

**GULF BREEZE CITY COUNCIL
EXECUTIVE SESSION**

APRIL 10, 2013
WEDNESDAY 6:30 P.M.
COUNCIL CHAMBERS

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Scheduling Town Meeting for Monday, May 6, 2013
- B. Discussion and Action Regarding Dispatch Service Agreement with National Park Service
- C. Discussion and Action Regarding Storm Water Inlet, Intersection of Soundview Trail and Harbor Town Entrance
- D. Discussion and Action Regarding Stormwater Phase II Projects
- E. Discussion and Action Regarding Pensacola Beach Natural Gas Pipeline Expansion Change Order 4
- F. Discussion and Action Regarding Replacement of 180 feet of Sidewalk along Harbortown and Bahama Bay Club Entrance Road
- G. Discussion and Action Regarding Roof/Soffit Repair on Public Services Maintenance Building
- H. Discussion and Action Regarding Retaining Wall Repairs - Tiger Point East Course Holes 8 & 13
- I. Discussion and Action Regarding Repairs to Tiger Point Buildings
- J. Discussion and Action Regarding Rescue 33 Repair
- K. Discussion and Action Regarding City's Phone System Replacement
- L. Discussion and Action Regarding Municipal Investment Programs
- M. Discussion and Action Regarding Gulf Breeze Energy Center

If any person decides to appeal any decisions made with respect to any matter considered at this meeting or public hearing, such person may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based.

The public is invited to comment on matters before the City Council upon seeking and receiving recognition from the Chair.



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM:  David J. Szymanski, Assistant City Manager
DATE: April 4, 2013
SUBJECT: Town Meeting

The City Council traditionally sets aside some time for public comment and suggestions prior to the first Council meeting in May. Staff will prepare a short presentation if necessary or the Council may just wish to hear from residents.

RECOMMENDATION: THAT THE CITY COUNCIL HOLD A TOWN MEETING ON MONDAY, MAY 6, 2013 AT 6:00 P.M.



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM:  David J. Szymanski, Assistant City Manager
DATE: April 2, 2013
SUBJECT: Dispatch Service Agreement to National Park Service

The Police Department has provided dispatch radio and telephone service for the National Park Service at Gulf Islands National Seashore for many years. The attached agreement, Purchase Order 1443-P13PX00199, extends the arrangement between the National Park Service and City of Gulf Breeze for the fiscal year 2013 and provides compensation to us in the amount of \$65,063. Staff has reviewed the language of the document and scope of work it describes and find that it is consistent with our practices and the work we have been doing for the National Park Service.

The amount of the agreement is based upon personnel staffing costs for this fiscal year. If service demands increase over the next few years, we will discuss additional personnel and the resultant increased costs with the National Park Service.

Recommendation: City Council approve the agreement for the Police Department to provide dispatch services to the National Park Service from 10-01-2012 through 9-30-2013 and receive compensation in the amount of \$65,063 for equipment and personnel costs.



IN REPLY REFER TO:

United States Department of the Interior



National Park Service
Gulf Islands National Seashore
1801 Gulf Breeze Parkway
Gulf Breeze, Florida 32563

IN REPLY
REFER TO: D5217 (GUIS-AC)

FEB 26 2013

S72 (GUIS-A/C)
Purchase Order No. 1443-P13PX00199

GULF BREEZE, CITY OF
Attn: Assistant City Manager
1070 Shoreline Dr.
Gulf Breeze, FL 39561

Dear David Szymanski/Stephen Milford:

This letter is to inform you that the National Park Service intends to award the City of Gulf Breeze with Contract No. 1443-P13PX00199 for Dispatch Services during the period from October 1, 2012 through September 30, 2013 for the total amount of \$65,063.00. A copy of the award document and related attachments (Clauses, Statement of Work, and SCA Wage Rates) are enclosed.

If the terms and conditions are satisfactory to the City Council, request written acknowledgement of acceptance or through continued performance of the contract requirements.

Should any questions arise regarding this matter, please contact the Contracting Officer by phone (850) 934-2614 or email andre_ward@nps.gov.

Sincerely,


E. Andre Ward
Contracting Officer

Enclosures

TAKE PRIDE
IN AMERICA 

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER		2. CONTRACT NO. (If any)		6. SHIP TO:				
3. ORDER NO. P13PX00199		4. REQUISITION/REFERENCE NO. 0040075301		a. NAME OF CONSIGNEE NPS, Gulf Islands NS				
5. ISSUING OFFICE (Address correspondence to) NPS, SER - West MABO 2680 Natchez Trace Parkway Gulf Islands National Seashore Tupelo MS 38804				b. STREET ADDRESS 1801 Gulf Breeze Parkway		c. CITY Gulf Breeze	d. STATE FL	e. ZIP CODE 32563-5008
7. TO: a. NAME OF CONTRACTOR GULF BREEZE, CITY OF (INC)				f. SHIP VIA				
b. COMPANY NAME				8. TYPE OF ORDER				
c. STREET ADDRESS 1070 SHORELINE DR				<input checked="" type="checkbox"/> a. PURCHASE		<input type="checkbox"/> b. DELIVERY		
d. CITY GULF BREEZE				e. STATE FL		f. ZIP CODE 32561-4702		
9. ACCOUNTING AND APPROPRIATION DATA 01				10. REQUISITIONING OFFICE NPS, Gulf Islands NS				
11. BUSINESS CLASSIFICATION (Check appropriate box(es))						12. F.O.B. POINT		
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB								
13. PLACE OF			14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 03/11/2013		16. DISCOUNT TERMS PP30	
a. INSPECTION Destination		b. ACCEPTANCE Destination						

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	FY2013 GUI5 Florida District Dispatch Service Non-Personal Services contract for 24-hour dispatch services by the City of Gulf Breeze Police Department for the Florida District of Gulf Islands National Seashore Continued ...					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME Invoice Processing Platform System				\$65,063.00		
b. STREET ADDRESS (or P.O. Box)		US Department of Treasury http://www.ipp.gov				17(i) GRAND TOTAL
c. CITY		d. STATE	e. ZIP CODE			
				\$65,063.00		

22. UNITED STATES OF AMERICA BY (Signature)			23. NAME (Typed) EVANS WARD TITLE: CONTRACTING/ORDERING OFFICER		
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

P13PX00199

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00010	<p>during the period of performance from October 1, 2012 through 30 September 30, 2013. Suggested COR: SGRAY2 Admin Office: DOI, NPS, SER - GUI5 Admin. Office 1801 Gulf Breeze Parkway VRP Division - FL District Gulf Breeze FL 32563 Account Assignment: K G/L Account: 6100.251A0 Business Area: P000 Commitment Item: 251A00 Cost Center: PPSEGUISPO Functional Area: PPMP5AS1Z.YC0000 Fund: 133P103601 Fund Center: PPSEGUISPO PR Acct Assign Line: 01 Period of Performance: 10/01/2012 to 09/30/2013</p> <p>dispatch services IT Approval Num: N</p> <p>The total amount of award: \$65,063.00. The obligation for this award is shown in box 17(i).</p>				65,063.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$65,063.00

City of Gulf Breeze Communications Center Services Contract

Performance Work Statement: FY 2013 (PR 5326-13-0003)

Introduction

This contract is for the City of Gulf Breeze Police Department to provide continued 24-hour dispatching services for the Florida District of Gulf Islands National Seashore for the period of October 1, 2012 through September 30, 2013.

Background

The Gulf Breeze Police Department provides telephone and radio dispatching services for personnel of Gulf Islands National Seashore in support of law enforcement, emergency services, and to a lesser extent, general park operations. This service is provided 365 days a year, 24 hours a day. The standard for the service provided by Gulf Breeze is consistent with that of most any professional police and emergency services communications center.

Scope

This contract is for the provision of communications support for law enforcement and emergency services (fire, rescue, emergency medical, etc.) operations within the boundaries – or otherwise involving the Florida District staff of – Gulf Islands National Seashore. The Communications Center dispatches park personnel to emergency and service calls, tracks law enforcement rangers and lifeguards during their shifts, provides a life-line and computer data link for rangers involved in law enforcement contacts and investigations, facilitates requests for outside resources to assist with park incidents, etc. Besides providing dispatching services for day to day Florida District operations, the Communications Center also serves as an after-hours point of contact for the park as a whole.

Applicable Directives

Not applicable.

Performance Requirements

This contract covers the provision of the following services to the quality established through industry norms and consistent with Gulf Breeze Police Department's accreditation from the Commission for Florida Law Enforcement Accreditation, Inc. The communications support services provided through this contract include the following elements:

- Monitoring of assigned radio frequencies and 9-1-1 center telephones 24 hours per day, 365 days per year.
- Tracking in-service law enforcement rangers, including pro-active officer safety status checks for rangers engaged in violator or investigative contacts.

- Tracking and providing communications support for lifeguards at three guarded beaches.
- Providing DMV and NCIC data support including accessing criminal and driver history transcripts, confirming warrants, sending administrative messages, entering stolen property, etc.
- Providing Computer Assisted dispatching and Case Incident Reporting (SMARTCOP) administrative support, including compilation of statistical report and other CAD-generated reports.
- Communicating recent Florida BOLO's concerning officer safety threats to on-duty Florida District ranger staff.
- Dispatching outside resources from cooperating law enforcement and emergency service agencies (law enforcement, EMS, fire HAZMAT, etc.)
- Telephone point of contact (for parties internal and external to the park staff) for tracking down key park officials for urgent notifications 24/7. Dispatchers have ready access to current park staff contact information, as provided by the Chief Ranger's Office.
- Dispatchers have ready access to duty schedules of law enforcement rangers, as provided by the Chief Ranger's Office, to facilitate communications between field and supervisory staff.
- Maintaining ~~3010~~⁴⁰⁵⁰ as a primary park communications line. Generally, this line shall be reserved for incoming calls.
- Providing boat operations safety following for boat operators in transit on the water.
- Maintaining Gulf Breeze network radio communications infrastructure.
- Following agreed-upon communications protocols as agreed upon by both agencies through periodic communications meetings.

Information Requirements

None.



City of Gulf Breeze

DATE: April 3, 2013

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services *VP*

RE: Replace Storm Water Inlet Located at
Intersection of Soundview Trail & Harbor Town Entrance

The above referenced storm water inlet is in need of major repair as it is showing visible signs of deformation and potential collapse. The structure appears to be frequently run over by large trucks navigating the corner. In addition, the current design is insufficient for traffic loading of any type. The attached photo illustrates the actual condition of the structure.

Staff developed a scope of work to repair the structure and bring it up to standard will require the removal of the entire top and possible reworking of the brick sub-structure if it has been damaged. A completely new top will be poured along with reinforcement steel and pillars will be added to support the inlet side of the structure.

We also have the ability to coordinate the sidewalk repair and storm water inlet to save costs and disruption activity by using the same contractor for both jobs. This work needs to be performed by a qualified contractor capable of providing the desired scope of work.

There are a several unknown variables for repairing the structure, so staff obtained a not-to-exceed cost of \$4,800 from Utility Service Company.

Since this structure is located in the CRA District, funds could be assigned to repair the storm water structure.

RECOMMENDATION: City Council meet as Community Redevelopment Agency on April 15, 2013 and authorize Utility Service Company to repair the storm water inlet structure at a not-to-exceed cost of \$4,800.





City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager
FROM: Thomas E. Lambert, Assistant Director of Public Services
DATE: March 22, 2013
RE: Stormwater Phase II Projects

A handwritten signature in blue ink, appearing to be "T. Lambert", is written over the "FROM:" line of the memorandum.

After the floods of spring 2005, the City developed a stormwater priority list of projects to mitigate flooding and submit for grant funding. A stormwater utility was initiated to facilitate maintenance of the current systems and further facilitate grant funding applications. In 2006 the City received funding and started construction of the phase I stormwater projects that included three of the priority areas. In 2007 the City submitted two additional requests for funding of four projects and was awarded one grant for two of the projects. Unfortunately, the City was unable to leverage other funding for the 50% match, and withdrew its request.

In 2011, Rebuild Northwest Florida convinced the State to release Hazard Mitigation Grant Program (HMGP) monies for these two projects. The City engaged Hatch, Mott, McDonald to complete the design. Once completed, the projects were unable to meet the FEMA requirements for cost/benefit analysis and the construction portion of the work could not be funded, although the City was reimbursed 75% of the design cost.

During the design period, the Northwest Florida Water Management District asked to submit the project to NRDA for funding from the BP oil spill. The submission was successful, and the Department of Environmental Protection will construct these two projects for the City.

The funding requires that the City enter a Memorandum of Agreement allowing the State and its contractors to work on City's rights of way and easements. We will provide the draft Memorandum as soon as it is available.

The funding does not have a match required, but it does have a maximum cost allocation of \$1,570,827 that was taken from the original estimate in 2007. The current estimate for the two projects \$2,071,594.50, leaving a funding deficit of just over \$500,000. There are two options to cover the deficit, only build one of the two projects or the City agrees to fund the difference. If the City elects to only choose one of the projects, the unused funding of approximately \$500,000 will not be utilized in the City but with some other NRDA project. If the City agrees to fund the difference, it receives at least a 75% cost coverage, which is better than the original 2007 grant award.

(850) 934-5100 • (850) 934-5114

P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

Edwin A. Eddy, City Manager

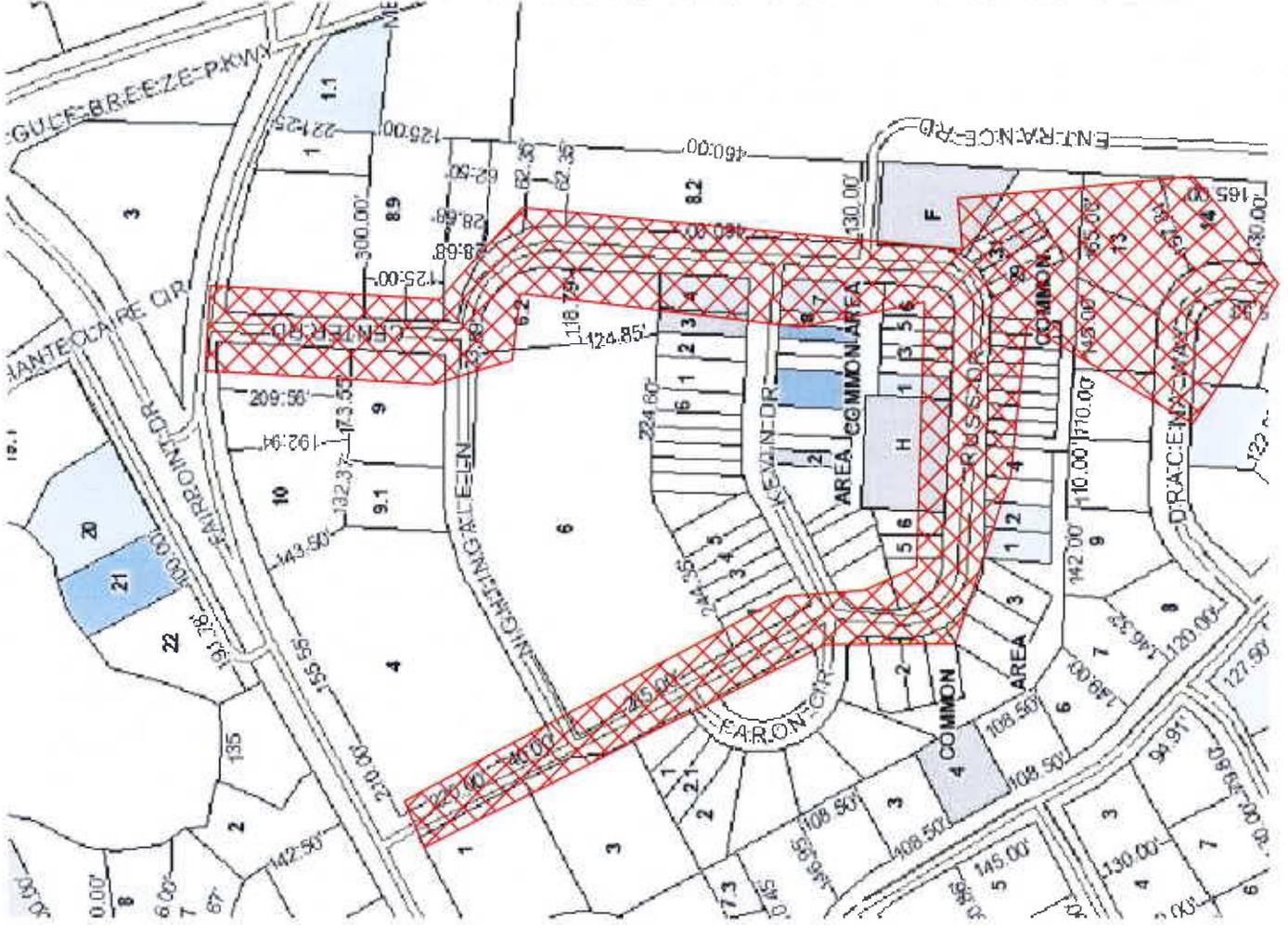
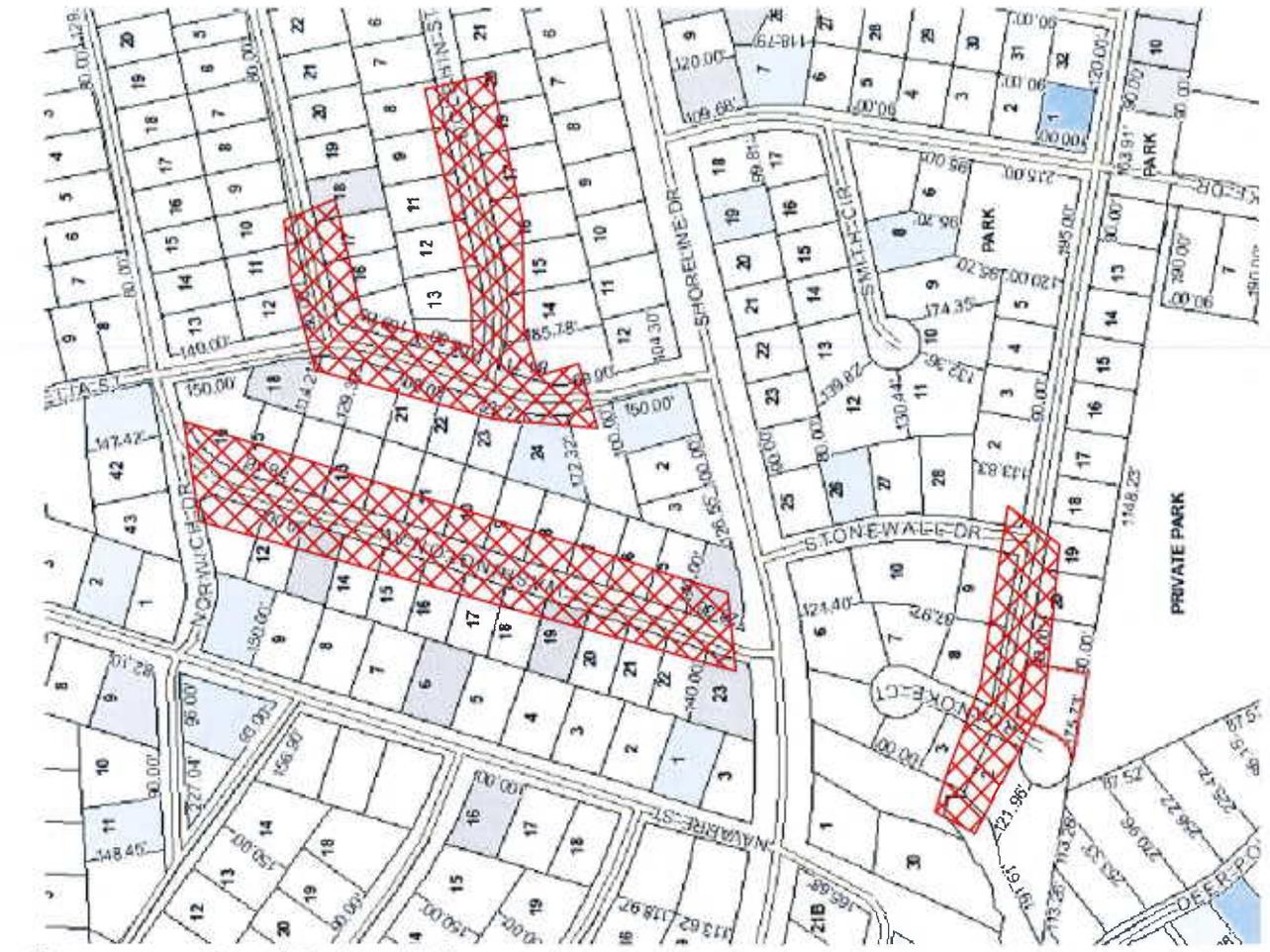
March 22, 2013

Stormwater Phase II Projects

Page 2

Staff would recommend that the City choose to fund the difference and construct both projects. During the heavy rains this past February and the preceding June floods, the City received several complaints of street flooding from both of these areas. Staff also recommends that the City limit the pledge to \$500,000. If the actual bids are over the construction estimate, the City would be able to pledge more, or ask the Department to reduce the scope.

RECOMMENDATION: The City Council authorize the Mayor to sign the Memorandum of Agreement and a letter to the Department of Environmental Protection pledging the City for an amount not to exceed \$500,000 in cost for the construction of the Phase II Stormwater Projects.





City of Gulf Breeze

Memorandum

To: Edwin A. Eddy, City Manager

From: Vernon L. Prather, Director of Public Services *V.P.*

Date: 4/4/2013

Subject: Pensacola Beach Natural Gas Pipeline Expansion Change Order 4

The City Council established the Pensacola Beach Natural Gas System as FEMA Alternate Project #5 with a total budget of \$2,783,000. Utility Services Company was selected as the contractor based on the advertised bid process.

To date the City has awarded the initial contract plus Three (3) change orders totaling \$2,547,265 including engineering costs.

We have received a number of requests for gas service from residents located on Sabine Drive beyond our current service address of 117 Sabine Drive. In order to serve this next group of customers requires the 2" gas main to be extended approx. 4,200' at a cost of \$65,000. This phase will extend the main from 117 Sabine to 258 Sabine Drive.

The cost of Change Order #4 is \$65,000 for construction. These costs were derived using unit pricing from the original contract.

The inclusion of change order #4 of \$65,000 brings the total awarded contracts to \$2,612,265 including engineering, which is \$170,735 less than the City Council approved FEMA Alternate Project #5 of \$2,783,000.

RECOMMENDATION:

CITY COUNCIL AWARD CHANGE ORDER #4 TO INSTALL 4200 FEET OF 2" GAS MAIN FROM 117 SABINE DRIVE TO 258 SABINE DRIVE FOR FEMA ALTERNATE PROJECT #5 IN THE AMOUNT OF \$65,000 TO UTILITY SERVICES COMPANY.



City of Gulf Breeze

DATE: April 3, 2013
TO: Edwin A. Eddy, City Manager
FROM: Vernon L. Prather, Director of Public Services *VP*
RE: Replacement of 180' of Sidewalk along
Harbourtown and Bahama Bay Club Entrance Road

The sidewalk located along the Harbourtown access road is in need of replacement. A thirty (30') portion of the sidewalk was damaged during the construction of Pensacola Beach Gas Main Project. The City's contractor has agreed to replace his portion.

The remainder of the sidewalk has been compromised over the years by large service trucks pulling off the road and parking on the sidewalk. Staff also believes that some damage also occurred after Hurricane Ivan during debris removal.

In order to allocate the cost to replace the 180' of sidewalk, we divided the \$5,200 cost by the number of feet (180') and arrived at \$28.89 per linear foot to replace the sidewalk.

We would allocate expenses as follows:

Utility Service Company @ 30':	\$ 866.70
Harbourtown Association @ 50%:	\$2,166.65
C.R.A. District @ 50%:	<u>\$2,166.65</u>
	\$5,200.00

RECOMMENDATION: City Council meet as Community Redevelopment Agency on April 15, 2013 and authorize the repair of sidewalk in the amount of \$2,166.65 to Utility Service Company.

Memo

TO: Edwin A. Eddy, City Manager
THRU: Vernon L. Prather, Director of Public Services *V.P.*
FROM: Mina Lanzetta, NG/SD Supervisor *Mina*
DATE: February 28, 2013
RE: Roof/soffit repair

Our maintenance building in the public works yard has been in need of repair for some time now. My original request was to have just the rotted soffit replaced, however, upon further investigation, it was determined that the roof was in desperate need of replacement as well. This is the original gravel roof from when the warehouse was constructed in the early 1960's.

I contacted three different roofing contractors and received the following quotes:

Edwards Roofing Co. Inc. – Pensacola, FL	\$16,225.00
Guy Brothers Roofing - Pensacola, FL	\$16,800.00
Fields Discount Roofing – Pensacola, FL	\$20,490.00

The proposed scope of work requires the removal of the existing roof system, replacement of rotten wood decking and soffit materials. The new roof will be a 2-ply built up system with a 5 year roofing warranty and a 10 year manufacturer material only warranty. The repaired soffits will be painted, in house, utilizing inmate labor. The funding for this project will be split among the following departments; Streets & Drainage, Inside City Water & Sewer, Natural Gas, SSRUS Water & Sewer and stormwater.

Recommendation: City Council award contract to Edwards Roofing Co. Inc. for \$16,225.00 for repairs to maintenance building.

Attach.

Proposal



Established 1935
 PHONE (850) 478-0230 · FAX (850) 478-0409
 18 W. STUMPFIELD RD. · PENSACOLA, FL 32503-7493

MEMBER
 STATE CERTIFIED
 LIC #CCC017547

PROPOSAL SUBMITTED TO Gulf Breeze, City of		FAX	PHONE	DATE 02/20/2013
STREET 1070 Shoreline Drive			JOB NAME City of Gulf Breeze - Utility Storage Bldg.	
CITY Gulf Breeze	STATE FL	ZIP CODE 32562	JOB LOCATION 1070 Shoreline Dr., Gulf Breeze, FL	

We hereby submit specifications and estimates for: Page No. 1 of 2 Pages

- > Remove existing gravel surfaced roof down to wood decking.
- > Over wood deck, install a 1/8" per foot tapered polyisocyanurate rigid roof insulation. Insulation to be 1" thick at eave and a maximum thickness of 3" at the center of the building.
- > Over insulation, install a Sikaplan 60 mil. pvc roof membrane. Roof system to be mechanically attached to wood deck.
- > Install a new treated wood nailer at eave to match the 1" start thickness.
- > Install 2 new metal vents to replace the existing.
- > Install membrane flashings at plumbing vents.
- > Install pvc coated metal eave trim at all eaves.
- > Remove all roofing debris from premises and properly dispose.
- > Issue 5 year Edwards Roofing Co. warranty upon completion and a manufacturer 10 year material only warranty.

NOTE: If you would like a manufacturer's 10 year labor and material warranty, add \$ 450.00.

NOTE: Should you chose to install a .032 box style gutter, the additional charge is \$9.00 per LF. Downspouts are also \$9.00 per LF installed.

NOTE: There is obvious spots where woodwork is needed. Because some of the bad wood is hidden until the roof is removed, it is difficult to quote a fixed price. We expect the woodwork for labor and material to run about \$ 3,200.00, but please consider this a budget price. This includes a primer coat only on the exposed wood.

Proposal



Established 1935
PHONE (850) 478-0230 · FAX (850) 478-0409
18 W. STUMPFIELD RD. · PENSACOLA, FL 32503-7493

MEMBER
STATE CERTIFIED
LIC #CCC017547

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
Sixteen Thousand Two Hundred Twenty-Five and 00/100 dollars (\$16,225.00)
Payment to be made as follows: Progress Payments

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized
Signature

Mr. Rick Edwards

Note:

This proposal may be withdrawn by us if not accepted within 30 days.

The above process, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

"Satisfaction, Our Major Attraction"

ATT. Angel



GUY BROTHERS ROOFING CONTRACTORS, INC.

P.O. Box 17839

PENSACOLA, FLORIDA 32522

Phone (850) 434-1785 • Fax (850) 438-0510

CONTRACT AGREEMENT

JOB PHONE 934-5108	DATE 2/14/13
JOB NAME/LOCATION Outside Shop Bldg.	
JOB NUMBER	ARCHITECT

TO City of Gulf Breeze
1070 Shoreline Dr.
Gulf Breeze, Fla.

JOB SPECIFICATIONS:

Tear off entire roof down to the deck.
Repair all rotted decking, Facial, Sph.T.
Install a Iso Tapered Insulation on deck with a 1/4" Fall per Foot.
Install a Iso mill Versico TPO Single ply membrane.
All metals to be replaced.
Clean up and haul off all Debris.
Material has a 20yr. Product warranty.
5 yr. warranty on workmanship.

For the sum of \$ _____ dollars (\$ 16,800.⁰⁰)

The above specified project is to be completed in strict conformance with all specifications and conditions relating to this agreement. In addition, the project is to be performed in compliance with OSHA regulations and local, state and national building codes. Although the contractor has control over the quality of all work relating to this project, the subcontractor is an independent contractor in all respects; the subcontractor is responsible for his employees, his subcontractors, materials, equipment and all applicable taxes, benefits and insurances. The subcontractor is responsible for coordinating his activity with other trades promptly cleaning up any surplus or refuse which was created by his work.

Payment will be made as follows: upon completion of Job.

Homeowner _____
 Authorized Signature X
 Date _____

Contractor for _____
 Authorized Signature Michael E. H.
 Date 2/14/13



"Servicing the entire Gulf Coast"

Florida State License # CCC 1327226

2953 Westfield Road
Gulf Breeze, Florida 32563

Office: (850) 934-7181
Fax: (850) 932-5004

Email: fdrc@mediacombb.net



Estimate and Proposal

Date: 2-05-13
Client: City of Gulf Breeze
C/o: Angel Jackson
1070 Shoreline Drive
Gulf Breeze, FL 32562
Phone: (850) 934-4042
Email: ajackson@ci.gulf-breeze.fl.us
Property: **Maintenance Building**



Legal Description of Property:

Insurance Carrier: Adjuster: Phone:
Policy #: Claim #: Date of Loss:

Fields Discount Roofing & Construction, LLC appreciates this opportunity to submit the following proposal to the City of Gulf Breeze Maintenance Department. It is our mission to provide you with a budget friendly quote without sacrificing safety, craftsmanship, materials, warranty and most importantly your respect. We have an extensive list of satisfied residential and commercial customers that are available to validate our customer service, professionalism, and the knowledge of hydro dynamics as related to waterproofing.

 We are proud to be an active member and to have an A+ rating with the Better Business Bureau of Northwest Florida. A list of references is available upon request.

We are fully licensed & insured with Workman's Compensation and General Liability insurance. Certificates are provided to all clients, if requested, via fax or emailed directly from our Insurance providers.

PRODUCT OR MATERIAL

Please visit the following websites for more product information.



WEBSITE: WWW.VERSICO.COM
REFERENCE: VERSIWELD

All construction materials must be Florida Miami/Dade County approved and all construction methods will adhere to 2013 Florida State Building Codes for Coastal Regions.

Notice: Safety is our #1 concern. We will conduct a safety meeting with the owners or their representatives, including our roofing crews to identify any potential job site hazards. All OSHA safety guidelines will be adhered to during the duration of your project. We will identify and tape off hazardous work areas to prohibit pedestrian access. We ask for your assistance in maintaining a safe construction site by notifying and informing patrons to maintain a safe distance from the safety barriers and do not attempt to pick up construction debris.

The following specifications and prices are based upon pricing for current labor, material, and insurance. This proposal does include City & State sales taxes on materials. This proposal pricing will remain effective for (7) days from date of issue. Fields Discount Roofing & Construction reserves the right to resend this offer if this proposal is not signed by both parties within the 7 day period.

PERMIT

The following documents or permits may or may not be required to complete your project. We will advise you as to which documents apply.

Permit - If required, it will be issued by the Santa Rosa County Building and Permitting Office. It will require information from the property owner and the licensed roofing contractor. Miscellaneous and a Final Inspection will be performed by the Building Inspectors Office. A copy of the Permit will be available at the jobsite.

Required

Nailing Affidavit - A notarized 'Nailing Affidavit' is required by the County to confirm that the plywood roof deck is properly fastened to the trusses or rafters according to current 2013 Florida State Building Codes for Coastal Regions. A copy of this affidavit will be available at the jobsite. **Required**

Notice of Commencement- This document must have the homeowners or property owners notarized signature. It also will require the 'Legal Description of Property' reference information according to the Counties Tax Assessors Office recordings. This document will be filed with the Santa Rosa County Clerk of Courts Office.

Required

EXISTING ROOF SYSTEM

Existing Roof system:	Tar & Gravel
Grade:	F
No. of Buildings:	1
Height:	15' eave
Framing:	CMU with wood roof rafters
Roof Pitch:	Flat-1/8"
Roof Profile:	Flat
Roof Decking:	2x8
Expansion Joints:	None
Coping Metal Cap:	None
Valleys:	None
Membrane:	Single-ply Tar & Gravel
Manufacturer:	Unknown

Weight:	N/a
Profile:	N/a
Color:	N/a
Drip Edge metal:	3" 24 gauge Galvalume
Underlayment:	Unknown
Insulation board:	Perlite & Black recovery boards
Ventilation:	None
Skylight:	None
Gutters:	None
Scuppers:	None

COOL ROOF QUALIFICATIONS & REBATE OFFERS:



This Energy Star Rated product will increase the Albedo, or reflectivity of the Solar UV rays away from the roof deck; therefore helping to reduce the heat that is transferred to the air conditioned interior rooms below the roof deck.

- The CRRC (Cool Roof Rating Council) product ID #
- Initial Solar Reflectivity is 0.79.
- Initial Thermal Emittance is 0.90.
- SRI (Solar Reflectivity Index) score of 94.
- Miami/Dade County product approval code (FL 08-1404.10)
- Factory Mutual Approved as a Class 1
- UL listed for class A & B.
- The limited 10 year labor and material warranty is included.
- Optional 20 year NDL warranty is available at an additional cost.
- Wind rated system for 140 mph.

Additional product information or technical data is available at: WWW.VERSICO.COM

**THIS REBATE PROGRAM IS FOR AIR CONDITIONED SPACES ONLY.
NON-AIR CONDITIONED WAREHOUSES ARE NOT INCLUDED IN THIS PROGRAM.**



Gulf Power Utilities - Earthcents Rewards Program. Gulf Power Utilities is currently offering a \$.50 per square foot rebate incentive to any current qualifying commercial customers, to offset the installation of a Energy Star Rated roof coating. Please visit their website at: <http://www.gulfpower.com/commercial/roof.asp>.

Note: Fields Discount Roofing & Construction, LLC does not assume any responsibility for the buildings qualification, approval or denial, or collection of payments received in regards to this program. The Earthcents Reward incentive program application registration is the responsibility of the building's owner. As a courtesy, we will assist the owner or management in gathering the Versico's manufacturer's technical data to complete the application form and consult with the Earthcents Rewards or Gulf Power Utilities representative.

Earth Cents application form: http://www.gulfpower.com/ec_apps/EC00021_B-Application_Roof.pdf

Note: Please contact your CPA for assistance on all rebate or Federal Tax Credit Programs.

NOTIFICATIONS and OBSERVATIONS:

- Note:** Fields Discount Roofing will order additional materials for this project to prohibit work stoppage due to a material shortage. At the completion of this project, all additional materials are the property of Fields Discount Roofing and are not to be credited towards the remaining balance of the contract.
- Note:** Trash dumpster or dump trailers will be placed in close proximity to the building to collect roofing debris. No other debris may be placed in the dumpsters unless our project manager is pre-notified and is approved.
- Note:** A material lay down area is to be established; behind the Maintenance facility gated fenced area. The gate is to be locked during non-working hours.

- **Note:** All employees must wear OSHA approved hard hats, steel toe boots and full body harnesses fall protection gear, if required, and safety lines must be attached to an OSHA approved pivoting anchoring system. A yellow flag safety line perimeter will be in place on the roof deck, approx. 5' ft from the roof's perimeter eaves.
- **Note:** Safety meetings are to be held at 7:00 am daily at a predetermined location. All employees are to attend.
- **Note:** Identify all soft decking areas and mark with high visibility marking paint.
- **Note:** A job box must be present on the property for permit paper work.
- **Note:** Power is to be supplied by the property owner, unless otherwise indicated in writing.
- This project will take approximately 4-7 working days to complete.
- We will install temporary poly tarps to any exposed areas, at the end of each working day to prevent water from entering the building. *We cannot be held responsible for leaks that may occur due to in-climate weather during non-working hours during the duration of this project.*

DEMOLITION:

- Construct a debris delivery chute and attach to the trash dumpsters for debris collection.
- Remove or spud the existing Tar & Gravel and recovery board from the existing roof deck to expose wood roof decking. Discard the debris from the premises.
- Remove the lead plumbing boot covers, and heater vents from the roof deck. Discard items from the premises.
- **Note:** the large exhaust vents will be re-installed if operational.
- Remove the perimeter 3" metal gravel stop drip edge from the building. Discard from the premises.
- **Note:** Damaged 2x6 roof decking will be replaced at an additional cost to include material and labor.
- Clean the roof deck of loose gravel and debris for the deck inspection.

60 MIL. TPO MEMBRANE AND TAPERED POLYISO SCOPE OF WORK:

- Inspect the 2x6 wood roof deck for structural integrity and/or water damage.
- **Note:** Additional \$35.00 per 5' linear feet to remove and replace each damaged 2x6 deck board. A signed 'change order' is required to proceed with the repairs.
- Install 2x4 perimeter nailer boards to the outside perimeter of the roof deck. Secure with approved anchors.
- **Note:** The profile of the new roof deck will be a multi-hip to maximize water shed.
- Layout and install new 1/4" rise tapered poly-iso insulation boards and poly-iso fill boards to the roof deck, staggered in accordance to the manufactures installation guidelines for your specific building project. Approximate average R-value will be 19.6%.
- Anchor the tapered poly-iso boards to the surface of the wood roof deck using 6"-7" threaded screw fasteners and 3" metal plates, according to the manufacturers installation pattern for maximum uplift requirements for 2013 Florida State Building Codes for Coastal High Wind Regions for buildings with eave heights under 20' ft.
- **Note:** Call the Building Inspections Office and schedule for an In Progress Inspection before proceeding.
- Custom fabricate and install the 6"x6" TPO faced metal eave fascia cap to the 2"x6" perimeter wood nailer.
- Layout the 60 mil TPO membrane, white side up, parallel to the lower eave and temporarily set into place. Overlap the TPO membrane 3" onto the metal eave fascia cap.
- Clean all 3" overlap seams with weathered membrane cleaner and allow to cure.
- Heat-weld the first TPO membrane course to the metal eave fascia cap.
- Cut penetration holes as needed for plumbing vent pipes, exhaust vents and others.

- **Note:** The addition of new penetrations or installation of curbs that are not identified with in this estimate will be applied to a written and signed change order form.
- Roll back the TPO membrane to expose the bottom of the membrane for all penetrations.
- Clean all 3" overlap seams with weathered membrane cleaner and allow curing.
- Apply the solvent based TPO bonding adhesive, by roller or brush, to paper faced poly-icynene boards and to the back of the TPO membrane in 5'x10' sections. Allow 2 minutes before setting into place to allow for tacking.
- Using a membrane roller, remove all air pockets as the membrane is rolled back down onto the poly-icynene boards and into place.
- Heat-weld all 3" overlap TPO membrane seams, using robotic heat welder units.
- Cut new penetrations for installing new TPO one-way moisture exhaust vents as per manufacturers recommendations.
- Clean the bottom of each TPO plumbing boot and the TPO membrane with weathered membrane cleaner prior to installation. Allow to dry.
- Install TPO plumbing boots over all plumbing vent pipes and apply TPO bonding adhesive to the bottom of each boot and to the TPO membrane surface. Allow time for tacking.
- Heat-weld all seams.
- Apply cut edge sealant to all TPO membrane edges that have exposed threads, such as penetration holes, to prevent water wicking.
- Apply the TPO bonding adhesive to the 12" wide TPO membrane on all hips and ridges, white side up, and onto the TPO field sheet. Allow for tacking.
- Apply the 12" wide TPO membrane along the hips and ridge.
- Remove all air pockets with rollers.
- Apply cut edge sealant to all TPO membrane edges that have exposed threads to prevent wicking.
- Thoroughly remove all construction equipment from the premises.
- Return all gate lock keys to the owners, if required.
- **Note:** Call the Permit Office and schedule for a Final Inspection.

SOFFIT AND FASCIA SCOPE OF WORK:

- **Note:** We will only repair the damaged areas only.
- **Note:** *This repair must coincide with the roof replacement due to the metal drip edge detail will prohibit the fascia plywood removal and replacement.*
- Remove and replace the damaged 3/8" BC plywood soffit and fascia. (See pictures for identification of plywood soffit and fascia damage). Secure with 3" galvanized 10d ring shank nails.
- Structural wood frame repairs are not included in this estimate. A separate change order will be issued if repairs are mandated.
- **Note:** Painting will be performed by the maintenance department inmate work detail.
- Remove all construction debris from the premises.

EXCLUSIONS and/or OWNERS RESPONSIBILITY

The following exclusions or owners responsibilities may not apply to this project.

- ✓ Fields Discount Roofing & Construction, LLC is not responsible for existing building conditions such as, but not limited to leaking; walls, windows, gutters, interior drains or clogged drains, pipes, HVAC air conditioner equipment, ducts, vents, fans, parapets, mansards, water lines, windows, masonry walls, chimneys, cracked brick mortar, adjacent roofs, skylights, trim, or existing water damage to existing buildings interior or exterior (wood framing studs, rafters, walls, ceilings, floors, etc.), hidden electrical conduit within or below current roofing system, or the existence of mold.
- ✓ Existing gutter systems that have to be removed, prior to re-roofing and reinstalled are not included in this price quote, unless otherwise stated in this estimate. We are not responsible for damage to metal gutters during the re-installation process.
- ✓ Roof deck mounted satellite dishes will be removed and re-installed at no cost. The homeowner is responsible for contacting their satellite service provider and all costs associated with the dish re-alignment.

- ✓ Owner must complete the County Building Permit application form, if required, and then return the form to our representative. Fields Discount Roofing & Construction, LLC will obtain the building permit and pay all associated filing fees for residential projects only. Note: the physical address of the residence or building can be found the property insurance policy or the County Property Tax certificate.
- ✓ Owner must complete the Notice of Commencement form, if required, and have their signatures notarized and then returned to our representative. Fields Discount Roofing & Construction, LLC will submit this notarized form to the County Clerk of Courts Office and pay all associated filing fees.
- ✓ This proposal is based on standard certification of insurance, which will be furnished upon request by Fields Discount Roofing & Construction, LLC.
- ✓ Property owners must satisfy any neighborhood or homeowners association restrictions or approval prior to construction commencement.

Homeowners Association Notification to Tenants

- ✓ The properties Homeowners Association is responsible for notifying each tenant in writing, voicemail or via email of the following notifications.
- ✓ Construction dates will be based on each buildings work progress, material delivery and weather conditions.
- ✓ Each individual tenant is responsible for temporarily removing all valuables from walls or shelving that are attached in contact with any wall to prevent all items from falling, such as, but not limited to: paintings, vases, trophies, bowls, clocks, glass ware, mirrors, etc. Fields Discount Roofing & Construction, LLC is to be held harmless to damages caused by the substandard structural integrity of any building and roof impacts due to roofing construction methods that may shake or jolt the walls of individual units.
- ✓ Tenants are to be warned of construction debris, including nails and shingles that can cause harm if stepped upon. We recommend all tenants and visitors to refrain from walking in the grass within proximity of the buildings under construction.
- ✓ All vehicles should be parked in adjacent parking areas, away from the buildings under construction until the area has been swept with magnets to remove all nails from the area.
- ✓ Construction may start as early as 6:30 am and commence as late as darkness, unless otherwise stated.
- ✓ Noise levels will be high at times and pets may be affected. Fields Discount Roofing & Construction, LLC will try to accommodate the special needs of pet owners.
- ✓ In case of emergency contact our office at (850) 934-7181.

SCHEDULE OF VALUES

The following are not to be separated or considered individual projects:

Remove the existing T&G roof system to expose the wood roof deck
 Mechanically attach 1/4" Tapered Poly-Iso insulation with Poly-Iso filler board system
 Install a fully adhered 60 mil Versico TPO membrane roof system
 10 year limited manufacturer's product warranty: \$ 18,090.00 Approved: _____

Remove and replace the damaged plywood soffit and fascia: \$ 2,400.00 Approved: _____

Total Contract Amount Due: \$ Approved: _____

Deposit (0%): \$ _____ Check #: _____ Date: _____

Credit card 2% processing fee: \$ _____ Acct #: _____



Exp. Date: _____ 3-digit CVV#: _____

Change Orders: \$ _____

Balance Due w/ change orders: \$ _____ Check#: _____ Date: _____

Final balance payment is due upon the date of completion.

Lien Release Affidavit is not valid until the final payment is paid in full.



City of Gulf Breeze

DEPARTMENT OF PARKS AND RECREATION

TO: Edwin A. Eddy, City Manager

FROM: Ron Pulley, Director of Parks and Recreation

A handwritten signature in black ink, appearing to read "Ron Pulley".

SUBJECT: Retaining Wall Repairs – Tiger Point East Course Holes 8 & 13

DATE: April 3, 2013

As you, Councilman Henderson and I observed two weeks ago, the retaining walls on holes 8 & 13 are in a state of extremely dangerous disrepair. Attached is a report from Ken Morgan, our course maintenance consultant, documenting the repairs necessary, along with his recommendation for remediation.

Approximately 30 days ago, repairs to the seawalls at holes 4 & 5 were provided by Mr. Charles Foster, who was the low bidder following a review of quotes from three independent contractors. Mr. Foster's performance of those repairs was very satisfactory and completed in a very timely manner. He has agreed to extend the same rates for materials and labor to this project.

Recommendation

That Council authorize Mr. Charles Foster to proceed with the repairs to the retaining walls on Tiger Point East Course holes 8 & 13, at his quoted price of \$46,500.

MEMO

To: City of Gulf Breeze

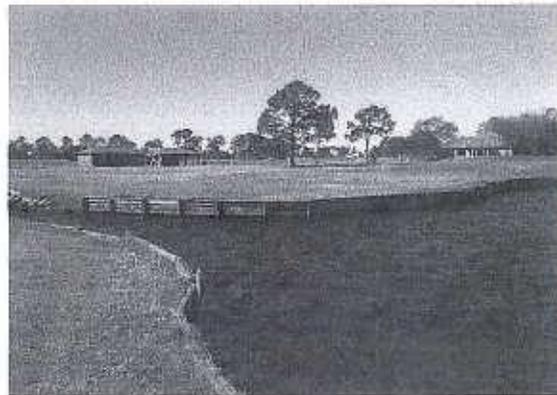
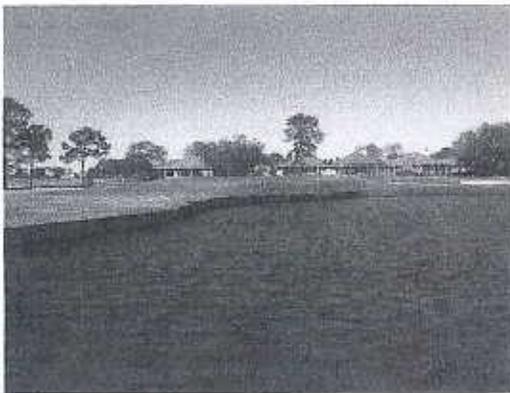
From: Ken Morgan

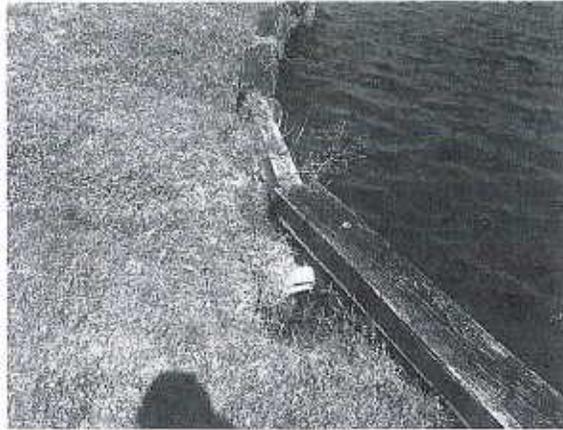
Date: March 25, 2013

RE: Wall Replacement Hole #8 and #13.

Mr. Ron Pulley;

Please find the attached pictures of the existing seawall along holes #8 and #13 at the Tiger Point Golf Course. As you can see in these pictures, this seawall is in need of repair, and is currently a liability for the City of Gulf Breeze. There are several areas on the seawall on Hole #13 where there is no fill material behind the wall, even up close to the greens complex.





I have spoken with Charlie Foster, who completed the other seawall repairs for us and he has given me the attached estimate for the removal of the existing wall, replacement with a new wall, and appropriate backfill of the new wall. Based on the scope of work provided, the estimated pricing seems to be in line with pricing that Mr. Foster has provided previously for work completed for the City of Gulf Breeze. If we can attach this work to the work previously completed, we can expedite the repair process.

It would be my recommendation, based on the condition of the existing wall and the liability that it represents, that this is a fair price for this work and that we complete this work to limit the liability and restore the aesthetics of the wall. If you have any questions, or I can be of any assistance, please do not hesitate to call.

Sincerely,
Ken Morgan

March 25, 2013

PROPOSAL FOR :

KEN MORGAN
850-982-3071
GULF BREEZE, FL

I CHARLES FOSTER AGREE TO DO THE FOLLOWING WORK:

BUILD AND COMPLETE 300 FEET OF WOODEN SEAWALL

SEAWALL WILL BE STANDARD WITH TIE BACKS EVERY 5' 4"

SEAWALL WILL BE TOTALLY CAPPED

FILTER CLOTH WILL ALSO BE APPLIED

ANY AND ALL EXTRA'S WILL BE CHARGED FOR ACCORDINGLY AFTER BEING OKAYED BY
CUSTOMER !

TOTAL COMPLETE JOB
\$46,500.00

ALL CHECKS MADE PAYABLE TO CHARLES FOSTER
ALL WORK GUARTANTEED TO CUSTOMERS SATISFACTION

ACCEPTED BY :

PROPOSED BY:

Charles Foster

3/25/13

CHARLES FOSTER
1702 OAK DR.
GULF BREEZE, FL
32563
850-723-1638



City of Gulf Breeze

DEPARTMENT OF PARKS AND RECREATION

TO: Edwin A. Eddy, City Manager

FROM: Ron Pulley, Director of Parks and Recreation

SUBJECT: Repairs to Tiger Point Buildings

DATE: April 3, 2013

During the weeks following the City's acquisition of the Tiger Point Golf Course, a number of facility deficiencies became apparent in the main clubhouse, the satellite pro shop, and the restrooms and pump house located between holes 7 and 8.

Based on review by three independent contractors, the primary cause of these deficiencies is water infiltration. In each of these facilities, this water infiltration has caused damage to the ceilings, walls and floors; facilitated the growth of mold behind the vinyl wallpaper on all of the exterior facing walls; and encouraged termite infestations in a least five separate locations, three of which are in the main clubhouse.

All three contractors have provided estimates for the cost of repairs, however, each has cautioned that the full extent of the damage caused by the water, mold and wood destroying organisms cannot be determined until the wall structures are fully exposed during the repair process. Preliminary estimates that we have received ranged from a high of greater than \$100,000 to a low of \$58,682.

We believe the attached estimate provided by Mattair Construction Co. for \$58,682.10, represents as thorough an evaluation as can be expected prior to the start of demolition. Mattair Construction was recommended to us by Bay Design Architects as a contractor known to have significant experience and proven performance in the repair of facilities with similar deficiencies.

The exterminator of record, Bug Out Pest Control, has serviced Tiger Point Golf Club for over ten years. During that time, their contract included a prevention program for the satellite pro shop, routine inspection only for the main clubhouse and no service for the outlying restrooms and clubhouse. Bug Out records indicate that termite infestations in the main clubhouse were reported to the previous owners in 2011 and 2012. The exterminator further states that the owner chose to take no remedial action and the infestations were left untreated. Currently, there is no visible evidence of active termites.

Spring is the season when swarming Formosan termites become prevalent. For this reason, and because Bug Out has specific knowledge of and experience with these facilities, we have asked them to proceed immediately with the installation of a Sentricon termite prevention system for the main clubhouse at an initial cost of \$7,985. Annual renewals will be \$1,345 each. The outlying buildings will also be treated annually.

Recommendation

That Council authorize Mattair Construction Co. to proceed with the repairs to the Tiger Point main clubhouse, satellite pro shop and outlying restroom and pumphouse, with the understanding that total repair costs exceeding \$64,000 will require additional Council review and approval.

We further recommend that Council approve Bug Out Pest Control to provide the Sentricon termite prevention system for the main clubhouse for the initial sum of \$7,985 with annual renewals of \$1,345 each.

Ron Pulley

From: Bill Middlebrooks [Bill@mattairconstruction.com]
Sent: Wednesday, March 27, 2013 1:09 PM
To: 'Ron Pulley'
Cc: Lloyd Mattair
Subject: Preliminary budget for Tiger Point Clubhouse repairs
Attachments: Tiger Point Clubhouse Unit.xls

Ron,

I've tried to estimate the worst case scenario for the repairs to the clubhouse. This estimate does not include any mold remediation because that cannot be estimated until the extent is determined. We will need to image the exterior walls after a good rain storm and see if we have a moisture problem in the wall cavities to find out if we have a hidden mold problem. I believe that this budget estimate may cover minor remediation because I did receive a price to remove the wall covering from the exterior walls and paint them. My sub's price is much less than the R.S. Means cost data, so I do have some room to cover some other unseen problems, if they are not very extensive. I have given you line item cost, so that you can determine if you want to correct each item. I did not figure the cost of replacing the decorative concrete coatings but I probably have enough in this estimate to repair the bad spots. I did include coating and caulking the 2nd floor deck that is leaking into the golf cart area. The plans do not show the old golf cart area where there is a lot of problems but Dan will survey this building in the morning and give me some quantities, so that I can get you an estimate to repair that building as well. Let me know if you have any questions or need anything else. I will try to get you an estimate for the old golf cart building in the morning.

Thanks, Bill

MATTAIR CONSTRUCTION CO., INC.

57 S. COYLE STREET

PENSACOLA, FLORIDA 32501

PHONE: (850) 433-7538 FAX: (850) 433-0566

Web Address: mattairconstruction.com E-mail: lloyd@mattairconstruction.com

LIC. #RG0027358

DATE: MARCH 25, 2013

TO: RON PULLEY

FROM: BILL MIDDLEBROOKS

RE: TIGER POINT CLUBHOUSE

MR. PULLEY,

THIS REPORT WILL DETAIL THE RESULTS OF OUR INSPECTION OF THE REFERENCED FACILITY:

1. THE UPSTAIRS CONFERENCE ROOM HAS WATER DAMAGE IN THE SOUTHEAST CORNER. IT APPEARS THE ROOF OR FLASHING IS LEAKING THERE. (SEE PICTURES 2153 THRU 2159)
2. WATER DAMAGE & MILDEW AT 2ND LANDING OF STAIRWELL. (SEE PICTURES 2160 THRU 2162) ALL WALL COVERINGS ON EXTERIOR WALLS NEED TO BE REMOVED AND THE WALLS NEED TO BE IMAGED FOR MOISTURE AFTER THE NEXT HEAVY RAIN.
3. RE-FASTEN CROWN MOLDING IN DINING ROOM (PICTURES 2164 & 2165)
4. OPERATIONS MANAGER'S OFFICE AND PLANTER AREA OUTSIDE. WATER HAS BEEN BACKING UP IN PLANTER FROM THE DOWNSPOUT. (PICTURES 2166 THRU 2169)
5. PRO SHOP CLOSER IS BAD AND NEEDS REPLACING. DOOR NEEDS REPAIR OR REPLACING SOON. (PICTURE 2170)
6. STAIRS AT PRO SHOP DO NOT DRAIN AWAY FROM BUILDING. NEED RE-CAULKING. WALL NEEDS PAINTING AND DECK NEEDS SEALING. (PICTURES 2171 THRU 2177) WOOD EXPANSION JOINTS ON THE ELEVATED WALK ALLOW WATER INFILTRATION.
7. DOOR CASING NEEDS REPAIR AT KITCHEN (PICTURE 2180)
8. TERMITE DAMAGE INSIDE OF CORRIDOR TO KITCHEN, WATER DAMAGE OUTSIDE OF SAME AREA. (PICTURES 2181 THRU 2183)
9. DOOR IS DRAGGING ON CONCRETE – WILL TRY TO ADJUST (PIC. 2177)
10. REMOVE WALLPAPER AT EXTERIOR WALL IN DINING ROOM (PICTURES 2184 & 2185)
11. WATER LINE LEAKING AT GOLF CART GARAGE AREA AND THE CONCRETE ABOVE LEAKS INTO CART AREA; NEEDS SEALING AND CAULKING. (PICTURES 2187 THRU 2190)

-
12. DOWNSPOUT APPEARS TO COVER AN OLD ROOF DRAIN.
DOWNSPOUTS EMPTY INTO PLANTERS; MAY NEED TO ADD WEEP HOLES IN PLANTERS OR RUN DRAINS OUT OF PLANTERS. (PICTURES 2193 THRU 2198)
 13. REFRIGERANT LINES NEED CAULING AND STUCCO NEEDS REPAIR BEHIND CONDUITS AT KITCHEN AREA. (PICTURES 2199 & 2200)
 14. TEXTURED CONCRETE DECK COATING IS STARTING TO FAIL. (PICTURES 2201 & 2202)
 15. STEEL IS RUSTING ON ALL COLUMNS OF OUTSIDE COURTYARD AND NEEDS RUST DESTROYER APPLIED AND PAINTING. (PICTURE 2203)

I WILL MAKE A PRELIMINARY BUDGET ESTIMATE BASED ON THESE OBSERVATIONS AT THE CLUB HOUSE, USING NATIONAL COST DATA. I WILL NEED TO TAKE MY SUBCONTRACTORS IN TO MAKE A MORE ACCURATE ESTIMATE LATER. WE WILL NEED TO CHECK THE EXTERIOR WALL AND THE CEILINGS FOR MOISTURE INTRUSION AFTER THE NEXT HEAVY RAIN. WE COULD FIND HIDDEN PROBLEMS THAT WILL NEED TO BE DEALT WITH AFTER IMAGING THE SURFACES FOR MOISTURE IN THE CAVITIES. IF WE FIND MOISTURE PROBLEMS IN THE CAVITIES THEN WE WILL NEED TO OPEN THE SURFACES AND DO SOME MORE INVESTIGATIONS TO DETERMINE THE EXTENT OF THE UNSEEN DAMAGES.

MY NEXT REPORT, FOR THE OLD PRO SHOP BUILDING AND THE BATHROOM, WILL FOLLOW.

PLEASE CALL IF YOU HAVE ANY QUESTIONS.

SINCERELY,

BILL MIDDLEBROOKS,
PROJECT MANAGER, MATT AIR CONSTRUCTION

CostWorks 2012 - Tiger Point Clubhouse

Qty	CSI Number	Description	Crew	Daily Output	Labor Hours	Unit
1.000	07 32	Clay tiles	1 Rots	2	4	Job
1.000	07 95	Expansion joint assemblies, minimum labor/equipr	1 Sswk	2	4	Job
1.000	07 65	Sheet metal flashing, minimum labor and equipme	1 Rofc	3	2.667	Job
1.000	06 22	Moldings, ceilings, minimum labor/equipment chari	1 Carp	4	2	Job
1.000	08 71	Door hardware, door closer, rack and pinion, adjus	1 Carp	6	1.333	Ea.
1.000	08 43	Aluminum, door, entrance, bronze finish, storefron	2 Sswk	6	2.667	Opng.
1.000	06 22	Moldings, casings, minimum labor/equipment char	1 Carp	4	2	Job
1.000	08 43	Frames, aluminum, storefront, minimum labor/equi	2 Sswk	4	4	Job
1.000	07 95	Expansion joint assemblies, minimum labor/equipr	1 Sswk	2	4	Job
1.000	07 19	Silicone water repellants, minimum labor/equipmer	1 Rofc	3	2.667	Job
7,001.000	09 05	Walls and partitions demolition, wallcovering, vinyl	1 Pape	700	0.011	S.F.
7,001.000	09 01	Gypsum wallboard, repairs, skim coat surface with	1 Carp	1,600	0.005	S.F.
7,001.000	09 91	Paints & coatings, walls & ceilings, interior, concrel	1 Carp	510	0.016	S.F.
240,000	09 67	Composition Flooring, polyurethane, with suspende	C6	1,065	0.045	S.F.
1,200,000	09 91	Paints & Coatings, walls, concrete masonry units (1 Pord	736	0.011	S.F.
1,200,000	09 96	Paints & coatings, elastomeric coatings, high build,	1 Pord	650	0.012	S.F.
1,000	09 91	Paints & coatings, misc. exterior, minimum labor/ei	1 Pord	2	4	Job
12,000	09 01	Gypsum wallboard, repairs, minimum labor/equipr	1 Carp	2	4	Job
12,000	09 91	Paints & coatings, walls & ceilings, interior, minimu	1 Pord	2	4	Job
0,000	01 31	Overhead, as a percentage of installing contractors direct costs, projects \$500,000 to \$1,000,000, inc				%

Totals

Bare Mat.	Bare Labor	Bare Equip.	Total	Total Incl. O&P	Zip Code Prefix	Type	Release
0.00	180.00	0.00	180.00	320.40		R and R	2012
0.00	236.40	0.00	236.40	438.00		R and R	2012
0.00	119.40	0.00	119.40	212.40		R and R	2012
0.00	105.60	0.00	105.60	174.00		R and R	2012
280.80	70.80	0.00	351.60	426.00		R and R	2012
942.00	158.40	0.00	1,100.40	1,320.00		R and R	2012
0.00	105.60	0.00	105.60	174.00		R and R	2012
0.00	236.40	0.00	236.40	438.00		R and R	2012
0.00	236.40	0.00	236.40	438.00		R and R	2012
0.00	119.40	0.00	119.40	212.40		R and R	2012
0.00	3,696.53	0.00	3,696.53	5,880.84		R and R	2012
252.04	1,848.26	0.00	2,100.30	3,276.47		R and R	2012
1,596.23	5,040.72	0.00	6,636.95	9,745.39		R and R	2012
2,102.40	475.20	14.40	2,592.00	3,110.40		R and R	2012
345.60	604.80	0.00	950.40	1,339.20		R and R	2012
388.80	676.80	0.00	1,065.60	1,512.00		R and R	2012
0.00	183.60	0.00	183.60	292.80		R and R	2012
0.00	2,534.40	0.00	2,534.40	4,161.60		R and R	2012
0.00	2,203.20	0.00	2,203.20	3,513.60		R and R	2012
			20.0%				
\$5,907.86	\$18,831.91	\$14.40	\$24,754.18	\$36,985.50			

Ron Pulley

From: Bill Middlebrooks [Bill@mattairconstruction.com]
Sent: Thursday, March 28, 2013 3:20 PM
To: 'Ron Pulley'
Cc: Lloyd Mattair
Subject: Tiger Point old cart building
Attachments: Tiger Point - old cart building Unit.xls

Ron,

We don't know how many can lights are damaged or just need a little repair so I put in to repair or replace 20 of them (about half). The main problem we see is the internal gutter has rusted out and is letting water damage everything. It appears that this gutter will require removing and replacing the fascia and freeze boards, remove and replace internal gutter system and remove enough tiles to get the gutter under the roof tiles. I've included money to re-finish about half of the drywall and re-paint all of the drywall along with the new fascia & freeze board. Let me know if you need anything else. This is a budget estimate like the last one where I try to cover all the costs that we think we might incur. I will get my subs to look at this work and give me hard bids as soon as we can.

Thanks, Bill

MATTAIR CONSTRUCTION CO., INC.
57 S. COYLE STREET
PENSACOLA, FLORIDA 32501
PHONE: (850) 433-7538 FAX: (850) 433-0566
Web Address: mattairconstruction.com E-mail: lloyd@mattairconstruction.com
LIC. #RG0027358

DATE: MARCH 25, 2013

TO: RON PULLEY

FROM: BILL MIDDLEBROOKS

RE: OLD PRO SHOP, BATHROOMS AND PUMP HOUSE

MR. PULLEY,

THIS REPORT WILL DETAIL THE RESULTS OF OUR INSPECTION OF THE REFERENCED FACILITY- OLD PRO SHOP REPORT:

1. FASCIA BOARDS ARE ROTTEN AND INTERIOR GUTTER IS RUSTED OUT. (PICTURES 2204 THRU 2206)
2. CAN LIGHTS NEED REPAIR OR REPLACING AND FRESH AIR VENTS NEED GRILLS OVER THEM. (PICTURES 2207 THRU 2211)
3. FASCIA BOARDS ARE ROTTEN AND INTERIOR GUTTER IS RUSTED OUT. (PICTURE 2212)
4. DRYWALL IS DAMAGED BY WATER ALL OVER AND TAPE IS COMING LOOSE. (PICTURES 2213 THRU 2219)
5. DOORS NEED REPLACING. (PICTURES 2221 & 2222)

PUMPHOUSE AND BATHROOMS REPORT:

1. WALL UNDER SINKS DAMAGED FROM TERMITES AND WILL NEED REPAIR. (PICTURES 2223 THRU 2226)
2. BATHROOM DOORS NEED REPLACING.
3. PUMPHOUSE DOOR NEEDS REPLACING WITH FULL SIZE DOOR. (PICTURE 2227)

PLEASE CALL IF YOU HAVE ANY QUESTIONS.

SINCERELY,

BILL MIDDLEBROOKS,
PROJECT MANAGER, MATTAIR CONSTRUCTION

CostWorks 2012 - Tiger Point - old cart building

Qty	CSI Number	Description	Crew	Daily Output	Labor Hours	Unit
500.000	06 05 0510 3510	Selective Demolition, Wood Framing, fascia board:	1 Clab	350	0.023	L.F.
250.000	07 05 0510 0520	Selective demolition, thermal and moisture protecti	1 Clab	100	0.08	L.F.
250.000	07 71 2330 2200	Stainless steel gutters, half round or box, stock uni	1 Shee	120	0.067	L.F.
250.000	06 22 1340 2300	Moldings, exterior, trim, built-up, pine, three piece,	1 Carp	65	0.123	L.F.
250.000	06 22 1340 3370	Moldings, exterior, fascia, sterling pine, 1" x 8"	1 Carp	225	0.036	L.F.
2,100.000	09 01 7010 0500	Gypsum wallboard, repairs, skim coat surface with	1 Carp	1,600	0.005	S.F.
3,700.000	09 91 2372 0800	Paints & coatings, walls & ceilings, interior, concrel	1 Pord	680	0.012	S.F.
500.000	09 91 1380 0410	Paints & Coatings, trim, exterior, molding, primer +	1 Pord	315	0.025	L.F.
2,000	08 05 0510 0220	Door demolition, exterior door, double, 6' x 7' high,	1 Clab	12	0.667	Ea.
2,000	08 16 1310 0040	Fiberglass, exterior, prehung door, 1-3/4", 3-0" x 6	2 Carp	15	1.067	Ea.
20,000	26 01 5081 3200	Lighting fixture, maintenance, remove and replace	1 Elec	4	2	%
0,000	01 31 1370 0180	Overhead, as a percentage of installing contractors direct costs, projects \$500,000 to \$1,000,000, inc				%
Totals						

Bare Mat.	Bare Labor	Bare Equip.	Total	Total incl. O&P	Zip Code Prefix	Type	Release
0.00	480.00	0.00	480.00	792.00		R and R	2012
0.00	843.00	0.00	843.00	1,380.00		R and R	2012
1,905.00	1,044.00	0.00	2,949.00	3,720.00		R and R	2012
1,179.00	1,635.00	0.00	2,814.00	3,960.00		R and R	2012
432.00	471.00	0.00	903.00	1,245.00		R and R	2012
75.60	554.40	0.00	630.00	982.80		R and R	2012
532.80	1,998.00	0.00	2,530.80	3,818.40		R and R	2012
90.00	582.00	0.00	672.00	1,026.00		R and R	2012
0.00	56.40	0.00	56.40	92.40		R and R	2012
621.60	112.80	0.00	734.40	864.00		R and R	2012
0.00	2,472.00	0.00	2,472.00	3,816.00		R and R	2012
			20.0%				
\$4,836.00	\$10,248.60	\$0.00	\$15,084.60	\$21,696.60			



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manger
FROM: Craig S. Carmichael, Fire Chief
DATE: April 4, 2013
SUBJECT: RESCUE 33 REPAIR

In late 2010, Rescue 33 experienced a catastrophic engine failure which resulted in the lower block of the engine being replaced. Ford indicated the incident was caused by an oil pump failure that was common to that particular model of engine. The cost of repair was approximately \$10,500. In further researching the issue staff talked with Escambia County Emergency Medical Services and three of their ambulances had the same series of engine and they had also experienced similar problems, one of which was catastrophic. Because of this problem, the City Council approved a request by staff in November 2012 to replace the vehicle. The bid for the new truck was awarded January 22, 2013.

In December 2012, the Rescue experienced another catastrophic engine failure. Thinking the engine was still under warranty from the previous repair, the vehicle was sent to World Ford. Soon after its arrival, World Ford contacted staff and advised that the warranty had expired a couple of weeks prior; however, they would contact "Corporate" to see if they would honor a warranty repair. After a month or two of back and forth communication, Ford declined to authorize the warranty repair. World Ford indicated that the repair would be between \$11,000 to \$12,000. Given the poor service provided by Ford, staff sent the vehicle to Ward International for a second opinion. They agreed that the engine had again suffered a significant failure and the cost of repair would be \$11,600.

Part of approval for the purchase of the new truck was conditioned upon selling the current truck. Initial estimates provided by companies that specialize in the sale of used fire vehicles indicated the City could sell the vehicle for approximately \$80,000. Selling the vehicle with a blown engine would significantly reduce its value. In order to garner top dollar for the vehicle staff recommends that the vehicle be repaired.

In order to reduce the overall loss to the City, staff recommends against obtaining a third quote for repairs as the vehicle would have to be towed to another location and would result in another \$250 to \$500 expense (price is dependent on the distance the vehicle is towed). Ward International has the expertise to rebuild the engine and has provided services to the fire department in the past when the scope of repairs exceed the capabilities of our regular service provider (ECAT).

RECOMMENDATION: THAT THE CITY COUNCIL AUTHORIZE THE REPAIR OF THE RESCUE TRUCK BY WARD INTERNATIONAL.

CSC
Attachment

PLEASE READ CAREFULLY, CHECK ONE OF THE STATEMENTS BELOW, AND SIGN:
 I UNDERSTAND THAT, UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE IF MY FINAL BILL WILL EXCEED \$100.
 I REQUEST A WRITTEN ESTIMATE.
 I DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DO NOT EXCEED \$_____. THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL.
 I DO NOT REQUEST A WRITTEN ESTIMATE.

SIGNED: _____ DATE: _____

*Used R/Rebuilt RC/Reconditioned NC/ No Chg/Warranty

QTY	PART NO	DESCRIPTION	PRICE	EXTEND
1		IPR SEAL Kit	21.03	
1		oil filter kit	31.29	
1		Fuel Filter kit	33.81	
25		OS oil e3.27	81.75	
8		gal. Coolant 2.02	100.96	
12		Brake oil 2.33	39.84	
10		Bulbing Pads 2.50	15.00	

ESTIMATE good for 30 days. Not responsible for damage caused by theft, fire or acts of nature. I hereby authorize the above repairs, including sublet work, along with the necessary materials. You and your employees may operate my vehicle for the purpose of testing, inspection and delivery at my risk. If I cancel repairs prior to their completion for any reason, a tear down and reassembly fee of \$_____ will be applied.

X _____ Date _____

WARD INTERNATIONAL TRUCKS, INC.
 PENSACOLA 139 Industrial Drive Pensacola, Florida 32505 (850) 474-9301 (800) 326-8036 MV #56659
 TALLAHASSEE 4856 Blountstown Hwy Tallahassee, FL 32304 (850) 701-0111 (800) 846-9218 MV #1075

month/_____ mile warranty on all parts and labor unless otherwise specified.
 Intended Payment Method: CASH CHECK VISA MC AMEX
 Date: _____ Time: _____
 Proposed Completion Date: _____
 Home Ph: _____
 Work Ph: _____
 Phone: _____
 Tag: _____ Miles In: _____ Miles Out: _____

Save Old Parts: Yes No (Core may apply)
 Customer Complaint/Problem: _____

LABOR CHARGES BASED ON:
 FLAT RATE HOURLY RATE _____
 BOTH APPLY
 A storage fee of \$_____ per day may be applied to vehicles which are not claimed within 3 working days of notification of completion

ESTIMATE/DIAGNOSTIC FEE: \$_____
 ESTIMATE OF REPAIR CHARGES: \$_____
 PARTS: \$ 4,373.37
 LABOR: \$ 6540.00
 SUBLET/OTHER FREIGHT 1581.43
 **SHOP SUPPLIES \$ 523.32
 ***FEES \$ _____
 Subtotal \$ _____
 Tax \$ _____
 TOTAL: \$ 11,995.70

ESTIMATED LABOR Labor Charge 6540.00
 100 hrs @ 109.00 to in-frame motor to include oil & filter

This charge represents costs and profits in the motor vehicle repair facility for miscellaneous shop supplies or waste disposal. **FS403.718 establishes a \$1.00 fee for each new tire sold in the State of Florida. **FS403.718 establishes a \$1.50 fee for each new or remanufactured battery sold in the State of Florida.

INTEROFFICE MEMORANDUM

TO: EDWIN A. EDDY, CITY MANAGER
FROM: JAMES PELT
SUBJECT: PHONE SYSTEM REPLACEMENT
DATE: MARCH 27, 2013

The phone system currently in use at City Hall has recently had several failures, the system itself is 19 years old and the manufacture, Nortel, is no longer in business. Some of these failures remain undiagnosed or are not economically feasible to repair. Even the issues which can be repaired are becoming more expensive due to the lack of parts availability.

The city staff has investigated several options regarding the repair or replacement of the existing phone system. During the discussion and goal setting phase, other needs and issues related to telecommunications were identified. Firstly the Internet has become increasingly important to the day to day operation of nearly every aspect of business at City Hall. Although we have very favorable pricing for basic phone service through the State of Florida, the Internet service they are providing utilizes older technology which compared to more current technologies is both slow and expensive (\$912 for 3 Megabit service.) Secondly, this Internet service is shared among the various City of Gulf Breeze locations via the Canopy System. The sharing serves to further reduce the Internet bandwidth available to all users, and the Canopy System itself has proven to be less reliable than hoped. However it can be repurposed as a backup service or for less critical applications such as a camera system. Thirdly, the telecommunications infrastructure needs to be expanded to include Tiger Point Golf Course. Finally, due to specific issues related to call auditing and system security the Police Department should continue to maintain a separate system as they do currently.

The city staff has received proposals from several prospective vendors including established local vendor KMS Communications, as well as national companies Carousel Industries and EarthLink Business. The city staff has also investigated higher speed Internet services available through the State of Florida Department of Management Services.

As the proposals received varied in scope, I have attempted to briefly summarize each one and to provide an analysis of the total expected cost the city would bear.

- **Current Costs Summary:**

FL Dept. of Management Services, Telephone	\$1,985.23
FL Dept. of Management Services, Suncom (Data)	\$1,163.90
AT&T, Telephone	\$419.00
EarthLink, Tiger Point existing Telephone & Data	\$1,191.09
Mediacom, Tiger Point Internet	\$155.85
Phone System, Ongoing Support (Approx. Avg)	\$200.00
Deduction for Panhandle Alarm phone lines	(\$172.20)
Deduction for Capital Trust phone lines	(\$95.18)
Deduction for Police Dept. phone & DSL	(\$315.65)
TOTAL CURRENT TELECOM & DATA COSTS	\$4,532.04

- **EarthLink Proposal:**

To provide a Hosted (Cloud based) phone system for all City locations (excluding the Police Department)

along with improved Internet service at City Hall and an MPLS network to link all sites together for both data and voice. 10,500 minutes of long distance calling is included.

Hosted Voice Service including data and Internet (5 year lease) \$4,611.01

TOTAL CITY EXPENSE UNDER THIS PROPOSAL \$4,611.01

- **Carousel Industries Proposal:**

To provide an Avaya IP Office phone system (physical hardware) at each site appropriate to the size and needs of the site. This proposal replaces the phone system only; Internet, wide area network, and telephone services remain the responsibility of the city.

Phone System hardware and maintenance (5 year lease) \$2,222.81

Current Costs not offset by this proposal \$4,332.04

TOTAL CITY EXPENSE UNDER THIS PROPOSAL \$6,554.85

- **KMS Communications Proposal (Hosted):**

To provide a Hosted (Cloud based) phone system for all City locations. Additional bandwidth on the wide area network will be required for direct intercom dialing between sites.

Phone System equipment and maintenance (5 year lease) \$3,482.52

Additional Bandwidth through Mediacom \$489.65

Current Costs not offset by this proposal \$4,332.04

TOTAL CITY EXPENSE UNDER THIS PROPOSAL \$8,304.21

- **KMS Communications Proposal (Hardware):**

To provide an ESILink phone system (physical hardware) at each site appropriate to the size and needs of the site. This proposal replaces the phone system only; Internet, wide area network, and telephone services remain the responsibility of the city.

Phone System hardware and maintenance (5 year lease) \$2,912.29

Current Costs not offset by this proposal \$4,332.04

TOTAL CITY EXPENSE UNDER THIS PROPOSAL \$7,244.33

- **F&M Electric Proposal:**

The established telephone equipment vendor, F&M Electric, was unresponsive.

One vendor, EarthLink, clearly stood out in terms of services offered and net cost increase. Furthermore, EarthLink provides telecom services to the State of Florida Department of Management Services and they have provided an existing agreement with another comparable Florida city; the City of Belle Glade.

EarthLink's proposal encompasses all locations operated by the City of Gulf Breeze, including Tiger Point Golf Course, but excluding the Police Department for reasons stated above. The Internet access speed is increased to 5 Mb and a managed MPLS network is provided to connect all sites back to City Hall for data and application access. As demand for services increases, the connection speed

can be easily and economically increased.

The phone system component of the Earthlink proposal includes a Hosted, or “cloud based,” phone system using Voice over IP (VOIP.) This technology enables quick and easy upgrades or downgrades in features or services as the needs of the city change, and it places the burden of hardware maintenance on the system provider. It will provide a single unified telephone platform for all employees and will enable a multitude of features not available with the system we have currently.

RECOMMENDATION: That the City of Gulf Breeze accept the EarthLink proposal, based in part on EarthLink’s substantially similar existing contract with the City of Belle Glade and contract with the State of Florida, and proceed with implementation as soon as possible.



City of Gulf Breeze

Memorandum

To: Mayor & City Council

From:  Edwin A. Eddy

Date: 4/4/2013

Subject: Municipal Investment Programs

In 2011, the City Council decided to adopt an investment policy in accordance with direction and mandate found in the Florida State Statute 218. Without an investment policy enacted by Ordinance, the allowable investment activities are strictly limited. Once we had an investment policy in place, we were able to manage our investments much more effectively.

One portion of the City's funds are invested and managed by Dan Kopack of FS Advisors. These funds have earned approximately 3% more than would have been earned absent the investment policy and more aggressive fund management. Ed Gray, Executive Director of Gulf Breeze Financial Services, and Mr. Kopack believe that this program could be replicated for municipalities, utility districts and other agencies. GBFS would earn a one time only fee for managing the process for the agency. Mr. Kopack would initiate and sell the program. He would only be compensated on a fee per sale basis as would GBFS.

This program has been very beneficial to the City of Gulf Breeze. We think others would see similar benefits.

RECOMMENDATION:

THAT THE CITY COUNCIL MEET AS THE BOARD OF DIRECTORS OF GBFS ON MONDAY, APRIL 15TH AND APPROVE THIS NEW CONSULTING SERVICE.

GBFS Advisory Services

Purpose

- Offer to municipalities', agencies and others investment opportunities currently being utilized by GBFS under Section 218.415 of the Florida Statutes
- Offer investment opportunities above CD's and Treasuries yields, with minimal increase in risk
- Maintain liquidity through the use of credit lines via leverage of investable assets
- Diversify investment portfolios

Services

- Assist in the development of investment policy statement (IPS) consistent with State guidelines and risk tolerance
- Assistance with development of ordinance supporting IPS
- Specifically tailored portfolio, including maturity, duration, credit ratings, sectors, etc.
- Assessment of liquidity requirements
- Account setup as necessary
- Review of current reserve holdings
- Assistance with development of RFP, if required
- Meet with governing boards, if necessary

Marketing

- Target – Municipalities', water-sewer districts, school boards, State colleges and Universities, in the Florida panhandle
- Investable assets of \$5mm or greater and an investable timeline of at least five years.
- Target potential clients through public sources, use existing knowledge of potential clients from GBFS sources
- Share GBFS results as an example

Fee structure

- Minimum fee of \$10,000, TBD on a client by client basis
- Half of fee due upon signing of engagement letter, second half due 90 days after portfolio implementation
- Fee sharing with Dan Kopack on a 50/50 basis

Current Alliances – not a requirement

- Wasmer - Schroeder – SAM
- Schwab - Custodian
- FS Advisors, Inc. - RIA

Operations

- Dan Kopack to provide services indicated above, through his LLC
- Non-employee status, construct consulting agreement
- Anticipated minimal back office needs from GBFS
- Need to determine E&O insurance needs



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

April 4, 2013

TO: Mayor and City Council
FROM:  City Manager, City Manager
SUBJ: GULF BREEZE ENERGY CENTER

We have been advised by Dave Robau, Executive Director of Gulf Coast Energy Network, that there is a United States Department of Agriculture grant program for building centers where best energy conservation practices can be demonstrated. Gulf Coast Energy Network is interested in constructing a center but has no land on which to do so. He asked the City to partner with his agency in the grant application process. The City would provide the land, GCEN would apply for and administer the grant and building.

Attached is a power point presentation regarding the project. The grant and donated materials and services would cover the entire cost of the building. We propose to allow the building to be constructed at the western end of the existing Public Services/Utility building north of City Hall. In this way, we could use a portion of the building for offices and storage which would enable improvement projects to the interior of City Hall to proceed.

Once the Energy Center is built, a portion of the structure would be available for tours by school groups, professional organizations and citizens. Staff and Mr. Robau agree that the location of the building in close proximity to the park, the schools and the library would make it conducive to tours and public use.

RECOMMENDATION:

That the City Council approve the commitment of the area west of the Public Services Building for use as an Energy Conservation Center for inclusion in a USDA grant application.

Gulf Breeze Energy Center

Building a Sustainable Future



GULF COAST
ENERGY NETWORK

DAVE ROBAU, Executive Director
Gulf Coast Energy Network

Vision for the Gulf Breeze Energy Center

The proposed Center will serve as a “learning laboratory” to showcase the latest technologies and innovation in smart, sustainable, high-performance design and construction.

The Center will also feature interactive and static displays, as well as informational kiosks that offer something for visitors of all ages. The Center will offer workshops on energy/water efficiency, recycling, renewable energy, and alternatively fueled vehicles, including field trips for local schools and civic groups.

Using students for the design, construction, and product specification, the Center will be designed to meet or exceed the stringent green building principles of the U.S. Department of Energy’s ENERGY STAR Program and the U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEED) green building rating system.



Gulf Breeze Energy Center

Gulf Breeze Energy Center Partners



U.S. DEPARTMENT OF
ENERGY



EPA
WaterSense



GULF POWER
A SOUTHERN COMPANY



GE
Energy



FGBC
FLORIDA GREEN
BUILDING COALITION



LUTRON
Innovations in Lighting Control

**earth
cents**
HOME

Gulf Breeze Energy Center

Notional Floorplan for the Proposed Energy Center (Subject to Change)



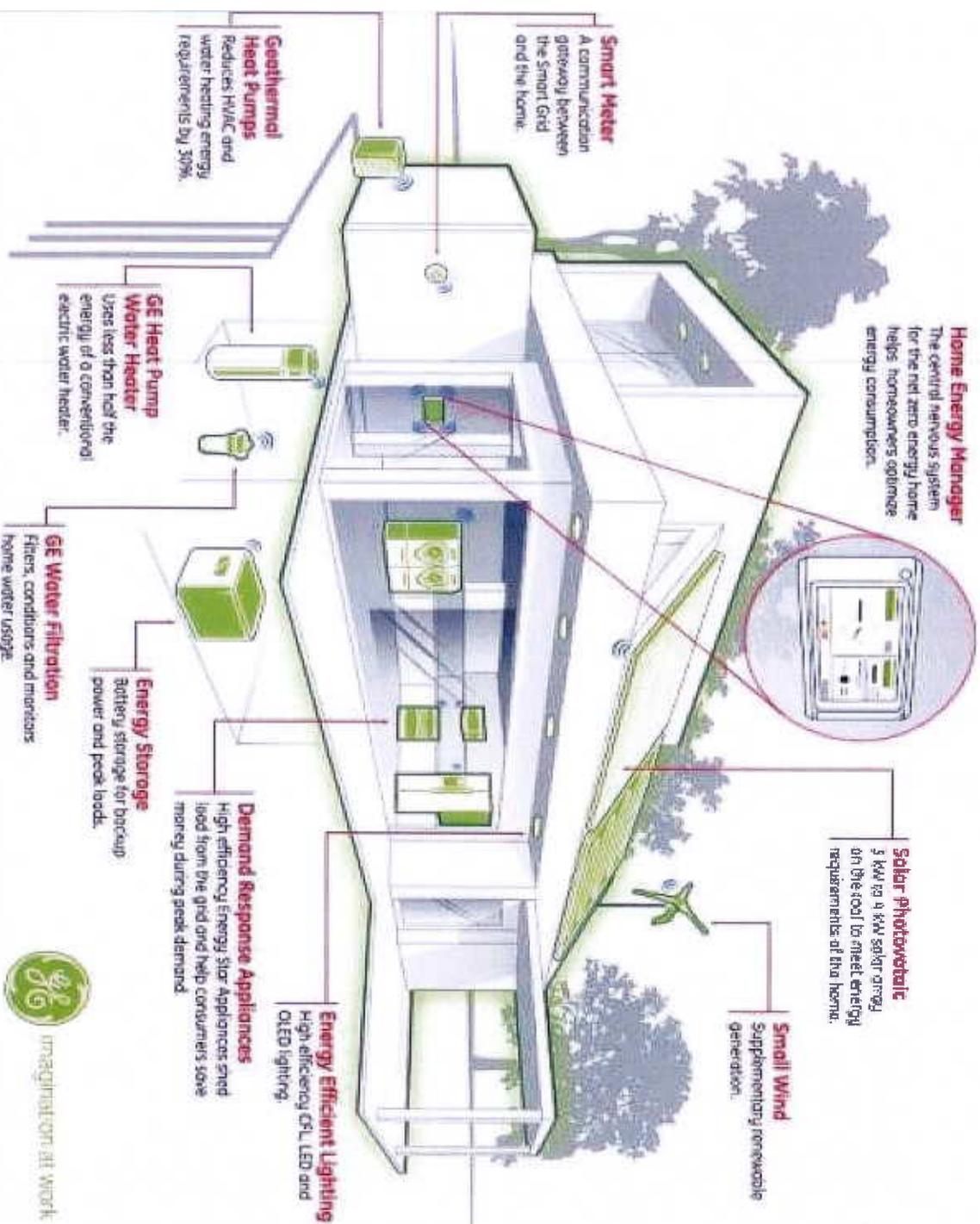
Gulf Breeze Energy Center

The Gulf Breeze Energy Center Is...

- ✓ A “learning laboratory” to teach residents about the benefits of domestic sources of energy
- ✓ A showcase for resource-efficient design & construction
- ✓ A hands-on training center for renewable energy technologies
- ✓ A partnership with academia to offer energy- and construction-related classes/certifications
- ✓ An innovation center to highlight the latest technologies in residential construction
- ✓ A commitment to environmental stewardship and resource conservation



Gulf Breeze Energy Center



The Center will give residents an opportunity to learn how to make efficiency improvements to their homes and businesses.

The Center presents a great opportunity to showcase resource-efficient appliances and the latest building technologies



GE
Energy

earth
cents
HOME



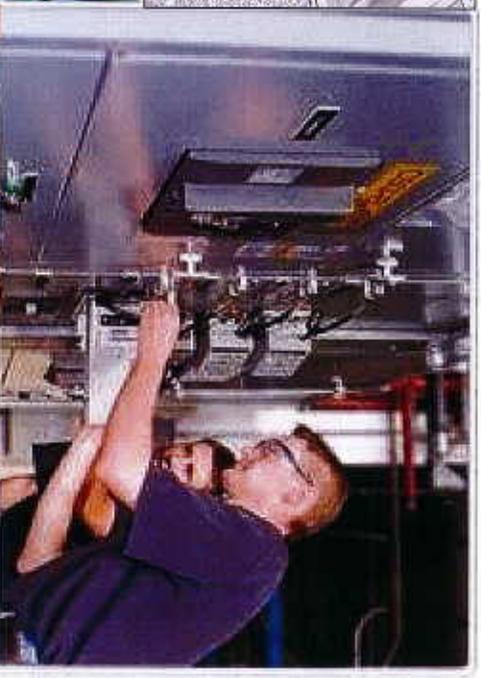
LUTRON
Innovations in Lighting Control

Educational Opportunities for Local Students

Integrating students into the design, construction, training, and maintenance

The Gulf Breeze Energy Center
Can Offer Students New
Certification Programs in

- ✓ Alternative Transportation
- ✓ Renewable Energy Installation
- ✓ Energy Storage Technology
- ✓ Designing Energy Systems
- ✓ Residential Energy Audits
- ✓ Facility Management
- ✓ Building Information Modeling
- ✓ Total Energy Management
- ✓ HVAC Design/Maintenance



Materials/Labor	
Walls & Roof System	\$34,560
Concrete	\$15,600
HVAC System	\$2,500
MEP Rough-In	\$2,100
Flooring	\$770
Windows & Doors (Low-E)	\$17,990
Toilets & Plumbing	Donated
Appliances	\$5,450
LED/CFL Lighting & Fans	\$1,250
Tankless Hot Water	Donated
Cabinets & Furniture	\$4,750
No VOC Paint	\$2,200
15 KW Solar PVs	\$50,700
Technology Package	\$5,100
Rainwater Collection	\$1,200
Landscaping	\$2,400
Certifications & Fees	\$1,400
	\$147,970

Budget Breakdown	Cost
Construction Costs	\$147,970
Educational Displays	\$10,200
USDA RBEG Grant	\$158,170

Does NOT include land, site work, tap fees/utility hook ups, or permits

Gulf Breeze Energy Center

Building a Sustainable Future



**GULF COAST
ENERGY NETWORK**

DAVE ROBAU, Executive Director
Gulf Coast Energy Network
Dave@GulfCoastEnergyNetwork.org
(850) 855-2108