



**EXECUTIVE COMMITTEE MEETING**  
**Regular Meeting Agenda**

December 5, 2022  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

**1. Open Meeting**

**2. Invocation**

Pastor Tod Brainerd,  
Grace Bible Church

**3. Pledge of Allegiance**

**4. Approval of Agenda for Additional Items**

**5. Invited Speakers**

Energy Audit Presentation by Energy Services Group

**6. Persons to Appear**

**7. Staff Items**

**Administration**

Item # 2022-969

Discussion of 2022.12 Wastewater Treatment Plant Project Manager Solicitation

Item # 2022-970

Discussion of 2021.08 CDBG Admin Services Clyde Gracey Community Center Expansion

Item # 2022-971

Discussion of 2021.09 CDBG Engineering Services Clyde Gracey Community Center Expansion

Item # 2022-997

Piggyback Lake County Bid for Purchase of Self Contained Breathing Apparatus (SCBA) for Fire Department

Item # 2022-980

RFP 2022-09 Historic Milton Highway 90 Transportation Solutions

Item # 2022-1031

Bid for 2022.13 Carpenters Park Boardwalk

Item # 2022-986

Police Pension Board Application

Item # 2022-995  
Community Improvement Board Application

**Economic Development**  
**Councilwoman Shannon Rice**

Item # 2022-483  
Business Improvement Program FY 2023 Cycle 2

**Emerald Coast Regional Council**  
**Councilman Vernon Compton**

**Finance**  
**Councilman Casey Powell**

**LEAP**  
**Councilman Vernon Compton**

**Parks & Recreation**  
**Councilman Jeff Snow**

**Public Safety**  
**Mayor Heather Lindsay**

**Public Works**  
**Councilman Robert Leek**

Item # 2022-996  
Vacant Property Utility Rates

**Stormwater**  
**Councilman Matt Jarrett**

11. **Board & Committee Reports**  
**Community Improvement Board**  
**Councilman Vernon Compton**

**Historic Preservation Board**  
**Councilwoman Roxanne Meiss**

**Pensacola Perdido Bay Estuary Program  
Councilman Vernon Compton**

**Tourist Development Council  
Councilman Jeff Snow**

**Transportation Planning Organization  
Councilman Vernon Compton**

- 13. Council Reports**
- 14. Mayor Report: Heather Lindsay**
- 15. City Clerk's Report**
  - Certificate of Election
  - Certificate of Election/Ordinance 1977-22
- 16. City Attorney's Report**
- 17. City Manager's Report**
- 18. Public Input**
- 19. Adjourn/Recess**

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

*"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105*



# Energy Audit Presentation by Energy Services Group

**MEETING DATE**

December 5, 2022

**PREPARED BY**

Administration Department  
Ed Spears, Director of Economic Development

# City of Milton

## Performance Contracting Program

### Recommended Project:

Project Cost: \$1,535,327

Total Project Savings: \$26,446

- Utility Savings: \$23,308
- O&M Savings: \$3,138

- Community Center building lighting upgrade to LED
- Community Center gym A/C system replacement
- Community Center energy management/direct digital control (DDC) system upgrade
- Community Center roof replacement
- Community Center solar PV on flat roof area
- Fire Station lighting upgrade to LED

### Recommended Project without New Roof and Solar PV:

Project Cost: \$834,598

Total Project Savings: \$15,469

- Utility Savings: \$12,331
- O&M Savings: \$3,138

- Community Center building lighting upgrade to LED
- Community Center gym A/C system replacement
- Community Center energy management/direct digital control (DDC) system upgrade
- Fire Station lighting upgrade to LED

### Projects Evaluated but not Recommended:

- Community Center Solar PV ground mount
- Community Center solar PV carport with EV charging station
- City hall solar PV carport with EV charging station
- Fire Station roof mounted solar PV
- Police station roof mounted solar PV
- Warehouse roof mounted solar PV
- Tennis courts LED lighting upgrade
- Sports lighting (with concrete poles) LED lighting upgrade

### **Items for Discussion:**

- Hindall Park sports lighting (wooden poles)
- Building HVAC recommissioning

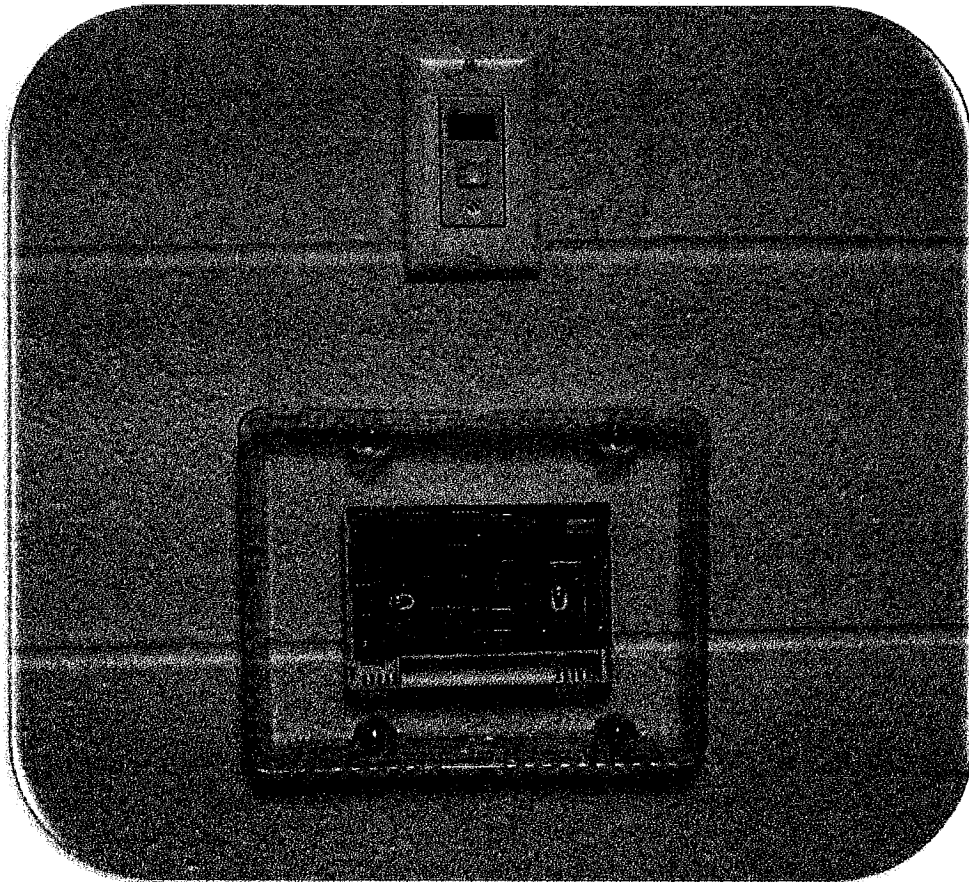
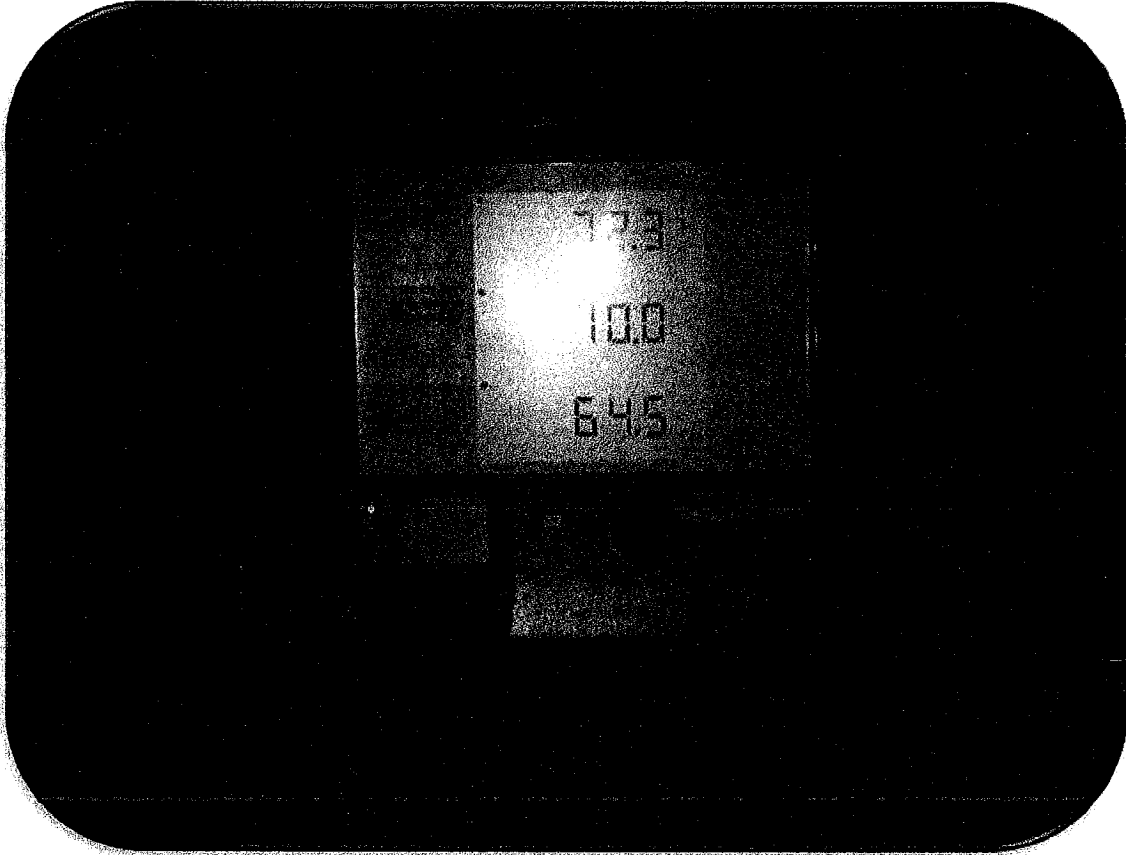
### **Benefits of Performance Contracting:**

- Single source accountability – no finger pointing
- Guaranteed fixed price installation cost
- Guaranteed project performance
- Guaranteed energy savings
- Florida approved procurement method – FS 489.145
- Project financing available

# Community Center Gym A/C System Replacement



# Community Center Controls



# Community Center Roof and Solar PV



## Fire Station Lighting



# Hindall Park Sports Lighting





Agenda Item # 2022-969

## Discussion of 2022.12 Wastewater Treatment Plant Project Manager Solicitation

### MEETING DATE

December 5, 2022

### PREPARED BY

Diane Ebentheuer, Purchasing Agent/Risk Manager

### BACKGROUND

The City solicited proposals for a Wastewater Treatment Plant Project Manager.

### SUMMARY

Bid opening was held on 10/17/2022. There were not any proposals submitted. City Purchasing Policy, section 3.5, states: .."If a Request for Proposal or a Formal invitation to bid does not garner any response, the City Council may grant authority to the City Manager to secure the services and/or product by another means."

### RECOMMENDATION

Council moved to Executive Committee for city manager to identify potential candidates and bring back to council for approval.

### ATTACHMENTS

1. 2022.12 Bid Tab



**BID TABULATION**

**10/17/2022 2:00 p.m.**

**Present for the City of Milton:**

Diane Ebentheuer  
Curtis Krebs  
Joe Cook  
Sandi Woodbery

Purchasing Officer  
Chief Financial Officer  
Public Works Director  
Grants Coordinator

**Others in attendance:**

None

**Bid opening was held at 2:00 p.m. The purpose of the meeting was to receive bids for the following solicitation:**

**RFP 2022.12 WWTP Project Manager / Coordinator**

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1 No Submittals

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2

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3

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Agenda Item # 2022-970

## Discussion of 2021.08 CDBG Admin Services Clyde Gracey Community Center Expansion

### MEETING DATE

December 5, 2022

### PREPARED BY

Diane Ebentheuer, Purchasing  
Agent/Risk Manager

### BACKGROUND

The City solicited bids for Administrative Services for the Clyde Gracey Community Center Expansion through use of CDBG funding.

### SUMMARY

See attached letter from Grants Coordinator. The City did not receive the Community Development Block Grant (CDBG).

### RECOMMENDATION

Council moved to Executive Committee to reject bid award to Jones Phillips & Associates, Inc due to grant not being awarded.

### ATTACHMENTS

1. Email City did not receive CDBG grant award for Community Center

## Diane Ebentheuer

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**From:** Sandra Woodbery  
**Sent:** Wednesday, October 26, 2022 10:31 AM  
**To:** Diane Ebentheuer  
**Cc:** Randy Jorgenson  
**Subject:** Coronavirus CDBG-CV Application

Diane,

CDBG-CV Program was a competitive grant and received more applications than available funding. The exclusion of a predominately industrial census tract from the Community Center's shelter service area was considered a project weakness. The inclusion of this excluded census tract required rounding up to meet the 51% LMI National Objective. Special considerations were expected for this exclusion due to the special Coronavirus CDBG-CV Program objectives and the successful pre-application review. Unfortunately, no special considerations were afforded and the City of Milton did not receive the grant award.

Let me know if you have any questions or need any additional information.



**Sandra "Sandi" Woodbery**  
**Grants Manager**  
Phone: 850-983-4704  
Email: [swoodbery@miltonfl.org](mailto:swoodbery@miltonfl.org)

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Under Florida's public records laws, the City of Milton's emails may be considered public record and subject to inspection or disclosure to the public. If you do not wish to have your emails possibly disclosed to the public, please do not communicate with the City of Milton through email.



Agenda Item # 2022-971

## Discussion of 2021.09 CDBG Engineering Services Clyde Gracey Community Center Expansion

### MEETING DATE

December 5, 2022

### PREPARED BY

Diane Ebentheuer, Purchasing Agent/Risk Manager

### BACKGROUND

The City solicited bids for Engineering Services for the Clyde Gracey Community Center Expansion through the use of CDBG funding.

### SUMMARY

See attached letter from Grants Coordinator. The City did not receive the Community Development Block Grant (CDBG).

### RECOMMENDATION

Council moved to Executive Committee to reject bid award to Ark Engineering due to grant not being awarded.

### ATTACHMENTS

1. Email City did not receive CDBG grant award for Community Center

## Diane Ebentheuer

---

**From:** Sandra Woodbery  
**Sent:** Wednesday, October 26, 2022 10:31 AM  
**To:** Diane Ebentheuer  
**Cc:** Randy Jorgenson  
**Subject:** Coronavirus CDBG-CV Application

Diane,

CDBG-CV Program was a competitive grant and received more applications than available funding. The exclusion of a predominately industrial census tract from the Community Center's shelter service area was considered a project weakness. The inclusion of this excluded census tract required rounding up to meet the 51% LMI National Objective. Special considerations were expected for this exclusion due to the special Coronavirus CDBG-CV Program objectives and the successful pre-application review. Unfortunately, no special considerations were afforded and the City of Milton did not receive the grant award.

Let me know if you have any questions or need any additional information.



**Sandra "Sandi" Woodbery**  
**Grants Manager**  
Phone: 850-983-4704  
Email: [swoodbery@miltonfl.org](mailto:swoodbery@miltonfl.org)

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Agenda Item # 2022-997

# Piggyback Lake County Bid for Purchase of Self Contained Breathing Apparatus (SCBA) for Fire Department

## MEETING DATE PREPARED BY

December 5, 2022

Diane Ebentheuer, Purchasing Agent/Risk Manager

## BACKGROUND

This is a new item 1st presented at 12/05/2022 meeting because information was not available in time for the COW meeting. The City purchasing policy allows Council to waive the bid process and use "Other Contracts" that have gone through the review processes and have been approved by another government entity. The Fire Department needs SCBA.

## SUMMARY

Lake County: Contract #22-730K  
Pricing: \$87,337.78  
Vendor: Ten-8 Fire & Safety, LLC

## RECOMMENDATION

Request Council waive the bid process and approve piggyback off Lake County's bid ( # 22-730K) for SCBA to Ten-8 Fire & Safety, LLC.

## ATTACHMENTS

1. Lake-County-Fire-Equip-Contract
2. Ten-8 Fire & Safety quote for purchase



**MODIFICATION OF CONTRACT**

Modification Number: One (1) Effective Date: 8/12/2022	Contract Number: 22-730K Title: Fire Equipment, Supplies, and Service Effective Date: 08/01/2022
Contracting Officer: Gretchen Bechtel E-mail: gbechtel@lakecountyfl.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Ten-8 Fire and Safety, LLC Address: 2950 59th Ave Drive East City: Bradenton, FL 34203
Issued By: <div style="text-align: center;">           Procurement Services            Lake County Administration Building            315 W. Main St., Suite 441            Tavares, Florida 32778-7800         </div>	ATTENTION: debouwer@ten8fire.com; cmorgan@ten8fire.com
<b>INSTRUCTIONS:</b> Contractor shall sign Signature Block showing acceptance of the below written modification and <u>return this form to Procurement Services within ten (10) days after receipt.</u> Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.	
<b>DESCRIPTION OF MODIFICATION:</b> Contract modification to add items to contract per the attached.	
<b>CONTRACTOR SIGNATURE BLOCK</b> Signature: <u>Cindy Morgan</u> Print Name: <b>Cindy Morgan</b> Title: <b>VP of Equipment and Rescue Sales</b> Date: <u>8/12/2022</u> E-mail: <u>cmorgan@ten8fire.com</u> Secondary E-mail: <u>inf@ten8fire.com</u>	<b>LAKE COUNTY SIGNATURE BLOCK</b> Signature: <u></u> Print Name: <b>Gretchen Bechtel, CPPB, Contracting Officer II</b> Title: <b>Officer II</b> Date: <u>2022.08.12 08:31:46 -04'00'</u>
Distribution: Original – Bid File Copy – Contractor Contracting Officer	



Lake County 1Lake County 17-0606L Contract

Equipment	Bid Discount off List	Hourly Rate	Stocking Distributor?	Freight Included?	Website
<b>Added in 2022</b>					
Ricochet	35.00%		No	No	<a href="https://www.ricochet-gear.com/">https://www.ricochet-gear.com/</a>



**CONTRACT NO. 22-730K**  
For  
**Fire Equipment, Supplies, and Services**

LAKE COUNTY, FLORIDA, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **Ten-8 Fire and Safety, LLC** (hereinafter "Contractor") to supply **Fire Equipment, Supplies, and Services** to the County pursuant to County Bid number 22-730 with any included addenda (hereinafter "Bid"), with an opening date of 4/26/2022, and Contractor's Bid response dated 3/24/2022, thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below (if any) are attached hereto and are also made a part of this Contract.

**ATTACHMENTS:**

Addendum 1 & 2, Exhibit A – Scope of Work, Exhibit B – Insurance Requirements, Attachment 1 – Submittal Form with General Terms & Conditions acceptance, Attachment 2 – Pricing Sheet

No financial obligation under this Contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this Contract.

Contractor shall submit the documents hereinafter listed prior to commencement of this Contract: N/A

The County's Procurement Services Director shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his option, declare this Contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

**This Contract is effective from 8/1/2022 through 7/31/2023**, except the County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. This Contract provides for two (2) two (2) year renewals at Lake County's sole option at the terms noted in the Bid.

Any and all modifications to this Contract must be in writing signed by the County's Procurement Services Director.

LAKE COUNTY, FLORIDA

  
By: Gretchen Bechtel, CPPB

Contracting Officer II

Date: 07/26/2022

Distribution: Original-Bid File  
Copy-Contractor  
Copy-Department



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

**SOLICITATION: Fire Equipment, Supplies, and Services**

04/12/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

### QUESTIONS/RESPONSES

Q1. Section 5.0 Method of Award - Is it the County's intention to award to multiple vendors as they have done in the past?

**R1. Per Section 5.0 Method of Award; The County reserves the right to make awards on a lowest price basis by individual item, group of items, all or none, or a combination; with one or more Vendors**

Q2. Section 3.0 Delivery Requirements and Acceptance – bid calls for delivery of all products within 10 calendar days. For items in stock this is possible, but for items on order the delivery time will vary by product and brand. The delivery time can be given when a quote is requested.

**R2. Per Section 3.0 Delivery Requirements and Acceptance Section 3.5.1 Back order may be cancelled after the shipment period has lapsed. Cancellation of orders are at the discretion of the County.**

Q3. Certain manufacturers are now including a significant surcharge to our cost which is in addition to the list price. For the county to purchase these brands off this contract, a surcharge will need to be allowed.

**R3. The solicitation provides for percent off list price. Cost shall be in accordance with contract pricing. Any additional fees shall be borne of the vendor.**

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### ACKNOWLEDGEMENT

Firm Name: Ten-8 Fire & Safety, LLC

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Richard Downer*

Date: 4/26/2022

**ADDENDUM NO. #2**

**22-730**

Print Name: Richard Downer

Title: COO

Primary E-mail Address: debouwer@ten8fire.com

Secondary E-mail Address: cmorgan@ten8fire.com



REAL FLORIDA • REAL CLOSE  
Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

**SOLICITATION:** Fire Equipment, Supplies, and Services

03/28/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

**QUESTIONS/RESPONSES**

Q1. I reviewed the attachments for bid 22-730 on Lake County’s website and it doesn’t look like the attachments have any items that need to be priced. Is there a file with the equipment and supplies you would like pricing for?

**R1. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.**

Q2. I am looking at the Bid/RFP Number: 22-730 bid opportunity and wanted to find if I am not seeing the Attachment 2B, properly? I have opened and downloaded, but I am not seeing any of the equipment or supplies listed.

**R2. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.**

---

**ACKNOWLEDGEMENT**

Firm Name: Ten-8 Fire & Safety, LLC

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Richard Downer*

Date: 4/26/2022

Print Name: Richard Downer

Title: COO

Primary E-mail Address: debouwer@ten8fire.com

Secondary E-mail Address: cmorgan@ten8fire.com

**FIRE EQUIPMENT, SUPPLIES, AND SERVICES**

The County is establishing a vendor pool for fire equipment, supplies, and services. The County does not guarantee a dollar amount to be expended on any resulting contract(s).

**1. SCOPE OF SERVICES**

All items purchased shall be in accordance with all governmental standards to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). MSDS sheets shall be provided with the shipment of any hazardous materials as required by 29 CFR 1910.1200.

**2. CONTRACTOR'S RESPONSIBILITIES**

Contractor shall:

- 2.1. Provide a website address for product and price lists for viewing and downloading.
- 2.2. Provide (upon request) a downloadable file of current catalog and manufacturer's price lists for the brands quoted.
- 2.3. Provide all labor, material, and equipment necessary for contract performance.
- 2.4. Provide an intensive training program to County staff regarding the use of the products or services supplied.
  - 2.4.1. Contractor shall bare all costs of registration fees, manuals, texts, or instructional materials associated with the required training.
  - 2.4.2. Training shall be at no additional cost to the County.

**3. DELIVERY REQUIREMENTS AND ACCEPTANCE**

- 3.1. Deliveries shall be FOB Destination – Inside Delivery.
- 3.2. Delivery will be to a county location named during order placement.
- 3.3. Deliveries shall be made within ten (10) calendar days and during regular business hours
  - 3.3.1. Monday through Friday, 8:00 a.m. to 5:00 p.m.
  - 3.3.2. Excludes County Holidays
- 3.4. Emergency orders shall be delivered within forty-eight (48) hours.
  - 3.4.1. The County will advise when the order is an emergency.
  - 3.4.2. Emergency/Disaster deliveries may be required during non-business hours.
- 3.5. Back orders shall be filled within ten (10) calendar days from the initial scheduled delivery.
  - 3.5.1. Back orders may be cancelled after shipment period has lapsed.

**FIRE EQUIPMENT, SUPPLIES, AND SERVICES**

3.6. County staff may pick-up in person if authorized in writing by supervisor.

3.6.1. Contractor shall maintain a copy of the written authorization.

3.7. County reserves the right to cancel an order after the order shipment period has lapsed.

**4. REBATES AND SPECIAL PROMOTIONS**

4.1. All rebates and special promotions offered by a manufacturer shall be passed on to the County.

4.2. Contractor shall be responsible to notify the County of rebates or special promotions.

4.3. Special promotions shall be offered to the County if pricing is lower than contract pricing.

**5. REPAIR SERVICES**

5.1. Hourly rates shall be straight-time and be full compensation for labor, equipment use, travel time, and any other incidentals.

5.2. Contractor shall possess all required equipment necessary to make effective repairs.

5.3. Contractor shall be factory certified to service equipment.

5.4. Contractor shall assume risk of loss or damage to County property until returned and accepted by County.

5.5. Contractor shall submit a written estimate for each service project.

5.5.1. The estimate shall be itemized and include:

5.5.1.1. Anticipated start date and completion date.

5.5.1.2. Number of hours at contracted hourly wages for project completion

5.5.1.3. List price of materials and discount per Attachment 2 – Pricing Sheet.

5.5.1.4. Lump sum estimates are not acceptable.

5.6. No work shall commence without a written Notice to Proceed.

5.7. All materials, workmanship, and equipment shall be subject to inspection and approval.

5.8. The Contractor shall correct all deficiencies/defects in work failing to conform to standard within ten (10) calendar days of notification at Contractor's expense.

**6. TRAINING**

6.1. Contractor shall supply a minimum of one (1) comprehensive repair and parts manual.

6.1.1. Manuals shall be included with equipment upon delivery.

**EXHIBIT A – SCOPE OF SERVICES  
FIRE EQUIPMENT, SUPPLIES, AND SERVICES**

**22-730**

6.1.2. Manuals may be electronic.

**7. WARRANTY REQUIREMENTS**

- 7.1. The Contractor agrees that all materials shall be new, warranted for their merchantability, and fit for a particular purpose.
- 7.2. The Contractor agrees that the product and/or service furnished shall be covered by the most favorable commercial warranty.
- 7.3. Contractor shall assume the risk of loss of damage to the County's property during possession and until delivery and acceptance of property to the County.
- 7.4. The Contractor shall correct all apparent or latent deficiencies, defects in work, or any work that fails to conform at the Contractor's expense within ten (10) calendar days.

*[The remainder of this page intentionally left blank]*

A. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY'S Project Manager and Procurement Services Director within five working days of such request. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:

i. General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	\$1,000,000/2,000,000
Products-Completed Operations	\$2,000,000
Personal & Adv. Injury	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000
Contractual Liability	Included

ii. Automobile liability insurance, including owned, non-owned, and hired autos with the minimum Combined Single Limit of \$1,000,000

iii. Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and any other applicable law requiring workers' compensation (Federal, maritime, etc.). If not required by law to maintain workers compensation insurance, the CONTRACTOR must provide a notarized statement that if he or she is injured, he or she will not hold the COUNTY responsible for any payment or compensation.

iv. Employers Liability with the following minimum limits and coverage:

Each Accident	\$1,000,000
Disease-Each Employer	\$1,000,000
Disease-Policy Limit	\$1,000,000

B. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear all applicable policies. Certificates of insurance must identify the RFP or ITB number in the Description of Operations section on the Certificate.

C. CONTRACTOR must provide a minimum of 30 days prior written notice to the County of any change, cancellation, or nonrenewal of the required insurance.

D. Certificates of insurance must evidence a waiver of subrogation in favor of the COUNTY, that coverage must be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium by the COUNTY.

E. CONTRACTOR must provide a copy of all policy endorsements, reflecting the required coverage, with Lake County listed as an additional insured along with all required provisions to include waiver of subrogation. Contracts cannot be completed without this required insurance documentation. A certificate of insurance (COI) will not be accepted in lieu of the policy endorsements.

F. Certificate holder must be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA,  
AND THE BOARD OF COUNTY COMMISSIONERS.  
P.O. BOX 7800  
TAVARES, FL 32778-7800

G. All self-insured retentions will appear on the certificates and will be subject to approval by the COUNTY. At the option of the COUNTY, the insurer will reduce or eliminate such self-insured retentions; or CONTRACTOR will be required to procure a bond guaranteeing payment of losses and related claims expenses.

H. The COUNTY will be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention will be the sole responsibility of the CONTRACTOR or subcontractor providing such insurance.

I. CONTRACTOR will be responsible for subcontractors and their insurance. Subcontractors are to provide Certificates of Insurance to the COUNTY evidencing coverage and terms in accordance with the CONTRACTOR'S requirements.

J. Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

K. Neither approval by the COUNTY of any insurance supplied by CONTRACTOR, nor a failure to disapprove that insurance, will relieve CONTRACTOR of full responsibility of liability, damages, and accidents as set forth herein.

*[The remainder of this page is intentionally left blank.]*

The undersigned hereby declares that: Ten-8 Fire & Safety, LLC has examined and accepts the specifications, terms, and conditions presented in this Solicitation, satisfies all legal requirements to do business with the County, and to furnish **FIRE EQUIPMENT, SUPPLIES, AND SERVICES** for which Submittals were advertised to be received no later than 3:00 P.M. Eastern time on the date stated in the solicitation or as noted in an addenda. Furthermore, the undersigned is duly authorized to execute this document and any contracts or other transactions required by award of this Solicitation.

### **1.0 TERM OF CONTRACT**

The Contract will be awarded for an initial one (1) year term with the option for two (2) subsequent two (2) year renewals. Renewals are contingent upon mutual written agreement.

The Contract will commence upon the first day of the next calendar month after Board approval. The Contract remains in effect until completion of the expressed and implied warranty periods. The County reserves the right to negotiate for additional services/items similar in nature not known at time of solicitation.

### **2.0 PAYMENT**

The Contractor shall email the County's using department ([egminer@lakecountyfl.gov](mailto:egminer@lakecountyfl.gov)) an accurate invoice within 30 calendar days after delivery. Invoices should reference the purchase/task order, ship date, tracking number, and ship-to address, list price, percent discount, and unit cost. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. The County will remit full payment on all undisputed invoices within 45 days from receipt by the appropriate County using department. The County will pay interest not to exceed 1% per month on all undisputed invoices not paid within 30 days after the due date.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

Vendor accepts MasterCard for payment: NO

### **3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS:**

I certify that I have reviewed the [General Terms and Conditions for Lake County Florida](#) and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES

Failure to acknowledge may result in Submittal being deemed non-responsive.

### **4.0 CERTIFICATION REGARDING FELONY CONVICTION:**

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

### **5.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION:**

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with any

corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. N/A

**6.0 CERTIFICATION REGARDING BACKGROUND CHECKS:**

Under any County Contract that involves Contractor or subcontractor personnel working in proximity to minors, the Vendor hereby confirms that any personnel so employed will have successfully completed an initial, and subsequent annual, Certified Background Check, completed by the Contractor at no additional cost to the County. The County retains the right to request and review any associated records with or without cause, and to require replacement of any Contractor employee found in violation of this requirement. Contractor shall indemnify the County in full for any adverse act of any such personnel in this regard. Additional requirements may apply in this regard as included within any specific contract award. YES

**7.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

The County does not establish specific goals for minority set-asides however, participation by minority and non-minority qualified firms is strongly encouraged. If the firm is a minority firm or has obtained certification by the State of Florida, Office of Supplier Diversity, (OSD) (CMBE), please indicate the appropriate classification(s) not applicable not applicable and enter OSD Certification Number N/A and enter effective date N/A to date N/A

**8.0 FEDERAL FUNDING REQUIREMENT:**

N/A

**9.0 RECIPROCAL VENDOR PREFERENCE:**

N/A

**10.0 GENERAL VENDOR INFORMATION:**

Firm Name: Ten-8 Fire & Safety, LLC

Street Address: 2950 59th Avenue Drive East

City: Bradenton State and ZIP Code: FL, 34203

Mailing Address (if different): Click or tap here to enter text.

Telephone: 800-228-8368 Fax: 941-756-2598

Federal Identification Number / TIN: 59-2812764

DUNS Number: 039680376

**11.0 SUBMITTAL SIGNATURE:**

I hereby certify the information indicated for this Submittal is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this Submittal on behalf of the Vendor. I, individually and on behalf of the Vendor, acknowledge and agree to abide by all terms and conditions contained in this solicitation as well as any attachments, exhibits, or addenda.

Name of Legal Representative Submitting this Proposal: *Richard Downer*

Date: 4/26/2022

Print Name: Richard Downer

Title: COO

Primary E-mail Address: debouwer@ten8fire.com

Secondary E-mail Address: cmorgan@ten8fire.com

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

*[The remainder of this page is intentionally blank]*

*Ten-8 Fire & Safety, LLC*

<b>SAVE AND SUBMIT AS AN EXCEL FILE</b>			
<b>ITEM #</b>			
1	www.ten8fire.com		
<b>SHOP LOCATION</b>			
2a	2950 59th Ave Dr E, Bradenton, FL 34203		
2b	Ron Ribbens, 800-228-8368, rribbens@ten8fire.com		
2c	<b>Labor for Equipment Repair (not under warranty)</b>	\$115.00	<b>per hour</b>
2d	<b>Pickup or delivery services offered?</b>	Yes	
2e	<b>Pick up / delivery fee for Equipment</b>	\$65.00-/hour/person	<b>per call</b>

**The following information is required for price redetermination consideration.**

Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of fuel?	N/A
Which does the firm use: Diesel fuel or Gasoline?	Both
Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of wages?	N/A
Assuming prices quoted include costs for vehicles, maintenance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of materials?	N/A

Lake County is exempt from all taxes (Federal, State, Local). A Tax Exemption Certificate will be furnished upon request for any direct purchasing. Contractor will be responsible for payment of taxes on all materials purchased by the Contractor for the project.

**LIST MANUFACTURER SUPPORTED.**

3	MANUFACTURER	Hourly Service Rate	Factory Authorized Service Center? YES/NO
	Pierce - At Vendor Facility, 8AM - 5PM, Mon - Fri	\$124.20	Yes
	Pierce - At Vendor Facility, outside of hours mentioned above	\$189.00	Yes
	Pierce - Off Site Location, 8AM - 5PM, Mon - Fri	\$140.40	Yes
	Pierce - Off Site Location, outside of hours mentioned above	\$243.00	Yes

<b>Ten-8 Fire &amp; Safety, LLC</b>				
<b>SAVE AND SUBMIT AS AN EXCEL FILE</b>				
<a href="http://www.ten8fire.com">www.ten8fire.com</a>				
<b>Warehouse Location(s):</b>		<b>Bradenton, FL</b>		
<b>Contact Information For Emergency/Disaster Services (24/7)</b>				
<b>Name:</b>		Ron Ribbens		
<b>Email:</b>		<a href="mailto:rribbens@ten8fire.com">rribbens@ten8fire.com</a>		
<b>Emergency Phone:</b>		941-650-8420		
List manufacturer brands supported.				
<b>MANUFACTURER</b>	<b>Percent Off List</b>	<b>In Stock / Lead Time</b>	<b>Freight Included</b>	<b>WEBSITE</b>
Action	35.00%	NO	NO	<a href="http://actioncoupling.com/">http://actioncoupling.com/</a>
Aeroclave	0.00%	YES	NO	<a href="http://www.aeroclave.com/">http://www.aeroclave.com/</a>
AH Stock	10.00%	NO	NO	<a href="http://www.ahstockmfg.com/">http://www.ahstockmfg.com/</a>
Ajax	10.00%	NO	NO	
Akron Brass	38.00%	YES	NO	<a href="http://www.akronbrass.com/">http://www.akronbrass.com/</a>
Akron Brass Parts	10.00%	YES	NO	<a href="http://www.akronbrass.com/">http://www.akronbrass.com/</a>
Alocolite	15.00%	NO	NO	<a href="http://www.fireladder.com/">http://www.fireladder.com/</a>
Amerex	35.00%	YES	NO	<a href="http://amerex-fire.com/">http://amerex-fire.com/</a>
Anchor Industries	5.00%	NO	NO	<a href="https://www.anchorinc.com/specialty-products/">https://www.anchorinc.com/specialty-products/</a>
Angus	40.00%	NO	NO	<a href="http://www.angusfire.com/">http://www.angusfire.com/</a>
Angus Foam	12.00%	NO	NO	<a href="http://angusfire.com/foam-concentrates/">http://angusfire.com/foam-concentrates/</a>
Ansul Foam	12.00%	NO	NO	<a href="https://www.ansul.com/en/us/pages/default.aspx">https://www.ansul.com/en/us/pages/default.aspx</a>
Ansul Foams	12%	NO	NO	
Blowhard Fans	10.00%	NO	NO	<a href="https://www.blowhardfans.com/">https://www.blowhardfans.com/</a>
Boston Leather	10.00%	YES	NO	<a href="http://www.bostonleather.com/">http://www.bostonleather.com/</a>
Bullard (WILDLAND ONLY)	30.00%	YES	NO	<a href="https://www.bullard.com/">https://www.bullard.com/</a>
Bulldog Name Change from Angus	40.00%	NO	NO	<a href="http://www.bulldoghose.com/">http://www.bulldoghose.com/</a>
Cairns & Brother	35.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
California Mountain (CMC)	0.00%	NO	NO	<a href="http://www.cmcrecue.com/">http://www.cmcrecue.com/</a>
Cast Products	10.00%	NO	NO	<a href="http://www.getcpi.com/">http://www.getcpi.com/</a>
CET	20.00%	YES	NO	<a href="http://fire-pump.com/">http://fire-pump.com/</a>
Chemguard Foam	12.00%	NO	NO	<a href="http://www.chemguard.com/">http://www.chemguard.com/</a>
Class One (Span Instruments)	10.00%	YES	NO	
Code 3	5.00%	NO	NO	<a href="http://www.code3pse.com/">http://www.code3pse.com/</a>
Cosmas USA	25.00%	YES	NO	<a href="http://www.cosmasusa.com/">http://www.cosmasusa.com/</a>
Council Tools	0.00%	NO	NO	<a href="http://counciltool.com/">http://counciltool.com/</a>
Cutter's Edge	10.00%	YES	NO	<a href="http://www.cuttersedge.com/">http://www.cuttersedge.com/</a>
Darley & Co.	5.00%	NO	NO	<a href="http://www.darley.com/">http://www.darley.com/</a>
David Clark	10.00%	NO	NO	<a href="http://www.davidclarkcompany.com/">http://www.davidclarkcompany.com/</a>
Door Storm	5.00%	NO	NO	<a href="http://www.doorstorm.com/">http://www.doorstorm.com/</a>

MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
Dragon Fire Gloves	5.00%	NO	NO	<a href="http://www.dragonfiregloves.com/">http://www.dragonfiregloves.com/</a>
Duo Safety	10.00%	NO	NO	<a href="http://www.duosafety.com/">http://www.duosafety.com/</a>
Edwards Mfg	0.00%	NO	NO	<a href="http://www.edwardsironworkers.com/">http://www.edwardsironworkers.com/</a>
Elkhart Brass	25.00%	YES	NO	<a href="http://www.elkhartbrass.com/">http://www.elkhartbrass.com/</a>
Ergodyne	30.00%	YES	NO	<a href="https://www.ergodyne.com/">https://www.ergodyne.com/</a>
ESS- Parts	10.00%	NO	NO	<a href="http://www.esseyepro.com/">http://www.esseyepro.com/</a>
ESS- product	25.00%	NO	NO	<a href="http://www.esseyepro.com/">http://www.esseyepro.com/</a>
Euramco Safety	10.00%	NO	NO	<a href="http://www.euramcosafety.com/">http://www.euramcosafety.com/</a>
Federal Signal Corp	10.00%	YES	NO	<a href="https://www.federalsignal.com/">https://www.federalsignal.com/</a>
Ferno	0.00%	NO	NO	<a href="http://www.fernoems.com/">http://www.fernoems.com/</a>
Fire Hooks Unlimited	0%	YES	NO	<a href="http://www.firehooksunlimited.net/">http://www.firehooksunlimited.net/</a>
Fire Research	15.00%	NO	NO	<a href="http://www.fireresearch.com/">http://www.fireresearch.com/</a>
Firecom	15.00%	YES	YES	<a href="http://www.firecom.com/">http://www.firecom.com/</a>
Firecraft Safety Products	10.00%	NO	NO	<a href="https://www.firecraftsafety.com/">https://www.firecraftsafety.com/</a>
Flamefighter	20.00%	YES	NO	<a href="http://flamefighter.com/">http://flamefighter.com/</a>
Fold A Tank	20.00%	YES	NO	<a href="http://www.fol-da-tank.com/">http://www.fol-da-tank.com/</a>
Gemtor (formerly Atlas)	15.00%	YES	NO	<a href="http://www.gemtor.com/">http://www.gemtor.com/</a>
Glassmaster Wehr	10.00%	YES	NO	<a href="http://glasmaster.com/">http://glasmaster.com/</a>
Globe - Turnout Gear	44.00%	NO	NO	<a href="http://globeturnoutgear.com/">http://globeturnoutgear.com/</a>
Globe Boots	31.00%	YES	NO	<a href="http://globeturnoutgear.com/">http://globeturnoutgear.com/</a>
Groves Incorporated	15.00%	NO	NO	<a href="http://www.groves.com/">http://www.groves.com/</a>
Haix Boots	15.00%	YES	NO	<a href="https://www.haixusa.com/haix-firefighter">https://www.haixusa.com/haix-firefighter</a>
Hale Fire Pumps	5%	YES	NO	<a href="http://haleproducts.com/">http://haleproducts.com/</a>
Hannay Reels	10.00%	YES	NO	<a href="http://www.hannay.com/">http://www.hannay.com/</a>
Harrington	40.00%	YES	NO	<a href="http://www.harrinc.com/">http://www.harrinc.com/</a>
Hazard Control Technolgies	5.00%	YES	NO	<a href="https://hct-world.com/">https://hct-world.com/</a>
Hebert	20.00%	YES	NO	
HexArmor	15.00%	YES	NO	<a href="https://www.hexarmor.com/">https://www.hexarmor.com/</a>
Hi-Lift Jack	5.00%	NO	NO	<a href="https://hi-lift.com/first-responder-jack/">https://hi-lift.com/first-responder-jack/</a>
Humat	0.00%	NO	NO	<a href="http://www.humat.com/">http://www.humat.com/</a>
Husky	20.00%	YES	NO	<a href="http://www.huskyportable.com/">http://www.huskyportable.com/</a>
Hygenall	0.00%	NO	NO	<a href="https://hygenall.com/firefighters/">https://hygenall.com/firefighters/</a>
Identifire	0.00%	No	NO	<a href="http://identifiresafety.com">identifiresafety.com</a>
JGB Hose	5.00%	YES	NO	<a href="https://www.jgbhose.com/">https://www.jgbhose.com/</a>
Junk Yard Dog	5.00%	NO	NO	<a href="http://junkyarddogindustries.com/">http://junkyarddogindustries.com/</a>
Key Hose	40.00%	YES	NO	<a href="http://keyhose.com/products.html">http://keyhose.com/products.html</a>
Kochek	30.00%	YES	NO	<a href="https://www.kochek.com/">https://www.kochek.com/</a>
Kussmaul	12.00%	YES	NO	<a href="http://www.kussmaul.com/">http://www.kussmaul.com/</a>
Lakeland Industries	25.00%	No	NO	<a href="https://www.lakeland.com/us">https://www.lakeland.com/us</a>
Leader Fans	10.00%	YES	NO	<a href="http://www.leadernorthamerica.com/">http://www.leadernorthamerica.com/</a>
Leatherhead Tools	35.00%	YES	NO	<a href="http://www.leatherheadtools.com/">http://www.leatherheadtools.com/</a>
MSA				
MSA Helmets	35.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
MSA Instruments	15.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
MSA Parts	15.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
MSA SCBA	25.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
MSA TIC	0.00%	YES	NO	<a href="http://us.msasafety.com/">http://us.msasafety.com/</a>
Natale (Circle D)	10.00%	YES	NO	<a href="http://www.circledlights.com/">http://www.circledlights.com/</a>
National Foam	5.00%	YES	NO	<a href="http://nationalfoam.com/">http://nationalfoam.com/</a>
Nupla	30.00%	YES	NO	<a href="http://www.nuplacorp.com/">http://www.nuplacorp.com/</a>
OHD USA	0.00%	NO	NO	<a href="http://www.ohdusa.com/">http://www.ohdusa.com/</a>
Pelican	15.00%	YES	NO	<a href="http://www.pelican.com/">http://www.pelican.com/</a>
Performance Advantage Company	10.00%	YES	NO	<a href="http://pactoolmounts.com/">http://pactoolmounts.com/</a>

MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
Petrogen	0.00%	NO	NO	<a href="http://www.petrogen.com/">http://www.petrogen.com/</a>
PGI	15.00%	NO	NO	<a href="https://www.pgi-inc.com/">https://www.pgi-inc.com/</a>
Pierce	5.00%	YES	NO	
R & B Fabricators	10.00%	YES	NO	<a href="https://www.rbfab.com/">https://www.rbfab.com/</a>
Redhead Brass				<a href="http://www.redheadbrass.com/">http://www.redheadbrass.com/</a>
Redhead Brass QTY. 1-9	10.00%	YES	NO	<a href="http://www.redheadbrass.com/">http://www.redheadbrass.com/</a>
Redhead Brass QTY 10-24	20.00%	YES	NO	<a href="http://www.redheadbrass.com/">http://www.redheadbrass.com/</a>
Redhead Brass QTY 25-49	30.00%	YES	NO	<a href="http://www.redheadbrass.com/">http://www.redheadbrass.com/</a>
Redhead Brass QTY 50-199	40.00%	YES	NO	<a href="http://www.redheadbrass.com/">http://www.redheadbrass.com/</a>
Rescue 42	10.00%	YES	NO	<a href="http://rescue42.com/">http://rescue42.com/</a>
Rescue Tech	5.00%	NO	NO	<a href="http://www.rescuetech1.com/">http://www.rescuetech1.com/</a>
Rice Hydro - test pumps	25.00%	YES	NO	<a href="http://www.ricehydro.com/">http://www.ricehydro.com/</a>
Rice Hydro Accessories	10.00%	YES	NO	<a href="http://www.ricehydro.com/">http://www.ricehydro.com/</a>
SaferStraps	0.00%	YES	NO	<a href="https://saferstraps.com/">https://saferstraps.com/</a>
SCBAS	15.00%	YES	NO	<a href="http://scbas.com/">http://scbas.com/</a>
Sensible Mounts	15.00%	YES	NO	<a href="http://senpro.net/">http://senpro.net/</a>
Shelby Wolverine	5.00%	YES	NO	<a href="http://www.shelbyglove.com/">http://www.shelbyglove.com/</a>
Signal Vehicle Products	20.00%	NO	NO	
Solutions Safety Products	0.00%	NO	NO	<a href="https://solutionssafety.com/products/citrosqueeze">https://solutionssafety.com/products/citrosqueeze</a>
South Park	20.00%	YES	NO	<a href="http://www.spcbrass.com/">http://www.spcbrass.com/</a>
SpillArmor	10.00%	YES	NO	<a href="http://smartvistallc.com/spillarmor/">http://smartvistallc.com/spillarmor/</a>
Sterling Rope	15.00%	NO	NO	<a href="http://www.sterlingrope.com/">http://www.sterlingrope.com/</a>
Streamlight	40.00%	YES	NO	<a href="http://www.streamlight.com/">http://www.streamlight.com/</a>
SuperVac	25.00%	YES	NO	<a href="http://supervac.com/">http://supervac.com/</a>
Task Force Tips	38.00%	YES	NO	<a href="http://www.tft.com/">http://www.tft.com/</a>
Task Force Tips - Parts	20.00%	NO	NO	<a href="http://www.tft.com/">http://www.tft.com/</a>
Task Force Tips G-Force	0.00%	YES	NO	<a href="https://www.tft.com/Product-Series/G-Force">https://www.tft.com/Product-Series/G-Force</a>
Team Equipment	0.00%	YES	NO	<a href="http://www.teamequipment.com/">http://www.teamequipment.com/</a>
TeleLite	5.00%	NO	NO	<a href="http://www.tele-lite.com/">http://www.tele-lite.com/</a>
Tempest Fans	20.00%	YES	NO	<a href="http://www.tempest.us.com/">http://www.tempest.us.com/</a>
Thorogood Boots	20.00%	YES	NO	<a href="http://www.weinbrennerusa.com/">http://www.weinbrennerusa.com/</a>
TNT Rescue Tools	0.00%	YES	NO	<a href="http://www.tntrescue.com/">http://www.tntrescue.com/</a>
TNT Tools	0.00%	NO	NO	<a href="http://www.tnttool.com/">http://www.tnttool.com/</a>
Tomar	10.00%	YES	NO	<a href="http://www.tomar.com/">http://www.tomar.com/</a>
True North	10.00%	YES	NO	<a href="http://www.truenorthgear.com/">http://www.truenorthgear.com/</a>
Turtle Plastics	10.00%	YES	NO	<a href="http://turtleplastics.com/">http://turtleplastics.com/</a>
US Coupling	25.00%	YES	NO	<a href="http://www.uscouplings.com/home/">http://www.uscouplings.com/home/</a>
Vanguard Safetywear	5.00%	YES	NO	<a href="https://www.vanguardsafetywear.com/">https://www.vanguardsafetywear.com/</a>
Vanner	10.00%	YES	NO	<a href="http://www.vanner.com/">http://www.vanner.com/</a>
Waterax	10.00%	NO	NO	<a href="http://www.waterax.com/">http://www.waterax.com/</a>
Waterous	10.00%	YES	NO	<a href="http://www.waterousco.com/">http://www.waterousco.com/</a>
Weldon	10.00%	YES	NO	<a href="http://www.akronbrass.com/">http://www.akronbrass.com/</a>
Western Shelter - Crew Boss	10.00%	YES	NO	<a href="http://westernshelter.com/">http://westernshelter.com/</a>
Western Shelter-tanks/shelters	0.00%	NO	NO	<a href="http://westernshelter.com/">http://westernshelter.com/</a>
Whelen Engineering	10.00%	YES	NO	<a href="http://www.whelen.com/index.php">http://www.whelen.com/index.php</a>
Will Burt	10.00%	NO	NO	<a href="http://www.willburt.com/">http://www.willburt.com/</a>
Williams Foam	12.00%	YES	NO	<a href="http://www.williamsfire.com/HOME.aspx">http://www.williamsfire.com/HOME.aspx</a>
Ziamatic/Zico	20.00%	YES	NO	<a href="http://www.ziamatic.com/">http://www.ziamatic.com/</a>



**TEN-8 FIRE & SAFETY, LLC**

2904 59TH AVENUE DRIVE EAST  
 BRADENTON, FL 34203  
 USA  
 Phone: 800-228-8368  
 Fax: 941-756-2598

Sell To:

**MILTON FIRE DEPARTMENT**

5321 STEWART STREET  
 MILTON FL 32570  
 USA

**Original**

**QUOTATION**

Quote Number <b>231003928</b>	Document Date <b>11/18/22</b>	Page <b>1/1</b>
Customer No. <b>C00645</b>	Federal Tax ID - Business Partner	
PO Number		
Sales Employee <b>Hohenstein, Carl</b>	Email <b>chohenstein@ten8fire.com</b>	
Document Owner <b>Huynh, Khanh P</b>	Email <b>khuyhn@ten8fire.com</b>	
Delivery Address		

**MILTON FIRE DEPARTMENT**

6731 MAGNOLIA STREET  
 MILTON FL 32570  
 Attn: Chief John E. Reble

Description	Quantity	UoM	Vendor	Price	Total
A-G1FS422MA2COLE R  <b>G1 SCBA H-P            CONFIGURATION            OPTIONS:</b> <b>SYSTEM_PRESSURE: 4 4500 PSIG</b> <b>CYLINDER_CONNECTION: 2 CGA Threaded Remote Con</b> <b>HARNESS: 2 Standard with Chest Strap</b> <b>CRADLE_TYPE: M Metal Band</b> <b>LUMBAR_TYPE: A Adjustable Swivel Lumbar Pad</b> <b>REGULATOR_TYPE: 2 Solid Cover Left Shd.</b> <b>REGULATOR_HOSE_TYPE: C Continuous</b> <b>EMERGENCY_BREATHING_SUPPORT: 0 None</b> <b>SPEAKER_MODULE: L Left Chest</b> <b>PASS: E PASS Right Shoulder W/TIC</b> <b>BATTERY_TYPE: R Rechargeable</b> <b>October 1st, 2022 price increase list price: List Price: \$11,385.00 Less 25% = \$8,538.75</b> <b>Ea,</b>	8	EA	MSA SAFETY SALES, LLC	7,115.63	56,925.04
10156425-SP  <b>CYL. ASSY, G1, RC 4500            PSIG, 45MIN</b> <b>October 1st, 2022 price increase list price \$1,745.00 Less 25% = \$1,308.75</b> <b>Ea.</b>	18	EA	MSA SAFETY SALES, LLC	1,090.63	19,631.34
10156459  <b>FACEPIECE,G1,FS,MD            MDNC,4PT C-HARNESS</b> <b>October 1st, 2022 price increase, List price: \$575.00 Less 25% = \$431.25</b> <b>Ea.</b>	30	EA	MSA SAFETY SALES, LLC	359.38	10,781.40
FRGT01  <b>FREIGHT CHARGE            INCLUDED</b> <b>PRICED PER LAKE CO. CONTRACT #22-730K EXPIRES 07/31/2023</b>	1			0.00	0.00

Subtotal:	<b>\$ 87,337.78</b>
Total Before Tax:	<b>\$ 87,337.78</b>
Total Tax Amount:	<b>\$ 0.00</b>
<b>Total Amount:</b>	<b>\$ 87,337.78</b>

Valid Until: **12/18/2022**

All returns must be initiated within 30 days of receipt of product and will be charged a restocking fee. Contact your sales representative to receive a Return Materials Authorization (RMA). Special order parts are not returnable. Full terms and conditions for returns can be found on our website at <https://ten8fire.com/return-policy/>



Agenda Item # 2022-980

## RFP 2022-09 Historic Milton Highway 90 Transportation Solutions

### MEETING DATE

December 5, 2022

### PREPARED BY

Ed Spears, Director of  
Economic Development, Tim  
Milstead, Planning Director

### BACKGROUND

In July, 2022, City Council voted to allocate funds and authorize a Request for Proposals for professional firms and/or individuals to review the alternatives for the proposed widening of Caroline Street (US HWY 90) through the Milton Historic District. The purpose of the engagement would be to review FDOT's preferred alternative and non-chosen alternatives and to provide new alternatives that address traffic congestion in the area while promoting the redevelopment, historic preservation and economic growth in the business district. One response was received by the RFP deadline. The response from Geo One Tech, LLC is attached to this agenda item. The response was reviewed by an interdepartmental team of City staff. The reviewers deemed the submission as responsive to the RFP. The review team identified several strengths of the submission as well as several concerns. The applicant, consisting of three highly qualified, educated, credentialed and experienced planning and transportation professionals, has many years of experience both working inside FDOT and along with FDOT. They have led planning, design and complete street projects for FDOT and several communities, including Jacksonville, Florida. The strengths of their submission are their inside knowledge of FDOT, public engagement and road design aspects. The submission is less strong in the development of feasible alternative routes, which was a major component of the RFP. However, this was the information gleaned from the written materials only. As there was only one submission, staff had no other proposal to compare and contrast. A reissuance of the RFP may yield additional responses, but time is a major factor, as FDOT is primed to select a firm for the widening project and commence design in the first quarter of the new year. If the purpose of the RFP was to engage the public and serve as the City's official consultant for the widening project, staff would have no reservations about recommending this firm to serve in that capacity. However, that was not what was solicited and would require its own RFP. For the scope of work identified in the RFP, staff is seeking Council's input as to the next steps in the selection process. Council could request a formal presentation from the sole applicant to be made at the Executive Committee on Monday, December 5, wherein the applicant can present their qualifications and directly address their ability to provide the services required and any questions and concerns could be addressed. This would also allow the Council and public to weigh in on the company's response to the RFP and presentation. Council could reject the submission and reissue the RFP hoping for more competition. Geo One Tech, LLC would be eligible to resubmit. Council could also issue a new or additional RFP for assistance in public input and design for the FDOT Design Process.

The Committee of the Whole forwarded this item to the Executive Committee and requested staff arrange a presentation from the applicant at the Executive Committee meeting. The Committee of the Whole asked staff to ensure the Councilmembers-Elect were invited to attend the presentation. Staff extended an invitation to the Geo One Tech, LLC. team, but was advised that due to a scheduling conflict, they are unable to attend the meeting on December 5th.

**SUMMARY**

**RECOMMENDATION**

Staff is requesting Council provide direction.

**ATTACHMENTS**

1. 2022.09 Geo One Tech proposal
2. 2022.09 Bid Tab

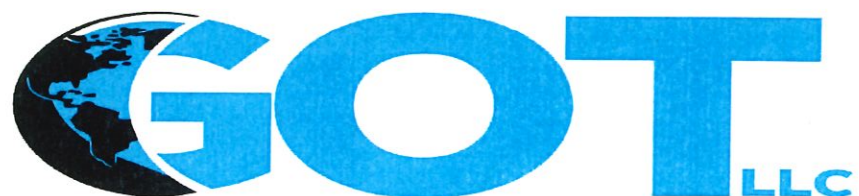
RESPONSE TO

# PROPOSAL RFP 2022.09

Historic Milton Highway  
90 Transportation  
Solutions

Submitted by  
**GEO ONE TECH LLC**  
A TRANSPORTATION PLANNING FIRM

CERTIFIED DBE, MBE, WOSB



ENGINEERING YOUR SOLUTIONS



TABLE OF

# CONTENTS

1. COVER LETTER
2. OUTLINE AND APPROACH
- FIRM(S) EXPERIENCE & PRIOR WORK
3. LICENSES
4. TEAM EXPERIENCE
5. REFERENCES - PROJECT LIST
6. ABILITY TO COMMENCE WORK
7. RESUMES
8. PROJECT MANAGER
9. MINORITY FIRM PROOF
10. APPENDICES (W9s, Insurances)



# City of Milton

P.O. Box 909, MILTON, FL 32572  
Phone: (850) 983-5438 ∞ Fax: (850) 983-5415

## MEMORANDUM

TO: Interested Parties  
FROM: Diane Ebentheuer, Purchasing Officer  
RE: RFP- 2022.09 Historic Milton Highway 90 Transportation Solutions  
DATE: August 18, 2022

Notice is hereby given that the City of Milton will receive sealed proposals for **RFP- 2022.09 Historic Milton Highway 90 Transportation Solutions**. The documents contain the necessary information for preparing and submitting your proposal for this effort.

Information is available on the City's web page at <https://MiltonFL.org/322/Purchasing>. There you may also register thru [VendorRegistry.com](http://VendorRegistry.com) (there is no charge to join); and/or thru [BidNetDirect.com/florida/city-of-milton](http://BidNetDirect.com/florida/city-of-milton) (there is no charge to join); and/or thru [DemandStar](http://DemandStar) (there is no charge to join); and/or [Office of Supplier Diversity](http://Office of Supplier Diversity).

All must review the Scope of Services and Project Description as described in this document to ensure their ability to perform as indicated.

The deadline for submitting your sealed bid is:

**Wednesday, October 19, 2022 at 2:00 p.m., (CST)**

**Delivered: City of Milton, 6738 Dixon Street, Milton, Florida, 32570**

**Mailed: City of Milton, P.O. Box 909, Milton, FL 32572**

A PRE-BID MEETING (non-mandatory) will be held on Monday, October 3, 2022 at 9:00 a.m. at City Hall, 6738 Dixon Street, Milton, FL 32570: Contact Diane Ebentheuer by phone at 850-983-5438 or email at [DEbentheuer@miltonFL.org](mailto:DEbentheuer@miltonFL.org).

Questions should be submitted in writing and directed to the Purchasing Department at (850) 983-5438; or by e-mail to [DEbentheuer@miltonFL.org](mailto:DEbentheuer@miltonFL.org) by Friday, October 7, 2022 at 2:00 p.m. Answers will be posted by Tuesday, October 11, 2022 at 2:00 p.m. (CST).

Interpretations, clarification of specifications, and requirement or changes to the documents which have a material effect will be documented and communicated only by written addendum posted on the City web page, Vendor Registry, Bid Net Direct, and DemandStar. All are responsible for checking for any addendums that may be issued, and to obtain such addendums.

*Diane Ebentheuer*

Diane Ebentheuer, Purchasing Officer

## INSTRUCTIONS

### RFP 2022.09 Historic Milton Highway 90 Transportation Solutions

#### I. Deadlines/Dates:

- Request for Proposal Published: 08/18/2022
- Pre-Bid Meeting (NonMandatory) Monday, 10/03/2022 @ 9:00 a.m. (CST)
- Questions Deadline: Friday, 10/07/2022 @ 2:00 p.m. (CST)
- Answers Posted by: Tuesday, 10/11/2022 @ 2:00 p.m. (CST)
- **Proposals Due: Wednesday, 10/19/2022 @ 2:00 p.m. (CST)**

#### II. Contact Information:

Contact: Diane Ebentheuer, Purchasing Officer  
Phone: (850) 983-5438  
Email: [DEbentheuer@miltonFL.org](mailto:DEbentheuer@miltonFL.org)

#### III. Proposals Must be Complete and Include:

1. Required Contents for Proposal (page 9 – Letter H)
2. Bidder's/Proposer's Declaration (page 3-5)
3. Public Entity Crime Form F.S. 287.133(3)(A) (*City Website*)
4. Drug-Free Workplace Form F.S. 287.087 (*City Website*)
5. Non-Collusion Affidavit (*City Website*)
6. Conflict of Interest Disclosure Form (*City Website*)
7. E-Verify Statement of Compliance (*City Website*)

*City Website address:* <https://MiltonFL.org/322/Purchasing>

IV. **Copies:** Please provide one (1) electronic copy, one (1) original, and four (4) copies of your bid/proposal.

V. **Faxed or emailed submittals are not accepted.**

**Sealed bids can be mailed to:**

City of Milton  
Purchasing Department  
P. O. Box 909  
Milton, FL 32572

**or delivered to:**

City of Milton  
Purchasing Department  
6738 Dixon Street  
Milton, FL 32570

Submittals must be sealed and marked:

To: CITY OF MILTON

**VENDOR Name:** GE ONE TECH

**SEALED Proposal \* DO NOT OPEN**

**Sealed RFP#: 2022.09**

**RFP Title: Historic Milton Highway 90 Transportation Solutions**

**DUE DATE/TIME: October 19, 2022/ 2:00 p.m. (CST)**





# City of Milton

Purchasing Department

***RFP 2022.09 Historic Milton Hwy 90 Transportation Solutions***  
***ADDENDUM #1 – Prebid (non-mandatory and Answers to Questions)***  
***October 3, 2022***

\*\*\*\*\*

**PRE-Bid 10/03/2022 – Non Mandatory:**

Attended by City Staff only. No interested parties attended.

**Answers to 10 Questions as of 10/03/2022:**

1. Does it have to be 50% for one person or can it be divided up into two people? **The City of Milton is not indicating whether an individual or a group of individuals are to be involved to meet the scope of work.**
2. Will there be a need for meetings in person or will video calls be acceptable? **Meetings are in person.**
3. Do the staff for the project need to be located in Florida? **The geographic of the consultant selected need not be in Florida.**  
If staff are needed in FL what level is Milton looking for (Junior staff, Mid-Level, Management, Professional Engineer)? **The skill sets of the individual presenting materials need be determined by the selected respondent. They do however need to be capable of presenting material in a professional fashion and to answer questions in the same manner.**
4. What is the budget for this project? **\$100,000.**
5. Can the City provide a copy of the PD&E that was completed in 2019 for US Highway 90? **PD&E was conducted by FDOT, it is available from FDOT.**
6. Page 9, Section H.2.c. states that we can include a minimum of 3 and maximum of 5 project references. Can we include more than 5 project sheets in addition to the 5 project references? **We require your proposal to have only 3 to 5 project references.**
7. Page 9, Section H.4 states that we should provide resumes for the principals of the firm. Can the City clarify what “principals of the firm” means? Can additional resumes be provided for key staff? **Yes, you may include other resumes for key staff.**
8. Page 9, Section H.6 asks to include certifications for Certified Minority Firms. What entities of minority certification is required? Please list all that qualify. **MBE Certification.**
9. Will subconsultants satisfy the minority requirements under the evaluation criteria? **No- the firm submitting the proposal must be a Certified Minority Firm (with proof attached) in order to qualify for the “Certified Minority Firm - 5 points.”**

10. Can we mail proposals to the “delivered” address instead of the “mailed” PO Box address? **No—Mailed proposals thru the United States Postal Service must use our P.O. Box 909 address. Our street address is for deliveries only.**

**End of Addendum #1**

\*\*\*\*\*  
The information given in this addendum is in addition to or supersedes conflicting information in the invitation to bid and is hereby made a part of the request.

Bidders are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Amendment. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

**BIDDERS MUST SIGN THE AMENDMENT AND SUBMIT IT WITH THEIR BID.**

\*\*\*\*\*

**ACKNOWLEDGEMENT:**

I hereby certify that I have received the above addendum:

  
\_\_\_\_\_  
Signature

OCT 17 2022  
Date

**THIS ACKNOWLEDGEMENT MUST BE RETURNED  
WITH BID/PROPOSAL PACKAGE.**





October 17, 2022

Diane Ebentheuer,  
Purchasing Officer  
City of Milton City  
6738 Dixon Street  
Milton FL, 32570

Dear Ms. Ebentheuer,

The Geo One Tech team is pleased to collaborate with the City of Milton to identify context-driven Complete Streets concepts recently adopted in the state as a trending option for consideration. In some instances, a context-driven solution may meet the needs of all downtowns and those areas for transportation users that address transportation connectivity and network deficiencies. The Geo One Tech team brings together several specific fields of expertise to support the Historic Milton Highway 90 Transportation Solutions project:

- ◆ Safety Planning
- ◆ Access Management Planning
- ◆ Concept Typical Sections
- ◆ PD&E Quality Assurance
- ◆ FDOT Complete Streets Policy
- ◆ Traffic Forecasting & Modeling
- ◆ Land Use and Comprehensive Planning
- ◆ GIS and Locational Intelligence/Spatial Solutions
- ◆ Stakeholder Engagement
- ◆ Cultural Resources and 4(f)
- ◆ Sociocultural Effects



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## Outline and Approach



Geo One Tech is pleased to present the following response to the City of Milton's RFP 2022.09, Historic Milton Highway 90 Transportation Solution.

Our values are deep-rooted in being a minority and woman-owned transportation planning firm. Stemmed from this value we embed empowering communities to improve and change, especially those overshadowed by the limelight of neighboring cities within Florida that dominate the prominence.

Our team's goals are to problem solve as a partner, to hear and listen to City staff needs, and then provide technical assistance.

We have two transportation planners and one transportation engineer all of whom have expertise in:

- **PD&E**
- **Complete Streets**
- **Safety planning**
- **Access management**
- **Traffic forecasting**
- **Multimodal planning**
- **Cost estimation concepts/preliminary engineering**

We will achieve completion of this project through the key staff because:

- **Our stellar team is 100% Florida based, accessible within driving distance**
- **This team brings knowledge from both the public and private transportation planning sectors**
- **Experience in liaising with FDOT and local governments**
- **Deep understanding and practical project experience of both PD&Es and Complete Streets**
- **Local government strategic project and policy counsel**

The following RFP response document has been organized to follow the required contents of the proposal outlined on pages 9 section H. Each signed page of the required bidder's forms for eligibility is also included.

The Team can complete the project within 180 days and for an estimated Total Fee (not to exceed) amount of \$100,053.72 (*see page 3 item 9*)



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions

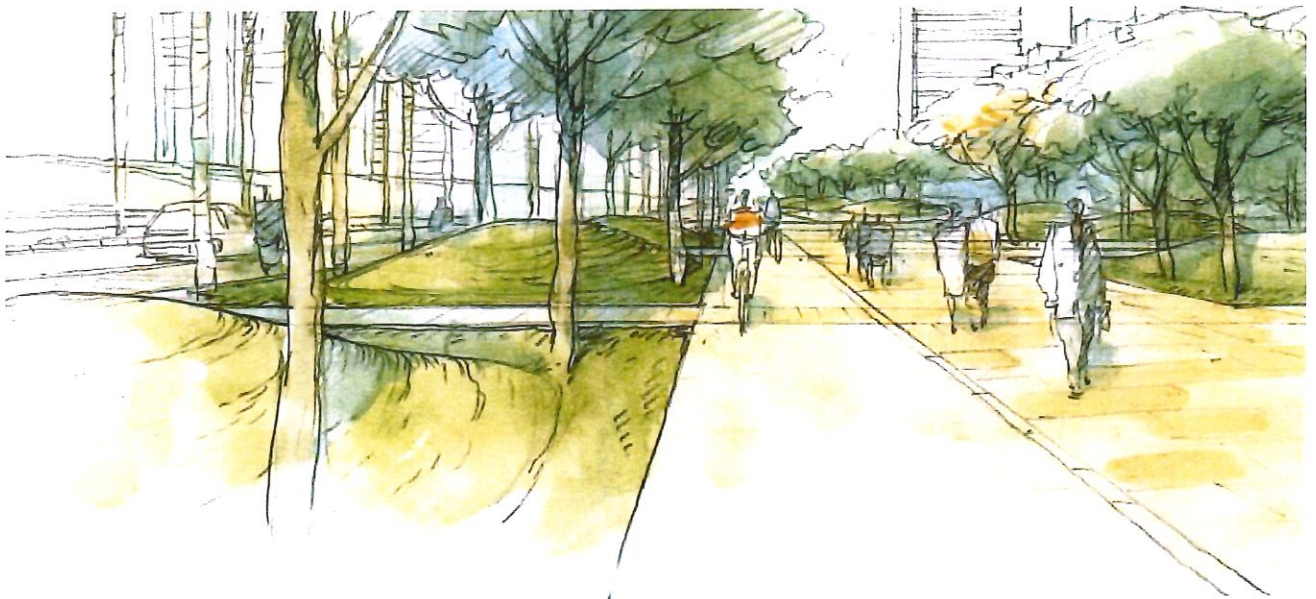


## Firm Experience & Prior Work

The following section contain pages addressing page 9 Section H (2) through (6)



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## Licences

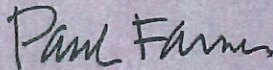
H.2.a

This certificate hereby qualifies

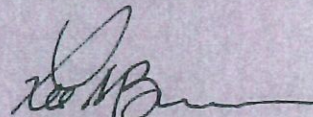
## Ameera F. Sayeed, AICP

as a member with all the benefits of a Certified Planner  
and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number 026301



Paul Farmer, FAICP  
Chief Executive Officer



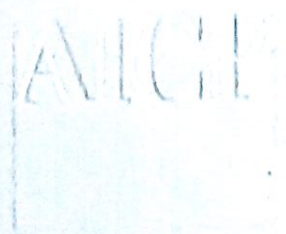
Lee Brown, FAICP  
President



The American Planning Association's  
Professional Institute

**American Institute  
of Certified Planners**

*Making Great Communities Happen*



# The American Institute of Certified Planners

The Professional Institute of the American Planning Association

hereby qualifies

## Ann Marie Longstreet

as a member  
with all the benefits  
of a Certified Planner and  
responsibility to the  
AICP Code of Ethics  
and Professional Conduct.

Certified Planner Number: 022473

February 29, 2008

PRESIDENT

EXECUTIVE DIRECTOR



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## Team Experience

# OUR TEAM EXPERIENCE

Our TEAM has over **80 years of combined project experience** and over 42 years of direct transportation project management.



Ameera

We have **listed over 70 projects** related to multi-modal, safety, traffic, Complete Streets and PD&E work, combined.



Amie

✓ This team is **exceptional** given the level of expertise we offer in response to this RFP.

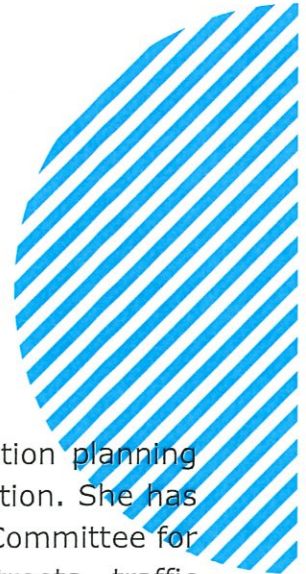


Monty

**100% woman owned and operated firm and 100% minority**

# TEAM EXPERIENCE

## Continued



### **Ameera Sayeed, AICP – Geo One Tech LLC**

#### **ROLE: Project Manager and Complete Streets**

Ms. Sayeed has over 20 years' experience in multi modal transportation planning and project management for infrastructure for mobility and transportation. She has been serving on the City of Jacksonville Context Sensitive Standards Committee for over three years. Ms. Sayeed has written policies for complete streets, traffic calming and safety as well as transit-oriented development. Her solutions-oriented mind set has led her to be a lead regulatory and policy advisor for several local municipalities. Ms. Sayeed initiated the FDOT District 2 Complete Streets Bicycle and Pedestrian Tool that was launched prior to her leaving FDOT. She has developed performance measures and criteria for implementing mobility for all users for several transportation agencies statewide and for FDOT Central Office. Currently her executive roles allow her to champion collaboration and multi modal solutions into every project and program she consults on.

### **Monty Selim– Selim Consulting**

#### **ROLE: Transportation Engineer/Planning and Complete Streets**

Mr. Selim has over 40 years' experience in multi modal transportation planning and program management of Public Infrastructure projects. Mr. Selim currently serves as the Vice Chair of the City of Jacksonville Context Sensitive Standards Committee and Member of Renew Arlington CRA. He is a subject matter expert and has updated or provided input to City of Jacksonville and several local jurisdictions their typical sections required to implement Complete Streets in land development codes. Additionally, Mr. Selim was also consulted on Nassau County project complete street typical sections.

### **Amie Longstreet, AICP Longstreet & Leonard Consulting Services**

#### **ROLE: PD&E**

With over 21 years of experience delivering strategic transportation and environmental planning projects for county and state entities. Amie's focus on details and big picture issues driving difficult project problems provides a solid approach to delivering consistent, on-time and defensible deliverables. Areas of expertise include Sociocultural effects analysis, public involvement, complete Streets, Planning policy development Cultural resource documentation and 4(f).



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## References - Project List

H.2.c

## **1 Transit Planning Consultant Florida Department of Transportation**

Specialty Consultant to FDOT's Transit Office Screening Process for adopting mobility choices and partnerships. The evaluation has included assessing land-use, context, access, safety, and transportation context including freight truck accommodations, compatible land uses, traffic volumes and capacity, crashes that involved pedestrians, or bicyclists as well as fatal accidents.

## **2 Bicycle & Pedestrian LOS tool, and the Bicycle & Gap Study**

Assessed existing conditions of bicycle and pedestrian systems as part of FDOT's Complete Street Policy.

## **3 Florida Department of Transportation District 2, Complete Streets**

Used Return on Investment methods for the FDOT's Complete Streets policy as well as reviewing existing corridors that meet the Policy definition. The project identified economic development and redevelopment within the Complete Streets corridor. The results were incorporated into the land use redevelopment tool.

## **4 Systems Planning Consultant Florida Department of Transportation**

Evaluated the impacts of the FDOT's Complete Streets Policy on SIS Facilities as it pertains to small cities and towns in Florida. This project screened SIS facilities in several FDOT districts to identify candidate corridors to implement FDOT's Complete Streets Implementation Guidance.

## **5 FDOT Access and Design for Complete Streets Document**

Developed scaled integration guidance of best practice safety design approaches, design elements, and strategy considerations for all tiers of Complete Streets projects. Additional products included corresponding Power Points and webinars.



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## Ability to Commence Work

H.3



- ❖ The City of Milton Purchasing Department has requested that the Historic Milton Highway 90 Transportation Solutions project be completed **within** 180 days.
- ❖ Approximately 523 hours will be needed by the project team to complete the RFP tasks. The tasks are split with a 40% -60% split of the total hours that have been allocated within the project schedule for the team to perform technical tasks involving reviewing and evaluating the previous PD&E study.
- ❖ An additional 193 hours have been allotted for documentation, screening, and collaboration tasks related to safety, economics, and complete streets typical sections, per the goals and scope of the RFP advertising documents.

### Suggested Project Timeline

A suggested timeline before contract negotiation is shown below based on the estimation of the RFP advertising documents' goals and scope of work.



Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
<b>F 1 Review and Evaluation</b>	Contract negotiation	96.5				Project closeout
<b>F 2.1 and F 2.4 Technical - Documentation, Screening</b>			75	65	53	
<b>F 2.3 and F 2.5 City Council - Consultation &amp; Engagement</b>			77	76	75	



**The Geo One Tech team is comprised of the following staff who have the described availability to support project completion within 180 days:**

- Ameera Sayed, AICP – Project Manager with 50% availability
- Amie Longstreet, AICP – Chief Planner with 100% availability
- Monty Selim, PE -Project Engineer with 50% availability

**Technical tasks involving the review and evaluation of the previous PD&E study and the assignment of team member tasks are outlined as follows:**

- Evaluating the Existing and Future Traffic
  - All team members
- Review Existing Documents and Alternative
  - All team members
- Screening a Range of New, Reasonable Alternatives
  - All team members
- Development of Cost Estimates
  - Project Engineer
- Document Compilation
  - Project Manager and Chief Planner

**Documentation, screening, and engagement tasks include:**

- City Council Engagement Document development
  - Project Manager and Chief Planner
- Project Kick-off Meeting
  - All team members
- City Council Presentation
  - All team members
- City Council Presentation and document approval
  - All team members
- Comment and Coordination Report development
  - Project Manager and Chief Planner



# City of Milton RFP-2022.09 Historic Milton Highway 90 Transportation Solutions



## Resumes & Experience

## Contact

904 868 3381 (Mobile)  
ameera@geonetech.com

[www.linkedin.com/in/ameera-sayeed](http://www.linkedin.com/in/ameera-sayeed) (LinkedIn)

## Top Skills

Strategic Partnerships

Transportation Plans

Land Use

Transit

Rail & Freight

Comprehensive Plans

Community Outreach

## Certifications

American Institute of Certified Planners

SDG & ESG

NCI - Charette

Pursuing PMP

## Publications

Television-- Presentation to St Johns County Board of County Commissioners and Local Planning Board

Multimodal Transportation Best Practices and Model Element

"PAB Subcommittee hears traffic concerns over Port Master Plan update"

Television ---- State impacts to future roadway - St Johns County Government TV

Department of Economic Opportunity Planning contacts

# Ameera Sayeed, AICP

Founder and CEO- Geo One Tech

Jacksonville, Florida, United States

## Summary

An entrepreneurial and data-driven visionary with success in strengthening transportation businesses and public agencies by architecting strategic plans, cross-disciplinary collaboration, comprehensive and sustainable transportation planning, implementing transportation technology solutions, mentoring future transportation planning leaders, and applying vast backgrounds across the transportation industry.

Collaborative leader and results-driven with a keen ability to drive operational excellence leading multimillion-dollar transit, rail, land use, real estate planning, and programs. A driven and motivated leader using a rare blend of creative problem-solving talents, technical knowledge, and perseverance. ESG and SDG setting targets and measures. Strategic collaboration and cost-benefit analysis for sustainable and resiliency goals and measures. Applying converting raw data to spatial data, implementation of locational analysis for decision making, and process automation using GIS and software programming languages.

Industrious powerhouse and trusted business partner with subject matter expertise across regulatory, policy, and governance in transportation and transit planning, complete streets, transportation inventory asset management, real estate, and land development, freight planning, and large-scale transportation project management, DOTs, MPOs, and local governments.

## AREAS OF EXPERTISE

- Transportation Planning
- Sustainable and Resilient Planning
- Data Analysis & Management
- GIS and Locational Intelligence/Spatial Solutions
- Strategic and Comprehensive Transportation Planning
- Stakeholder Engagement
- Speaker Engagements (schedule)

- Traffic Studies & Master Planning
- Program and Project Management
- Traffic Forecasting & Modeling
- Bicycle & Pedestrian Planning
- Land Development & Real Estate
- Rail Planning
- Transit Planning
- Policy Planning and Implementation
- Complete Streets Planning

---

## Experience

Geo One Tech LLC (GOT LLC) [www.geonetech.com](http://www.geonetech.com)

Chief Executive Officer

August 2018 - Present (4 years 1 month)

United States

Geo One Tech and Equus Innovative Solutions merged in January 2022. We are now doing business as GOT LLC.

Leveraging my entrepreneurial spirit and executive leadership skills, I'm responsible for developing and marketing proprietary software, the Go-Tech Portal, SRM, and Prioritizer to municipalities and clients in the transportation industry. My job is to build long-term relationships and consensus with customers by offering data-driven, innovative, future-oriented, and effective solutions for transit planning, freight planning, highway planning, and land planning. Our clients rely on my expert advice, technical expertise, and strategic guidance. Our clients are DOTs, MPOs, local governments, private transportation, transit authorities, land developers, legal firms, investment/finance institutions, and management consultants.

Key Achievements:

- Attract new clientele by sharing unique perspectives on land use planning for all modes of transportation, including trains, freight, automobiles, bicycle, and pedestrian.
- Drive business development by performing traffic and transportation analysis for local government and land developers.
- GIS and Geospatial solutions within private and public sectors involving data from mobility, asset management, travel demand modeling, public utilities, local capital improvement projects, land use, and codes, permitting, and environmental studies.

- Develop custom infrastructure Metrics, Performance Measures, Goals, and Standards for SDG or ESG.

We also consult and develop custom software solutions for the transportation industry. Concept design, software development, and deployment. Product launch, Strategic partnerships, Solution design, Proof of Concept, and System Integration for AEC+P for both public and private agencies.

### REINS app

Founder

2020 - Present (2 years)

United States

REINS is a FREE question-and-answer application designed specifically for the Architecture, Engineering, Construction, and Planning industries. The application provides direct access to certified Infrastructure Experts and Mentors. REINS' Users can ask unlimited questions, anytime and anonymously. Anonymity allows the freedom to ask any question that may be technical, professional, or project related. Post your question privately or publicly on REINS. As a REINS User, you choose your Expert/Mentor to answer your questions based on the Expert/Mentor About section.

REINS is another way for you to improve your current project, solve your problem, or confirm your solution. REINS provides the support, advice, and feedback you may need from our industry experts who are proven, subject matter experts, and leaders.

### Florida East Coast Industries

Brightline & FECI Management Consultant and Advisor

November 2018 - November 2019 (1 year 1 month)

While completing various consulting engagements, I relied on my industry expertise to complete \$2B worth of enterprise-wide projects. I supervised concurrent projects that included investment-grade loans and grants. I also collaborated with our clients and in-house accounting staff to maintain budgets and project viability.

Key Achievements:

- Achieved company's first-ever CRISI grant for Ohio Rail Development Commission upon applying with only 12 hours of lead time.
- Spearheaded the entire project team during the full lifecycle, including the project for Brightline passenger rail while consistently meeting master plan, quality, and budget goals.

- Consulted on engagement to receive a \$1.7M RRIF loan and project for FDOT to resurface a 12-mile stretch of road by acquiring \$8M in funding.

Florida Department of Transportation  
Transportation Planning Manager  
November 2013 - November 2017 (4 years 1 month)  
United States

During my time with FDOT, I oversaw day-to-day and long-term program operations covering 18 regional counties and 60+ municipalities. My main duty was to manage transportation planning support activities for public entities and associated county/city commissions. My scope of responsibility included reviews of Comprehensive Plan Amendments, Master Plans, and Planned Unit Developments, along with asset management and traffic modeling. I created the development of traffic forecasts for Planning and Design along with fund sourcing and tracking for mobility planning. I also authored and edited the Growth & Development Handbook.

Key Achievements:

- Successfully preserved and effectively managed SIS/non-SIS highway system while owning responsibility for policy and regulatory decision-making for resources, rights of way, safety, and crash analyses.
- Enhanced overall operations at National Center for Transit Research by creating and establishing multimodal planning best practices.
- Simplified land use and socioeconomic data changes, enhanced data management, and visualization, improved results accuracy, and maximize efficiency and return on investment by architecting NERPM AB Land Use Editing Tool.

Northeast Florida Regional Council  
Senior Transportation Planner  
January 2007 - November 2013 (6 years 11 months)  
United States

I directed transportation services in coordination with the State of Florida Division of Emergency Management, NEFRC, and ten Regional Planning Councils. It was on me to deliver population projections and economic indicators, including economic impact analyses. I also created and continuously improved several Post-Disaster Redevelopment plans for multiple jurisdictions and a Local Mitigation Strategy for Nassau County.

Key Achievements:

- Played a key role in enabling the council to win National Planning Excellence Award for Hazard Mitigation & Disaster Planning for Florida Statewide Regional Evacuation Study.
- Hand-selected to serve as statewide Instructor for Transportation Interface for Modeling Evacuation (TIME); delivered technical support to NEFRC, including governments from seven counties and 20+ municipalities.

RS&H

Project Manager

May 1996 - May 2002 (6 years 1 month)

United States

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## Education

Arizona State University

Bachelor of Arts - BA, Geography - Planning, and Economics

## Appointments / Member Organization

- Urban Land Institute
- American Planning Association
- American Institute of Certified Planners
- Project Management Institute
- ISSP – International Society of Sustainability Professionals
- **Mayoral Appointee – City of Jacksonville Context Sensitive Solutions Committee (CSSC) 2019 – present**
- RCI – Regional Community Institute, NEFRC 2022- present
- RLA – Regional Leadership Academy, NEFRC
- **Complete Streets Policy – FDOT Statewide Task Force**
- Multimodal Guidelines – FDOT Statewide
- Statewide TIME – Hurricane Evacuation Modeling
- Statewide Freight Task Force – FDOT
- District 2 – Travel Demand Model FDOT
- ROI Statewide Task Force – FDOT
- Northeast Florida GIS User Group
- Florida Statewide Growth Management Policy and Guidelines Handbook

## **MONTY SELIM**

### **Transportation Civil Engineer Complete Streets Subject Matter Expert**



Mr. Selim has over 40 years' experience in multi modal transportation planning and program management of Public Infrastructure projects. Mr. Selim currently serves as the Vice Chair of the City of Jacksonville Context Sensitive Standards Committee and Member of Renew Arlington CRA.

#### **Project Experience:**

**Groundwork Jacksonville**, Mr. Selim is currently serving as project manager for the Emerald Trail in Jacksonville Urban core. This a 30 miles multi-phase bicycle-pedestrian trail serving as an urban trail network. Mr. Selim was involved in the consultant's contract scope and fee negotiations, the review of preliminary plans for the initial project segment from Stonewall Street to S-line intersection with State Street, this initial segment includes a Road-Diet segment between Water Street and Forsyth Street along Lee Street with a lane-elimination in each direction and the addition of raised landscape median. The Hogan Street Segment is one mile requires the elimination of one-vehicular lane and replacing it with wider sidewalk and a cycle track, separate bicycle signalization and detection is included in this project.

**City of Jacksonville Context Sensitive Standards Committee** for the past 6 years Mr. Selim served as the Urban planner on this committee developing the City's roadway standards for truck routes and roadways that meets the needs of all users including bicyclists and pedestrians as well as wheelchair users. This is a collaborative effort between business stakeholders, transportation professionals and City of Jacksonville Public Works and Planning Staff to increase public safety and reduce injuries and fatalities on City's streets.

**Renew Arlington CRA Board** for over a year Mr. Selim has served as the Urban Planner Board Member, in this capacity working with the City of Jacksonville staff to improve the Arlington Area, most recently is the development of a Road-Diet project along Arlington Road from University Boulevard to Cesery Boulevard to eliminate one-through lane in each direction adding parallel parking and bike-lanes and a median.

**Systems Planning Consultant Florida Department of Transportation Central Office.** Mr. Selim served as a Specialty Consultant to FDOT's SIS Connectors Screening Process for adopting Complete Streets Policy. After the initial screening 14 SIS Connectors were selected for further evaluation to include freight trucks, land-uses, traffic volumes, capacity, crashes involving pedestrians, or bicyclists as well as fatal accidents.

**Systems Planning Consultant Florida Department of Transportation Central Office.** Mr. Selim served as a Specialty Consultant to FDOT's Systems Planning office under CDM Smith, Inc. In this capacity Mr. Selim has been involved as part of the FDOT Core Team for the development of FDOT's Complete Streets Implementation Guidance.

**Florida Department of Transportation District 2, General Planning Consultant.** As part of URS/HDR team; Complete Streets Return on Investment review FDOT's Complete Streets policy as well as reviewing existing corridors that meets the Policy definition. Study goal is to identify Complete Streets corridor physical requirements for economic development and redevelopment. FDOT to incorporate the results in a land-use redevelopment tool.

**Systems Planning Consultant Florida Department of Transportation Central Office.** As part of the CDM Smith team. Mr. Selim served as a Specialty Consultant to FDOT's Systems Planning office in this capacity Mr. Selim has been involved in evaluating the impact of the FDOT's Complete Streets Policy on SIS Facilities as pertains to small cities and towns in Florida. This project screened SIS facilities in several FDOT District's to identify candidate corridors to implement **FDOT's Complete Streets Implementation Guidance.**

**Education** Bachelor of Science in Civil Engineering

### **Professional Credentials**

Mayoral Appointee to the City of Jacksonville Renew Arlington CRA Board (2019 – Present)

North Florida Transportation Planning Organization 2045 Long Range Transportation Plan Technical Steering Committee Member (2018 -2019)

Mayoral Appointee to the City of Jacksonville Context Sensitive Design Committee (2013-Present)

Mayoral Appointee to the City of Jacksonville Downtown Development Review Board (2007-2013)

Mayor Peyton representative on JaxPort Transportation Infrastructure Needs Task Force (2007)

Member, American Society of Civil Engineers

# ANN MARIE (AMIE) LONGSTREET, AICP | PRESIDENT

Amie Longstreet, AICP, is an expert Transportation Planner with over 21 years of experience delivering strategic transportation and environmental planning projects for county and state entities. Amie's focus on details and big picture issues driving difficult project problems provides a solid approach to delivering consistent, on-time and defensible deliverables. Areas of expertise include:

- PD&E and NEPA documentation
- Sociocultural effects analysis
- Public involvement
- Land use
- Rail and freight planning
- Complete Streets
- Planning policy development
- Efficient Transportation Decision Making (ETDM) application
- Strategic Intermodal System (SIS) policy
- Cultural resource documentation
- 4(f)

## PROJECT EXPERIENCE

### General Engineering Contract | FDOT District Three

Planning provided under this contract included: quality control for District Three PD&E engineering documents.

### I-10 from West of Log Lake Road to East of SR 85 in Okaloosa County | FDOT District Three

Provided sociocultural analysis and public involvement plan development and material coordination. Other support included conducting Type II CE section research, text development and document compilation.

### Weight-in-Motion and Vehicle Classification Strategic Plan | Texas Department of Transportation, Austin, TX

Managed all planning tasks and developed the WIM and VC Strategic Statewide Plan literature review, the strategic plan goals and objectives, survey, data analysis, and implementation activities. Other deliverables completed in this role included the development of one-pager information sheets and PowerPoint presentations.

### I-75 at CR 514 Interchange PD&E Study | FDOT District Five

Developed the public involvement plan update and Sociocultural Effects analysis supporting the Type II CE PD&E study. Additional responsibilities included public involvement and technical research for Type II CE document.

### Freight Logistics and Passenger Operations Support Services Consultant Contract, Freight and Multimodal Operations Office (FMO) On-Site Support | FDOT Central Office

Provided FDOT FMO Office staff support, which included providing SharePoint assistance, and procedure and technical document development, and data analysis.

### Freight Roadway Design Considerations Guidelines (for Complete Streets) Document, Freight Logistics and Passenger Operations Support Services Consultant Contract | FDOT Central Office

Developed statewide freight roadway guidance for FDOT engineers, planners, and consultants during Complete Streets implementation. Products included text and decision process graphics facilitating identification of FRDC quadrants, context-based design strategies, and elements.

### FDOT Access and Design for Complete Streets Document Systems Implementation Office Support Services Consultant Contract | FDOT Central Office

Developed scaled integration guidance of best practice safety design approaches, design elements, and strategy considerations for all tiers of Complete Streets projects. Additional products included corresponding PowerPoints and webinars.



## EDUCATION

B.A., Anthropology,  
University of Colorado, 1992

## CERTIFICATIONS

American Institute of Certified  
Planners (AICP)

Archaeological Resource Monitor

## PROFESSIONAL AFFILIATIONS

American Planning Association  
(APA)

Institute of Transportation Engineers  
(ITE), Big Bend Chapter

Women's Transportation Seminar  
(WTS) Capital Region Chapter

## PROFESSIONAL DEVELOPMENT

Section 4(f) Compliance for  
Transportation Projects Training  
for Environmental Staff - GDOT

PD&E Manual Process Training—  
Florida Department of  
Transportation

Linking Planning and NEPA –  
National Highway Institute  
Manager's Workshop

**Longstreet & Leonard**  
CONSULTING SERVICES

### **Office of Policy Planning, Planning Assistance Contract | FDOT Central Office**

On-site deliverables included: policy development for the Strategic Intermodal System (SIS), and public involvement and growth management policy reviews. Other assigned tasks included the development of an ArcGIS transportation systems application and corresponding training materials, training sessions and SIS Performance Measure Report development (2023-2015).

### **Cumulative Effects Evaluation Guidelines Document, Central Environmental Management Office, Environmental Program Performance Management Contract | FDOT Central Office**

Conducted data analysis, research, and text to develop the Florida Department of Transportation PD&E Cumulative Effects Evaluation Guidelines Document.

### **Department of Economic Opportunity (FDEO) Inter-agency Agreement, Florida Department of Community Affairs (Department of Economic Opportunity) ETDM Coordinator/ETAT Representative | FDOT Central Office**

Responsibilities included using the ETDM Environmental Screening Tool application to develop land use and socio-cultural impact analysis comments for major transportation projects. Also, reviewed local government Long Range Plans for Goals, Objectives and Policy planning consistency analysis comment development. Analysis comments were utilized to facilitate scoping, project development, and NEPA Class of Action determinations.

### **General Engineering Contract, Planning and Environmental Management Office Support | FDOT District One**

Tasks assigned under this contract include technical staff coordination for NEPA documentation, NEPA engineering plan reviews, development of environmental determination worksheets, and PD&E reevaluations. Additional responsibilities included utilizing the ETDM EST application for project analysis.

### **Ann Maria Island Bridge Rehabilitation PD&E Study | FDOT District One**

Tasks developed while working on this project included providing PD&E technical research and text development for the following document sections: land use, mobility, transit, and sociocultural effects.

### **Central Polk Parkway – Corridor Analysis | FDOT District One**

Tasks developed for this project included providing research for the Purpose and Need and technical research and text for the following document sections: land use, mobility, transit, and sociocultural effects.

### **Polk County Bartow Northern Connector Environmental Study | Polk County Florida, Bartow FL**

Responsibilities assigned under this project included providing PD&E technical research and SEIR text development for the following document sections: land use, mobility, transit, and sociocultural effects.

### **Gulf Regional Planning Commission's Public Involvement Program and Policies Document | Gulf Regional Planning Commission, Gulfport, MS**

Tasks required to develop this document included creating a planning policy for public outreach, Long-Range Transportation Plan survey development, data analysis, and environmental justice GIS methodology development. Additional tasks supporting the Coast Transit Authority at this position included: developing the National Transit Database Survey and providing transit planning and analysis.

### **US 61 Four-Lane Project, Port Gibson, Claiborne County (EIS) | Mississippi Department of Transportation, Jackson, MS**

EIS document development support included: client coordination, stakeholder coordination, public involvement, and support for the socio-economic and cultural resource impact analysis.

### **Madison-Ridgeland Connector/I-55 Interchange, Madison County (EA) | Mississippi Department of Transportation, Jackson, MS**

EA document development support included: public involvement, client coordination, and stakeholder coordination.

## **PUBLICATIONS**

Florida Department of Transportation SIS Designation Handbook

Florida Department of Transportation Cumulative Effects Evaluation Guidelines

Mississippi Gulf Coast Metropolitan Planning Organization Public Involvement Program and Policies (2005)

## **PRESENTATIONS**

Texas Department of Transportation Weigh-in-Motion and Vehicle Classification Statewide Plan Working Group One

Transportation Site Impact and Access Management Webinar Series, Access Management Design and Complete Streets Webinar – Florida Department of Transportation

Institute of Transportation Engineers, Big Bend Chapter – SIS Policy and Designation



City of Milton RFP-2022.09  
Historic Milton Highway 90  
Transportation Solutions



Project Manager

## **PROJECT MANAGER: Ameera Sayeed, AICP CEO of Geo One Tech, LLC.**



Ameera brings over 25 years of land use and transportation planning. Her combined business and technical skills are unique with a proven record of collaboration, innovation, and client-driven solutions.

### **Project Management** *(see project listing following pages)*

Ameera Sayeed will serve as Project Manager and will ensure the team delivers **QUALITY** documents and solutions. Her focus will be to provide the team resources to ensure **RESPONSIVENESS** to the City's feedback. Her leadership skills will optimize the risk response and accounting for previous studies and project area history of 4 lane widening. **SAFETY**, adaptability and resiliency will be built into the team's processes. At all stage of project implementation, the team's review of the FDOT PD&E and providing an incorporation of possible Complete Streets solutions in the **historic** district will be at the forefront. She is currently pursuing her PMP to qualify for managing mega projects.

**Statewide Influence and Complete Streets:** In her regulatory roles, she worked on state-wide and regional policies, transit planning, strategic planning, traffic, assessed land development plans, and major master plans for transportation projects. Ameera was appointed as a member of the City of Jacksonville's Context Sensitive Streets Standards Committee (CSSC) by Mayor Lenny Curry (2019).

Prior to starting her own consultation firm she was at the Florida Department of Transportation (FDOT). During her tenure at the FDOT District 2, she was instrumental in the state wide Complete Streets Policy update, guidelines, workshops and a task force member. She also is a contributing team member for the Growth Management Policy Handbook , the Multi modal Guidelines and Access Management Handbooks.

**Stakeholder Engagement:** Ms. Sayeed is often called in for her strategic counsel both in public forums as well as in brainstorming and brain writing sessions. Her competency includes prioritizing key stakeholders, developing focus, facilitating consensus. She is known for seamlessly engaging partners and stakeholders in a collaborative, interactive fluid manner. She continues to provide strategic counsel and fostering collaborative partnerships across stakeholder groups and earning high-profile clients and well-reputed projects. Through research and analysis, her collaborative leadership, purposeful initiative-taker, and operational excellence she leads and has consulted and supported a cumulative investment portfolio of over \$1.9 Billion in the State of Florida.

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Before starting her consulting firm, she was at the Florida Department of Transportation (FDOT). During her tenure at the FDOT District 2, she was instrumental in the state-wide Complete Streets Policy updates, guidelines, and workshops, and was a task force member. She also was a contributing team member to the Growth Management Policy Handbook, the Multi-modal Guidelines, and Access Management Handbooks.

**Stakeholder Engagement:** Ms. Sayeed is often called in for her strategic counsel both in public forums as well as in brainstorming and brainwriting sessions. Her competency includes prioritizing key stakeholders, developing focus, and facilitating consensus. She is known for seamlessly engaging partners and stakeholders in a collaborative and interactive fluid manner.

She continues to provide strategic counsel and foster collaborative partnerships across stakeholder groups and earn high-profile clients and well-reputed projects. Through research and analysis, her collaborative leadership, purposeful initiative-taker, and operational excellence she leads and has consulted and supported a cumulative investment portfolio of over \$1.9 Billion in the State of Florida.

**City of Jacksonville Context Sensitive Standards Committee** for the past 3 years, Ameera served as the Transportation planner on this committee developing the city roadway standards for truck routes and roadways that meet the needs of all users including bicyclists and pedestrians as well as wheelchair users. This is a collaborative effort between business stakeholders,

transportation professionals, and the City of Jacksonville Public Works and Planning Staff.

## OTHER RELEVANT PROJECTS

- **Transit Planning Consultant Florida Department of Transportation Central Office** Currently serving as a Specialty Consultant to FDOT's Transit Office Screening Process for adopting mobility choices and partnerships. The evaluation has included assessing the land-use context, access, safety, and transportation context including freight truck accommodations, compatible land uses, traffic volumes and capacity, crashes that involved pedestrians, or bicyclists as well as fatal accidents.
- **Nassau County General Planning Consultant** Developed traffic impact study guidelines and assisted with the development of the Countywide Mobility Fee and Plan. Created a prioritization and list of criteria for capital improvement projects. Special consultant for large development and special district projects, mediate and re-structure the East Nassau County Planning Area sector plan, William Burgess overlay district, and West Nassau Transportation Network for the future. This network will leverage technologies such as autonomous technologies like autonomous and connected vehicles, broadband, mobile application, and mobility for all with complete streets integration to create a smart area. Also provided peer review and due diligence for transportation analysis and levels of service. Successfully adopted several transit, complete streets, and policy guidance into the overall County transportation and complete streets vision document.
- **City of Fernandina Beach-** Transportation Consulting and due diligence review. Completion of the Mobility Plan review and recommendations.
- **Jacksonville Transportation Authority** – Designed and developed the Bus Rapid Transit system guidelines a criterion for integration of the JTA Operations, fleet, and safety. Developed a comprehensive database and integrated it into GIS for automated prioritization of the systems. Shared by the Planning, sustainability, and Operations departments. Recommended micro-mobility option for the transit-oriented development areas of downtown Jacksonville and the Regional Transportation Center.
  - State of Good Repair – Hart Expressway and Bay Street Innovation Corridor projects as a smart corridor for a downtown connected system.
  - Subject matter expert to a management consulting firm as-needed basis.
  - Designed and edited the Growth & Development Handbook.
  - Preserved and managed the SIS/non-SIS highway system through policy and regulatory decision-making for resources, rights of way, safety, and crash analyses.

- Managed and oversaw the development of traffic forecasts for Planning and Design.
  - Oversaw the Bicycle & Pedestrian LOS tool, and the Bicycle & Pedestrian Gap Study, assessing existing conditions of bicycle and pedestrian systems **as part of FDOT's Complete Street Policy.**
  - Served as Statewide Instructor for the Transportation Interface for Modeling Evacuation (TIME). Provided technical support for the evacuation planning tool, TIME, while working for NEFRC, a council of Governments of seven counties and 20+ municipalities.
  - Coordinated with the State of Florida Division of Emergency Management, the NEFRC (the lead agency), and a team of ten other Regional Planning Councils (Councils of Government entities).
  - Conducted population projections and economic indicators, including economic impact analyses using REMI modeling software and RIMS.
  - Completed Post-Disaster Redevelopment plans for multiple jurisdictions and Local Mitigation Strategy for Nassau County.
  - National Planning Excellence Award for Hazard Mitigation & Disaster Planning for the Florida Statewide Regional Evacuation Study.
  - **FDOT's SIS Connectors Screening Process** for adopting Complete Streets Policy. The evaluation included assessing the land use context and the transportation context where SIS Connectors traverse. After the initial screening, 14 SIS Connectors, were screened for further evaluation including freight truck accommodations, compatible land uses, traffic volumes and capacity, facilities typical sections, speed limits, crashes that involved pedestrians, or bicyclists as well as fatal accidents.
  - Downtown BRT
  - I95 Master Plan
  - Transit Socioeconomic Data for Travel Demand Modeling
  - Transit-Oriented Development along US 17 and I95 corridors.
  - J. Turner Butler Master Plan, (JTA) Jacksonville, Florida. Task Manager and provided AADTs, intersection analyses, and LOS along the corridor.
  - Mathews Bridge Moveable Barrier Study (JTA GEC), Jacksonville, Florida. Provided benefit-cost analyses, and project traffic, and created microsimulations and output of alternatives using CORSIM analyses.
  - J. Turner Butler Corridor Study (JTA GEC), Jacksonville, Florida. Assisted in the traffic model for the corridor. Assisted in determining areas of the problem with the corridor and specific peak periods.
  - Branan Field Chaffee Interchange Justification Report, Jacksonville, Florida -Project Manager. Monitored and reviewed technical reports and data analyses.
- Supervised a staff of six (6) associates.
- Project Coordinator and Planner for the I-95/Oslo Road Interchange Justification Report, Indian River County, Florida. Produced necessary analysis and technical documents for all stages outlined in the 1998 IMR/IJR Manual.

- Rail Loop Traffic Study for USMC, Blount Island Command, Jacksonville, Florida. Developed Project Traffic and Intersection Signal Timing and recommended improvements.
- Project Traffic for the I-95/I-595 Master Plan, Florida. Reviewed the No-Build and As-Planned model networks to develop design hour volumes.
- Cecil Field Reuse Plan. Created visual database projects in GIS, which included attaching an extensive database for spatial map documentation.
- The Systems Planning office in the development of the Statewide Decision Support System (DSS), was a screening tool, to evaluate the Strategic Intermodal System network of capacity projects and identify cost-feasible projects. The tool included evaluation criteria cost per mile, capacity, level of service, and service area population.



# City of Milton **RFP-2022.09** Historic Milton Highway 90 Transportation Solutions



## Minority Firm Proof

H 6

# State of Florida

## Woman & Minority Business Certification

Geo One Tech, LLC

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
June 10, 2021 to June 10, 2023



J. Todd Inman  
Florida Department of Management Services



Office of Supplier Diversity  
4050 Esplanade Way, Suite 380  
Tallahassee, FL 32399  
850-487-0915  
www.dms.myflorida.com/osd



JACKSONVILLE  
TRANSPORTATION  
AUTHORITY

# Florida Unified Certification Program

## Disadvantaged Business Enterprise (DBE) Certificate of Eligibility

GEO ONE TECH LLC

*MEETS THE REQUIREMENTS OF 49 CFR, PART 26  
APPROVED NAICS CODES:*

541320, 541611, 541690

*Dwayne Moore  
DBE & Small Business Development Manager  
Florida Department of Transportation*





# Florida Unified Certification Program

## Disadvantaged Business Enterprise (DBE) Certificate of Eligibility

LONGSTREET AND LEONARD CONSULTING SERVICES

**MEETS THE REQUIREMENTS OF 49 CFR, PART 26**

**APPROVED NAICS CODES:**

541618, 541720, 541820, 541990

**Dwayne Moore**

*DBE & Small Business Development Manager*

*Florida Department of Transportation*



*Delivering Excellence Every Day*

**BIDDER'S/PROPOSER'S DECLARATION**  
**RFP 2022.09 Historic Milton Highway 90 Transportation Solutions**

The bidder/proposer understands, agrees, and warrants:

1. These items apply to and become a part of the terms and conditions of the bid/proposal submitted. Any exceptions must be in writing.
2. All bids submitted shall be subject to acceptance or rejection. The City of Milton specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bid process, and to award the bid in part or in any manner deemed to be in the best interest of the City.
3. All proposals submitted shall be subject to acceptance or rejection. The City of Milton specifically reserves the right to accept or reject any or all proposals, to waive any technicalities and formalities in the proposal process, and to award the proposal in part or in any manner deemed to be in the best interest of the City.
4. The City of Milton is exempt from sales tax.
5. Contractors are responsible for any sales tax on purchases for the project.
6. The City of Milton will receive sealed bids/proposals from interested parties at its offices located at City Hall, Milton, Florida. Any submittal received after the deadline will **not** be considered.
7. Bids/proposals will be publicly opened and read at the City of Milton, City Hall on the day and at the hour specified.
8. The City of Milton may consider as non-responsive, any bid/proposal in which there is an alteration of, or departure from the bid/proposal form hereto attached.
9. The bid/proposal will be awarded to the lowest most responsive reliable firm complying with the conditions of the bid/proposal. The firm to whom award is made will be notified as soon as possible. The City of Milton reserves the right to reject the bid/proposal of a firm who has previously failed to perform properly or complete on time, contracts of a similar nature, or the bid/proposals of a firm who, in the sole opinion and discretion of the City of Milton is not in a position to perform the contract, or whose name appears on the United States Comptroller General's list of ineligible contractors.
10. The City of Milton reserves the right to award to multiple vendors.
11. Interested Parties shall submit all required forms and information simultaneously with their sealed bid/proposal. Forms and information become a part of the property of the City of Milton and will not be returned to the firm unless a written request to withdraw is received prior to opening of bids/proposals.
12. For Bids-Additional Quantities: For a period not exceeding twelve (12) months from the day of the solicitation opening, the right is reserved to purchase any number of additional items at the prices offered in this solicitation. If additional quantities are not acceptable, the bid form shall be noted "offer is for specified quantity only."
13. **For Bids/NOTE:** Unless stated on the bid form, the bid submitted will assume all specifications will be met. Please note all exceptions on the bid form.
14. The successful bidder/proposer will be required to submit additional forms, which are available on the City's website at <https://MiltonFL.org/322/Purchasing> at the bottom of the page.
  - Certificate of Non-Discrimination
  - W-9 Taxpayer Identification Number

- Vendor Application
  - Certificates for Liability, Vehicle, and Worker's Comp Insurance.  
(City is to be named as additional insured.) Limitations are listed online.
  - Prompt Payment Affidavit
15. That they have carefully read and fully understand the full scope of the specifications.
  16. That they have the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
  17. All bidders/proposers are responsible for checking for any addendums that may be issued. Addendums are posted on the City web page, Bid Net Direct, and Vendor Registry.
  18. If required- That they have Liability Insurance, and/or Vehicle and Workers Comp Insurance. (A declaration of insurance form must be provided before any work will begin.)
  19. (Service Contracts Only) Pursuant to Florida Statute 119, the contractor must follow all public records law. **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)983-5402, [CityClerk@MiltonFL.org](mailto:CityClerk@MiltonFL.org) OR P.O. BOX 909, MILTON, FL 32572.** A contractor who fails to provide the public records to the City within a reasonable time may also be subject to penalties under Florida Statute 119.10.
  20. Sealed bids or proposals >\$250,000 have special requirements for procurement and must comply with the below:
    - a. **Compliance Supplement - President's executive Order Numbers 11246 and 11375** which prohibit discrimination in employment regarding race, creed, color, sex, or national origin. (2 CFR 200 Appendix XI [whitehouse.gov](http://whitehouse.gov))
      - Inclusion of goals for minority participation in construction are 6.9% for women.
      - % for minorities as prescribed by appendix B-80, Federal Register, volume 45, No. 194, October 3, 1980.
    - b. **Title VI of the Civil Rights Act of 1964** (Department of Labor [dol.gov](http://dol.gov))
    - c. **Title 45 CFR Required Items ([govinfo.gov](http://govinfo.gov)):**
      - **Anti-Kickback Act** (title 45 CFR 2543.82)
      - **Davis Bacon Act** (title 45 CFR 2543.83)
      - **Contract Work Hours and Safety Standards Act** (title 45 CFR 2543.84)
      - **Byrd Anti-Lobbying Amendment** (45 CFR 2543.87)
  21. Federal Award Contracts - Selected Contractor must comply with:
    - **Termination for Cause and Convenience** - All contracts or purchase orders in excess of \$10,000 must address by the non-Federal entity including the manner by which it will be affected and the basis for settlement, (Appendix II Part 200 of 2 CFR 200 (B) [gov.info](http://gov.info))
    - **Contract Clauses for Contract Provisions for Non-Federal Entity Contracts Under Federal Awards** (2 CFR 200 Uniform Guidance Appendix II [gov.info](http://gov.info))
  22. **For all Contracts - Contractors should take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.** (Appendix II Part 200 of 2 CFR 200 (B) [gov.info](http://gov.info))

- 23. That this bid/proposal may be withdrawn by requesting such withdrawal in writing at any time prior to opening date, but may not be withdrawn after such date and time.
- 24. That by submission of this bid/proposal the firm acknowledges that the City of Milton has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the firm.
- 25. If a partnership, a general partner must sign. If a corporation, the authorized corporate officer(s) must sign, and the corporate seal must be affixed to this bid/proposal.
- 26. Recommendations are posted on city web page via agendas prior to award.
- 27. Any protests are handled per the City's Purchasing Policy and F.S. 120.57(3).

**BIDDER:** GEO ONE TECH  
Company Name

5357 WINROSE FALLS DR JACKSONVILLE FL 32258  
Address/City/Zip

904 868 3381 ameera@geonetech.com  
Phone Email

AMEERA SAYEED CEO  
Contact Name Title

*Am Sayeed* OCT 17 2022  
Company Representative Signature Date

**PURPOSE, SCOPE OF WORK, AND QUALIFICATIONS**  
**RFP 2022.09 Historic Milton Highway 90 Transportation Solutions**

**A. PROJECT BACKGROUND:**

The City of Milton and Santa Rosa County have experienced tremendous growth rates since the year 2000. This growth pattern has continued to the present day, and has caused increasing traffic congestion issues along Highway 90 in multiple areas of Santa Rosa County, including through Downtown Milton. The Florida Department of Transportation (FDOT) has selected a preferred alternative to ease traffic congestion on US Highway 90. The Project Development and Environment Study (PD&E) was initiated in 2014 and concluded in 2019. The process utilized by FDOT focused on engineering solutions, environmental impacts, and public involvement. Upon completion, the PD&E study resulted in the identification of the widening of the existing Highway 90 corridor through downtown Milton to 4 lanes. In response to the results of the PD&E, and this preferred alternative identified by FDOT, the Milton City Council voted to oppose the preferred FDOT alternative, and has officially communicated its opposition to FDOT. Reasons for the City Council's opposition to the preferred alternative include, but are not limited to, adverse impacts to the Milton Historic District, traffic and pedestrian safety concerns, and adverse impacts on the redevelopment of the central business district and its growing tourism market.

**B. PURPOSE:**

The Milton City Council voted on July 12, 2022 to allocate funds to the review of the Highway 90 corridor through downtown Milton for the purpose of exploring additional alternatives that will address the traffic congestion issues along Highway 90 within and east of the Downtown Milton area, while promoting the redevelopment efforts and economic growth found within the central business district. The City's overall transportation issues are a product of its location within the region and along the Blackwater River with significant east-west and north-south through transportation movement on regional arterial facilities such as US Highway 90, State Road 87 North, Avalon Boulevard, and State Road 87. In addition to serving regional travel, these same facilities serve as the major travel routes for trips traveling in and around the City. There is a lack of a significant transportation network and associated connectivity thus causing local and regional trips to travel on the same roadways. Other facets of the transportation system including transit, pedestrian and bicycles are also key elements on the overall transportation system that must be examined and evaluated at a community level scale. Any study of the transportation network and an associated planning effort must take into consideration planning to accommodate or reroute traffic related to growth both inside and outside of the City borders. Currently, thousands of homes are planned for greenfield areas east of the City limits. Additionally, significant commercial and industrial development is proposed for the area, creating a further opportunity to explore ways to help the downtown Milton area become a destination community. The City Council feels that the issues found within the PD&E study must be resolved to guide growth most effectively within the community and better serve new residents and businesses outside the community. These new county residents and businesses will drive a demand for new educational, recreational, healthcare, retail and other urban uses.

**C. TRAFFIC SAFETY:**

Due to increased traffic congestion issues, the segment of Highway 90 under review in this scope of work has experienced an increase in traffic crashes, causing traffic safety to become a concern.

This study should include cutting edge concepts to reduce traffic speeds within the downtown community, while most efficiently moving traffic through Downtown Milton. The selected firm should have and employ a knowledge of future transportation trends and alternative travel methods to apply to the safety issues present.

**D. COMPLETE STREETS IMPLEMENTATION:**

As a part of the aforementioned PD&E document, FDOT has indicated that the alternatives studied should incorporate multi-modal design aspects, such as sidewalk and bike lane connectivity, and should incorporate elements from the Complete Streets Policy. More specifically, in 2014 FDOT adopted the "Complete Streets Policy" and in December 2015 initiated the "Complete Streets Implementation Plan".

FDOT's Complete Streets website states, "we have to put the right street in the right place. The days of "one size fits all" design are over." However, projects that were already in progress prior to the implementation of the new guidelines, such as the Highway 90 PD&E, were stuck in the "one size fits all" methodology. This was simply a matter of bad timing. As resources were committed and projects programmed, they have to follow the parameters which were in place at the time.

The new design methodology is not just bike lanes, sidewalks, and period lighting. Complete Streets Design methodology is a structure where in Land Use considerations come first; transportation considerations come second. FDOT's Complete Streets Philosophy: "Our comprehensive, 360° approach to transportation planning, design, construction, and operations focuses on identifying the right solutions for communities based on the needs and desires of all roadway users who live there. This context-sensitive approach is standard across all FDOT districts and results in streets that ensure the mobility of people and goods, support economic development, and preserve the quality of our environment and communities across the Sunshine State."

"In Florida, Complete Streets are not a specific type of project. Instead, the Department utilizes a 360° approach to ensure that all roadway projects are context-sensitive and consider the needs of all users, regardless of age and ability. This means that everything the Department undertakes – whether developing an entirely new corridor or resurfacing, restoring, or rehabilitating an existing road – is done to help promote safety, enhance mobility, improve quality of life, and promote economic development."

In 2018, FDOT published a new Design Manual that has helped provide more context-sensitive roads. These actions underscored Florida's commitment to improving safety for all users by making the principles of Complete Streets the foundation of all roadway planning, design, construction, and operations in the state. (<http://flcompletestreets.com/>)

While the science and engineering based on the previous FDOT methodology reached the logical and technically correct conclusion based on the rules and regulations at the time, FDOT has recognized that approach is no longer consistent with the goals and objectives of the department. The City of Milton believes that if the new Complete Streets Philosophy had been utilized, a different outcome may have been reached. Further, we believe that thriving live, work, play

urban areas that bring citizens together and drive the economy are incompatible with high-speed, high-volume highways. We believe that the safety of our citizens, traveling in vehicles and walking or cycling, must be the highest priority, closely followed by the health of our economy and preservation of our history.

**E. GOALS:**

The City of Milton is seeking an experienced traffic engineering, consulting planning and/or design firm to provide professional planning services to achieve the overall goals of this project, which are:

1. Evaluate the current Preferred Option, utilizing the latest means and methods, including “Complete Streets” principles, to provide factual and scientific data to demonstrate whether this option is or is not in keeping with the context of the current and future direction of the Milton downtown urban core community, and,
2. Identify other innovative and cutting-edge alternatives that achieve the desired objectives of all parties to move traffic, pedestrians and cyclists safely, effectively and efficiently through, in and around the downtown urban core of the City of Milton while enhancing our economy and preserving our history and,
3. Review a “Take No Action” alternative to identify the potential consequences of maintaining the status quo.

**F. SCOPE OF WORK:**

The selected consultant will allocate 40-50% of the time for this project:

1. Evaluating the existing and future operating conditions and features of the US Highway 90 corridor from State Road 87 North (Stewart Street) to Ward Basin Road.
2. Evaluating the impacts of 4-lane widening projects through the central business districts of regional communities to identify threats to the Downtown Milton area not considered by the PD&E study.
3. Reviewing the City’s Comprehensive Plan and Riverfront Master Plan to identify growth trends within and surrounding the Downtown Milton area.
4. Reviewing the FDOT PD&E Study and Finding of No Significant Impact Report
5. Reviewing the Preferred Alternative and demonstrate if it meets FDOT’s current planning guidelines and other transportation planning best practices.
6. Reviewing the other Non-Preferred alternatives developed by FDOT for feasibility based on the new FDOT Complete Streets Policy, Implementation Plan, and Design Manual.
7. Reviewing the “Take No Action” alternative.

The selected consultant will allocate 50-60% of the time for this project:

1. Documenting the specific purpose and need for improvements.
2. Developing and screening a range of new, reasonable alternatives for the City of Milton to present to FDOT, the TPO and the public that meets the above stated goals.
3. Consulting and collaborating with City Council, City staff, community stakeholders, the general public, FDOT, TPO and other interested parties on the project.

4. Developing conceptual cost estimates for the new alternatives for ROW, design and construction.
5. Providing educational materials in support of the research methodology and results.

The study area for this project shall be from State Road 87 North (Stewart Street) in the west, to Ward Basin Road in the east, to Munson Highway in the North, to Old Bagdad Highway in the south.

**G. CONTRACT TIME COMPLETION:**

The above tasks must be completed within 180 days from the execution of a contract for services with the selected consultant.

**H. REQUIRED CONTENTS/SECTIONS FOR PROPOSAL:**

1. Responsiveness to submission requirements.
  - a. Provide a cover letter and an outline of project understanding.
  - b. Additionally, all required forms as listed on page 2 of this document.
2. Firm Experience & Relevance of Prior Work.
  - a. Licenses- Provide a copy of your firm’s professional license with your proposal. (Professional Engineer, AIA, AICP, or any applicable licenses)
  - b. Experience- Describe relevant experience of the firm or firms and total years of experience.
  - c. References- List work which best illustrates current qualifications relevant to this solicitation which will be performed by personnel assigned to this project. List at least three but no more than five (5) projects.
3. Ability to commence services and complete services within a timely manner. Describe.
4. Overall project team experience- provide Resumes for principals of the firm and experience.
5. Project Manager experience- provide Resume and experience.
6. Certified Minority Firm. Yes or No. If yes, enclose proof of certification.

**I. RANKING EVALUATION CRITERIA/FACTORS FOR RFP’S:**

**EVALUATION CRITERIA/FACTORS:**

CRITERIA	POINTS AVAILABLE
Responsiveness to submission requirements	20
Firm Experience & relevance of prior work	20
Ability to commence services and complete services within a timely manner.	20
Overall Project Team experience	20
Project Manager Experience.	15

Certified Minority Firm. (Yes =5 pts. / No = 0 pts.)	5
<b>TOTAL =</b>	<b>100</b>

**Selection and Contract:**

Upon review of all responsive proposals using the criteria outlined above, the City shall determine a short list.

**Step one:** An evaluation committee will evaluate all responsive proposals based upon the information and references contained in the proposals. The committee shall score/rank each RFP, and determine a minimum of three (3), if more than three (3) proposals are qualified, to be finalists for further consideration. In the event there are less than three (3) qualified, the committee will give further consideration to all responsive proposals received.

The City reserves the right to request additional clarifying information and request an oral presentation from any and all Proposers prior to determination of award.

**Step two:** The committee may then conduct discussions (oral presentations), for clarification purposes only, with the finalists and re-score and re-rank the finalists' proposals. The evaluation committee may then make a recommendation, for award of a contract. The City may require visits to customer installations or demonstrations of product by contractors, as part of the evaluation process.

**J. INSURANCE REQUIREMENTS:**

Contractor shall obtain and maintain the minimum insurance coverage set forth below. By requiring such minimum insurance, the City of Milton shall not be deemed or construed to have assessed the risk that may be applicable to the Contractor. Contractor shall assess its own risks and if it deems appropriate and/or prudent, maintain higher limits and/or broader coverage. Contractor is not relieved of any liability or other obligations assumed or pursuant to the Contract by reason of its failure to obtain or maintain insurance in sufficient amounts, duration, or types.

Contractor shall carry the following limits of liability as required below: Dollar amounts may change in accordance with the event or project. Events may include Food and liquor liability.

**1. Commercial General Liability - ISO CG 001 Form or equivalent.**

General Aggregate	\$1,000,000
Products/Completed Operations Aggregate	\$1,000,000
Each Occurrence Limit	\$1,000,000
Personal/advertising Injury	\$1,000,000
Fire Damage (Any One Fire)	\$50,000

Medical Payments (Any One Person)	\$5,000
<b>2. Automobile Liability</b>	
Bodily Injury/Property Damage	\$1,000,000 each accident
Personal Injury Protection (PIP)	Statutory
<b>3. Workers' Compensation</b>	
Coverage A (Workers' Compensation)	Statutory
Coverage B (Employers Liability):	
➤ Each Accident	\$100,000
➤ Disease-Each Employee	\$500,000
➤ Disease-Policy Limit	\$100,000

**K. FORCE MAJEURE:**

Neither party shall be liable for loss or damage suffered as a result of any delay or failure in performance under this Contract or interruption of performance resulting directly or indirectly from acts of God, civil, or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, accidents, fire, explosions, earthquakes, floods, water, wind, lightning, strikes, labor disputes, shortages of suitable parts, materials, labor, or transportation to the extent such events are beyond the reasonable control of the party claiming excuse from liability resulting there from.

**L. MODIFICATIONS:**

Modifications to provisions of this contract shall only be valid when they have been rendered in writing and duly signed by both parties. The Parties agree to negotiate this contract if stated revisions of any applicable laws, regulations or increases/decreases in allocations make changes to this contract necessary.

**M. TERMINATION:**

This contract may be terminated by either party upon no less than thirty (30) calendar days' notice, without cause, unless a lesser time is mutually agreed upon by both parties. Said notice shall be delivered by certified mail (return receipt requested), by other method of delivery whereby an original signature is obtained, or in-person with proof of delivery. In the event of termination, the vendor will be paid for all costs incurred and hours worked up to the time of termination.



Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. AND (Please indicate which additional statement applies).

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. However, there has been a subsequent proceeding before a Hearing Officers of the State of Florida, Division of Administrative Hearings and the Final Order by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attached is a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Am Sajed  
(Signature)

City of Jacksonville

STATE OF FLORIDA

Sworn and subscribed before me this 17 day of October, 20022 by

Ameera Farhatullah Sajed who is Personally known to me \_\_\_\_\_

Or who produced identification - Florida driver license  
(Type of Identification)

Helbert E. Ingram  
(Signature) (Notary Public—State of Florida)

Helbert E. Ingram  
(Printed, typed or stamped commissioned name of notary public)

My commission expires August 16, 2024 (SEAL)





# City of Milton

## DRUG-FREE WORKPLACE (F.S. 287.087)

Preference to businesses with drug-free workplace programs.—Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

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 of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.
- (5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Vendor Name Geo ONE TECH Date: OCT 17 2022

We have a drug-free workplace program.  yes; or  no (check one)

Vendor's Signature *Ann Sykes*



# City of Milton

## NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA

COUNTY OF DUVAL

AMKERA SAMEED, CEO  
Owner, Partner or Officer of Firm

GEO ONE TECH, 5357 WINKROSE FALLS DR JAX FL 32258  
Company Name, Address, City and State

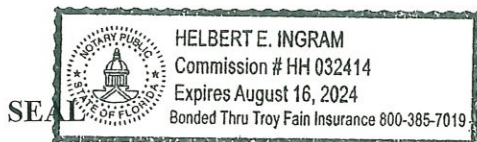
Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as proposer, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any officer of the City of Milton or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between bidders and any official of the City of Milton or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME: GEO ONE TECH LLC

SIGNATURE: Am Sameed

TITLE: CEO

The foregoing instrument was acknowledged before me this 17 day of October, 2022 by the above signed acting on behalf of the organization/company. He/she is personally known to me or has produced Florida Driver license as identification and did (did not) take an oath.



Helbert E. Ingram  
Signature of Notary



# City of Milton

## E-VERIFY STATEMENT OF COMPLIANCE

Contractor hereby certifies compliance with the following:

Pursuant to § 448.095(2) Florida Statutes (2020), Contractor shall register with and use the E-Verify system operated by the United States Department of Homeland Security to verify the work authorization status of all new employees hired by Contractor while performing work or providing services for the City of Milton. Contractor shall also include in any related subcontracts a requirement that subcontractors performing work or providing services for the City of Milton on its behalf register with and use the E-Verify system to verify the work authorization status of all new employees hired by the subcontractor while performing work or providing services for the City of Milton. Additionally, Contractor shall include in any related subcontracts a requirement that subcontractors performing work or providing services for the City of Milton on its behalf provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with any unauthorized alien as defined in 8 U.S.C. § 1324a(h)(3). Contractor shall maintain a copy of such affidavit for the duration of its contract with the City of Milton.

*ONE ONE TECH*

FIRM NAME

*Amr Syed*

SIGNATURE

*CEO*

TITLE

**P.O. Box 909 • 6738 Dixon Street • Milton, Florida 32572**  
**Phone (850) 983-5400 • Fax (850)983-5415**  
**Established 1844**



# City of Milton

## Prompt Payment Affidavit

THIS AFFIDAVIT IS TO ACCOMPANY THE PROPOSAL, when specified.

Florida Statutes (218.735) requires:

When a Contractor receives payment from a local government entity for labor, services, or materials furnished by subcontractors and suppliers hired by the Contractor, the Contractor shall remit payment due to those subcontractors and suppliers within 10 days after the contractor's receipt of payment. When a subcontractor receives payment from a Contractor for labor, services, or materials furnished by the subcontractors and suppliers hired by the subcontractor, the subcontractor shall remit payment due to those subcontractors and suppliers within 7 days after the subcontractor's receipt of payment. Notherin herein shall prohibit a Contractor or subcontractor from disputing, pursuant to the terms of the relevant contract, all or any portion of a payment alleged to be due to another party if the Contractor or subcontractor notifies the party whose payment is disputed, in writing, of the amount in dispute and the actions required to cure the dispute. The Contractor or subcontractor must pay all undisputed amounts due within the time limits imposed by this section.

Firm Name: GEO ONE TECH

Signature: Ann Syant

Title: CEO

**P.O. Box 909 • 6738 Dixon Street • Milton, Florida 32572 • (850) 983-5400 • Fax (850)  
983-5415  
~Established 18 44~**



# City of Milton

## CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all bidders/proposers, must disclose if any City of Milton, employee(s), elected officials(s), or if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either "yes" (a City employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

YES

NO

NAME(S)

POSITION(S)

Geo Onetech

Firm Name

Ameera Saeed

By (Signature):

5357 WINROSE FALLS DR  
Address JACKSONVILLE FL 32256

E-Mail: ameera@geonetech.com

AMEERA SAEED

By (Printed):

CEO

Title

904 868 3381  
Phone No.



## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Geo One Tech LLC</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u>C</u> <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. <b>5357 Winrose Falls Dr</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Jacksonville FL 32258</b>	
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
or									
<b>Employer identification number</b>									
8	3	-	1	4	3	8	4	1	5

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**

Signature of U.S. person ▶

Ann Soyent

Date ▶ **Sept 22 2022**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Ann Marie Longstreet</b>	
2 Business name/disregarded entity name, if different from above <b>Longstreet and Leonard Consulting Services</b>	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. <b>324 Gathering Oaks Drive</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Tallahassee, FL 32308</b>	<b>City of Milton Florida PO Box 909 Dixon St. Milton, FL 32572</b>
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number										
or										
Employer identification number										
8	6		-	3	5	7	4	8	9	2

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>10-17-22</b>
------------------	----------------------------	------------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return) <b>CITY OF MILTON, FL</b>	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ..... <input type="checkbox"/> Exempt payee <input checked="" type="checkbox"/> Other (see instructions) ▶ <b>Govt</b>	
Address (number, street, and apt. or suite no.) <b>PO Box 909 6738 DIXON ST</b>	Requester's name and address (optional)
City, state, and ZIP code <b>MILTON, FL 32572</b>	
List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
OR
Employer identification number
<b>5916000377</b>

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶ 	Date ▶
------------------	--	--------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/07/2022

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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME:		
	PHONE (A/C, No, Ext): (888) 202-3007	FAX (A/C, No):	
	E-MAIL ADDRESS: contact@hiscox.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hiscox Insurance Company Inc	10200	
INSURED Geo One Tech LLC 5357 Winrose Falls Dr Jacksonville, FL 32258	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			P100.175.834.3	03/27/2022	03/27/2023	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg.
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			P100.175.281.3	03/27/2022	03/27/2023	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

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

--

## CERTIFICATE HOLDER

## CANCELLATION

	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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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/10/2021

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brad Burns Insurance 2108 Delta Way  Tallahassee FL 32303		<b>CONTACT NAME:</b> Chip Minick <b>PHONE (A/C, No, Ext):</b> (850) 385-6500 <b>E-MAIL ADDRESS:</b> info@BradBurnsIns.com <b>FAX (A/C, No):</b> (850) 385-0810	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		INSURER A : LLOYDS OF LONDON	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	
<b>INSURED</b> Longstreet & Leonard Consulting Services LLC 324 Gathering Oaks Dr  Tallahassee FL 32308			

**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 SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PSK0033986306	10/21/2021	10/21/2022	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 250,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 1,000,000
	OTHER:							\$
A	<b>AUTOMOBILE LIABILITY</b>			PSK00339863306	10/21/2021	10/21/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
							\$	
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$
	DED		RETENTION \$					\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		<input type="checkbox"/> Y / <input type="checkbox"/> N	N/A			E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Professional Liability			PSK00339863306	10/21/2021	10/21/2022	General Aggregate	1,000,000
							Each Claim	1,000,000

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

**CERTIFICATE HOLDER****CANCELLATION**

FDOT	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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**BID TABULATION**

**10/19/2022 2:00 p.m.**

**Present for the City of Milton:**

Diane Ebentheuer  
Michele Williams  
Curtis Krebs  
Joe Cook

Purchasing Officer  
Purchasing Assistant  
Chief Financial Officer  
Public Works Director

**Others in attendance:**

None-

Opening was held at 2:00 p.m. The purpose of the meeting was to receive submittals for the following solicitation:

**RFP 2022.09 Historic Milton Hwy 90 Transportation Solutions**

---

1 GEO One Tech, LLC

Proposal

---



Agenda Item # 2022-1031

## Bid for 2022.13 Carpenters Park Boardwalk

### MEETING DATE

December 5, 2022

### PREPARED BY

Diane Ebentheuer, Purchasing  
Agent/Risk Manager

### BACKGROUND

The City solicited bids for Carpenters Park Boardwalk.

### SUMMARY

Bid opening was held on 11/30/2022. 3 bids were received and 1 bid was withdrawn due to a sizable error in cost of materials. The bids ranged in price from \$350,283.00 to \$567,854.63 .

### RECOMMENDATION

This is a new item first presented at the Executive Meeting because the date of bid opening was after the COW meeting.

Staff have recommended an award to Eagle Environmental Consulting Services of FL, Inc. in the amount of \$350,283.00.

### ATTACHMENTS

1. 2022.13 Carpenters Park Boardwalk Bid Tab
2. 2022.13 Staff Recommendation to Eagle Environmental Consulting



**BID TABULATION**

**11/30/2022 2:00 p.m.**

**Present for the City of Milton:**

Diane Ebentheuer	Purchasing Officer
Michele Williams	Purchasing Assistant
Janette Modglin	Finance Dept- Admin/Payroll
Joe Cook	Public Works Director

**Others in attendance:**

GSI Construction Corporation, Inc.	Josie Chonoles
Eagle Environmental Consulting Svcs of FL	Chris Posey
Empire Builder Group, Inc.	Michael Latratta
Empire Builder Group, Inc.	John Townsend

**Bid opening was held at 2:00 p.m. The purpose of the meeting was to receive bids for the following solicitation:**

**2022.13 Carpenters Park Boardwalk**

( click on name for link to bid submittal)

1	<a href="#">Eagle Environmental Consulting Services of FL, Inc.</a>	\$ 350,283.00
2	<a href="#">Empire Builder Group, Inc.</a>	\$ 567,854.63
3	<a href="#">GSI Construction Corporation, Inc.</a>	Bid Withdrawn

**Diane Ebentheuer**

*Staff Recommendation*

---

**From:** Joe Cook  
**Sent:** Thursday, December 1, 2022 8:50 AM  
**To:** Diane Ebentheuer  
**Cc:** Randy Jorgenson  
**Subject:** Carpenters Park Boardwalk

Diane,

I recommend awarding the Carpenters Park Boardwalk to the second Bidder Eagle Environmental Consulting Services of Florida Inc. for \$350,283.00.

---

Under Florida's public records laws, the City of Milton's emails may be considered public record and subject to inspection or disclosure to the public. If you do not wish to have your emails possibly disclosed to the public, please do not communicate with the City of Milton through email.



Agenda Item # 2022-986

## Police Pension Board Application

### MEETING DATE

December 5, 2022

### PREPARED BY

Melissa Short, Admin  
Assistant/Permit Clerk/Assistant  
City Clerk

### BACKGROUND

There is one Police Pension Board vacancy; Marc Castellaneta applied for this vacancy on November 9, 2022.

### SUMMARY

### RECOMMENDATION

Staff awaits direction.

### ATTACHMENTS

1. Marc Castellaneta Board Application

CITY OF MILTON  
BOARD APPOINTMENT SURVEY/INFORMATION

Date: 11-9-20

Name Marc Castellaneta Phone (hm) 754-332-6058

E-mail address mcastellaneta@miltonfl.org Phone (wk/cell) 850 393 1045

Address 6529 Magnolia St. City Ward 3

Education GED

Work Experience: Security, Private Investigation,  
Corrections and Police

Community Service Community Policing

Awards \_\_\_\_\_

Hobbies, Travel, etc House work, Visiting family  
in UT and NC

Other comments that would be helpful in determining appropriate appointment \_\_\_\_\_

Please attach a brief resume.

Please check the Boards that you are interested in.

- |  |  |
|--|--|
| <input type="checkbox"/> Milton Housing Authority        | <input type="checkbox"/> Milton Planning Board           |
| <input type="checkbox"/> Historic Preservation Board     | <input type="checkbox"/> Community Improvement Board     |
| <input type="checkbox"/> Civil Service Board             | <input type="checkbox"/> General Employees Pension Board |
| <input type="checkbox"/> Board of Adjustments            | <input type="checkbox"/> Firefighters Pension Board      |
| <input checked="" type="checkbox"/> Police Pension Board |  |

i i  
i i



Agenda Item # 2022-995

## Community Improvement Board Application

### MEETING DATE

December 5, 2022

### PREPARED BY

Melissa Short, Admin  
Assistant/Permit Clerk/Assistant  
City Clerk

### BACKGROUND

There is one board opening for CIB; Paul Kilmartin applied on November 16, 2022.

### SUMMARY

### RECOMMENDATION

Staff awaits Council direction.

### ATTACHMENTS

1. Community Improvement Board Application Paul Kilmartin

CITY OF MILTON  
BOARD APPOINTMENT SURVEY/INFORMATION

Date: 11/16/22

Name Paul Kilmartin Phone (hm) 401-474-3238

E-mail address PFK6ASE@gmail.com Phone (wk/cell) Same

Address 6724 Rocky Shores Rd City Ward I (Bistro)

Education Masters of Science - Anesthesia

Work Experience: Owner Blackwater Bistro, Retired Nurse Anesthetist

Community Service City Council 2008-2017, City Planning Board

2012 - 2022

Awards \_\_\_\_\_

Hobbies, Travel, etc Fishing, Travel, Boating, Farming (chickens - Bees)

Other comments that would be helpful in determining appropriate appointment \_\_\_\_\_

Now Retired

Please attach a brief resume.

Please check the Boards that you are interested in.

Milton Housing Authority

Milton Planning Board

Historic Preservation Board

Community Improvement Board

Civil Service Board

General Employees Pension Board

Board of Adjustments

Firefighters Pension Board

Police Pension Board



Agenda Item # 2022-483

# Business Improvement Program FY 2023 Cycle 2

## MEETING DATE

December 5, 2022

## PREPARED BY

Ed Spears, Director of  
Economic Development

## BACKGROUND

With the approval of the FY 2023 budget and the start of the new fiscal year, the City's Business Improvement Program has funds available for allocation. The program is available to businesses city-wide, on a first come, first serve, which can accept applications at any time. Grants are available to assist with business signage, the purchase of business equipment to allow necessary to allow a business to grow and add employees and for the improvement to the exterior of buildings.

Since inception in 2018, the Business Improvement program has provided 37 grants to 29 different businesses totaling \$143,642.68. The program has generated a match from the private sector totaling \$709,258.03. For every \$1 invested by the City, businesses have invested \$4.94. The program is advertised on a continuous basis.

At this time, one application has been received from Oh Sugar, LLC, DBA The Sweet Greek. They are requesting \$1,000 for exterior signage. The sign great does not require a match. However, the applicant has indicated a \$1,000 match will be provided to fund the total cost of the new signs. If approved, \$33,000 will remain in FY 2023 grant funding for additional grants, which will be forwarded to Council as received.

The Committee of the Whole unanimously recommended this item to the Executive Committee.

## SUMMARY

Staff received one eligible grant application totalling \$1,000. \$34,000 is available for new applications. If awarded, \$33,000 will be available for additional grants.

## RECOMMENDATION

Staff recommends approval of one grant in the amount of \$1,000.

## ATTACHMENTS

1. The Sweet Greek BIP Application FY 2023 Cycle 2
2. 2023 Cycle 2 Business Improvement Program Spreadsheet

3. Business Improvement Program Report - All Time



# City of Milton Office of Economic Development

Business Improvement Program

DATE OF APPLICATION: 11/4/2022  
NAME OF BUSINESS (Legal and DBA, if Different): Oh Sugar Milton FL DBA The Sweet Greek Milton FL  
BUSINESS OWNER(S): Melissa Glyptis Simpson  
PROPERTY OWNER(S) (IF DIFFERENT): Margaret Reis for Milton Revival LLC

GRANT CATEGORY: Business Expansion Grant  
TOTAL AMOUNT REQUESTED (MAXIMUM \$5,000): \$ 1,000.00  
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ 100%  
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ 2,000.00

ADDRESS OF PROJECT: 5237 Willing St Milton Fl 32570  
PROJECT NAME: Sweet Greek Signage

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project narrative
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning, and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- Copy of the chosen contractor's license (if licensure is required for the work)
- Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

Melissa Glyptis Simpson  
5568 Woodbine Rd Suite 500  
Pace FL 32571

SIGNATURE(S) OF BUSINESS AND PROPERTY OWNER(S) (IF DIFFERENT)

*Melissa Glyptis Simpson* dotloop verified  
11/03/22 6:00 PM CDT  
XB7S4EBW-MT16KVG

*Margaret Reis* dotloop verified  
11/03/22 7:58 PM CDT  
IWO7-QVMS-MA0Z-BXLO

TELEPHONE # (850) \_\_\_\_\_ CELL # 919-402-3295 EMAIL thesweetgreekmiltonfl@gmail.com

For official use only:

DATE & TIME APPLICATION RECEIVED: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_



# City of Milton Office of Economic Development

2022 Business Improvement Program

## Memorandum of Understanding

I, the grantee, understand that work cannot commence on any portion of the Business Improvement Project prior to receiving approval of the grant funds by the City of Milton. A written notification to proceed will be provided. I, the grantee, have read, understand, and accept the terms and conditions of the grant. I have read and understand the actions which will trigger a default. In the event of a default, I, the grantee, do hereby guarantee the repayment of the principal amount of the grant in accordance with the terms of the Commercial Façade Program application and guidelines. If the grantee is not the property owner, as shown in the Santa Rosa County Property Appraiser’s Database, the property owner must also execute this Memorandum of Understanding.

Melissa Glyptis Simpson for the Sweet Greek Milton FL

Grantee Name (Please Print)

*Melissa Glyptis Simpson* dotloop verified  
11/03/22 6:00 PM CDT  
Z9P6-LVO&-CUTP-QNSV

Grantee Signature

\_\_\_\_\_ Date

Margaret Ries for Milton Revival LLC

Property Owner Name (Please Print)

*Margaret Ries* dotloop verified  
11/03/22 7:58 PM CDT  
G8VB-6CYW-TUBA-QMGG

Property Owner Signature

\_\_\_\_\_ Date

\_\_\_\_\_  
City of Milton (Please Print)

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_ Date



**Signs Galore, Inc.**

111 Hammock Rd.  
 Crestview, FL 32536  
 Ph: (850) 683-8010  
 FAX: (850) 689-0225  
 Email: [billing@signsgaloreinc.com](mailto:billing@signsgaloreinc.com)  
 Web: <http://www.signsgaloreinc.com>

**Estimate #: 6148**

<b>Created Date:</b> 10/7/2022 3:00:00PM	<b>Prepared For:</b> The Sweet Greek
<b>Salesperson:</b> House Account	<b>Contact:</b> Melissa Simpson, Owner
<b>Email:</b>	<b>Cell Phone:</b> (850) 733-6532
<b>Not Specified:</b> N/A	<b>Email:</b> <a href="mailto:thesweetgreekmiltonfl@gmail.com">thesweetgreekmiltonfl@gmail.com</a>
<b>Entered by:</b> Madison Rutledge	<b>Address:</b> 5240 Willing Street Milton, FL 32570

**Description: Wood/Polymetal Hanging Sign**

	Quantity
<b>1</b> <b>Product:</b> Dimensional Signs (Flat Cut) <b>Description:</b> Flat Cut Dimensional Signs <ul style="list-style-type: none"> <li>• 1- 36 in (H) x 27 in (W) Dimensional Sign(s) made from <b>Wood-Cedar 2" Board</b> stock material</li> <li>• <b>Painting</b></li> </ul> Face: <b>Paint Types Pittsburg Stain,</b>	1
<b>2</b> <b>Product:</b> Misc <b>Description:</b> Misc <ul style="list-style-type: none"> <li>• 1 Ea., 1/2 In. Aluminum Bracketing</li> </ul>	1
<b>3</b> <b>Product:</b> Wide Format Prints <b>Description:</b> Wide Format Prints <ul style="list-style-type: none"> <li>• 2- 36 in (H) x 27 in (W) <b>Single Sided</b> Print(s) made from <b>3MJ3554150 Gloss</b> stock material</li> <li>• Mounted on: <b>3mm polymetal white</b></li> <li>• Laminated with <b>Clearlam54100</b> on face</li> </ul>	2
<b>4</b> <b>Product:</b> Installation of Non-Electric Signs <b>Description:</b> Installations - Non-Electric Signs <ul style="list-style-type: none"> <li>• 2 hr of Install Time.</li> <li>• Using a Crew of 1 Personnel.</li> <li>• 0.3 hr of Travel Time.</li> <li>• Install height is 10 ft above ground.</li> </ul>	1

<b>Subtotal:</b>	\$1,310.71
<b>Taxes:</b>	\$91.75
<b>Total:</b>	\$1,402.46
<b>Deposit Required:</b>	\$701.23

**Client Reply Request**

- Estimate Accepted "As Is". Please proceed with Order.  
 Changes required, please contact me.

Other: \_\_\_\_\_  
 SIGN: \_\_\_\_\_ Date: / /

Blue will be "Salty Dog" with SW heritage collection

ARTWORK APPROVAL




**850.683.8010**  
signsgaloreinc.com

**SIGNS WILL COMPLY TO FLORIDA BUILDING CODE 2020 (7TH EDITION)**  
 PRIMARY ELECTRICAL POWER TO SIGN TO BE BY OTHERS. ALL POWER TO BE 120 VOLT UNLESS OTHERWISE STATED.

    
 U.L. LISTED COMPONENTS AND SHALL MEET ALL N.E.C. STANDARDS 2017  
 SIGN MUST BE GROUNDED IN COMPLIANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRIC CODE.

SIGNS GALORE INC., hereby expressly reserves the common lay copyright and other property right in these drawings. These drawings are not to be reproduced, changed or copied in any form or manner whatsoever without first obtaining the written permission and consent of SIGNS GALORE INC., nor are they to be assigned to any party without first obtaining said written permission and consent.

\_\_\_\_\_ read and understood this \_\_\_\_ day of \_\_\_\_ 20 \_\_\_\_

DRAWN BY:	APPROVED BY:
mr	
DATE:	CLIENT:
11/3/22	
WO# or EST#	DATE:

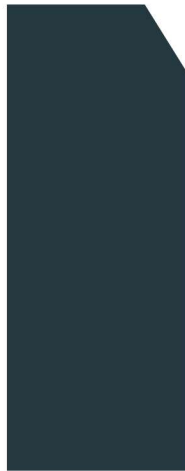


# MIX AND MATCH YOUR COLORS

## MEZCLE Y COMBINE LOS COLORES

Use your Collection as a design guide. Select colors for your walls, another for your trim, and use the rest to shop for furniture and accents.

Utilice su colección como una guía de diseño. Seleccione los colores para las paredes, otro para el reborde y utilice el resto para buscar muebles y toques de decoración.



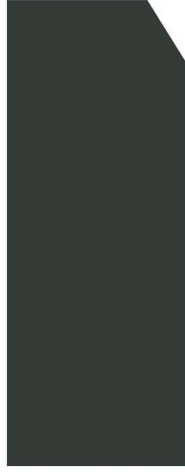
**AH 01 Dark Night** HGSW6237



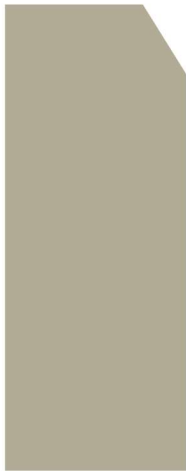
**AH 06 Fireweed** HGSW6328



**AH 11 Macadamia** HGSW6142



**AH 16 Jasper** HGSW6216



**AH 02 Svelte Sage** HGSW6164



**AH 07 Camelback** HGSW6122



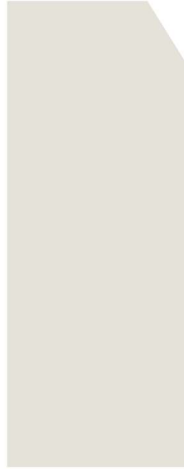
**AH 12 Tiki Hut** HGSW7509



**AH 17 Totally Tan** HGSW6115



**AH 03 Grizzle Gray** HGSW7068



**AH 08 Origami White** HGSW7636



**AH 13 Salty Dog** HGSW9177



**AH 18 Debonair** HGSW9139



**AH 04 Nomadic Desert** HGSW6107



**AH 09 Red Barn** HGSW7591



**AH 14 Relaxed Khaki** HGSW6149



**AH 19 Something Blue** HGSW6800



**AH 05 Resolute Blue** HGSW6507



**AH 10 Navajo White** HGSW6126



**AH 15 Rural Green** HGSW6418



**AH 20 Tricorn Black** HGSW6258



City of Milton  
2023 Business Improvement Program  
Cycle 2 Application

	NAME	ADDRESS	REQUEST	MATCH	PROJECT	FIRST TIME APPLICANT	TARGET LOCATION	HISTORIC STRUCTURE
	CYCLE 2 Applicant							
1	The Sweet Greek	5237 Willing Street	\$ 1,000.00	\$ 1,000.00	Signage	No	Yes	Yes
	TOTAL REQUEST		\$ 1,000.00	\$ 1,000.00	Match Ratio	\$ 1.00		
			Total Budget	Awarded to Date	Available Balance			
	AVAILABLE FUNDING	CRA	\$ 20,000.00	\$ 5,000.00	\$ 15,000.00			
		General Revenue	\$ 20,000.00	\$ 1,000.00	\$ 19,000.00			
		TOTAL	\$ 40,000.00	\$ 6,000.00	\$ 34,000.00			
	<b><u>FY 2023 To Date</u></b>							
1	Lindsay & Andrews, PA	5218 Willing Street	\$ 5,000.00	\$ 5,009.00	Business Equipment	No	Yes	Yes
2	Yamato's Japanese Steakhouse	6550 Caroline Street	\$ 1,000.00	\$ 3,800.00	Signage	Yes	No	No
	TOTAL		\$ 6,000.00	\$ 8,809.00				
				Match Ratio	\$ 1.47			

**City of Milton  
Business Improvement Program  
Complete History**

<u>CYCLE</u>	<u>PROJECTS</u>	<u>BUSINESSES</u>	<u>GRANTEE</u>	<u>ADDRESS</u>	<u>PROJECT</u>	<u>REQUEST</u>	<u>AWARD</u>	<u>REQUIRED MATCH</u>	<u>EST. TOTAL MATCH</u>	<u>CRA</u>	<u>CITY</u>	<u>PAYMENT</u>	<u>NOTES</u>
<b>2018 Cycle 1</b>	1	1	Visible Changes Barber Shop	5154 Santa Rosa Street	Code required upgrades, signage, painting	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00		\$ 2,500.00	\$ 2,500.00	Completed
	2	2	LilPax's Boat Rental	5142 Willing Street	Business Signage	\$ 500.00	\$ 500.00	\$ -	\$ 2,500.00	\$ 369.82		\$ 369.82	Completed
	3	3	Man Cave Barber Shop	5176 Stewart Street	Signage, exterior awning	\$ 500.00	\$ 500.00	\$ -	\$ -		\$ 500.00	\$ 500.00	Completed
	4	4	Beardless Brewhaus	6820 Caroline Street	Roll-up garage door	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00		\$ 5,000.00	Completed
	5	5	Corner Shack	5168 Stewart Street	Business equipment, fire suppression, painting, doors	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 12,500.00		\$ 3,250.00	\$ 3,250.00	Completed
	6	6	Boomerang Pizza	5227 Willing Street	Exterior Painting & Lighting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00		\$ 5,000.00	Completed
<b>2019 Cycle 1</b>	7	7	Elliott & Cunningham Office	5235 Willing Street	Exterior Façade, interior ceiling replacement, painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00	\$ 5,000.00		\$ -	Awarded
	8	8	CD Properties	6821 Caroline Street	Repair Historic Windows and surrounds	\$ 5,000.00	\$ 4,450.00	\$ 4,450.00	\$ 5,000.00	\$ 4,450.00		\$ 4,351.06	Underway
	9	9	Brew Angels Brewery	6821 Caroline Street	Equipment Upgrade	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 35,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	10		Brew Angels Brewery	6821 Caroline Street	New business sign	\$ 500.00	\$ 500.00	\$ -	\$ 1,153.15	\$ 500.00		\$ 500.00	Completed
	11	10	Janet Coulter Realty Office	5241 Willing Street	Exterior awning and painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00		\$ 4,943.12	\$ 4,943.12	Completed
	12	11	Milton Revival, LLC	5237 Willing Street	Exterior awning, painting and drainage system	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00	\$ 5,000.00		\$ 5,000.00	Completed
<b>2019 Cycle 2</b>	13	12	Blackwater Bistro	5147 Elmira Street	ADA Ramp, Painting, Siding	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 2,125.00		\$ 2,125.00	Completed
	14	13	Brooks, Warrick & Assoc.	6867 Oak Street	Sign	\$ 500.00	\$ 500.00	\$ -	\$ 1,000.00	\$ 485.78		\$ 485.78	Completed
	15		Boomerang Pizza	5227 Willing Street	Exterior Painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,876.20		\$ 4,876.20	Completed
	16		Beardless Brewhaus	6820 Caroline Street	Equipment Upgrade	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	17	14	Wacked Out Weiner	5271 Stewart Street	Doors and Code Required Plumbing	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 104,270.00		\$ 5,000.00	\$ 5,000.00	Completed
	18	15	Spencer's Second Hand Shop	5707 Stewart Street	Window Replacement	\$ 668.89	\$ 668.89	\$ 668.88	\$ 668.88	\$ 668.88		\$ 668.88	Completed
<b>2020 Cycle</b>	19		Brooks, Warrick & Assoc.	6867 Oak Street	Roof	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 16,210.00		\$ 5,000.00	\$ 5,000.00	Completed
	20	16	Sport & Wheat, CPA	5247 Stewart Street	Exterior Doors, Windows & Painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	21	17	Saver Self Storage	6586 Caroline Street	Painting	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00		\$ 4,750.00	\$ 4,750.00	Completed
<b>2021 Cycle</b>	22	18	Cohen Innovation, LLC	5739 Stewart Street	New Roof	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	23	19	Lindsay & Andrews	5218 Willing Street	New Signage, Front Door Replacement, Railing, Stairs	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,575.00	\$ 5,000.00		\$ 4,566.54	Completed
	24	20	RaeJean, LLC, DBA Mason's	5141 Dogwood Drive	New Road Sign	\$ 530.00	\$ 530.00	\$ 530.00	\$ 530.00		\$ 530.00	\$ 530.00	Completed
	25		Boomerang USA, Inc.	5227 Willing Street	Paint and Awning	\$ 1,999.00	\$ 1,999.00	\$ 1,999.00	\$ 1,999.00		\$ 1,999.00	\$ 1,999.00	Completed
	26	21	John C. Allen	6825 Oak Street	Windows and Shutters	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	Completed
	27	23	Resource Real Estate (Scoops Ice Cream)	6835 Caroline Street	Paint, Awning, Signage & Doors	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	Completed
<b>2022 Cycle 1</b>	28		Cohen Innovation, LLC	5739 Stewart Street	Facia and Soffet Replacement	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00		\$ 10,000.00	\$ -	Awarded
	29		CD Properties	6821 Caroline Street	Window and Door Wood Rot Replacement/Repair	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00		\$ -	Awarded
	30	24	Santa Rosa Historical Society - Imogene	6866 Caroline Street	Window Wood Rot Replacement/Repair	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,802.00	\$ 2,500.00		\$ 2,500.00	Completed
<b>2022 Cycle 2</b>	31	25	Bar Strength & Conditioning, LLC	5436 Dogwood Drive	Signage & Building Renovations for new location	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 150,000.00		\$ 6,000.00	\$ 6,000.00	Completed
	32	26	Oh Sugar, LLC, DBA The Sweet Greek	5237 Willing Street	Restaurant Equipment, Building Improvements	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00	\$ 5,000.00		\$ 5,000.00	Completed
<b>2022 Cycle 3</b>	33	27	Just Two Guys, LLC DBA The Country Gym	5198 Willing Street	Kitchen Hood	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 100,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	Completed
	34		Man Cave Barber Shop	5438 Dgwood Drive	Signage	\$ 617.39	\$ 617.39	\$ -	\$ -		\$ 617.39	\$ 617.39	Completed
	35	28	Primerica	5205 Dogwood Drive	Signage	\$ 877.40	\$ 877.40	\$ -	\$ -		\$ 877.40	\$ 877.40	Completed
<b>2023 Cycle 1</b>	36		Lindsay & Andrews	5218 Willing Street	New Business Equipment - Technology	\$ 5,000.00	\$ 5,000.00	\$ 5,009.00	\$ 5,000.00	\$ 5,000.00			Awarded
	37	29	Yamato Japanese Steakhouse	6550 Caroline Street	Signage	\$ 1,000.00	\$ 1,000.00	\$ 3,800.00	\$ 3,800.00		\$ 1,000.00		Awarded
	38		Oh Sugar, LLC, DBA The Sweet Greek	5237 Willing Street	Signage	\$ 1,000.00		\$ -	\$ 1,000.00		\$ 1,000.00		
					<b>TOTALS</b>	<b>\$ 145,192.68</b>	<b>\$ 143,642.68</b>	<b>\$ 141,956.88</b>	<b>\$ 710,258.03</b>	<b>\$ 73,475.68</b>	<b>\$ 70,466.91</b>	<b>\$ 111,410.19</b>	
<b>Budget</b>	\$ 10,000.00	FY 2018	3/29/2018										
	\$ 10,000.00	FY 2018	8/20/2018			<b>ROI Ratio</b>	<b>\$ 4.94</b>						
	\$ 20,000.00	FY 2019	12/12/2018	50% CRA/50% GR									
	\$ 20,000.00	FY 2019	4/9/2019	50% CRA/50% GR									
	\$ 40,000.00	FY2020	Program Returned to City - In City Budget	\$15,414.50 Refund from MSM									
	\$ 30,000.00	FY 2021	In City Budget										
	\$ 40,000.00	FY 2022	In City Budget										
	\$ 40,000.00	FY 2023	In City Budget										
<b>Total</b>	<b>\$ 210,000.00</b>												
<b>Allocated</b>	\$ 143,642.68												
<b>Expended</b>	\$ 111,410.19												
<b>Open Projects</b>	\$ 35,450.00												



# Vacant Property Utility Rates

MEETING DATE	PREPARED BY
--------------	-------------

December 5, 2022

Public Works Department  
Christie Haarmann, Public Works Admin

the City is legally obligated to pay on the basis of meters, customers or rates of, or revenues from gas or service sold, or on any other basis where direct allocation is possible.

**D) Deposits:**

Type of Service	Deposit
Residential	\$35.00 Connection fee, plus \$100.00 for persons not owning the property.
Commercial	\$200.00, or 2x the estimated monthly bill, whichever is greater at the time of application for service.
Industrial	\$200.00, or 2x the estimated monthly bill, whichever is greater at the time of application for service, or as may be negotiated by the City Manager

**m) Miscellaneous Fees:**

It shall be the policy of the City to charge customers for various services such as turn-offs, turn-ons and other services listed according to the following fee schedule:

- a) Disconnect/Turn-on due to non-payment of bill is **\$36.00** for inside the City customers and **\$42.00** for outside the City customers before 3pm. After 3pm, there will be a **\$50** fee.
- b) Transferring of account is **\$36.00**.
- c) Disconnect for summer months is **\$36.00**.
- d) Reconnect after summer months is **\$36.00**.
- e) Lighting of pilot lights (by appointments only) is **\$36.00**. There is no charge for persons older than 60 years. If the customer misses the appointment an additional charge of **\$5.00** will be assessed for the first missed appointment and **\$30.00** for the second and succeeding missed appointments.
- f) Altered or Tampered Equipment: **\$120.00**, plus cost to purchase and replace the equipment.
- g) Walk-Through Connection (temporary connection for the purpose of sale or showing any structure): **\$36.00**
- h) **Meter Re-read Fee:** Customers may request a service call for, among other matters, reading of water usage which they feel are excessive or an error. Such service call will result in the assessment of a **\$25.00** fee. If the service call is for something other than as described, the Call-Out rates listed below, will apply. If the service call reveals that there was an error on the part of the City, the fee will be waived.
- i) Natural Gas Refueling Station gasoline gallon equivalent (GGE) rate charge shall be calculated based on current gas pricing and gross receipts tax.



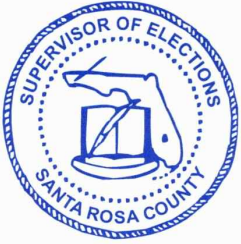
# Certificate of Election

**MEETING DATE**

December 5, 2022

**PREPARED BY**

Clerk's Office  
Dawn Molinero, City Clerk



# Supervisor of Elections Santa Rosa County

Tappie A. Villane  
Supervisor of Elections  
STATE OF FLORIDA

## CERTIFICATE OF ELECTION

6495 Caroline Street  
Suite F  
Milton, Florida 32570

### **Santa Rosa County**

I, Tappie A. Villane, Supervisor of Elections, do hereby certify that the County Canvassing Board met on the 18<sup>th</sup> day of November, A.D., 2022, and proceeded publicly to canvass votes given for the City of Milton City races and City of Milton Referendum. The results from the General Election held on the 8<sup>th</sup> day of November, A.D., 2022, are shown by the returns on file in the office of the Supervisor of Elections, 6495 Caroline St., Room 100, Milton, Florida.

### **City of Milton Mayor**

Mary Johnson	911
Heather Lindsay	1,328
"Fireman" Dan Stillings	705

### **Milton City Council, Ward 1 Seat 1**

Vernon Compton	1,125
Mike Cusack	1,624

### **Milton City Council, Ward 2 Seat 1**

Marilynn Farrow	1,409
Wesley Meiss	1,407

### **Milton City Council, Ward 3 Seat 1**

Gavin Hawthorne	1,491
Robert Leek	1,252

### **Milton City Council, Ward 4 Seat 1**

Shari C. Sebastiao	1,330
Jason Vance	1,424

*Tappie A. Villane*  
\_\_\_\_\_  
Tappie A. Villane  
Supervisor of Elections  
Santa Rosa County, Florida





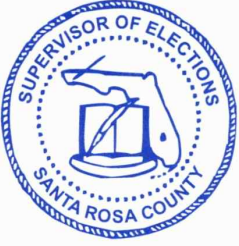
## Certificate of Election/Ordinance 1977-22

**MEETING DATE**

December 5, 2022

**PREPARED BY**

Clerk's Office  
Dawn Molinero, City Clerk



# Supervisor of Elections Santa Rosa County

## CERTIFICATE OF ELECTION

Tappie A. Villane  
Supervisor of Elections

6495 Caroline Street  
Suite F  
Milton, Florida 32570

STATE OF FLORIDA

### Santa Rosa County

I, Tappie A. Villane, Supervisor of Elections, do hereby certify that the County Canvassing Board met on the 18<sup>th</sup> day of November, A.D., 2022, and proceeded publicly to canvass votes given for the City of Milton Referendum Question on Residency Requirements for Councilmembers and Mayor. The results from the General Election held on the 8<sup>th</sup> day of November, A.D., 2022, are shown by the returns on file in the office of the Supervisor of Elections, 6495 Caroline St., Room 100, Milton, Florida.

### CITY OF MILTON REFERENDUM CITY OF MILTON ORDINANCE 1977-22

#### Residency Requirements for Councilmembers and Mayor

Shall the Milton City Charter be amended to require candidates for City Council to reside within their respective wards for at least one year immediately prior to qualifying and to reduce the residency requirement for candidates for Mayor from three years to one year immediately prior to qualifying, to create uniformity in qualifying for the office of Mayor and Councilmember, and to clarify the residency period required.

YES	1,964
NO	1,010

*Tappie A. Villane*

Tappie A. Villane  
Supervisor of Elections  
Santa Rosa County, Florida

