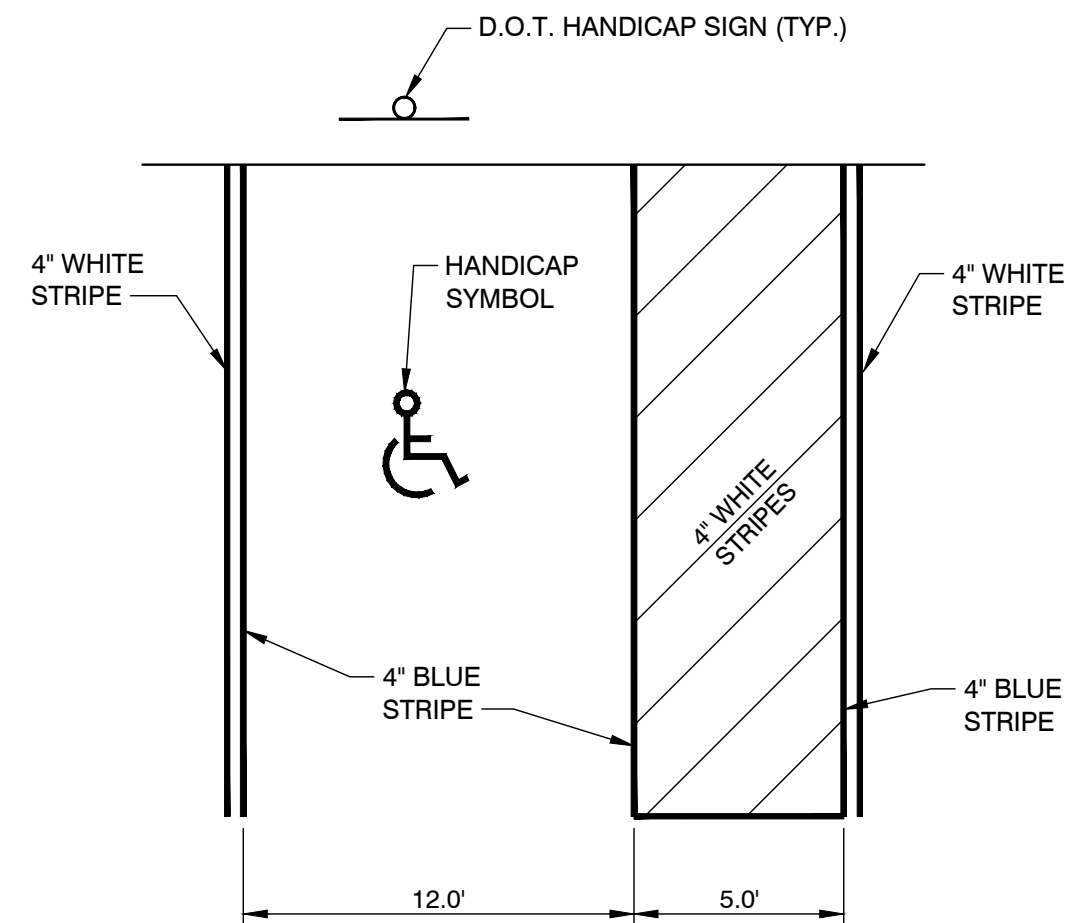
NOTE:
SYMBOL SHALL BE PAINTED BLUE
AND TO THE DIMENSIONS SHOWN.



(FTP - 55)
BACKGROUND
LEGEND & BORDER
COLOR
WHITE
BLACK

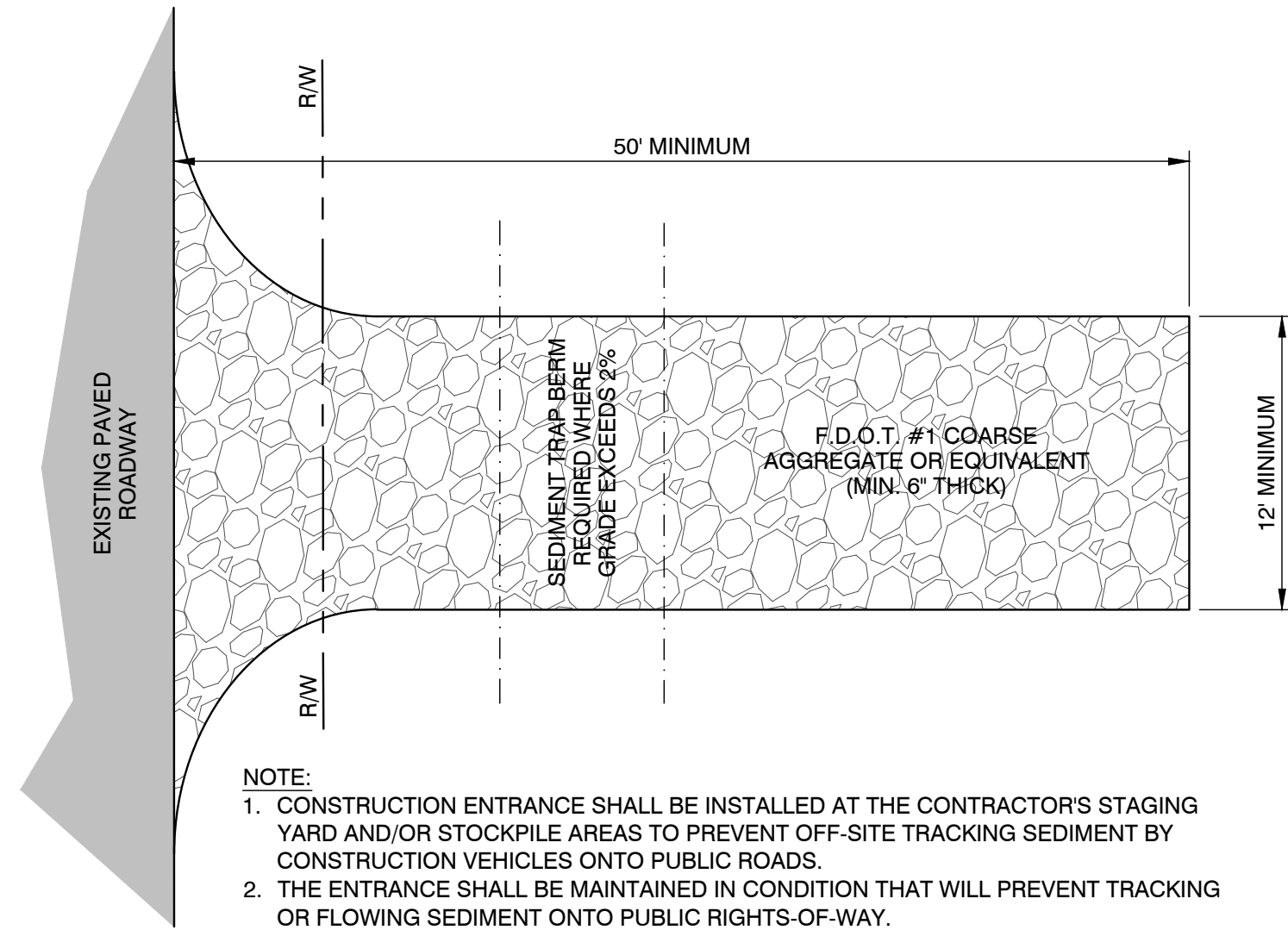
THIS PANEL SHALL BE INSTALLED UNDER THE
FTP-25 OR FTP-26 HANDICAP PARKING SIGN.

HANDICAP SIGN DETAIL
(F.D.O.T. INDEX No. 17355)
N.T.S.



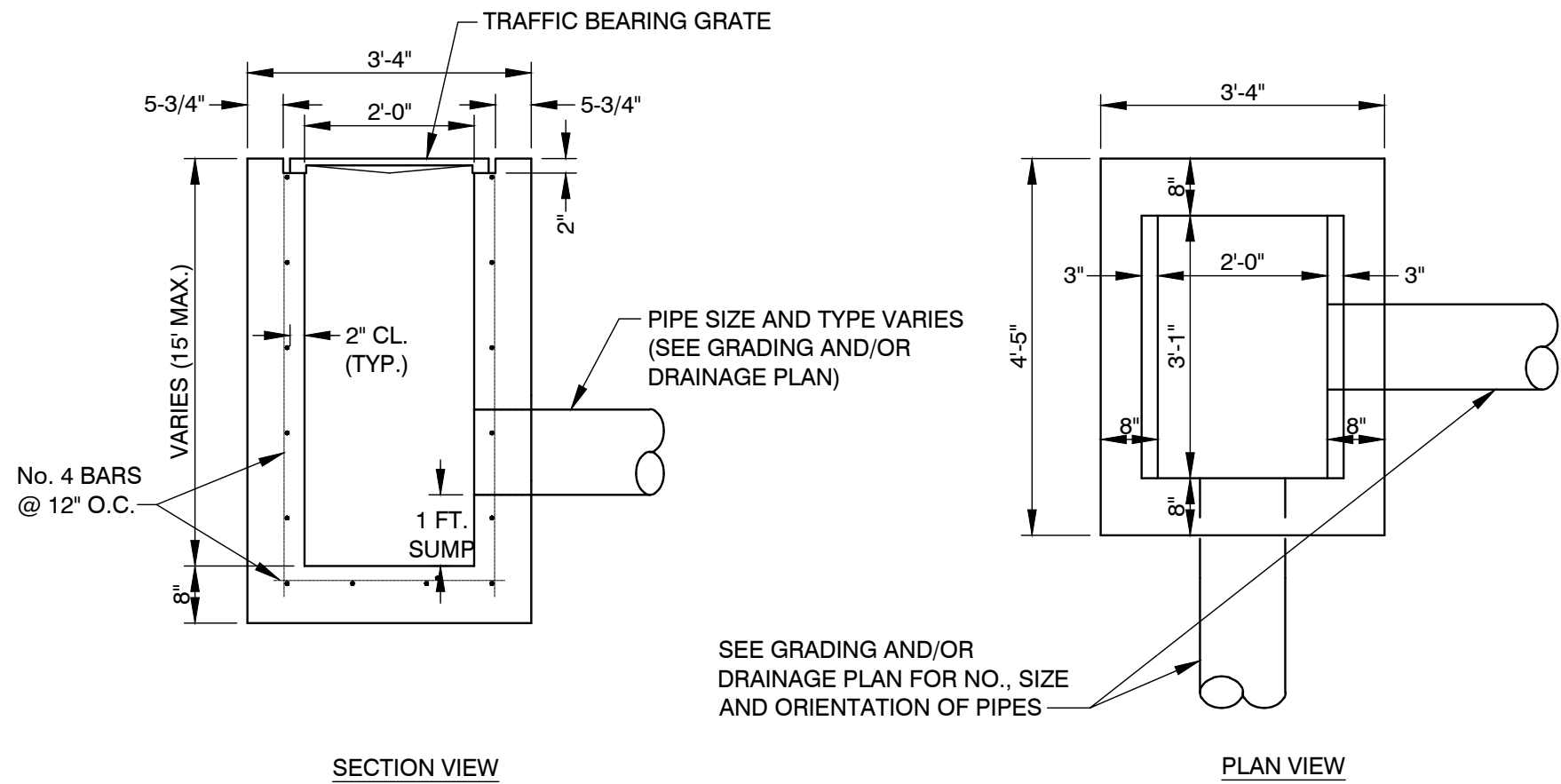
HANDICAP AREA STRIPING DETAIL
N.T.S.

NOTE:
HANDICAP PARKING SPACES SHALL BE A MINIMUM OF TWELVE
(12) FEET WIDE, MEASURED FROM CENTER TO CENTER OF THE
BLUE DEMARCATION LINES AS PER CHAPTER 6, SECTION
6.04.061 OF THE OKALOOSA COUNTY LDC.

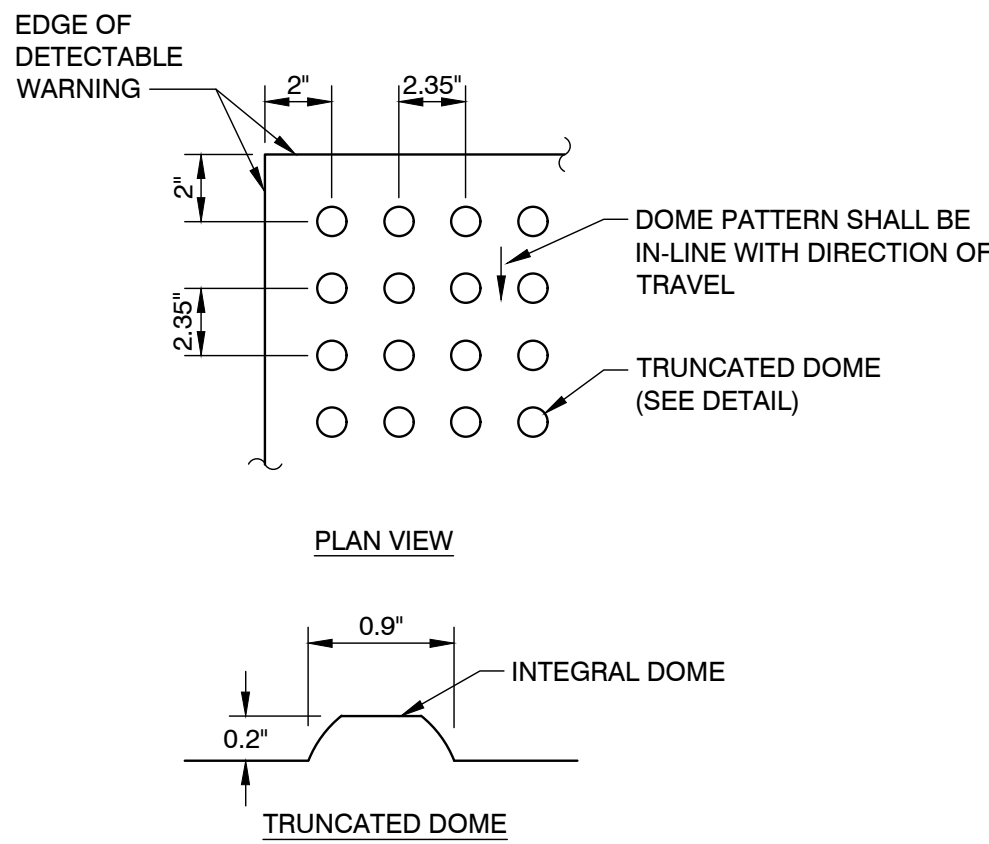


- NOTE:
- CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT THE CONTRACTOR'S STAGING YARD AND/OR STOCKPILE AREAS TO PREVENT OFF-SITE TRACKING SEDIMENT BY CONSTRUCTION VEHICLES ONTO PUBLIC ROADS.
 - THE ENTRANCE SHALL BE MAINTAINED IN CONDITION THAT WILL PREVENT TRACKING OR FLOWING SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY.
 - WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
 - WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH FDOT #1 COARSE AGGREGATE OR EQUIVALENT THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.

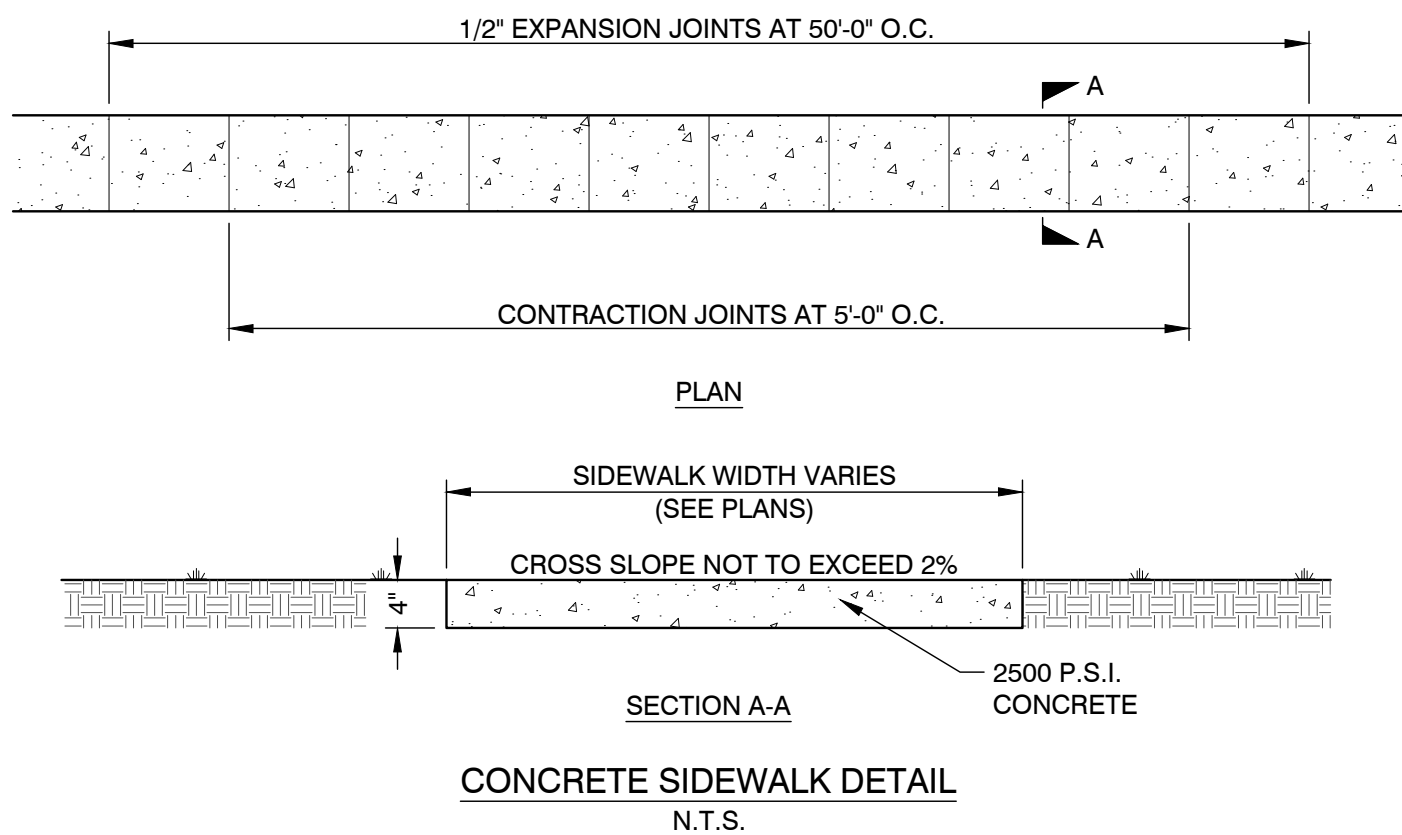
STABILIZED CONSTRUCTION ENTRANCE DETAIL
N.T.S.



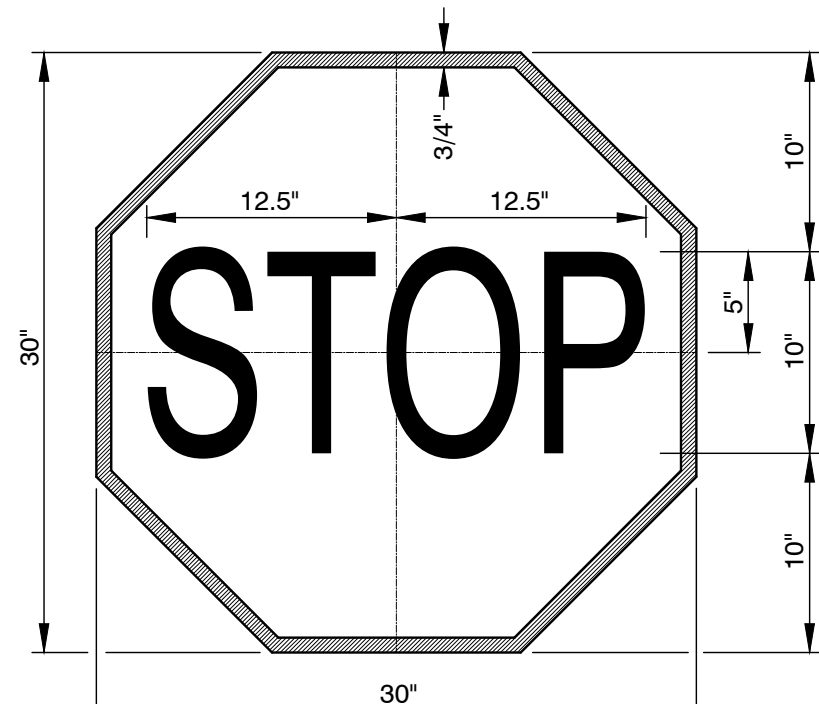
TYPE "C" CATCH BASIN DETAIL
(F.D.O.T. INDEX No. 232)
N.T.S.



NOTE:
CURB RAMP DETECTABLE WARNING SURFACES SHALL EXTEND THE FULL WIDTH
OF THE RAMP AND IN THE DIRECTION OF TRAVEL 24' FROM THE BACK OF CURB.
DETECTABLE WARNING SURFACES SHALL BE CONSTRUCTED BY TEXTURING A
TRUNCATED DOME PATTERN IN CONFORMANCE WITH U.S. DEPARTMENT OF
JUSTICE A.D.A. STANDARDS FOR ACCESSIBLE DESIGN, A.D.A. ACCESSIBILITY
GUIDELINES, SECTION 4.29.2, (DETAIL SHOWN ABOVE). TRANSITION SLOPES ARE
NOT TO HAVE DETECTABLE WARNINGS.

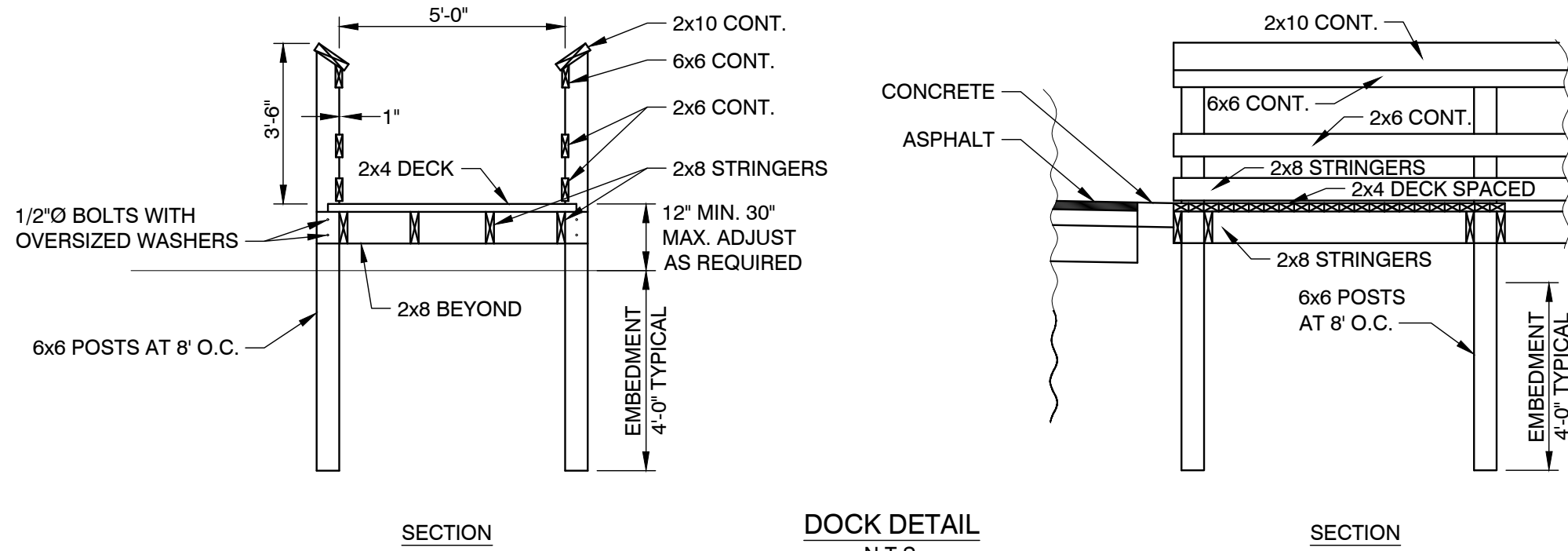


CONCRETE SIDEWALK DETAIL
N.T.S.



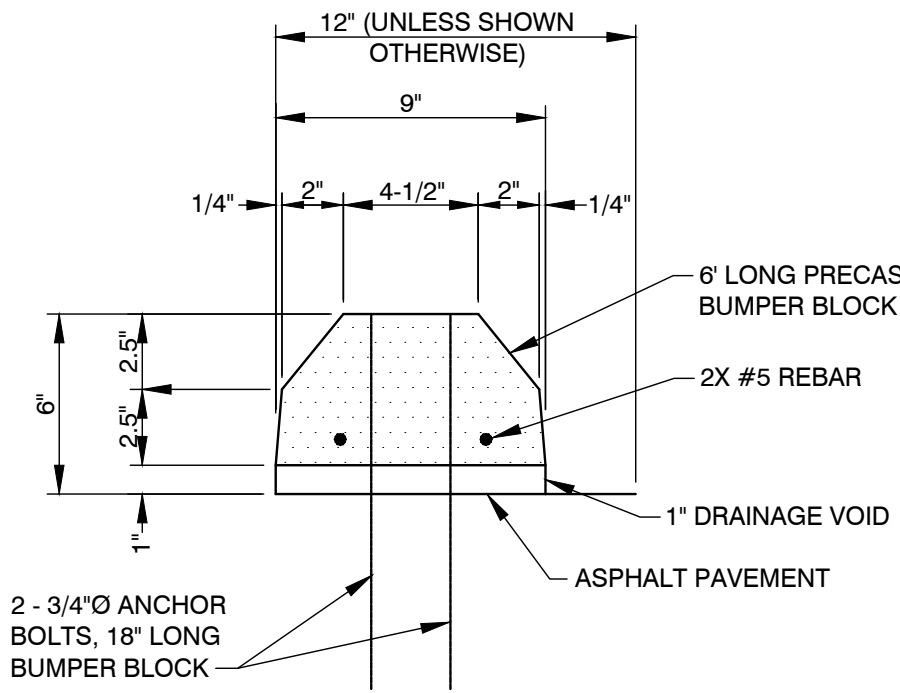
SIGN DESIGNATION:
RELECTORIZATION:
SIGN COLORS:
R1-1 LEGEND,
BORDER
BACKGROUND
(REFL.)
(REFL.)
(WHITE)
(RED)

STOP SIGN DETAIL
N.T.S.

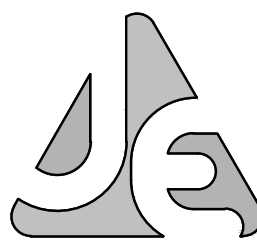


DOCK DETAIL
N.T.S.

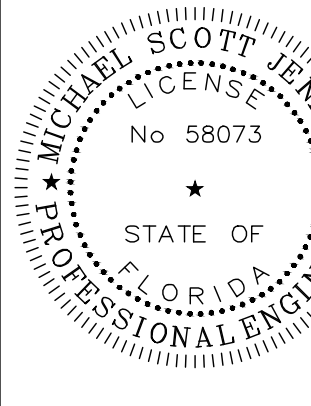
- NOTES:
- ALL FERROUS METALS TO BE PAINTED, GALVANIZED OR OTHERWISE TREATED FOR RUST.
 - ALL PAINTS AND SIMILAR FINISHES MUST MEET CURRENT CSPSC REGULATIONS FOR LEAD IN PAINT. NO LEAD IS PERMITTED ON THIS PROJECT.
 - ALL WOOD TO BE TREATED TO RESIST ROT OF INSECTS.
 - ALL HARDWARE TO BE INSTALLED SO THAT IT DOESN'T LOOSEN OR IS NOT ALLOWED TO BE REMOVED WITHOUT THE USE OF TOOLS. LOCK WASHERS, SELF-LOCKING NUTS OR OTHER LOCKING MEANS ARE TO BE PROVIDED TO PREVENT DETACHMENT.
 - NO SHARP POINTS, CORNERS OR EDGES ON ANY COMPONENT WILL BE ALLOWED. ALL WOOD MEMBERS AND EDGES ARE TO BE SANDED SMOOTH. ALL METAL EDGES ARE TO BE GROUNDED SMOOTH.
 - NO PROTRUSIONS OR DANGEROUS PROJECTIONS ON FACILITY WILL BE PERMITTED IF A POSSIBILITY OF ENTANGLEMENT OF CHILDREN'S CLOTHING EXISTS.
 - NO CONDITIONS ARE TO EXIST THAT PRESENT POSSIBLE PINCHING, CRUSHING OR SHEARING POINTS, OR HEAD, LEG OR HAND ENTRAPMENT. NO CONDITIONS ARE TO BE ALLOWED THAT MAY ENTRAP THE BODY OR ANY OF ITS PARTS.



PRECAST CONCRETE WHEEL STOP DETAIL
N.T.S.



JENKINS ENGINEERING, INC.
73 EGLIN PARKWAY NE, SUITE 203
FORT WALTON BEACH, FLORIDA 32548
PHONE 850.837.2448
FAX 850.837.2450
JE/CIVIL.COM



M. SCOTT JENKINS, P.E.
FL. REGISTRATION NO. 58073

REV	DATE	DESCRIPTION
1	04/27/23	REVISE FEE OF RESTROOM AND RAMP REVISIONS
2	07/09/24	REVISE PLAN PER 07/09/2024 EMAIL REQUEST FROM CITY

CITY OF DESTIN
CLEMENT TAYLOR PARK
DESTIN, FLORIDA
MISCELLANEOUS DETAILS
NOT VALID UNLESS BEARING ENGINEERS ORIGINAL SIGNATURE

JOB: 22-75
DATE: 01-2023
DESIGNED: MSJ
DRAWN: MPF

BAR IS ONE INCH ON ORIGINAL
IF NOT ONE INCH ON THIS SHEET
ADJUST SCALES ACCORDINGLY

DRAWING NUMBER
06 OF 08

SHEET NUMBER
C06

1 SPECIFICATION: CLEARING AND GRUBBING

All site Clearing and Grubbing shall be in accordance with section 110 of the "Florida Department of Transportation Specifications for Road and Bridge Construction" unless modified herein. This work shall be performed in the following areas:

• All street rights-of-way.

• All areas where excavation or embankment are to take place.

• Detention areas.

In addition, certain other areas where underground utilities are to be installed are to be cleared and grubbed to the extent necessary to properly install the utilities. Such work shall be incidental to the contract unit price for the utility to be installed.

1.1 SCOPE:

Site clearing work includes, but is not limited to:

• Removal of trees and other vegetation.

• Topsoil stripping.

• Clearing and grubbing.

• Removing above grade improvements.

• Removing below grade improvements.

1.2 JOB CONDITIONS:

Traffic: Conduct site clearing operations to ensure minimum interference with roads, streets, walks, and other adjacent occupied or used facilities. Do not close or obstruct streets, walks, or other occupied or used facilities without permission from the Owners and/or Local approving authority.

Clearing and Protection in Construction Areas: Preserve trees 6 inches or larger measured breast height (6"dbh) where possible within construction area.

Protection of Existing Improvements: Provide protection necessary to prevent damage to existing improvements indicated to remain in place.

Protect improvements on adjoining properties and on project site.

Restore damaged improvements to original condition as acceptable to the Owner.

1.3 LIMITATIONS:

Clearing will be limited to the extent necessary to allow for construction of the proposed improvements as a result of:

• Need for access to the project site for construction equipment.

• Essential grade changes.

• Surface water drainage and utility installation.

• Location of driveways, buildings, and required parking.

1.4 CLEARING AND GRUBBING:

Remove trees, shrubs, grass, other vegetation, improvements, or obstructions interfering with the installation of new construction. Removal includes digging out stumps and roots. Do not remove items elsewhere on site or premises unless specifically indicated. Disposal of trees, limbs, stumps, and debris shall be the responsibility of the Contractor.

Strip topsoil to whatever depths encountered to prevent intermingling with underlying subsoil or other objectionable material. Cut heavy growths of grass from areas before stripping.

Stockpile topsoil in storage piles in areas shown or where directed by the Owner. Construct storage piles to freely drain surface water. Cover storage piles if required to prevent windblown dust.

Dispose of unsuitable or excess topsoil same as specified for waste material.

1.5 FILLING:

Fill depressions caused by clearing and grubbing operations with satisfactory soil material, unless further excavation or earthwork is indicated.

Place fill material in horizontal layers not exceeding 6" loose depth, and thoroughly compact to density equal to adjacent ground, unless otherwise shown on the plans.

1.6 REMOVAL OF IMPROVEMENTS:

Remove existing above and below grade improvements and abandoned underground piping or conduit necessary to permit construction and other work.

1.7 DISPOSAL OF WASTE MATERIALS:

No burning of any material, debris, or trash will be allowed.

Remove waste materials from project site on a daily basis, and dispose of off-site in an approved area.

2 SPECIFICATION: EXCAVATION, EMBANKMENT AND SUBGRADE

2.1 EXCAVATION, EMBANKMENT AND SUBGRADE:

Section 120 of the Florida D.O.T. Specification. All subgrade fill material, and the top 12 inches in cut area, shall be compacted to 100 percent of maximum density as determined to AASHTO T-99. The Subgrade Compaction (Stabilization) shall conform to Section 160 of the Florida D.O.T. Specifications. In most cases this will consist of compacting existing cleaned soil. However, it is the Contractor's responsibility to assure that the finished roadbed section meets bearing value requirements, regardless of the quantity of stabilizing materials to be added. One field density test shall be taken for each 5000 square feet or fraction thereof.

Where required subgrade density cannot be obtained, unsuitable material shall be removed so that the road base will be constructed on a minimum of 3 feet of suitable, properly compacted material. This work shall be included in the contract lump sum price for earth excavation.

2.2 SOIL CEMENT BASE:

The detailed specifications of the soil cement base course are to be determined by an independent testing laboratory after testing of the material the Contractor proposes to use. Moisture and cement content will be specified by the laboratory. However, as a guide for bid purposes, estimate 12% cement by weight and include a price reduction schedule if tests show less cement is required. The soil cement mix will be at optimum moisture content, i.e., neither mushy nor dry, but containing sufficient moisture to make a firm case when squeezed in the hand. Water should not appear on the hand when so squeezed. This requires 5 to 6 gallons per square yard but actual quantity of water to be added will depend on latent moisture in the base material. From a practical standpoint, the highest moisture content should be maintained that permits packing and finishing without surface checking, showing or rutting during compaction and finishing operations.

The freshly compacted and finished soil-cement mix must be adequately cured. An application of bituminous material such as RC-2, MC-3, RT-5 or asphaltic emulsion at a rate of 0.15 to 0.20 gal per square yard is preferred as the curing medium. Waterproof paper or moist hay is acceptable if properly maintained.

2.3 SAND-CLAY BASE COURSE:

The following tests shall be performed prior to placing the material on the roadbed:

Composition and gradation	Percent of material passing the 10-mesh sieve
• Clay (material smaller than 0.005mm)	8 to 21
• Silt (material from 0.005 to 0.005mm)	0 to 10
• Combined clay and silt	8 to 25
• Limerock Bearing Ration Value (LBR)	Of at least 75
• Liquid Limit	Not greater than 25
• Plasticity Index	Not greater than 6

The results of these tests shall be submitted to the engineer for approval. The base course shall be compacted to not less than 98 percent of the maximum density as determined by AASHTO T-180. One density test shall be taken for each 5000 square feet or fraction thereof.

CONTINUED ON NEXT COLUMN

American Society for Testing and Materials (ASTM) Publications:

• A 615

• D 1557

Deformed and Plain Billet Steel Bars for Concrete Reinforcement

Moisture-Density Relations of Soils and Soil-Aggregate Mixtures Using 10-lb. (4.54 kg) Rammer and 18-in. (457mm) Drop.

Preformed Expansion Joint Filler for Concrete Paving and Structural Construction. (Nonextruding and Resilient Bituminous Types)

4.3 SUBMITTALS:

Material Certifications: Furnish copies of materials certificates signed by material producer and Contractor, certifying that each material item complies with, or exceeds, specified requirements.

4.4 MATERIALS:

Forms:

• Steel, wood, or other suitable material of size and strength to retain horizontal and vertical alignment until removed.

• Use straight forms, free of distortion and defects.

• Use flexible spring steel forms or laminated boards to form radius bends as required.

Form Release Agent:

• Coat forms with nonstaining type coating that will not discolor or deface surface of concrete.

Welded Wire Mesh:

• Welded plain cold-drawn steel wire fabric. Furnish in flat sheets, not rolls, unless otherwise acceptable to Contracting Officer. Welded wire mesh shall be free from rust, dirt, foreign matter and shall not be stored directly on the ground. Wire fabric shall comply with Sections 931 of the Florida D.O.T. Specifications.

Reinforcing Bars:

• Deformed steel bars, ASTM A 615, Grade 40. Reinforcing bars shall be free from rust, dirt, foreign matter and shall not be stored directly on the ground. Deformed steel bars shall comply with Section 931 of the Florida D.O.T. Specifications.

Concrete Materials:

• Comply with requirements of Sections 345 and 350 of the Florida D.O.T. Specifications for concrete materials, admixture, bonding materials, curing materials, and others as required.

Joint Fillers:

• Resilient premolded bituminous impregnated fiberboard units complying with ASTM D 1751. Joint fillers shall comply with Section 932 of the Florida D.O.T. Specifications.

4.5 MIXING:

Design mix to produce normal weight concrete consisting of Portland cement, aggregate, water-reducing or high-range water reducing admixture (super-plasticizer), air-entraining admixture and water to produce following properties:

• Compressive Strength: Minimum 3,000 psi for curb and walkways and 4,000 psi for pavement, at 28 days. In addition, concrete for pavement shall have a minimum modulus of rupture of 600 psi.

• Slump Range: 3" - 5".

• Air Content: 3% to 6%.

4.6 PREPARATION:

Surface Preparation:

• Remove loose material from compacted base material surface immediately before placing concrete.

• Compact the top 12 inches of subgrade to a minimum soil density of 98% for the Modified Proctor Test (ASTM D 1557) to result in a minimum modulus of subgrade reaction (k) of 150 psi/in. Proof-roll prepared base material surface to check for unstable areas. The paving work shall begin after the unsuitable areas have been corrected and are ready to receive paving. Compaction testing for the base material shall be completed prior to the placement of the paving.

4.7 CONCRETE INSTALLATION:

Form Construction:

• Set forms to required grades and lines, rigidly braces and secured. Install sufficient quantity of forms to allow continuous progress of work and so that forms can remain in place at least 24 hours after concrete placement.

• Check completed formwork for grade and alignment to following tolerances:

• Top of forms not more than 1/8" in 10'-0".

• Vertical face on longitudinal axis, not more than 1/4" in 10'-0".

• Clean forms after each use, and coat with form release agent as often as required to ensure separation from concrete without damage.

Reinforcement:

• Locate, place, and support reinforcement to ensure compliance with plans.

Concrete Placement:

• Comply with requirements of Sections 345, 350, and 520 of Florida D.O.T. Specifications for mixing and placing concrete.

Do not place concrete until base material and forms have been checked for line and grade. Moisten base material if required to provide uniform dampened condition at time concrete is placed. Concrete shall not be placed around manholes or other structures until they are at the required finish elevation and alignment.

Place concrete using methods, which prevent segregation of mix. Consolidate concrete along face of forms and adjacent to transverse joints with internal vibrator. Keep vibrator away from joint assemblies, reinforcement, or side forms. Consolidate with care to prevent dislocation of reinforcing, dowels, and joint devices.

Deposit and spread concrete in continuous operation between transverse joints, as far as possible. If interrupted for more than 1/2 hour place construction joint.

Curbs and Gutters:

Automatic machine may be used for curb and gutter placement at Contractor's option. Machine placement must produce curbs and gutters to required cross section, lines, grades, and jointing as specified for formed concrete. If results are not acceptable, remove and replace with formed concrete as specified.

4.8 JOINT CONSTRUCTION:

Construct expansion, weakened-plane (Contraction), and construction joints true-to-line with face perpendicular to surface of concrete. Construct transverse joints at right angles to centerline, unless otherwise indicated.

Weakened-Plane (Contraction) Joints:

• Provide weakened-plane (contraction) joints, sectioning concrete into areas at 15'-0" o.c. maximum each way.

• Sidewalks shall have contraction joints at 5'-0" o.c.

• Construct weakened-plane joints for depth equal to at least 1/4 concrete thickness.

Tooled Joints:

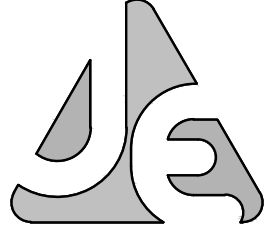
Form weakened-plane joints in fresh concrete by grooving top portion with recommended cutting tool and finishing edges with jointer.

CONTINUED ON NEXT COLUMN

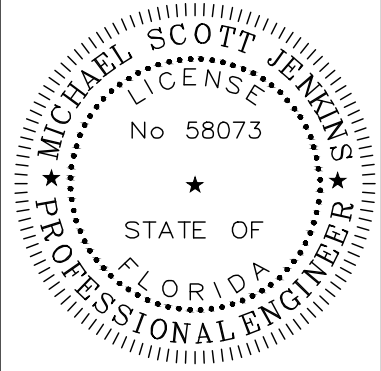
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CONTINUED ON NEXT COLUMN

CONTINUED ON NEXT SHEET



JENKINS ENGINEERING, INC.
73 EGLIN PARKWAY NE, SUITE 203
FORT WALTON BEACH, FLORIDA 32548
PHONE 850.837.2448
FAX 850.837.2450
JEICVIL.COM



M. SCOTT JENKINS, P.E.
FL REGISTRATION NO. 58073

BY	MSJ	MSJ							
DESCRIPTION	REVISE FEE OF RESTROOM AND RAMP REVISIONS	04/27/23							
	REVISE PLAN PER 07/03/2024 EMAIL REQUEST FROM CITY	07/09/24							

CITY OF DESTIN

CLEMENT TAYLOR PARK
DESTIN, FLORIDA

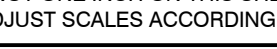
SPECIFICATIONS 1

JOB: 22-75

DATE: 01-2023

DESIGNED: MSJ

DRAWN: MPF

BAR IS ONE INCH ON ORIGINAL
0"  1"
IF NOT ONE INCH ON THIS SHEET
ADJUST SCALES ACCORDINGLY

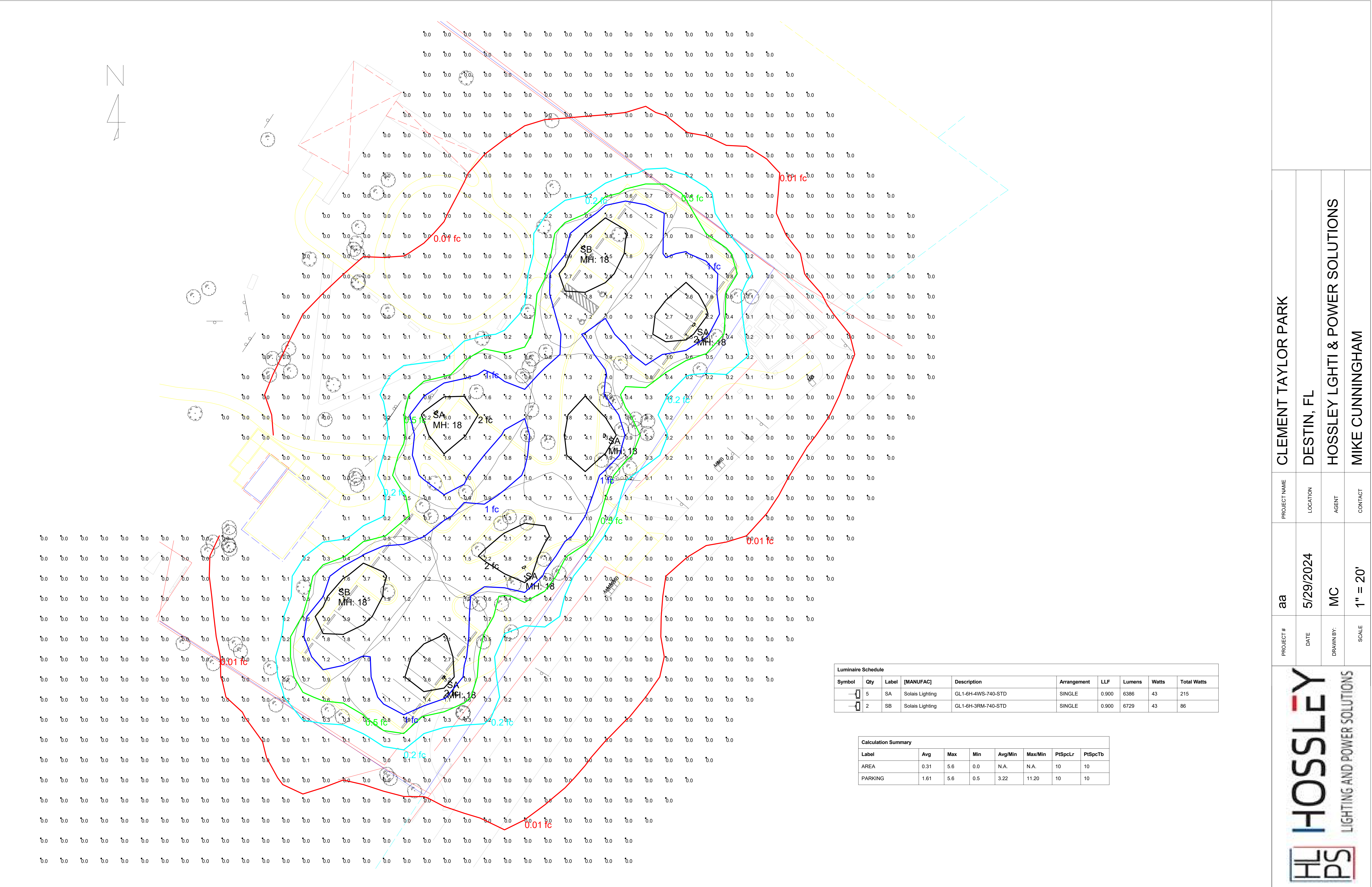
DRAWING NUMBER
07 OF 08

SHEET NUMBER
C07

NOT VALID UNLESS BEARING ENGINEERS ORIGINAL SIGNATURE

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PROJECT #	CLEMENT TAYLOR PARK			
	DESTIN, FL			
	HOSSELEY LGHTI & POWER SOLUTIONS			
	MIKE CUNNINGHAM			
DATE	5/29/2024	DRAWN BY:	MC	
SCALE	1" = 20'			



Round Pole

ALUMINUM | NON-TAPERED

PROJECT

TYPE

CLEMENT

SPECIFICATION

QUICK FACTS

POLE SHAFT

The pole shaft is a seamless 6063-T6 aluminum alloy extrusion having a uniform wall thickness of 0.250", 0.188", 0.156" or 0.125". The sides of the shaft may be drilled for mounting luminaire fixtures. All aluminum alloys shall comply with metallurgical and mechanical properties set forth in the Aluminum Association Standards.

BASE PLATE

The anchor base is cast from A356 alloy aluminum. The anchor base telescopes the pole shaft and is circumferentially welded top and bottom. All welds are performed in accordance with the American Welding Society specification AWS D1.2, latest edition.

HANDHOLE

An oval reinforced gasketed handhole, having a nominal 3" x 5" or 4" x 6-1/2" inside opening, located 1'-6" above base, is standard on all poles. Optional 5" x 8" and 4" x 10" handholes are available (see options). A grounding provision is located inside the handhole ring.

ANCHOR BOLTS

Anchor bolts are fabricated from commercial quality hot rolled carbon steel bar that meets or exceeds a minimum yield strength of 55,000 psi. Four properly sized anchor bolts, each with two regular hex nuts and washers, are furnished and shipped with all poles unless otherwise specified.

FINISHES

The Standard Finish is a polyester thermosetting powder coating applied to the surface of the substrate to a minimum of 3 mils for all color finishes.

ORDERING EXAMPLE

SERIES	HEIGHT	BASE DIAMETER	GAUGE	FINISH	MOUNTING DESIGNATION	OPTIONS
RAP	10	- 4.0	- 11	- BRZ	- DM10	- BC
				BRZ - Bronze BLK - Black NA- Natural Aluminum	<i>Tenon Mount</i> 2 - 2 3/8" x 4" tenon 3 - 2 1/2" x 4" tenon <i>Drill Mount</i> DM10 - 1 luminaire DM2090 - 2 luminaires @90° DM2180 - 2 luminaires @180° DM3090 - 3 luminaires @90° DM3120 - 3 luminaires @120° DM4090 - 4 luminaires @90°	BC - Base Cover NC - Nut Covers CPL - Threaded Coupling* NPL - Threaded Nipple* LAB - Less Anchor Bolt OTC - Open Top with Cover VD - Vibration Damping Pad** XHH - Extra Handhole* 58HH - 5" x 8" Handhole* 410HH - 4" x 10" Handhole* <i>Embedment Pole Options</i> E - Embedded Pole GS - Ground Sleeve

* Please advise size, location, and orientation. (Handholes are restricted by size of pole shaft diameter)

** Located 24" above baseplate and same side as handhole. (No electrical included)

Round Pole

ALUMINUM | NON-TAPERED

PROJECT

TYPE

____ CLEMENT _____

SPECIFICATION

Catalog Number	Nominal Height	Pole Shaft	Gauge	Handhole Size	Anchor Bolt	Bolt Circle	80 mph	90 mph	100 mph	110 mph	Ship Weight
RAP08-4.0-11	8	4.0 x 8.0	11	2 x 4	0.75 x 17 x 3	8.75	11	8.5	6.5	4.5	19
RAP10-4.0-11	10	4.0 x 10.0	11	2 x 4	0.75 x 17 x 3	8.75	8.5	6.5	4.5	3	23
RAP12-4.0-11	12	4.0 x 12.0	11	2 x 4	0.75 x 17 x 3	8.75	6.5	5	3.5	2	26
RAP12-5.0-9	12	5.0 x 12.0	9	3 x 5	1 x 36 x 4	8.5	14	10.5	8	5.5	29
RAP14-4.0-11	14	4.0 x 14.0	11	2 x 4	0.75 x 17 x 3	8.75	5	3.5	2.5	1.5	30
RAP14-5.0-9	14	5.0 x 14.0	9	3 x 5	1 x 36 x 4	8.5	11.5	8.5	6.5	4	34
RAP16-4.0-11	16	4.0 x 16.0	11	2 x 4	0.75 x 17 x 3	8.75	4	2.5	1.5	1	33
RAP16-5.0-9	16	5.0 x 16.0	9	3 x 5	1 x 36 x 4	8.5	9.5	7	5	3	38
RAP16-6.0-9	16	6.0 x 16.0	9	3 x 5	1 x 36 x 4	10.5	14.5	10.5	8	5.5	62
RAP16-6.0-7	16	6.0 x 16.0	7	3 x 5	1 x 36 x 4	10.5	17.5	13.5	10	7	73
RAP18-5.0-9	18	5.0 x 18.0	9	3 x 5	1 x 36 x 4	8.5	8	5.5	4	2.5	44
RAP18-6.0-7	18	6.0 x 18.0	7	3 x 5	1 x 36 x 4	10.5	15	11	8	5.5	81
RAP20-5.0-9	20	5.0 x 20.0	9	3 x 5	1 x 36 x 4	8.5	6.5	4.5	3	1.5	49
RAP20-6.0-9	20	6.0 x 20.0	9	3 x 5	1 x 36 x 4	10.5	10	7	5	3.5	81
RAP20-6.0-7	20	6.0 x 20.0	7	3 x 5	1 x 36 x 4	10.5	13	9.5	6.5	4.5	89
RAP25-6.0-9	25	6.0 x 25.0	9	3 x 5	1 x 36 x 4	10.5	6.5	4	2.5	1.5	100
RAP25-6.0-7	25	6.0 x 25.0	7	3 x 5	1 x 36 x 4	10.5	8.5	6	3.5	2.5	109
RAP30-6.0-7	30	6.0 x 30.0	7	3 x 5	1 x 36 x 4	10.5	5.5	3	1.5	1	129

SPECIFICATION CODE
GL1-6H-4WS-740-STD-10-1PS-00-SBZ-ES

PROJECT
CLEMENT TAYLOR PARK

TYPE
SA

MEMO

ORDERING CODE BREAKDOWN

- Finished Product:
GL1-6H-4WS-740-STD-10-1PS-00-SBZ-ES

LED GRIDLITE (GEN 2)
SITE LIGHT FIXTURE

MAIN FEATURES

- Designed with a die-cast, aluminum alloy housing for optimal thermal performance and exceptional corrosion resistance
- Delivering up to 170 lumens per watt
- 3,000- to 20,000 lumen packages (20-160W)
- Extended site arm offers universal mounting, allowing for retrofit without drilling into existing poles
- All mounting options allow for multiple fixture installations at 90°
- TGIC polyester super durable powder coating with superior gloss, color retention, and weather resistance
- 0-10V dimming standard; DALI-2 dimming option available
- BAA Compliance available; *Consult factory to confirm specific fixture code is compliant if this is a requirement*
- **Designed and assembled in U.S.A.!**



Extended Site Arm

EPA: 0.56 sq. ft.

WEIGHT: 14.33 lbs.



GL1 / 6H / 4WS / 7 40 / STD / 10 / 1PS / 00 / SBZ / ES / - + - + -

FIXTURE	LUMENS	BEAM SPREAD	CRI	CCT	VOLTAGE	CONTROLS	SURGE	PHOTOCELL RECEPTACLE	FINISH	MOUNTING	FIXTURE OPTIONS	ADAPTER OPTIONS	FIELD OPTIONS
GL1	3H : 3,000 lm; 21W	2RM : Type II Roadway Medium	7 : 70 CRI	30 : 3000K	STD : 120-277V	10 : 0-10V	1PS : 10kV 5kA, 120-277V	00 : None	SBZ : Bronze (RAL8019)	ES : Extended Site Arm	ZT1 : 0-10V Z Ambient Light Control	RP : Site Arm Round Pole Adapter	SOL28 HSS : House-side Shield
	4H : 4,000 lm; 25W	3RM : Type III Roadway Medium	8 : 80 CRI	40 : 4000K	HVL : 277-480V	DA : DALI-2 D4i	2PS : *20kV 10kA, 120-277V	70 : 7-pin	SGY : Gray (RAL7038)	HT : Horizontal Tenon	ZT3 : 0-10V Z IR + Ambient Light Control	SMCB : Wall Pack Surface Mount Conduit Box	SOL28 FSS : Front-side Shield
	5H : 5,000 lm; 32W	3AM : Type III Area Medium		50 : 5000K			2PH : *20kV 10kA, 277-480V	0Z : Z receptacle	SWH : White (RAL9003)	KM : 3" OD Knuckle Mount	ZT4 : 0-10V Z Occupancy + IR + Ambient Light Control	ERP : Extended Site Arm Round Pole Adapter	SOL28 CSS : Cul-de-Sac Shield
	6H : 6,000 lm; 42W	4WS : Type IV Wide Short						7Z : 7-pin + Z	SBK : Black (RAL9017)	WP : Wall Pack	ZT5 : 0-10V Z Casambi Bluetooth Mesh Node		SOL28 SS : Scoop Shield
	7H : 7,000 lm; 52W	5QS : Type V Square Short							*MBZ : Marine Bronze				PCL-01 : 120-277V Photocell
	8H : 8,000 lm; 60W	5QM : Type V Square Medium							*MGY : Marine Grey				PCL-02 : 120-277V Photocell
	9H : 9,000 lm; 65W								*MWH : Marine White				PCL-03 : 347-480V Photocell
	11H : 11,000 lm; 80W								*MBK : Marine Black				PCL-04 : 347-480V Photocell (Midnight Dim)
	12H : 12,000 lm; 89W												PCL-05 : 120-277V Photocell (Midnight Dim)
	14H : 14,000 lm; 112W												ENL-SC1 : Shorting Cap
	16H : 15,000 lm; 131W												
	16P : 16,000 lm; 123W												
	18P : 18,000 lm; 143W												
	20P : 20,000 lm; 164W												
					Notes:	Consult factory to verify BAA compliant products. HSS not compatible with 4WS optics, instead use SS. 80 or 90 CRI, + additional CCTs available upon request				*Consult factory for lead time and availability. HVL unavailable with ZT1, ZT3, ZT4 and ZT5 photocell receptacles. ZT1 - ZT5 options only available with 10 : 0-10V Dimming			



PROJECT

CLEMENT TAYLOR PARK

TYPE

SA

FINISH

- TGIC polyester super-durable powder coating with superior gloss, color retention and weather resistance
- Standard finishes provided at 3 mil nominal thickness, salt-spray-tested to 3,000 hours as per ASTM B117
- For marine-grade finish, consult factory. Provided at 5 mil nominal thickness, salt-spray-tested to 4,000 hours as per ASTM B117

MOUNTING

- Extended site arm offers universal mounting, allowing for retrofit without drilling into existing poles
- Options allow for multiple fixture installations at 90°
- Wall-mount and round pole adapters are available for extended site arm

CONSTRUCTION

- Die-cast, aluminum alloy housing for optimal thermal performance and exceptional corrosion resistance
- 100% recycled aluminum

ELECTRICAL

- 120-277V Standard; 277-480V option available
- PF>0.9, THD<20%
- Parallel surge protection: enhanced 10kV standard, extreme 20kV optional (ANSI C136.2-2015)
- For series surge protection, consult factory
- Rated for operation -40°C to 40°C
- For 50°C option, consult factory

OPTICS + PERFORMANCE

- Up to 170 lumens per watt
- 3,000- to 20,000 lumen packages (20-160W)
- 5 customized distributions available
 - Type II Roadway Medium (Coefficient of Utilization: 0.793)
 - Type III Roadway Medium (Coefficient of Utilization: 0.852)
 - Type IV Wide Short (Coefficient of Utilization: 0.840)
 - Type V Square Short
 - Type V Square Medium
- Multiple shielding options available

CONTROLS

- 0-10V dimming standard; DALI-2 option available
- Receptacle options:
 - ANSI C136.41 3-pin
 - ANSI C136.41 7-pin (for DALI-2 or 0-10 V dimming)
 - Zhaga Book 18 (for next generation ambient light/motion sensing)

LISTINGS

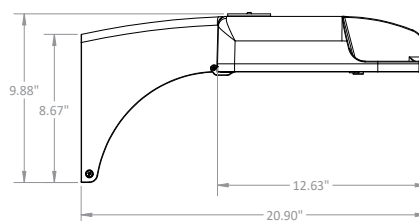
- IP66-rated optical and electrical chambers
- 3G Vibration-rated (ANSI C136.31)
- cULus Listed for wet locations
- IDA Dark Sky listed with ≤3000K (Site Arm, Horizontal Tenon)
- Zhaga D4i listed
- ANSI C136.15 labeling available
- BAA Compliance available; *Consult factory to confirm specific fixture code is compliant if this is a requirement*
- **Designed and assembled in U.S.A.**

WARRANTY

- 5-year warranty

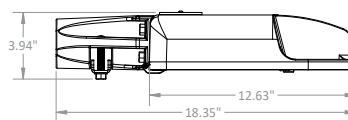
Extended Site Arm (ES)

- Universal mount adapter
- Allows for retrofit without drilling into existing poles



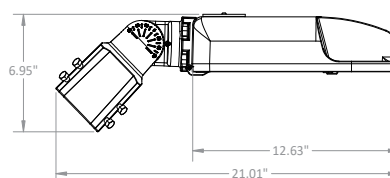
Horizontal Tenon (HT)

- Mounts to maximum 2 3/4" O.D. tenon

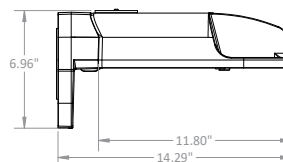
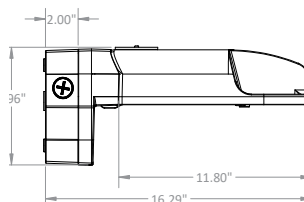


Knuckle (KM)

- Mounts to maximum 3" O.D. tenon
- Adjustable at 7.5° increments
- Not recommended to angle luminaire past 0° (vertical); maintain downward angle



Wall Pack (WP)

Wall Pack (WP) - SMBC
(field installed option)

LUMEN AMBIENT TEMPERATURE (LAT) MULTIPLIERS

Ambient Temperature		Lumen Multiplier
Celsius	Fahrenheit	
0°C	32°F	1.02
10°C	50°F	1.01
25°C	77°F	1.00
40°C	104°F	0.99
50°C	122°F	0.97

TM-21 LUMEN MAINTENANCE PROJECTION

Calculated by utilizing the LED manufacturer’s LM80 test data in conjunction with third party verified in-situ LED drive current and LED temperature data. Use data below to determine light loss factors.

50,000 hrs	60,000 hrs	100,000 hrs
99.67%	99.49%	98.77%

WEIGHTS + EPA INFORMATION

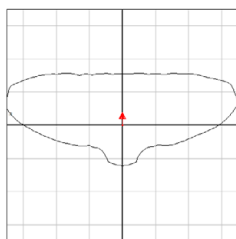
Mounting Type	Weight		
	Below 9H	11H to 15H	Above 16H
Extended Site Arm (ES)	14.33 lbs.	16.02 lbs.	16.48 lbs.
Horizontal Tenon (HT)	12.76 lbs.	14.45 lbs.	14.91 lbs.
Knuckle Mount (KM)	12.77 lbs.	14.46 lbs.	14.92 lbs.
Wall Pack (WP)	13.19 lbs.	14.88 lbs.	15.34 lbs.
Wall Pack (WP) with SMBC	15.40 lbs.	17.09 lbs.	17.55 lbs.

• Data below includes luminaire and integrated mounting option. Additional tenons, arms and brackets are not included.

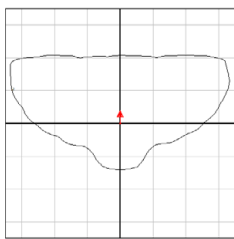
Mounting Type	Tilt	Single	2 at 90°	2 at 180°	2 at 120°	3 at 90°	3 at 120°	4 at 90°	2 Side-by-Side
Extended Site Arm (ES)	n/a	0.56 sq. ft.	0.98 sq. ft.	1.11 sq. ft.	1.24 sq. ft.	1.53 sq. ft.	1.66 sq. ft.	1.53 sq. ft.	0.84 sq. ft.
Extended Site Arm (ES) with Round Pole Adapter (ERP)	n/a	0.60 sq. ft.	1.01 sq. ft.	1.19 sq. ft.	1.28 sq. ft.	1.61 sq. ft.	1.70 sq. ft.	1.61 sq. ft.	0.84 sq. ft.
Horizontal Tenon (HT)	n/a	0.40 sq. ft.	0.65 sq. ft.	0.80 sq. ft.	0.82 sq. ft.	1.05 sq. ft.	1.07 sq. ft.	1.05 sq. ft.	0.50 sq. ft.
Knuckle Mount (KM) (7.5° increments)	90° (horizontal)	0.47 sq. ft.	0.81 sq. ft.	0.94 sq. ft.	0.94 sq. ft.	1.28 sq. ft.	1.28 sq. ft.	1.28 sq. ft.	0.69 sq. ft.
	60°	0.47 sq. ft.	1.12 sq. ft.	0.94 sq. ft.	1.42 sq. ft.	1.59 sq. ft.	2.07 sq. ft.	1.59 sq. ft.	1.30 sq. ft.
	45°	0.47 sq. ft.	1.30 sq. ft.	0.94 sq. ft.	1.70 sq. ft.	1.77 sq. ft.	2.53 sq. ft.	1.77 sq. ft.	1.67 sq. ft.
	30°	0.47 sq. ft.	1.43 sq. ft.	0.94 sq. ft.	1.94 sq. ft.	1.90 sq. ft.	2.90 sq. ft.	1.90 sq. ft.	1.92 sq. ft.
	0° (vertical)	0.47 sq. ft.	1.53 sq. ft.	0.94 sq. ft.	2.08 sq. ft.	2.00 sq. ft.	3.14 sq. ft.	2.00 sq. ft.	2.12 sq. ft.

PHOTOMETRIC DISTRIBUTION

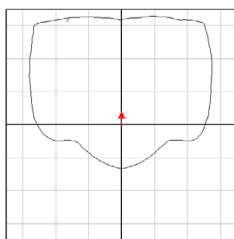
TYPE II ROADWAY MEDIUM (2RM)



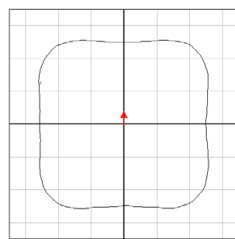
TYPE III ROADWAY MEDIUM (3RM)



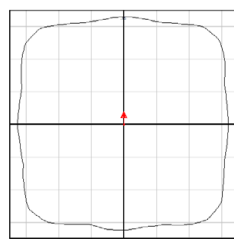
TYPE IV WIDE SHORT (4WS)



TYPE V SQUARE SHORT (5QS)



TYPE V SQUARE MEDIUM (5QM)



SHIELD ACCESSORY DETAILS

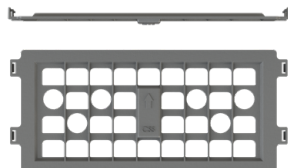
HOUSE SIDE SHIELD (HSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light behind the fixture



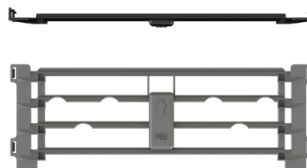
CUL-DE-SAC SHIELD (CSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light to left and right of the fixture



FRONT SIDE SHIELD (FSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light in front of the fixture.



SCOOP SHIELD (SS)

- Flat-black, injection-molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light behind the fixture (4WS only)



CONTROLS

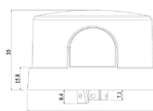
0-10 V ZHAGA OPTIONS

- ZT1: Ambient Light Control
- ZT3: IR + Ambient Light Control
- ZT4: Occupancy + IR + Ambient Light Control
- ZT5: 0-10V Zhaga Casambi BLE + ALC



PHOTOCELL OPTIONS

- PCL01: 120-277V Photocell (640J, IP65); Blue
- PCL02: 120-277V Photocell (1280J, IP66); Blue
- PCL03: 347-480V Photocell (1280J, IP66); Yellow
- PCL04: 50% Midnight Dimming, 347-480V Photocell (1280J, IP65); Brown
- PCL05: 50% Midnight Dimming, 120-277V Photocell (1280J, IP65); Brown



Performance Package	Wattage Label	Drive Current	Color Temp. (CCT)	Input Power (Watts)	TYPE II ROADWAY MED (2RM) AT 70 CRI			TYPE III ROADWAY MED (3RM) AT 70 CRI			TYPE III AREA MED (3AM) AT 70 CRI			TYPE IV WIDE SHORT (4WS) AT 70 CRI			TYPE V SQUARE SHORT (5QS) AT 70 CRI			TYPE V SQUARE MED (5QM) AT 70 CRI		
					Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating
3H	20	250mA	5000K	21.0	3,590	171	1 0 1	3,601	171	1 0 1				3,418	162	1 0 1	3,605	171	2 0 1	3,470	165	2 0 1
			4000K		3,555	169	1 0 1	3,565	170	1 0 1				3,384	161	1 0 1	3,569	170	2 0 1	3,436	163	2 0 1
			3000K		3,412	162	1 0 1	3,423	163	1 0 1				3,248	154	1 0 1	3,426	163	2 0 1	3,298	157	2 0 1
4H	30	300mA	5000K	25.4	4,291	169	1 0 1	4,305	169	1 0 1				4,085	161	1 0 1	4,309	169	2 0 1	4,148	163	2 0 1
			4000K		4,249	167	1 0 1	4,262	168	1 0 1				4,045	159	1 0 1	4,266	168	2 0 1	4,107	161	2 0 1
			3000K		4,079	160	1 0 1	4,091	161	1 0 1				3,883	153	1 0 1	4,096	161	2 0 1	3,943	155	2 0 1
5H	30	375mA	5000K	32.6	5,357	164	1 0 1	5,373	165	1 0 1				5,099	156	1 0 2	5,379	165	2 0 1	5,178	159	3 0 1
			4000K		5,304	163	1 0 1	5,320	163	1 0 1				5,049	155	1 0 1	5,325	163	2 0 1	5,127	157	3 0 1
			3000K		5,092	156	1 0 1	5,107	157	1 0 1				4,847	149	1 0 1	5,112	157	2 0 1	4,922	151	3 0 1
6H	40	483mA	5000K	42.7	6,775	159	1 0 1	6,796	159	1 0 2				6,450	151	1 0 2	6,803	159	3 0 1	6,549	153	3 0 1
			4000K		6,708	157	1 0 1	6,729	158	1 0 1				6,386	149	1 0 2	6,736	158	3 0 1	6,484	152	3 0 1
			3000K		6,440	151	1 0 1	6,459	151	1 0 1				6,131	144	1 0 2	6,466	151	3 0 1	6,225	146	3 0 1
7H	50	585mA	5000K	52.5	8,009	152	1 0 2	8,033	153	1 0 2				7,624	145	1 0 2	8,042	153	3 0 2	7,742	147	3 0 2
			4000K		7,930	151	1 0 2	7,954	151	1 0 2				7,549	144	1 0 2	7,962	152	3 0 2	7,665	146	3 0 2
			3000K		7,612	145	1 0 2	7,635	145	1 0 2				7,247	138	1 0 2	7,643	146	3 0 1	7,358	140	3 0 2
8H	60	672mA	5000K	61.2	9,024	147	1 0 2	9,051	148	1 0 2				8,590	140	1 0 2	9,061	148	3 0 2	8,722	143	3 0 2
			4000K		8,934	146	1 0 2	8,961	146	1 0 2				8,505	139	1 0 2	8,971	147	3 0 2	8,636	141	3 0 2
			3000K		8,577	140	1 0 2	8,603	141	1 0 2				8,165	133	1 0 2	8,612	141	3 0 2	8,291	136	3 0 2
9H	70	725mA	5000K	66.2	9,565	145	2 0 2	9,594	145	1 0 2				9,106	138	1 0 2	9,604	145	3 0 2	9,246	140	3 0 2
			4000K		9,470	143	2 0 2	9,499	144	1 0 2				9,016	136	1 0 2	9,509	144	3 0 2	9,154	138	3 0 2
			3000K		9,092	137	1 0 2	9,119	138	1 0 2				8,655	131	1 0 2	9,129	138	3 0 2	8,788	133	3 0 2
11H	80	924mA	5000K	81.5	11,692	143	2 0 2	11,728	144	1 0 2				11,131	137	2 0 2	11,740	144	3 0 2	11,302	139	4 0 2
			4000K		11,577	142	2 0 2	11,612	142	1 0 2				11,021	135	2 0 2	11,624	143	3 0 2	11,190	137	4 0 2
			3000K		11,114	136	2 0 2	11,147	137	1 0 2				10,580	130	1 0 2	11,159	137	3 0 2	10,743	132	4 0 2
12H	90	1029mA	5000K	90.8	12,641	139	2 0 2	12,679	140	1 0 2				12,034	133	2 0 2	12,693	140	3 0 2	12,219	135	4 0 2
			4000K		12,516	138	2 0 2	12,554	138	1 0 2				11,915	131	2 0 2	12,567	138	3 0 2	12,098	133	4 0 2
			3000K		12,015	132	2 0 2	12,052	133	1 0 2				11,438	126	2 0 2	12,064	133	3 0 2	11,614	128	4 0 2
14H	110	1281mA	5000K	114.6	14,840	129	2 0 2	14,885	130	2 0 2				14,127	123	2 0 3	14,901	130	4 0 2	14,345	125	4 0 2
			4000K		14,693	128	2 0 2	14,738	129	2 0 2				13,987	122	2 0 2	14,753	129	4 0 2	14,203	124	4 0 2
			3000K		14,105	123	2 0 2	14,148	123	2 0 2				13,428	117	2 0 2	14,163	124	3 0 2	13,634	119	4 0 2
16H	130	1449mA	5000K	130.8	16,101	123	2 0 2	16,150	124	2 0 2				15,328	117	2 0 3	16,167	124	4 0 2	15,563	119	4 0 2
			4000K		15,941	122	2 0 2	15,990	122	2 0 2				15,176	116	2 0 3	16,007	122	4 0 2	15,409	118	4 0 2
			3000K		15,304	117	2 0 2	15,350	117	2 0 2				14,569	111	2 0 3	15,366	118	4 0 2	14,793	113	4 0 2
16P	120	1365mA	5000K	122.9	16,387	133	3 0 3	16,434	134	2 0 2	15,756	128	2 0 2	15,202	124	2 0 2	16,278	132	2 0 2	15,389	125	4 0 2
			4000K		16,225	132	3 0 3	16,271	132	2 0 2	15,600	127	2 0 2	15,051	122	2 0 2	16,117	131	2 0 2	15,237	124	4 0 2
			3000K		15,576	127	3 0 3	15,620	127	2 0 2	14,976	122	2 0 2	14,449	118	2 0 2	15,472	126	2 0 2	14,628	119	4 0 2
18P	140	1608mA	5000K	143.2	18,151	127	3 0 3	18,203	127	2 0 2	17,452	122	3 0 3	16,838	118	3 0 3	18,030	126	3 0 3	17,046	119	4 0 2
			4000K		17,972	125	3 0 3	18,023	126	2 0 2	17,280	121	3 0 3	16,672	116	3 0 3	17,852	125	3 0 3	16,877	118	4 0 2
			3000K		17,253	120	3 0 3	17,302	121	2 0 2	16,588	116	2 0 3	16,005	112	2 0 3	17,138	120	2 0 2	16,202	113	4 0 2
20P	160	1709mA	5000K	164.4	19,771	120	3 0 3	19,827	121	2 0 3	19,010	116	3 0 3	18,341	112	3 0 3	19,639	119	3 0 3	18,567	113	4 0 2
			4000K		19,575	119	3 0 3	19,631	119	2 0 2	18,822	114	3 0 3	18,159	110	3 0 3	19,445	118	3 0 3	18,383	112	4 0 2
			3000K		18,792	114	3 0 3	18,846	115	2 0 2	18,069	110	3 0 3	17,433	106	3 0 3	18,667	114	3 0 3	17,648	107	4 0 2



POLE INFORMATION

• Solais offers a full line of aluminum and steel poles, brackets and accessories for your installation. For more information, consult factory.

SQUARE STRAIGHT
▪ 8- to 39-ft. height options



ROUND STRAIGHT
▪ 8- to 35-ft. height options



SQUARE TAPERED
▪ 20- to 50-ft. height options



ROUND TAPERED
▪ 8- to 39-ft. height options
▪ 45- to 70-ft. telescoping height options



HINGED TAPERED
▪ 20- to 39-ft. height options



SPECIFICATION CODE
GL1-6H-3RM-740-STD-10-1PS-00-SBZ-ES

PROJECT
CLEMENT TAYLOR PARK

TYPE
SB

MEMO

ORDERING CODE BREAKDOWN

- Finished Product:
GL1-6H-3RM-740-STD-10-1PS-00-SBZ-ES

LED GRIDLITE (GEN 2)
SITE LIGHT FIXTURE

MAIN FEATURES

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Extended Site Arm

EPA: 0.56 sq. ft.

WEIGHT: 14.33 lbs.



GL1 / 6H / 3RM / 7 40 / STD / 10 / 1PS / 00 / SBZ / ES / - + - + -

FIXTURE	LUMENS	BEAM SPREAD	CRI	CCT	VOLTAGE	CONTROLS	SURGE	PHOTOCELL RECEPTACLE	FINISH	MOUNTING	FIXTURE OPTIONS	ADAPTER OPTIONS	FIELD OPTIONS
GL1	3H : 3,000 lm; 21W	2RM : Type II Roadway Medium	7 : 70 CRI	30 : 3000K	STD : 120-277V	10 : 0-10V	1PS : 10kV 5kA, 120-277V	00 : None	SBZ : Bronze (RAL8019)	ES : Extended Site Arm	ZT1 : 0-10V Z Ambient Light Control	RP : Site Arm Round Pole Adapter	SOL28 HSS : House-side Shield
	4H : 4,000 lm; 25W	3RM : Type III Roadway Medium	8 : 80 CRI	40 : 4000K	HVL : 277-480V	DA : DALI-2 D4i	2PS : *20kV 10kA, 120-277V	70 : 7-pin	SGY : Gray (RAL7038)	HT : Horizontal Tenon	ZT3 : 0-10V Z IR + Ambient Light Control	SMCB : Wall Pack Surface Mount Conduit Box	SOL28 FSS : Front-side Shield
	5H : 5,000 lm; 32W	3AM : Type III Area Medium		50 : 5000K			2PH : *20kV 10kA, 277-480V	0Z : Z receptacle	SWH : White (RAL9003)	KM : 3" OD Knuckle Mount	ZT4 : 0-10V Z Occupancy + IR + Ambient Light Control	ERP : Extended Site Arm Round Pole Adapter	SOL28 CSS : Cul-de-Sac Shield
	6H : 6,000 lm; 42W	4WS : Type IV Wide Short						7Z : 7-pin + Z	SBK : Black (RAL9017)	WP : Wall Pack	ZT5 : 0-10V Z Casambi Bluetooth Mesh Node		SOL28 SS : Scoop Shield
	7H : 7,000 lm; 52W	5QS : Type V Square Short							*MBZ : Marine Bronze				PCL-01 : 120-277V Photocell
	8H : 8,000 lm; 60W	5QM : Type V Square Medium							*MGY : Marine Grey				PCL-02 : 120-277V Photocell
	9H : 9,000 lm; 65W								*MWH : Marine White				PCL-03 : 347-480V Photocell
	11H : 11,000 lm; 80W								*MBK : Marine Black				PCL-04 : 347-480V Photocell (Midnight Dim)
	12H : 12,000 lm; 89W												PCL-05 : 120-277V Photocell (Midnight Dim)
	14H : 14,000 lm; 112W												ENL-SC1 : Shorting Cap
	16H : 15,000 lm; 131W												
	16P : 16,000 lm; 123W												
	18P : 18,000 lm; 143W												
	20P : 20,000 lm; 164W												
					Notes:	Consult factory to verify BAA compliant products. HSS not compatible with 4WS optics, instead use SS. 80 or 90 CRI, + additional CCTs available upon request				*Consult factory for lead time and availability. HVL unavailable with ZT1, ZT3, ZT4 and ZT5 photocell receptacles. ZT1 - ZT5 options only available with 10 : 0-10V Dimming			



FINISH

- TGIC polyester super-durable powder coating with superior gloss, color retention and weather resistance
- Standard finishes provided at 3 mil nominal thickness, salt-spray-tested to 3,000 hours as per ASTM B117
- For marine-grade finish, consult factory. Provided at 5 mil nominal thickness, salt-spray-tested to 4,000 hours as per ASTM B117

MOUNTING

- Extended site arm offers universal mounting, allowing for retrofit without drilling into existing poles
- Options allow for multiple fixture installations at 90°
- Wall-mount and round pole adapters are available for extended site arm

CONSTRUCTION

- Die-cast, aluminum alloy housing for optimal thermal performance and exceptional corrosion resistance
- 100% recycled aluminum

ELECTRICAL

- 120-277V Standard; 277-480V option available
- PF>0.9, THD<20%
- Parallel surge protection: enhanced 10kV standard, extreme 20kV optional (ANSI C136.2-2015)
- For series surge protection, consult factory
- Rated for operation -40°C to 40°C
- For 50°C option, consult factory

OPTICS + PERFORMANCE

- Up to 170 lumens per watt
- 3,000- to 20,000 lumen packages (20-160W)
- 5 customized distributions available
 - Type II Roadway Medium (Coefficient of Utilization: 0.793)
 - Type III Roadway Medium (Coefficient of Utilization: 0.852)
 - Type IV Wide Short (Coefficient of Utilization: 0.840)
 - Type V Square Short
 - Type V Square Medium
- Multiple shielding options available

CONTROLS

- 0-10V dimming standard; DALI-2 option available
- Receptacle options:
 - ANSI C136.41 3-pin
 - ANSI C136.41 7-pin (for DALI-2 or 0-10 V dimming)
 - Zhaga Book 18 (for next generation ambient light/motion sensing)

LISTINGS

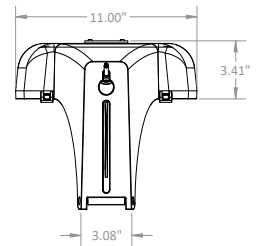
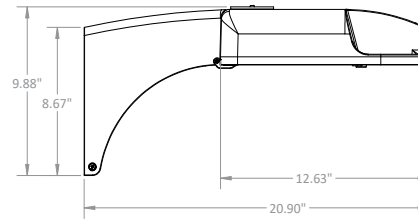
- IP66-rated optical and electrical chambers
- 3G Vibration-rated (ANSI C136.31)
- cULus Listed for wet locations
- IDA Dark Sky listed with ≤3000K (Site Arm, Horizontal Tenon)
- Zhaga D4i listed
- ANSI C136.15 labeling available
- BAA Compliance available; *Consult factory to confirm specific fixture code is compliant if this is a requirement*
- **Designed and assembled in U.S.A.**

WARRANTY

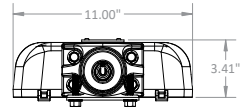
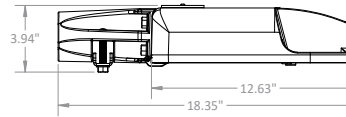
- 5-year warranty

Extended Site Arm (ES)

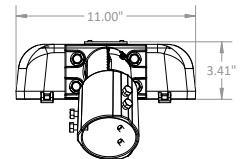
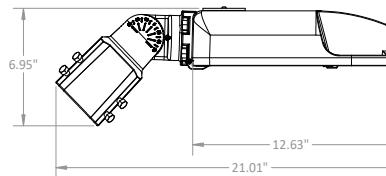
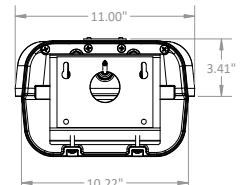
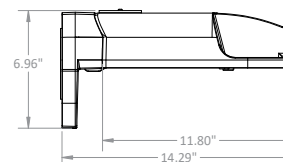
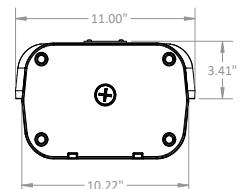
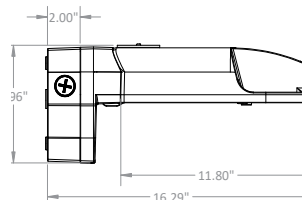
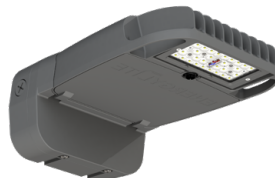
- Universal mount adapter
- Allows for retrofit without drilling into existing poles

**Horizontal Tenon (HT)**

- Mounts to maximum 2 3/4" O.D. tenon

**Knuckle (KM)**

- Mounts to maximum 3" O.D. tenon
- Adjustable at 7.5° increments
- Not recommended to angle luminaire past 0° (vertical); maintain downward angle

**Wall Pack (WP)****Wall Pack (WP) - SMBC**
(field installed option)

LUMEN AMBIENT TEMPERATURE (LAT) MULTIPLIERS

Ambient Temperature		Lumen Multiplier
Celsius	Fahrenheit	
0°C	32°F	1.02
10°C	50°F	1.01
25°C	77°F	1.00
40°C	104°F	0.99
50°C	122°F	0.97

TM-21 LUMEN MAINTENANCE PROJECTION

Calculated by utilizing the LED manufacturer’s LM80 test data in conjunction with third party verified in-situ LED drive current and LED temperature data. Use data below to determine light loss factors.

50,000 hrs	60,000 hrs	100,000 hrs
99.67%	99.49%	98.77%

WEIGHTS + EPA INFORMATION

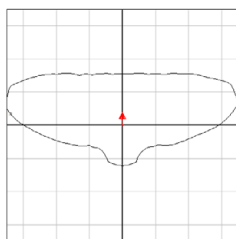
Mounting Type	Weight		
	Below 9H	11H to 15H	Above 16H
Extended Site Arm (ES)	14.33 lbs.	16.02 lbs.	16.48 lbs.
Horizontal Tenon (HT)	12.76 lbs.	14.45 lbs.	14.91 lbs.
Knuckle Mount (KM)	12.77 lbs.	14.46 lbs.	14.92 lbs.
Wall Pack (WP)	13.19 lbs.	14.88 lbs.	15.34 lbs.
Wall Pack (WP) with SMBC	15.40 lbs.	17.09 lbs.	17.55 lbs.

• Data below includes luminaire and integrated mounting option. Additional tenons, arms and brackets are not included.

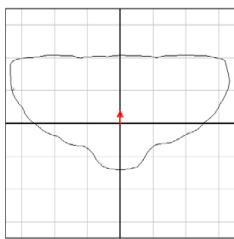
Mounting Type	Tilt	Single	2 at 90°	2 at 180°	2 at 120°	3 at 90°	3 at 120°	4 at 90°	2 Side-by-Side
Extended Site Arm (ES)	n/a	0.56 sq. ft.	0.98 sq. ft.	1.11 sq. ft.	1.24 sq. ft.	1.53 sq. ft.	1.66 sq. ft.	1.53 sq. ft.	0.84 sq. ft.
Extended Site Arm (ES) with Round Pole Adapter (ERP)	n/a	0.60 sq. ft.	1.01 sq. ft.	1.19 sq. ft.	1.28 sq. ft.	1.61 sq. ft.	1.70 sq. ft.	1.61 sq. ft.	0.84 sq. ft.
Horizontal Tenon (HT)	n/a	0.40 sq. ft.	0.65 sq. ft.	0.80 sq. ft.	0.82 sq. ft.	1.05 sq. ft.	1.07 sq. ft.	1.05 sq. ft.	0.50 sq. ft.
Knuckle Mount (KM) (7.5° increments)	90° (horizontal)	0.47 sq. ft.	0.81 sq. ft.	0.94 sq. ft.	0.94 sq. ft.	1.28 sq. ft.	1.28 sq. ft.	1.28 sq. ft.	0.69 sq. ft.
	60°	0.47 sq. ft.	1.12 sq. ft.	0.94 sq. ft.	1.42 sq. ft.	1.59 sq. ft.	2.07 sq. ft.	1.59 sq. ft.	1.30 sq. ft.
	45°	0.47 sq. ft.	1.30 sq. ft.	0.94 sq. ft.	1.70 sq. ft.	1.77 sq. ft.	2.53 sq. ft.	1.77 sq. ft.	1.67 sq. ft.
	30°	0.47 sq. ft.	1.43 sq. ft.	0.94 sq. ft.	1.94 sq. ft.	1.90 sq. ft.	2.90 sq. ft.	1.90 sq. ft.	1.92 sq. ft.
	0° (vertical)	0.47 sq. ft.	1.53 sq. ft.	0.94 sq. ft.	2.08 sq. ft.	2.00 sq. ft.	3.14 sq. ft.	2.00 sq. ft.	2.12 sq. ft.

PHOTOMETRIC DISTRIBUTION

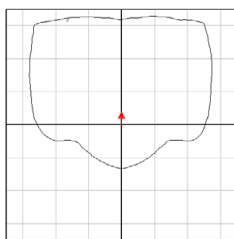
TYPE II ROADWAY MEDIUM (2RM)



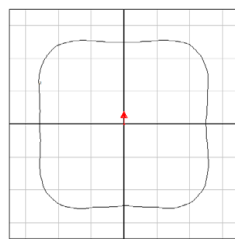
TYPE III ROADWAY MEDIUM (3RM)



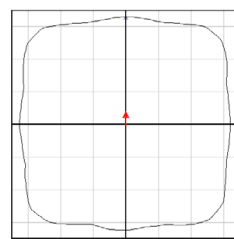
TYPE IV WIDE SHORT (4WS)



TYPE V SQUARE SHORT (5QS)



TYPE V SQUARE MEDIUM (5QM)



SHIELD ACCESSORY DETAILS

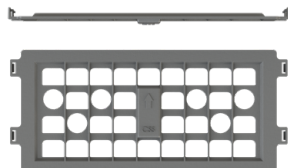
HOUSE SIDE SHIELD (HSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light behind the fixture



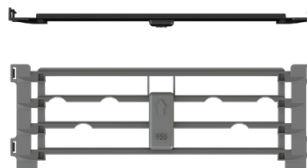
CUL-DE-SAC SHIELD (CSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light to left and right of the fixture



FRONT SIDE SHIELD (FSS)

- Flat-black, injection molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light in front of the fixture.



SCOOP SHIELD (SS)

- Flat-black, injection-molded plastic resin
- Tool-less, clip-on discrete shield
- Blocks light behind the fixture (4WS only)



CONTROLS

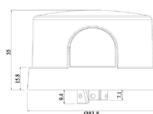
0-10 V ZHAGA OPTIONS

- ZT1: Ambient Light Control
- ZT3: IR + Ambient Light Control
- ZT4: Occupancy + IR + Ambient Light Control
- ZT5: 0-10V Zhaga Casambi BLE + ALC



PHOTOCELL OPTIONS

- PCL01: 120-277V Photocell (640J, IP65); Blue
- PCL02: 120-277V Photocell (1280J, IP66); Blue
- PCL03: 347-480V Photocell (1280J, IP66); Yellow
- PCL04: 50% Midnight Dimming, 347-480V Photocell (1280J, IP65); Brown
- PCL05: 50% Midnight Dimming, 120-277V Photocell (1280J, IP65); Brown



Performance Package	Wattage Label	Drive Current	Color Temp. (CCT)	Input Power (Watts)	TYPE II ROADWAY MED (2RM) AT 70 CRI			TYPE III ROADWAY MED (3RM) AT 70 CRI			TYPE III AREA MED (3AM) AT 70 CRI			TYPE IV WIDE SHORT (4WS) AT 70 CRI			TYPE V SQUARE SHORT (5QS) AT 70 CRI			TYPE V SQUARE MED (5QM) AT 70 CRI		
					Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating	Lumens	Efficacy (lm/W)	BUG Rating
3H	20	250mA	5000K	21.0	3,590	171	1 0 1	3,601	171	1 0 1				3,418	162	1 0 1	3,605	171	2 0 1	3,470	165	2 0 1
			4000K		3,555	169	1 0 1	3,565	170	1 0 1				3,384	161	1 0 1	3,569	170	2 0 1	3,436	163	2 0 1
			3000K		3,412	162	1 0 1	3,423	163	1 0 1				3,248	154	1 0 1	3,426	163	2 0 1	3,298	157	2 0 1
4H	30	300mA	5000K	25.4	4,291	169	1 0 1	4,305	169	1 0 1				4,085	161	1 0 1	4,309	169	2 0 1	4,148	163	2 0 1
			4000K		4,249	167	1 0 1	4,262	168	1 0 1				4,045	159	1 0 1	4,266	168	2 0 1	4,107	161	2 0 1
			3000K		4,079	160	1 0 1	4,091	161	1 0 1				3,883	153	1 0 1	4,096	161	2 0 1	3,943	155	2 0 1
5H	30	375mA	5000K	32.6	5,357	164	1 0 1	5,373	165	1 0 1				5,099	156	1 0 2	5,379	165	2 0 1	5,178	159	3 0 1
			4000K		5,304	163	1 0 1	5,320	163	1 0 1				5,049	155	1 0 1	5,325	163	2 0 1	5,127	157	3 0 1
			3000K		5,092	156	1 0 1	5,107	157	1 0 1				4,847	149	1 0 1	5,112	157	2 0 1	4,922	151	3 0 1
6H	40	483mA	5000K	42.7	6,775	159	1 0 1	6,796	159	1 0 2				6,450	151	1 0 2	6,803	159	3 0 1	6,549	153	3 0 1
			4000K		6,708	157	1 0 1	6,729	158	1 0 1				6,386	149	1 0 2	6,736	158	3 0 1	6,484	152	3 0 1
			3000K		6,440	151	1 0 1	6,459	151	1 0 1				6,131	144	1 0 2	6,466	151	3 0 1	6,225	146	3 0 1
7H	50	585mA	5000K	52.5	8,009	152	1 0 2	8,033	153	1 0 2				7,624	145	1 0 2	8,042	153	3 0 2	7,742	147	3 0 2
			4000K		7,930	151	1 0 2	7,954	151	1 0 2				7,549	144	1 0 2	7,962	152	3 0 2	7,665	146	3 0 2
			3000K		7,612	145	1 0 2	7,635	145	1 0 2				7,247	138	1 0 2	7,643	146	3 0 1	7,358	140	3 0 2
8H	60	672mA	5000K	61.2	9,024	147	1 0 2	9,051	148	1 0 2				8,590	140	1 0 2	9,061	148	3 0 2	8,722	143	3 0 2
			4000K		8,934	146	1 0 2	8,961	146	1 0 2				8,505	139	1 0 2	8,971	147	3 0 2	8,636	141	3 0 2
			3000K		8,577	140	1 0 2	8,603	141	1 0 2				8,165	133	1 0 2	8,612	141	3 0 2	8,291	136	3 0 2
9H	70	725mA	5000K	66.2	9,565	145	2 0 2	9,594	145	1 0 2				9,106	138	1 0 2	9,604	145	3 0 2	9,246	140	3 0 2
			4000K		9,470	143	2 0 2	9,499	144	1 0 2				9,016	136	1 0 2	9,509	144	3 0 2	9,154	138	3 0 2
			3000K		9,092	137	1 0 2	9,119	138	1 0 2				8,655	131	1 0 2	9,129	138	3 0 2	8,788	133	3 0 2
11H	80	924mA	5000K	81.5	11,692	143	2 0 2	11,728	144	1 0 2				11,131	137	2 0 2	11,740	144	3 0 2	11,302	139	4 0 2
			4000K		11,577	142	2 0 2	11,612	142	1 0 2				11,021	135	2 0 2	11,624	143	3 0 2	11,190	137	4 0 2
			3000K		11,114	136	2 0 2	11,147	137	1 0 2				10,580	130	1 0 2	11,159	137	3 0 2	10,743	132	4 0 2
12H	90	1029mA	5000K	90.8	12,641	139	2 0 2	12,679	140	1 0 2				12,034	133	2 0 2	12,693	140	3 0 2	12,219	135	4 0 2
			4000K		12,516	138	2 0 2	12,554	138	1 0 2				11,915	131	2 0 2	12,567	138	3 0 2	12,098	133	4 0 2
			3000K		12,015	132	2 0 2	12,052	133	1 0 2				11,438	126	2 0 2	12,064	133	3 0 2	11,614	128	4 0 2
14H	110	1281mA	5000K	114.6	14,840	129	2 0 2	14,885	130	2 0 2				14,127	123	2 0 3	14,901	130	4 0 2	14,345	125	4 0 2
			4000K		14,693	128	2 0 2	14,738	129	2 0 2				13,987	122	2 0 2	14,753	129	4 0 2	14,203	124	4 0 2
			3000K		14,105	123	2 0 2	14,148	123	2 0 2				13,428	117	2 0 2	14,163	124	3 0 2	13,634	119	4 0 2
16H	130	1449mA	5000K	130.8	16,101	123	2 0 2	16,150	124	2 0 2				15,328	117	2 0 3	16,167	124	4 0 2	15,563	119	4 0 2
			4000K		15,941	122	2 0 2	15,990	122	2 0 2				15,176	116	2 0 3	16,007	122	4 0 2	15,409	118	4 0 2
			3000K		15,304	117	2 0 2	15,350	117	2 0 2				14,569	111	2 0 3	15,366	118	4 0 2	14,793	113	4 0 2
16P	120	1365mA	5000K	122.9	16,387	133	3 0 3	16,434	134	2 0 2	15,756	128	2 0 2	15,202	124	2 0 2	16,278	132	2 0 2	15,389	125	4 0 2
			4000K		16,225	132	3 0 3	16,271	132	2 0 2	15,600	127	2 0 2	15,051	122	2 0 2	16,117	131	2 0 2	15,237	124	4 0 2
			3000K		15,576	127	3 0 3	15,620	127	2 0 2	14,976	122	2 0 2	14,449	118	2 0 2	15,472	126	2 0 2	14,628	119	4 0 2
18P	140	1608mA	5000K	143.2	18,151	127	3 0 3	18,203	127	2 0 2	17,452	122	3 0 3	16,838	118	3 0 3	18,030	126	3 0 3	17,046	119	4 0 2
			4000K		17,972	125	3 0 3	18,023	126	2 0 2	17,280	121	3 0 3	16,672	116	3 0 3	17,852	125	3 0 3	16,877	118	4 0 2
			3000K		17,253	120	3 0 3	17,302	121	2 0 2	16,588	116	2 0 3	16,005	112	2 0 3	17,138	120	2 0 2	16,202	113	4 0 2
20P	160	1709mA	5000K	164.4	19,771	120	3 0 3	19,827	121	2 0 3	19,010	116	3 0 3	18,341	112	3 0 3	19,639	119	3 0 3	18,567	113	4 0 2
			4000K		19,575	119	3 0 3	19,631	119	2 0 2	18,822	114	3 0 3	18,159	110	3 0 3	19,445	118	3 0 3	18,383	112	4 0 2
			3000K		18,792	114	3 0 3	18,846	115	2 0 2	18,069	110	3 0 3	17,433	106	3 0 3	18,667	114	3 0 3	17,648	107	4 0 2



POLE INFORMATION

• Solais offers a full line of aluminum and steel poles, brackets and accessories for your installation. For more information, consult factory.

SQUARE STRAIGHT
▪ 8- to 39-ft. height options



ROUND STRAIGHT
▪ 8- to 35-ft. height options



SQUARE TAPERED
▪ 20- to 50-ft. height options



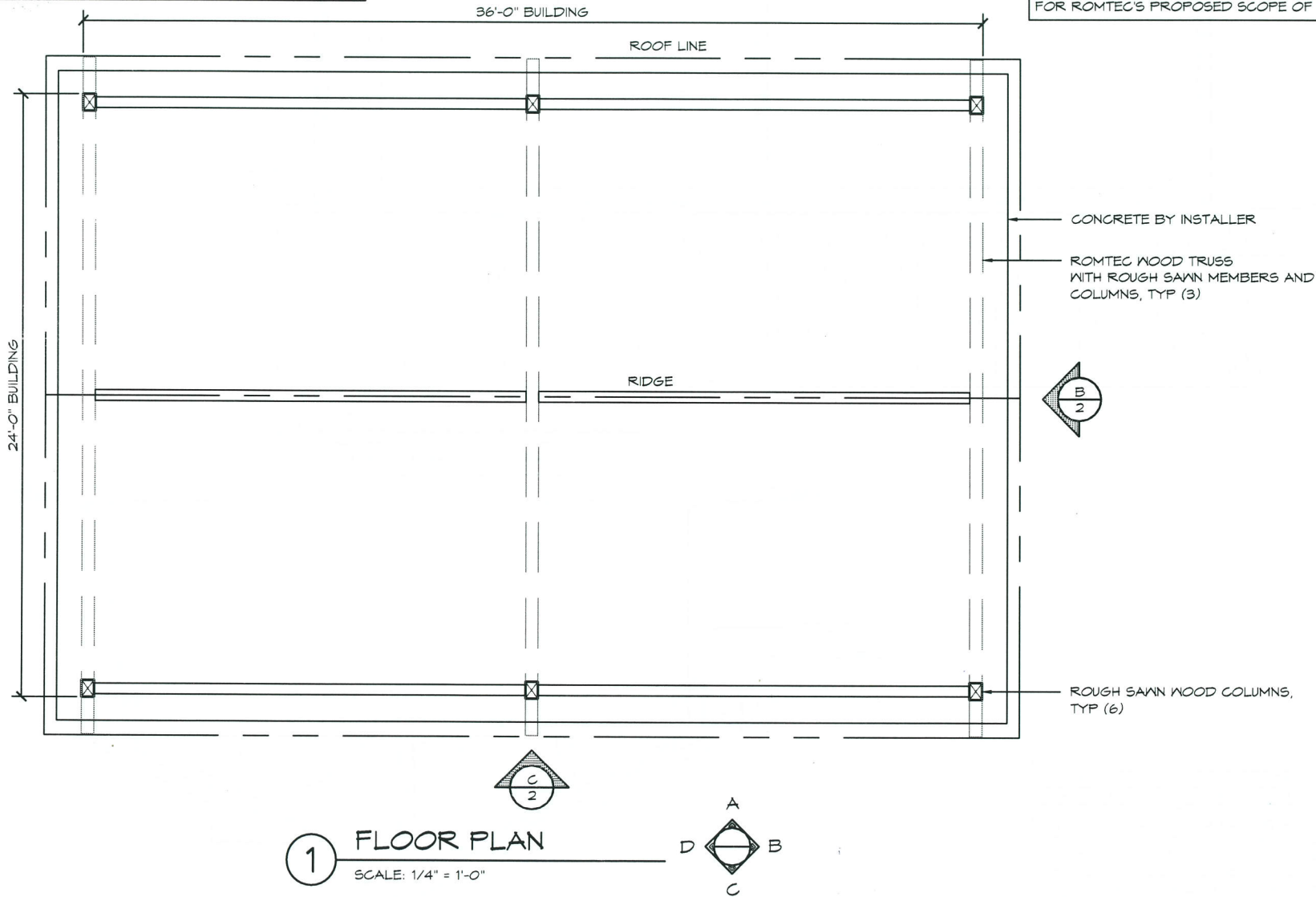
ROUND TAPERED
▪ 8- to 39-ft. height options
▪ 45- to 70-ft. telescoping height options



HINGED TAPERED
▪ 20- to 39-ft. height options



LEGEND		
SYMBOL	DESCRIPTION	AREA/ QUANTITY
	WOOD TRUSS	3
	GLU-LAM BEAMS	6



THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.



18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(541) 496-3541 FAX (541) 496-0633

PRELIMINARY

PROJECT: CUSTOMER PROJECT LOCATION

MODEL#: 3012

DATE: 00/00/15

REVISIONS

REV DATE BY

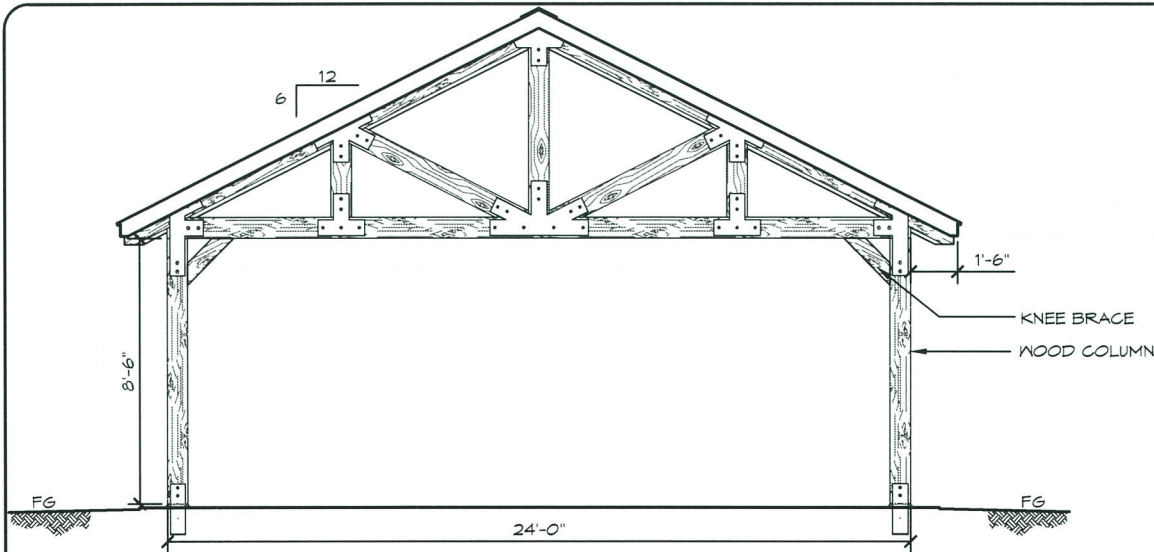
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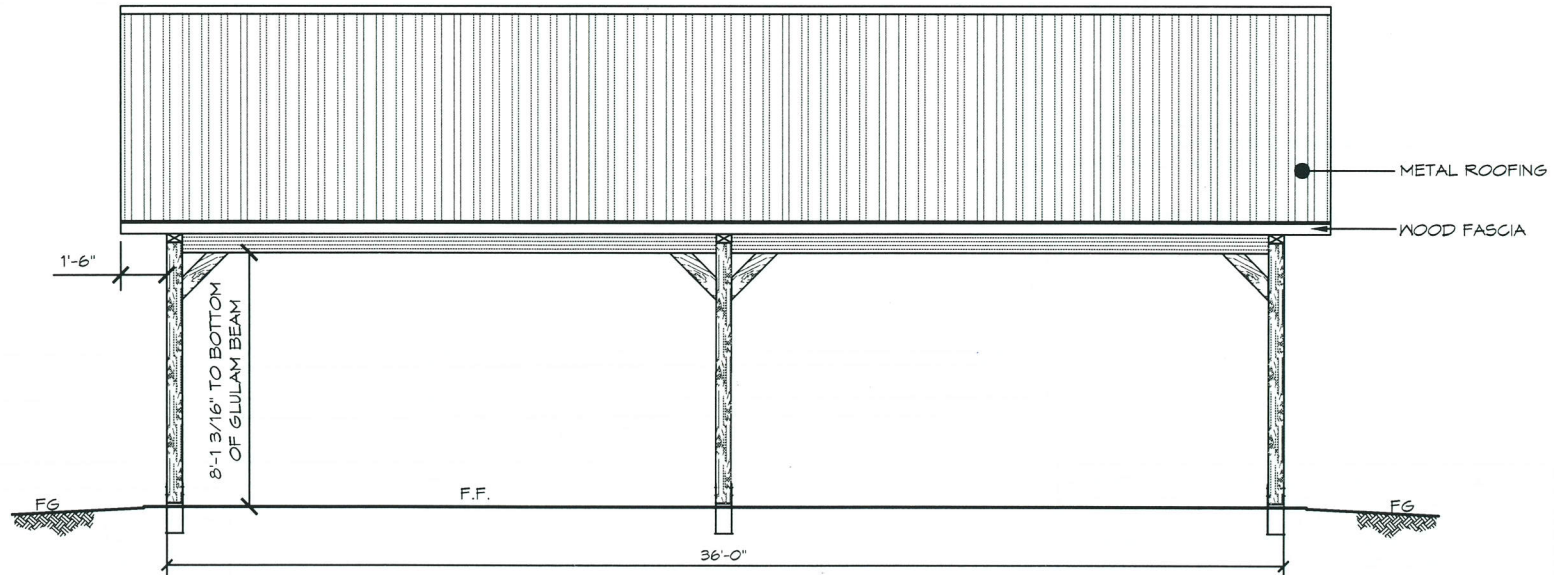
SHEET TITLE FLOOR PLAN

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PROJECT: 3012 WOOD PAVILION - OPEN DIMENSIONAL WOOD FRAME



B ELEVATION VIEW
SCALE: 1/4" = 1'-0"



C ELEVATION VIEW
SCALE: 1/4" = 1'-0"

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

ROMTEC

18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(541) 485-3541 FAX (541) 485-0803

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PROJECT: 3012 WOOD PAVILION - OPEN DIMENSIONAL WOOD FRAME

CUSTOMER PROJECT LOCATION

PROJECT#:

MODEL#:

DATE: 3012

REVISIONS

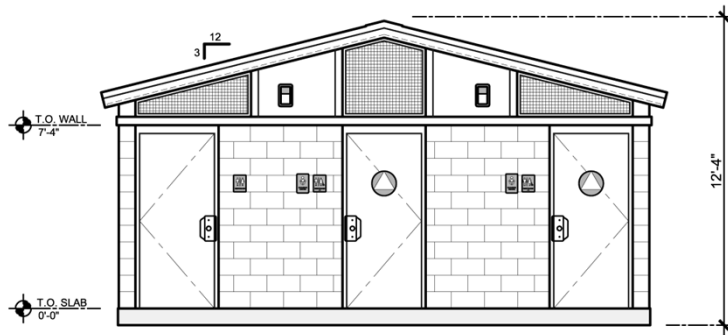
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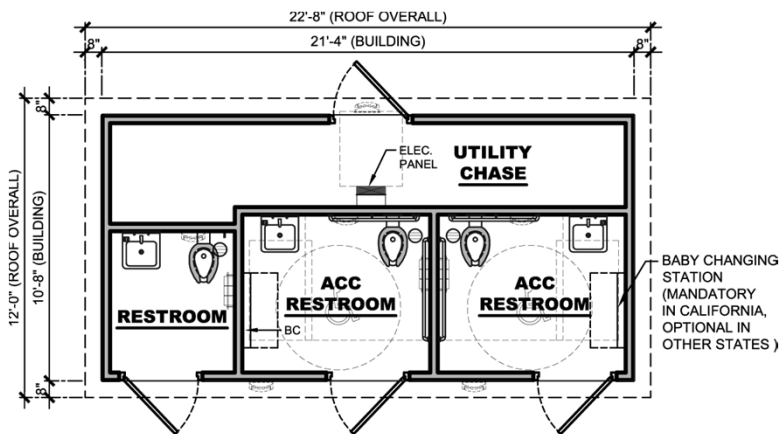
2

SHEET TITLE: ELEVATION



ELEVATION

SCALE: 1/8"=1'0"



FLOOR PLAN

SCALE: 1/8"=1'0"

NOTE: STAINLESS FIXTURES



NOTE:
DOOR PICTOGRAM
(MANDATORY IN CALIFORNIA)
OPTIONAL IN OTHER STATES

PERSPECTIVE

(FINISHES SUBJECT TO CHANGE)

RESTROOM BUILDING PS-033 PLAYGROUND SERIES

135 USERS/HR.



www.PublicRestroomCompany.com

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MINDEN NEVADA 89423

P: 888-888-2060 F: 888-888-1448

BUYBOARD 2019

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OWNER / GENERAL CONTRACTOR AND PUBLIC RESTROOM COMPANY RESPONSIBILITIES

PUBLIC RESTROOM COMPANY RESPONSIBILITIES:

1. PROVIDE FULL ARCHITECTURAL PLANS AND ENGINEERING CALCULATIONS, STAMPED BY STATE GOVERNING AGENCY SUITABLE FOR GENERAL CONTRACTOR TO FILE FOR REQUIRED BUILDING PERMIT.
2. FURNISH AND INSTALL UNDERGROUND UTILITIES UNDER SLAB (INCLUDING TRENCHING) EXTENDING 6 FEET MAX. BEYOND THE BUILDING LINE, MIN. OF 24" - MAX OF 36" BELOW GRADE.
3. FURNISH AND INSTALL SLAB TO FOUNDATION ANCHORS PER DETAILS INCLUDED HEREIN. APPLICABLE ONLY TO BUILDINGS WITH FOUNDATIONS.

GENERAL NOTES:

1. THE DIFFERENCE IN THE ELEVATION BETWEEN THE FINISH FLOOR OF THE BUILDING AT EXTERIOR DOORS AND THE SIDEWALK OUTSIDE IS 1/4" MAX. PRC RECOMMENDS SIDEWALK TO BE FLUSH WITH FINISH FLOOR AT ALL DOORS.
2. THE PLAN & DETAILS HEREIN ARE SPECIFIC TO THE BUILDING SIZE AND MODULE CONFIGURATION OF THIS BUILDING MODEL.

OWNER / GENERAL CONTRACTOR RESPONSIBILITIES:

1. PREPARE BUILDING PAD AND OR FOUNDATION.
2. PROVIDE SITE PLAN & ENGINEERED FOUNDATION PLAN (IF APPLICABLE) AND ATTACH IT TO THE PUBLIC RESTROOM COMPANY'S DEPARTMENT OF HOUSING APPROVED DOCUMENTS AND OBTAIN NECESSARY PERMITS FROM LOCAL JURISDICTION.
3. VERIFY AND SCHEDULE NECESSARY INSPECTIONS WITH LOCAL JURISDICTION FOR SITE PERFORMED WORK BY OTHERS, AND FOR UNDER BUILDING SLAB PLUMBING CONNECTIONS MADE BY PRC.
4. COORDINATE SEWER INVERT ELEVATION WITH THE PUBLIC RESTROOM COMPANY PRIOR TO BUILDING INSTALLATION, VERIFY & COORDINATE LOCATION OF EXISTING UTILITIES INCLUDING WATER METER SIZE, TYPE, AND LOCATION OF EXISTING UTILITIES COMING INTO THE BUILDING SUPPLIED BY PRC
5. MAKE FINAL UTILITY CONNECTIONS (INCLUDING NECESSARY UTILITY BOXES).
6. PREPARE SITE FOR MINIMUM ALLOWABLE SOIL BEARING PRESSURE OF 1,500 psf, WITH SUB-GRADE COMPACTED TO 90% M.D.D.
7. SUPPLY AND STOCK PILE REQUIRED QUANTITY OF COARSE MASON SAND WITHIN BUILDING PROXIMITY FOR USE BY PRC FOR UTILITY TRENCH BACKFILL.
8. PROJECTS WITH FOOTINGS: PROVIDE SLEEVES IN FOOTINGS ACCORDING TO UTILITY LOCATION PLAN AND PAD / FOUNDATION PLAN DIRECTION.

GENERAL SITE CONDITION LIABILITY NOTE:

PUBLIC RESTROOM COMPANY (PRC) PROVIDES BUILDING PAD / FOUNDATION PLAN DRAWINGS FOR PLACEMENT OF OUR BUILDING ON SITE FOUNDATIONS / PADS FOR **REFERENCE ONLY**. PRC DRAWINGS DO NOT INCORPORATE SITE DESIGN FOR LOCAL CODES, SOILS CONDITIONS, FOOTING REQUIREMENTS, AND / OR ANY OTHER CONTRIBUTING SITE FACTORS UP TO AN INCLUDING HIGH WATER TABLES. IT IS THE RESPONSIBILITY OF THE OWNER / GENERAL CONTRACTOR TO PROVIDE A PROPER SITE DESIGN TO ACCOMMODATE THE BUILDING AS WELL AS PROVIDE PROPER SITE CRITERIA SO PRC MAY MODEL SEWER, WATER, AND ELECTRICAL DESIGNS WITHIN THE BUILDING. OUR BUILDING DESIGN INCLUDES AN 8" THICK REINFORCED CONCRETE SLAB AND ASSUMES FULL SLAB BEARING ON SOILS WITH A MINIMUM OF 1500 PSF BEARING CAPACITY. OUR BUILDING DESIGNS SURCHARGE THE SOIL BENEATH THE MAT SLAB AT APPROXIMATE 208 PSF. ANY BUILDING FOUNDATION IN ADDITION TO THE INTEGRAL MAT SLAB ARE SHOWN FOR **REFERENCE ONLY** AND SHOULD BE VERIFIED BY A LICENSED SOILS ENGINEER TO CONFORM WITH REQUIRED CODES.

PRC ASSUMES NO LIABILITY FOR THE OWNER OR GENERAL CONTRACTOR ACCEPTANCE OF THESE TYPICAL DRAWINGS WITHOUT VERIFICATION BY A LICENSED SOILS / FOUNDATION ENGINEER.



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BUILDING TYPE:

RESTROOM BUILDING

PROJECT:

-

DATE: - DRAWN BY:

PROJECT #: -

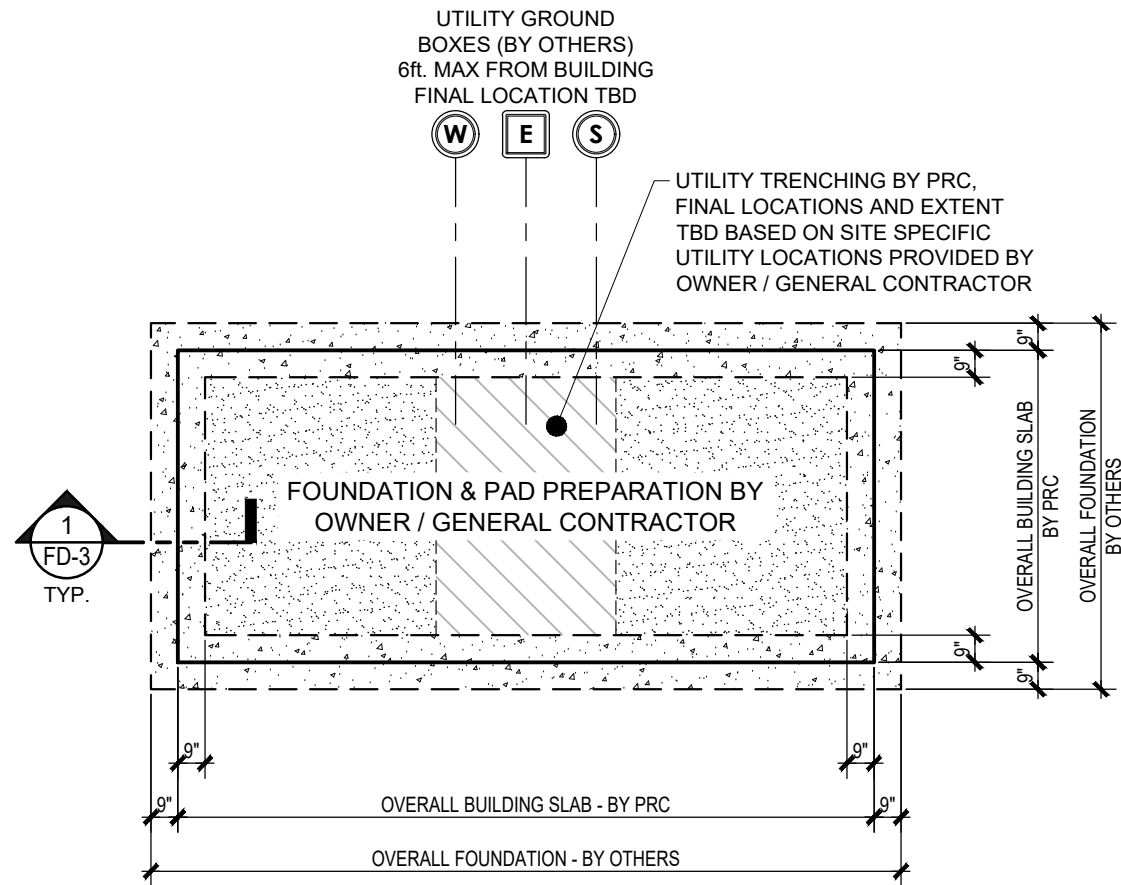
SHEET:

1 OF 4

FD-1

NOTES:

1. BOTTOM OF PRE-FAB BLDG. MANUFACTURERS SLAB IS DEAD FLAT. TOP OF FOOTINGS & COMPACTED BACK FILL MUST BE DEAD LEVEL. POUR FOOTING WITH LASER TRANSIT TO VERIFY TOP OF FOOTING. IF SHIM PLATES ARE REQUIRED A CHANGE ORDER IS REQUIRED.
2. REQUIRED ALLOWABLE SOIL BEARING PRESSURE = 1500 PSF; FIELD VERIFIED BY OTHERS



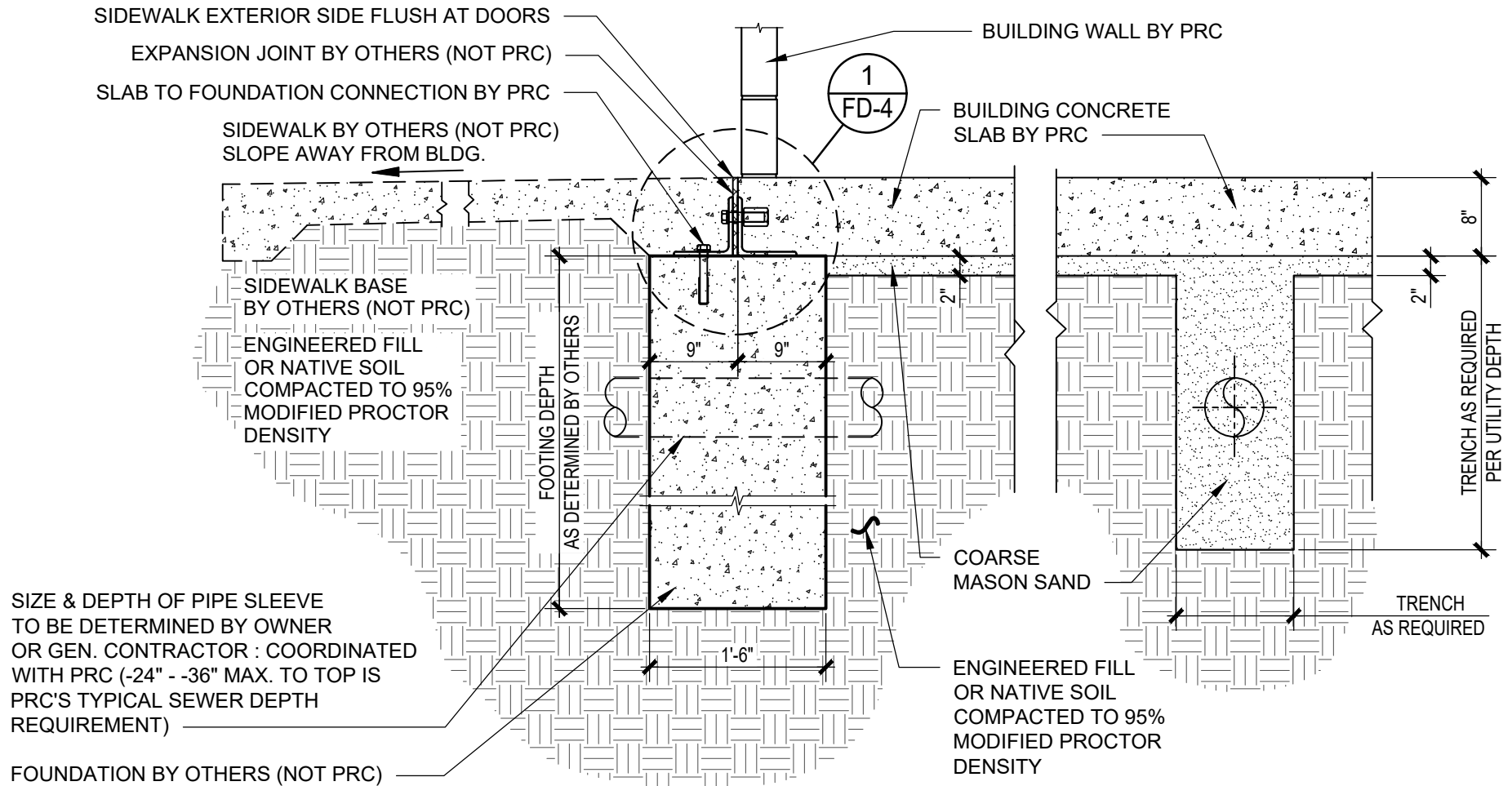
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FD-2

EXAMPLE FOUNDATION / PAD PREPARATION PLAN
SCALE: NOT TO SCALE

NOTES:

1. BOTTOM OF PRE-FAB BLDG. MANUFACTURERS SLAB IS DEAD FLAT. TOP OF FOOTINGS & COMPACTED BACK FILL MUST BE DEAD LEVEL. POUR FOOTING WITH LASER TRANSIT TO VERIFY TOP OF FOOTING. IF SHIM PLATES ARE REQUIRED A CHANGE ORDER IS REQUIRED.

2. REQUIRED ALLOWABLE SOIL BEARING PRESSURE = 1500 PSF; FIELD VERIFIED BY OTHERS



1
FD-3

TYPICAL FOUNDATION SECTION DETAIL

SCALE: NOT TO SCALE

BUILDING TYPE:

RESTROOM BUILDING

PROJECT:

DATE: - DRAWN BY:

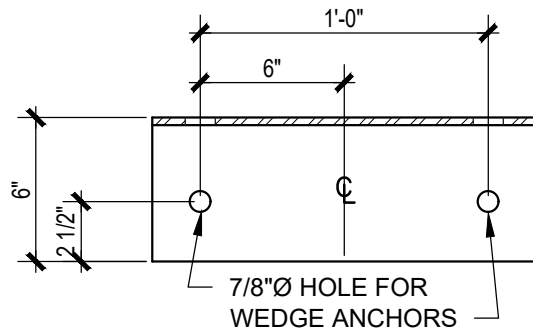
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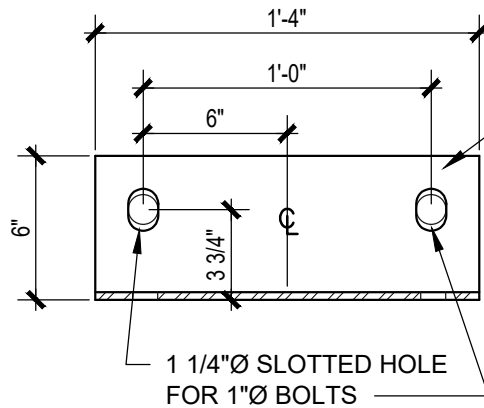
3 OF 4

FD-3

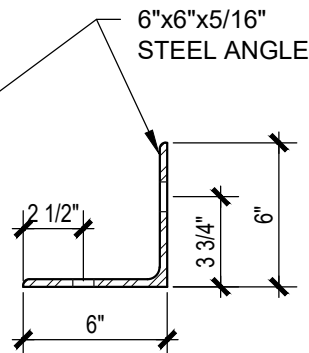
NOTE:
QUANTITY AND LOCATIONS OF ANCHORS TO BE DETERMINED BY PRC ENGINEER



TOP VIEW



FRONT VIEW



SIDE VIEW

BUILDING WALL BY PRC

8" CONCRETE SLAB
 BY PRC

STEEL ANGLE CONNECTOR
 BOLTED TO PRC SLAB

3/4" DIA. x 5 3/4" MIN.
 SIMPSON STRONG BOLT 2
 WEDGE ANCHOR
 (MIN. 4 1/8" EMBEDMENT)

CONC. SLAB
 (BY OTHERS)

FOUNDATION
 (BY OTHERS)

1
 FD-4

SLAB TO FOUNDATION ANCHOR DETAIL (BY PRC)

SCALE: NOT TO SCALE

ABBREVIATIONS

AB ANCHOR BOLT
ADDL ADDITIONAL
ALUM ALUMINUM
ARCH ARCHITECTURAL OR ARCHITECT
BLDG BUILDING
BLK BLOCK
BLKG BLOCKING
BM BEAM
BOS BOTTOM OF STEEL
BRG BRACING
B/S BOTTOM SIDE
BTW (B) BOTTOM, "BOT" SIM
BTW BETWEEN
CB CARRIAGE BOLT
CFS COLD FORMED STEEL
CIP CAST IN PLACE
C.J. CLEAR JOINT
CL or (r) CENTER LINE
CLR CLEAR
CMU CONCRETE MASONRY UNIT
CON CONCRETE
CONC CONCRETE
CONSTR CONSTRUCTION
CONT CONTINUE OR CONTINUOUS
CSJ CONSTRUCTION JOINT
CTR CENTERED, "CENTR" SIM
DET DETAIL
DIA or (r) DIAMETER
DIAG DIAGONAL
DIM DIMENSION
DIR DIRECTION
DL DEAD LOAD
DOWN DOWN
DWG DRAWING
DWL DOWEL
E EACH
EACH EACH END
END END
EXP EXPANSION JOINT
ELEV ELEVATION
EMBED EMBEDDED OR EMBEDMENT
EGS EDGE OF SLAB
E.O. EXISTING GRADE
E.E. EXISTING
EQ EQUAL
E.W. EACH WAY
EXIST EXISTING
EXP EXPANSION BOLT
EXT EXTERIOR
F.F. FAR FACE
F.FE FINISHED FLOOR ELEVATION
F. FINISHED GRADE
F.F. FINISHED GRADE
FL FLOOR
FLG FLANGE
FO FOUNDATION
FOS FACE OF CONCRETE
FOS FACE OF CONCRETE
FOS FACE OF STUD
FP FOOT PENETRATION
FR FAR FACE
FT FULL OR FEET
GA GAUGE
GTV GALVANIZING
GB GRADE BEAM
GIRD GIRDER
GP GUSSET PLATE
HAS HEADED ANCHOR STUD
HD HOOK
HDR HOT DIP GALVANIZED
HDR HORIZONTAL
HK HOOK
HORIZ HORIZONTAL
HSS HIGH STRENGTH BOLT
HSS HEADED SHBAR OR "NELSON" STUD
HSS HOLLOW STUB SECTION OR TUBE
IF INSIDE FACE
IN INCH OR INCHES
INT INTERIOR
JOINT JOINT
JT JOINT
K KILN DRY (1000 POUNDS)
L LB POUNDS
LE LEFT END
LEV LIVE LOAD
LL LONG LEG DOWN
LLH LONG LEG HORIZONTAL
LLH LONG LEG VERTICAL
LONG LONGITUDINAL
LVL LAMINATED VENEER LUMBER
LWC LIGHTWEIGHT CONCRETE
MAX MAXIMUM
MAS MASONRY
MB MACHINE BOLT
MFG MANUFACTURER
MD or (M) MIDDLE
MIN MINIMUM
MISC MISCELLANEOUS
M.R.D. METAL ROOF DECK
MTL METAL
MTL MATERIAL
N.F. NEAR FACE
NOM NOMINAL
NO NUMBER OR #
N/S NEAR SIDE
NS NON-SHRINK
N.T.S. NOT TO SCALE
NWC NON-WEIGHT CONCRETE
ON CENTER, "C.C." SIM
O.O. OVERALL DIM. "O/O" SIM
O.F. OUTSIDE FACE
OPP OPPOSITE
OVS OVERSIZED
PCC PRECAST CONCRETE
PEN PENETRATION
PERP PERPENDICULAR
P.L. POINT LOAD
PL PLATE
P.L. PARALLEL STRAND LUMBER
PT POINT
P.T. PRESSURE TREATED OR POST-TENSION
P.U. RIGHT END
REF REFERENCE
REF REFERENCE
REQ REQUIRED
R.R. ROOF LIVE LOAD
R.O. ROOF ORIGIN
SC SLIP CRITICAL
SCHD SCHEDULE
S.D.N. STRUCTURAL DESIGN NOTES
SIM SIMILAR
SOG SLAB ON GRADE
S.E. STUD PACK
SPECS SPECIFICATIONS
SQ SQUARE
SS STAINLESS STEEL, "S.S." SIM
STAG STAGGERED
STD STANDARD
STIFF STIFFENER
STL STEEL
STR STRUCTURAL, "STRUCT" SIMILAR
S.W. SHEAR WALL
SYM SYMMETRICAL
T or (T) TOP
T&S TOP AND BOTTOM
T&S TEMPERATURE & SHRINKAGE REINFC.
T/T TOP OF
T/T TOP SIDE
T&S THREADED ROD
TMP "T&S" FOR REINFC. ELSE TEMPORARY
THK THICK OR THICKNESS
TOB TOP OF BEAM
TOC TOP OF CONCRETE
TOF TOP OF FOOTING
TOS TOP OF STEEL
TOW TOP OF WALL
TRANS TRANSVERSE
TYP TYPICAL
UNO UNLESS NOTED OTHERWISE, "U.N.O." SIM
UNW UNDER WALL ABOVE, "U.W.A." SIM
VERT VERTICAL
W WITH
W/F WELD FLANGE
WP WORKING POINT
WVF WELODED WIRE FABRIC
WWM WELODED WIRE MESH

GENERAL NOTES:

1. STRUCTURAL DRAWINGS SHALL BE USED IN CONJUNCTION WITH PROJECT SPECIFICATIONS AND ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING, AND SITE DRAWINGS. CONSULT THESE DRAWINGS FOR OPENINGS, DEPRESSIONS, EQUIPMENT WEIGHTS AND LOCATIONS, EMBEDDED ITEMS AND OTHER DETAILS NOT SHOWN ON STRUCTURAL DRAWINGS.

2. DIMENSIONS AND CONDITIONS MUST BE VERIFIED IN THE FIELD. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER OF RECORD BEFORE PROCEEDING WITH THE AFFECTED PART OF THE WORK.

3. NO STRUCTURAL MEMBER OR COMPONENT SHALL BE CUT, NOTCHED, OR OTHERWISE ALTERED UNLESS APPROVED IN WRITING BY THE ENGINEER OF RECORD. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL COSTS INCURRED BY THE ENGINEER OF RECORD FOR REVIEW OF ANY SUCH DEVIATIONS.

4. DO NOT SCALE DRAWINGS.

5. THE STRUCTURE IS DESIGNED TO BE SELF-SUPPORTING AND STABLE AFTER THE BUILDING IS COMPLETE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE ERECTION PROCEDURES AND SEQUENCE TO ENSURE SAFETY OF THE BUILDING AND ITS COMPONENTS DURING ERECTION. THIS INCLUDES THE ADDITION OF NECESSARY SHORING, SHEETING, TEMPORARY BRACING, AND TIEDOWNS.

6. DETAILS LABELED "TYPICAL DETAILS" ON THE DRAWINGS SHALL APPLY TO ALL SITUATIONS OCCURRING ON THE PROJECT THAT ARE THE SAME OR SIMILAR TO THOSE SPECIFICALLY DETAILED. THE APPLICABILITY OF THE DETAIL TO ITS LOCATION ON THE DRAWINGS CAN BE DETERMINED BY THE TITLE OF DETAIL. SUCH DETAILS SHALL APPLY WHETHER OR NOT THEY ARE REFERENCED AT EACH LOCATION. QUESTIONS REGARDING APPLICABILITY OF TYPICAL DETAILS SHALL BE DETERMINED BY THE ENGINEER OF RECORD.

7. THE GENERAL CONTRACTOR SHALL COMPARE THE ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING, CIVIL AND STRUCTURAL DRAWINGS AND REPORT ANY DISCREPANCIES BETWEEN EACH SET OF DRAWINGS AND WITHIN EACH SET OF DRAWINGS TO THE ARCHITECT AND ENGINEER OF RECORD PRIOR TO THE FABRICATION AND INSTALLATION OF ANY STRUCTURAL MEMBERS.

8. THE CONTRACT STRUCTURAL DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE, AND DO NOT INDICATE THE METHOD OR MEANS OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERSEDE THE DETAIL WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, PROCEDURES, TECHNIQUES, SEQUENCE AND SAFETY. THE ENGINEER DOES NOT HAVE CONTROL OR CHARGE OF, AND SHALL NOT BE RESPONSIBLE FOR, CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES, FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. FOR THE ACTS OR OMISSION OF THE CONTRACTOR, SUBCONTRACTOR OR ANY OTHER PERSONS, REGARDLESS OF THE TYPE OF THE WORK, OR FOR THE FAILURE OF ANY OF THEM TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

9. THE REVIEW OF SUBMITTALS AND/OR SHOP DRAWINGS BY THE STRUCTURAL ENGINEER DOES NOT RELIEVE THE CONTRACTOR OF THE SOLE RESPONSIBILITY TO REVIEW AND CHECK SHOP DRAWINGS PRIOR TO SUBMITTAL TO THE STRUCTURAL ENGINEER. THE CONTRACTOR REMAINS SOLELY RESPONSIBLE FOR ERRORS AND OMISSIONS ASSOCIATED WITH THE PREPARATION OF SHOP DRAWINGS AS THEY PERTAIN TO MEMBER SIZES, DETAILS, AND DIMENSIONS SPECIFIED IN THE CONTRACT DOCUMENTS. THE CONTRACTOR ALSO SHALL BE RESPONSIBLE FOR MEANS, METHOD, TECHNIQUES, SEQUENCES, AND PROCEDURES OF CONSTRUCTION.

10. PERIODIC SITE OBSERVATION BY FIELD REPRESENTATIVES OF ATLAS ENGINEERING AND CONSULTING, LLC IS SOLELY FOR THE PURPOSE OF DETERMINING IF THE WORK OF THE CONTRACTOR IS PROCEEDING IN GENERAL ACCORDANCE WITH THE STRUCTURAL CONTRACT DOCUMENTS. THIS LIMITED SITE OBSERVATION SHALL NOT BE CONSTRUED AS EXHAUSTIVE OR CONTINUOUS TO CHECK THE QUALITY OR QUANTITY OF THE WORK.

11. ALL STRUCTURES REQUIRE PERIODIC MAINTENANCE TO EXCEED LIFE SPAN AND TO ENSURE STRUCTURAL INTEGRITY FROM EXPOSURE TO THE ENVIRONMENT. A PLANNED PROGRAM OF MAINTENANCE SHALL BE ESTABLISHED BY THE OWNER. THIS PROGRAM SHALL INCLUDE ITEMS SUCH AS, BUT NOT LIMITED TO, PAINTING OF STRUCTURAL STEEL, PROTECTIVE COATINGS FOR CONCRETE, SEALANTS, CAULKED JOINTS, EXPANSION JOINTS, CONTROL JOINTS, SPALLS AND CRACKS IN CONCRETE, AND PRESSURE-WASHING OF EXPOSED STRUCTURAL ELEMENTS EXPOSED TO SALT ENVIRONMENT OR OTHER HARSH CONDITIONS.

12. STRUCTURAL ENGINEER OF RECORD IS NOT RESPONSIBLE FOR THE DESIGN OF STEEL STAIRS, HANDRAILS, CURTAIN WALL/WINDOW WALL SYSTEMS, COLD-FORMED STEEL FRAMING, OR OTHER SYSTEMS NOT SHOWN IN THE STRUCTURAL DOCUMENTS. SUCH SYSTEMS SHALL BE DESIGNED, FURNISHED AND INSTALLED AS REQUIRED BY OTHER PORTIONS OF THE CONTRACT DOCUMENTS.

13. ALL CONSTRUCTION SHALL CONFORM TO THE FLORIDA BUILDING CODE 7TH EDITION (2020). REFERENCE TO OTHER CODES OR STANDARD SPECIFICATIONS REFER TO THE LATEST EDITION OF SUCH CODES OR SPECIFICATIONS, UNLESS STATED OTHERWISE.

14. NO PROVISIONS HAVE BEEN MADE FOR VERTICAL OR HORIZONTAL EXPANSION EXCEPT AS SHOWN ON CONTRACT DOCUMENTS.

15. FINISH FLOOR ELEVATION (FIRST FLOOR) OF 0'-0" IS USED AS A REFERENCE ELEVATION. SEE CIVIL DRAWINGS FOR ACTUAL ELEVATION.

16. THE USE OF REPRODUCTIONS OF THESE CONTRACT DOCUMENTS AND USE OF CAD FILES BY ANY CONTRACTOR, SUBCONTRACTOR, ERECTOR, FABRICATOR OR MATERIAL SUPPLIER IN LIEU OF PREPARATION OF SHOP DRAWINGS IS PROHIBITED UNLESS PRIOR WRITTEN APPROVAL IS OBTAINED FROM ENGINEER OF RECORD.

17. IN THE EVENT THAT THE STRUCTURAL CONTRACTS DRAWINGS AND SPECIFICATIONS CONFLICT ON INFORMATION, THE STRUCTURAL CONTRACT DRAWINGS SHALL SUPERSEDE THE SPECIFICATIONS.

2. CODE DESIGN:

2.1. STRUCTURE IS DESIGNED IN ACCORDANCE WITH THE 2020 FLORIDA BUILDING CODE.

2.2. GRAVITY LOADS

2.2.1. UNIFORM FLOOR LIVE LOADS (REDUCED AS ALLOWED BY THE BUILDING CODE):

ATTICS W/O STORAGE 10 PSF
ATTICS W/ STORAGE 20 PSF
SLEEPING AREAS 30 PSF
ROOMS (OTHER THAN SLEEPING) 40 PSF
BALCONIES 40 PSF
GARAGES 50 PSF
STAIRS 40 PSF

2.2.2. UNIFORM ROOF LIVE LOADS (REDUCED AS ALLOWED BY THE BUILDING CODE):

ROOF 20PSF

PONDING AND DRIFT EFFECTS HAVE BEEN INCLUDED IN DESIGN.

2.3. WIND LOADS (ASCE 7-22):

BASIC WIND SPEED = 152 MPH (INTERPOLATED VALUE)
STRUCTURAL RISK CATEGORY = II
WIND EXPOSURE CATEGORY = D
ENCLOSURE CLASSIFICATION = ENCLOSED
INTERNAL PRESSURE COEFFICIENT = 0.18 +/-

COMPONENTS AND CLADDING (PER ASD)

ROOF: (LOADING IN PSF)

	ZONE 1 (INTERIOR)		ZONE 2 (EDGE)		ZONE 3 (CORNER)	
TRIBUTARY AREA (SQFT)	(+)	(-)	(+)	(-)	(+)	(-)
10	24.35	68.06	24.35	89.92	24.35	118.02
20	22.19	58.52	22.19	77.64	22.19	101.10
100	17.15	36.36	17.15	43.12	17.15	61.82

WALLS: (LOADING IN PSF)

	ZONE 4 (INTERIOR)		ZONE 5 (EDGE/CORNER)		OVERHANG	
TRIBUTARY AREA (SQFT)	(+)	(-)	(+)	(-)	(+)	ZONE 2 (-)
10	36.84	39.96	36.84	49.33	9.60	115.52
20	35.18	38.30	35.18	46.01	9.60	58.3
100	31.33	34.45	31.33	38.30	9.60	143.62

FOUNDATIONS:

3.1. THE FOUNDATIONS ARE DESIGNED FOR AN ANTICIPATED ALLOWABLE SOIL BEARING PRESSURE OF 2,000 PSF ON COMPACTED FILL IF GEOTECHNICAL INVESTIGATION HAS NOT BEEN CONDUCTED.

3.2. REGARDLESS OF WHETHER OR NOT A GEOTECHNICAL INVESTIGATION IS PERFORMED, NO WARRANTIES, EXPRESSED OR IMPLIED, ARE MADE BY ATLAS ENGINEERING AND CONSULTING, LLC FOR THE PERFORMANCE OF THE FOUNDATION.

3.3. AT A MINIMUM, SITE PREPARATION WORK SHALL INCLUDE:

3.3.1. STRIPPING AND GRUBBING OF THE BUILDING FOOTPRINT PLUS A MARGIN OF 5 FEET AROUND THE BUILDING, REMOVING ALL ORGANIC MATERIALS.

3.3.2. PROOF ROLLING THE BUILDING SITE TO LOCATE ANY UNFORESEEN SOFT AREAS, ANY SOFT AREAS SHALL BE EXCAVATED AND REPLACED WITH CLEAN FILL. A DENSITY OF AT LEAST 95% FOR A DEPTH OF 2 FEET IS REQUIRED UNDER THE BUILDING FOOTPRINT.

3.3.3. ALL FILL SHALL BE CLEAN SAND AND FREE OF ORGANIC MATERIALS. COMPACT FILL IN 12 INCH (UNCOMPACTED THICKNESS) LIFTS TO A MINIMUM OF 95% OF THE MODIFIED PROCTOR MAXIMUM DRY DENSITY VALUE.

3.3.4. EXCAVATIONS FOR FOUNDATIONS SHALL BE COMPACTED TO 95% FOR A DEPTH OF AT LEAST 2 FEET BELOW THE BOTTOM OF THE FOUNDATION.

3.3.5. DEWATERING MAY BE REQUIRED TO ACHIEVE THE REQUIRED COMPACTION VALUES, AND IF USED, SHOULD DRAIN DOWN THE WATER LEVEL TO AT LEAST 2 FEET BELOW THE BOTTOM OF THE EXCAVATION.

3.4. SLABS ON GRADE SHALL BE PLACED OVER A 15 MIL, CLASS "B" VAPOR RETARDER. VAPOR RETARDER SHALL BE LAPPED A MINIMUM OF 6" OR AS RECOMMENDED BY THE MANUFACTURER (VAPOR RETARDER) AND ALL JOINT PUNCTURES IN THE VAPOR RETARDER SHALL BE REPAIRED PER MANUFACTURER'S WRITTEN INSTRUCTIONS. ALL PENETRATIONS THROUGH THE VAPOR RETARDER (COLUMNS, PLUMBING, CONDUITS, ETC) SHALL BE DISCARDED PER MANUFACTURER'S WRITTEN INSTRUCTIONS. VAPOR RETARDER SHALL BE CONTINUOUS UNDER WALL FOUNDATIONS OR SEALED TO EXTERIOR WALLS PER MANUFACTURER'S WRITTEN INSTRUCTIONS.

CONCRETE:

4.1. CONCRETE SHALL BE PLACED AND CURED ACCORDING TO ACI STANDARDS AND SPECIFICATIONS.

4.2. UNLESS NOTED OTHERWISE, ALL CONCRETE SHALL BE NORMAL WEIGHT AND HAVE THE FOLLOWING MINIMUM 28 DAY COMPRESSIVE STRENGTHS:

4.2.1. FOUNDATIONS & SLAB-ON-GRADE3,000 PSI

4.2.2. STRUCTURAL SLABS4,000 PSI

4.2.3. CIP BEAMS, COLUMNS & WALLS4,000 PSI

4.2.4. EXTERIOR RETAINING WALLS4,000 PSI

4.3. SUBMIT PROPOSED MIX DESIGN WITH RECENT FIELD CYLINDER OR LAB TESTS FOR REVIEW PRIOR TO USE. MIX SHALL BE UNIQUELY IDENTIFIED BY MIX NUMBER OR OTHER POSITIVE IDENTIFICATION. MIX SHALL MEET THE REQUIREMENTS OF ASTM C39 FOR COARSE AGGREGATE.

4.4. CONCRETE SHALL COMPLY WITH THE REQUIREMENTS OF ASTM STANDARD C94 FOR MEASURING, MIXING, TRANSPORTING, ETC. CONCRETE TICKETS SHALL BE TIME STAMPED WHEN CONCRETE IS BATCHED.

4.5. THE MAXIMUM TIME ALLOWED FROM THE TIME THE MIXING WATER IS ADDED UNTIL IT IS DEPOSITED IN ITS FINAL POSITION SHALL NOT EXCEED ONE AND ONE HALF (1-1/2) HOURS. IF FOR ANY REASON THERE IS A LONGER DELAY THAN THAT STATED ABOVE, THE CONCRETE SHALL BE DISCARDED. IT SHALL BE THE RESPONSIBILITY OF THE TESTING LAB TO NOTIFY THE OWNER'S REPRESENTATIVE AND THE CONTRACTOR OF ANY NONCOMPLIANCE WITH THE ABOVE.

4.6. CALCIUM CHLORIDES SHALL NOT BE UTILIZED; OTHER ADMIXTURES MAY BE USED ONLY WITH THE APPROVAL OF THE ENGINEER.

4.7. CONCRETE MIX DESIGNS SHALL INCLUDE A WRITTEN DESCRIPTION INDICATING WHERE EACH PARTICULAR MIX IS TO BE PLACED WITHIN THE STRUCTURE.

4.8. CONDUITS, PIPES AND SLEEVES SHALL BE PLACED AND SPACED IN ACCORDANCE WITH ACI 318, 20.6.

4.9. CONCRETE DESIGN MIX SUBMITTALS SHALL INCLUDE TESTED, STATISTICAL BACK-UP DATA PER 26-4.4 OF ACI 318.

4.10. CONCRETE SLABS ON GRADE SHALL BE REINFORCED WITH #6 W/4xW14 STEEL MESH OR SYNTHETIC FIBER (AT A MINIMUM RATE OF 1.0 LB/SYD, OR AS RECOMMENDED BY THE FIBER MANUFACTURER FOR CONTROL OF TEMPERATURE AND SHRINKAGE/CRACKING, WHICHEVER IS GREATER, UNLESS NOTED OTHERWISE.

4.11. WHEN WATER-BASED ADHESIVE ARE BEING USED ON CONCRETE SURFACES, THE CONTRACTOR SHALL VERIFY THAT THE WATER CONTENT OF THE CONCRETE IS WITHIN THE ALLOWABLE RANGE BEFORE INSTALLATION.

4.12. CHAMFER OR ROUND ALL EXPOSED CORNERS A MINIMUM OF 3/4".

REINFORCING STEEL

5.1. SHALL BE ASTM A63 GRADE 60 DEFORMED BARS, FREE FROM OIL, SCALE AND RUST AND PLACED IN ACCORDANCE WITH THE TYPICAL BENDING DIAGRAM AND PLACING DETAILS OF ACI STANDARDS AND SPECIFICATIONS.

MINIMUM LAP SPlice LENGTH (IN.) - 3000 PSI CONCRETE						
	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
FOOTINGS (HORIZ.)	21	23	29	37	50	-
VERT. DOWELS	22	29	36	43	63	72
MINIMUM LAP SPlice LENGTH (IN.) - 4000 PSI CONCRETE						
	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
BEAMS/SLABS	-	-	-	-	-	-
- TOP BARS	22	29	36	43	63	72
- OTHER	21	21	26	31	39	51
COLUMNS	16	18	19	22	37	45
C.I.P. WALLS	-	-	-	-	-	-
- VERT. (1 MAT)	21	21	22	25	39	51
- VERT. (2 MATS)	16	18	19	22	34	43
- HORIZONTAL	16	19	27	37	60	74
MINIMUM LAP SPlice LENGTH (IN.) - 1500 PSI NORMAL WEIGHT CMU						
	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
6-in CMU WALL	19	25	39	81	-	-
8-in CMU WALL	19	25	31	57	79	113
12-in CMU WALL	19	25	31	53	61	75

RECOMMENDED END HOOKS ANCHORAGE LENGTH (IN.) - 3000 PSI CONCRETE						
	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
D	2.25	3.00	3.75	4.50	5.25	6.00
A or G	6	8	10	12	14	16
RECOMMENDED END HOOKS ANCHORAGE LENGTH (IN.) - 4000 PSI CONCRETE						
	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
D	2.25	3.00	3.75	4.50	5.25	6.00
A or G	7	10	12	15	17	19

D

12d

DETAILING

A or G

5.2. REINFORCING STEEL SHALL HAVE THE FOLLOWING CONCRETE CLEAR COVER UNO (PER ACI 318-05 PAR.7.7.3)

5.2.1. CONCRETE CAST AGAINST EARTH:3"

5.2.2. FORMED CONCRETE EXPOSED TO EARTH OR WEATHER:2" (#6 BARS & LARGER)
1" (#5 BARS & SMALLER)

5.2.3. CONCRETE NOT EXPOSED TO EARTH OR WEATHER:3/4" (SLABS)
1" (WALLS)
1-1/2" (STIRRUPS & TIES)

5.3. SECURE APPROVAL OF SHOP DRAWINGS PRIOR TO COMMENCING FABRICATION.

5.4. PROVIDE STANDARD HOOKS AT DISCONTINUOUS ENDS OF ALL TOP BARS.

5.5. WHERE REINFORCING IS SHOWN CONTINUOUS, SPlice BOTTOM BARS OVER SUPPORTS AND TOP BARS AT CENTER OF SPAN. ALL OTHER LAP SPlices SHALL BE IN ACCORDANCE WITH SPlice TABLES AND DETAILS SHOWN ON DRAWINGS.

5.6. PROVIDE DOWELS INTO FOOTINGS, PIPE CAPS, SUPPORT BEAMS, ETC. TO MATCH VERTICAL BARS WITH CLASS B TENSION LAP SPlices, U.N.O.

WHERE HOOKS ARE SHOWN ON THE PLANS OR DETAILS, HOOKS SHALL BE DETAILED TO EXTEND DEEP ENOUGH INTO SUPPORTING STRUCTURE TO DEVELOP THE FULL STRENGTH OF THE HOOKED BAR. PROVIDE ADDITIONAL TIES OR STRUTS IN SUPPORTING STRUCTURE AS REQUIRED TO SATISFY ACI 318 HOOK DEVELOPMENT, CONFINEMENT, AND ANCHORAGE REQUIREMENTS.

5.8. ALL REINFORCEMENT SHALL BE BENT COLD, UNLESS OTHERWISE APPROVED BY THE STRUCTURAL ENGINEER.

5.9. SHOP DRAWINGS SHOWING ALL FABRICATION DIMENSIONS AND LOCATIONS FOR PLACING REINFORCING STEEL IN MAT SLABS, CAST-IN-PLACE WALLS, AND STRUCTURAL SLABS SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER FOR APPROVAL PRIOR TO FABRICATION.

5.10. ALL CONCRETE REINFORCEMENT SHALL BE DETAILED, FABRICATED, LABELED, SUPPORTED AND SHOWN IN FORMS AND PLACED IN PLACE IN ACCORDANCE WITH THE PROCEDURES AND REQUIREMENTS FOR REINFORCED CONCRETE, "ACI 318" AND THE "MANUALS OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE STRUCTURES," ACI 315 (LATEST EDITION).

5.11. ALL REINFORCING STEEL AND EMBEDMENTS SHALL BE SECURELY TIED AND SUFFICIENTLY SUPPORTED TO MAINTAIN THE POSITION WITHIN SPECIFIED TOLERANCES DURING ALL CONSTRUCTION ACTIVITIES. "WET STICKING" DOWELS INTO CONCRETE IS NOT PERMITTED.

5.12. CONTINUOUS REINFORCEMENT SHALL BE PROVIDED WHEREVER POSSIBLE. REINFORCEMENT SHALL BE SPLICED ONLY AS SHOWN OR NOTED IN THE STRUCTURAL CONTRACT DOCUMENTS. STAGGER SPLICED REINFORCEMENT USING FULL TENSION SPLICE (CLASS "B") UNLESS NOTED OTHERWISE. DOWELS SHALL MATCH THE SIZE AND SPACING OF THE SPECIFIED REINFORCEMENT AND SHALL BE LAPPED WITH FULL TENSION SPLICES (CLASS "B") UNLESS NOTED OTHERWISE. TERMINATE BARS WITH STANDARD HOOKS.

5.13. REINFORCING STEEL SHALL NOT BE WELDED OR TACK WELDED UNLESS APPROVED BY THE STRUCTURAL ENGINEER.

5.14. ALL STEEL REINFORCING USED IN SLAB-ON-GRADE CONSTRUCTION IS REQUIRED TO BE SUPPORTED IN THE CENTER TO UPPER ONE THIRD OF THE SLAB.

6. **WELDED WIRE FABRIC:**

6.1. SHALL CONFORM TO ASTM A-185, FREE FROM OIL, SCALE AND RUST AND PLACED IN ACCORDANCE WITH THE TYPICAL PLACING DETAILS OF ACI STANDARDS AND SPECIFICATIONS.

6.2. MINIMUM LAP SHALL BE ONE SPACE PLUS TWO INCHES.

6.3. ALL WELD WIRE MESH USED IN SLAB-ON-GRADE CONSTRUCTION IS REQUIRED TO BE SUPPORTED IN THE CENTER TO UPPER ONE THIRD OF THE SLAB.

7. **WOOD:**

7.1. STRUCTURAL GLUED LAMINATED TIMBER SHALL BE PRODUCED IN ACCORDANCE WITH THE AMERICAN INSTITUTE OF TIMBER CONSTRUCTION (AITC). MINIMUM ALLOWABLE BENDING STRESS SHALL BE 2,400 PSI (DRY CONDITIONS).

7.2. PROVIDE DRESSED SEASONED LUMBER, S4S, WITH A MAXIMUM MOISTURE CONTENT OF 19% AT TIME OF DRESSING AS LISTED BELOW.

7.2.1. INTERIOR AND EXTERIOR LOAD-BEARING WALLS:
SOUTHERN PINE, NO. 2 GRADE.

7.2.2. LINTELS, FLOOR JOISTS AND BEAMS:
SOUTHERN PINE, NO. 2 GRADE.

7.2.3. WOOD IN CONTACT WITH CONCRETE OR MASONRY SHALL BE FOUNDATION GRADE PRESERVE-TREATED. USE GALVANIZED NAILS IN PRESERVE-TREATED WOOD. THE PROTECTIVE COATING ON NAIL GAUGE STEEL CONNECTIONS IN CONTACT W/ PRESERVE-TREATED WOOD SHALL BE IN ACCORDANCE WITH THE CONNECTOR MANUFACTURERS RECOMMENDATIONS.

7.3. ENGINEERED LUMBER PRODUCTS

7.3.1. PARALLEL STRAND LUMBER (PSL) SHALL HAVE THE FOLLOWING MINIMUM ALLOWABLE STRESSES AND PROPERTIES:

ALLOWABLE BENDING STRESS	F _b /B = 2900 PSI
COMPRESSION PERPENDICULAR TO GRAIN	F _c /C _⊥ = 750 PSI
COMPRESSION PARALLEL TO GRAIN	F _c /C = 2900 PSI
HORIZONTAL SHEAR	F _v /V = 290 PSI
MODULUS OF ELASTICITY	E = 2,000,000 PSI

7.3.2. LAMINATED VENEER LUMBER (LVL) SHALL HAVE THE FOLLOWING MINIMUM ALLOWABLE STRESSES AND PROPERTIES:

ALLOWABLE BENDING STRESS	F _b /B = 2600 PSI
COMPRESSION PERPENDICULAR TO GRAIN	F _c /C _⊥ = 750 PSI
COMPRESSION PARALLEL TO GRAIN	F _c /C = 2510 PSI
HORIZONTAL SHEAR	F _v /V = 285 PSI
MODULUS OF ELASTICITY	E = 2,000,000 PSI

7.3.3. LAMINATED STRAND LUMBER (LSL) SHALL HAVE THE FOLLOWING MINIMUM ALLOWABLE STRESSES AND PROPERTIES:

ALLOWABLE BENDING STRESS	F _b /B = 1700 PSI
COMPRESSION PERPENDICULAR TO GRAIN	F _c /C _⊥ = 710 PSI
COMPRESSION PARALLEL TO GRAIN	F _c /C = 1835 PSI
HORIZONTAL SHEAR	F _v /V = 425 PSI
MODULUS OF ELASTICITY	E = 1,300,000 PSI

7.3.4. GLULAM BEAMS SHALL HAVE THE FOLLOWING MINIMUM ALLOWABLE STRESSES AND PROPERTIES:

ALLOWABLE BENDING STRESS	F _b /B = 3000 PSI
COMPRESSION PERPENDICULAR TO GRAIN	F _c /C _⊥ = 805 PSI
TENSION PARALLEL TO GRAIN	F _t /T = 1350 PSI
HORIZONTAL SHEAR	F _v /V = 300 PSI
MODULUS OF ELASTICITY	E = 2,100,000 PSI

7.3.5. PRESERVED GLULAM BEAMS SHALL HAVE THE FOLLOWING MINIMUM ALLOWABLE STRESSES AND PROPERTIES:

ALLOWABLE BENDING STRESS	F _b /B = 2400 PSI
COMPRESSION PERPENDICULAR TO GRAIN	F _c /C _⊥ = 740 PSI
HORIZONTAL SHEAR	F _v /V = 300 PSI
MODULUS OF ELASTICITY	E = 1,800,000 PSI

7.4. STRUCTURAL PANELS

7.4.1. FLOOR PANELS SHALL BE CONSTRUCTED WITH TONGUE AND GROOVE APA RATED, EXPOSURE 1, 3/8" PLYWOOD. FLOOR PANELS SHALL BE GLUED AND NAILED W/ 10d RING SHANK NAILS @ 4" O/C AT PANEL EDGES AND AT 6" O/C IN THE FIELD.

7.4.2. WALL PANELS SHALL BE CONSTRUCTED WITH APA RATED, EXPOSURE 1, 3/8" SHEATHING, SHEATHING SHALL BE ATTACHED WITH 10d COMMON NAILS @ 3" O/C AT PANEL EDGES AND 6" O/C IN THE FIELD. ALL PANEL EDGES SHALL BE BLOCKED.

7.4.3. ROOF PANELS SHALL BE CONSTRUCTED WITH APA RATED, EXPOSURE 1, 3/8" SHEATHING, SHEATHING SHALL BE ATTACHED WITH 10d RING SHANK NAILS @ 4" O/C AT PANEL EDGES AND 6" O/C IN THE FIELD. ALL PANEL EDGES SHALL BE BLOCKED OR ATTACHED WITH SIMPSON PSCA PANEL SHEATHING CLIPS. NAIL HEADS SHALL NOT PENETRATE THE OUTER SURFACE OF SHEATHING.

7.5. FABRICATED WOOD TRUSSES

7.5.1. DESIGN OF WOOD TRUSSES SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR. SUBMIT SHOP DRAWINGS, DESIGN LOAD DATA, AND SUPPORT REACTIONS SEALED BY AN ENGINEER LICENSED IN THE PROJECT STATE. REVIEW OF SHOP DRAWINGS SHALL BE FOR CONFORMANCE WITH THE CONTRACT DOCUMENTS WITH REGARD TO TRUSS CONFIGURATION, AND THE CONTRACTOR'S INTERPRETATION OF DESIGN LOADS AND DETAILS. SUCH REVIEW SHALL NOT RELIEVE THE CONTRACTOR OF HIS OR HER RESPONSIBILITY FOR THE DESIGN OF THE TRUSSES OR TRUSS CONNECTIONS NOT SPECIFICALLY DETAILED IN THE CONTRACT DOCUMENTS.

7.5.2. ERECTION AND TEMPORARY BRACING OF PREFABRICATED WOOD TRUSSES SHALL BE IN CONFORMANCE WITH THE RECOMMENDATIONS OF THE TRUSS MANUFACTURER AND THE TRUSS PLATE INSTITUTE'S "BRACING WOOD TRUSSES: COMMENTARY AND RECOMMENDATIONS".

7.5.3. SECURE EACH COMMON ROOF TRUSS/RAFTER TO TOP PLATE WITH SIMPSON H-10 OR H-7 HURRICANE CLIP AT ALL BEARING POINTS. USE SIMPSON H-7 AT GIRDER TRUSSES. PROVIDE A MINIMUM OF TWO STUDS UNDER GIRDER TRUSS END BEARING.

7.5.4. TRUSSES ON SITE PRIOR TO INSTALLATION SHALL BE STORED IN A VERTICAL POSITION WITH SUPPORT POINTS PROVIDED AT FINAL BEARING POINTS AND BRACED TO AVOID TIPPING.

7.5.5. INSTALLATION OF ALL TRUSSES SHALL BE DONE USING A SPREADER BAR WITH A THREE POINT VERTICAL PICK AND CARE IS TO BE USED IN LIFTING TO MINIMIZE HORIZONTAL BENDING.

7.5.6. IMPROPER HANDLING OF THE TRUSSES AS NOTED ABOVE AND IN THE SPECIFICATIONS SHALL MEAN REMOVAL OF THE TRUSSES FROM THE JOB SITE.

7.5.7. DOUBLE TRUSSES SHALL BE NAILED TOGETHER W/ 10d @ 12" O.C. EACH SIDE, TOP AND BOTTOM CHORDS & WEBS.

7.5.8. TRUSSES TO TRUSS CONNECTIONS SHALL BE VERIFIED BY THE TRUSS DESIGNER.

7.5.9. CONTRACTOR TO REFER TO "STANDARD FOR HURRICANE RESISTANT CONSTRUCTION SSTO 10-99 FOR FRAMING REQUIREMENTS OF WOOD FRAMED WALL SYSTEMS.

7.5.10. FLOOR TRUSS LOADS:

FLOOR TRUSSES SHALL BE DESIGNED FOR THE FOLLOWING LOADS UNLESS A SPECIAL LOADING PATTERN IS PROVIDED BY THE STRUCTURAL ENGINEER OF RECORD.

TOP CHORD LIVE LOAD 40 PSF
TOP CHORD DEAD LOAD 20 PSF
BOTTOM CHORD DEAD LOAD 10 PSF
TOTAL 70 PSF

7.5.11. ROOF TRUSS LOADS:

ROOF TRUSSES SHALL BE DESIGNED FOR THE FOLLOWING LOADS UNLESS A SPECIAL LOADING PATTERN IS PROVIDED BY THE STRUCTURAL ENGINEER OF RECORD.

TOP CHORD LIVE LOAD 20 PSF
TOP CHORD DEAD LOAD 20 PSF
BOTTOM CHORD DEAD LOAD 10 PSF
TOTAL 40 PSF

7.6. CONNECTIONS

7.6.1. CONNECTIONS FOR STRUCTURAL TIMBER SHALL BE GALVANIZED STRONG TIE CONNECTORS BY THE MANUFACTURER OR APPROVED EQUAL CONNECTORS SHALL FOLLOW MANUF. CORROSION PROTECTION RECOMMENDATIONS.

7.6.2. THE NUMBER OF FASTENERS PER CONNECTION SHALL BE THE MAX. ALLOWED FOR THAT PARTICULAR FASTENER.

7.7. TIE-DOWN NOTES:

7.7.1. ANCHOR TIE-DOWN RODS SHALL HAVE A MINIMUM SHAFT DIAMETER OF 1/2" (ONE HALF INCH) U.N.O.

7.7.2. TIE-DOWN RODS MAY BE CONNECTED DIRECTLY TO THE PLAN SPECIFIED 5/8" ANCHOR BOLT USING A SIMPSON 1/2" X 12" TRANSITION COUPLER NUT ABOVE THE REQUIRED BP3-5/8" AND 5/8" NUT AT/TO THE SILL PLATE.

7.7.3. TIE-DOWN DIRECT CONNECTION MAY BE USED BY UTILIZING SIMPSON SET ANCHORAGE ADHESIVE WITH MINIMUM ROD EMBEDMENT OF 6" WHEREVER CAST-IN-PLACE ANCHOR BOLTS ARE SPECIFIED FOR COUPLED EXTENSION TO ABOVE.

7.7.4. ANY PLACE WHERE A TIE-DOWN LOCATION IS FILLED WITH STUDS, USE A SIMPSON LTT31 OR HDUS HOLDOWN CONNECTED AT THE TOP AND BOTTOM OF A MINIMUM 2"X4 STUD PLUG TO PRESERVE TENSION LOAD PATH TO FLOORS ABOVE AND/OR BELOW. RESUME INDICATED TIE-DOWN ROD PATH AT ENDS OF STUD PLUG IF POSSIBLE.

7.7.5. SIMPSON LTT31 & HDUS HOLDOWN BOLTS SHALL BE ANCHORED INTO GROUT FILLED CMU WALLS OR PIERS WITH A SIMPSON SB5/8 OR SB7/8 ANCHOR BOLT WITH EMBEDMENT PER MFG. RECOMMENDATION.

7.7.6. RODS SHALL INSTALLED PLUMB. THE MAXIMUM ALLOWABLE ROD DRIFT FROM PLUMB SHOULD NOT EXCEED 1.33 DEGREES OR MAXIMUM CENTERLINE OFFSET DISTANCE OF 1/75" PER FLOOR.

7.7.7. TIE-DOWN RODS SHALL HAVE A SIMPSON BP-3 WITH NUT/SLIDE TO THE TERMINAL TOP PLATE. UPRIGHT STUDS OR RAKED PLATES SHALL REQUIRE HILTI/DAVID WASHERS BETWEEN BP-3 AND NUT TO LEVEL.

7.7.8. ALL RODS ARE TO BE TIGHTENED AT EACH FLOOR AND THE TOP PLATE CONNECTION AFTER ROOF IS FULLY LOADED, JUST PRIOR TO CYPSPUM BOARD INSTALLATION. ALL RODS WITH BP AND NUT CONNECTIONS TO THE BOTTOM SIDE OF THE FIRST FLOOR FRAMING SHALL BE TIGHTENED AT THE END OF THE CONSTRUCTION PROCESS PRIOR TO C.O. OPTIONAL: CONTRACTOR MAY INSTALL A SIMPSON BRPTUD AND RTUD TAKE-UP DEVICE AT THE TERMINAL TOP PLATE CONNECTION TO REMOVED UNWANTED SYSTEM SLACK DUE TO STRUCTURE SETTLING OR CREEP.

7.8. MASONRY WALLS:

7.8.1. ALL MASONRY CONSTRUCTION SHALL CONFORM TO ACI 530/ASCE 5/TMS 402 "BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES" AND ACI 530/ASCE 6/TMS 602 "SPECIFICATION FOR MASONRY STRUCTURES", LATEST EDITION.

7.8.2. MASONRY UNITS SHALL MEET ASTM C-90 FOR HOLLOW LOAD BEARING TYPE MASONRY WITH A COMPRESSIVE STRENGTH OF 1900 PSI ON THE NET AREA (Fm = 1500 PSI). MORTAR SHALL BE TYPE "M" OR "S" AND MEET ASTM C-270.

7.8.3. GROUT SHALL BE 3000 PSI MINIMUM COMPRESSIVE STRENGTH AND MEET ASTM C-476 AND HAVE A SLUMP BETWEEN 8" AND 12" WITH WATER CM RATIO OF 0.55 MAXIMUM AND WITH 3/8" MAXIMUM AGGREGATE.

7.8.4. PROVIDE HOOKED DOWELS IN FOUNDATIONS FOR VERTICAL REINFORCING ABOVE. REFER TO TABLE FOR SPACE LENGTH.

7.8.5. BLOCK CELLS SHALL BE GROUT FILLED WITH VERTICAL REINFORCING BARS AT CORNERS, INTERSECTIONS, EACH SIDE OF OPENINGS AND AS SHOWN ON THE DRAWINGS.

7.8.6. DOWELS SHALL BE USED TO PROVIDE CONTINUITY INTO THE STRUCTURE ABOVE AND/OR BELOW, UNLESS NOTED OTHERWISE.

7.8.7. USE METAL LATH, MORTAR OR SPECIAL UNITS TO CONFINCE CONCRETE AND GROUT TO AREA AS REQUIRED.

7.8.8. MASONRY SHALL BE LAID IN RUNNING BOND PATTERN UNLESS NOTED OTHERWISE. AT FILLED CELLS LAY UNITS WITH FULL BED JOINTS AROUND CELLS.

7.8.9. PROVIDE 9 GAUGE GALVANIZED HORIZONTAL JAIL REINFORCING AT ALTERNATE BLOCK JOINTS. LADDER TYPE IS RECOMMENDED WITH REINFORCED FILLED CELLS. PROVIDE PREFABRICATED "TEE" OR CORNER SECTIONS AT WALL INTERSECTIONS.

7.8.10. CONTROL JOINTS SHALL BE CONSTRUCTED IN CONCRETE MASONRY CONSTRUCTION AT A MAXIMUM HORIZONTAL SPACING BETWEEN JOINTS OF 25'-0" AND NOT MORE THAN 12'6" FROM CORNERS. SEE ARCHITECTURAL DRAWINGS FOR EXACT LOCATIONS. CONSTRUCT INTERIOR WALLS TO EXCEED 4'-0" AND MAXIMUM HORIZONTAL SPACING OF 32'-0" OR 16'-0" FROM CORNERS. NO JOINTS SHALL BE LOCATED WITHIN 2'-0" OF STEEL BEAM BEARINGS. HORIZONTAL WALL REINFORCING SHALL BE STOPPED EACH SIDE OF CONTROL JOINTS. SEE ARCHITECTURAL DRAWINGS FOR SEALANT REQUIREMENTS AT CONTROL JOINTS.

7.8.11. SUBMIT PROPOSED GROUT MIX DESIGNS FOR REVIEW PRIOR TO USE. MIX NUMBER OR OTHER IDENTIFY IDENTIFICATION SHALL UNQUELY IDENTIFY MIX.

7.8.12. USE OF SUPERPLASTICIZER IS PROHIBITED.

7.8.13. CELLS TO BE GROUT FILLED SHALL HAVE VERTICAL ALIGNMENT SUFFICIENT TO MAINTAIN A CLEAR, UNOBSTRUCTED, CONTINUOUS VERTICAL GROUT SPACE.

7.8.14. UNWANTED OPENINGS SHALL BE PROVIDED AT THE BOTTOM OF CELLS TO BE GROUT FILLED IN ORDER TO EXCEED 4'-0" AND MAXIMUM HORIZONTAL SPACING OF 32'-0" OR 16'-0" FROM CORNERS. THE REBAR SHALL BE TIED AT THE CLEANOUTS AND THE CLEANOUTS SHALL BE SEALED.

7.8.15. ANY OVERHANGING MORTAR OR OTHER OBSTRUCTION OR DEBRIS SHALL BE REMOVED FROM THE INSIDES OF SUCH CELL WALLS.

7.8.16. VERTICAL REINFORCEMENT SHALL BE HELD IN POSITION AT TOP AND BOTTOM AND AT INTERVALS NOT EXCEEDING 192 BAR DIAMETERS.

7.8.17. ALL CELLS SHALL BE FILLED SOLIDLY WITH GROUT (U.N.O). SAMPLE AND TEST GROUT PER ASTM C1019.

7.8.18. GROUT SHALL BE POURED IN LIFTS OF 4 FEET MAXIMUM HEIGHT. GROUT SHALL BE CONSOLIDATED AT TIME OF PLACING BY VIBRATING AND RECONSOLIDATED LATER BY VIBRATING BEFORE PLASTICITY IS LOST.

7.8.19. WHEN TOTAL GROUT POUR EXCEEDS 5 FEET IN HEIGHT, (HIGH LIFT GROUTING), THE GROUT SHALL BE PLACED IN 4'-0" LIFTS WITH A MINIMUM 15 MINUTE SET TIME BETWEEN LIFTS. MINIMUM CELL DIMENSION SHALL BE 12" IN CORRELANCE WITH TABLE 5 OF ACI 530.1 (5' X 3' FOR COURSE GROUT, 12' FT. MAXIMUM POURE HEIGHT).

7.8.20. WHEN THE GROUTING IS STOPPED FOR ONE HOUR OR LONGER, HORIZONTAL CONSTRUCTION JOINTS SHALL BE MADE BY STOPPING THE POUR OF GROUT NOT LESS THAN 1-1/2 INCH BELOW THE TOP OF THE UPPERMOST UNIT GROUTED.

7.8.21. MASONRY WALLS MARKED AS "LOAD BEARING" ARE DESIGNED TO CARRY FLOOR GRAVITY LOADS. MASONRY WALLS NOT MARKED AS "LOAD BEARING" ARE DESIGNED TO SUPPORT THE CONCRETE FLOOR SLAB CONCURRENTLY WITH CONCRETE COLUMN CONSTRUCTION.

7.8.22. MASONRY WALLS INDICATED AS "INFILL" ARE CONSTRUCTED TO RESIST LATERAL LOADS AND MUST BE CONSTRUCTED AFTER THE CONCRETE SLAB IS CAST AND POST TENSIONING OPERATION IS COMPLETED. INFILL WALLS SHALL BE CONSTRUCTED STARTING AT THE FINISH FLOOR LEVEL AND WORKING UPWARD ONE LEVEL AT A TIME. DO NOT START NEXT HIGHER LEVEL OF WALL PRIOR TO COMPLETION OF WALL BELOW. ALLOW A MINIMUM OF 3 DAYS CURING FOR GROUT OF WALL BELOW PRIOR TO STARTING WALL ABOVE.

7.8.23. SINGLE STORY MASONRY WALLS INDICATED AS "PARTITION WALLS" SHALL BE CAST ON THICKENED SLAB FOUNDATIONS AND ARE NOT DESIGNED TO CARRY ANY LOADS FROM THE FLOOR OR WALL SUBSTRUCTURES. ISOLATE TOP PARTITION WALLS FROM UNDERSIDE OF CONCRETE SLAB WITH A MINIMUM 1/2" THICK COMPRESSIBLE MATERIAL.

7.8.24. SUBMIT WRITTEN CONSTRUCTION SEQUENCES AND PROCEDURES PRIOR TO THE START OF MASONRY CONSTRUCTION.

7.9. CHEMICAL (ADHESIVE) ANCHORS:

7.9.1. SHALL BE A TWO PART EPOXY POLYMER INJECTION SYSTEM, SUCH AS HILTI HIT-150, HILTI RESO, OR SIMPSON SET ADHESIVE SYSTEM, OR ENGINEER APPROVED SUBSTITUTION.

7.9.2. EPOXY TYPES AND BRANDS VARY IN THEIR BOND STRENGTH AND SUITABILITY OF USE, DEPENDING ON TYPE OF LOADING, ANCHOR SPACING, ETC. WHEN A PARTICULAR TYPE OF EPOXY IS SPECIFIED IN THESE DRAWINGS, A UNIQUE CALCULATION HAS BEEN MADE BASED ON THE PROPERTIES OF THAT SPECIFIC TYPE OF EPOXY FOR THE SPECIFIC CONDITION SHOWN IN THE DETAIL. SUBSTITUTION OF EPOXY TYPE IS NOT ALLOWED WHERE DETAIL SPECIES ONLY ONE TYPE OF EPOXY, WITHOUT PRIOR WRITTEN APPROVAL BY THE ENGINEER OF RECORD. NOT ALL EPOXY BRANDS OR TYPES WILL BE ALLOWED AS SUBSTITUTES.

7.9.3. SUBSTITUTION OF EPOXIES IN ONE CONDITION SHALL NOT BE CONSTRUED AS APPROVAL TO MAKE SIMILAR SUBSTITUTIONS OF EPOXY IN OTHER DIFFERING CONDITIONS. EACH SUBSTITUTION MUST RECEIVE PRIOR WRITTEN APPROVAL BY THE ENGINEER OF RECORD.

7.9.4. INSTALL IN ACCORDANCE WITH MANUFACTURER'S WRITTEN INSTRUCTIONS.

THE MANUFACTURER'S REPRESENTATIVE SHALL TRAIN INSTALLERS.

10.6. THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ALL HOLE CLEAN-OUT REQUIREMENTS ARE FULLY COMPLETED BY THE INSTALLERS PRIOR TO INJECTING EPOXY INTO THE HOLES.

10.7. NO LOAD SHALL BE APPLIED TO THE EPOXY ANCHORS UNTIL THE EPOXY HAS FULLY CURED AND HAS ACHIEVED IT'S SPECIFIED STRENGTH.

10.8. IF DETAIL SHOWS EPOXY ANCHORS IN SLOTTED HOLES, IT IS IMPERATIVE THAT ANY EXCESS EPOXY IS CLEANED UP FROM AROUND THE ANCHOR ROD, SO THAT IT DOES NOT INTERFERE WITH ADJUSTABILITY OF ANCHOR ROD IN SLOTTED HOLE.

11. **MECHANICAL ANCHORS:**

11.1. SHALL BE EITHER HEAVY DUTY CONCRETE SCREW ANCHOR [SUCH AS POWERS WEDGE-BOLT, SIMPSON TITEN HD, OR HILTI HUS-H] OR WEDGE TYPE EXPANSION ANCHOR [SUCH AS POWERS POWER-STUD, SIMPSON WEDGE-ALL, OR HILTI KWIK BOLT 3].

11.2. TYPE OF ANCHOR SHALL BE AS SPECIFIED ON THE DRAWINGS, WHILE BRAND AND MODEL OF ANCHOR MAY BE SELECTED FROM THE ABOVE LISTED ANCHORS. SUBSTITUTION ANCHORS MUST BE SUBMITTED TO THE ENGINEER FOR REVIEW AND APPROVED IN WRITING BY THE ENGINEER OF RECORD PRIOR TO USE.

11.3. IN SOME CASES OF CRITICAL LOADING OR GEOMETRIC CONDITIONS, NOT SPECIFIC ANCHORS WILL BE ALLOWED, AS NOTED ON THE DRAWINGS. IN THESE CASES, THE SPECIFIED BRAND AND MODEL OF ANCHOR MUST BE USED.

11.4. INSTALL IN ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS.

11.5. THE MANUFACTURER'S REPRESENTATIVE SHALL TRAIN INSTALLERS.

11.6. MINIMUM EMBEDMENT DEPTH OF 1/4" TAPCONS INSTALLED IN CONCRETE SHALL BE 125" AND INSTALLED INTO MASONRY SHALL BE 15". SELECT ANCHOR LENGTH AS REQUIRED TO ACHIEVE THE SPECIFIED MINIMUM EMBEDMENT DEPTH.

11.7. TAPCON SCREWS MAY BE REPLACED W/ 0.157" SHANK DIAMETER PAF ANCHORS (HILTI X-U OR EQUAL) ON A 1:1 SUBSTITUTION BASIS. MINIMUM EMBEDMENT DEPTH SHALL BE 125" WHEN USED IN CONCRETE OR REINFORCED MASONRY. FOLLOW MANUFACTURERS INSTALLATION RECOMMENDATIONS, MINIMUM EDGE DISTANCES, AND PLACEMENT LIMITATIONS (RELATIVE TO MORTAR JOINTS IN MASONRY).

12. **STRUCTURAL STEEL:**

12.1. STEEL WORK SHALL BE NEW AND CONFORM TO THE ANSI/AISC 360-05 SPECIFICATION FOR STRUCTURAL STEEL BUILDINGS.

12.2. MATERIAL SHALL CONFORM TO THE FOLLOWING, EXCEPT AS NOTED:

WIDE FLANGE SHAPES	ASTM A992 (Fy=50 KSI)
ANGLES, CHANNELS AND PLATES	ASTM A36 (Fy=36 KSI)
RECTANGULAR HSS AND PLATE	A500, GRADE B (Fy=46 KSI)
ASTM A325 OR A490	
HEAVY HEX NUTS	ASTM A36 (Fy=36 KSI)
THREADED RODS	ASTM A563
HARDENED STEEL WASHERS	ASTM F436
ANCHOR RODS	ASTM F1554 GR. 36 (Fy=36 KSI)

12.3. CONNECTIONS:

12.3.1. BOLTS SHALL BE HIGH-STRENGTH, BEARING TYPE IN SMUG TIGHT CONDITION, U.N.O. TIGHTEN BY AN AISC APPROVED METHOD.

12.3.2. WELDING ELECTRODES SHALL BE PER AWS D1.1. RETURN RIGTHTS FOR FRAMED CONNECTIONS 1/2" AT EACH END.

12.3.3. FIELD CONNECTIONS SHALL BE BOLTED, EXCEPT AS NOTED OTHERWISE.

12.3.4. DETAIL FLOOR AND ROOF FRAMING CONNECTIONS FOLLOWING THE REQUIREMENTS SHOWN IN THE TYPICAL CONNECTION SCHEDULES SHOWN IN THESE DRAWINGS, BASED ON THE BEAM OR GIRDER SIZE.

12.3.5. FOR THE PURPOSE OF CORRECTLY INTERPRETING THE CONNECTION SCHEDULES, THE FOLLOWING SHALL BE CONSIDERED AS ANY FLOOR OR ROOF BEAM WHICH CARRIES OTHER FLOOR OR ROOF BEAMS, OR ANY FLOOR OR ROOF BEAM WHICH CARRIES STEEL COLUMNS.

12.3.6. DETAIL DIAGONAL BRACING CONNECTIONS AS SHOWN IN THE DETAILS. IF NO DETAIL IS PROVIDED, DETAIL CONNECTION TO DEVELOP THE FULL TENSION CAPACITY OF THE DIAGONAL BRACING MEMBER.

12.4. HIGH STRENGTH BOLTS IN BEARING CONDITION SUPPORTING SIMPLE SPAN BEAMS NOT SUBJECT TO AXIAL LOAD MAY BE INSTALLED TO "SMUG TIGHT" CONDITION IF NORMAL OR SHORT SLOTTED HOLES ARE USED. THE ENGINEER OF RECORD WILL BE THE ULTIMATE AUTHORITY IN THE USE OF "SMUG TIGHT" BOLTS. IF LONG SLOTTED OR OVERSIZED HOLES ARE USED, BOLTS MUST BE FULLY PRETENSIONED AND SLIP CRITICAL. PROPER SURFACE PREPARATION IS REQUIRED FOR SLIP CRITICAL BOLTS, INCLUDING OMISSION OF PRIMER OR FIRE PROOFING, AS APPROPRIATE.

12.5. BOLTS SHARING LOAD WITH WELDS IN A CONNECTION SHALL BE FULLY PRETENSIONED AND SLIP CRITICAL.

12.6. WHERE FULLY PRETENSIONED OR SLIP CRITICAL BOLTS ARE REQUIRED, TIGHTENING SHALL BE ACHIEVED USING EITHER TWIST-OFF TENSION CONTROL BOLTS OR DIRECT TENSION INDICATING WASHERS.

12.7. ALL STRUCTURAL STEEL EXPOSED TO EXTERIOR CONDITIONS SHALL BE HOT DIPPED GALVANIZED PER ASTM A123 AND ALL FASTENERS AND HARDWARE SHALL BE HOT DIPPED GALVANIZED PER ASTM A153.

12.8. GROUT UNDER BEARING PLATES SHALL BE NON-METALLIC, NON-SHRINK TYPE WITH A COMPRESSIVE STRENGTH OF AT LEAST 5,000 PSI IN 28 DAYS.

12.9. THE CAMBER OF STEEL MEMBERS SHALL BE VERIFIED IN THE SHOP AND THE FIELD. WHEN NO CAMBER IS INDICATED, TURN THE MEMBER NATURAL CAMBER UP.

12.10. APPLY FIREPROOFING TO STEEL STRUCTURE CALCULATING THE THICKNESS OF FIREPROOFING BY COMPARING THE ACTUAL MEMBER SIZE TO THE MEMBER SIZE USED IN THE DESIGNATED U-RATING AND ADJUSTING APPROPRIATELY.

13. **RAILINGS AND HANDRAILS:**

13.1. ENGINEERED RAILING SYSTEM AND CONNECTION OF SAME TO THIS STRUCTURE SHALL BE DESIGNED BY AN ENGINEER REGISTERED IN THE STATE OF FLORIDA.

13.2. THE CONFIGURATION OF THE RAILING SYSTEM SHALL BE AS SHOWN ON THE ARCHITECTURAL DRAWINGS.

13.3. RAILING SYSTEM AND CONNECTIONS SHALL BE DESIGNED FOR APPLICABLE LOADS AS INDICATED ON THE DRAWINGS AND IN THE BUILDING CODE.

13.4. THE LOADS SHALL BE CLEARLY INDICATED ON SHOP DRAWINGS AND SHALL COMPLY WITH ALL APPLICABLE CODES.

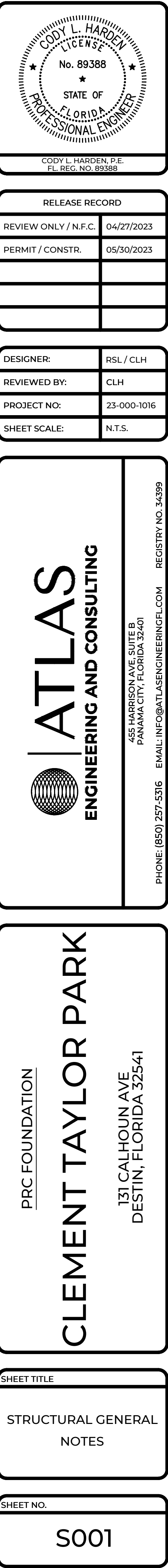
13.5. SHOP DRAWINGS SHALL SHOW AND SPECIFY CONNECTIONS UTILIZED WITHIN THE RAILING SYSTEM AS WELL AS CONNECTIONS TO AND LOADS IMPOSED UPON THE STRUCTURAL SYSTEM SHOWN ON THESE DRAWINGS.

13.6. SHOP DRAWINGS AND CALCULATIONS SHALL BE SIGNED AND SEALED BY AN ENGINEER REGISTERED IN THE STATE OF FLORIDA.

14. **STRUCTURAL SUBMITTALS**

14.1. SHOP DRAWINGS OR REPORTS FOR THE FOLLOWING ITEMS SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER OF RECORD PRIOR TO FABRICATION OR CONSTRUCTION (AS APPLICABLE) U.N.O.

- 14.1.1. PILE INSTALLATION QUALITY CONTROL
- 14.1.2. PILE INSTALLATION MONITORING LOG
- 14.1.3. CONCRETE ADMITTANCE
- 14.1.4. CONCRETE STRENGTH TESTS
- 14.1.5. CONCRETE DETAILING
- 14.1.6. ENGINEERED FILL CONNECTION TESTING
- 14.1.7. ENGINEERED ROOF AND FLOOR TRUSSES
- 14.1.8. STEEL JOISTS
- 14.1.9. STRUCTURAL STEEL
- 14.1.10. HANDRAILS AND STAIRS

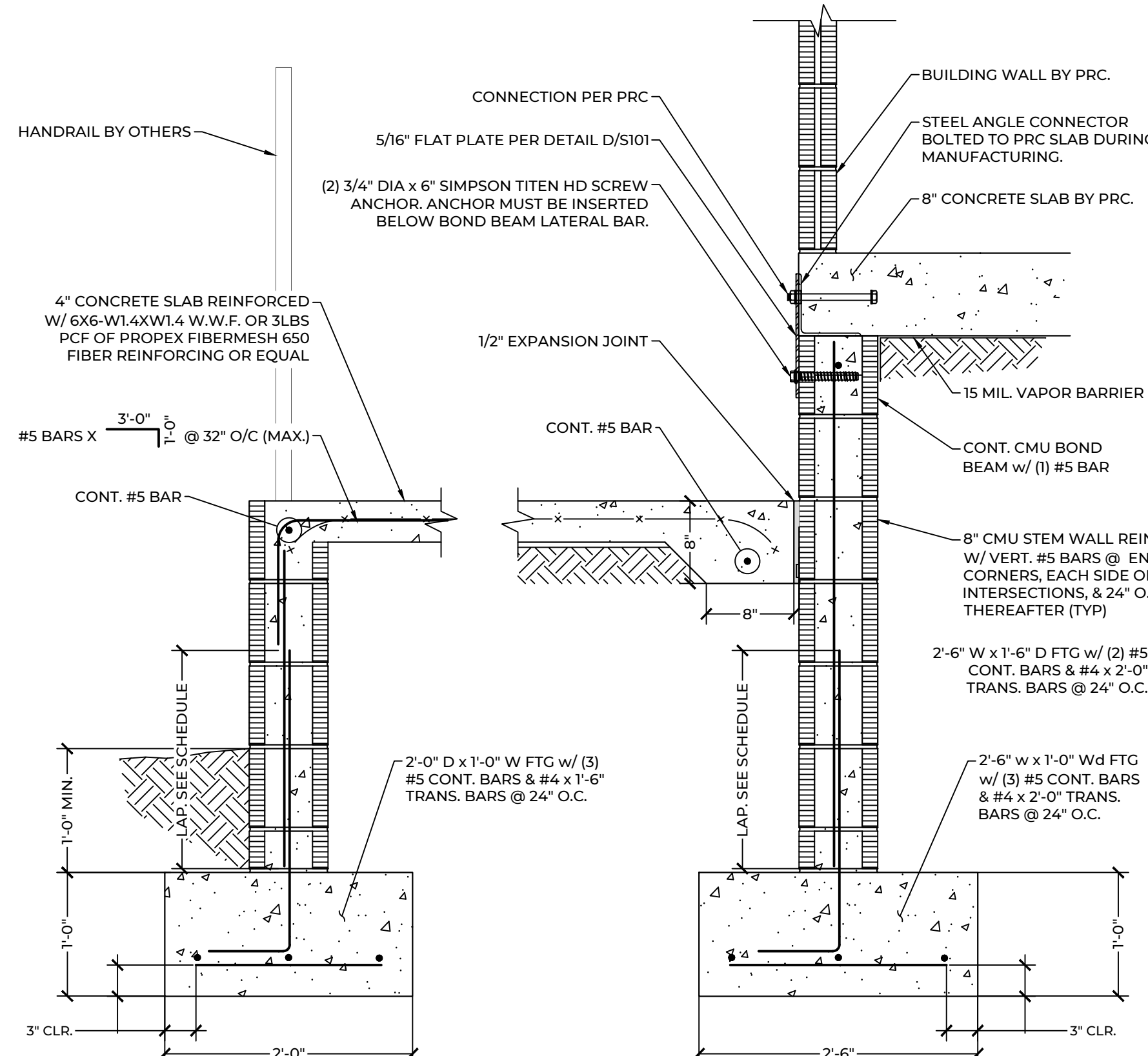


PLAN LEGEND

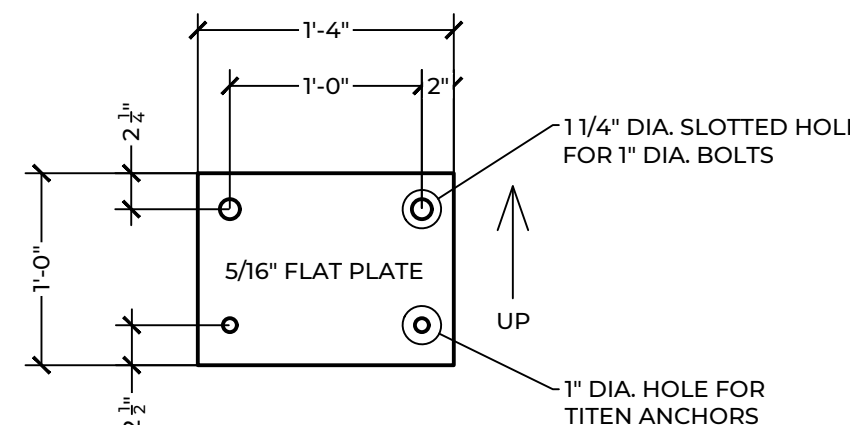
DENOTES FOOTER OUTLINE BELOW

FOOTING NOTE

1. TOPS OF ALL FOOTINGS (EXCEPT TURNDOWNS) MUST BE COVERED WITH A MINIMUM OF 12" OF FINISH GRADE MATERIAL, (U.N.O.).
2. BOTTOMS OF ALL FOOTINGS MUST BEAR AT/ON UNDISTURBED SOIL OR ENGINEERED FILL COMPACTED TO 95% MAXIMUM MODIFIED PROCTOR A MINIMUM OF 12" BELOW EXISTING GRADE. UNLESS PROPER PROVISIONS HAVE BEEN MADE FOR THE USE OF ENGINEERED FILL BASED ON A SITE SPECIFIC GEOTECHNICAL EVALUATION (BY OTHERS).
3. MINIMUM FOOTING WIDTHS MUST ALLOW FOR A MINIMUM 8" OFFSET FROM BOTH FACES OF CMU WALLS (TYP).
4. ALL CONTINUOUS FOOTINGS & PEDESTALS MUST BE CENTERED ON THE WALL/PIER UNLESS SPECIFICALLY NOTED AS ECCENTRIC FOOTING.
5. FOOTING SIZES, REINFORCING TYPE & SPACING LISTED WITHIN THE FOOTING SCHEDULE SHALL GOVERN OVER FOOTING NOTES.
6. VERTICAL DOWEL HOOKS SHOULD EXTEND 9" IN TO FTO'S, BELOW & RUNNING PERPENDICULAR TO FLEXURAL REINF.
7. NO "WET STICK" SETTING OF REINFORCING WILL BE APPROVED.
8. ALL VERTICAL REINFORCING MUST BE IN PLACE & TIED TO FOOTING REINF. PRIOR TO POUR.
9. COORDINATE ALL FOOTING LOCATIONS WITH CIVIL, PLUMBING, AND ELECTRICAL DRAWINGS. CONTRACTOR SHALL PROVIDE PIPE SLEEVES BELOW OR ABOVE CONTINUOUS WALL FOOTINGS.
10. SEE ARCH. DRAWINGS FOR DIMENSIONS NOT SHOWN. IF A CONFLICT EXISTS, THE ARCH. DIMENSIONS SHALL GOVERN. BOTH ENGINEER AND ARCHITECT OF RECORD SHALL BE NOTIFIED IN WRITING OF ALL CONFLICTS.
11. FOR TYPICAL DETAILS SEE S500 SERIES SHEETS.

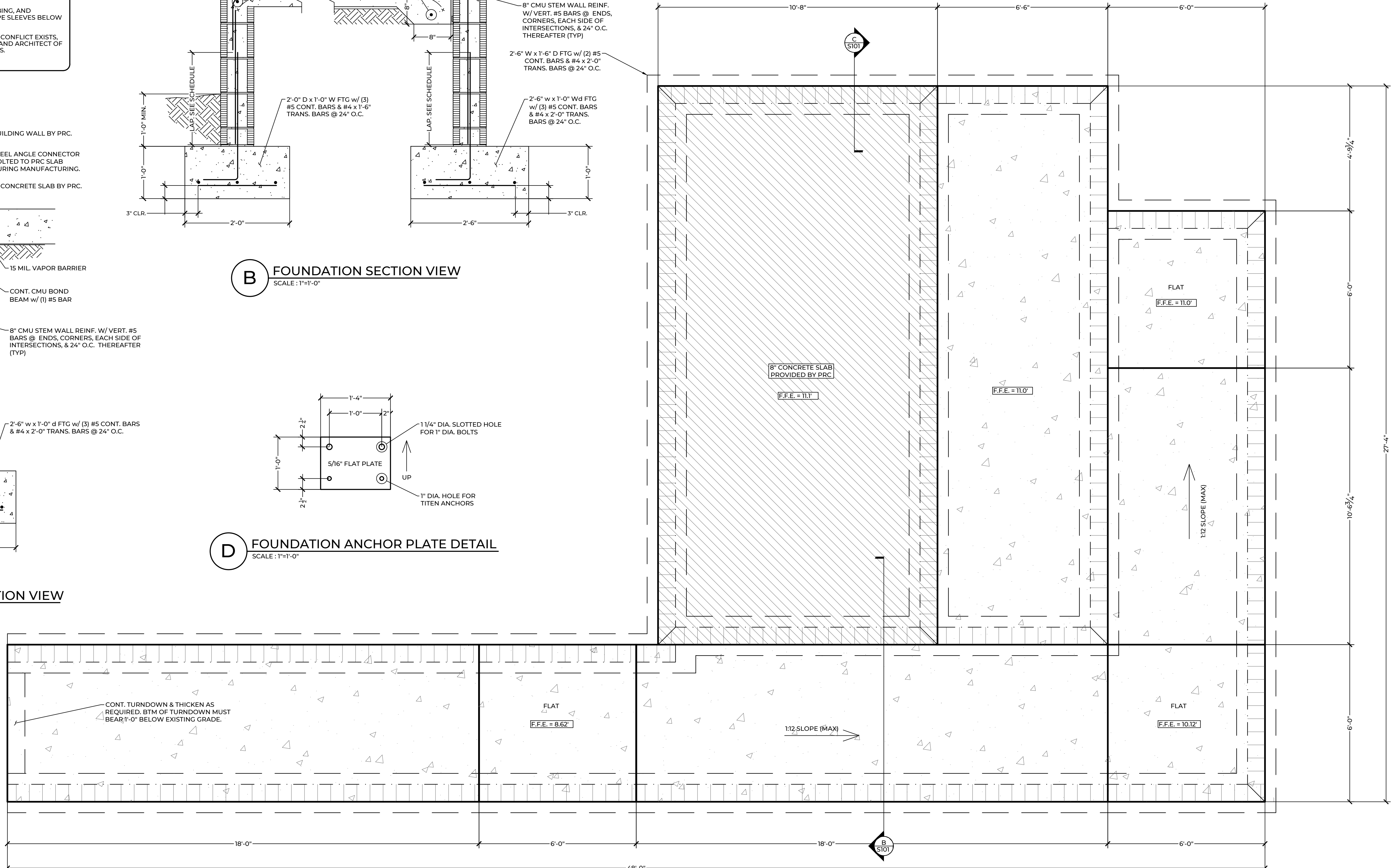


B FOUNDATION SECTION VIEW
SCALE : 1"=1'-0"

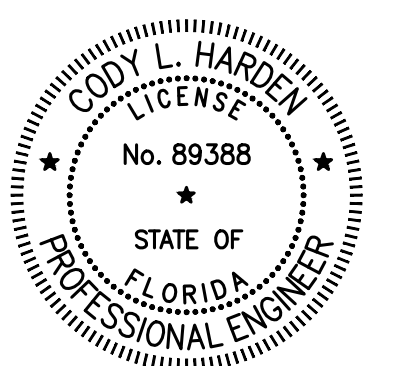


D FOUNDATION ANCHOR PLATE DETAIL
SCALE : 1"=1'-0"

C FOUNDATION SECTION VIEW
SCALE : 1"=1'-0"



A FOUNDATION LAYOUT PLAN
SCALE : 1/2"=1'-0"

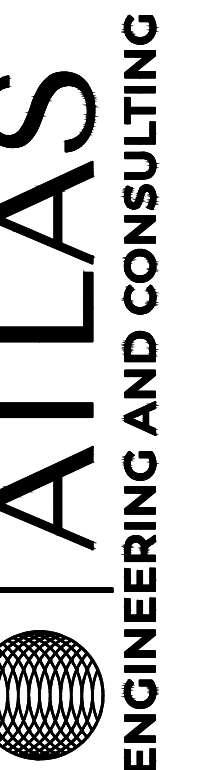


CODY L. HARDEN, P.E.
FL DEC NO 89388

RELEASE RECORD

REVIEW ONLY / N.F.C.	04/27/2023
PERMIT / CONSTR.	05/30/2023

DESIGNER:	RSL / CLH
REVIEWED BY:	CLH
PROJECT NO:	23-000-1016
SHEET SCALE:	1/2"=1'-0" U.N.O



PHONE: (850) 257-5316 EMAIL: INFO@ATLASENGINEERINGFL.COM REGISTRY NO. 34399

PRC FOUNDATION

CLEMENT TAYLOR PARK

101 CALICOON AVE
DESTIN, FLORIDA 32541

SHEET TITLE

FOUNDATION PLAN

SHEET NO.

S101

CREDITS FOR EXISTING TREES (2" TO 6" DIAMETER) ON SITE	(9 TREES X 2 CREDITS PER TREE):	18
CREDITS FOR EXISTING TREES (7" TO 12" DIAMETER) ON SITE	(71 TREES X 3 CREDITS PER TREE):	213
CREDITS FOR EXISTING TREES (13" TO 19" DIAMETER) ON SITE	(38 TREES X 4 CREDITS PER TREE):	152
CREDITS FOR EXISTING TREES (20" TO 24" DIAMETER) ON SITE	(30 TREES X 5 CREDITS PER TREE):	150
TOTAL REFORESTATION CREDITS FOR EXISTING, PROTECTED OR PRESERVED TREES:		533
REFORESTATION TREES (1 PER ACRE, 3.44 X 10 = 35) REQUIRED ON SITE:		35
REPLACEMENT TREES (REMOVAL OF TREES OVER 12" D.B.H.) REQUIRED ON SITE:		0
REFORESTATION TREE REQUIRED ON SITE:		35
TOTAL REFORESTATION CREDITS FOR EXISTING, PROTECTED OR PRESERVED TREES:		533
TOTAL REFORESTATION AND REPLACEMENT TREES FOR PROTECTED OR PRESERVED TREES:		-498
PERIMETER TREES REQUIRED ON SITE: 314' / 50' = 7		7
PARKING LOT TREES (1 PER END ROW LANDSCAPE ISLAND) REQUIRED ON SITE:		5
PROTECTED TREES TO BE REPLACED		0
TOTAL TREES REQUIRED:		12
TOTAL TREES PROVIDED:		510

Diagram illustrating the installation of a tree, showing the root ball, mulch, watering berm, and stakes.

Labels and instructions:

- GUYS (3 REQ'D) WITH 120" SEPARATION SEE SPECS.
- ROOT BALL 2" - 3" ABOVE FINISH GRADE
- PROVIDE RAINBIRD BUBBLER PROVIDE 5 GPM
- TOP OF STAKES 2" BELOW FINISH GRADE
- SCARIFY ROOT BALL
- PLANTING BACKFILL: PUDDLE, SETTLE & COMPACT TO REMOVE AIR POCKETS
- OSMOCOTE FERTILIZER APPLY PER MFGT.'S INSTRUCTIONS
- 3" MULCH
- 4" WATERING BERM
- SCARIFY ROOT BALL
- EXISTING SPACED TREE
- NEW TREE HOOD
- SEE PLAN TO BE SAVED TO BE SAVED

EXISTING TREES

PROTECTIVE FENCE

ALLOW NO FILL OVER CANOPY DRIP LINE

EXISTING GRADE UNDISTURBED

ELEVATION

TREE PROTECTION FENCING DETAIL

No. Scale

PROTECTIVE FENCE

CONTINUOUS 2"x4" TOP

48" SAND OR SNOW FENCE, CONTINUOUS

48"

6' O.C.

2"x4" POSTS

PROVIDED BY THE DEVELOPER, NOT TO SCALE

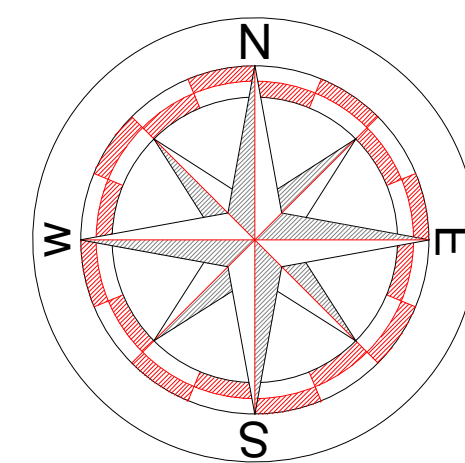
ALL 3:1 SWALE SIDESLOPES ARE TO BE STABILIZED WITH EROSION CONTROL FABRIC TO PREVENT EROSION.
ALL PLANT MATERIAL TO BE WATERED WITH AN AUTOMATIC IRRIGATION SYSTEM.
IRRIGATION SYSTEM SHALL BE DESIGNED TO AVOID WATER COVERAGE ON SIDEWALKS AND PARKING AREAS.
ALL LANDSCAPING WITHIN THE VISION TRIANGLE SHALL COMPLY WITH DESTIN LDC CHAPTER 8.03.06.
NO TREE PLANTING SHALL OCCUR WITHIN 10' OF ANY EXFILTRATION COMPONENT.
ALL AREAS NOT LANDSCAPED TO BE STABILIZED.
A MINIMUM OF 75 PERCENT OF ALL PLANT MATERIAL USED MUST BE NATIVE TO NORTHWEST FLORIDA. [12.04.05(E)(2)]
ALL TREES TO BE A MINIMUM OF 10' IN HEIGHT AND BE NO LESS THAN 2.5" IN CALIPER AT THE TIME OF PLANTING.
ALL SHRUBS TO BE A MINIMUM OF 12" AT THE TIME OF PLANTING, REQUIRED PARKING LOT HEDGE TO BE 36" TALL AT TIME OF PLANTING
75% OF ALL PLANT MATERIAL SHALL BE NATIVE TO NORTHWEST FLORIDA.
****ALL AREAS NOT OPEN SPACE TO BE STABILIZED WITH BERMUDA GRASS.

 REPRESENTS ONE, LIVE OAK, *Quercus geminata*
MINIMUM OF 10' IN HEIGHT AND BE NO LESS THAN 2.5" IN CALIPER AT THE TIME OF PLANTING.

**PROVIDE 1" SCHEDULE 40 PVC MAINLINE, PROVIDE A PRESSURE COMPENSATING BUBBLER TO EACH TREE TO PROVIDE 3-4.5 GALLONS PER WATERING. PROVIDE WELL OR GRAY WATER TAP, CONNECT TO TIMER AND BACK FLOW PREVENTER AS REQUIRED.

0 10' 30' 60'

SCALE: 1" = 30'-0"



bradford robert davis
LANDSCAPE ARCHITECT

340 oak avenue
santa rosa beach, fl 32459
telephone 850.974.0616
bradfordrdavis@gmail.com
www.brdla.com
fl 0001730
lc26000474

date	revision
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CLEMENT TAYLOR PARK
PREPARED FOR JENKINS ENGINEERING
DESTIN, FLORIDA

PERMIT SET
[1] OF [1]

8/1/23



STRUTHERS
RECREATION

Clement Taylor Park
Option 2





STRUTHERS
RECREATION

Clement Taylor Park
Option 2

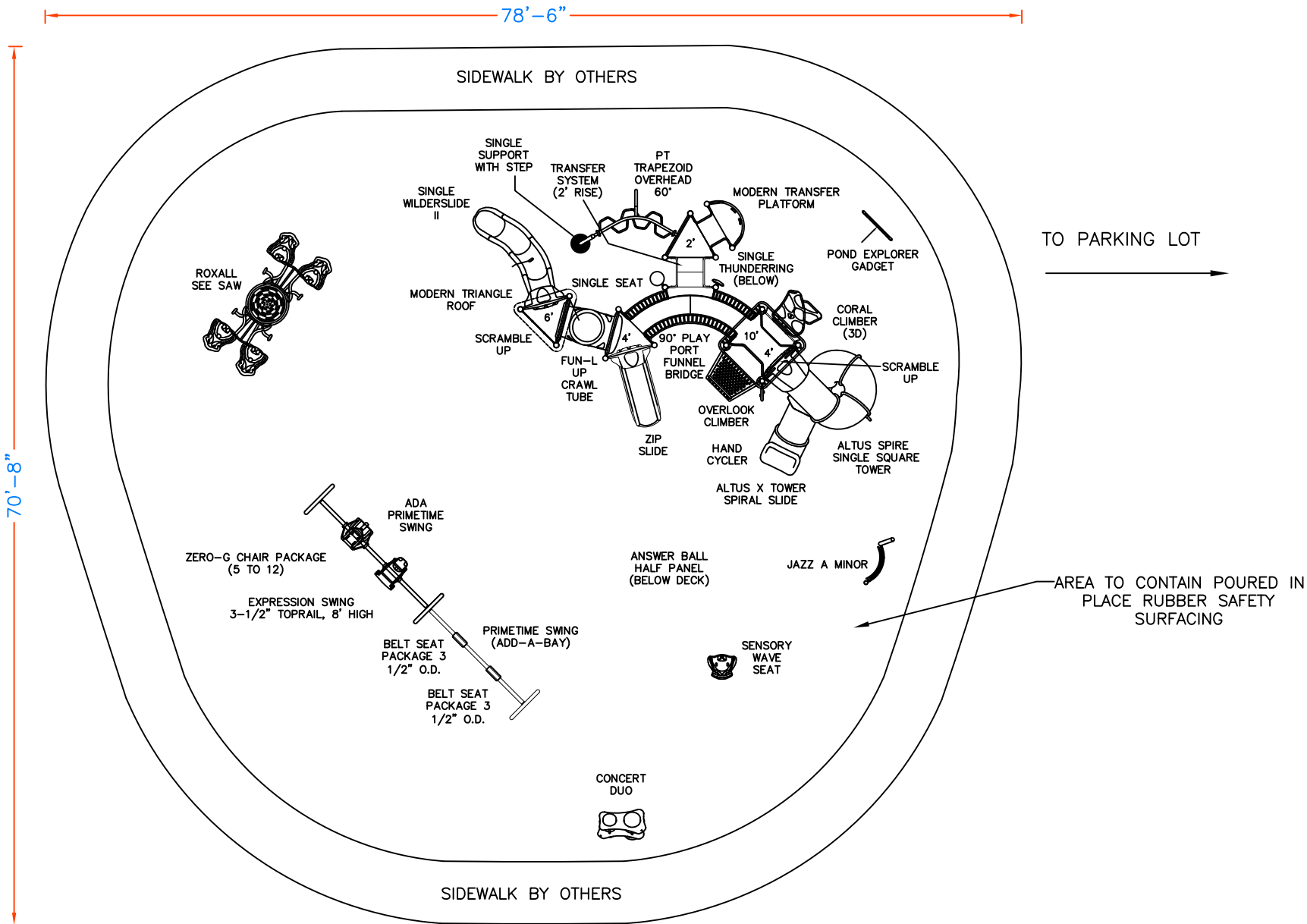




STRUTHERS
RECREATION

Clement Taylor Park
Option 2





CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.D.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Tamara Leigh Young, Public Information Director

DATE: July 15, 2024

SUBJECT: Public Attendance/Public Engagement Proposal

I. BACKGROUND:

At the April 1, 2024 City Council meeting, Council directed Staff to bring back recommendations on ways to encourage public attendance at Council meetings and workshops. The Council will then decide whether to approve and memorialize any of the recommendations in Resolution form.

Current Efforts:

Before moving to future recommendations, current initiatives undergone since January 2023 aimed at encouraging public awareness and attendance should be noted. These efforts include:

1. Social Media Enhancements:

- Launched branded meeting and workshop announcements
- Increased original content and response times
- Boosted social media promotions periodically; and
- Strengthened our presence on the NextDoor app.

2. Website Improvements:

- Added a widget on the City's homepage displaying the latest Facebook post, providing additional visibility for upcoming meetings.

3. Communication Upgrades:

- Improved the timeliness and clarity of Civic Engage and Civic Rec email/text notifications

- Created and distributed a PSA on how to sign up for notifications via Facebook, YouTube, and traditional media outlets
- Enhanced the use of our communication channels with updated categorical areas.

4. Community Engagement:

- Mayor and Public Information Director send a joint welcome letter to new residents – added in an encouragement for meeting and workshop attendance
- Began utilizing radio advertisements
- Continue to find innovative ways to work with our partners – attendance, public speaking, and participative opportunities through Destin Forward, Impact100, etc
- Implemented custom QR codes for visibility and easy access to information
- Launched a Custom OpenAI Chatbot for improved information dissemination and
- Researching social media monitoring systems to better understand community engagement.

II. DISCUSSION:

In response to the Council's directive, encouraging public attendance at Council meetings and workshops can be achieved through a variety of strategies, such as continuous improvement of the following categorical areas:

1. Effective Communication and Marketing:

- **Social Media Campaigns:** Innovative utilization of platforms like Facebook, Instagram and NextDoor to post meeting times, agendas, and highlights.
- **Email News Snippets:** Send regular updates and reminders about upcoming meetings and workshops.
- **Local Media Partnerships:** Collaborate with multimedia platforms to promote events.

2. Accessible Meeting Information:

- **User-Friendly Website:** Ensure the City's website is easy to navigate and includes clear information about upcoming meetings and workshops.
- **Mobile App:** Explore implementation of a mobile app that provides notifications, agendas, and summaries of meetings.

3. Engaging Meeting Formats:

- **Interactive Workshops:** Include interactive elements like Q&A sessions, breakout groups, and hands-on activities.
- **Guest Speakers and Panels:** Invite experts or notable figures to speak on relevant topics to draw more interest.

4. Incentives and Recognition:

- **Recognition:** Publicly acknowledge and/or offer City appreciation to regular attendees or community contributors to encourage continued participation.
- **Virtual Attendance Options:** Provide live-streaming and virtual participation options for those who cannot attend in person beyond Council and specific workshops.

5. Community Involvement:

- **Youth and Young Adult Engagement:** Partner with local schools and universities to involve students in government, possibly through service-learning opportunities.
- **Community Groups:** Work with local civic groups, homeowner associations, and nonprofits to encourage their members to attend.

6. Transparent and Relevant Agendas:

- **Clear Agendas:** Post clear, concise agendas in advance to inform residents about the topics that will be discussed. Explore whether language barriers exist.
- **Relevance:** Ensure the topics are relevant to the community's interests and concerns to attract more attendees.

A. **Link to Strategic Goals / Objectives:** II. Enhanced quality of life and safety for families

B. **Effect on Budget (EOB):** Advertisements and other promotional boosts will have associated costs to be determined; potential sign language costs, etc.

C. **Level of Service (LOS):** Increasing community involvement

D. **Legislative Sponsor:**

III. CONCLUSION:

These areas will be discussed in detail and continually assessed in order to foster an engaged, informed, and inclusive community. Implementing a strategic combination of these strategies can help ensure residents and stakeholders attend the Council meetings and workshops which interest them.

IV. RECOMMENDED MOTION:

Staff is seeking direction from Council to proceed with strategies as discussed.

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024**TYPE OF AGENDA ITEM:** Action Item**AGENDA OUTLINE NUMBER:** 4.E.**TO:** City Council**THRU:** Louis Zunguze, City Manager
Kimberly Kopp, City Attorney**FROM:** Jamie Dittmer, Human Resources Manager
Krystal Strickland, Finance Director**DATE:** 7/15/2024**SUBJECT:** Confirmation of Community Development Director Appointment

I. BACKGROUND: 16 applicants applied for the Community Development Director position. There were two applicants who met the minimum qualifications, and both were interviewed.

II. DISCUSSION: Ms. Deater demonstrated through her ability, experience, and interview the qualifications to fulfill the role of Community Development Director. She has nineteen years of relevant land planning experience in Florida, with sixteen years of that in supervisory positions. She is currently with the City of Destin as a Planner, and prior to that, was a Principal Planner for HNTB, Inc. Before working as a consultant for HNTB, she was the Director of Development Services for Seminole County, Florida, where she was responsible for the operations of the Planning and Development Division, the Building Division, and the Development Review Engineering Division.

A. Link to Strategic Goals / Objectives: Financially Sound City Providing Service Excellence

B. Effect on Budget (EOB): This is an approved position in the FY24 operating budget.

C. Level of Service (LOS): Filling this position will enhance service to our key customer groups.

D. Legislative Sponsor:

III. CONCLUSION: Ms. Deater has 19 years of planning experience, several of which were in managerial roles. Ms. Deater's education and experience will be a valuable addition to Team Destin.

IV. RECOMMENDED MOTION: I move to confirm the City Manager's recommendation to hire Tina Deater as the City's Community Development Director.

Attachments:

1. Destin_Resume - Director

Summary: I have nineteen years of relevant land planning experience, with sixteen years of that in supervisory positions. I am currently with the City of Destin as a Planner, and prior to that, I was a Principal Planner for HNTB, Inc. Before working as a consultant, I was the Director of Development Services for Seminole County, Florida, where I was responsible for the operations of the Planning and Development Division, the Building Division, and the Development Review Engineering Division.

Community Development Department, Destin, FL

Planner (February 2024-Present)

- Reviews building permits, Conditional Uses, Special Exceptions, rezonings, and comprehensive plan amendments for regulatory compliance.
- Processes applications for the Local Planning Agency, Board of Adjustment, the Harbor & Waterways Board, and City Council.
- Provides customer service related to the comprehensive plan and land development code.

The Escape Hatch Escape Rooms and Mystery Soup Games, Kissimmee, FL

Business Owner (2021-2024)

- Responsible for all aspects of business operations, including customer service, hiring, training, budget, scheduling, payroll, troubleshooting and issue resolution.
- Established and maintained positive relationships with customers and the business community.
- Managed all aspects of premises acquisition and build-out including due diligence, lease negotiations, and construction.

HNTB, Inc., Lake Mary, FL

Principal Planner (2018-2021)

- In-house consultant at FDOT District 5 in the role of Community Planning Coordinator.
- Coordinated with Metropolitan Planning Organizations, developers and local governments to facilitate development projects and work program development.
- Reviewed development plans, subdivision plans, site plans, rezonings, comprehensive plan amendments and Developments of Regional Impact for regulatory compliance.
- Evaluated context classification on state roadway facilities in compliance with the FDOT Complete Streets Policy and Design Manual, using ArcMap GIS.

Development Services Department, Seminole County, FL

Director of Development Services (2014 – 2018)

- Managed the day-to-day operations of the Planning and Development Division, the Building Division, and the Development Review Engineering Division.
- Coordinated with the public, elected, and appointed officials daily.

TINA DEATER, AICP

Education

M.S.P., Urban and Regional Planning,
Florida State University, Tallahassee,
Florida, 2002

B.A., Anthropology, Cum Laude,
University of Central Florida, Orlando,
Florida, 2000

Certifications & Training

AICP Certification, 2005

Professional Affiliations

American Planning Association (APA)

-
- Chairperson of the County's Development Review Committee, with responsibility for assessing project feasibility and determining regulatory compliance.
 - Reviewed development plans, subdivision plans, site plans, rezonings, and comprehensive plan amendments for regulatory compliance.
 - Prepared and reviewed development agreements.
 - Facilitated development projects through the public hearing process.
 - Prepared and presented the Department budget for Board approval.

Development Services Department, Seminole County, FL

- **Development Services Department, Asst. Director (2013 – 2014)**
- **Planning and Development Division Manager (2011 – 2013)**
- **Planning and Development Division, Asst. Manager (2006 – 2011)**
- **Principal Coordinator, Current Planning (2005 – 2006)**
- **Senior Planner (2003 – 2005)**
 - In all positions, I demonstrated exceptional work ethic, project management, communication, team management, and analytical skills, which led to consistent promotions with increased levels of responsibility.
 - Reviewed development plans, subdivision plans, site plans, rezonings, and comprehensive plan amendments for regulatory compliance.
 - Coordinated with the public, elected and appointed officials daily.
 - Facilitated development projects through the public hearing process.
 - Prepared and reviewed development agreements.

New Smyrna Beach, FL

Planner (2002-2003)

- Reviewed development plans, subdivision plans, site plans, rezonings, and comprehensive plan amendments for regulatory compliance.
- Facilitated development projects through the public hearing process.
- Provided customer service related to the comprehensive plan and land development code.
- Coordinated with the historic preservation board and prepared applications for historic markers.

Technical Skills

- Advanced PC skills, including use of Excel, Word and PowerPoint
 - Adobe Acrobat
 - SharePoint
 - Experience using ARCGIS
-

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.F.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director

DATE: July 9, 2024

SUBJECT: Operations Financial Report - Informational Only

I. BACKGROUND: This item is informational only.

II. DISCUSSION: Year-to-date budget versus actuals shall be provided to Council within forty-five days of the month end. Governmental funds are accounted for on a modified accrual basis, which excludes long-term assets and liabilities.

Highlights of the period ending 05/31/2024:

At the end of May we were 67% of the way through Fiscal Year 2024, which is October 1 - September 30, 2024

98% of Ad Valorem (property) taxes have been received. The majority of property taxes arrive in January/February.

We have expended and encumbered 63% of the Operating Budget

We have expended and encumbered 34% of the Capital Budget

The net change in total fund balance is a year-to-date a decrease of \$2.3 million. This includes the \$9 million acquisition of property at 1 Harbor Boulevard.

Details for all funds are on file with the Finance Department, and are available upon request.

A. Link to Strategic Goals / Objectives: Financially sound city providing service excellence

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Item is informational only.

Attachments:

1. 2024p08 MAY YTD Actual TREND

City of Destin, Florida

Balance Sheet - Governmental Funds

	01, 700	102	110	111	122, 125, 127, 129	209, 213, 214, 221	300, 305, 315	2024
	General Fund	1998-2028 or to 2037 Town Center CRA	2003-2043 Harbor CRA	Florida Building Code Fund	Other Special Revenue Funds	Debt Service Funds	Capital Project Funds	Total Governmental Funds
As of May 31, 2024								
Assets								
Cash and cash equivalents	\$ 9,455,996	\$ -	\$ -	\$ -	\$ 1,715,800	\$ -	\$ 691,093	\$ 11,862,889
Restricted cash and cash equivalents	-	2,739,132	854,846	269,511	6,958,720	1,018,815	7,948,236	19,789,260
Investments	14,931,923	-	-	-	-	-	-	14,931,923
Due from other funds	494,084	-	2,336	67,369	111,579	-	119,220	794,589
Due from other governments	1,410,663	-	-	-	120,451	6,270,863	4,342,717	12,144,694
Advance to other funds	2,261,624	-	-	-	-	-	-	2,261,624
Accounts receivable - other	170,089	-	-	-	-	-	68,380	238,469
Prepaid items	134,149	-	-	-	-	-	-	134,149
Total assets	\$ 28,858,527	\$ 2,739,132	\$ 857,182	\$ 336,880	\$ 8,906,549	\$ 7,289,678	\$ 13,169,646	\$ 62,157,595
Liabilities, deferred inflows of resources and fund balances								
Liabilities:								
Accounts payable	475,186	1,964	310	63,553	15,819	-	77,980	634,812
Accrued payroll	0	-	-	-	-	-	-	0
Unearned Revenue	1,495,234	-	-	-	-	-	816,986	2,312,221
Due to other funds	300,504	7,467	8,842	103,716	89,944	-	284,116	794,589
Advance from other funds	-	2,261,624	-	-	-	-	-	2,261,624
Total liabilities	2,270,925	2,271,055	9,151	167,269	105,762	-	1,179,082	6,003,244
Deferred inflows of resources								
Unavailable revenue	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	6,270,863	4,342,717	10,613,580
Total deferred inflows of resources	-	-	-	-	-	6,270,863	4,342,717	10,613,580
Fund balances:								
Nonspendable	2,484,588	-	-	-	-	-	-	2,484,588
Restricted	-	223,652	797,313	138,482	317,595	1,018,815	3,524,563	6,020,419
Committed	10,874,000	-	-	-	7,523,575	-	2,069,333	20,466,908
Assigned	1,513,452	244,426	50,718	31,129	959,617	-	2,053,950	4,853,293
Unassigned	11,715,562	-	-	-	-	-	-	11,715,562
Total fund balances (deficit)	26,587,603	468,077	848,031	169,611	8,800,787	1,018,815	7,647,847	45,540,771
Total liabilities, deferred inflows of resources and fund balances	\$ 28,858,527	\$ 2,739,132	\$ 857,182	\$ 336,880	\$ 8,906,549	\$ 7,289,678	\$ 13,169,646	\$ 62,157,595
check figures	\$ (0)	\$ (0)	\$ 0	\$ -	\$ -	\$ -	\$ 0	\$ (0)

Nonspendable = Long-term advance to TownCenter CRA \$2,448,823.50 (in 01 fund) plus prepaid expenses

Restricted = Interlocal Agreements, State and Local Regulations (Harbor CRA 110, Florida Building Code Fund 111, Impact Fees 315), Bond covenants (2013, 2014, 2021 Debt Service Funds), Grant Agreements (305)

Committed = Council resolutions, motions, includes fund balance resolution for 1 yr debt service (\$2.7m) + 3 mos emergency ops x 2 (\$6.7m), Tech Fund balance (125), Oka Half Penny fund balance (129)

Assigned = Contracts, purchase orders, unofficial RR fund (300)

Unassigned = Funds with a negative balance (TC CRA 102), net assets not otherwise categorized

CITY OF DESTIN
Actuals 10/01/2023 - 05/31/2024

SUMMARY ALL FUNDS	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
Ad Valorem Taxes	\$ 12,184,032	\$ 11,972,969		\$ 12,269,637	\$ 211,063
Tax Increment Financing (TIF)	1,952,514	1,954,311		1,954,311	(1,797)
Delinquent Ad Valorem Taxes	5,000	(132)		1,784	5,132
Sales and Use Taxes	3,632,682	2,295,592		3,711,600	1,337,090
Licenses and Permits	5,846,630	3,436,123		5,658,473	2,410,507
Impact Fees	105,500	112,525		249,891	(7,025)
Intergovernmental	14,167,779	2,476,793		6,126,978	11,690,986
Charges for services	1,195,050	822,409		1,632,242	372,641
Fines and Forfeitures	109,400	41,199		89,638	68,201
Investment Income	391,170	1,111,151		1,539,451	(719,981)
Contributions	3,880	6,728		9,734	(2,848)
Miscellaneous income	5,201	64,456		86,524	(59,255)
TOTAL REVENUES	39,598,838	24,294,124	-	33,330,263	15,304,714
<i>check figures:</i>	<i>39,598,838</i>	<i>24,294,124</i>	<i>-</i>	<i>33,330,263</i>	<i>15,304,714</i>
General Government	5,393,987	2,822,724	264,149	4,520,041	2,307,114
Public Safety	5,550,813	3,598,643	765,258	5,245,479	1,186,912
Physical Environment	643,886	223,807	230,003	617,147	190,077
Transportation	2,270,985	1,224,058	76,975	1,955,617	969,953
Economic Environment	409,945	139,675	23,433	253,272	246,837
Health & Human Services	107,370	38,502	5,805	67,527	63,063
Culture and Recreation	5,331,584	2,902,983	92,649	4,640,172	2,335,952
Debt Service	3,441,092	1,074,538	76,432	3,552,624	2,290,122
Capital Outlay	51,736,034	14,542,079	3,279,232	19,414,479	33,914,723
TOTAL EXPENDITURES	74,885,696	26,567,008	4,813,936	40,266,359	43,504,752
<i>check figures:</i>	<i>74,885,696</i>	<i>26,567,008</i>	<i>4,813,936</i>	<i>40,266,359</i>	<i>43,504,752</i>
Excess (deficiency) of revenues over expenditures	(35,286,858)	(2,272,884)		(6,936,096)	
Proceeds from issuance of debt	25,421,123	-	-	111,720	25,421,123
Transfers In	52,059,779	14,148,853	-	16,153,136	37,910,926
Transfers Out	(52,059,781)	(14,148,853)	-	(16,153,136)	(37,910,928)
Total other financing sources (uses)	25,421,121	-	-	111,720	25,421,121
Net change in fund balances	(9,865,737)	(2,272,884)		(6,824,376)	
Fund Balance, Beginning	47,813,655	47,813,654		47,813,655	
Fund Balance, Ending	37,947,918	45,540,770		40,989,279	

*FY2024 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward

FUND BALANCE SUMMARY ALL FUNDS	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 PROJECTION
Nonspendable (Town Center CRA + prepaids)	2,361,624	2,484,588	2,262,544
Restricted (FL Statute & Debt Covenants)	2,660,871	6,020,419	6,576,647
Committed (Council Resolutions & Motions)	18,130,901	20,466,908	22,078,489
Assigned (contracts/PO balances)	3,085,933	4,853,293	3,154,640
Unassigned	11,708,589	11,715,562	6,916,959
Ending Fund Balance	37,947,918	45,540,770	40,989,279

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CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

01 GENERAL FUND	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
01-31 Ad Valorem Taxes	11,073,047	10,861,984		11,158,652	211,063
01-31 Delinquent Ad Valorem Taxes	5,000	(132)		1,784	5,132
01-31 Sales and Use Taxes	1,639,411	1,136,751		1,643,289	502,660
01-32 Licenses and Permits	3,754,770	2,218,828		3,654,572	1,535,942
01-32 Impact Fees	-	-		-	-
01-33 Intergovernmental	3,862,814	1,955,563		3,603,658	1,907,251
01-34 Charges for Services	615,310	450,592		728,232	164,718
01-35 Fines and Forfeitures	109,400	41,199		89,638	68,201
01-36 Investment Income	373,930	693,596		837,151	(319,666)
01-36 Contributions	3,880	6,728		9,734	(2,848)
01-36 Miscellaneous Income	5,201	44,709		57,577	(39,508)
TOTAL REVENUES	21,442,763	17,409,819	-	21,784,288	4,032,944
01-51 General Government	5,028,491	2,822,724	264,149	4,520,041	1,941,618
01-52 Public Safety	4,241,890	2,909,615	728,504	4,038,792	603,771
01-53 Physical Environment	613,886	211,808	230,003	580,978	172,075
01-54 Transportation	2,112,178	1,187,527	76,975	1,882,808	847,676
01-55 Economic Environment	14,600	10,839	-	15,706	3,761
01-56 Health & Human Services	107,370	38,502	5,805	67,527	63,063
01-57 Culture and Recreation	5,331,584	2,902,962	92,649	4,640,148	2,335,973
01-59 Capital Outlay	146,560	36,152	-	85,005	110,408
01-59 Debt Service Principal	91,592	9,767	72,778	196,614	9,047
01-59 Debt Service Interest	7,563	448	3,654	13,993	3,461
TOTAL EXPENDITURES	17,695,714	10,130,344	1,474,516	16,041,613	6,090,855
Excess (deficiency) of revenues over expenditures	3,747,049	7,279,475		5,742,675	
01-38 Proceeds from Issuance of Debt	50,000	-		111,720	50,000
01-38 Transfers In	8,600,000	-		100,000	8,600,000
01-58 Transfers Out	(15,804,023)	(13,066,477)		(14,418,257)	(2,737,546)
Total other financing sources (uses)	(7,154,023)	(13,066,477)		(14,206,537)	5,912,454
01 Net change in fund balances	(3,406,975)	(5,787,002)		(8,463,862)	
01 Fund Balance (deficit), Beginning	32,374,606	32,374,606		32,374,606	
01 Fund Balance (deficit), Ending	28,967,631	26,587,604		23,910,744	

Minimum target: 12,166,092
as per resolution 12-20 fund balance policy

CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

102 TOWN CENTER CRA 1998-2037 (RESTRICTED; ECON DEV)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
102-31 County TIF	1,463,424	1,461,280		1,461,280	2,144
102-31 City TIF (Ad Valorem)	616,955	616,955		616,955	-
102-36 Investment Income	1,350	51,373		77,373	(50,023)
TOTAL REVENUES	2,081,729	2,129,608		2,155,608	(47,879)
102-55 Economic Environment	224,262	73,434	7,136	137,172	143,692
102-59 Capital Outlay	373,738	136,448	237,290	373,738	-
TOTAL EXPENDITURES	598,000	209,883	244,426	510,910	143,692
Excess (deficiency) of revenues over expenditures	1,483,729	1,919,725		1,644,697	
102-38 Transfers In	-	-		-	-
102-58 Transfers Out	(961,660)	(487,901)		(831,928)	(473,759)
Total other financing sources (uses)	(961,660)	(487,901)		(831,928)	(473,759)
102 Net change in fund balances	522,069	1,431,824		812,770	
102 Fund Balance (deficit), Beginning	(963,746)	(963,746)		(963,746)	
102 Fund Balance (deficit), Ending	(441,678)	468,078		(150,977)	

110 HARBOR CRA 2003-2043 (RESTRICTED; ECON DEV)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
110-31 County TIF	489,090	493,032		493,032	(3,942)
110-31 City TIF (Ad Valorem)	494,030	494,030		494,030	-
110-36 Miscellaneous Income	-	19,747		28,947	(19,747)
110-36 Investment Income	1,450	16,529		25,529	(15,079)
TOTAL REVENUES	984,570	1,023,337		1,041,537	(38,767)
110-55 Economic Environment	171,083	55,402	16,297	100,394	99,384
110-59 Capital Outlay	9,100,000	9,028,088	-	9,028,088	71,912
TOTAL EXPENDITURES	9,271,083	9,083,490	16,297	9,128,482	171,296
Excess (deficiency) of revenues over expenditures	(8,286,513)	(8,060,152)		(8,086,945)	
110-38 Transfers In	17,501,307	8,500,000		8,500,000	9,001,307
110-58 Transfers Out	(9,336,335)	(322,467)		(482,835)	(9,013,868)
Total other financing sources (uses)	8,164,972	8,177,533		8,017,165	(12,561)
110 Net change in fund balances	(121,541)	117,381		(69,780)	
110 Fund Balance (deficit), Beginning	730,649	730,649		730,649	
110 Fund Balance (deficit), Ending	609,108	848,029		660,869	

CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
111-32 Licenses and Permits	1,021,940	603,938		878,699	418,002
111-36 Investment Income	130	7,013		7,057	(6,883)
TOTAL REVENUES	1,022,070	610,951		885,756	411,119
111-52 Public Safety	1,258,923	686,684	2,754	1,085,343	569,484
111-59 Capital Outlay	116,000	56,750	28,375	201,125	30,875
TOTAL EXPENDITURES	1,374,923	743,434	31,129	1,286,468	600,359
Excess (deficiency) of revenues over expenditures	(352,853)	(132,483)		(400,712)	
111-38 Transfers In	-	-		150,000	-
111-58 Transfers Out	(98,671)	(40,166)		(66,468)	(58,505)
Total other financing sources (uses)	(98,671)	(40,166)		83,532	(58,505)
111 Net change in fund balances	(451,524)	(172,649)		(317,180)	
111 Fund Balance (deficit), Beginning	342,260	342,260		342,260	
111 Fund Balance (deficit), Ending	(109,264)	169,611		25,080	
Need to increase Permit Fees					

122 PARKING FUND (COMMITTED; TRANSPORTATION)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
122-34 Charges for Services	579,740	371,817		904,009	207,923
122-36 Investment Income	440	23,432		37,732	(22,992)
TOTAL REVENUES	580,180	395,249		941,741	184,931
122-54 Transportation	158,807	36,515	-	72,784	122,292
122-59 Capital Outlay	585,340	60,340	-	60,340	525,000
TOTAL EXPENDITURES	744,147	96,855	-	133,124	647,292
Excess (deficiency) of revenues over expenditures	(163,967)	298,394		808,617	(462,361)
122-38 Transfers In	-	-		-	-
122-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	-	-		-	-
122 Net change in fund balances	(163,967)	298,394		808,617	
122 Fund Balance (deficit), Beginning	1,030,856	1,030,856		1,030,856	
122 Fund Balance (deficit), Ending	866,889	1,329,250		1,839,473	

125 TECH FUND (COMMITTED; PUBLIC SAFETY)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
125-36 Investment Income	420	9,825		13,425	(9,405)
TOTAL REVENUES	420	9,825		13,425	(9,405)
125-52 Public Safety	50,000	2,342	34,000	121,342	13,658
125-59 Capital Outlay	85,000	15,482	-	29,297	69,518
TOTAL EXPENDITURES	135,000	17,824	34,000	150,639	83,176
Excess (deficiency) of revenues over expenditures	(134,580)	(7,999)		(137,214)	
125-38 Transfers In	213,395	113,754		171,320	99,641
125-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	213,395	113,754		171,320	99,641
125 Net change in fund balances	78,815	105,755		34,106	
125 Fund Balance (deficit), Beginning	442,346	442,346		442,346	
125 Fund Balance (deficit), Ending	521,161	548,101		476,452	

127 WATER QUALITY IMPROVEMENT FUND (ENVIRONMENT; RESTRICTED)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
127-32 Licenses and Permits	49,160	97,238		97,238	(48,078)
127-36 Investment Income	320	8,149		13,549	(7,829)
TOTAL REVENUES	49,480	105,387	-	110,787	(55,907)
127-53 Physical Environment	30,000	11,997	-	36,165	18,003
127-53 Capital Outlay	259,938	58,343	112,175	170,518	89,420
TOTAL EXPENDITURES	289,938	70,340	112,175	206,683	107,423
Excess (deficiency) of revenues over expenditures	(240,458)	35,047		(95,896)	
127-38 Transfers In	-	-		-	-
127-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	-	-		-	-
127 Net change in fund balances	(240,458)	35,047		(95,896)	
127 Fund Balance (deficit), Beginning	394,723	394,723		394,723	
127 Fund Balance (deficit), Ending	154,265	429,770		298,827	

129 OKA 1/2 PENNY 01/01/2019-12/31/2029 (COMMITTED; CAPITAL OUTLAYS)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
129-31 Sales and Use Taxes	1,726,259	1,004,986		1,829,099	721,273
129-36 Investment Income	4,760	125,445		159,445	(120,685)
TOTAL REVENUES	1,731,019	1,130,432		1,988,544	600,587
129-53 Physical Environment	-	2	-	4	(2)
129-59 Capital Outlay	2,752,821	119,925	847,442	1,327,313	1,785,454
TOTAL EXPENDITURES	2,752,821	119,926	847,442	1,327,317	1,785,452
Excess (deficiency) of revenues over expenditures	(1,021,802)	1,010,505		661,227	
129-38 Transfers In	-	-		-	-
129-58 Transfers Out	(353,648)	(231,842)		(353,648)	(121,806)
Total other financing sources (uses)	(353,648)	(231,842)		(353,648)	(121,806)
129 Net change in fund balances	(1,375,450)	778,663		307,579	
129 Fund Balance (deficit), Beginning	5,715,003	5,715,003		5,715,003	
129 Fund Balance (deficit), Ending	4,339,554	6,493,666		6,022,582	

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CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

213 DEBT SERVICE 2013 NOTE (RESTRICTED; DEBT SERVICE)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
213-36 Investment Income	250	5,794		5,878	(5,544)
TOTAL REVENUES	250	5,794		5,878	(5,544)
213-59 Debt Service Principal	436,296	1	0	436,299	436,294
213-59 Debt Service Interest	117,275	58,638	-	117,275	58,637
TOTAL EXPENDITURES	553,571	58,639	0	553,574	494,932
Excess (deficiency) of revenues over expenditures	(553,321)	(52,845)		(547,696)	
213-38 Transfers In	553,571	369,047		553,426	184,524
213-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	553,571	369,047		553,426	184,524
213 Net change in fund balances	250	316,203		5,729	
213 Fund Balance (deficit), Beginning	93,987	93,987		93,987	
213 Fund Balance (deficit), Ending	94,237	410,189		99,716	

214 DEBT SERVICE 2014 NOTE (RESTRICTED; DEBT SERVICE)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
214-36 Investment Income	300	8,974		9,749	(8,674)
TOTAL REVENUES	300	8,974		9,749	(8,674)
214-59 Debt Service Principal	457,081	1		457,082	457,080
214-59 Debt Service Interest	274,771	137,385		274,771	137,386
TOTAL EXPENDITURES	731,852	137,387	-	731,853	594,465
Excess (deficiency) of revenues over expenditures	(731,552)	(128,413)		(722,104)	
214-38 Transfers In	731,852	487,901		731,928	243,951
214-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	731,852	487,901		731,928	243,951
214 Net change in fund balances	300	359,488		9,823	
214 Fund Balance (deficit), Beginning	247,434	247,434		247,434	
214 Fund Balance (deficit), Ending	247,734	606,922		257,258	

221 DEBT SERVICE 2021 NOTE (RESTRICTED; DEBT SERVICE)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
221-36 Investment Income	40	968		1,268	(928)
TOTAL REVENUES	40	968		1,268	(928)
221-59 Debt Service Principal	1,232,000	817,072		1,232,076	414,928
221-59 Debt Service Interest	74,514	51,226		74,514	23,288
221-51 General Government	-	-		-	-
TOTAL EXPENDITURES	1,306,514	868,297	-	1,306,590	438,217
Excess (deficiency) of revenues over expenditures	(1,306,474)	(867,330)		(1,305,322)	
221-38 Transfers In	1,306,514	868,226		1,306,514	438,288
221-58 Transfers Out	-	-		-	-
221-38 Proceeds from issuance of debt	-	-		-	-
Total other financing sources (uses)	1,306,514	868,226		1,306,514	438,288
221 Net change in fund balances	40	896		1,192	
221 Fund Balance (deficit), Beginning	807	807		807	
221 Fund Balance (deficit), Ending	847	1,703		2,000	

CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

223 DEBT SERVICE 2023 NOTE (RESTRICTED; DEBT SERVICE)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
223-33 Intergovernmental	750,000	-		750,000	750,000
223-36 Investment Income	-	-		-	-
TOTAL REVENUES	750,000	-		750,000	750,000
223-59 Capital Outlay	-	-	-	-	-
223-59 Debt Service Principal	750,000	-	-	750,000	750,000
223-59 Debt Service Interest	-	-	-	-	-
223-51 General Government	-	-	-	-	-
TOTAL EXPENDITURES	750,000	-	-	750,000	750,000
Excess (deficiency) of revenues over expenditures	-	-		-	
223-38 Transfers In	-	-		-	-
223-58 Transfers Out	-	-		-	-
223-38 Proceeds from issuance of debt	-	-		-	-
Total other financing sources (uses)	-	-		-	-
223 Net change in fund balances	-	-		-	
223 Fund Balance (deficit), Beginning	-	-		-	
223 Fund Balance (deficit), Ending	-	-		-	

224 DEBT SERVICE 2023 NOTE (RESTRICTED; DEBT SERVICE)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
224-36 Investment Income	50	-		-	50
TOTAL REVENUES	50	-		-	50
224-59 Debt Service Principal	-	-	-	-	-
224-59 Debt Service Interest	-	-	-	-	-
224-51 General Government	365,496	-	-	-	365,496
TOTAL EXPENDITURES	365,496	-	-	-	365,496
Excess (deficiency) of revenues over expenditures	(365,446)	-		-	
224-38 Transfers In	983,125	-		-	983,125
224-58 Transfers Out	(25,005,627)	-		-	(25,005,627)
224-38 Proceeds from issuance of debt	25,371,123	-		-	25,371,123
Total other financing sources (uses)	1,348,621	-		-	1,348,621
224 Net change in fund balances	983,175	-		-	
224 Fund Balance (deficit), Beginning	-	-		-	
224 Fund Balance (deficit), Ending	983,175	-		-	

CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

300 RENEWAL AND REPLACEMENT (COMMITTED; CAPITAL OUTLAYS)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
300-36 Investment Income	2,360	54,871		118,951	(52,511)
TOTAL REVENUES	2,360	54,871		118,951	(52,511)
300-54 Transportation	-	3	-	8	(3)
300-59 Capital Outlay	5,317,166	3,444,292	543,455	4,001,381	1,329,420
TOTAL EXPENDITURES	5,317,166	3,444,294	543,455	4,001,389	1,329,417
Excess (deficiency) of revenues over expenditures	(5,314,806)	(3,389,424)		(3,882,438)	
300-38 Transfers In	3,986,926	3,749,943		3,944,527	236,983
300-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	3,986,926	3,749,943		3,944,527	236,983
300 Net change in fund balances	(1,327,880)	360,519		62,089	
300 Fund Balance (deficit), Beginning	2,252,268	2,252,268		2,252,268	
300 Fund Balance (deficit), Ending	924,388	2,612,786		2,314,357	

305 GRANT AND GF CAPITAL PROJECT FUND (RESTRICTED; CAPITAL OUTLAYS)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
305-33 Intergovernmental	9,554,965	521,229		1,773,320	9,033,736
305-36 Contributions	-	-		-	-
TOTAL REVENUES	9,554,965	521,229		1,773,320	9,033,736
305-53 Physical Environment	-	-	-	-	-
305-59 Capital Outlay	11,576,521	648,818	1,090,004	2,468,740	9,837,699
TOTAL EXPENDITURES	11,576,521	648,818	1,090,004	2,468,740	9,837,699
Excess (deficiency) of revenues over expenditures	(2,021,556)	(127,589)		(695,421)	
305-38 Lease Proceeds	-	-		-	-
305-38 Transfers In	2,178,770	59,983		695,421	2,118,787
305-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	2,178,770	59,983		695,421	2,118,787
305 Net change in fund balances	157,214	(67,606)		-	
305 Fund Balance (deficit), Beginning	(0)	(0)		(0)	
305 Fund Balance (deficit), Ending	157,214	(67,606)		(0)	

CITY OF DESTIN

Actuals 10/01/2023 - 05/31/2024

315 IMPACT AND OTHER RESTRICTED (CAPITAL OUTLAYS)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
315-32 Impact Fees	105,500	112,525		249,891	(7,025)
315-32 Licenses and Permits	1,020,760	516,120		1,027,964	504,640
315-31 Sales and Use Taxes	267,012	153,854		239,212	113,158
315-36 Investment Income	1,870	105,182		232,345	(103,312)
315-36 Miscellaneous Revenue	-	-		-	-
TOTAL REVENUES	1,395,142	887,680		1,749,412	507,462
315-52 Public Safety	-	0	0	1	(1)
315-53 Physical Environment	-	-	-	-	-
315-54 Transportation	-	13	-	16	(13)
315-57 Culture & Recreation	-	22	-	24	(22)
315-59 Capital Outlay	5,418,631	937,442	420,492	1,668,934	4,060,697
TOTAL EXPENDITURES	5,418,631	937,477	420,492	1,668,976	4,060,662
Excess (deficiency) of revenues over expenditures	(4,023,489)	(49,797)		80,436	
315-38 Transfers In	-	-		-	-
315-58 Transfers Out	(499,817)	-		-	(499,817)
Total other financing sources (uses)	(499,817)	-	-	-	(499,817)
315 Net change in fund balances	(4,523,306)	(49,797)		80,436	
315 Fund Balance (deficit), Beginning	5,152,462	5,152,462		5,152,462	
315 Fund Balance (deficit), Ending	629,156	5,102,665		5,232,898	

324 2024 CONSTRUCTION BOND - UNDERGROUNDING (RESTRICTED; CAPITAL OUTLAYS)	FY2024 REVISED BUDGET	FY2024 YTD Actuals	FY2024 ENCUMBRANCES	FY2024 PROJECTION	FY2024 AVAILABLE BUDGET
324-36 Investment Income	3,500	-		-	3,500
TOTAL REVENUES	3,500	-		-	3,500
324-53 Capital Outlay	16,004,319	-	-	-	16,004,319
TOTAL EXPENDITURES	16,004,319	-	-	-	16,004,319
Excess (deficiency) of revenues over expenditures	(16,000,819)	-		-	
324-38 Transfers In	16,004,319	-		-	16,004,319
300-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	16,004,319	-		-	16,004,319
324 Net change in fund balances	3,500	-		-	
324 Fund Balance (deficit), Beginning	-	-		-	
324 Fund Balance (deficit), Ending	3,500	-		-	

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.G.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director
Jeffrey Cozadd, Projects, Grants and Contracts Manager
Michael Burgess, Public Services Director
Lisa Firth, Parks & Rec Director

DATE: July 18, 2024

SUBJECT: Capital Project Status - Informational Only

I. BACKGROUND: This item is informational only.

II. DISCUSSION: Please find attached a summary of the current capital improvement projects, showing status and Year-to-Date expenditures and encumbrances.

A. Link to Strategic Goals / Objectives: 1. Financially sound city providing service excellence

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Informational only.

Attachments:

1. 2024 0716 Monthly Capital Project Status Report

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

COUNCIL/ MGMT OBJECTIVE	October 1, 2023 to July 16, 2024		FY2024 Budget*	YTD Actuals	YTD Encumbrances	FY2024 Available Budget	Status	Notes
PRIORITY	Citizen/Council Directed							
1.6	EN615	Cross-Town Connector	\$ 8,927,761	\$ 202,966	\$ 123,438	\$ 8,601,356	Ongoing	Demolition complete. EIR update underway. NWFWMMD permitting process underway. Major subdivision and DO submitted to City July 2024.
1.2	CM001	Crystal Beach Acquisition & Development	2,387,862	8,304	22,105	2,357,453	Ongoing	Crystal Beach purchased and cleared. TDC has presented the 30% beach park design. Awaiting plan revisions to bring to Parks & Rec and Council.
1.2	CM002	Tarpon Beach Acquisition & Development	1,941,657	37,474	4,694	1,899,489	Ongoing	County has provided 90% plans. All permits except City permits have been acquired. Construction scheduled Fall of 2024.
1.1	CENTR	City Center Feasibility/Planning/Design	155,000	46,645	108,355	-	Ongoing	Survey issued (over 1000 responses to date). First charette completed in July. SRS met with Publix. SRS met with Council members. Next charette August 6th.
1.2	HRB1	Land Acquisition 1 Harbor Blvd	9,100,000	9,028,088	34,421	37,491	Complete	Closed on property 10/17/23. Additional safety fencing being installed with project info screen.
1.3	UNDER	Undergrounding	16,868,978	830,577	1,013,741	15,024,660	Ongoing	ADS construction contract awarded. 98/105 (93%) easements have letters of intent. Completed 28/61 surveys to finalize and record easements (12/106 recorded). First batch of materials arrived July 2024.
1.11	MARIN	City Marina	-	-	-	-	Paused	Funds moved to CENTR
1.5	CRH60	Pedestrian Pathway Under the Marler Bridge	282,763	7,170	275,593	-	Ongoing	Combined task order to Baskerville Donovan with EN617 US98/Stahlman PD&E Study expanded to Airport Road PLUS CHR60 Pathway. Approved by Council May 20, 2024. Survey of 1 Harbor Blvd complete.
1.4	EN617	US98/Stahlman Intersection (Study Marler Bridge to Airport Road)	4,157	4,157	-	-	Ongoing	See CRH60 above for update (revised and combined EN617 into CRH60).
	Renewal & Replacement		-	-	-	-		
3.2	RR051	General Government	166,426	9,265	-	157,161	Ongoing	City Hall HVAC replaced. RFP to fix City Hall Portico and to resealed/paint roof in Summer 2024.
3.2	RR052	Public Safety	241,806	9,265	-	232,541	Ongoing	City Hall Annex HVAC replaced. Quotes received to replace HVAC at Sheriff's Substation.
3.2	RR053	Physical Environment (Stormwater, Cemetery)	224,938	54,463	112,175	58,300	Ongoing	Harbor sluice gate ordered spring 2023 to arrive July 2024. Harbor flap valve purchase moved to 2025 to accommodate emergency pump replacement at Heritage Run (lightening strike damage).
3.7, 3.9	RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1 + GF RR Fund)	2,957,868	2,610,727	80,812	266,329	Ongoing	Legion Dr (Main Street to Beach Dr), Matthew Blvd and a short section of John Av), and Moreno Point Rd, Main St, Zerbe, and Calhoun Ave all complete.

COUNCIL/ MGMT OBJECTIVE	October 1, 2023 to July 16, 2024		FY2024 Budget*	YTD Actuals	YTD Encumbrances	FY2024 Available Budget	Status	Notes
3.2	RR571	Library	127,500	90,227	13,635	23,638	Ongoing	Carpet is installed. Heat Pump #1 replaced. Save remaining amount 'til architectural plan update completed.
3.2	RR572	Parks and Recreation	817,247	239,963	38,832	538,452	Ongoing	Com Ctr HVAC replaced. MSC sod replaced. MSC windows replaced. Replacing MSC HVAC. Threadgill duggout roofs repaired. Move remainder to FY25 to replace MSC field lights and Com Ctr windows. MSC AC units being replaced July 2024.
3.2	RR573	Other Facilities (i.e. Museum)	4,500	-	-	4,500	Ongoing	
3.2	RRVEH	Prior Year Replacement Vehicles Ordered	475,960	273,383	202,576	-	Ongoing	Dumptruck (Fall 2024), Bronco and Sprayer have both been delivered.
3.2	RRV11	Replace Building Fund Vehicles	76,000	56,750	-	19,250	Ongoing	Three replacement vehicles ordered. Two have arrived.
3.2	RRV51	Replace General Government Vehicle	23,000	-	-	23,000	Ongoing	
3.2	RRV54	Replace Public Works Vehicles	365,000	239,877	84,085	41,038	Ongoing	2024 Ford F750 Urban Forestry Unit was received mid December. F-550 on order.
3.2	RRV57	Replace Parks & Rec Vehicles	113,000	28,375	74,957	9,668	Ongoing	Ford Maverick delivered and in service. Gators being delivered 07/19/2024. Replacement 48" mower delivered 07/16/2024.
Growth Necessitated & Comp Plan			-	-	-	-		
	CE002	Code Enforcement Equipment	10,000	6,276	-	3,724	Ongoing	Communication equipment on order.
	LB002	Library Impact Fee Projects	190,000	-	-	190,000	Ongoing	Staff Parking expansion: engineering working on design, library has chosen light fixtures for staff parking and ADA parking. Photometric plans received FPL. In for City permitting. Public Works is pricing the project.
1.7	TR619	Sibert-Zerbe Parking Lot Consolidation	525,000	-	-	525,000	Paused	Area to be used as staging area for undergrounding materials July 2024 - Spring 2026.
3.9	TR620	ADA Transition - Pedestrian Facilities	23,094	23,490	-	(396)	Complete	Final deliverables received December 2023.
Other Capital Projects			-	-	-	-		
	ARP	Stormwater Infrastructure Projects	1,196,319	379,333	750,737	66,250	Ongoing	Projects completed include Juanita Ave, Benning at Sibert and Benning at Bay, 541 Sibert. Indian Bayou project completed. Okeechobee under review to start. POs issued for Joe's Bayou, Indian Bayou Dr, Industrial Pk Dr, and CCW @ Chickasaw.
	BDVEH	New Vehicle for Building Inspection Dept (Building Fund)	40,000	-	28,375	11,625	Ongoing	Approved on 01/08/24 consent agenda and ordered. (Ford Maverick) to arrive in Aug-Sept 2024.
	CEVEH	New Vehicle for Code Enforcement (expanding department)	46,000	46,018	-	(18)	Complete	Received and In-service.
	CRT64	Wayfinding	-	-	-	-	On Hold	

COUNCIL/ MGMT OBJECTIVE	October 1, 2023 to July 16, 2024		FY2024 Budget*	YTD Actuals	YTD Encumbrances	FY2024 Available Budget	Status	Notes
4.15	CRT17	Destin Multi-Use Trail	500,191	215,611	284,580	-	Ongoing	DAG is working on the design. Public Workshop was held in December. 30% design brought to Council January 22. Next step 90% design to go to Parks & Rec Committee and Council. Need easements and permits.
	DREDG	Dredge Harbor Channel (study plus dredging)	110,100	20,580	-	89,520	Ongoing	Bathymetric study data has been submitted to County. Internal design is complete. Three quotes attained (\$500k- \$1.3m). Financing options under review including potential partnership with County. Awaiting update from the County.
	HURRC	Hurricane Response	100,000	13,325	-	86,675		January 2024 storm cleanup.
	IT003	Other Hardware/Software Replacements	140,000	-	-	140,000	Ongoing	UKG timekeeping in implementation to go live July 2024. Open Voting System installed. Aclarian (finance) and MGO (licensing & Permitting) draft contracts for Council July meeting.
	IT004	Council Chambers Audio-Video	30,000	23,498	-	6,502	Complete	Three TV/monitors replaced; camera replaced. All new laptops configured.
	LBOOK	Annual additions to Library collections	60,700	42,327	-	18,373	Ongoing	
	PE003	Vulnerability Assessment	226,000	13,930	212,070	-	Ongoing	Kick Off meeting held 10/31. Public workshop was held in January. Grant Amendment #1 to increase grant and Dewberry contract approved 3/18/24.
	RC124	Morgan's Children's Park Playground Structure	100,000	-	-	100,000	Paused	Estimate to make playground ADA inclusive \$790k, proposed for the future (FY25)
	RC125	Buck Destin Restrooms	199,544	-	115,501	84,044	Ongoing	New design proposal to be brought forth to Council late July/early August. Water/wastewater updates approved by DWU.
4.16	RC127	Pickleball Court	455,310	47,081	33,069	375,160	Ongoing	60% designs shared with Parks & Rec and Council March 2024. 90% designs shared with Parks & Rec and Council May/June 2024. In Permitting July 2024. RFP to release in Aug 2024.
	RC128	Morgan Sports Complex - Bathrooms/Storage/Fieldhouse	250,000	-	-	250,000	Paused	Storage building design is consolidated with bathroom/fieldhouse design. On pause 'til Pickleball and Buck Destin bathrooms assigned to architectural continuing services consultant.
	RC134	Morgan Sports Complex - Artificial Infields	200,000	-	-	200,000	Paused	Initial quotes \$350k - \$1million. Recommend funds be reallocated to address unsafe athletic field lighting in FY 2025.
	RC129	Morgan Sports Complex - Field Lighting (LED)	-	-	-	-	Paused	Moved to FY 2025 to complete all 34 poles at one time (\$1.3m). (RR)
4.11	RC216	Clement Taylor Park Renovations	1,579,808	-	7,243	1,572,565	Ongoing	Subaward from County executed. Pilings at CTP beach removed. Volleyball courts set up by Destin Forward. Construction RFP has been reviewed/approved by Council. Revised RFP to re-released pending council approval July 2024.

COUNCIL/ MGMT OBJECTIVE	October 1, 2023 to July 16, 2024		FY2024 Budget*	YTD Actuals	YTD Encumbrances	FY2024 Available Budget	Status	Notes
	SW56	Outfall at Mattie Kelly Pier	175,000	13,840	52,660	108,500	Ongoing	Design/permitting contract approved by Council 04/01/24. Jenkins has completed surveying and environmental/wetland work underway.
	SW58	Chickasaw Strmwtr Remediation	600,000	-	-	600,000	Ongoing	Awaiting scheduling with H&T and FPL.
	TRSAF	Intersection Safety	104,888	4,888	-	100,000	Ongoing	Committee will consider use of funding at their Aug 13 meeting.
	XMAS	Capitalizable Christmas Décor	28,643	28,643	-	-	Completed	Items ordered FY23 received mid-December FY24.
		Total Projects	52,152,019	14,656,512	3,673,655	33,821,852		

CITY OF DESTIN 5-YEAR CAPITAL IMPROVEMENT PLAN

STRATEGIC OBJECTIVE			PY Encumbrances rolling forward						
			08/14/23	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
PRIORITY	Citizen/Council Directed								
1.2	HRB1	1 Harbor Blvd/1 Calhoun Waterfront Land	\$ -	\$ 9,100,000	\$ -	\$ -	\$ -	\$ -	\$ 9,100,000
1.3	UNDER	Undergrounding	894,344	16,000,885	-	-	-	-	16,000,885
1.6	EN615	Cross-Town Connector	43,485	9,003,151	-	-	-	-	9,003,151
1.2	CM001	Beach Acquisition/Beach Park Development	81,826	4,969,622	-	-	-	-	4,969,622
5.2	DREDG	Dredge Harbor	-	110,100	-	-	-	-	110,100
1.7	TR619	Sibert-Zerbe Parking Lot Consolidation	-	525,000	-	-	-	-	525,000
1.1	CENTR	City Center - Concept Design	-	50,000	-	-	-	-	50,000
1.11	MARIN	City Marina	-	50,000	-	-	-	-	50,000
1.10	TR621	Transit: Trolley, Ferry	-	-	-	-	-	-	-
xxx	SW56	Mattie Kelly Naturewalk Outfall	-	175,000	1,200,000	-	-	-	1,375,000
	Renewal & Replacement								
3.2	RR051	General Government	1,207	155,000	194,160	15,120	-	-	364,280
3.2	RR052	Public Safety	8,369	230,380	-	126,760	53,200	-	410,340
3.2	RR053	Physical Environment (Stormwater, Cemetery)	149,938	75,000	750,000	74,000	-	-	899,000
3.7	RR054	Roads, Sidewalks, Street Lighting	300,884	2,537,780	1,076,200	1,082,100	1,088,100	1,094,200	6,878,380
3.2	RR056	Human Services (Food4Thought Bldg)	-	-	6,760	-	-	-	6,760
3.2	RR571	Library	-	127,500	-	14,580	-	8,700	150,780
3.2	RR572	Parks and Recreation	67,453	749,922	230,400	114,050	402,200	394,000	1,890,572
3.2	RR573	Other Facilities (i.e. Museum)	-	4,500	-	-	-	6,960	11,460
3.2	RRV11	Vehicles for Bldg Inspectors	-	76,000	-	-	-	45,600	121,600
3.2	RRV51	Vehicles for General Government	-	23,000	-	33,600	-	45,600	102,200
3.2	RRV52	Vehicles for Public Safety (Code)	-	-	41,040	-	88,160	45,600	174,800
3.2	RRV54	Vehicles for Public Works	-	365,000	41,040	33,600	-	162,000	601,640
3.2	RRV57	Vehicles for Parks & Recreation	-	113,000	89,640	-	44,080	-	246,720
3.2	RRVEH	Vehicles	670,331	-	-	-	-	-	-
	Growth Necessitated & Comp Plan								
5.4	CE002	Code Enforcement Equipment	-	30,000	20,000	-	-	-	50,000
1.5	CRH60	Pedestrian Pathway Under Marler Bridge	149,571	-	-	-	-	-	-
1.4	EN617	Stahlman/US98 Intersection	-	-	-	-	-	-	-
5.3	LB002	Library Impact Fee Projects	-	190,000	-	-	-	-	190,000
xxx	TR620	ADA Transition - Pedestrian Facilities	25,487	-	-	-	-	-	-
1.7	TR622	General Parking Improvements	-	-	75,000	-	-	-	75,000
	Other Capital Projects								
4.14	ARP	Stormwater Infrastructure Projects	734,853	312,000	-	-	-	-	312,000
5.5	BDVEH	New Inspector Vehicles	-	40,000	-	-	-	-	40,000
5.4	CEVEH	New Code Enforcement Vehicles	-	46,000	-	-	-	-	46,000
4.8	CRH63	Captain Royal Melvin Heritage Park and Plaza	9,614	-	-	-	-	-	-
4.15	CRT17	Destin Multi-Use Trail	570,000	-	-	1,000,000	-	-	1,000,000
5.6	HURRIC	Hurricane Response	-	100,000	-	-	-	-	100,000

**STRATEGIC
OBJECTIVE**

**PY
Encumbrances
rolling forward**

			08/14/23	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
xxx	IT003	Other Hardware/Software Replacements	-	170,000	-	-	-	-	170,000
5.1	RC124	Morgan Children's Park Playground Structure	-	100,000	-	-	-	-	100,000
xxx	RC125	Buck Destin Restrooms	99,544	100,000	-	-	-	-	100,000
4.16	RC127	Pickleball Court	-	350,000	-	-	-	-	350,000
5.1	RC128	Morgan Bathrooms/Storage/Fieldhouse	-	250,000	-	-	-	-	250,000
5.1	RC129	Morgan - Field Lighting (LED)	-	255,000	175,000	75,000	-	-	505,000
5.1	RC130 RC134	Morgan - Artificial Infields	-	200,000	400,000	-	-	-	600,000
5.1	RC131	Morgan - Field Lining Robot	-	-	-	50,000	-	-	50,000
4.11	RC216	Clement Taylor Park Renovations	15,968	1,596,180	-	-	-	-	1,596,180
4.14	SW57	CTP Stormwater Mitigation	-	60,000	-	-	-	-	60,000
4.14	SW58	Chickasaw Ct Stormwater Remediation	-	600,000	-	-	-	-	600,000
5.7	TRSAF	Intersection Safety	62,500	100,000	100,000	100,000	100,000	100,000	500,000
xxx	XMAS	Holiday Decorations	35,804	-	-	-	-	-	-
Total Projects			\$ 3,921,176	\$ 48,940,020	\$ 4,399,240	\$ 2,718,810	\$ 1,775,740	\$ 1,902,660	\$ 59,736,470

**PY
Encumbrances
rolling forward**

Funding Sources

			08/14/23	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
General Fund	30058585	RR GENERAL	983,776	\$ 3,792,782	\$ 1,835,040	\$ 893,710	\$ 1,069,640	\$ 1,144,860	\$ 8,736,032
General Fund	30558500	GENERAL FUND	265,083	1,972,262	595,000	125,000	-	-	2,692,262
TC CRA	10258500	TOWN CENTER CRA	415,804	-	-	1,000,000	-	-	1,000,000
Harbor CRA	11058500	HARBOR CRA	-	9,100,000	-	-	-	-	9,100,000
Building Fund	11152441	BUILDING FUND	-	116,000	-	-	-	45,600	161,600
Parking Fund	12254500	PARKING FUND	60,340	525,000	75,000	-	-	-	600,000
Tech Fund	12552400	TECHNOLOGY FUND	-	85,000	-	-	-	-	85,000
Oka 1/2 Penny	12953831	OKA 1/2 STORMWATER	-	835,000	1,200,000	-	-	-	2,035,000
Oka 1/2 Penny	12953931	OKA 1/2 UNDERGROUNDING	894,344	1,000,000	-	-	-	-	1,000,000
Oka 1/2 Penny	12954100	OKA 1/2 PUBLIC WORKS & SAFETY	62,500	100,000	100,000	100,000	100,000	100,000	500,000
Oka 1/2 Penny	12957231	OKA 1/2 BEACH ACQ	-	-	-	-	-	-	-
Debt	32453900	2024 Bond Issuance	-	16,004,319	-	-	-	-	16,004,319
Gas Taxes	30054131	GAS TAX#1 RR ROADS	4,127	588,300	594,200	600,100	606,100	612,200	3,000,900
Gas Taxes	31554031	GAS TAX#2 COMP PLAN	-	1,000,000	-	-	-	-	1,000,000
Impact Fees	31552000	POLICE IMPACT FEES	-	10,000	-	-	-	-	10,000
Impact Fees	31554032	MULTI-MODAL IMPACT FEES	25,487	26,307	-	-	-	-	26,307
Impact Fees	31554132	ROAD IMPACT FEES	40,120	1,575,000	-	-	-	-	1,575,000
Impact Fees	31557132	LIBRARY IMPACT FEES	-	190,000	-	-	-	-	190,000
Impact Fees	31557232	PARK IMPACT FEES	-	474,000	-	-	-	-	474,000
Restricted	12753700	NPEB	149,938	110,000	-	-	-	-	110,000

STRATEGIC OBJECTIVE			PY Encumbrances rolling forward 08/14/23	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Restricted	12753800	STORMWATER TRUST FUND	-	-	-	-	-	-	-
Franch fees	31553977	ELECTRIC FRANCHISE UNDERGROUNDING	-	2,000,000	-	-	-	-	2,000,000
Grant	30554100	BOCC XTOWN CONSTRUCTION	-	3,300,000	-	-	-	-	3,300,000
Grant	30554133	FDOT TRIP GRANT	3,364	98,410	-	-	-	-	98,410
Grant	30554200	STATE GRANT LINEAR TRL	190,000	-	-	-	-	-	-
Grant	30557133	LIBRARY/MUSEUM GRANTS	-	-	-	-	-	-	-
Grant	30557233	RESTORE PARK GRANT	-	729,918	-	-	-	-	729,918
Grant	30557212	TDC 12.5% (includes Advanced Funding)	91,440	2,254,115	-	-	-	-	2,254,115
Grant	30557237	BOCC (TDC) BEACH ACQ GRANT	-	2,715,607	-	-	-	-	2,715,607
Grant	30555900	AMERICAN RESCUE PLAN	734,853	312,000	-	-	-	-	312,000
Grant	31557236	MORGANS KID PARK GRANT	-	26,000	-	-	-	-	26,000
Total Sources			\$ 3,921,176	\$ 48,940,020	\$ 4,399,240	\$ 2,718,810	\$ 1,775,740	\$ 1,902,660	\$ 59,736,470
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

		FY 2024 Adopted Budget	5-Year Funded Capital Plan Amount	Additional Funds Needed
Council Objectives				
1.1	Work with Stakeholders to pursue a Destin City Center	\$ 50,000	\$ 50,000	
1.2	Public waterfront acquisition initiative	14,069,622	14,069,622	5,100,000
1.3	Underground utilities	16,000,885	16,000,885	
1.4	Stahlman/US 98 pedestrian and vehicle Improvements in cooperation with FDOT	-	-	
1.5	Pedestrian access concepts under the Marler Bridge	-	-	
1.6	Two-lane Crosstown Connector	9,003,151	9,003,151	4,550,000
1.7	Improve parking, explore options (parking garage, surface parking)	525,000	600,000	
1.8	Annexation of unincorporated enclaves	-	-	
1.9	Morgan Sports Center and Dalton Threadgill Park Master Plan for renovations	-	-	
1.10	Support for regional Transit and Ferry systems	-	-	
1.11	City Marina (Phase 1 Feasibility Study)	50,000	50,000	
1.12	Support Beach Re-nourishment, planning, scheduling in partnership with the County/State	-	-	
1.13	Support regional workforce housing initiatives	-	-	
Management Objectives		-	-	
2.1-2.11	These are management-related, not capital project related	-	-	
Management in Progress (capital projects only listed below)		-	-	
3.1	Memorialize institutional knowledge			
3.2	Plan for renewal and replacement of city facilities and infrastructure	1,919,302	4,980,152	15,000,000
3.3	Monitor and Manage current grant and funding awards	-	-	
3.4	Find and secure new funding opportunities for city services and city projects OPR:GPC	-	-	
3.5	Complete land development code revisions	-	-	
3.7	Implement a pavement management program	2,537,780	6,878,380	
3.9	Improve sidewalks (wider, more walkable)	-	-	

		FY 2024 Adopted Budget	5-Year Funded Capital Plan Amount	Additional Funds Needed
Major Projects		-	-	
4.1	Implement and Manage COMPASS software	-	-	
4.2	Harbor Capacity Study	-	-	
4.3	Impact Fee Study	-	-	
4.4	Building Permit Fee Study	-	-	200,000
4.5	Develop and Implement the Mobility Plan and associated Fees	-	-	
4.6	Update Business Tax Receipts (BTR) Fee Schedule and processes	-	-	
4.7	Research Stormwater Utility options and Funding	-	-	
4.8	Construct Capt Royal Melvin Heritage Park	-	-	
4.9	FDOT Median Improvement project	-	-	
4.10	Norriego Point Park Improvements Phase III - Recreation Components	-	-	340,000
4.11	Renovate Clement Taylor Park (Pending Funding)	1,596,180	1,596,180	
4.12	Redevelop Joe's Bayou Recreation Area	-	-	
4.13	Continuity of streetlights/ Conversion to LEDS (In Progress)	-	-	
4.14	Implement prioritized stormwater improvements based on the Stormwater Master Plan	972,000	972,000	
4.15	Linear Park (in partnership with FPL) secure additional funding, complete design, secure required easements, construct trail	-	1,000,000	
4.16	Pickleball Courts: Secure additional Funding, acquire land, complete design and construct	350,000	350,000	56,000
TOTAL for items on the Strategic Plan		\$ 47,073,920	\$ 55,550,370	\$ 25,246,000
TOTAL 5-Year CAPITAL BUDGET		\$	59,736,470	
% FOR STRATEGIC PLAN			93%	

		FY 2024 Adopted Budget	5-Year Funded Capital Plan Amount	Additional Funds Needed
NOT ON COUNCIL OBJECTIVE LIST:				
5.1	Upgrades to Morgan Sport Center (Bathrooms; LED lighting; Artificial Infields; Field Lining Technology)	805,000	1,505,000	
5.2	Dredge Harbor Channel	110,100	110,100	750,000
5.3	Upgrade/Remodel and expand Library	190,000	190,000	
5.4	Code Enforcement New Equipment	76,000	96,000	
5.5	Building Inspector New Equipment	40,000	40,000	
5.6	Hurricane Response (first 30 days; Debris Removal)	100,000	100,000	
5.7	Public Works Safety Committee - Intersection and Crossing Safety	100,000	500,000	
xxx	Other small projects	445,000	1,645,000	
	107 Study (Harbor)	-	-	1,500,000
	Upgrade/Remodel and expand Community Center	-	-	15,000,000
	North sidewalk of Mountan Drive	-	-	900,000
	Beach Circle culv Construction	-	-	125,000
	500 Osceola Dr culv Construction	-	-	125,000
	Crystal Beach one way study	-	-	12,755
	MMTD Master streetlighting study	-	-	150,000
	Traffic Calming measures	-	-	60,000
	Pine street extension - Design Only	-	-	150,000
	Design of park elements at Crosstown Road	-	-	150,000
	Stormwater - Replace piping; Re-establish Swales	-	-	150,000
	Mattie Kelly Naturwalk Outfall			1,200,000
	Other projects on Unfunded Detail List	-	-	12,778,525
TOTAL for additional projects not on Plan		\$ 1,866,100	\$ 4,186,100	\$ 33,051,280
<i>TOTAL for all projects</i>		<i>\$ 48,940,020</i>	<i>\$ 59,736,470</i>	<i>\$ 58,297,280</i>

FY 2024 ADOPTED CAPITAL BUDGET
by Governmental Activity

General Government

CENTR	City Center Feasibility Study	50,000
IT003	Other Hardware/Software Replacements	170,000
RR051	General Government	155,000
RRV51	Vehicles	23,000
Subtotal		398,000

Public Safety

CE002	Code Enforcement Equipment	30,000
CEVEH	New Code Enforcement Vehicles	46,000
BDVEH	New Inspector Vehicles	40,000
HURRIC	Hurricane Response	100,000
RR052	Public Safety	230,380
RRV11	Vehicles for Bldg Inspectors	76,000
RRV52	Vehicles for Public Safety (Code)	-
Subtotal		522,380

Physical Environment

ARP	Stormwater Infrastructure Projects	312,000
DREDG	Dredge Waterway Channels	110,100
RR053	Physical Environment (Stormwater, Cemetery)	75,000
SW56	Mattie Kelly Outfall at Joe's Bayou	175,000
SW57	CTP Stormwater Mitigation	60,000
SW58	Chickasaw Ct Stormwater Remediation	600,000
UNDER	Undergrounding	16,000,885
Subtotal		17,332,985

Human Services

RR056	Human Services (Food4Thought Bldg)	-
Subtotal		-

Transportation

EN615	Cross-Town Connector	9,003,151
RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1)	2,537,780
RRV54	Vehicles for Public Works	365,000
TR619	Sibert-Zerbe Parking Lot Consolidation	525,000
TRSAF	Intersection Safety	100,000
Subtotal		12,530,931

Economic Development

CRT17	Destin Multi-Use Trail	-
HRB1	1 Harbor Blvd	9,100,000
CRH60	Pedestrian Pathway under Marler Bridge	-

CRT64	Town Center CRA Wayfinding Plan Signage	-
CRH64	Harbor CRA Wayfinding Plan Signage	-
Subtotal		9,100,000

Culture & Recreation

CM001	Beach Acquisition	4,969,622
LB002	Library Impact Fee Projects	190,000
MARIN	City Marina	50,000
RC124	Morgan's Children's Park Playground Structure	100,000
RC125	Buck Destin Restrooms	100,000
RC127	Pickleball Court	350,000
RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000
RC129	Morgan - Field Lighting (LED)	255,000
RC130	Morgan - Artificial Infields	200,000
RC131	Morgan - Field Lining Robot	-
RC216	Clement Taylor Park Renovations	1,596,180
RR571	Library	127,500
RR572	Parks and Recreation	749,922
RR573	Other Facilities (i.e. Museum)	4,500
RRV57	Vehicles for Parks & Recreation	113,000
Subtotal		9,055,724
GRAND TOTAL		48,940,020

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024**TYPE OF AGENDA ITEM:** City Manager Report**AGENDA OUTLINE NUMBER:** 4.H.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director

DATE: July 17, 2024

SUBJECT: Quarterly Investment Report - Informational Only

I. BACKGROUND:

Attached for your review is the current quarterly investment report with schedules showing the current status of the City investment accounts with Raymond James. Summary tables of activity are provided in the Discussion section below.

II. DISCUSSION:

On March 7, 2022, the City adopted a new Investment Policy under Resolution 22-05. The Raymond James report is attached, which includes a listing of investments by type with their book and market values as of the report date, as well as portfolio activity during the period. Following are supplementary tables.

Table 1 shows the value of the portfolio as of June 30, 2024 by security type. This table also shows the percentage of each security type alongside the maximum amount allowed by our investment policy.

Table 1: Investment Portfolio current fair value by type and weight by percentage

Investment Type	Fair Value	Percentage of Portfolio	Max % as per Investment Policy 22-05
US Treasuries	\$ 5,795,396	13%	75%
Mortgage and Asset Backed Securities	8,169,171	18%	75%
Municipals	99,131	0%	25%
Investment grade corporate bonds	1,055,600	2%	20%
Money Market, CDs and Savings Cash	23,053,572	51%	75%
Trustmark Interest-bearing Demand Depos	7,117,026	16%	75%
Portfolio Total	<u>\$ 45,289,896</u>	<u>100%</u>	

NEXT 3 MONTHS:

Estimated Restricted Exp July - Sept 2024	\$ 2,507,386
Estimated Op Expenditures July - Sept 2024	<u>2,684,837</u>
	<u>\$ 5,192,223</u>

Table 2 shows the interest earned and the portfolio's unrealized change in fair market value for the current quarter and 12 months cumulative.

Table 2: Investment income earned for quarter and last 12 months

	Current Quarter (04/01/2024 - 06/30/2024)	Last 12 months (07/01/2023 - 06/30/2024)
Interest Realized at Raymond James	\$ 313,032	\$ 794,301
Change in Fair Market Value	24,703	253,316
Interest Realized at Trustmark	85,018	563,801
Total Investment Income	<u>\$ 422,753</u>	<u>\$ 1,611,417</u>

Table 3 compares the performance of the City of Destin's investments at Raymond James against two benchmarks identified in Resolution 22-05.

Table 3: Comparison of Quarterly and Calendar Year-to-Date Performance to Benchmarks

	Current Quarter (04/01/2024 - 06/30/2024)	Last 12 months (07/01/2023 - 06/30/2024)
City of Destin	0.76%	4.70%
ICE BofA 1-Year US Treasury	1.15%	5.12%
Florida Prime*	5.72%	5.55%

*Florida PRIME Three Month Annualized Net Participant Yield. Participant yield is calculated on a 365-day basis and includes adjustments for expenses and other accounting items to reflect earnings by participants.

Table 4 lists the investments by type, lists maturity dates and average maturities of the investments in each major category. The percentage of portfolio total is then applied to find the weighted average maturity of the total portfolio. The significant amount of cash brings the average weighted maturity down to the equivalent of 0.80 years. Ratings by Standard & Poors are also listed in this table. Eagle Assets of Raymond James has worked diligently to replace BBB+ investment grade corporate bonds with corporate bonds with a minimum rating of A and asset-backed securities with a minimum rating of AAA. As of June 30, 2024, there was only one security with a BBB+ rating with a current value of \$45,027 remaining in our portfolio. This one security is an investment grade corporate bond with a coupon rate paying 2.8%.

Table 4: Maturity dates and weighted average maturity of the investment portfolio

Investment Type	Fair Value	Maturity	Percentage of Portfolio (Weight)	Average Maturity (years)	Weighted Average Maturity	Ratings
US Treasuries	\$ 5,795,396	06/30/24-02/15/33	13%	2.52	0.32	Aaa
Mortgage and Asset Backed Securities	8,169,171	07/01/24-06/01/45	18%	1.99	0.36	AA+ to AAA
Municipals	99,131	03/15/30-06/01/34	0%	5.90	0.01	AA- to AAA
Investment grade corporate bonds	1,055,600	10/26/24-06/01/34	2%	4.68	0.11	BBB+ to AA+
Money Market, CDs and Savings Cash	23,053,572	06/30/24-04/13/26	51%	-	-	
Trustmark Interest-bearing Demand Deposit Accounts (DDAs)	7,117,026	6/30/2024	16%	-	-	
Portfolio Total	\$ 45,289,896		100%		0.80	

Table 5 is a summary of changes for the fiscal year to date as compared to the prior four fiscal years for the funds transferred to Raymond James. During the period October to June 2024, the City has realized income in the amount of \$472,273 and has accumulated an unrealized increase in market value of \$238,214. During FY 2024, the City transferred in \$22,027,000. Investment administration expenses this year to date total \$54,014.

Table 5: Raymond James Additions and Deductions five-year trend

	10/01/2023- 03/31/2024	10/01/2022- 09/30/2023	10/01/2021- 09/30/2022	10/01/2020- 09/30/2021	10/01/2019- 09/30/2020
Additions					
Contributions	\$ 22,027,000	\$ 7,000,000	\$ 1,742,528	\$ 5,234,644	\$ -
Interest Earnings	472,273	425,145	326,839	291,529	261,031
Unrealized gain/(loss)*	238,214	82,573	(1,373,377)	(250,557)	167,448
Total Additions	<u>\$ 22,737,488</u>	<u>\$ 7,507,718</u>	<u>\$ 695,990</u>	<u>\$ 5,275,615</u>	<u>\$ 428,479</u>
Deductions					
Investment Admin Expenses	54,014	73,160	53,874	58,455	35,592
Withdrawals	8,326,823	-	-	-	-
Total Deductions	<u>8,380,837</u>	<u>73,160</u>	<u>53,874</u>	<u>58,455</u>	<u>35,592</u>
 Net Change	 \$ 14,356,651	 \$ 7,434,557	 \$ 642,116	 \$ 5,217,160	 \$ 392,887
Beginning Balance	\$ 23,816,218	\$ 16,381,661	\$ 15,739,545	\$ 10,522,385	\$ 10,129,498
Ending Balance**	\$ 38,172,869	\$ 23,816,218	\$ 16,381,661	\$ 15,739,545	\$ 10,522,385

*Unrealized gain/loss is the fair market value of the investments if sold on the reporting date instead of holding to maturity.

**Table 5 investment fund additions and deductions *does not* include the interest-bearing Demand Deposit Accounts (DDAs) at Trustmark.

Table 6 shows the fund balance characterization of the funds held with our Investment Firm plus the additional available to be invested currently on hand at Trustmark. The committed balances listed below are in accordance with the City's Fund Balance policy Resolution 12-20.

Table 6: Cash and Investment Balances

As of 06/30/2024

	RJ (0.125-7.5%)	Trustmark (3.0%)	Encumbered July to Sept	Balance to Invest (rounded)
Cash & Investment Balances				
<i>Restricted</i>		-		
Impact Fees, Elec Franch Undergrounding, Stormwater, NPEB, Gas Tax#2	5,034,009	511,496	417,426	70,000
Debt Service	-	533,000		
CRA's	3,027,092	465,414	714,933	(250,000)
Building Code	-	228,764	-	-
Total Restricted	8,061,101	1,738,674	1,132,359	(180,000)
<i>Committed</i>				
Emergency Operations (3 mos)*	\$ 3,728,261			
Emergency Maintenance (3 mos)*	3,728,228			
Debt Service (1 year)*	2,623,573			
Infrastructure Surtax	5,075,880	1,420,252	847,729	572,000
Parking Fund	1,125,932	209,779	36,483	173,000
Renewal & Replacement	2,110,530	614,693	443,000	171,000
Permit Technology	477,837	94,822	47,815	47,000
Total Committed	18,870,242	2,339,545	1,375,027	963,000
<i>Unrestricted</i>	\$11,241,526	3,038,807	2,684,837	353,000
Total Cash & Investments	\$38,172,869	\$ 7,117,026	5,192,223	1,136,000

*As per Resolution 12-20 updated with FY 2024 Adopted Budget

Table 6: Cash and Investment Balances

As of 06/30/2024

	RJ (0.125-7.5%)	Trustmark (3.0%)	Encumbered July to Sept	Balance to Invest (rounded)
Cash & Investment Balances				
<i>Restricted</i>		-		
Impact Fees, Elec Franch Undergrounding, Stormwater, NPEB, Gas Tax#2	5,034,009	511,496	417,426	70,000
Debt Service	-	533,000		
CRA's	3,027,092	465,414	714,933	(250,000)
Building Code	-	228,764	-	-
Total Restricted	8,061,101	1,738,674	1,132,359	(180,000)
<i>Committed</i>				
Emergency Operations (3 mos)*	\$ 3,728,261			
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Debt Service (1 year)*	2,623,573			
Infrastructure Surtax	5,075,880	1,420,252	847,729	572,000
Parking Fund	1,125,932	209,779	36,483	173,000
Renewal & Replacement	2,110,530	614,693	443,000	171,000
Permit Technology	477,837	94,822	47,815	47,000
Total Committed	18,870,242	2,339,545	1,375,027	963,000
<i>Unrestricted</i>	\$ 11,241,526	3,038,807	2,684,837	353,000
Total Cash & Investments	\$ 38,172,869	\$ 7,117,026	5,192,223	1,136,000

*As per Resolution 12-20 updated with FY 2024 Adopted Budget

A current report as of June 30, 2024 produced by Raymond James is attached.

A. Link to Strategic Goals / Objectives:

Financially sound city providing service excellence.

B. Effect on Budget (EOB):

This item is for information only and has no effect on the Budget.

C. Level of Service (LOS):

This report provides the City Council with the current financial condition of the City.

D. Legislative Sponsor:**III. CONCLUSION:**

The City is currently receiving the investment interest revenue and paying investment

administrative expenses in a manner consistent with prior years.

IV. RECOMMENDED MOTION:

No motion is required for this item.

Attachments:

1. City of Destin Jun 2024 report
2. CityofDestin_CityCounciloverview_07012024_50834A
M (1)



Brian Haugen WMS, CRPS®, CEP®
Senior Vice President, Investments

Steve Cann MS, MPAS®, CFP®
Vice President, Investments

July 15, 2024

Krystal:

Attached is the City's most recent quarterly report for the period ending 6/30/2024.

Summary of Investment Objectives and Restrictions

Accounts at Raymond James / Eagle Asset Management are managed in accordance with the City's published objectives and restrictions as referenced and summarized below:

- **Compliance with Florida Statutes 218.415 & 208.02, and City's Investment Policy Statement adopted in Resolution 22-05**

Allowable investment securities are restricted to:

- Bank deposits at Qualified Public Depository
- U.S. Treasuries, TIPS, T-bills
- U.S. Government Agencies
- U.S. Government Sponsored Enterprises
- Certificates of Deposit (FDIC-insured CDs)
- Commercial paper (Prime-I, A-1+ or better)
- Investment Grade Corporate Bonds (A or better)
- Asset Backed Securities (AAA only)
- Government Money Market Funds
- Municipal Bonds (AA, Aa or better)

- **Compliance with City's stated Investment Objectives and Criteria (Investment Policy Statement, Resolution 22-05)**

- Safety, risk management (interest rate, and credit), liquidity, income, prudence
- Average portfolio maturity of not more than five (5) years
- Performance goal to regularly exceed the average rate of return on the ICE BOA Merrill Lynch 1-yr US Treasury Index, or three-month annualized net participant yield for Florida Prime

34851 Emerald Coast Pkwy., Suite 200, Destin, FL 32541
850-650-0990 – 888-317-8956 – 866-597-4009 Fax
www.emeraldcoastwealthadvisors.com

Raymond James & Associates, Inc., member New York Stock Exchange/SIPC

Market & Investments Commentary

1. Interest Rates

Short-term interest rates remain higher than longer-term rates. This unusual scenario, referred to as an “inverted yield curve”, is now the longest such period on record. In this environment cash earns a higher interest rate than high-quality bonds. Currently the City’s accounts are heavily weighted towards cash alternatives (money market funds), alongside a smaller portfolio of high-quality bonds.

2. Performance

Upon foreseeing the rise of short-term interest rates in 2022, we advised the City to gradually shift into CDs and cash alternatives. Since then, this portion of the portfolio has not only been the City’s best performing sector but has also outperformed its IPS (Investment Policy Statement) benchmark on a trailing 12-month basis.

3. Looking Ahead

By design, the city’s bond portfolio serves to lock in today’s higher rates for a longer period. The bond portfolio is currently carrying a forward-looking yield-to-maturity of 4.97%. As previously advised to the Council, this arm of the City’s reserve investments will be the last segment to benefit from the declining interest rates we anticipate. We expect to outperform the IPS benchmark as older held bonds mature and reinvest in new, higher yielding, quality fixed income bonds.

* To comply with the SEC’s Marketing Rule, we are not authorized to incorporate non-licensed benchmarks (such as FL PRIME) into performance reporting.

Performance Analysis as of Jun 30, 2024

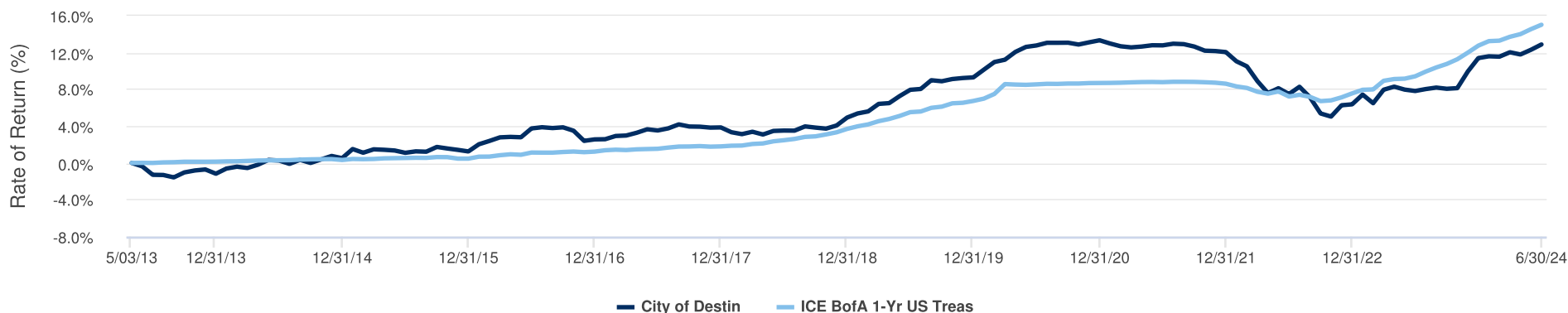
City of Destin

BRIAN HAUGEN, STEVE CANN
brian.haugen@raymondjames.com

Performance Analysis Summary

Time-Weighted (Net of Fees)

Total Market Value as of 6/30/2024: \$38,268,741.33



The Cumulative Return is charted above.

	QTD 3/31/24 6/30/24	Last 12 Months 6/30/23 6/30/24	Last 3 Years* 6/30/21 6/30/24	Since Inception* 5/03/13 6/30/24
City of Destin	0.76%	4.70%	0.03%	1.09%
ICE BofA 1-Yr US Treas	1.15%	5.12%	1.87%	1.26%
S&P 500 Total Return Indx	4.28%	24.56%	10.00%	13.65%
Bloomberg U.S. Agg Bd	0.07%	2.63%	(3.02%)	1.31%

Inception Date: 5/3/13

*Returns are annualized for periods greater than one year.

Performance Analysis as of Jun 30, 2024



City of Destin

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Performance Analysis Detail

Time-Weighted (Net of Fees)

	Account	Market Value(\$) 6/30/24	Performance Inception/ Close	QTD 3/31/24 6/30/24	Last 12 Months 6/30/23 6/30/24	Last 3 Years* 6/30/21 6/30/24	Since Inception* 5/03/13 6/30/24
Alternate Investment Fund	xxxxx680	5,162,225.54	5/03/2013	0.42%	3.29%	(1.76%)	0.94%
City of Destin - CD's	xxxxx714	22,972,129.61	9/21/2017	1.02%	6.02%	1.80%	1.82%
Debt Service Fund	xxxxx699	2,636,997.14	5/03/2013	1.06%	4.71%	0.46%	0.84%
EM Maintenance Fund	xxxxx675	3,748,564.59	5/03/2013	0.98%	4.41%	0.38%	0.82%
EM Operating Fund	xxxxx703	3,748,824.45	5/03/2013	0.98%	4.45%	0.44%	0.87%

*Returns are annualized for periods greater than one year.

Additional Information Regarding This Report

City of Destin

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This report should not be used as a substitute for your monthly statement, 1099 or to determine taxability. Changes in tax laws may occur at any time and could have a substantial impact upon each person's situation. While we are familiar with the tax provisions of the issues presented herein, we are not qualified to render advice on tax or legal matters. The information in this report has been obtained from sources that we believe to be reliable, but cannot be guaranteed.

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Alex.Brown a division of Raymond James.

The account listing may or may not include all of your accounts with Raymond James & Associates, Inc. This report is comprised of data from the following accounts: xxxxx680, xxxxx714, xxxxx699, xxxxx675, xxxxx703

Report ID: 392194314_113652_1719806400000_1719824914505000_00001of00001

Performance

The performance data quoted represents past performance and does not guarantee future results. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. The current performance may be lower or higher than the performance data quoted. It is not possible to invest directly in an index.

Performance is depicted using the Time-Weighted method for the entire period.

Time-Weighted - The geometric (compounded) return measured on the basis of periodic market valuations of assets. If applicable, the return includes the effects of leverage. Unlike the dollar-weighted method, it minimizes the impact of cash flows on the rate of return; however, in principle it requires valuations to be made on the occasion of each cash flow. Approximation to this measure can be obtained by prorating cash flows to successive valuation points or by computing internal rates of return between valuation points. If there are no interim cash flows, the time-weighted return, compounded annually determines the entire value of an investment.

Returns are calculated net of fees.

Annualized refers to the annualized return from the inception date of the account, or the selected beginning date when using the date-to-date functionality.

The inception date indicates the date of account or household initiation in the Portfolio Performance system. This date may not match the date the account was opened.

Managed Account Performance- In order for managers to track real time cash in managed AMS accounts, certain activity may not reflect the actual transaction dates and market values may differ from what is reported on client statements. The Time-Weighted Total Equity and Time-Weighted All Cash returns are the same for these accounts.

All performance figures exclude unpriced securities (including securities of indeterminate value), limited partnerships (other than limited partnerships classified as Alternative Investments and

appearing in that section of your statement).

Dividends are not guaranteed and will fluctuate.

The CFA Institute has not been involved with the preparation or review of this statement.

Accounts that have been closed may be included in the consolidated performance report. When closed accounts are included in the consolidated report, the performance report will only include information for the time period the account was active during the consolidated performance reporting time period.

Accounts with Real Time Cash may have cash values updated throughout the day, note that this may cause a difference in account values between performance and holdings reports.

Securities Information

Non-proprietary annuity values will show as contributions on the date they became available to the Portfolio Performance system. They are included through the selected calculation ending date. Prior inclusion of these values in the rate of return calculation is not available.

Raymond James Certificates of Deposit values will show as contributions on the date they became available to the Portfolio Performance system. They are included through the selected calculation ending date. Prior inclusion of these values in the rate of return calculation is not available.

Values include accrued income. Values are based on trade date accounting method.

Additional Information Regarding This Report



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Benchmark Information

Bloomberg U.S. Agg Bd - The Bloomberg U.S. Aggregate Bond index is a measure of the investment grade, fixed-rate, taxable bond market of roughly 6,000 SEC-registered securities with intermediate maturities averaging approximately 10 years. The index includes bonds from the Treasury, Government-Related, Corporate, MBS, ABS, and CMBS sectors.

ICE BofA 1-Yr US Treas - The ICE BofA 1-Year US Treasury Note Index is comprised of a single issue purchased at the beginning of the month and held for a full month. At the end of the month that issue is sold and rolled into a newly selected issue. The issue selected at each month-end rebalancing is the outstanding two-year Treasury note that matures closest to, but not beyond, one year from the rebalancing date. To qualify for selection, an issue must have settled on or before the month-end rebalancing date.

S&P 500 Total Return Indx - The S&P 500 Index Total Return is a broad-based measurement of changes in stock market conditions based on the average performance of 500 widely held common stocks. It consists of 400 industrial, 40 utility, 20 transportation, and 40 financial companies listed on U.S. market exchanges. This is a capitalization-weighted calculated on a total return basis with dividends reinvested. The S&P represents about 75% of the NYSE market capitalization.

Alternate Investment Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
DESTC2 - City of Destin (Prices as of 06/28/2024)	3.652	04/27/2031	5,330	96.289	5,162,384.15			3.595	4.736	3.794	4.327	100.00	3.462	4.737
Municipals														
-														
64971XEP9 - New York N Y City Transitional Taxable Future Tax Secd 2019 a Taxabl	3.780	08/01/2030	50	94.270	47,906.75	Aa1	AAA	5.307	4.878	4.010	6.093	0.93	4.451	4.878
6500355Z7 - New York St Urban Dev Corp Rev Taxable Personal Income 2017d Taxabl	3.370	03/15/2030	55	92.170	51,223.81	Aa1	AA+	5.079	4.959	3.656	5.712	0.99	4.484	4.959
Cash														
-														
CASHCASH6 - OPENING BALANCE	0.000	06/28/2024	113	100.000	112,794.16	U.S./#Aaa	U.S.	0.000	0.000	0.000	0.000	2.18	0.000	0.000
ABS														
-														
12660DAC1 - Cnh Equipment Tr 2022-a 20270715 0.00000 a-3	2.940	07/15/2027	43	97.860	42,592.13		AAA	0.880	5.967	3.004	0.923	0.83		5.967
14041NFV8 - Capital One Multi-Asset Execution Trust	2.060	08/15/2026	55	93.870	51,669.41		AAA	2.020	5.179	2.195	2.123	1.00		5.179
380149AC8 - Gm Fin Cons Atmb Rec Tr 2021-2 20260416 0.00000 a-3	0.510	04/16/2026	10	98.800	10,192.39	Aaa	AAA	0.230	5.770	0.516	0.238	0.20	0.512	5.770
44918CAD4 - Hyundai Auto Receivables Trust	5.540	08/15/2028	71	100.600	71,568.04		AAA	1.810	5.351	5.507	1.989	1.39		5.351
92348KAZ6 - Verizon Master Trust	3.670	01/20/2029	50	98.120	49,100.78		AAA	1.530	5.166	3.740	1.622	0.95		5.166
98163LAC4 - World Omni Auto Recv Tr 2021-B 20260615 0.00000 a-3	0.420	06/15/2026	9	98.380	9,061.02		AAA	0.290	5.836	0.427	0.304	0.18	0.423	5.836
98164DAD9 - World Omni Auto Receivables Trust	5.790	10/15/2028	57	101.230	57,820.28		AAA	1.620	5.216	5.720	1.814	1.12		5.216
CMBS														
-														
3137F83P6 - FHLMC Remic Series K-121 20300825 Flt a-1	0.995	08/01/2030	38	86.980	32,963.75	Aaa	AAA	3.700	4.755	1.144	3.956	0.64		4.755
Corporates														
Financial														
05531FBB8 - BB&T Corporation 2.85% Snr Mtn 26/10/2024 Usd (S	2.850	10/26/2024	75	99.060	74,663.13	Baa1	A-	0.321	5.744	2.877	0.329	1.45	4.597	5.744
06051GLG2 - Bank of America Corp	5.202	04/25/2029	48	99.840	48,360.17	A1	A-	3.579	5.238	5.210	4.825	0.94	5.247	5.238
06406RBL0 - Bank New York Mellon Corp Fr 5.802%102528 Fr 5.8	5.802	10/25/2028	50	101.890	51,452.68	A1	A	2.997	5.173	5.694	3.325	1.00	5.258	5.305
46647PDR4 - Jpmorgan Chase & CO	5.350	06/01/2034	49	99.560	48,981.01	A1	A-	7.368	5.407	5.374	9.926	0.95	5.329	5.407
571748AZ5 - Marsh & McLennan Cos Inc Sr Gblt Nt 26 Sr Gbl	3.750	03/14/2026	24	97.610	23,686.40	A3	A-	1.630	5.225	3.842	1.710	0.46	1.241	5.225
6174468Q5 - Morgan Stanley Fr 2.188%042826 Fr 2.1	2.188	04/28/2026	55	97.110	53,611.07	A1	A-	1.766	3.834	2.253	1.833	1.04	0.988	3.834
693475AZ8 - Pnc Finl Svcs Group Inc Sr Gblt Nt 30 Sr Gbl	2.550	01/22/2030	75	87.730	66,626.25	A3	A-	5.050	5.110	2.907	5.570	1.29	4.869	5.110
74460DAD1 - Public Storage 3.385% Snr Pidi Nts 01/05/2029	3.385	05/01/2029	80	93.370	75,124.77	A2	A	4.368	4.940	3.625	4.841	1.46	4.826	4.940
Industrial														
00724PAF6 - Adobe Inc	4.800	04/04/2029	100	100.110	101,230.00	A1	A+	4.148	4.772	4.795	4.767	1.96	4.830	4.772
032095AJ0 - Amphenol Corporation Snr Pidi Nts Usd (Sec Regd)	2.800	02/15/2030	50	89.020	45,027.22	A3	BBB+	5.075	5.065	3.145	5.636	0.87	2.615	5.065
037833DP2 - Apple Inc. Snr Pidi Nts 11/09/2029 Usd (SE	2.200	09/11/2029	86	88.730	76,870.14	Aaa	AA+	4.793	4.664	2.479	5.205	1.49	4.340	4.664
038222AS4 - Applied Materials Inc	4.800	06/15/2029	52	99.850	52,039.87	A2	A	4.306	4.834	4.807	4.964	1.01	4.839	4.834
053015AE3 - Automatic Data Processing Inc Sr Gblt Nt 25 Sr Gbl	3.375	09/15/2025	40	97.940	39,562.25	Aa3	AA-	1.170	5.143	3.446	1.216	0.77	1.946	5.143
17275RBR2 - Cisco Systems Inc	4.850	02/26/2029	49	99.980	49,795.57	A1	AA-	4.062	4.853	4.851	4.666	0.96	4.857	4.853
30303M8N5 - Meta Platforms Inc	4.950	05/15/2033	50	100.500	50,545.63	Aa3	AA-	7.043	4.878	4.925	8.636	0.98	5.001	4.879
67066GAF1 - Nvidia Corp Sr Nt 2.85%30 Sr Nt	2.850	04/01/2030	57	90.680	52,080.19	Aa3	AA-	5.186	4.716	3.143	5.759	1.01	4.770	4.716
718172CV9 - Philip Morris Intl Inc Sr Nt 27 Sr Nt	5.125	11/17/2027	50	99.980	50,281.84	A2	A-	3.016	5.130	5.126	3.388	0.97	5.222	5.130
Utilities														
03040WAQ8 - American Wtr Cap Corp Sr Nt 2.95%27 Sr Nt	2.950	09/01/2027	50	93.650	47,304.38	Baa1	A	2.967	5.142	3.150	3.178	0.92	2.964	5.142
049560AZ8 - Atmos Energy Corp	5.900	11/15/2033	46	104.420	48,357.37	A1	A-	7.097	5.283	5.650	9.132	0.94	5.022	5.295
MBS														
-														
3128MDBR3 - FHLMC Pc Gold Comb 15 4.000 20261001 4.	4.000	10/01/2026	4	98.860	4,428.15	Aaa	AAA	0.600	5.716	4.046	0.641	0.09	3.389	5.716
3128MFL48 - FHLMC Pc Gold Comb 15 3.500 20320901 3.	3.500	09/01/2032	20	96.390	19,434.72	Aaa	AAA	2.320	5.163	3.631	2.455	0.38	3.128	5.163
3128MMU50 - FHLMC Pc Gold Comb 15 3.000 20310301 3.	3.000	03/01/2031	15	95.000	14,737.39	Aaa	AAA	2.520	5.198	3.158	2.619	0.29	2.686	5.198
3128P7QP1 - FHLMC Pc Gold Cash 20 4.500 20310301 4.	4.500	03/01/2031	27	98.610	26,532.32	Aaa	AAA	2.310	5.090	4.563	2.581	0.51	3.455	5.090
3128P8D99 - FHLMC Mbs Gold Cash 20 3.500 20370501 3.	3.500	05/01/2037	35	94.340	33,306.67	Aaa	AAA	4.120	4.836	3.710	4.742	0.65		4.836
31307B2Y5 - FHLMC Pc Gold 15 Yr 2.500 20280501 2.	2.500	05/01/2028	6	95.830	5,512.39	Aaa	AAA	1.480	5.149	2.609	1.592	0.11	2.249	5.149
31329KW59 - FHLMC Umbss 20Y Fixed 3.000 20370801 3.	3.000	08/01/2037	10	91.210	8,699.39	Aaa	AAA	4.390	5.048	3.289	4.970	0.17	2.802	5.048
3132CXC2 - Freddie Mac	5.000	09/01/2038	37	99.150	36,492.20	Aaa	AAA	3.270	5.184	5.043	5.055	0.71		5.184
3132D6C24 - FHLMC Super 15y Fixed 4.000 20371101 4.	4.000	11/01/2037	59	96.200	56,957.93	Aaa	AAA	3.950	4.920	4.158	4.926	1.10	4.113	4.920
3132D6FN5 - Freddie Mac	5.500	12/01/2038	99	100.220	99,676.84	Aaa	AAA	2.700	5.429	5.488	4.693	1.93		5.429
3132D6FY1 - Freddie Mac	6.000	02/01/2039	104	101.050	105,651.30	Aaa	AAA	2.520	5.666	5.938	4.181	2.05		5.666
3138ELGM9 - FNMA Pass-Thru Int 15 Year 3.000 20280601 3.	3.000	06/01/2028	5	96.960	5,311.38	Aaa	AAA	1.140	5.385	3.094	1.211	0.10	2.667	5.385
3138EPPE8 - FNMA Super Int 20 Year 4.000 20340601 4.	4.000	06/01/2034	13	96.390	12,847.53	Aaa	AAA	2.940	4.979	4.150	3.350	0.25	3.569	4.979
3138EPS70 - FNMA Pass-Thru 15yr	4.000	02/01/2029	1	98.460	1,175.18	Aaa	AAA	0.720	5.558	4.063	0.773	0.02	3.473	5.558

Alternate Investment Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
3138EQE81 - FNMA Pass-Thru Int 15 Year 4.000 20290501 4.	4.000	05/01/2029	3	98.450	3,053.71	Aaa	AAA	0.870	5.497	4.063	0.929	0.06	3.728	5.497
3138ERTL4 - FNMA Pass-Thru Int 15 Year 3.000 20311201 3.	3.000	12/01/2031	24	95.190	22,604.46	Aaa	AAA	2.220	5.116	3.152	2.408	0.44	2.884	5.116
3138WJLU0 - FNMA Umbs Int 20 Year 3.000 20361201 3.	3.000	12/01/2036	13	92.180	11,793.43	Aaa	AAA	4.290	4.986	3.255	4.775	0.23	2.658	4.986
3138WVW31 - FNMA Pass-Thru Int 15 Year 3.000 20280601 3.	3.000	06/01/2028	8	96.330	7,764.82	Aaa	AAA	1.560	5.197	3.114	1.647	0.15	2.611	5.197
3140X5JP9 - FNMA Super Int 15 Year 3.500 20330301 3.	3.500	03/01/2033	44	96.500	42,711.23	Aaa	AAA	2.330	5.111	3.627	2.534	0.83	2.863	5.111
3140X6M73 - FNMA Super Int 15 Year 3.000 20330401 3.	3.000	04/01/2033	11	94.880	10,614.47	Aaa	AAA	2.590	5.161	3.162	2.718	0.21	2.564	5.161
3140X6RH6 - FNMA Super Int 15 Year 3.500 20330201 3.	3.500	02/01/2033	22	96.740	21,501.15	Aaa	AAA	2.000	5.082	3.618	2.203	0.42	2.960	5.082
3140X6WA5 - FNMA Super Int 15 Year 3.500 20350501 3.	3.500	05/01/2035	43	95.660	41,511.88	Aaa	AAA	2.950	5.069	3.659	3.180	0.80		5.069
3140X6XR7 - FNMA Super Int 15 Year 3.500 20350301 3.	3.500	03/01/2035	28	95.520	27,216.51	Aaa	AAA	3.110	5.009	3.664	3.339	0.53	3.090	5.009
3140XJUA9 - FNMA Super Int 15 Year 4.500 20371201 4.	4.500	12/01/2037	19	97.830	18,248.03	Aaa	AAA	3.700	5.005	4.600	4.811	0.35	4.553	5.005
31410LHK1 - FNMA Pass-Thru Int 15 Year 3.000 20270701 3.	3.000	07/01/2027	4	97.040	3,460.47	Aaa	AAA	1.090	5.371	3.092	1.170	0.07	2.617	5.371
31418AF78 - FNMA Pass-Thru Int 20 Year 4.000 20320601 4.	4.000	06/01/2032	16	96.940	15,366.93	Aaa	AAA	2.760	5.000	4.126	3.112	0.30		5.000
31418BFZ4 - FNMA Pass-Thru Int 20 Year 4.000 20340801 4.	4.000	08/01/2034	19	96.690	18,153.56	Aaa	AAA	3.350	5.020	4.137	3.877	0.35	3.831	5.020
31418BTL0 - FNMA Pass-Thru Int 20 Year 3.500 20350801 3.	3.500	08/01/2035	35	94.680	33,681.60	Aaa	AAA	3.750	4.975	3.697	4.258	0.65	3.339	4.975
31418BYV2 - FNMA Umbs Int 20 Year 3.000 20360201 3.	3.000	02/01/2036	43	92.430	39,642.10	Aaa	AAA	3.960	4.946	3.246	4.479	0.77		4.946
31418CQM9 - FNMA Umbs Shrt 10 Year 3.000 20271001 3.	3.000	10/01/2027	15	96.750	14,098.06	Aaa	AAA	1.270	5.341	3.101	1.315	0.27	2.696	5.341
31418CTH7 - FNMA Pass-Thru Shrt 10 Year 3.500 20280101 3.	3.500	01/01/2028	5	97.640	5,217.33	Aaa	AAA	1.300	5.274	3.585	1.384	0.10	3.338	5.274
31418EHT0 - FNMA Umbs Int 15 Year 4.000 20370801 4.	4.000	08/01/2037	75	96.240	72,670.09	Aaa	AAA	3.900	4.933	4.156	4.847	1.41		4.933
31418ERN2 - Fannie Mae	5.000	04/01/2038	69	99.230	68,263.32	Aaa	AAA	3.200	5.200	5.039	4.858	1.32		5.200
31418ES84 - Fannie Mae	4.500	06/01/2038	42	97.830	40,788.38	Aaa	AAA	3.580	5.002	4.600	5.047	0.79		5.002
31418EUS7 - Fannie Mae	4.500	07/01/2038	46	97.830	44,857.79	Aaa	AAA	3.550	4.999	4.600	5.088	0.87		4.999
31418EVC1 - Fannie Mae	5.000	08/01/2038	44	99.150	43,375.91	Aaa	AAA	3.230	5.196	5.043	5.038	0.84		5.196
31418EVD9 - Fannie Mae	5.500	08/01/2038	39	100.220	39,050.19	Aaa	AAA	3.000	5.423	5.488	4.466	0.76		5.423
31418EW63 - Fannie Mae	5.000	10/01/2038	43	99.150	43,215.14	Aaa	AAA	3.150	5.193	5.043	5.162	0.84		5.193
31418EW71 - Fannie Mae	5.500	10/01/2038	87	100.220	87,901.71	Aaa	AAA	2.860	5.426	5.488	4.562	1.70		5.426
31418EWK2 - Fannie Mae	5.500	09/01/2038	63	100.220	63,747.79	Aaa	AAA	2.880	5.424	5.488	4.496	1.23		5.424
31418EX70 - Fannie Mae	5.500	11/01/2038	43	100.220	42,868.78	Aaa	AAA	2.810	5.427	5.488	4.622	0.83		5.427
31418FA31 - Fannie Mae	5.500	07/01/2039	42	100.220	41,914.44	Aaa	AAA	2.720	5.428	5.488	5.200	0.81		5.428
31418FAH0 - Fannie Mae	6.000	06/01/2039	97	101.050	98,848.82	Aaa	AAA	2.710	5.689	5.938	4.471	1.91		5.689

Treasuries

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912810FG8 - United States Treas Bds 05.250% 02/15/29 05.250	5.250	02/15/2029	46	103.910	48,687.64	U.S./#Aaa	U.S.	4.081	4.308	5.052	4.636	0.94	4.571	4.308
9128282Y5 - United States Treas Nts 2.125%09/30/24 2.125%	2.125	09/30/2024	206	99.190	205,395.88	U.S./#Aaa	U.S.	0.251	5.294	2.142	0.258	3.98	2.497	5.294
9128283F5 - United States Treas Nts 2.25%11/15/27 2.25%1	2.250	11/15/2027	103	93.020	96,087.69	U.S./#Aaa	U.S.	3.189	4.498	2.419	3.383	1.86	2.960	4.498
9128283W8 - United States Treas Nts 2.75%02/15/28 2.75%0	2.750	02/15/2028	51	94.290	48,604.20	U.S./#Aaa	U.S.	3.391	4.470	2.917	3.634	0.94	2.894	4.470
9128284R8 - United States Treas Nts 2.875%05/31/25 2.875%	2.875	05/31/2025	35	97.940	34,355.98	U.S./#Aaa	U.S.	0.893	5.186	2.935	0.923	0.67	2.839	5.186
9128285M8 - United States Treas Nts 3.125%11/15/28 3.125%	3.125	11/15/2028	344	94.960	327,947.72	U.S./#Aaa	U.S.	4.018	4.402	3.291	4.384	6.35	2.766	4.402
912828M56 - United States Treas Nts 2.25%11/15/25 2.25%1	2.250	11/15/2025	52	96.430	50,283.49	U.S./#Aaa	U.S.	1.334	4.956	2.333	1.384	0.97	2.897	4.956
91282CDJ7 - United States Treas Nts 1.375%11/15/31 1.375%	1.375	11/15/2031	275	81.340	224,137.11	U.S./#Aaa	U.S.	6.828	4.359	1.690	7.383	4.34	1.802	4.359
91282CEE7 - United States Treas Nts 2.375%03/31/29 2.375%	2.375	03/31/2029	53	91.480	48,790.49	U.S./#Aaa	U.S.	4.396	4.378	2.596	4.756	0.95	3.923	4.378
91282CEP2 - United States Treas Nts 2.875%05/15/32 2.875%	2.875	05/15/2032	105	90.100	94,965.94	U.S./#Aaa	U.S.	6.889	4.373	3.191	7.880	1.84	3.409	4.373
91282CEX5 - United States Treas Nts 3%06/30/24 3%06/3	3.000	06/30/2024	171	100.000	173,536.81	U.S./#Aaa	U.S.	0.005	2.956	3.000	0.005	3.36	3.675	2.956
91282CFV8 - United States Treas Nts 4.125%11/15/32 4.125%	4.125	11/15/2032	281	98.320	277,665.11	U.S./#Aaa	U.S.	6.993	4.366	4.195	8.384	5.38	3.575	4.366
91282CGM7 - United States Treas Nts 3.5%02/15/33 3.5%02	3.500	02/15/2033	200	93.730	190,036.92	U.S./#Aaa	U.S.	7.308	4.380	3.734	8.636	3.68	3.452	4.380
91282CGS4 - United States Treas Nts 3.625%03/31/30 3.625%	3.625	03/31/2030	50	96.280	48,580.74	U.S./#Aaa	U.S.	5.104	4.362	3.765	5.756	0.94	3.631	4.362
91282CJN2 - US Treasury N/B	4.375	11/30/2028	48	99.980	48,151.06	U.S./#Aaa	U.S.	3.968	4.379	4.376	4.425	0.93	4.284	4.379
91282CKC4 - US Treasury N/B	4.250	02/28/2031	49	99.410	49,389.98	U.S./#Aaa	U.S.	5.733	4.352	4.275	6.671	0.96	4.273	4.352
91282CKK6 - US Treasury N/B	4.875	04/30/2026	147	100.150	148,369.44	U.S./#Aaa	U.S.	1.736	4.785	4.868	1.838	2.87	4.806	4.785

Money Market Funds & CD Ladder

Description	Symbol/CUSIP	Maturity Date	Coupon	Quantity	Est. Annual Income
CASH & CASH ALTERNATIVES				\$13,403.49	
GOLDMAN SACHS FINANCIAL SQUARE TRSY SOLUTIONS FD INSTL CL M/M 5.27%	FEDXX			6,028,387.13	
JPMORGAN 100% US TREASURY SEC. MONEY MARKET FD CAPITAL CL M/M 5.28%	CJTX			7,803,416.68	
FEDERATED HERMES TRSY OBLIGATION FD INSTL CL IS M/M 5.25%	TOIX			7,768,935.32	

FDIC Insured CD Ladder

BANK HAPOALIM NEW YORK, NY FDIC # 33686 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 4.6% DUE 07/19/2024	06251A5B2	7/19/2024	4.600	168,000.00000	\$7,728.00
MORGAN STANLEY BANK, NATIONAL ASSOCIATION SALT LAKE CITY, UT FDIC # 32992 CERTIFICATE OF DEPOSIT SEMI-ANNUAL CALLABLE BEGINNING 4/20/2024 2.35% DUE 10/18/2024	61773TDL4	10/18/2024	2.350	200,000.00000	\$4,700.00
MERIDIAN BANK DEVON, PA FDIC # 57777 CERTIFICATE OF DEPOSIT PAYS AT MATURITY 4.8000% DUE 11/15/2024	58958PMQ4	11/15/2024	4.800	200,000.00000	\$9,600.00
GOLDMAN SACHS BANK USA FDIC # 33124 CERTIFICATE OF DEPOSIT MONTHLY CALLABLE BEGINNING 7/13/2024 2.65% DUE 04/14/2025	38149M4U4	4/14/2025	2.650	200,000.00000	\$5,300.00
JPMORGAN CHASE BANK, NATIONAL ASSOCIATION COLUMBUS, OH FDIC # 628 CERTIFICATE OF DEPOSIT SEMI-ANNUAL CALLABLE BEGINNING 10/19/2024 2.75% DUE 04/17/2025	48128WRW7	4/17/2025	2.750	250,000.00000	\$6,875.00
IDAHO FIRST BANK MCCALL, ID FDIC # 58095 CERTIFICATE OF DEPOSIT MONTHLY 4.4000% DUE 07/10/2025	451245BF0	7/10/2025	4.400	100,000.00000	\$4,400.00
CAPITAL ONE BANK (USA) NA GLEN ALLEN, VA FDIC # 33954 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 2.65% DUE 04/13/2026	14042TFH5	4/13/2026	2.650	250,000.00000	\$6,625.00
Total:	10			\$22,982,142.62	\$45,228.00

Debt Service Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity	
DESTCI - City of Destin (Prices as of 06/28/2024)	3.066	03/24/2028	2,668	98.313	2,636,753.56				1.259	5.022	3.123	1.359	100.00	3.383	5.022
Cash															
-															
CASHCASH6 - OPENING BALANCE	0.000	06/28/2024	21	100.000	21,376.38	U.S./#Aaa	U.S.	0.000	0.000	0.000	0.000	0.81	0.000	0.000	
ABS															
-															
05522RDH8 - Bank of America Credit Card Trust	4.980	11/15/2026	25	99.930	25,027.46	Aaa		2.180	5.096	4.983	2.373	0.95			5.096
12598LAC0 - Cnh Equipment Tr 2021-C 20261215 0.81000 a-3	0.810	12/15/2026	26	97.390	25,563.56	Aaa	AAA	0.550	5.958	0.832	0.573	0.97			5.958
12660DAC1 - Cnh Equipment Tr 2022-a 20270715 0.00000 a-3	2.940	07/15/2027	46	97.860	45,147.66		AAA	0.880	5.967	3.004	0.923	1.71	2.941		5.967
14041NFW6 - COMET 2021-A1 A1 0.55% 07/15/2026	0.550	07/15/2026	11	99.780	10,977.98		AAA	0.040	5.604	0.551	0.038	0.42	0.551		5.604
14041NFZ9 - COMET 2022-A1 A1 2.8% 03/15/2027	2.800	03/15/2027	53	98.110	52,051.89		AAA	0.680	5.594	2.854	0.707	1.97			5.594
14317DAC4 - Carmax Auto Owner Trust 2021-3 20260615 0.00000 a-3	0.550	06/15/2026	29	97.860	28,266.81	Aaa	AAA	0.400	5.852	0.562	0.416	1.07	0.553		5.852
233869AC0 - DTRT 2022-1 A3 5.23% 02/17/2026	5.230	02/15/2026	29	99.780	28,899.80	Aaa		0.510	5.748	5.242	0.529	1.10			5.748
254683CX1 - Discover Card Exe Tr 2022-4 20271015 0.00000 a	5.030	10/15/2027	50	99.630	49,905.82		AAA	1.220	5.417	5.049	1.288	1.89	5.033		5.417
344930AB8 - Ford Credit Auto Owner Trust	5.570	04/15/2028	52	99.950	52,553.53		AAA	0.390	5.754	5.573	0.408	1.99	5.573		5.754
34528QHF4 - Ford Credit Mstr Tr a 19-4 20260915 2.44000 a	2.440	09/15/2026	38	99.330	37,778.88	Aaa	AAA	0.210	5.733	2.456	0.205	1.43			5.733
41285JAD0 - HDMOT 2023-A A3 5.05% 12/15/2027	5.050	09/15/2027	32	99.550	32,318.36	Aaa		0.970	5.554	5.073	1.099	1.23	5.052		5.554
448977AD0 - Hyundai Auto Rec Tr 2022-a 20261015 0.00000 a-3	2.220	10/15/2026	33	98.190	32,736.52		AAA	0.510	5.788	2.261	0.559	1.24	2.221		5.788
47787JAC2 - John Deere Owner Tr 2022 20260915 0.00000 a-3	2.320	09/15/2026	29	98.030	28,874.25	Aaa		0.550	5.853	2.367	0.575	1.10	2.325		5.853
47800CAC0 - JDOT 2023-A A3 5.01% 11/15/2027	5.010	11/15/2027	26	99.540	25,927.44	Aaa		1.290	5.550	5.033	1.378	0.98	5.014		5.550
587918AD5 - Mercedes-Benz Auto Receivables Trust	4.800	01/15/2029	50	99.350	49,761.67	Aaa	AAA	1.680	5.383	4.831	1.825	1.89			5.383
65480BAC1 - NAROT 2021-A A3	0.330	10/15/2025	4	98.890	4,153.26	Aaa	AAA	0.180	5.757	0.334	0.189	0.16	0.330		5.757
92348KAD5 - Verizon Master Tr 2021-2 20280420 0.00000 a	0.990	04/20/2028	18	98.580	17,748.36		AAA	0.800	2.725	1.004	0.830	0.67			2.725
92348KAH6 - Verizon Master Trust 2022-2 20280720 0.00000 a	1.530	07/20/2028	62	97.760	60,632.28	Aaa	AAA	1.010	3.744	1.565	1.044	2.30	1.534		3.744
92348KAS2 - Verizon Master Trust 2022-4 20281120 0.00000 a	3.400	11/20/2028	52	98.170	51,087.69	Aaa		1.390	5.049	3.463	1.471	1.94			5.049
92808VAA0 - Virginia Power Fuel Sec	5.088	05/01/2027	25	99.510	25,350.97	Aaa	AAA	1.411	5.171	5.113	2.841	0.96	5.088		5.171
98164HAD0 - World Omni Auto Receivables Trust	5.270	07/15/2029	26	100.290	26,124.88		AAA	2.330	5.211	5.255	2.553	0.99			5.211
Agencies															
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3130AV7L0 - Federal Home Loan Banks Cons Bd 25 Cons B	5.000	02/28/2025	35	99.800	35,513.33	Aaa	AAA	0.648	5.298	5.010	0.671	1.35	5.066		5.298
3130AYPN0 - Federal Home Loan Bank	4.125	01/15/2027	75	98.830	75,402.97	Aaa	AAA	2.382	4.616	4.174	2.551	2.86	4.201		4.616
3134GVB31 - Federal Home Ln Mtg Corp Call 0.75%052825 Call 0	0.750	05/28/2025	56	95.870	53,722.20	Aaa	AAA	0.892	5.429	0.782	0.915	2.04	4.185		5.429
3134GXR63 - Federal Home Ln Mtg Corp Call 4.05%082825 Call 4	4.050	08/28/2025	78	98.910	78,185.25	Aaa	AA+	1.123	5.019	4.095	1.167	2.97	4.553		5.019
3135G0V75 - Federal Natl Mtg Assn Fr 1.75%070224 Fr 1.7	1.750	07/02/2024	105	99.990	105,887.83	Aaa	AA+	0.011	2.628	1.750	0.011	4.02	1.600		2.628
742651DX7 - Private Export Funding Corp. 1.75% Snr Sec Pidi Nts 15/11/20	1.750	11/15/2024	38	98.550	37,528.43	Aaa	AAA	0.371	5.630	1.776	0.384	1.42	2.584		5.630
CMBS															
-															
3137BGK24 - FHLMC Remic Series K-043 20241225 3.06200 a-2	3.062	12/01/2024	19	98.750	18,344.93	Aaa	AAA	0.410	5.588	3.101	0.419	0.70			5.588
3137FARE0 - FHLMC Remic Series K-727 20240725 2.94600 a-2	2.946	07/01/2024	12	99.610	11,658.61	Aaa	AAA			2.958	0.008	0.44			
CMO															
-															
3136A06K8 - FNMA Remic Trust 2011-91 20260825 2.50000 E	2.500	08/01/2026	4	98.060	3,912.07	Aaa	AAA	0.560	5.691	2.549	0.589	0.15			5.691
3136A6AA2 - FNMA Remic Trust 2012-52 20270525 2.00000 Da	2.000	05/01/2027	22	96.430	21,004.52	Aaa	AAA	1.020	5.699	2.074	1.058	0.80			5.699
3136A73R1 - FNMA Remic Trust 2012-95 20320825 2.00000 Bd	2.000	08/01/2032	24	92.410	22,640.50	Aaa	AAA	2.670	5.140	2.164	2.877	0.86			5.140
3136AFDT8 - FNMA Remic Trust 2013-72 20330425 3.00000 Hg	3.000	04/01/2033	84	95.430	80,632.06	Aaa	AAA	2.260	5.467	3.144	2.384	3.06			5.467
3136AHHB9 - FNMA Remic Trust 2013-124 20281225 2.50000 Bd	2.500	12/01/2028	1	97.810	730.67	Aaa	AA+	0.600	5.612	2.556	0.638	0.03			5.612
3136AYRS4 - FNMA Remic Trust 2017-91 20450625 3.00000 Pc	3.000	06/01/2045	48	96.220	46,612.83	Aaa	AAA	1.940	5.082	3.118	1.986	1.77			5.082
3137AJYG3 - FHLMC Remic Series 3973 20261215 2.50000 Pd	2.500	12/01/2026	18	96.970	17,043.97	Aaa	AA+	1.030	5.572	2.578	1.079	0.65			5.572
3137B1XY3 - FHLMC Remic Series 4204 20280515 1.75000 Hd	1.750	05/01/2028	6	95.360	5,429.07	Aaa	AAA	1.290	5.368	1.835	1.378	0.21			5.368
3137B95Q4 - FHLMC Remic Series 4316 20330315 3.00000 Mh	3.000	03/01/2033	3	98.370	2,913.26	Aaa	AAA	0.620	5.897	3.050	0.608	0.11			5.897
3137BDYM2 - FHLMC Remic Series 4387 20281115 2.00000 E	2.000	11/01/2028	18	95.650	17,004.26	Aaa	AAA	1.300	5.379	2.091	1.370	0.64			5.379
3137BVXR2 - FHLMC Remic Series 4661 20430515 3.00000 Ha	3.000	05/01/2043	17	98.860	16,911.58	Aaa	AAA	0.340	5.571	3.035	0.356	0.64			5.571
31393RTE0 - FHLMC Remic Series 2631 20330615 3.62500 Da	3.625	06/01/2033	7	98.110	6,857.66	Aaa	AA+	0.840	5.853	3.695	0.786	0.26	3.152		5.853
31394CBB7 - FNMA Remic Trust 2005-3 20350225 5.50000 Ap	5.500	02/01/2035	2	100.610	1,561.30	Aaa	AAA	2.370	5.018	5.467	2.688	0.06			5.018
31398SRE5 - FNMA Remic Trust 2010-137 20251225 2.50000 Cj	2.500	12/01/2025	0	97.850	298.06	Aaa	AA+	0.620	5.615	2.555	0.663	0.01	2.500		5.615
38380YR49 - Government National Mortgage Association	3.500	05/01/2045	51	97.550	50,036.85	Aaa	AAA	1.290	5.400	3.588	1.378	1.90			5.400
38384JZW7 - Government National Mortgage Association	5.500	12/01/2028	51	99.600	50,542.74	Aaa	AAA	2.980	5.426	5.522	3.216	1.92			5.426

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Debt Service Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
3128MFDL9 - FHLMC Giant Mbs Gold Comb 15 3.500 20320701 3.	3.500	07/01/2032	45	96.280	43,226.09	Aaa	AAA	2.610	5.046	3.635	2.904	1.64	3.111	5.046
3128MFNA2 - FHLMC Giant Mbs Gold Comb 15 3.000 20330501 3.	3.000	05/01/2033	15	94.420	14,639.07	Aaa	AAA	3.120	5.069	3.177	3.224	0.56	2.529	5.069
3132D9SF2 - Freddie Mac	6.000	04/01/2044	21	101.580	21,426.30	Aaa	AAA	1.790	5.452	5.907	2.532	0.81		5.452
3138AS5A6 - FNMA Umbs Int 15 Year 3.500 20260901 3.	3.500	09/01/2026	26	97.950	25,227.80	Aaa	AAA	0.900	5.478	3.573	0.970	0.96	3.954	5.478
3138EP2P8 - FNMA Super Int 15 Year 4.000 20290701 4.	4.000	07/01/2029	45	97.840	44,327.09	Aaa	AAA	1.710	5.187	4.088	1.868	1.68	3.374	5.187
3138ERB90 - FNMA Super Int 15 Year 3.500 20310201 3.	3.500	02/01/2031	10	96.570	9,285.66	Aaa	AAA	2.280	5.162	3.624	2.416	0.35		5.162
3138WCC27 - FNMA Umbs Int 15 Year 3.500 20290701 3.	3.500	07/01/2029	14	96.900	13,699.91	Aaa	AAA	1.850	5.133	3.612	2.011	0.52	2.805	5.133
3138WJGA0 - FNMA Umbs Int 15 Year 2.500 20311101 2.	2.500	11/01/2031	3	93.360	2,902.83	Aaa	AAA	2.800	5.190	2.678	2.877	0.11	2.055	5.190
3140X8RF6 - FNMA Super Shrt 10 Year 1.500 20301201 1.	1.500	12/01/2030	17	91.500	15,349.31	Aaa	AAA	2.560	5.550	1.639	2.674	0.58	1.240	5.550
3140XF3M1 - FNMA Super Int 20 Year 4.500 20381101 4.	4.500	11/01/2038	37	98.340	36,714.70	Aaa	AAA	2.300	5.093	4.576	2.589	1.39	4.131	5.093
31417YTV9 - FNMA Pass-Thru Int 20 Year 4.000 20301101 4.	4.000	11/01/2030	15	97.280	14,307.99	Aaa	AAA	2.250	5.084	4.112	2.545	0.54		5.084
31418CG99 - FNMA Umbs Int 20 Year 3.500 20370301 3.	3.500	03/01/2037	3	94.830	3,204.47	Aaa	AAA	4.170	4.847	3.691	4.745	0.12	3.100	4.847
31418CMJ0 - FNMA Umbs Int 15 Year 3.000 20320701 3.	3.000	07/01/2032	14	94.420	13,708.79	Aaa	AAA	2.930	5.110	3.177	3.057	0.52	2.531	5.110
31418DY55 - FNMA Umbs Shrt 10 Year 1.500 20310501 1.	1.500	05/01/2031	12	91.090	11,286.46	Aaa	AAA	2.720	5.516	1.647	2.825	0.43	1.265	5.516
3622AANY6 - GNMA Pass-Thru C Platinum 15yr 3.500 20310420 3.	3.500	04/01/2031	5	96.590	4,807.47	Aaa	AAA	2.060	5.227	3.624	2.082	0.18	2.851	5.227
83164MP94 - Sba Pc Var Qtrly Adj 5.250 20281225 5.	6.250	11/01/2028	12	100.190	12,564.25	Aaa	AAA	0.190	5.545	6.238	1.882	0.48		5.545

Treasuries

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912797KQ9 - Treasury Bill	0.000	07/23/2024	93	99.680	92,702.40	U.S./#Aaa	U.S.	0.068	4.687	0.000	0.068	3.52	4.683	4.687
9128282Y5 - United States Treas Nts 2.125%09/30/24 2.125%	2.125	09/30/2024	130	99.190	129,618.75	U.S./#Aaa	U.S.	0.251	5.294	2.142	0.258	4.92	1.429	5.294
91282CDN8 - United States Treas Nts 1%12/15/24 1%12/1	1.000	12/15/2024	189	98.080	185,438.33	U.S./#Aaa	U.S.	0.453	5.232	1.020	0.466	7.03	1.506	5.232
91282CEQ0 - United States Treas Nts 2.75%05/15/25 2.75%0	2.750	05/15/2025	20	97.930	19,651.76	U.S./#Aaa	U.S.	0.852	5.182	2.808	0.879	0.75	4.068	5.182
91282CFP1 - United States Treas Nts 4.25%10/15/25 4.25%1	4.250	10/15/2025	22	99.060	21,982.24	U.S./#Aaa	U.S.	1.245	5.002	4.290	1.299	0.83	3.922	5.002
91282CHB0 - US Treasury N/B	3.625	05/15/2026	120	97.960	118,072.11	U.S./#Aaa	U.S.	1.787	4.770	3.700	1.879	4.48	4.108	4.770
91282CHU8 - US Treasury N/B	4.375	08/15/2026	156	99.340	157,482.90	U.S./#Aaa	U.S.	2.006	4.702	4.404	2.132	5.97	4.506	4.702
91282CKA8 - US Treasury N/B	4.125	02/15/2027	132	98.850	132,486.48	U.S./#Aaa	U.S.	2.460	4.592	4.173	2.636	5.02	4.542	4.592

Emergency Maintenance Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity	
DESTCT - City of Destin (Prices as of 06/28/2024)	3.205	12/01/2027	3,805	97.971	3,747,685.56				1.476	5.134	3.276	1.614	100.00	3.269	5.134
Cash															
-															
CASHCASH6 - OPENING BALANCE	0.000	06/28/2024	23	100.000	23,190.35	U.S./#Aaa	U.S.	0.000	0.000	0.000	0.000	0.62	0.000	0.000	
ABS															
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05522RDH8 - Bank of America Credit Card Trust	4.980	11/15/2026	33	99.930	33,036.25	Aaa		2.180	5.096	4.983	2.373	0.88			5.096
12660DAC1 - Cnh Equipment Tr 2022-a 20270715 0.00000 a-3	2.940	07/15/2027	71	97.860	69,851.09		AAA	0.880	5.967	3.004	0.923	1.86	2.941		5.967
12666DAB7 - Cnh Equipment Trust	5.900	09/15/2030	20	100.110	20,180.20	Aaa		0.430	5.791	5.894	0.447	0.54			5.791
14041NFW6 - COMET 2021-A1 A1 0.55% 07/15/2026	0.550	07/15/2026	72	99.780	71,855.90		AAA	0.040	5.604	0.551	0.038	1.92	0.551		5.604
14044EAD0 - Capital One Prime Auto Receivables Trust	5.820	03/15/2027	33	100.910	33,369.66	Aaa		1.710	5.399	5.768	1.945	0.89			5.399
14317DAC4 - Carmax Auto Owner Trust 2021-3 20260615 0.00000 a-3	0.550	06/15/2026	38	97.860	37,462.04	Aaa	AAA	0.400	5.852	0.562	0.416	1.00	0.553		5.852
233869AC0 - DTRT 2022-1 A3 5.23% 02/17/2026	5.230	02/15/2026	40	99.780	40,307.60	Aaa		0.510	5.748	5.242	0.529	1.08			5.748
254683CX1 - Discover Card Exe Tr 2022-4 20271015 0.00000 a	5.030	10/15/2027	48	99.630	47,909.59		AAA	1.220	5.417	5.049	1.288	1.28	5.033		5.417
34528QHF4 - Ford Credit Mstr Tr a 19-4 20260915 2.44000 a	2.440	09/15/2026	72	99.330	71,581.04	Aaa	AAA	0.210	5.733	2.456	0.205	1.91			5.733
41285JAD0 - HDMOT 2023-A A3 5.05% 12/15/2027	5.050	09/15/2027	44	99.550	44,437.74	Aaa		0.970	5.554	5.073	1.099	1.19	5.052		5.554
448977AD0 - Hyundai Auto Rec Tr 2022-a 20261015 0.00000 a-3	2.220	10/15/2026	45	98.190	44,472.26		AAA	0.510	5.788	2.261	0.559	1.19	2.221		5.788
47787JAC2 - John Deere Owner Tr 2022 20260915 0.00000 a-3	2.320	09/15/2026	40	98.030	39,225.39	Aaa		0.550	5.853	2.367	0.575	1.05	2.325		5.853
587918AD5 - Mercedes-Benz Auto Receivables Trust	4.800	01/15/2029	67	99.350	66,680.63	Aaa	AAA	1.680	5.383	4.831	1.825	1.78			5.383
65480BAC1 - NAROT 2021-A A3	0.330	10/15/2025	14	98.890	13,781.25	Aaa	AAA	0.180	5.757	0.334	0.189	0.37	0.330		5.757
92348KAH6 - Verizon Master Trust 2022-2 20280720 0.00000 a	1.530	07/20/2028	30	97.760	29,338.20	Aaa	AAA	1.010	3.744	1.565	1.044	0.78	1.534		3.744
92348KAS2 - Verizon Master Trust 2022-4 20281120 0.00000 a	3.400	11/20/2028	68	98.170	66,806.97	Aaa		1.390	5.049	3.463	1.471	1.78			5.049
92808VAA0 - Virginia Power Fuel Sec	5.088	05/01/2027	33	99.510	33,463.28	Aaa	AAA	1.411	5.171	5.113	2.841	0.89	5.088		5.171
98164HAD0 - World Omni Auto Receivables Trust	5.270	07/15/2029	37	100.290	37,177.71		AAA	2.330	5.211	5.255	2.553	0.99			5.211
Agencies															
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3130AV7L0 - Federal Home Loan Banks Cons Bd 25 Cons B	5.000	02/28/2025	35	99.800	35,513.33	Aaa	AAA	0.648	5.298	5.010	0.671	0.95	5.066		5.298
3130AYPN0 - Federal Home Loan Bank	4.125	01/15/2027	100	98.830	100,537.29	Aaa	AAA	2.382	4.616	4.174	2.551	2.68	4.201		4.616
3133EN4N7 - Federal Farm Credit Banks Bds Usd (Sec Regd)	4.250	12/20/2024	71	99.400	70,641.06	Aaa	AAA	0.466	5.534	4.276	0.479	1.88	4.330		5.534
3134GVB31 - Federal Home Ln Mtg Corp Call 0.75%052825 Call 0	0.750	05/28/2025	122	95.870	117,037.66	Aaa	AAA	0.892	5.429	0.782	0.915	3.12	4.390		5.429
3134GXNM2 - Freddie Mac	2.670	03/25/2027	77	94.870	73,581.01	Aaa	AA+	2.592	4.684	2.814	2.740	1.96	4.415		4.684
3134GXR63 - Federal Home Ln Mtg Corp Call 4.05%082825 Call 4	4.050	08/28/2025	105	98.910	105,249.38	Aaa	AA+	1.123	5.019	4.095	1.167	2.81	4.553		5.019
742651DX7 - Private Export Funding Corp. 1.75% Snr Sec Pidi Nts 15/11/20	1.750	11/15/2024	70	98.550	69,131.32	Aaa	AAA	0.371	5.630	1.776	0.384	1.84	1.283		5.630
CMBS															
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3137BRQH1 - FHLMC Remic Series K-057 20250625 2.20600 a-1	2.206	06/01/2025	50	98.740	49,012.48	Aaa	AAA	0.320	5.625	2.234	0.326	1.31			5.625
CMO															
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3136A06K8 - FNMA Remic Trust 2011-91 20260825 2.50000 E	2.500	08/01/2026	11	98.060	10,423.91	Aaa	AAA	0.560	5.691	2.549	0.589	0.28			5.691
3136A73R1 - FNMA Remic Trust 2012-95 20320825 2.00000 Bd	2.000	08/01/2032	86	92.410	79,465.92	Aaa	AAA	2.670	5.140	2.164	2.877	2.12			5.140
3136AGDV1 - FNMA Remic Trust 2013-97 20311125 3.00000 Eb	3.000	11/01/2031	18	98.720	17,895.99	Aaa	AAA	0.410	5.692	3.039	0.422	0.48			5.692
3137A7G46 - Freddie Mac	4.000	05/01/2030	80	97.850	78,848.67	Aaa	AAA	2.310	5.100	4.088	2.597	2.10			5.100
3137ANTK1 - FHLMC Remic Series 4027 20410715 3.50000 Ta	3.500	07/01/2041	72	95.150	68,520.52	Aaa	AAA	3.110	5.024	3.678	3.410	1.83			5.024
3137AWNN1 - FHLMC Remic Series 4136 20260115 3.00000 Vj	3.000	01/01/2026	11	97.680	11,005.23	Aaa	AAA	0.780	5.649	3.071	0.811	0.29	2.895		5.649
3137B1MW9 - FHLMC Remic Series 4198 20330115 4.00000 Qp	4.000	01/01/2033	35	97.910	34,743.85	Aaa	AAA	1.550	5.411	4.085	1.671	0.93			5.411
3137B1XY3 - FHLMC Remic Series 4204 20280515 1.75000 Hd	1.750	05/01/2028	23	95.360	21,857.89	Aaa	AAA	1.290	5.368	1.835	1.378	0.58			5.368
3137B95Q4 - FHLMC Remic Series 4316 20330315 3.00000 Mh	3.000	03/01/2033	13	98.370	12,668.64	Aaa	AAA	0.620	5.897	3.050	0.608	0.34			5.897
3137BDYM2 - FHLMC Remic Series 4387 20281115 2.00000 E	2.000	11/01/2028	49	95.650	46,987.28	Aaa	AAA	1.300	5.379	2.091	1.370	1.25			5.379
31393RTE0 - FHLMC Remic Series 2631 20330615 3.62500 Da	3.625	06/01/2033	14	98.110	13,992.08	Aaa	AA+	0.840	5.853	3.695	0.786	0.37	3.152		5.853
31394CBB7 - FNMA Remic Trust 2005-3 20350225 5.50000 Ap	5.500	02/01/2035	8	100.610	7,610.48	Aaa	AAA	2.370	5.018	5.467	2.688	0.20			5.018
38384JZW7 - Government National Mortgage Association	5.500	12/01/2028	89	99.600	89,421.78	Aaa	AAA	2.980	5.426	5.522	3.216	2.39			5.426
MBS															
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3128MFNA2 - FHLMC Giant Mbs Gold Comb 15 3.000 20330501 3.	3.000	05/01/2033	51	94.420	48,670.16	Aaa	AAA	3.120	5.069	3.177	3.224	1.30	2.529		5.069
3132A8SY6 - FHLMC Super 15y Fixed 2.000 20320101 2.	2.000	01/01/2032	23	91.980	20,849.42	Aaa	AAA	2.760	5.164	2.174	2.858	0.56	1.622		5.164
3132AEFB7 - FHLMC Super 15y Fixed 3.500 20330201 3.	3.500	02/01/2033	65	96.450	62,971.39	Aaa	AAA	2.260	5.096	3.629	2.499	1.68			5.096
3132D9SF2 - Freddie Mac	6.000	04/01/2044	30	101.580	30,609.00	Aaa	AAA	1.790	5.452	5.907	2.532	0.82			5.452

Emergency Maintenance Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
3140X8BF3 - FNMA Super Int 15 Year 4.000 20340601 4.	4.000	06/01/2034	18	97.400	17,876.82	Aaa	AAA	2.650	5.074	4.107	2.893	0.48	3.499	5.074
3140X8RF6 - FNMA Super Shrt 10 Year 1.500 20301201 1.	1.500	12/01/2030	57	91.500	52,094.62	Aaa	AAA	2.560	5.550	1.639	2.674	1.39	1.240	5.550
31418AJK5 - FNMA Umbs Int 20 Year 3.000 20320901 3.	3.000	09/01/2032	68	93.950	64,200.85	Aaa	AAA	2.940	4.958	3.193	3.262	1.71		4.958
31418CB45 - FNMA Pass-Thru Int 20 Year 3.500 20360901 3.	3.500	09/01/2036	26	94.000	24,590.59	Aaa	AAA	4.010	4.946	3.723	4.636	0.66	3.055	4.946
31418CMJ0 - FNMA Umbs Int 15 Year 3.000 20320701 3.	3.000	07/01/2032	51	94.420	48,409.16	Aaa	AAA	2.930	5.110	3.177	3.057	1.29	2.531	5.110
31418DY55 - FNMA Umbs Shrt 10 Year 1.500 20310501 1.	1.500	05/01/2031	20	91.090	18,468.76	Aaa	AAA	2.720	5.516	1.647	2.825	0.49	1.265	5.516
36202FJC1 - GNMA Pass-Thru M Single Family 4.000 20250820 4.	4.000	08/01/2025	6	99.000	6,196.70	Aaa	AAA	0.480	5.905	4.040	0.493	0.17	3.085	5.905
3622AANY6 - GNMA Pass-Thru C Platinum 15yr 3.500 20310420 3.	3.500	04/01/2031	15	96.590	14,956.55	Aaa	AAA	2.060	5.227	3.624	2.082	0.40	2.851	5.227
83164MP94 - Sba Pc Var Qtrly Adj 5.250 20281225 5.	6.250	11/01/2028	47	100.190	47,115.92	Aaa	AAA	0.190	5.545	6.238	1.882	1.26		5.545

Treasuries

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912797KQ9 - Treasury Bill	0.000	07/23/2024	66	99.680	65,788.80	U.S./#Aaa	U.S.	0.068	4.687	0.000	0.068	1.76	4.683	4.687
9128282Y5 - United States Treas Nts 2.125%09/30/24 2.125%	2.125	09/30/2024	215	99.190	214,369.47	U.S./#Aaa	U.S.	0.251	5.294	2.142	0.258	5.72	1.191	5.294
91282CDN8 - United States Treas Nts 1%12/15/24 1%12/1	1.000	12/15/2024	195	98.080	191,325.26	U.S./#Aaa	U.S.	0.453	5.232	1.020	0.466	5.11	0.922	5.232
91282CEQ0 - United States Treas Nts 2.75%05/15/25 2.75%0	2.750	05/15/2025	26	97.930	25,547.29	U.S./#Aaa	U.S.	0.852	5.182	2.808	0.879	0.68	4.068	5.182
91282CFP1 - United States Treas Nts 4.25%10/15/25 4.25%1	4.250	10/15/2025	114	99.060	113,907.99	U.S./#Aaa	U.S.	1.245	5.002	4.290	1.299	3.04	4.200	5.002
91282CHB0 - US Treasury N/B	3.625	05/15/2026	254	97.960	249,919.30	U.S./#Aaa	U.S.	1.787	4.770	3.700	1.879	6.67	4.221	4.770
91282CHU8 - US Treasury N/B	4.375	08/15/2026	300	99.340	302,851.73	U.S./#Aaa	U.S.	2.006	4.702	4.404	2.132	8.08	4.448	4.702
91282CKA8 - US Treasury N/B	4.125	02/15/2027	188	98.850	188,692.86	U.S./#Aaa	U.S.	2.460	4.592	4.173	2.636	5.03	4.542	4.592

Emergency Operating Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
DESTC1 - City Of Destin (Prices as of 06/28/2024)	3.164	05/17/2027	3,803	97.998	3,747,705.26			1.411	5.122	3.233	1.537	100.00	3.333	5.122
Cash														
CASHCASH6 - OPENING BALANCE	0.000	06/28/2024	18	100.000	17,869.99	U.S./#Aaa	U.S.	0.000	0.000	0.000	0.000	0.48	0.000	0.000
ABS														
05522RDH8 - Bank of America Credit Card Trust	4.980	11/15/2026	34	99.930	34,037.34	Aaa		2.180	5.096	4.983	2.373	0.91		5.096
12660DAC1 - Cnh Equipment Tr 2022-a 20270715 0.00000 a-3	2.940	07/15/2027	71	97.860	69,851.09		AAA	0.880	5.967	3.004	0.923	1.86	2.941	5.967
14044EAD0 - Capital One Prime Auto Receivables Trust	5.820	03/15/2027	33	100.910	33,369.66	Aaa		1.710	5.399	5.768	1.945	0.89		5.399
14317DAC4 - Carmax Auto Owner Trust 2021-3 20260615 0.00000 a-3	0.550	06/15/2026	39	97.860	38,483.73	Aaa	AAA	0.400	5.852	0.562	0.416	1.03	0.553	5.852
233869AC0 - DTRT 2022-1 A3 5.23% 02/17/2026	5.230	02/15/2026	40	99.780	40,307.60	Aaa		0.510	5.748	5.242	0.529	1.08		5.748
254683CX1 - Discover Card Exe Tr 2022-4 20271015 0.00000 a	5.030	10/15/2027	39	99.630	38,926.54		AAA	1.220	5.417	5.049	1.288	1.04	5.033	5.417
41285JAD0 - HDMOT 2023-A A3 5.05% 12/15/2027	5.050	09/15/2027	45	99.550	45,447.69	Aaa		0.970	5.554	5.073	1.099	1.21	5.052	5.554
448977AD0 - Hyundai Auto Rec Tr 2022-a 20261015 0.00000 a-3	2.220	10/15/2026	46	98.190	45,089.94		AAA	0.510	5.788	2.261	0.559	1.20	2.221	5.788
47787JAC2 - John Deere Owner Tr 2022 20260915 0.00000 a-3	2.320	09/15/2026	41	98.030	39,770.18	Aaa		0.550	5.853	2.367	0.575	1.06	2.325	5.853
47788UAC6 - John Deere Owner Tr 2021 20250915 0.00000 a-3	0.360	09/15/2025	11	99.370	10,958.83	Aaa		0.130	5.940	0.362	0.126	0.29		5.940
47800CAC0 - JDOT 2023-A A3 5.01% 11/15/2027	5.010	11/15/2027	72	99.540	71,799.06	Aaa		1.290	5.550	5.033	1.378	1.92	5.014	5.550
587918AD5 - Mercedes-Benz Auto Receivables Trust	4.800	01/15/2029	68	99.350	67,675.87	Aaa	AAA	1.680	5.383	4.831	1.825	1.81		5.383
65480BAC1 - NAROT 2021-A A3	0.330	10/15/2025	14	98.890	13,592.47	Aaa	AAA	0.180	5.757	0.334	0.189	0.36	0.330	5.757
92348KAH6 - Verizon Master Trust 2022-2 20280720 0.00000 a	1.530	07/20/2028	72	97.760	70,411.68	Aaa	AAA	1.010	3.744	1.565	1.044	1.88	1.534	3.744
92348KAS2 - Verizon Master Trust 2022-4 20281120 0.00000 a	3.400	11/20/2028	72	98.170	70,736.80	Aaa		1.390	5.049	3.463	1.471	1.89		5.049
92806VAA0 - Virginia Power Fuel Sec	5.088	05/01/2027	34	99.510	34,477.31	Aaa	AAA	1.411	5.171	5.113	2.841	0.92	5.088	5.171
98164HAD0 - World Omni Auto Receivables Trust	5.270	07/15/2029	37	100.290	37,177.71		AAA	2.330	5.211	5.255	2.553	0.99		5.211
Agencies														
3130AYPN0 - Federal Home Loan Bank	4.125	01/15/2027	105	98.830	105,564.16	Aaa	AAA	2.382	4.616	4.174	2.551	2.82	4.201	4.616
3133EN4N7 - Federal Farm Credit Banks Bds Usd (Sec Regd)	4.250	12/20/2024	71	99.400	70,641.06	Aaa	AAA	0.466	5.534	4.276	0.479	1.88	4.330	5.534
3134GVB31 - Federal Home Ln Mtg Corp Call 0.75%052825 Call 0	0.750	05/28/2025	78	95.870	74,827.35	Aaa	AAA	0.892	5.429	0.782	0.915	2.00	4.185	5.429
3134GXNM2 - Freddie Mac	2.670	03/25/2027	77	94.870	73,581.01	Aaa	AA+	2.592	4.684	2.814	2.740	1.96	4.415	4.684
3134GXR63 - Federal Home Ln Mtg Corp Call 4.05%082825 Call 4	4.050	08/28/2025	108	98.910	108,256.50	Aaa	AA+	1.123	5.019	4.095	1.167	2.89	4.553	5.019
742651DX7 - Private Export Funding Corp. 1.75% Snr Sec Pldi Nts 15/11/20	1.750	11/15/2024	72	98.550	71,106.50	Aaa	AAA	0.371	5.630	1.776	0.384	1.90	1.766	5.630
880591ER9 - Tennessee Valley Auth Sr Nt 2.875%24 Sr Nt	2.875	09/15/2024	122	99.460	122,344.73	Aaa	AA+	0.210	5.384	2.891	0.216	3.26	3.880	5.384
CMBS														
3137BGK24 - FHLMC Remic Series K-043 20241225 3.06200 a-2	3.062	12/01/2024	41	98.750	40,551.94	Aaa	AAA	0.410	5.588	3.101	0.419	1.08		5.588
3137BRQH1 - FHLMC Remic Series K-057 20250625 2.20600 a-1	2.206	06/01/2025	26	98.740	26,062.19	Aaa	AAA	0.320	5.625	2.234	0.326	0.70		5.625
CMO														
3136A06K8 - FNMA Remic Trust 2011-91 20260825 2.50000 E	2.500	08/01/2026	11	98.060	10,423.91	Aaa	AAA	0.560	5.691	2.549	0.589	0.28		5.691
3136A6AA2 - FNMA Remic Trust 2012-52 20270525 2.00000 Da	2.000	05/01/2027	44	96.430	42,166.95	Aaa	AAA	1.020	5.699	2.074	1.058	1.13		5.699
3136A73R1 - FNMA Remic Trust 2012-95 20320825 2.00000 Bd	2.000	08/01/2032	81	92.410	75,206.82	Aaa	AAA	2.670	5.140	2.164	2.877	2.01		5.140
3137B1XY3 - FHLMC Remic Series 4204 20280515 1.75000 Hd	1.750	05/01/2028	21	95.360	19,922.31	Aaa	AAA	1.290	5.368	1.835	1.378	0.53		5.368
3137B95Q4 - FHLMC Remic Series 4316 20330315 3.00000 Mh	3.000	03/01/2033	10	98.370	9,701.94	Aaa	AAA	0.620	5.897	3.050	0.608	0.26		5.897
3137BDYM2 - FHLMC Remic Series 4387 20281115 2.00000 E	2.000	11/01/2028	49	95.650	46,917.87	Aaa	AAA	1.300	5.379	2.091	1.370	1.25		5.379
31393RTE0 - FHLMC Remic Series 2631 20330615 3.62500 Da	3.625	06/01/2033	14	98.110	13,992.08	Aaa	AA+	0.840	5.853	3.695	0.786	0.37	3.152	5.853
31394CBB7 - FNMA Remic Trust 2005-3 20350225 5.50000 Ap	5.500	02/01/2035	7	100.610	7,085.38	Aaa	AAA	2.370	5.018	5.467	2.688	0.19		5.018
38374LSY3 - GNMA Remic Trust 2005-74 20350916 7.50000 Hb	7.500	09/01/2035	7	101.220	6,940.36	Aaa	AA+	0.950	5.357	7.410	1.049	0.19	6.848	5.357
38384JZW7 - Government National Mortgage Association	5.500	12/01/2028	89	99.600	89,421.78	Aaa	AAA	2.980	5.426	5.522	3.216	2.39		5.426
MBS														
3128MFNA2 - FHLMC Giant Mbs Gold Comb 15 3.000 20330501 3.	3.000	05/01/2033	51	94.420	48,670.16	Aaa	AAA	3.120	5.069	3.177	3.224	1.30	2.529	5.069
3128MMRL9 - FHLMC Giant Mbs Gold Comb 15 3.500 20281101 3.	3.500	11/01/2028	65	97.100	63,299.87	Aaa	AAA	1.670	5.163	3.605	1.784	1.69	3.885	5.163
3128MMVM2 - FHLMC Giant Mbs Gold Comb 15 2.500 20311101 2.	2.500	11/01/2031	46	93.360	42,717.20	Aaa	AAA	2.730	5.168	2.678	2.830	1.14	2.067	5.168
3132A8SY6 - FHLMC Super 15y Fixed 2.000 20320101 2.	2.000	01/01/2032	21	91.980	19,360.17	Aaa	AAA	2.760	5.164	2.174	2.858	0.52	1.622	5.164
3132D9SF2 - Freddie Mac	6.000	04/01/2044	30	101.580	30,609.00	Aaa	AAA	1.790	5.452	5.907	2.532	0.82		5.452
3140X7WA3 - FNMA Super Int 15 Year 2.500 20350201 2.	2.500	02/01/2035	9	94.140	8,244.43	Aaa	AAA	2.300	5.168	2.656	2.414	0.22	2.153	5.168
3140X8BF3 - FNMA Super Int 15 Year 4.000 20340601 4.	4.000	06/01/2034	18	97.400	18,061.12	Aaa	AAA	2.650	5.074	4.107	2.893	0.48	3.499	5.074
3140X8RF6 - FNMA Super Shrt 10 Year 1.500 20301201 1.	1.500	12/01/2030	57	91.500	52,094.62	Aaa	AAA	2.560	5.550	1.639	2.674	1.39	1.240	5.550
31418CG99 - FNMA Umbfs Int 20 Year 3.500 20370301 3.	3.500	03/01/2037	16	94.830	14,954.18	Aaa	AAA	4.170	4.847	3.691	4.745	0.40	3.100	4.847
31418CMJ0 - FNMA Umbfs Int 15 Year 3.000 20320701 3.	3.000	07/01/2032	54	94.420	51,407.96	Aaa	AAA	2.930	5.110	3.177	3.057	1.37	2.531	5.110
31418DY55 - FNMA Umbfs Shrt 10 Year 1.500 20310501 1.	1.500	05/01/2031	69	91.090	62,588.57	Aaa	AAA	2.720	5.516	1.647	2.825	1.67	1.265	5.516
3622AANY6 - GNMA Pass-Thru C Platinum 15yr 3.500 20310420 3.	3.500	04/01/2031	14	96.590	13,888.22	Aaa	AAA	2.060	5.227	3.624	2.082	0.37	2.851	5.227
83164MP94 - Sba Pc Var Qtrly Adj 5.250 20281225 5.	6.250	11/01/2028	56	100.190	56,539.11	Aaa	AAA	0.190	5.545	6.238	1.882	1.51		5.545
Treasuries														
912797KQ9 - Treasury Bill	0.000	07/23/2024	94	99.680	93,699.20	U.S./#Aaa	U.S.	0.068	4.687	0.000	0.068	2.50	4.683	4.687

Emergency Operating Fund

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight	Book Yield	Yield to Maturity
9128282Y5 - United States Treas Nts 2.125%09/30/24 2.125%	2.125	09/30/2024	213	99.190	212,375.34	U.S./#Aaa	U.S.	0.251	5.294	2.142	0.258	5.67	1.172	5.294
91282CDN8 - United States Treas Nts 1%12/15/24 1%12/1	1.000	12/15/2024	252	98.080	247,251.10	U.S./#Aaa	U.S.	0.453	5.232	1.020	0.466	6.60	0.980	5.232
91282CEQ0 - United States Treas Nts 2.75%05/15/25 2.75%0	2.750	05/15/2025	27	97.930	26,529.88	U.S./#Aaa	U.S.	0.852	5.182	2.808	0.879	0.71	4.068	5.182
91282CFP1 - United States Treas Nts 4.25%10/15/25 4.25%1	4.250	10/15/2025	114	99.060	113,907.99	U.S./#Aaa	U.S.	1.245	5.002	4.290	1.299	3.04	4.200	5.002
91282CHB0 - US Treasury N/B	3.625	05/15/2026	293	97.960	288,292.74	U.S./#Aaa	U.S.	1.787	4.770	3.700	1.879	7.69	4.162	4.770
91282CHU8 - US Treasury N/B	4.375	08/15/2026	297	99.340	299,823.21	U.S./#Aaa	U.S.	2.006	4.702	4.404	2.132	8.00	4.447	4.702
91282CKA8 - US Treasury N/B	4.125	02/15/2027	188	98.850	188,692.86	U.S./#Aaa	U.S.	2.460	4.592	4.173	2.636	5.03	4.542	4.592

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James Camp, CFA

Managing Director and
Portfolio Manager

Burton Mulford, CFA

Portfolio Manager

Joseph Jackson, CFA

Portfolio Co-Manager

Sheila King, CFA

Portfolio Co-Manager

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Market Overview^{1,2}

The bond market, as measured by the Bloomberg U.S. Aggregate Bond Index, finished relatively flat in the second quarter returning just 0.07%. The slightly positive return can largely be attributed to positive performance in May and June as interest rates reset lower following a sharp run-up in April. The yield on the benchmark 10-year U.S. Treasury note increased 48 basis points from 4.20% in March to 4.68% at the end of April before consolidating lower to 4.40% by the end of the quarter. Abrupt movements among interest rates continue to be impacted by mixed economic signals and their influence on the repricing of future monetary policy scenarios.

Portfolio Review^{1,2}

Taxable Portfolios

Investment-grade corporate bonds, as measured by the Bloomberg U.S. Corporate Bond Index, fell marginally by -0.09% during the quarter. The negative quarterly performance was driven by both a rise in interest rates and corporate credit spread widening. The average corporate credit spread moved 4 basis points higher from 0.90% at the end of March to 0.94% at the end of June. Corporate credit spreads tightened to 0.85% at the end of May, the lowest level since November 2021, before persistently widening in June as geopolitical events sparked a flight to quality. Still, credit spreads remain historically tight.

Corporate bonds underperformed all other major taxable fixed-income sectors on a total return basis and slightly underperformed U.S. Treasuries on a duration-adjusted basis. Government-related securities and securitized products (asset-backed,

mortgage-backed, and commercial mortgage-backed securities) posted positive total returns during the quarter and mixed results relative to Treasuries with government-related securities outperforming.

Tax-sensitive Portfolios

Total return for the month of June was positive for municipal bonds with the Bloomberg Municipal Bond Index up 1.53%, ending the quarter down -0.02%. June's rally alleviated much of the year's negative performance, bringing year-to-date total return to -0.40%. Over the quarter, total return performance was mixed across the curve, with the Bloomberg 1-year Municipal Bond Index up 0.82%, the 5-year index down -0.42%, the 10-year index down -1.04%, the 15-year index down -0.15%, and the 22+ year index up 0.83%. Municipals underperformed U.S. Treasuries by 12 basis points during the quarter, with the U.S. Treasury Index up 0.10%; however, on a year-to-date basis municipals have outperformed by 46 basis points. The May selloff brought municipal bond prices down to more desirable levels, resulting in a June rally due in part to the seasonally high redemption period and healthy new issuance supply. Given the excess of new issuance volume this year, attractive tax-equivalent yields, and continued strong demand, we continue to have a constructive view on the municipal market going into the second half of the year.

AAA municipal to Treasury ratios decreased across the curve, with the 5-year, 10-year, 15-year and 30-year ratios cheapening by roughly 2 to 5 percentage points over the month, ending the quarter at 68%, 65%, 69%, and 84%, respectively. Despite the richness, we believe there is still value for investors who may want to consider locking in tax-

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efficient income from coupon payments. As of the end of June, the Bloomberg Municipal Bond Index's yield-to-worst was 3.72%, a tax-equivalent yield of 6.28%. Yield-to-worst for the 7-year and 15-year benchmarks was 3.46% and 3.69%, respectively. Given the relative richness of the market and continued rate volatility, our programs remain barbelled with a focus on reinvesting bond proceeds in the longer portion of the curve, where we believe there is more value. In addition, we will look for opportunities in the market to sell credits that we believe are at peak prices and/or are showing weakness in their credit fundamentals.

Net municipal bond funds were slightly positive in June with net inflows of \$255 million, bringing year-to-date net inflows to \$2 billion. New issuance surged this quarter, with June's new issuance totaling \$44.8 billion, bringing year-to-date issuance to \$238.8 billion — up 31% year over year and 20% above the 10-year average. The increase in supply was driven primarily by tax-exempt issuance, up 38% year over year at \$222 billion. Taxable municipal issuance totaled \$16.7 billion, down 22% year over year. The supply and demand imbalance has resulted in many new issue deals being oversubscribed and then re-priced at higher prices. As a result, we expect prices to remain relatively expensive and range-bound in the near term. New issuance will likely remain strong during the summer and early fall, as many issuers will likely try to come to market prior to the November presidential election. In addition, municipal research professionals continue to increase their annual supply issue forecasts, now ranging from \$430 billion to \$450 billion.

Credit quality remains strong for most sectors, with both S&P and Moody's reporting upgrades exceeding downgrades by 4.2x and 3.6x in 2023, respectively. The preponderance

of upgrades is due to continued economic stability and strengthening of finances, particularly in the local government sector. As discussed in prior commentaries, we remain cautious within the healthcare and higher education sectors as both experienced significant margin compressions in 2023 due to higher labor and supply costs. As inflation comes down, we expect expenses to moderate, which should bring revenues and expenses into balance. For these two sectors, both credit agencies reported downgrades exceeding upgrades. In recent headlines, tobacco bonds secured by Master Settlement Agreement (MSA) payments have been feeling the pressure as declines in smoking as well as higher taxes on the purchase of cigarettes have driven the payments that back the securities to a record low. According to the U.S. Centers for Disease Control, the percentage of Americans who smoke has declined from 21% in 2005 to 12% in 2021. The decline has been going on for decades, but with the launch of alternatives such as electronic vaping and smokeless tobacco options, the decline has certainly accelerated in recent years. While we do invest in this sector, our focus is primarily on newer tobacco deals that have more bondholder-friendly features, including shorter final maturities, traditional amortization schedules, and most importantly more realistic breakeven consumption decline estimates. As we dive into the second half of the year, we will follow these sectors and others, adjusting our holdings as necessary.

Outlook^{1,2}

As we enter the second half of 2024, our outlook continues to call for a slower growth environment, while our expectations for inflation remain elevated. We have long been advocates for a higher for longer restrictive monetary policy as we do not believe there

is enough evidence that inflation can durably return to the U.S. Federal Reserve's (Fed) stated target of 2%. Mixed economic signals continue to present complexities in the immediate path of monetary policy.

Economic data for the second quarter has largely come in mixed to weak from a rate of change perspective. The Institute for Supply Management's Services ISM[®] Report on Business[®] showed broader signs of cooling demand in June as it unexpectedly weakened to contractionary territory with a sharp deterioration in business activity and orders placed. June's ISM manufacturing Purchasing Managers' Index came in at 48.5, remaining within the contractionary threshold now for three straight months. Looking ahead to the third quarter, the economy will almost certainly experience a deceleration in growth as we lap the base effects from a relatively strong quarter of 2023, including peak government spending, "Barbenheimer," and the Taylor Swift concert effect.

The labor market simply isn't as tight as it was just a year ago. There is evidence of additional cracks forming as jobless claims experience an uptrend and continuous claims rise. Over the past two months, the ratio of job openings per available worker has fallen below 1 (0.89 for May, which is back to pre-pandemic levels). This ratio is important as the risk is that a continued uptick in layoffs will directly reflect in higher unemployment as it becomes much harder to find a replacement job. Should the labor market continue to worsen, and household financial flexibility diminishes, growth could slow much more intensely.

At this time in the inflation cycle, it is essential we distinguish between our shorter-term cyclical and longer-term structural views on inflation. Over the next three months, inflation

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has the highest probability of showing signs of abating. Base effects will be relatively mixed or flattish, shelter costs still have about three to six months of disinflation left, and pro-inflationary effects of container shipping costs due to Middle East turmoil won't be fully realized for another few months. However, base effects will then ease meaningfully heading into the fourth quarter. Shelter will move from a disinflationary tailwind to an inflationary headwind just as the lag in container shipping costs begins to take hold. These factors combined with broader trends in deglobalization and long-tailed ripple effects of the post-pandemic economy will serve to sustain inflationary pressures. We believe the Fed will ultimately need to revise its inflation target considering this structural inflation dynamic as it is unlikely 2% inflation can be achieved without a recession.

In the Fed's June summary of economic projections (SEP) report, we recognized an implicit acknowledgment of this view as Fed officials revised their inflation forecasts higher

over the next two years. Despite these higher inflation expectations, and previous upward revisions to anticipated economic growth and lower unemployment projections, the Federal Open Market Committee median dot plot still calls for interest rate one cut, with eight of the 19 officials calling for two, by the end of this year. While inflation remains comfortably higher than the target, the Fed's continued support for cuts before year-end all but serves as a de facto adjustment to its inflation mandate (i.e., higher than 2%), without officially signaling it as such. We have always believed the Fed's original dot plot for 2024 was erroneous. However, and without trying to contradict ourselves, any imminent labor market deterioration coinciding with a third-quarter growth slowdown and easing cyclical inflationary pressures could allow for the Fed to justify one or two cuts before year-end.

A continuation of the mixed signals outlined above and their impacts on Fed rhetoric/policy are likely to keep volatility elevated across financial markets. Adding to potential

headwinds on the horizon is the looming impact of the U.S. election and the economic implications the respective nominees will present. Geopolitical tensions also remain turbulent as ongoing conflicts proceed, while trade tensions between the United States and other parts of the world (e.g., China) continue to pose additional risks.

We continue to believe the fixed income market presents investors with attractive opportunities to benefit from historically high all-in yield levels that will help hedge against future volatility. We expect persistent releases of varied economic data will likely keep the 10-year U.S. Treasury rate within a range of 4% to 4.75%. Should the economic environment progress in accordance with our outlook, we would expect rates in the interim to bounce around the mid- to higher end of the range. Any consolidation near the upper end of that range, and without any meaningful change to our outlook, would warrant a buying opportunity.

References to specific securities are intended to illustrate the types of securities Eagle may hold in this portfolio. They are not intended as representations of specific investment recommendations that would have been profitable to an investor. Past performance is not a guarantee of future results. Opinions and estimates offered constitute Eagle's judgment and are subject to change without notice as are statements of financial-market trends, which are based on current market conditions. Investing involves risk, including the possible loss of principal.

This information is not intended to serve as investment, tax, legal, or accounting advice. It should not be considered a recommendation to engage in or refrain from taking a particular course of action and is not an endorsement, recommendation, or sponsorship of any securities, services, or other investment property. It has been prepared for informational purposes only. You should consult your own investment, tax, legal, and/or accounting professionals before engaging in any transaction. Any discussion of tax matters contained herein is not intended or written to be used, and cannot be used, for the purpose of avoiding any penalties that may be imposed under federal tax laws. The opinions expressed are those of the author(s) and do not necessarily reflect the views of the firm, its clients, or any of its or their respective affiliates. Views expressed are as of the date indicated and may change based on market and other conditions. The accuracy of the content and its relevance to your particular circumstances is not guaranteed.

2. Sources: Investor Tools Perform and Yield Book

Investing in bonds involves risks that may adversely affect the value of your investment such as inflation risk, credit risk, call risk, interest rate risk, and liquidity risk, among others. The two most prominent factors are interest rate movements and the credit worthiness of the bond issuer. Investors should pay careful attention to the types of fixed income securities that comprise their portfolios and remember that, as with all investments, there is the risk of loss of capital. A Real Estate Mortgage Investment Conduit (REMIC) is a type of multiclass mortgage-related security in which interest and principal payments from mortgages are structured into separately traded securities. These classes are distinguished by their sensitivity to the prepayment risk of the underlying mortgage-related collateral. Therefore, they may be more or less sensitive to prepayment risk, bear different interest rates, and have various average lives and final maturities.

Asset-backed securities (ABS) and mortgage-backed securities (MBS) are created by pooling loans from a variety of sources and issuing bonds that are backed by these loans. Creditworthiness stems from the credit quality of the underlying loans, as opposed to corporate bonds in which creditworthiness is derived from the earning power of the issuing company. The primary risk of these securities is interest-rate risk. Rising interest rates might cause loan principal prepayments to slow, resulting in less available principal to invest at prevailing higher rates. Conversely, rate decreases might accelerate prepayments, leaving more dollars to invest at lower rates.

Investment-grade refers to fixed-income securities rated BBB or better by Standard & Poor's or Baa or better by Moody's.

Convertible securities and preferred stock combine the fixed income characteristics of bonds with some of the potential for capital appreciation of equities and, thus, may be subject to greater risk than pure fixed-income instruments. Unlike bonds, preferred stock and some convertible securities do not have a fixed par value at maturity, and in this respect may be considered riskier than bonds. Convertible securities may include convertible bonds, convertible preferred stocks and other fixed-income instruments that have conversion features.

Investments in high-yield bonds and convertible securities are subject to the client's authorization, as set forth in the Investment Management Agreement. Such investments may be subject to greater risks than other fixed-income investments. The lower rating of high-yield bonds (less than investment grade) reflects a greater possibility that the financial condition of the issuer or adverse changes in general economic conditions may impair the ability of the issuer to pay income and principal. Periods of rising interest rates or economic downturns may cause highly leveraged issuers to experience financial stress, and thus markets for their securities may become more volatile. Moreover, to the extent that no established secondary market exists, there may be thin trading of high-yield bonds, which increases the potential for volatility.

Sector investments are companies engaged in business related to a specific sector. They are subject to fierce competition and their products and services may be subject to rapid obsolescence. There are additional risks associated with investing in an individual sector, including limited diversification.

Bond Ratings: Ratings are by Moody's, S&P, and/or Fitch. Ratings provided by nationally recognized statistical rating organizations, also called ratings agencies, are appraisals of a particular issuer's creditworthiness, including the possibility that the issuer will not be able to pay interest or repay principal. Ratings are not recommendations to buy, sell or hold a security, nor do ratings remove market risk. Securities with the same rating can actually trade at significantly different prices. In addition, ratings are subject to review, revision, suspension, reduction or withdrawal at any time, and a rating agency may place an issuer under review or credit watch. Additionally, Fitch reports are available for municipal bonds. More about ratings is available at moody.com, standardandpoors.com, and fitchratings.com.

Definitions

The AAA Municipal general obligation bond to Treasury yield ratio is a comparison of the yield of AAA municipal general obligation bonds to U.S. Treasuries. It aims to ascertain whether AAA municipal general obligation bonds are an attractive buy in comparison.

An all-in yield refers to a yield, whether in the form of an interest rate, margin, original issue discount (OID), upfront fees, Eurodollar Rate floor and/or Base Rate floor, or otherwise, that does not include arrangement fees, structuring fees, commitment fees and underwriting fees or other fees not paid generally to all lenders of such Indebtedness.

A barbell investment strategy in fixed income typically entails investing half the portfolio in long-term bonds (generally those with maturities of 10 years or more) and the other half in short-term bonds (generally those with maturities of five years or less), with little or nothing in between. Barbell strategies can allow investors to benefit from current interest rates by investing in short-term bonds and also benefit from the higher yields of holding long-term bonds. The risks associated with using a barbell strategy include interest rate risk and inflation risk.

Basis points (bps) are measurements used in discussions of interest rates and other percentages in finance. One basis point is equal to 1/100th of 1%, or 0.01%.

Breakeven estimates pertaining to declines in the consumption of tobacco and tobacco products play a role in municipal bonds tied to settlement payments owed to states under the 1998 Master Settlement Agreement, which settled tobacco liability claims between the states and tobacco companies. Assumptions about the future consumption of tobacco plays a role in the value of the future settlement payments backing the bonds.

Continous claims , also referred to as insured unemployment, is the number of people who have already filed an initial claim and who have experienced a week of unemployment and then filed a continued claim to claim benefits for that week of unemployment. Continued claims data are based on the week of unemployment, not the week when the initial claim was filed.

A credit spread is the difference in yield between a U.S. Treasury bond and another debt security with the same maturity but different credit quality. Also referred to as “bond spreads” or “default spreads,” credit spreads are measured in basis points, with a 1% difference in yield equaling a spread of 100 basis points. Credit spreads reflect the risk of the debt security being compared with the Treasury bond, which is considered to be risk-free. Higher quality securities have a lower chance of the issuer defaulting. Lower quality securities have a higher chance of the issuer defaulting.

Credit spread widening occurs when the difference in yields between U.S. Treasuries and other types of bonds, like corporate credit, increases. This widening occurs because the prices of the non-Treasury bonds have decreased (with yields moving in the opposite direction of prices), in response to concerns about credit quality or fears about deteriorating economic conditions that cause investors to prefer the comparable safety of U.S. Treasuries.

Credits are a generic term for fixed-income securities such as corporate bonds, mortgage- or asset-backed securities, municipal bonds, or emerging market bonds.

Cyclical forces describe trends and changes in market conditions that occur as the economy passes through the business cycle's stages of expansion, peak, recession, and recovery.

Disinflation refers to the temporary slowing of the pace of price inflation and describes what happens when the inflation rate is marginally lower over the short term. Disinflation refers only to the rate of change in the rate of inflation. In this, it is distinct from inflation and deflation, which describe the direction of prices.

Duration incorporates a bond's yield, coupon, final maturity and call features into one number, expressed in years, that indicates how price-sensitive a bond or portfolio is to changes in interest rates. Bonds with higher durations carry more risk and have higher price volatility than bonds with lower durations.

The U.S. Federal Reserve dot plot is a chart summarizing the Federal Open Market Committee's (FOMC) outlook for the federal funds rate. Each dot represents the interest rate forecasted by one of the 12 members of the committee.

The Federal Open Market Committee (FOMC) consists of 12 members: the seven members of the Board of Governors of the Federal Reserve System; the president of the Federal Reserve Bank of New York; and four of the remaining 11 Reserve Bank presidents, who serve one-year terms on a rotating basis. The FOMC holds eight regularly scheduled meetings per year at which it reviews economic and financial conditions, determines the appropriate stance of monetary policy, and assesses the risks to its long-run goals of price stability and sustainable economic growth.

The Federal Reserve's inflation target rate is the rate of price increases prefers to see to ensure the economy will remain stable. Generally, the Fed's target rate is 2%, as measured by Personal Consumption Expenditures (PCE) Price Index.

Fund flow is the net of all cash inflows and outflows into and out of a particular financial asset, sector, or index. It typically is measured on a quarterly or monthly basis. Investors and others look at the direction of fund flows for indications about the health of specific securities and sectors or the overall market.

Headwind is a term used to describe events or market forces that hinder the prospects for performance in an individual investment or group of investments.

The Institute for Supply Management (ISM) Purchasing Managers' Index (PMI) measures the prevailing direction of economic trends in the manufacturing sector. It consists of an index summarizing whether market conditions as reported in a monthly survey of supply chain managers are expanding, staying the same, or contracting.

The Institute for Supply Management (ISM) Services ISM® Report on Business® is based on data compiled from purchasing and supply executives in a wide variety of industries nationwide. Survey responses reflect the change, if any, in the current month compared to the previous month in supplier deliveries along with seasonally adjusted business activity, new orders, and employment.

Long-tailed effects are trends and phenomena that take place over long periods of time, often at increasingly lower though still often meaningful levels.

Margin compression is what happens when input costs rise faster than the sale price of a product. As a result, the producer's profit margins decline over time.

The Master Settlement Agreement (MSA) was agreed to in 1998 by the four largest tobacco companies in the United States and 52 state and territory attorneys general to settle dozens of state lawsuits brought to recover billions of dollars in health care costs associated with treating smoking-related illnesses. Eventually, more than 45 tobacco companies settled with the Settling States under the MSA. Florida, Minnesota, Mississippi, and Texas are not signatories to the MSA, but reached their own individual tobacco settlements prior to the MSA. As part of the MSA, tobacco manufacturers are obligated to make annual payments to the settling states in perpetuity, as long as cigarettes are sold in the United States by companies that are parties to the settlement.

Range-bound is a condition where the value of a security keeps vacillating between the low and high ends of a narrow range. For example, if the 10-year Treasury yield repeatedly vacillated between 3.75% and 4.25%, it would be described as “range-bound.”

Securitized products, such as asset-backed securities (ABS) and mortgage-backed securities (MBS), are created by pooling loans from a variety of sources and issuing bonds that are backed by these loans. Creditworthiness stems from the credit quality of the underlying loans, as opposed to corporate bonds in which creditworthiness is derived from the earning power of the issuing company. The primary risk of these securities is interest-rate risk. Rising interest rates might cause loan principal prepayments to slow, resulting in less available principal to invest at prevailing higher rates. Conversely, rate decreases might accelerate prepayments, leaving more dollars to invest at lower rates.

The summary of economic projections is produced following meetings of the Federal Open Market Committee and includes meeting participants' projections of the most likely outcomes for real gross domestic product growth, the unemployment rate, and inflation for a forward-looking three-year window and over the longer run.

Tailwind is a term used to describe events or market forces that exert a positive influence on an investment's performance.

Tax-efficient income refers to income generated by investments that seek to maximize returns by limiting losses to taxes.

Tax-equivalent yield is the interest rate that a taxable bond must pay to provide the same yield as a comparable tax-exempt municipal bond.

Total return, when measuring performance, is the actual rate of return of an investment or a pool of investments over a given period. Total return includes interest, capital gains, dividends, and distributions realized over the specified period. Total return accounts for two categories of return: income including interest paid by fixed-income investments, distributions, or dividends and capital appreciation, representing the change in the market price of an asset.

A yield curve is a line that plots yields (interest rates) of bonds having equal credit quality but differing maturity dates. The slope of the yield curve gives an idea of future interest rate changes and economic activity.

Yield to worst is a measure of the lowest possible yield that can be received on a bond with an early retirement provision. It is a type of yield that is referenced when a bond has provisions that would allow the issuer to close it out before it matures. The yield to worst metric is used to evaluate the worst-case scenario for yield at the earliest allowable retirement date. It is always less than yield to maturity because it represents a return for a shortened investment period.

Indices

The Bloomberg U.S. Aggregate Bond Index is composed of the total U.S. investment-grade bond market. The market-weighted index includes Treasuries, agencies, commercial mortgage-backed securities (CMBS), asset-backed securities (ABS) and investment-grade corporates.

The Bloomberg U.S. Corporate Bond Index measures the investment grade, fixed-rate, taxable corporate bond market.

The Bloomberg Municipal Bond Index is a rules-based, market-value-weighted index engineered for the long-term tax-exempt bond market.

The Bloomberg 1-Year Municipal Bond Index is an unmanaged index comprised of investment-grade municipal bonds with maturities of one to two years.

The Bloomberg 5-Year Municipal Bond Index is the five-year component of the Municipal Bond Index. It is an unmanaged index comprising investment-grade municipal bonds with maturities of four to six years.

The Bloomberg 10-Year Municipal Bond Index is an unmanaged index comprising investment-grade municipal bonds with maturities of 8 to 12 years.

The Bloomberg 15-year Municipal Bond Index is the 15-year component of the Municipal Bond Index. The Bloomberg 15-year Municipal Bond Index is an unmanaged index comprising investment-grade municipal bonds with maturities of 12 to 17 years.

The Bloomberg 22+ Year Municipal Bond Index is an unmanaged index comprised of investment grade municipal bonds with an average maturity of more than 22 years.

The Bloomberg U.S. Treasury Index measures U.S. dollar-denominated, fixed-rate, nominal debt issued by the U.S. Treasury. Treasury bills are excluded by the maturity constraint, but are part of a separate Short Treasury Index.

“Bloomberg” and the Bloomberg U.S. Aggregate Bond Index, Bloomberg U.S. Corporate Bond Index, Bloomberg Municipal Bond Index, Bloomberg 1-Year Municipal Bond Index, Bloomberg 5-Year Municipal Bond Index, Bloomberg 10-year Municipal Bond Index, Bloomberg 15-year Municipal Bond Index, Bloomberg 22+ Year Municipal Bond Index, and U.S. Treasury Bond Index are service marks of Bloomberg Finance L.P. and its affiliates, including Bloomberg Index Services Limited (“BISL”), the administrator of the indices (collectively, “Bloomberg”) and have been licensed for use for certain purposes by Raymond James Investment Management and Eagle Asset Management. Bloomberg is not affiliated with Raymond James Investment Management or Eagle Asset Management, and Bloomberg does not approve, endorse, review, or recommend the Eagle Asset Management Fixed Income strategy. Bloomberg does not guarantee the timeliness, accurateness, or completeness of any data or information relating to the Eagle Asset Management Fixed Income strategy.

Indices are unmanaged. One cannot invest directly in an index.

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Performance Analysis as of Jun 30, 2024

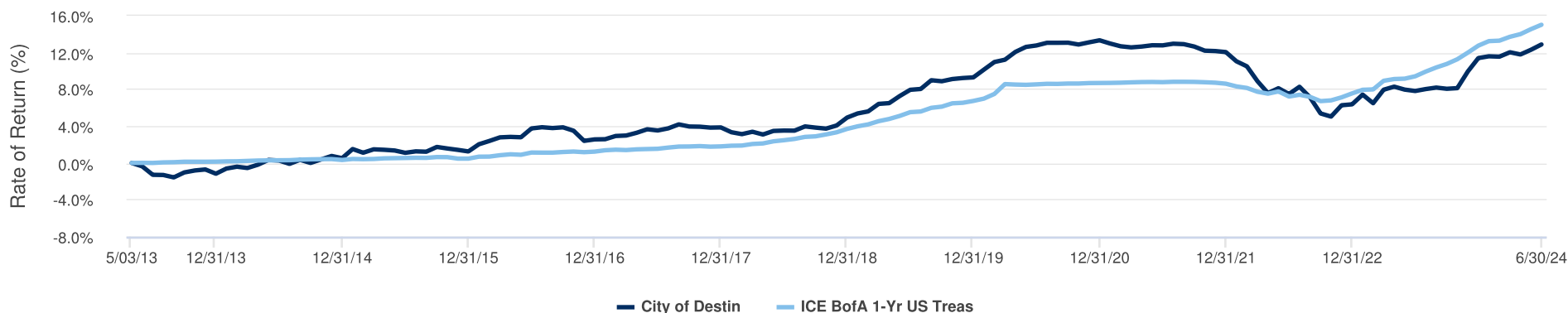
City of Destin

BRIAN HAUGEN, STEVE CANN
brian.haugen@raymondjames.com

Performance Analysis Summary

Time-Weighted (Net of Fees)

Total Market Value as of 6/30/2024: \$38,268,741.33



The Cumulative Return is charted above.

	QTD 3/31/24 6/30/24	Last 12 Months 6/30/23 6/30/24	Last 3 Years* 6/30/21 6/30/24	Since Inception* 5/03/13 6/30/24
City of Destin	0.76%	4.70%	0.03%	1.09%
ICE BofA 1-Yr US Treas	1.15%	5.12%	1.87%	1.26%
S&P 500 Total Return Indx	4.28%	24.56%	10.00%	13.65%
Bloomberg U.S. Agg Bd	0.07%	2.63%	(3.02%)	1.31%

Inception Date: 5/3/13

*Returns are annualized for periods greater than one year.

Performance Analysis as of Jun 30, 2024



City of Destin

BRIAN HAUGEN, STEVE CANN
brian.haugen@raymondjames.com

Performance Analysis Detail

Time-Weighted (Net of Fees)

	Account	Market Value(\$) 6/30/24	Performance Inception/ Close	QTD 3/31/24 6/30/24	Last 12 Months 6/30/23 6/30/24	Last 3 Years* 6/30/21 6/30/24	Since Inception* 5/03/13 6/30/24
Alternate Investment Fund	xxxxx680	5,162,225.54	5/03/2013	0.42%	3.29%	(1.76%)	0.94%
City of Destin - CD's	xxxxx714	22,972,129.61	9/21/2017	1.02%	6.02%	1.80%	1.82%
Debt Service Fund	xxxxx699	2,636,997.14	5/03/2013	1.06%	4.71%	0.46%	0.84%
EM Maintenance Fund	xxxxx675	3,748,564.59	5/03/2013	0.98%	4.41%	0.38%	0.82%
EM Operating Fund	xxxxx703	3,748,824.45	5/03/2013	0.98%	4.45%	0.44%	0.87%

**Returns are annualized for periods greater than one year.*

Additional Information Regarding This Report

City of Destin

BRIAN HAUGEN, STEVE CANN
brian.haugen@raymondjames.com

This report should not be used as a substitute for your monthly statement, 1099 or to determine taxability. Changes in tax laws may occur at any time and could have a substantial impact upon each person's situation. While we are familiar with the tax provisions of the issues presented herein, we are not qualified to render advice on tax or legal matters. The information in this report has been obtained from sources that we believe to be reliable, but cannot be guaranteed.

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Alex.Brown a division of Raymond James.

The account listing may or may not include all of your accounts with Raymond James & Associates, Inc. This report is comprised of data from the following accounts: xxxxx680, xxxxx714, xxxxx699, xxxxx675, xxxxx703

Report ID: 392194314_113652_1719806400000_1719824914505000_00001of00001

Performance

The performance data quoted represents past performance and does not guarantee future results. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. The current performance may be lower or higher than the performance data quoted. It is not possible to invest directly in an index.

Performance is depicted using the Time-Weighted method for the entire period.

Time-Weighted - The geometric (compounded) return measured on the basis of periodic market valuations of assets. If applicable, the return includes the effects of leverage. Unlike the dollar-weighted method, it minimizes the impact of cash flows on the rate of return; however, in principle it requires valuations to be made on the occasion of each cash flow. Approximation to this measure can be obtained by prorating cash flows to successive valuation points or by computing internal rates of return between valuation points. If there are no interim cash flows, the time-weighted return, compounded annually determines the entire value of an investment.

Returns are calculated net of fees.

Annualized refers to the annualized return from the inception date of the account, or the selected beginning date when using the date-to-date functionality.

The inception date indicates the date of account or household initiation in the Portfolio Performance system. This date may not match the date the account was opened.

Managed Account Performance- In order for managers to track real time cash in managed AMS accounts, certain activity may not reflect the actual transaction dates and market values may differ from what is reported on client statements. The Time-Weighted Total Equity and Time-Weighted All Cash returns are the same for these accounts.

All performance figures exclude unpriced securities (including securities of indeterminate value), limited partnerships (other than limited partnerships classified as Alternative Investments and

appearing in that section of your statement).

Dividends are not guaranteed and will fluctuate.

The CFA Institute has not been involved with the preparation or review of this statement.

Accounts that have been closed may be included in the consolidated performance report. When closed accounts are included in the consolidated report, the performance report will only include information for the time period the account was active during the consolidated performance reporting time period.

Accounts with Real Time Cash may have cash values updated throughout the day, note that this may cause a difference in account values between performance and holdings reports.

Securities Information

Non-proprietary annuity values will show as contributions on the date they became available to the Portfolio Performance system. They are included through the selected calculation ending date. Prior inclusion of these values in the rate of return calculation is not available.

Raymond James Certificates of Deposit values will show as contributions on the date they became available to the Portfolio Performance system. They are included through the selected calculation ending date. Prior inclusion of these values in the rate of return calculation is not available.

Values include accrued income. Values are based on trade date accounting method.

Additional Information Regarding This Report

City of Destin

BRIAN HAUGEN, STEVE CANN
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Benchmark Information

Bloomberg U.S. Agg Bd - The Bloomberg U.S. Aggregate Bond index is a measure of the investment grade, fixed-rate, taxable bond market of roughly 6,000 SEC-registered securities with intermediate maturities averaging approximately 10 years. The index includes bonds from the Treasury, Government-Related, Corporate, MBS, ABS, and CMBS sectors.

ICE BofA 1-Yr US Treas - The ICE BofA 1-Year US Treasury Note Index is comprised of a single issue purchased at the beginning of the month and held for a full month. At the end of the month that issue is sold and rolled into a newly selected issue. The issue selected at each month-end rebalancing is the outstanding two-year Treasury note that matures closest to, but not beyond, one year from the rebalancing date. To qualify for selection, an issue must have settled on or before the month-end rebalancing date.

S&P 500 Total Return Indx - The S&P 500 Index Total Return is a broad-based measurement of changes in stock market conditions based on the average performance of 500 widely held common stocks. It consists of 400 industrial, 40 utility, 20 transportation, and 40 financial companies listed on U.S. market exchanges. This is a capitalization-weighted calculated on a total return basis with dividends reinvested. The S&P represents about 75% of the NYSE market capitalization.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.I.

TO: City Council

THRU: Louis Zunguze, City Manager
Kimberly Kopp, City Attorney

FROM: Krystal Strickland, Finance Director

DATE: July 8, 2024

SUBJECT: TDC Monthly Report - **Informational Only**

I. BACKGROUND: In August 2023, Council requested a monthly update of collections of the Tourist Development Tax.

Short-Term rental owners submit monthly reports and remit payment of TDT to the Okaloosa County Clerk.

<https://www.okaloosaclerk.com/tourist-development-tax/>

— HOW OFTEN ARE THESE TAXES REMITTED?

Tax return and payment are remitted monthly. A tax return is due even when no rental activity has occurred during the reporting period. The tax return and payment are due the first day of the month following collection from tenants. A tax return is considered delinquent if not postmarked by the 20th of the month following the close of the reporting period. For the January reporting period is from January 1 through January 31, the tax return and full payment must be received no later than the February 20th. There is an exception allowable for quarterly filing where payment history is less than 10% less of tax paid annually.

Attached is the latest available report.

Report Location:

<https://www.okaloosaclerk.com/tourist-development-tax/>

At bottom of the Okaloosa Clerk's page see link:

Click here to get the monthly [Tourist Tax Collection Report](#).

II. DISCUSSION: This report created by Okaloosa County is informational only.

Fiscal year to date collections (October 2023 - June 2024) are 2% higher than the previous year.

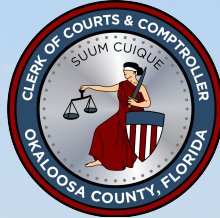
- A. Link to Strategic Goals / Objectives:
- B. Effect on Budget (EOB):
- C. Level of Service (LOS):
- D. Legislative Sponsor:

III. CONCLUSION:

IV. RECOMMENDED MOTION: Informational only.

Attachments:

1. TDT Collection Reports 06
2024



Okaloosa County Tourist Development Tax *by Collection Period*

Total Collections

*1% increase as of Feb 23 Collections (Jan 23 Reporting Period)

Month	FY23	FY24	% (+/-)
October	3,589,406.50	3,276,277.33	-8.72%
November	2,621,154.46	2,981,714.82	13.76%
December	1,089,937.11	1,295,378.95	18.85%
January	931,847.14	965,864.62	3.65%
February	999,193.36	992,358.91	-0.68%
March	1,314,722.67	1,383,812.10	5.26%
April	3,182,995.16	3,537,060.80	11.12%
May	3,945,677.01	3,277,373.73	-16.94%
June	4,371,375.99	4,664,414.06	6.70%
July	7,444,227.38		
August	9,061,643.07		
Total	42,784,531.78	22,374,255.32	32.99%

Current District Collections (6%).

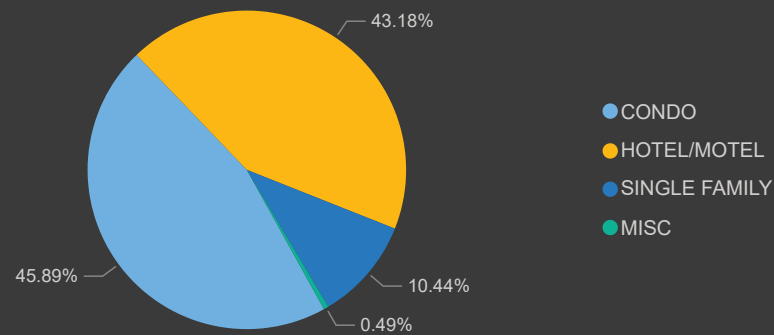
Month	FY19	FY20	FY21	FY22	FY23	FY24	% (+/-)
October	1,593,007.19	1,884,690.82	2,221,230.43	2,913,700.21	3,457,361.72	3,104,434.54	-10.21%
November	1,309,682.33	1,209,246.44	2,027,742.10	2,177,346.70	2,490,555.01	2,817,644.95	13.13%
December	828,040.56	608,271.78	826,108.63	1,074,763.79	991,384.32	1,123,537.23	13.33%
January	541,907.43	552,130.36	674,430.00	1,064,654.14	825,186.78	848,975.18	2.88%
February	591,499.87	698,331.50	810,277.30	556,796.53	887,575.40	865,902.01	-2.44%
March	929,605.46	959,719.31	1,030,939.09	1,039,092.04	1,170,079.04	1,239,716.77	5.95%
April	1,638,833.47	768,179.65	2,533,631.54	2,526,284.64	2,969,367.89	3,334,225.23	12.29%
May	1,634,939.01	232,848.94	3,027,344.52	3,245,110.93	3,734,841.53	3,040,430.64	-18.59%
June	2,775,474.02	1,490,641.58	3,836,461.91	3,712,196.33	4,144,035.69	4,402,002.89	6.23%
July	5,378,932.05	3,619,497.04	5,311,973.12	6,049,957.98	7,141,099.78		
August	3,676,259.33	4,019,404.74	5,971,521.24	7,513,491.71	8,732,720.80		
September	2,237,069.94	2,639,207.26	4,063,463.37	3,796,845.88	4,035,845.16		
Total	23,135,250.66	18,682,169.42	32,335,123.25	35,670,240.88	40,580,053.12	20,776,869.44	2.51%

Expanded District Collections (5%).

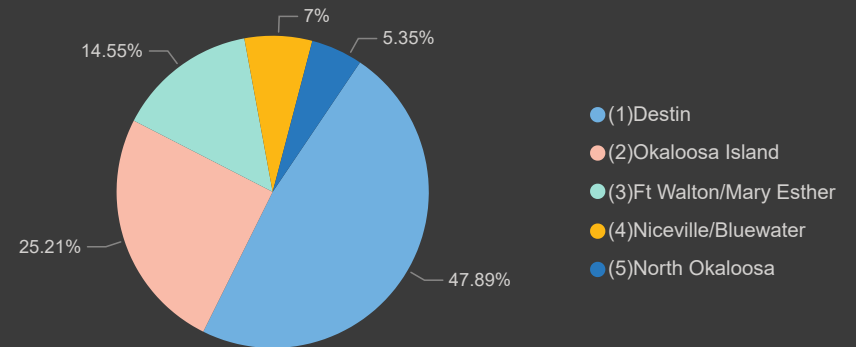
Month	FY22	FY23	FY24
October	0.00	132,044.78	171,842.79
November	0.00	130,599.45	164,069.87
December	0.00	98,552.79	171,841.72
January	0.00	106,660.36	116,889.44
February	0.00	111,617.96	126,456.90
March	0.00	144,643.63	144,095.33
April	165,941.54	213,627.27	202,835.57
May	163,604.36	210,835.48	236,943.09
June	187,239.51	227,340.30	262,411.17
July	247,245.40	303,127.60	
August	280,103.11	328,922.27	
September	161,001.85	196,506.77	
Total	1,205,135.77	2,204,478.66	1,597,385.88

Reporting Period is always the month before the Collection Period

Rental Type

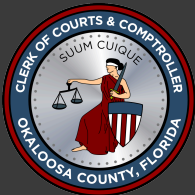


Area



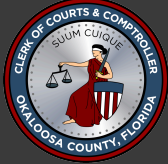
Rental Type	Current District	Expanded District	Total
CONDO	7,439	19	7,458
HOTEL/MOTEL	4,684	2,334	7,018
SINGLE FAMILY	1,429	268	1,697
MISC	41	38	79
Total	13,593	2,659	16,252

District	Current District	Expanded District	Total
(1)Destin	7,783		7,783
(2)Okaloosa Island	4,097		4,097
(3)Ft Walton/Mary Esther	1,713	651	2,364
(4)Niceville/Bluewater		1,138	1,138
(5)North Okaloosa		870	870
Total	13,593	2,659	16,252



Number of Units Reporting





Collection Period FY2024

Gross Receipts & Tax Due by Rental Type

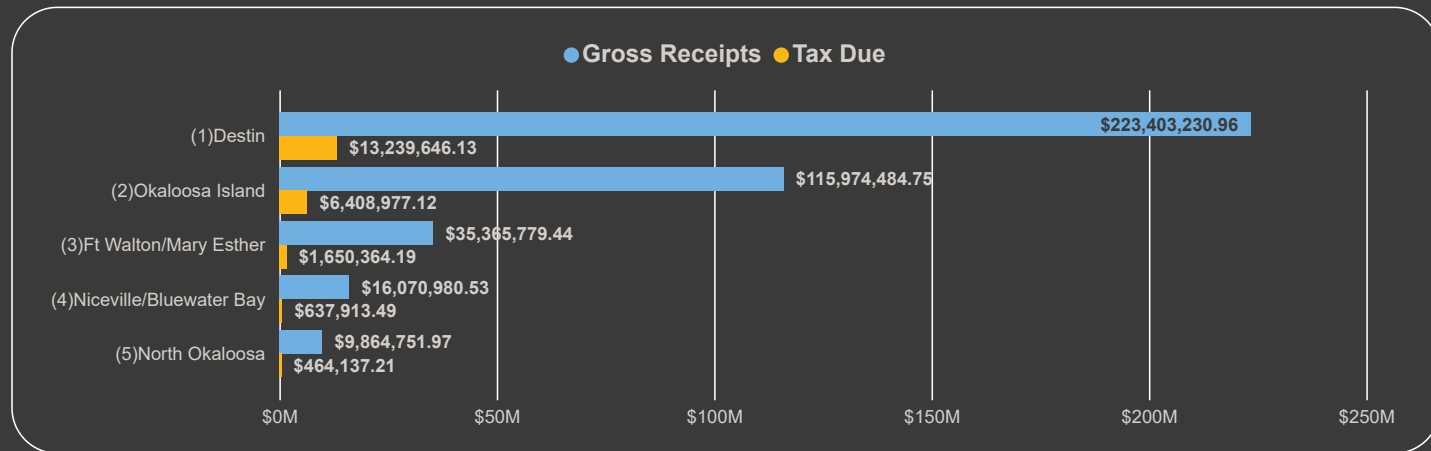


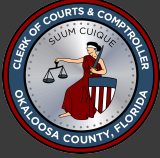
Gross Receipts

Rental Type	October	November	December	January	February	March	April	May	June	Total
CONDO	\$30.33M	\$27.53M	\$7.93M	\$5.57M	\$8.04M	\$11.45M	\$31.02M	\$26.18M	\$40.70M	\$188.75M
HOTEL/MOTEL	\$17.94M	\$16.27M	\$9.77M	\$7.67M	\$7.67M	\$10.94M	\$18.88M	\$22.70M	\$26.68M	\$138.53M
SINGLE FAMILY	\$9.49M	\$8.26M	\$4.84M	\$4.09M	\$2.28M	\$2.80M	\$12.33M	\$9.74M	\$14.22M	\$68.04M
MISC	\$0.55M	\$0.45M	\$1.16M	\$0.28M	\$0.33M	\$0.33M	\$0.75M	\$0.75M	\$0.75M	\$5.36M
Total	\$58.32M	\$52.51M	\$23.70M	\$17.61M	\$18.32M	\$25.53M	\$62.98M	\$59.37M	\$82.35M	\$400.68M

Tax Due

Rental Type	October	November	December	January	February	March	April	May	June	Total
CONDO	\$1.80M	\$1.64M	\$0.47M	\$0.33M	\$0.48M	\$0.68M	\$1.84M	\$1.55M	\$2.43M	\$11.23M
HOTEL/MOTEL	\$0.90M	\$0.83M	\$0.48M	\$0.38M	\$0.36M	\$0.53M	\$0.93M	\$1.11M	\$1.38M	\$6.91M
SINGLE FAMILY	\$0.55M	\$0.48M	\$0.28M	\$0.24M	\$0.13M	\$0.16M	\$0.72M	\$0.57M	\$0.84M	\$3.98M
MISC	\$0.03M	\$0.03M	\$0.06M	\$0.01M	\$0.02M	\$0.02M	\$0.04M	\$0.04M	\$0.04M	\$0.28M
Total	\$3.28M	\$2.99M	\$1.29M	\$0.97M	\$0.99M	\$1.39M	\$3.54M	\$3.27M	\$4.68M	\$22.40M





Collection Period FY2024

Gross Receipts & Tax Due by District

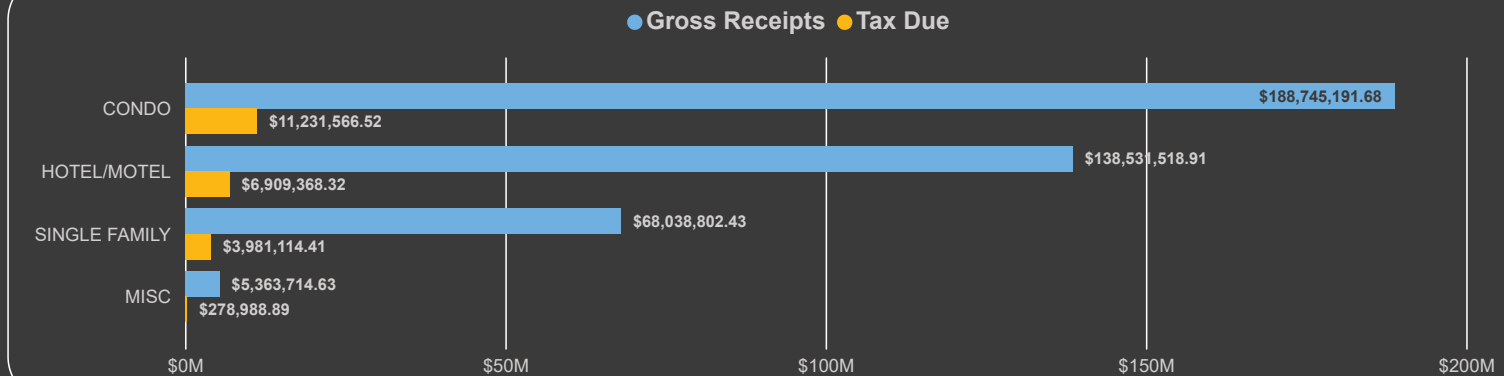


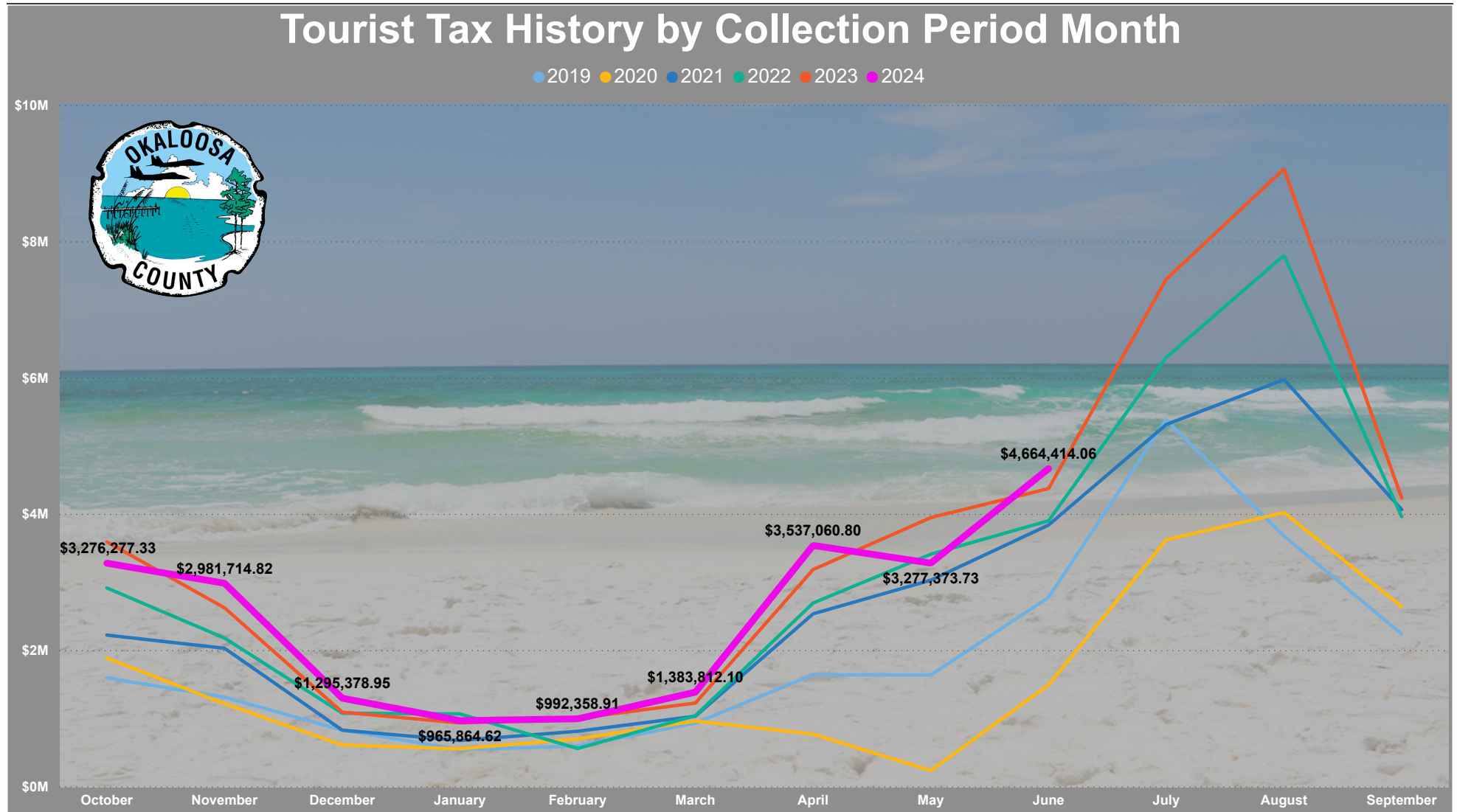
Gross Receipts

District	October	November	December	January	February	March	April	May	June	Total
(1)Destin	\$32.45M	\$29.11M	\$12.30M	\$9.51M	\$9.13M	\$13.04M	\$37.52M	\$31.96M	\$48.39M	\$223.40M
(2)Okaloosa Island	\$18.77M	\$16.87M	\$5.80M	\$4.01M	\$4.70M	\$7.17M	\$16.90M	\$18.25M	\$23.50M	\$115.97M
(3)Ft Walton/Mary Esther	\$4.28M	\$4.01M	\$3.44M	\$2.12M	\$2.25M	\$2.79M	\$4.83M	\$5.44M	\$6.21M	\$35.37M
(4)Niceville/Bluewater Bay	\$1.71M	\$1.58M	\$1.22M	\$1.12M	\$1.28M	\$1.58M	\$2.40M	\$2.41M	\$2.76M	\$16.07M
(5)North Okaloosa	\$1.11M	\$0.96M	\$0.94M	\$0.86M	\$0.95M	\$0.94M	\$1.33M	\$1.30M	\$1.48M	\$9.86M
Total	\$58.32M	\$52.51M	\$23.70M	\$17.61M	\$18.32M	\$25.53M	\$62.98M	\$59.37M	\$82.35M	\$400.68M

Tax Due

District	October	November	December	January	February	March	April	May	June	Total
(1)Destin	\$1.93M	\$1.73M	\$0.73M	\$0.56M	\$0.54M	\$0.77M	\$2.22M	\$1.89M	\$2.87M	\$13.24M
(2)Okaloosa Island	\$1.04M	\$0.96M	\$0.31M	\$0.22M	\$0.26M	\$0.39M	\$0.94M	\$0.98M	\$1.31M	\$6.41M
(3)Ft Walton/Mary Esther	\$0.19M	\$0.18M	\$0.16M	\$0.10M	\$0.10M	\$0.13M	\$0.23M	\$0.25M	\$0.31M	\$1.65M
(4)Niceville/Bluewater Bay	\$0.07M	\$0.06M	\$0.05M	\$0.05M	\$0.05M	\$0.06M	\$0.09M	\$0.10M	\$0.11M	\$0.64M
(5)North Okaloosa	\$0.05M	\$0.05M	\$0.04M	\$0.04M	\$0.05M	\$0.04M	\$0.06M	\$0.06M	\$0.07M	\$0.46M
Total	\$3.28M	\$2.99M	\$1.29M	\$0.97M	\$0.99M	\$1.39M	\$3.54M	\$3.27M	\$4.68M	\$22.40M





**PUBLIC WORKS/PUBLIC SAFETY
COMMITTEE MEETING MINUTES
DESTIN CITY HALL BOARDROOM
TUESDAY, JUNE 11, 2024 - 5:30 PM**

1. CALL TO ORDER & PLEDGE OF ALLEGANCE:

Vice Chairman Green called the Public Works/Public Safety Committee to order on Tuesday, June 11, 2024, at 5:30 p.m.

2. ROLL CALL:

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff</u>
John Green	James T. Wood, Jr.	Kim Montgomery Deputy City Clerk
Sam Perman		Michael Burgess PW Director
Tom Weidenhamer		Ryan Scott City Engineer
Curtis Smith		
Marcie Bell		
Tammy Weidenhamer		

*Vice Chairman Green welcomed new member Tammy Weidenhamer to the committee.

3. APPROVAL OF MINUTES:

➤ **May 14, 2024**

Motion to approve the minutes of the May 14, 2024, meeting was made by Committee member Bell with Committee member Weidenhamer providing the second. The motion passed 6-0.

4. NEW BUSINESS:

➤ **Draft Destin Design Manual – City Engineer Ryan Scott**

The City Engineer, Mr. Scott presented the Design Manual to the members for their review and discussion. The members and staff discussed LSV parking spaces and how they can now be for either two LSV's or one car in certain areas of the city. Additionally, there was discussions regarding making the parking lot islands 8-feet instead of 9-feet, and a speed tables/speed humps sign language discussion, the radius for cul-de-sacs was also briefly discussed. Regarding bollards, Vice Chairman Green suggests they be installed 3-feet down with 4-feet up. There was a discussion about how artificial turf that has been installed in various areas of the city, in stormwater drainage areas and are causing issues specifically, the material is not percolating as it was represented it would, and why the material is even allowed in swales. Mr. Scott explained it was passed with an ordinance by the City Council. He then informed the members that this document would come back to them again for a recommendation, because it is tied to Article 6.

5. CONTINUING BUSINESS:

➤ Monthly Update

- Deputy Director position is still vacant, and it has been 9 months for that vacancy.

➤ Operational Update

- The Median Maintenance Continuing Services Contract is currently out for bid.
- U.S. 98 Median Improvements from Airport Road to the County line is currently being landscaped and should wrap up soon.
- Dump Truck will finally be delivered after three years of waiting.
- New vehicles for Parks & Recreation and Code Compliance have been delivered, with an exception of a few that should be coming in soon.
- The sidewalk in front of the gazebo at Destiny is scheduled and should be repaired imminently.
- Hurricane season started June 1st.
- Reported some minor flooding issues in the Snapper/Juanita area and how staff is identifying and addressing certain properties where swales that have been filled in. Also, the Heritage Run Flood pump that got hit by electricity in a recent rain event.

Committee member Bell spoke of a drainage pipe at the end of Durango that does not drain into anything, and recognizing that it's a private road, when it rains, it floods in that area by about 3-4 feet deep. Mr. Burgess stated that if it is a percolation pipe it should drain out into the harbor

➤ Emergency Management/ Operational Update

- Hurricane Season starts June 1st and there is already a concern out there.

➤ Stormwater/Floodplain

Vice Chairman Green opened this item to the public to speak on any issues they may have, with no one coming forward, he closed the public on the topic.

➤ Tarpon Beach Access Plans

Mr. Scott provided the members with the 90% plans. There were brief discussions regarding the way the parking lot is striped for parking and the entry. Mr. Scott informed the members that at this point, there can be no changes, however, they may be able to make some minor changes at permitting.

6. OLD BUSINESS:

➤ Member Comments:

- **Committee member Smith** – Spoke of how the striping and arrows are worn off

and how confusing it is for many that are not familiar with the turn and straight lanes at Commons, and although he knows it's not in the city, he feels that the county needs to be informed. According to the City Engineer, the county has plans to resurface the roadway and restripe after the summer tourist season. Committee member Smith also suggested someone from the city should try to entice the Okaloosa County Sheriff's Department to enforce the LSV parking spaces to keep people from parking their cars in them.

- **Committee member Perman** – Mentioned the repeated issues with Dolphin Street and how now, there are more people crossing Scenic Hwy 98 at Tarpon Street to the new beach access.

- **Committee member Tom Weidenhamer** – Spoke of how he has had a lot of people speak to him about how concerned they are with all of the electric bicycles on the roadways about how they are afraid they are going to hurt or kill one of them one day, and how it's a huge safety concern because they are not following road rules.

- **Vice Chairman Green** – Informed the committee's new member Tammy Weidenhamer about area assignments and how area 6 of the city is her assigned area, if she is agreeable, that used to be John Stephens assigned area and briefly explained what she needs to look out for and report to staff, anything crucial, or at their monthly meetings if they're not. He then reported locations of potholes at NE corner of Mars and Planet, and Harbor Lane and Planet – there is a dip in the road at the manhole. Harbor Lane and Indian Trail the asphalt has failed.

- **Committee member Tammy Weidenhamer** – Questioned if there are green lights within the button that is activated at the pedestrian crosswalks, mainly the one at the Emerald Grand when people activate the crosswalk signal, the button lights up green to let them know it's been activated. Mr. Burgess stated that he would mention this to Mr. Randy Showers, who is the traffic engineer with the County, since the county maintains lights along Highway 98 to the Okaloosa/Walton County line.

7. **ADJOURNMENT:**

Having no further business at this time, the meeting adjourned at 7:00 p.m.

Adopted and approved this _____ day of _____ 2024.

John Green Vice Chairman

Kim Montgomery, Deputy City Clerk

**MINUTES
HARBOR COMMUNITY REDEVELOPMENT
AGENCY ADVISORY COMMITTEE MEETING
JUNE 12, 2024 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Green called the meeting order at 5:30 p.m. on Wednesday, June 12, 2024, in the Destin City Hall Council Chambers.

2. ROLL CALL & PLEDGE OF ALLEGIANCE:

Present

James Green
Sandy Trammell
Christian Myers
Casey Jones
Guy Tadlock
Ian Blaise

Members Absent

Mike Buckingham

Staff Present

Kim Montgomery Deputy City Clerk
Steven O'Connor Principal Planner
Kimberly Kopp City Attorney
Troy Williams, Code Compliance Director

3. APPROVAL OF MINUTES: December 13, 2023, Minutes

Motion to approve the minutes of the December 13, 2023, minutes was made by Committee member Trammell with Committee member Tadlock providing the second providing the second. The motion passed 4-0.

4. OLD BUSINESS:

➤ **Long Term Financials**

The Finance Director, Krystal Strickland informed the members that the Harbor CRA sunsets in 2043 and the Harbor CRA has to repay the debt for the One Harbor Blvd. property as well as the commitment to fund the undergrounding of the utilities in the district. The city is receiving more franchise fees than anticipated therefore she was able to decrease the commitment from the Harbor CRA, and the current projections are, considering taking median maintenance inhouse, which will have an overall cost savings to the city comparable to what the city has contracted in past years. Additionally, the bottom line in 2044 column, there is \$7.6M to be able to consider for programing in accordance with the Master Plan after those two are paid off.

➤ **Livery Definition**

Mr. O'Connor briefed the members on how the Council discussed wanting a definition of what Bare Boat Charters are and asked this to be brought before this committee for conversation input and a recommendation.

Lt. Josh French of the Coast Guard explained his background experience regarding illegal charter investigations and how his office covers the area from Biloxi to Panama City. He explained they do not regulate Bare Boats and explained the term is very old the Coast Guard does not use, and it refers to Admiralty and Maritime Laws.

The Chairman opened the hearing to the public.

Mr. Mike Abadie, 530 Harbor Blvd. spoke of errors of definitions and errors in the agenda item that defines and spoke of how the US Coast Guard has three categories for anyone that wants to be in the boating business on the waters of the United States. Two fall under the Charter for Hire category:

- uninspected vessels – 6 passenger allowed
- Inspected vessels – Whatever amount is deemed allowable for the vessel size
- Bare Boat Charters/Livery Vessel – means renting a boat from an owner without a captain or crew.

In his opinion, if the city would consider all Bare Boats as Charters, that would solve a lot of the problems and would not conflict with the US Coast Guard, the State of Florida/FWC, and recommends to the City Council to define that all Bare Boat Charters are Livery Vessels.

Capt. Gary Jarvis, 805 Mars Street agrees with Mr. Abadie and spoke of how he spelled it out clearly and concisely to help staff prepare an ordinance that is easy for everyone to understand. He explained how the moratorium was created to reduce capacity in the harbor from the standpoint of businesses that did not have the appropriate parking, docking facilities, and the dereliction of how they were operating their business.

Mr. Gary Troup stated he does not agree with Capt. Jarvis and feels that the moratorium should not be in place. His boats are boarded and inspected, and he has all the proper license and insurance to run his business. Committee member Myers asked Mr. Troup if his boat has a COI, and Mr. Troup stated that it does.

Mr. Juda Barbee agrees that the moratorium should be kept in place and should also be enforced on all boating businesses in the harbor, including charter fishing vessels because of oversaturation.

Chuck Hyers spoke of being agreeable with the fishing industry being included in the moratorium and spoke of how there are some livery businesses that their available for sale, similarly to the Federal Fishing License, where they have to be bought from someone that already has one. He added that he doesn't agree with expansion of the livery business when there are some out there that can be purchased and feels that everyone should play by the same rules.

Capt. Kyle Low agrees with Mr. Abadie and Mr. Jarvis and stated that he has a 6-pack

vessel and talked of how no one is going to relinquish control of their expensive vessel to just anyone for rent as a bare boat charter, and he agrees that the harbor is vastly oversaturated.

Matt Condon who owns Destin Private Yachts which is a luxury yacht business spoke of how bare boat charters are regulated by Federal Law since 1993. In terms of livery vessel moratorium, he commented that he doesn't think that yachts were even factored in or prohibiting yachts from operating under bare boat charter rules. He continued that he suggests the city highly consider the ramifications of banning private yachts in Destin.

Board member Tadlock asked Mr. Condon if the ordinance would limit the fishing charter for the various fishing tournaments held yearly. According to Mr. Condon he feels as long as they stick to the six-pack rule, they will not, in his opinion.

Chairman Green clarified that no one is banning yachts, and the discussion is how to define a bare boat charter, and if operated as a livery vessel, and what the City Council deemed to be, it's not banning yachts, just limiting rental vessels in an area. According to Mr. Condon, it would still have the capacity to ban them, and all private yachts would cease to operate in the Destin harbor.

Committee member Trammell asked Mr. Condon if his boats are inspected. According to Mr. Condon, he owns an inspected vessel but the privately owned yachts, he helps book charters for those which operate as bare boat charters and are uninspected.

The Chairman clarified that they are uninspected because they are not a COI vessel. Meaning when they carry over six passengers, and deemed so by the Coast Guard, that's what they are calling an inspected vessel, a vessel with a COI. A bare boat allows them to carry up to thirteen with the renter, without having an inspection. However, the caveat is the owner has to relinquish complete control to the renter, without crew, and the renter has to engage, hire the crew and man it separately.

Sheri Andrews spoke of the fifteen "medallions" that are currently available and suggests that the bare boats should have go through the same requirements of livery do and require the same land use regulations tied to them for parking and bathrooms and ADA Compliance.

The Land Use Attorney provided the members of the committee how and why, behind the reasoning, the bare boat definition came about. Additionally, Mr. O'Connor explained how liveries and charters parking requirements are not the same. A six pack charter is two plus one for the crew, a twelve pack/livery vessel requires one space for four passengers or 3 parking spaces. She also briefly explained the process for those people wanting to get out of the livery business and those wanting to start a business and how the process works to obtain those.

Board member inquired with staff what the numbers currently are for livery decals and the number of vessels operating. According to Mr. O'Connor, 2024 there are 18 livery operators with

468 active decals, in 2019 there were 20 operators with 474.

Chairman Green closed the public portion of the hearing.

The Chairman called Lt. Josh French of the Coast Guard back up. According to Lt. French, the Coast Guard does not officially use the term bare boat and from the CG perspective, bare boats are not required to have a licensed captain and of course it is the city's perspective if they want to add that to their definition. Chairman Green spoke of how he has spoken to many people in the industry, and staff, about this subject and for the most part, most feel that it would be disingenuous to have an exemption. He spoke of the stringent process that he and others in the same business have to go through for a six-pack. He then spoke of the inspection process for a COI vessel and the inspection process for a repair and how the bare boat process doesn't compare to the COI vessel, but that is just his personal opinion.

Motion by Committee member Trammell that the Harbor CRA recommends to the CRA Board/ City Council adopt the definition of livery as proposed and presented, with Committee member Blaise providing the second. The motion passed 4-2, with Committee members Jones and Tadlock dissenting.

Committee member Myers stated if the original intent of the moratorium was to limit the number of rental vessels in the harbor, specifically rental boats, and bare boats are rentals, it doesn't seem to make a lot of sense to be making ways and conceptions for people to get around the moratorium whose purpose was to limit the number of boats in a restricted waterway.

Committee member Tadlock feels that the bare boat charter that are now in business should be grandfathered until such a time they can obtain medallions. Additionally, to figure out a way that this business module can work in the city that provides a place for charter boats and livery vessels, and six pack boats, and the larger inspected vessels that provides all the safety issues discussed, that the bare boat charters have to be under control at all times by a coastguard licensed captain. He stated that he's not sure if there needs to be a moratorium on such businesses because the cost of entry is significant, and the availability of docks could be an issue.

Committee member Blaise questioned how this would be enforced. According to Mr. O'Connor, staff is looking for guidance because currently, there is no clarity in the code, and this recommendation would provide the clarity that staff can enforce, if Council adopts it.

According to the City Attorney, right now, staff has the ability to enforce the moratorium and Code Compliance had the ability to enforce it through the registration process, and this discussion is clarifying the enforceability of bare boats.

Motion by Tadlock that the Harbor CRA-AC recommends to the City Council that if the businesses being affected by their decision that those businesses be grandfathered in to

continue their operation. Committee member Jones provided the second and amended the motion to add, if the businesses have been in operation since January 2023.

Committee member Trammell asked if he meant the current ones that are in business. According to the Chairman, the intent is to include the ones that are already in business and not include newcomers that are rushing in to try to get in before any action is taken. **The motion passed 6-0.**

Motion by Myers for City Council to consider a time limit for businesses to have time to enter into compliance instead of giving them special status, with Committee member Trammell providing the second.

For clarity, the City Attorney noted for the record that so far, they have motioned to recommend to the City Council to clarify the definition of bare boats and livery/rental vessels and they are to be included into the moratorium. Additionally, if a business is affected by their decision, as of 2023 and the business was operating, their recommendation to the City Council is to allow them to keep operating. The last motion is for them to have a time period to be able to obtain a medallion. **With no further discussion, Chairman Green called for the vote and the motion passed 6-0.**

➤ **SRS Survey Results**

Mr. O'Connor explained the purpose of the item is to determine if they concur with the results of the survey. Additionally, there is another workshop scheduled with SRS in the near future, once the date is determined, staff will inform the members.

➤ **Harbor CRA Master Plan Draft**

Mr., O'Connor informed the members that staff has received the draft language for the master plan and once their review is finalized and comments made it will be sent back for implementation to the final and will be brought to them for their review and recommendation.

Committee member Trammell spoke of the architectural style that was mentioned and how the city was developed more of a mismatch and wanted to ensure that there is verbiage in the document to refer to the Old Florida Style as an architectural style to shoot for, instead of the heritage way that was mentioned.

According to Mr. O'Connor, Article 4 of the Land Development Code and the Design Manual is actually where that would reside, and the Old Florida Style theme that is present now in the Harbor District is what is the goal is, and currently there is not any design standards for staff to encourage to builder

Motion by Committee member Trammell, seconded by Committee member Blaise to develop standards to be incorporated into the Design Manual. The motion passed 6-0.

5. PUBLIC COMMENT:

Capt. Jarvis spoke of how the Harbor District view corridor is about to be changed with the future endeavors of undergrounding the utilities and suggests keeping that in mind how they want the Destin Harbor District to be perceived and to make the signage look less Las Vegas and more high-end standards, even though his sign he currently has does not fit what he has in mind.

6. ADJOURNMENT:

Having no further business at this time, the meeting was adjourned at 6:55 PM.

Adopted and approved this _____ day of _____ 2024.

Capt. Jim Green, Chairman

Kim Montgomery, Deputy City Clerk

**MINUTES
TOWN CENTER COMMUNITY
REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
JUNE 26, 2024 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Wernet called the meeting to order at 5:30 PM on Wednesday, June 26, 2024, at the Destin City Hall Annex Council Chambers with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

Lockwood Wernet
Michele Sandstead
Marlaine Scanlan
Joshua Cowsert

Members Absent

Delores Morrell
Dorothy Robinson
Nikki Johnson

Staff Present

Kim Montgomery Deputy Clerk
Daniel Butler Senior Planner
Tina Deater, Planner

3. MINUTES FOR APPROVAL:

➤ March 20, 2023

Motion to approve the March 20, 2023, minutes as written was made by Committee member Sandstead with Committee member Cowsert providing the second. The motion passed with a 4-0 vote.

4. OLD BUSINESS:

A) Community Redevelopment Master Plan Update

Mr. Butler briefly explained the timeline of the plan and how currently, staff is seeking suggestions, changes, or any further comments from the members to be implemented prior to taking it forward to the CRA Board members for adoption.

Chairman Wernet stated that he feels that everything that they have previously discussed and recommended to the consultants has been added and is confident with the outcome, and he is ready to make the recommendation to the CRA Board for adoption.

Motion by Chairman Wernet to recommend adoption of the final draft Town Center CRA Master Plan to the CRA Board, with Committee member Sandstead providing the second.

Committee member Sandstead questioned if there is anything in the document that refers to their discussions on architectural aspects and having some control over the building designs in the Town Center.

According to Mr. Butler, that would not actually reside in this document, since this is for

funding of future projects in the Town Center CRA. Additionally, this agenda item is to get the documents recommendation forwarded to the CRA Board for adoption. However, there is no reason why they cannot have those discussions at a later date.

There was additional discussions amongst the members regarding the topic of architectural design and Mr. Butler explained how separately, there are workshops by the consultant group SRS who is currently assisting the city for design implementation ideas for a potential new City Hall property, but those are separate from the Town Center CRA Master Plan and might be what they are referring to and getting the two confused, since it is referred to as Town Center. **With no further discussion, Chairman Wernet called for the vote and the motion passed with a unanimous vote of 4-0.**

5. MEMBER COMMENTS:

Committee member Cowser spoke of how significant the linear pathway will benefit the city and the district once finalized.

Committee member Sandstead asked staff about the status of wind feather signs, that at one point, were not allowed in the city. However, she is seeing more of them lately and asked if they're not allowed, why are they not being enforced. According to Mr. Butler, currently the Land Development Code is in the process of being rewritten, and the draft article for the signs is just now being finalized and should be going to the Local Planning Agency for their review in July. He explained that currently, any signs that are impacted by wind are not allowed, except for flags, and how the current language for them is very broad, and is the reason for the LDC rewrite, to clarify everything so that is easy and understandable for everyone, including staff. As for the enforcement issue, he stated that he could not comment since Code Compliance is a separate division than Planning.

Chairman Wernet spoke of their work plans and suggested to the members to start thinking about items they would like to work on to discuss at their upcoming meetings.

➤ **Staff Update**

Mr. Butler spoke to the members about the Land Development Code update that staff has been working on and provided the members with the upcoming workshop schedule for the City Council. He also informed the members how they can access the LDC rewrite to read all the current draft Articles and provide any feedback either to staff, on the website, or at the workshops.

6. ADJOURNMENT:

Having no further discussions, the meeting was adjourned at 5:50 PM.

Adopted and approved _____ day of _____ 2024.

Lockwood Wernet Chairman

Kim Montgomery Deputy City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 22, 2024

TYPE OF AGENDA ITEM: Announcement

AGENDA OUTLINE NUMBER: 6.I.

TO: City Council

THRU:

FROM: Kimberly Kopp, City Attorney

DATE: June 12, 2024

SUBJECT: 1) City Prevails Again in Bert Harris case brought by *Destin Fishing Fleet*
Case Number 1D2023-0477, Destin Fishing Fleet v. City of Destin (Bert Harris Claim)

I. BACKGROUND: As you are aware, the Destin Fishing Fleet sued the City of Destin for over \$14M alleging the City had violated the Bert Harris Act, and the Fleet lost to the City at trial last year. The Fleet appealed the trial court's decision.

On June 12, 2024, the appellate court (First District Court of Appeal) affirmed the judgment of the trial court in favor of the City except that the issue of attorney fees remains open.

The City intends to seek attorneys fees to recoup money the City spent defending itself in the litigation brought by the Fleet.

II. DISCUSSION:

- A. Link to Strategic Goals / Objectives:
- B. Effect on Budget (EOB):
- C. Level of Service (LOS):
- D. Legislative Sponsor:

III. CONCLUSION:

IV. RECOMMENDED MOTION: N/A

Attachments:

None