

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



COMMISSION MEETING

Tuesday, May 11, 2021

6:00 PM

City Hall

Commission Chambers

City Commission

Mayor Ronte R. Harris ~ District III

Mayor Pro-Tem Angela G. Sapp ~ District II

Commissioner Keith A. Dowdell ~ District I

Commissioner Freida Bass-Prieto ~ District IV

Commissioner Anessa A. Canidate ~ District V

"An All American City in the Heart of Florida's Future"



**City of Quincy, Florida
City Commission Meeting**

AGENDA

**May 11, 2021
6:00 P.M.**

City Hall Commission Chambers

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Special Presentations

Proclamations

Items for Consent by the Commission

1. Approval of Minutes of the April 20, 2021 Special Meeting
 - Janice Shackelford, City Clerk
2. Approval of Minutes of the April 27, 2021 Regular Meeting
 - Janice Shackelford, City Clerk
3. City of Quincy 2021 Summer Youth Program
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources
4. Request to Purchase North Substation Main Transformer Switches
 - Jack L. McLean Jr., City Manager
 - Robin Ryals, Utilities Director
5. Decommissioning of Old Substation Transformers
 - Jack L. McLean Jr., City Manager
 - Robin Ryals, Utilities Director

6. Status Update Report on SmartGrid
- Jack L. McLean Jr., City Manager
 - James McKenzie, IT Administrator

Public Hearings and Ordinances as Scheduled or Agendaed

Public Opportunity to Speak on Commission Propositions – (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3)(a), Fla. Stat.)

Resolutions

Reports, Requests and Communications by the City Manager

Reports by Boards and Committees

Other Items Requested to Be Agendaed by Commission Member(s), the City Manager and Other City Officials

Comments

- a) City Manager
- b) City Clerk
- c) City Attorney
- d) Commission Members

Comments from the Audience

Adjournment

If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, he/she may need a record of the proceedings, and for such purpose, he/she may need to ensure that 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. Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 618-0020 in advance.

APPROVAL OF MINUTES

Special Meeting

April 20, 2021

**CITY COMMISSION
TUESDAY, April 20, 2021
6:34 P.M. (Eastern)**

**SPECIAL MEETING
QUINCY, FLORIDA 32351**

CITY COMMISSION SPECIAL MEETING MINUTES

The City of Quincy City Commission met in a special virtual session via Zoom Communication and Video Conferencing on Tuesday, April 20, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

Mayor Pro Tem Angela G. Sapp
Commissioner Anessa A. Canidate
Commissioner Keith A. Dowdell
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager
Marcia Carty, Finance Director
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Ann Sherman, Director of Human Resources and Customer Service
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Rob Nixon, CRA Manager
Charles Hayes, Procurement Officer
Jim Southerland Sr., WQTN-13 Administrator
James McKenzie, IT Administrator
Robert Mixon, Police Captain

David Garcia
Monica Smart-Gainous

The special meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page and TV Channel (WQTN-13). (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the special meeting to order at 6:34 pm., with the Rev. Robin Ryals providing the invocation. Mayor Harris led the reciting of the Pledge of Allegiance and requested a roll call.

Summary of the Discussion by the Staff and the Commission

City Manager

Mayor Harris stated that before the Commission was items for discussion.

Mayor Harris stated that he added the City Manager item to the agenda.

Mayor Harris stated that he had not received any correspondence from the City Manager notifying the Commission of his return.

Mayor Harris welcomed back City Manager Jack L. McLean Jr.

City Manager Jack L. McLean Jr. thanked that Commission for working with him during his medical necessity.

City Manager Jack L. McLean Jr. thanked Ms. Marcia Carty for her leadership.

City Manager Jack L. Mclean Jr. stated that he would resume his position as the City Manager while working from home.

Mayor Harris took issue with City Manager Jack L. McLean Jr. not physically being present at City Hall while resuming the functions as City Manager.

City Manager Jack L. McLean Jr. stated reason for his return are;

- To complete the audit
- Ease burden off of the Finance Director Marcia Carty, who is experiencing a staff shortage
- To keep the momentum and morale going within the City.

City Manager Jack L. McLean Jr stated that “All hands on deck are needed.”

Mayor Harris stated that he’s looking for structure and accountability.

Mayor Harris recognized Commissioner Dowdell.

Commissioner Dowdell stated that it’s hard to command from afar.

Commissioner Dowdell explained the type of government the City runs on.

Commissioner Dowdell stated that why would someone with a college degree be making less than someone with a high school diploma.

Commissioner Dowdell stated that the pay system isn’t fair.

Commissioner Dowdell stated that we should all work together.

Commissioner Dowdell stated that the Commission should always be informed.

Commissioner Dowdell stated that the Commission is responsible to the citizens.

Mayor Harris recognized Mayor Pro Tem Sapp.

Mayor Pro Tem Sapp stated that she appreciates Finance Director Marcia Carty role as Acting City Manager and her ability to keep things moving.

Mayor Pro Tem Sapp stated that she has enjoyed reading the weekly updates from Ms. Carty.

Commissioner Dowdell stated that he had not received any reports from Ms. Carty by email.

Commissioner Dowdell stated do not send anything to his City email address.

Commissioner Dowdell corrected his email address.

Police Workload Solutions Approval

Mayor Harris stated that a workshop was held on this agenda item.

With no further discussion, Mayor Harris asked what is the will and pleasure of the Commission.

Mayor Pro Tem Sapp offered a motion to approve to contract with the officers currently in the academy, wait on the police officer contract negotiations for salary discussions, and move forward with locating viable candidates from Quincy and Gadsden County.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 5 to 0.

City of Quincy Re-opening Plan

Mayor Harris recognized City Manager Jack L. McLean Jr.

City Manager Jack L. McLean Jr. stated that the plans to re-open City Hall are on May 1.

City Manager Jack L. McLean Jr. stated that the re-opening plans are detailed and structured.

City Manager Jack L. McLean Jr. stated that face coverings will be required to enter the City Hall and social distancing observed.

City Manager Jack L. McLean Jr stated that there would be a limit of 10 customers in City Hall at any given time.

City Manager Jack L. McLean Jr. stated that Parks and Recreation would open on May 1 to total capacity.

Mayor Pro Tem Sapp asked how we would get around the 50 persons gathering at one time that the County has mandated for the upcoming events.

Commissioner Dowdell stated that the City could make rules and regulations just as the County does as long as it does not interfere with the Governor's executive orders.

Interim Planning Director Charles Hayes stated that the City's plans are identical to the Governor's executive orders.

Interim Planning Director Charles Hayes stated that an employee would be assigned to monitor how many customers are in City Hall.

With no further discussion, Mayor Harris asked what is the will and pleasure of the Commission.

Commissioner Dowdell offered a motion to approve the re-opening of the City to include opening the parks, City Hall, City offices, and other City facilities.

Commissioner Bass-Prieto seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 5 to 0.

Friends of Tanyard Creek

Mayor Harris provided some background information on the Friends of Tanyard Creek.

Mayor Harris stated that it had been recognized that the Tanyard Creek Amphitheater is a city recreational facility that is underutilized and not functioning to its greatest potential.

Mayor Harris stated that the "Friends of Tanyard Creek" is a volunteer group/organization/committee/advisory board or other appropriate designation. The focus on the programming functions is to achieve recreational, entertainment, and economic goals.

Mayor Harris stated that the concept is for "Friends of Tanyard Creek to seek out, assist and work with private promoters and others wanting to rent the amphitheater for events and concerts.

Mayor Harris stated that there would be a vetting process for those wishing to use the amphitheater.

Mayor Harris recognized Commissioner Dowdell.

Commissioner Dowdell stated that before a committee was selected, the Commission should have been informed.

Commissioner Dowdell stated that there should be individuals on the committee selected by the Commission.

City Manager Jack L. McLean Jr. stated that the “Friends of Tanyard Creek” would model itself after Main Street.

Mayor Pro Tem Sapp suggested an organizational chart to list what is expected from the “Friends of Tanyard Creek” and how the process would work.

Commissioner Bass-Prieto stated that we need a workshop on the “Friends of Tanyard Creek” to work through the different options.

Request to Use Tanyard Creek for Cinco De Mayo Event.

Mayor Harris recognized Finance Director Marcia Carty.

Finance Director Marcia Carty stated that David Garcia is working with a non-profit organization to host the Cinco De Mayo Event.

Finance Director Marcia Carty stated that he would be asking for help with security.

Commissioner Bass-Prieto stated that she’s concerned with the security because the police department is very short-staffed.

Commissioner Bass-Prieto stated her concerns about alcohol sales.

Finance Director Marcia Carty stated that because of the short-fall with police officers, Mr. Garcia would provide the security.

Finance Director Marcia Carty stated that the City agreed to assist with the clean-up after the event is over.

Mayor Pro Tem Sapp asked had parking been worked out.

David Garcia stated that it had.

With no further discussion, Mayor Harris asked what is the will and pleasure of the Commission.

Mayor Harris recognized Commissioner Dowdell.

Commissioner Dowdell offered a motion to approve the request from Mr. David Garcia to use Tanyard Creek Park to host a Cinco De Mayo Festival on May 8, 2021, from 2:00 pm – 9:00 pm with, more detail provided to the Commission before the event.

Mayor Pro Tem seconded the motion.

Commissioner Dowdell asked stated that his motion included the sale of Alcohol.

Commissioner	Vote
Commissioner Bass-Prieto	No
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 4 to 1.

Request to Use the City of Quincy Business Park on Joe Adams Road.

Mayor Harris recognized Parks and Recreation DeCody Fagg.

Parks and Recreation DeCody Fagg stated that this is a request from Derrick Butler to use the City of Quincy Business Park for a custom car and bike expo on May 15, 2021, from 12 pm – 8 pm.

Parks and Recreation DeCody Fagg stated that the Commission gave its approval last February before the pandemic.

Parks and Recreation DeCody Fagg stated that Mr. Butler would pay all fees and meet with Capt. Mixon to arrange security.

With no further discussion, Mayor Harris asked what is the will and pleasure of the Commission.

Mayor Harris recognized Mayor Pro Tem Sapp.

Mayor Pro Tem Sapp offered a motion to authorized Derrick Butler to use the City of Quincy Business Park to host a custom car and bike expo on May 15, 2021, from 12:00 pm – 8:00 pm.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 5 to 0.

Citizens to be Heard

Robert Finley, 213 W King Street, Quincy, FL 32351. Request a copy of the City's Ordinance on signs and sign permits.

Comments

Commission

Mayor Pro Tem Sapp

- Thanked Public Works for the speed humps and children at play signs.

Mayor Harris

- Thanked Utilities and the Public Works Department for addressing his requests.

There being no further business to discuss. The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 8:32 pm.

Please Note: The City Commission places the official copies of Commission Meeting Minutes on file with the City Clerk's Office upon approval.

Submitted by Janice Shackelford-Clemons, City Clerk

APPROVED:

Ronte Harris, Mayor, and Presiding
Officer of the City Commission and
of the City of Quincy, Florida

ATTEST:

Janice Shackelford Clemons, City Clerk per
Clerk of the of Quincy, Florida
Clerk of the City Commission thereof

APPROVAL OF MINUTES

Regular Meeting

April 27, 2021

CITY COMMISSION
Tuesday, April 27, 2021
6:00 P.M. (Eastern)

REGULAR MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION VIRTUAL REGULAR MEETING MINUTES

The City of Quincy City Commission met in a regular in-person on Tuesday, April 27, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

Mayor Pro Tem Angela G. Sapp - Absent
Commissioner Anessa A. Canidate
Commissioner Keith A. Dowdell
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean, City Manager
Marcia Carty, Finance Director
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Ann Sherman, Director of Human Resources and Customer Service
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Rob Nixon, CRA Manager
Charles Hayes, Procurement Officer
Jim Southerland Sr., WQTN-13 Administrator
James McKenzie, IT Administrator
Robert Mixson, Police Captain

Tim Wallace, Florida Department of Health
Joseph Kidder, Florida Department of Health
Edward Dixon, County Administrator
Kim Moore, Tallahassee Workforce

The regular meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page, TV Channel (WQTN-13), Zoom Communication, and Video Conferencing. (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the regular meeting to order at 6:00 pm., with the Rev. Robin Ryals providing the Invocation. Mayor Harris led the reciting of the Pledge of Allegiance and requested a roll call.

Mayor Harris offered a motion to excuse Mayor Pro Tem Sapp from the meeting.

Commissioner Dowdell accepted and made a motion to excuse Mayor Pro Tem Sapp from the meeting.

Commissioner Canidate seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The Motion carried 4 to 0.

- **Approval of Agenda**

Mayor Harris asked the Commission to approve the Amended Agenda.

Commissioner Dowdell offered a motion to approve the Amended Agenda as printed.

Commissioner Canidate seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The Motion carried 4 to 0.

Special Presentations

1. Special Presentation – Radon & Indoor Air Program
 - Tim Wallace, Florida Department of Health
2. Special Presentation – Gadsden County Youth Initiative
 - Edward Dixon, County Administrator
3. Smart Grid Status Update
 - Jack L. McLean Jr., City Manager
 - James McKenzie, IT Administrator

Summary of the Discussion with Staff and the Commission

Item #1: Radon & Indoor Air Program

Mayor Harris recognized Tim Wallace from the Florida Department of Health.

Tim Wallace stated/provided the following information:

- His area of expertise is toxicology, radon, and indoor equality.
- Radon is a radioactive gas that seeps into the home through the foundation or from earthen construction materials.
- Radon is the leading cause of lung cancer among nonsmokers.
- One in five Florida homes has elevated radon levels.
- Roughly only 250 radon tests had been conducted in Gadsden County.
- More testing is needed in Gadsden County.
- Radon test kits could be purchase at a hardware store or on the Florida Department of Health website at minimal costs.
- A certified mitigator could be hired to conduct testing.
- The US Environmental Protection Agency (EPA) recommends fixing your home, if the results of one long-term test or the average of two short-term tests show radon levels of 4pCi/L or higher.
- Provided information on new construction resistance against radon.
- This presentation is to educate on how vital testing for radon.
- Four cities and four counties had adopted testing for radon in their building code.

Mayor Harris thanked Mr. Wallace for his presentation.

Item #2: Gadsden County Youth Initiative

Kim Moore outlined the conversation roadmap for the presentation:

- Youth ages 16-24 have the highest unemployment rate in Florida.
- The most impacted industries are accommodations, leisure and hospitality, personal care services, and retail.
- Gadsden County has the highest unemployment rate within the tri-county area.

- The 16 to 24 years represent the highest unemployment rate by age group and females and minorities representing the highest by gender and ethnicity.
- Because the unemployment rate is high, youth will not have an opportunity to compete for summer jobs.
- A good education is the surest path to job security.
- One goal is to encourage young people to obtain a High School Diploma.
- Through partnership and planning, 100 Gadsden County youths would be developed and guided through a career pathway that will create a skilled and trained workforce prepared to meet the current and future needs of employers.
- A design for 100 Gadsden Youth Summer Program is the component of exposure to career exploration, which prepares them for the future.

Kim Moore outlined the proposal's components:

Component 1 – career exploration/future-ready assessed

Component 2 – training leading into an industry-recognized certification in

- IT
- Healthcare
- Manufacturing
- Public Service/Government

Component 3 – experiential learning/placement (100 hours)

Component 4 – debriefing/celebration

- Students, while in the training component, would receive a stipend of \$100 per week for 2-3 weeks.
- After the training component ends, students would receive a minimum wage salary of up to 100 hours over the summer period.

Kim Moore gave an overview of the students' profile:

Gadsden County Resident- Youth ages 17-19

Currently enrolled in a Gadsden County School

Recommendation from their school, highlighting work ethic, performance, and character.

- The goal is to place a student with an employer in their home communities.

Kim Moore provided a breakdown of how the City of Quincy could get involved:

Sponsorship

Serve as an experiential learning site

Provide training space

- The timeline is May through August.
- The cost is roughly \$1,200 per student for the summer.
- Where students are placed would be determined by their career path.
- There are opportunities to grow different programs for special needs and at-risk youths.
- My company provides services to 5 prisons.

Mayor Harris stated that he's impressed with the certification and skill set and asked how soon the program would need a commitment from the City.

City Manager Jack L. McLean Jr. stated that the Commission could commit to 10 youths participating in the program.

With no further discussion, Mayor Harris asked for the will and pleasure of the Commission.

Commissioner Dowdell offered a motion to allow the City Manager Jack L. McLean Jr. to explore contributing \$10,000 to \$20,000 to sponsor youths for the Gadsden Youth Initiative and to allow the City Manager and County Administrator to coordinate the contribution to the program.

Commissioner Canidate seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Item #3: Smart Grid Status Update

Mayor Harris recognized James McKenzie, IT Administrator.

IT Administrator James McKenzie provided the following:

- Clarification of the June 30 deadline.
- Clarification of the backbone and splitter.
- Provided a diagram with dates leading up to the June 30 date.
- The backbone would be lit by June 30, allowing to see every mile that is not lit.

- Provided the Commission with a fiber project plan chart of dates and a description of various items that would be completed from March through August.
- 10 cabinets are up and running.

Mayor Harris thanked IT Administrator James McKenzie for the presentation.

Mayor Harris recognized Commissioner Dowdell.

Commissioner Dowdell asked where the money is coming from and how much money had been spent.

Finance Director Marcia Carty stated:

- For this budget cycle, approximately \$300,000 had been spent.
- Approximately \$500,000 remains in the budget.
- Provided GL numbers to the fiber optic line item.

City Manager Jack L. McLean Jr. stated that if more fiber-related damages are found, the City can ask FEMA for more funds related to these damages.

Commissioner Bass-Prieto stated that when tasks are completed, quarterly reports should be given to the Commission on the amount spent, what item, and the remaining balance of the project.

Commissioner Bass-Prieto suggested a quarterly report on goals and yearly objectives.

City Manager Jack L. McLean Jr. stated that no funds were spent in 2019 on the fiber optic.

Mayor Harris requested a timeline of the fiber optic monies from 2019 to present.

Commissioner Dowdell asked when will the audit be finalized.

Item #4: Proclamation

Mayor Harris read into the record the proclamation honoring the memory of the Honorable Alcee Lamar Hastings.

Mayor Harris stated that Congressman Hastings was an excellent representative of the State of Florida.

Items for Consent by the Commission

4. Approval of Minutes of April 13, 2021, Regular Meeting
 - Janice Shackelford-Clemons, City Clerk
5. Human Resources Monthly Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director

6. Customer Service Monthly Reports
Jump Start | Fresh Start | Net New Customers | Deposit Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human resources Director
7. Police Monthly Reports
Traffic Report | Monthly Crime Report
 - Jack L. McLean Jr., City Manager
 - Robert Mixon. Police Captain
8. Fire Monthly Reports
 - Jack L. McLean Jr., City Manager
 - Anthony Baker, Interim Fire Chief
9. Finance Monthly Reports
 - Jack L. McLean Jr. City Manager
 - Marcia Carty, Finance Director

Summary of the Discussion by Staff and the Commission.

Mayor Harris asked for the will and pleasure of the Commission on the item for consent.

Mayor Harris recognized Commissioner Bass-Prieto.

Commissioner Bass-Prieto asked to pull **Item #7**, Customer Service Monthly Reports and **Item #10**, Budget Transfers.

Commissioner Canidate offered a motion to pull the customer service monthly reports and budget transfers.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Mayor Harris asked the Commission for the pleasure on the remaining consent items.

Commissioner Dowdell offered a motion to approve the items for consent except Item #7, Customer Service Monthly Reports, and Item #10, Budget Transfers.

Commissioner Canidate seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Item #7: Customer Service Monthly Report

Mayor Harris recognized Commissioner Bass-Prieto.

Commissioner Bass-Prieto requested a report on individuals (without names) receiving assistance on their utility bill arrearages.

Commissioner Dowdell stated that ethnicity and gender should not be on the closed account report.

Mayor Harris stated that he had referred an individual to customer service for the Jump Start Program, and no one could help her.

Mayor Harris questioned when the programs were launched.

Human Resources Director Ann Sherman stated that the programs are advertised on the City's website, Facebook, and flyers passed out at the customer service window.

Mayor Harris stated that he would provide the name of the individual seeking assistance through the Jump Start Program to the City Manager.

With no further discussion, Mayor Harris asked for the pleasure of the Commission.

Commissioner Bass-Prieto offered a motion to accept the Customer Service Monthly Report.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Item #10: Budget Transfers

Mayor Harris recognized Commissioner Bass-Prieto.

Commissioner Bass-Prieto asked for clarification on the relocation of the principle of \$40,000 on the bucket truck.

Commissioner Bass-Prieto wanted to know the reason for the transfer.

Commissioner Dowdell stated that he doesn't like budget transfers.

Commissioner Bass-Prieto offered a motion to approve the Financial Reports/Budget Transfers.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Public Hearings and Ordinances as Scheduled or Agendaed

None

Public Opportunity to Speak on Commission Propositions – (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3)(a), Fla. Stat)

Emanuel Sapp, 821 2nd Street, Quincy, FL 32351. Spoke on upcoming events.

Resolutions

None

Reports, Requests, and Communications by the City Manager

10. Cinco De Mayo

- Jack L. McLean Jr., City Manager
- Charles Hayes, Interim Planning Director

11. Legal Services and Eviction Moratorium

- Jack L. McLean Jr., City Manager

Discussion by the Staff and the Commission.

Item: #11 Cinco De Mayo

Mayor Harris recognized Interim Planning Director Charles Hayes.

Interim Planning Director Charles Hayes stated the following.

- He had spoken to David Garcia regarding Cinco De Mayo.
- David Garcia, due to the lost of some of the participants, has decided to postpone Cinco De Mayo scheduled for May 8.
- The plan is to move the plans towards September which is Spanish Heritage Month.
- He will be back with more detail next month.

Item: #12 Legal Services and Eviction Moratorium

Mayor Harris recognized City Manager Jack L. McLean Jr.

City Manager Jack L. McLean Jr. stated the following:

- On January 20, 2021, President Biden extended the moratoriums on evictions and foreclosures during the COVID-19 pandemic, ensuring that Americans can stay in their homes during this time of global crisis.
- The extension ended on March 31, 2021.
- The CDC and others also extended the foreclosure moratoriums through March 31, 2021.
- The federal prohibition of evictions has been extended yet again, through June 30, 2021, bringing relief to many renters struggling to catch up.
- A utility customer called the city Manager's office needing assistance to help with a pending eviction.
- Through the assistance of Legal Service of North Florida, a called placed by the City Manager, the eviction notice for a household of five individuals was nullified based on the federal moratorium.
- Requested the Commission's permission to get this information out to the community about Legal Services of North Florida's assistance to renters.

Commissioner Bass-Prieto suggested that the information be placed with the utility bill.

With no further discussion, Commissioner Dowdell offered a motion to direct Customer Service to distribute moratorium eviction information to customers who need temporary rent relief and Legal Service of North Florida's contact information through a mailer, placed in the utility statements and through the Customer Service window.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

The motion carried 4 to 0.

Reports by Boards and Committees

None

Other Items Requested to Be Agendaed by Commission Member(s), the City Manager, and Other City Officials

Comments

City Manager

City Manager Jack L. McLean Jr.

- Thanked all the staff for the hard work on the fire ladder truck project.
- Stated that the City had been successful in obtaining grants.
- Stated that there will be a ribbon cutting event held at 10am on May 5, 202, at Station 2.

City Clerk Janice Shackelford

None

City Attorney Gary Roberts

- Stated that a new lawsuit had been filed against the City.
- Announced an executive session.

Commission

Commissioner Bass-Prieto

- Welcomed back City Manager Jack L. McLean Jr.
- Thanked Brad Farmer for doing debris clean-up.
- Thanked Public Works for removal of large tree.
- Thanked the Police Department for the additional coverage in District 4.
- Reminded everyone to come out and enjoy Porch Fest.
- Mentioned the upcoming budget year.

- Mentioned quarterly reports on special projects.

Commissioner Dowdell

- Welcome back City Manager Jack L. McLean Jr.
- Asked about completion of the audit.
- Asked about the status of his public records request.
- Stated that he would like to review bank statements.

Commissioner Canidate

- Mentioned the large gathering in Sub-D and apologized to the residents.
- Thanked Caption Mixon for braking up the gathering.

Mayor Pro Tem Sapp

- Absent

Mayor Harris made the following comments:

- Thanked the following:
 Senator Lorraine Ausley for securing funds for the fire ladder truck.
 Staff for their hard work on the assisting with the ladder truck project.
 Interim Chief Baker for his leadership.
- Welcome back City Manager Jack L. McLean Jr.
- Announced the Reorganization Meeting.

Comments from the Audience

None

The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 8:45 pm.

Please Note: The City Commission places the official copies of Commission Meeting Minutes on file with the City Clerk's Office upon approval.

Submitted by Janice Shackelford Clemons, City Clerk

APPROVED:

Ronte Harris, Mayor, and Presiding
Officer of the City Commission and
of the City of Quincy, Florida

ATTEST:

Janice Shackelford Clemons, City Clerk per
Clerk of the of Quincy, Florida
Clerk of the City Commission thereof

QUINCY 2021

Summer Youth Program

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: May 11, 2021

Date Submitted: May 5, 2021

To: Honorable Mayor and Members of the City Commission

From: Jack L. McLean Jr., City Manager
Ann Sherman, Human Resources Director

Subject: City of Quincy 2021 Summer Youth Program

Statement of Issue:

Honorable Mayor and Members of the City Commission, this report is to apprise you of the status of the City of Quincy 2021 Summer Youth Program.

The 2021 Summer Program is budgeted and was approved at \$10,300.00. You will find this funding in Non- departmental on page **42** (line item **GL # 001-001-519-30440**).

Staff will need an additional **\$4,100.00** for a total of **\$14,400.00** to cover the shortfall. This additional funding will cover the hiring of 15 students, three **(3)** per Commissioner at \$8.00 per hour for six (6) weeks.

Depicted below is the time line and how the program will proceed:

- Commissioners to identify their respective students by **May 28, 2021** and forward to Human Resources
- Offer letters will be mailed to students by **June 4, 2021**
- Students have until **June 14, 2021** to accept offers and return all completed forms to Human Resources
- Work hours are 8:00am-1:00pm Monday thru Thursday with two ten (10) minute breaks

- Orientation is scheduled for Thursday, **June 17, 2021** at 8:00am in the Commission Chambers
- Human Resources will provide a City of Quincy overview
 - a. Directors/Designee will provide the student (s) an overview of their department
 - b. Identify job responsibility for summer assignment
 - c. Provide a tour of the department (Familiarize the student (s) with their work area)
 - d. Introduction of student (s) to staff and the person providing them work directions
 - e. Following the department tour, students will proceed to the Police Department to take pictures for ID Badge
 - f. Student (s) will report to their respective department for work on Monday, **June 21, 2021** at 8:00am
 - g. Program terminates on Thursday, **July 29, 2021**

Students will be assigned to all departments and every effort will be made to accommodate those who specified a particular area.

Options:

Option 1: Vote to approval the City of Quincy 2021 Summer Youth Program and authorize Staff to complete a Budget Transfer of the additional \$4,100.00 needed to fund the program.

Option 2: Provide directions.

Staff Recommendation:

Option 1

REQUEST TO PURCHASE

North Substation

Transformer Switches

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: May 11, 2021

DATE OF REQUEST: May 5, 2021

TO: Honorable Mayor and Members of the City of Quincy
Commission

FROM: Jack L. McLean Jr., City Manager
Robin Ryals, Utilities Director

SUBJECT: Purchase of North Substation Main Transformer
Switches

Statement of Issue:

The Utilities Department is needing to purchase three 72KV SF6 gas operated Substation Transformer Breakers and two Low Side 2000 Amp 7.2kv Buss Breakers

Background:

In the North Substation located at 1020 N. Adams Street there are three high voltage transformer protection breakers. They have serial numbers dated back to 1950. They operate on 150 psi of air pressure and break the ARC using oil. Two of the breakers have air compressors that are in need of replacement air compressors. One still has a good compressor and is serving all three with air.

Staff purchased a new external compressor and tank to back up the process so Utilities will not be without air pressure to re-charge the trip/close spring and make the breaker operate. This must be replaced.

In addition to these three breakers are two 7.2Kv breakers that are the same age as the transformers just replaced. These breakers are designed to open the circuit when a fault

occurs between the main transformers and the six feeder circuits. These five breakers work together to open and close so that it will prevent damage to the main transformers. It will also help isolate problems in the station Buss work by opening.

Staff Recommendation:

Authorize Staff to purchase the breakers needed to support the new transformers just installed in the North Adams Street Substation.

Options:

- Option 1: Vote to purchase the three GE 72KV Breakers from Anixter and the two R-Mag 15KV 2000amp Breakers from Anixter for \$174,251.00 after adding the ABB cost for commissioning the 72 KV Breakers which are much higher in price than the GE that has this cost included in the price.
- Option 2: Vote to purchase the ABB 72KV and the R-Mag 15 KV 2000 amp Breakers with the Commissioning Costs included for \$206,681.00.

Recommended Option:

Option 1

ATTACHMENTS:

- ABB Enterprise Software Inc.
- Anixter 72KV Breaker ABB
- Anixter 15KV Breakers ABB



High Voltage Service

ForAnixterPowerSolutionsLLC

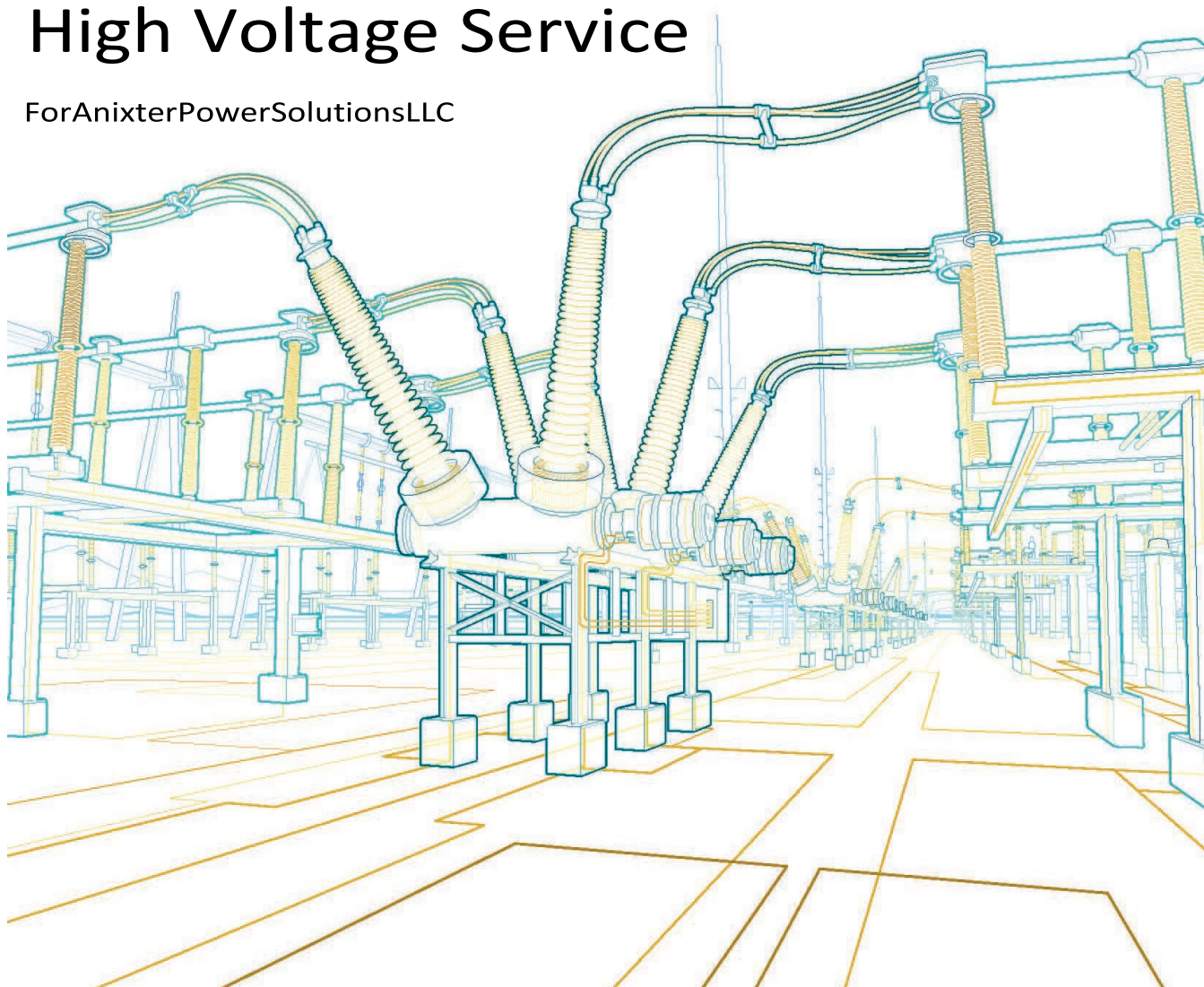


ABB Enterprise Software Inc. Negotiation Number: **QT-21-00751458**

Prepared on April 1, 2021 by:

Clay Cook

(407) 741-3061

clay.cook@sppreps.com

Inside Sales Support

ABB Enterprise Software Inc.
High Voltage Power Products
Westmoreland Distribution Park East
100 Distribution Circle
Mt. Pleasant, PA 15666 USA

Phone: +1-724-696-1500
Fax: +1-724-696-1502

www.abb.com/highvoltage



April 1, 2021

ABB Enterprise Software Inc. Negotiation Number: QT-21-00751458

Dear Valued Customer:

Attached is a quotation from ABB Enterprise Software Inc., per your request.

The opportunity to provide these items to you
and this offering is intended to meet A
your highest expectations. today's power

is greatly appreciated,
solution for every application in
grid, backed by

ABB Enterprise Software Inc. stands local
ready to work with you with technical
parts, training and support services intended to reduce your total cost of ownership.

service support.
application experts, spare

We look forward to your consideration of this offering and will be pleased to answer any questions you may have.

Kind Regards,

Prepared by:

Mark Castin

ABB Enterprise Software Inc.

100 Distribution Circle

Mount Pleasant, PA 15666

2 of 14

TABLE OF CONTENTS

PRICING & ORDERING INFORMATION.....	4
-------------------------------------	---



SCOPE OF SUPPLY AND PRICES	4
TECHNICAL NOTES.....	5
COMMENTS AND CLARIFICATIONS	6
ORDER CHANGE/CANCELLATION/DELAY/EXPEDITING POLICY FOR HIGH VOLTAGE SERVICE	7



PRICING & ORDERING INFORMATION

Item	ABB Part Number/ Description	Lead Time if	Quantity	Unit Price [USD]	Total Price [USD] out of stock
1	InstallTA_72_169 Installation Technical Assistance Pricing Includes Roundtrip Travel (Monday - Friday) Two 8-hour days on site per breaker	1 weeks	2	\$11,300	
2	CommBund_EquipRent Commissioning Bundle Commission bundle includes: circuit breaker timer, transducer, moisture meter, micro-ohm meter, hand held SF6 leak detector and density monitor calibration tool.	2 weeks	2	\$1,631	
3	ZWAsserolyzIR_Rent EMT AsserolyzIR or Zerowaste Multiple gas analyzer SF6, H2O and SO2	2 weeks	2	\$2,315	

Internal Order Booking Code : 9AAF406766

Total Scope	\$30,492
--------------------	-----------------

Validity: Prices are valid 30 days from date of submittal.

SCOPE OF SUPPLY AND PRICES

Item Item Description

- 1 Installation Technical Assistance for an ABB Deadtank Circuit Breaker 72 to 169KV

ABB to provide:

ABB is pleased to offer this proposal for two 8-hour days Circuit Breaker Installation Technical Assistance to your crew per the ABB instruction



book. ABB recognizes the need for this project to be performed in a professional, timely and cost-effective manner. The Commissioning Equipment Bundle and other equipment is offered on separate lines.

The following tasks will be performed: Assisting with the installation of the breaker on the foundation. Filling of breaker with customer supplied SF6 gas, Verification of all alarms and lockouts, Performance of micro ohm, Timing and gas testing for moisture. Testing for gas tightness using a handheld leak detector.

CUSTOMER to provide:

One test technician and two labor assistants. All equipment and tools needed to perform the installation to include crane, manlift and all material to complete the installation. Information regarding below listed Technical Notes. If further clarification to the workscope is required, please contact ABB.

TECHNICAL NOTES

Technical Note 1: Provide site address either by coordinates or specific street address. PO BOX address do not apply.

Technical Note 2: Please provide Site Contact name, cell phone number and email address and proposed date to begin work at site prior to acceptance of your PO.

Technical Note 3: Provide a test technician to assist ABB Enterprise Software Inc. with the testing process.

Technical Note 4: Provide Breaker Serial number(s) prior to acceptance of your PO.

Technical Note 5: Customer to perform switching and isolation procedures including grounding completed prior to the onsite arrival of the ABB Enterprise Software Inc. Field Service Engineer.

Technical Note 6: Customer to verify that all tools, ladders, testing equipment (timer, transducer, micro-ohm, SF6 purity, SO2 and moisture analyzer), rental equipment (manlift) and parts are on site.

Technical Note 7: Means to attach test leads to bushing top terminals.

Technical Note 8: Field Service Engineer normal lead time varies between 6 to 10 weeks depending on load. The dates proposed in this Quote are TENTATIVE. ABB Enterprise Software Inc. Field Service Scheduler will confirm work schedule upon receipt of Purchase Order.



Technical Note 9: Customer to provide electrical power to the site as required for operation of equipment (120VAC).

Technical Note 10: Customer to provide sanitation facilities as required by local laws.

Technical Note 11: CBS and CT testing not included in standard scope.

Technical Note 12: Customer to provide for relay verification from the substation control house to the circuit breaker.

Technical Note 13: Commission bundle includes: breaker timer, transducer, moisture meter, micro-ohm meter, handheld SF6 leak detector, density monitor calibration tool. Technical Note 14: The scope of work will be performed in accordance with your and ABB Enterprise Software Inc. safety standards.

Technical Note 15: Delays out of the control of ABB Enterprise Software Inc. will be invoiced per the attached Field Service Rate Schedule U.S.A **1ZUL9520-001** at Class I.

Technical Note 16: Sunday travel will be invoiced at an additional Lump Sum of \$950.

Technical Note 17: Saturday travel will be invoiced at an additional lump sum of \$650.

Technical Note 18: Site specific training will be invoiced additionally.

Technical Note 19: Please advise if any specific safety credentials or safety council requirements such as: TWIC, MICCS, background checks, drug screening, etc. are required. An extra 4 weeks may be needed to arrange for specific credentials.

COMMENTS AND CLARIFICATIONS

GENERAL

The above new selling price does not include any drawings or documentation to be supplied by ABB Enterprise Software Inc. If drawings are required, they will be quoted as a separate item upon request.

All quoted stock items are subject to prior sale. In the event of a return, a 25% restocking charge will apply.

Shipping policy for stock and non-stock items* where a same-day or a next-available day shipment in the US** is needed, an expediting charge of 25% will be added.

For Export Orders and Order that needs Aifreight, the expedite fee is 15%.

For Export ground or sea freight is not included unless specifically requested it will be quoted as a separate item.

Air freight charges will be billed separately if and when applicable. See Expediting clause at the end of the document.

\$100 minimum order. \$500 minimum order for Export.

Any Customer-related deviations from that scope will require a Change Order. Additional labor, per diem, and travel costs incurred due to Force Majeure events will be added to the final invoice according to this Quotation and the ABB Enterprise Software Inc. Power Grids Field Service Rate Schedule.

Technical Assistance is for ABB Enterprise Software Inc. to provide direction to customer personnel in the proper work procedures for the performed work procedures. These personnel need to have proper skills to perform the maintenance activities. ABB Enterprise Software Inc. does not assume any responsibility for the craftsmanship of the work performed by customer's personnel.



Repair Services do not include failure or root-cause analysis, such analysis can be done for additional cost, and requires logistical coordination with ABB Enterprise Software Inc. If you require such analysis, please notify ABB Enterprise Software Inc. sales ASAP so we can add to this Contract and begin logistical coordination.

Notwithstanding the foregoing, the Parties recognize the intended sale and transfer of the power grids division of ABB to a company held by Hitachi and ABB (the «Joint Venture») which will be majority owned, and might be at some stage fully owned, by Hitachi. In this context, the Parties agree that [ABB Party] has the right to subcontract, assign, transfer, novate or otherwise dispose of this Contract and all of its rights and obligations under this Contract, without prior consent of [the other Party], to either a legal entity in the ABB Group or directly to the Joint Venture or any legal entity in the Joint Venture group. [The other Party] agrees, at the request [and expense] of [ABB], to promptly execute all agreements and/or other documents (in each case whether deed or otherwise) required to affect such subcontract, assignment, transfer or novation. [This Contract, and the obligations hereunder, shall be binding upon the parties hereto, their successors and permitted assigns.]

FREIGHT/DELIVERY TERMS

Shipment for parts are FOB.

CORONA VIRUS CLAUSE

Pricing and delivery assumption

Price and delivery are subject to adjustment for (i) any increase in cost or (ii) delays in the delivery of goods or services arising as a result of:

1. an epidemic/pandemic or contagion in the country in which the contract is performed or in any other country where labor, goods, materials or equipment required for the performance of the contract are sourced, manufactured, assembled or exported from; or
2. controls, restrictions or other measures put in place by one or more competent authorities in response to such epidemic or contagion described above; or
3. any measures taken by ABB ES to prevent or mitigate any health risk.

The Parties are aware of the current outbreak of the Coronavirus (Covid19) which is or may impact normal business and execution of this Contract. The Parties agree that ABB ES is entitled to cost compensation, time extension, or other reasonably required contract adjustments, if any consequences whether directly or indirectly resulting out of, or in connection with the coronavirus outbreak, lead to delays in delivery of goods or provision of services or otherwise affect ABB ES's contractual obligations or duties.

Order Change/Cancellation/Delay/Expediting Policy for High Voltage Service

Overview

ABB Enterprise Software Inc. High Voltage Service division prides ourselves on the ability to meet our customer's diverse needs each and every time. On rare occasions, there is a need for our customers to expedite, change, cancel or delay an



order that is either currently in house or will be received in a short amount of time. While ABB Enterprise Software Inc. makes every attempt to satisfy each and every request we receive, these extreme scenarios can significantly affect our operations and the schedules of other jobs that are currently in the schedule. This policy serves as a guideline for the application of change, cancellation, delay or expediting fees as they may apply to HV Service.

Changes

All requests for equipment change or additions to the quoted design or will be reviewed for impact to committed pricing and delivery dates. In general, prices and/or shipment will be more significantly affected for changes requested closer to time of scheduled production or mobilization. In no case will customer changes be available following the start of production or after mobilization for a job has occurred.

A quotation will be provided which assesses the impact of requested and feasible changes in term of price, delivery or schedule adjustment, as applicable. Any price adjustment must be acknowledged by a change order from both the customer and ABB Enterprise Software Inc. sales network prior to implementing the change. Similarly, any change request for which a revised shipment date or schedule (in the case of field service) has been quoted will require written customer acceptance of the new date or schedule prior to initiation of change. New delivery dates for parts or service are subject to available production space, material availability and availability of personnel required to perform the intended scope of work at time of change.

Cancellation

Unless engineering, fabrication, assembly or mobilization has already begun, parts orders that are cancelled within 15 days following order entry will generally not be subject to cancellation charges. Field service orders cancelled 60 days prior to scheduled mobilization date will not be subject to cancellation fees. ABB Enterprise Software Inc. reserves the rights to apply the following cancellation charge schedule for parts and service orders cancelled beyond the following grace periods listed above.

Parts or Service Shop Orders

<u>Charge</u>	<u>Time line</u>
0%	15 days after order entry
10%	following start of order
40%	engineering following purchase
60%	of materials
	7 days prior to scheduled ship

Field Service and Engineering/Consulting Orders

<u>Charge</u>	<u>Time line</u>
\$0	60 days prior to mobilization
\$500 & Costs + 15%	15 days prior to mobilization
20% of Order Amount or 0- 14 days prior to mobilization	
\$1,000 & Costs + 15% whichever is greater	



Delays

Orders that are requested to be rescheduled within 2 weeks following original order entry will generally not be subject to delay charges. However, to help defray labor and inventory carrying costs that may occur if a customer requests a shipment delay beyond 2-weeks from original order entry, charges will be assessed in accordance with the following fee schedule. **New delivery dates for parts or service are subject to available production space, material availability and availability of personnel required to perform the intended scope of work at time of change.**

Parts or Service Shop Orders	
<u>Charge</u>	<u>Timeline</u>
10%	15 days prior to scheduled ship date
Field Service Orders	
<u>Charge</u>	<u>Timeline</u>
\$250 & expenses + 15%	0- 7 days prior to

Expediting

ABB Enterprise Software Inc. realizes that emergencies may happen and makes every effort to respond via conventional or unconventional means. To address the case of emergency requests, ABB Enterprise Software Inc. may need to re-prioritize schedules, employ the use of overtime, delay previously scheduled orders and incur expediting fees of our own. To address these rate situations, ABB Enterprise Software Inc. offers the following expediting scheduling for parts and services. ABB Enterprise Software Inc. reserves the right to apply the following expediting charges for parts and service orders within the timelines listed below:

Parts or Service Shop Orders	
<u>Charge</u>	<u>Timeline</u>
15%	Same or next available day item ready-for-shipment (Shipment/Airfreight not included)
25%	Same or next available day Shipment in the US** for stock and non- stock item*
25%	2-week shipment on major assemblies (pole units, interrupters, mechanisms, etc.)
50%	0- 1 week major assemblies
Field Service and Engineering/Consulting Orders	
<u>Charge</u>	<u>Timeline</u>
\$3,200/day & expenses + 15%	0- 14 days prior to mobilization

***non-stock item** indicates a part or a part assembly that is currently not in HV Service inventory, but it is available for shipment through a 3rd party inventory.

****Excluding** Alaska, Hawaii, Puerto Rico, U.S.Virgin Island and U.S. Territories.



Field Service Rate Schedule U.S.A.

ABB Power Grids Equipment Service

power-grids@abb.com

1ZUL9520-001

ABB Power Grids

Technical Services

ABB Enterprise Software Inc. maintains a complete staff of trained field engineers and technicians who are available to provide advisory assistance, installation, inspection, commissioning, testing, troubleshooting, start up, engineering studies, maintenance and repair services of electrical apparatus. Field engineers and technicians are classified into categories dependent upon the degree of expertise and complexity of the service required.

Class I – Service Engineer or Technical Specialist

The service engineer or technical specialist has specialized educational and factory training and experience in design, assembly, installation, and testing. This person is required for special diagnosis, repairs, inspection, failure analysis, engineering evaluations, and training of customer personnel.

Class II – Lead Service Technician The lead service technician has specialized factory training and experience. This person can act as a consultant for customer's personnel with respect to correct installation, testing, maintenance, or service requirements consistent with ABB guidelines.

Class III – General Service Technician The service technician has craft trade training along with factory training. The specialist will engage in performance of routine maintenance, installation and service activities.

1. **Daily** rate applies to all time worked or traveled during a normal eighthour workday. The shift is defined as any consecutive eight-hour period (Monday - Friday, excluding holidays) with an allowance for lunch.
2. **Overtime** rate applies to all hours worked or traveled in excess of eight hours on weekdays and the first eight hours worked or traveled on Saturday.
3. **Sunday and Holiday** rate applies to all hours work or traveled on Sundays, holidays, and in excess of eight hours on Saturday.

Specialist Rates

ABB policy is a maximum of (12) twelve working hours per day per person including travel time. Under special circumstances and with prior ABB Business Unit approval, the maximum work hours can be extended to (16) sixteen working hours per day per person including travel time.

Hourly and daily rates are exclusive of all travel and living costs.

Charges for travel and living expenses will be billed at cost plus a 25% handling charge.

Per Diem

Where purchasers specify or require daily rates for field services inclusive of local traveling and living expenses, a flat charge will be billed for all time worked or traveled per eight-hour weekday or fraction thereof (Monday through

March 2020

Classification	Daily Rate (1)	Daily Rate with Per Diem	Hourly Overtime Rate (2)	Hourly, Sunday, Standby, & Holiday Rate (3)
Transformer Services				
Class I	\$2480	\$2830	\$465	\$620
Class II	\$1650	\$2000	\$310	\$415
Class III	\$1320	\$1670	\$250	\$330
Emergency	25% surcharge added to above rates			
HV Services (Dead Tank Breaker, Live Tank Breaker Service)				
Class I	\$2,120	\$2,470	\$398	\$530
Class II	\$2,050	\$2,400	\$384	\$513
Emergency	\$2,650	\$3,088	\$497	\$663
HV Gas Insulated Switchgear (GIS) & PASS Breaker Services				
Class I GIS	\$2480	\$2830	\$465	\$620
Emergency	\$3,100	\$3,538	\$581	\$775
HV Generator Breaker Service Rate				
Class I	\$2,343	\$2,713	\$440	\$586
Emergency	\$3,100	\$3,538	\$518	\$775

Friday). All hours worked or traveled in excess of eight hours per weekday and all hours on Saturdays, Sundays, and holidays will be billed at the applicable hourly overtime rates. Per Diem rates exclude the cost of airfare to/from the job site and home base.

Traveling Time

The billing for traveling time will be at the applicable rate for the actual time traveled. Traveling time and expenses for each specialist / technician will include leaving and returning to the employee's home base.

Minimum Billing

A minimum billing for one day's service will be charged for each day or fraction thereof that a specialist / technician spends on the customer's premises.

Standby Time

When specialists / technicians are on the customer's premises but are unable to perform the services requested because of circumstances beyond the control of ABB Inc., the purchaser will be charged at the applicable rate.

Preparation / Post Work Time

When a specialist / technician works on a customer's project prior to the start of the field work and/or after the field work, the purchaser will be charged for all hours worked at the applicable rate.

Other Charges

The following charges will be in addition to the service rates stated previously:

A. Purchased Material

When the job requires the purchase of materials or services from subcontractors or other vendors or expendable tools, such items will be billed at cost plus a service charge not to exceed 30%.

B. Special Tools and Equipment Furnished by ABB

~~A charge shall be made for all specialized tools, equipment, and instruments. Refer to ABB Inc. Field Service Equipment Rental Rate Schedule.~~
new.abb.com/grid/customer/connect

C. Company Vehicle Mileage Rate

The cost of mileage for company vehicles to travel to and from the standard job site will be billed at a rate of \$0.75 per mile and \$200 per day.

D. Oil Processing Trailer

The daily rate for an oil processing trailer will be billed at \$2,500 per day, if required. Mobilization and demobilization charges will be billed at a rate of \$3.50 per mile each way. The usage of an oil processing trailer requires at least four service personnel (2 of the four must be ABB personnel)

TERMS OF PAYMENT

Net 30 days

TERMS AND CONDITIONS ABB Enterprise Software Inc.
"General Terms and Conditions of Sale"

WHAT ELSE HITACHI ABB CAN OFFER TO YOUR COMPANY?

Remote Monitoring and Service Center

CoCe – Collaboration Center



Our Collaboration Center, located in Mt. Pleasant, PA, is a centralized, multi-media control room outfitted with the latest technology to seamlessly connect you to Hitachi ABB Power Grids service specialists. Hitachi ABB Power Grids Service has always been there for our customers with live and in person after sales support on our high voltage equipment. In the event that our field service engineers cannot get to site, we can offer remote monitoring and access to our expert knowledge. Our CoCe can manage the monitoring of a huge number of devices, letting your company to focus on what it really matters.

Monitoring Solutions

MSM - Modular Switchgear Monitoring



The Modular Switchgear Monitoring (MSM) is an add-on system to supervise all types of high-voltage switchgears like dead tank breakers (DTB), live tank breakers (LTB), gas insulated switchgear (GIS) and hybrids. The system operates independently of existing control and protection devices and can be installed in new substations or retrofitted in existing installations.

Features: Gas pressure / Leak rate / Travel curve / Mech timing / Contact speed / coil current / operation counter / contact wear / motor current & time / motor without operation.

Switchgear Camera – Video confirmation for switches



The GIS / PASS camera mounted to a variety of viewports using a corresponding adapter. The lens and LEDs are specifically chosen and arranged to obtain a sufficient field of view with minimum reflections at the viewport glass. Power for the camera is supplied via PoE (Power-overEthernet). The camera transmits a HD live stream with a frame rate of 30 fps. The image resolution is 720p. Due to its safety relevant purpose the camera processor analyzes whether the image coming from the sensor is live. In case of a frozen image an overlaid rectangle in the image turns red. **SF6 Solutions**

CSRP - Cryogenic SF6 Recycling Plant



Thinking in the environment, Hitachi ABB developed a recycling plant for any level of SF6 purity, based on a patented cryogenic process, the machine processes the SF6 with no loss and return it to new grade. The recycling plant is situated on Greensburg – PA - USA, but depending on the demand, it can be shipped to customer site, and after a commissioning, start recycling from anywhere!

Wika – Gas Carts



for use.

Wika & Hitachi ABB have a partnership to offer to the market a high end SF6 gas cart, tested and developed in cooperation, the GPU line, is all you need to handle SF6 with safety and technology.

The SF₆ service equipment is an efficient and reliable solution that exceeds the current IEC standards for handling SF₆ gas. Low downtimes through long service intervals of more than 2,500 hours make them an extremely durable product that is always ready

SIL2 components / 10" touchscreen / Trailer and generator as optional.

EMT- Gas Analyzers and Top-Up Units



EMT & Hitachi ABB have a partnership to offer to the market a high end SF6 tester and auto top-up devices, this equipment is used by our crew, so we attest the quality of this product.

The Zero Waste Rapide Plus is a SF6 Gas analyzer, that can measure up to 8 different gases in 1 minute, 8 hours battery.



The Smartfill is a device to perform SF6 filling with the most safety possible, all the user needs to do is select the desired pressure, and the unit control the flow automatic.



3881 Old Winter Garden Road
BAYS 333-335 SUITE C
Orlando, FL 32805

QUINCY 72KV BREAKERS

: Fax: www.anixterpowersolutions.com

Phone 407.204.7160
407.893.7382

Quotation: U00661010.00

To: **QUINCY
UTILITIES DEPT
1006 N ADAMS ST
QUINCY, FL 32351**

Attn:

Phone:

Fax: **8506272876**

Issued Date:

Expiration Date:

Sales Contact:

Apr 16, 2021

May 16, 2021

Jeremy Brosnaham

(P) 850.494.2117

(F)

jeremy.brosnaham@anixter.com

Item	CustLine	Product and Description	Quantity	Price	Unit	Extended
1		72PM40-12C ABB 72KV BREAKERS SF6 GAS W/ACCESSORIES	3	44,263.000	EA	132,789.00

DEL: 22 WEEKS

SECTION TOTAL: \$132,789.00

QUOTE TOTAL: \$132,789.00

Special Notes

- 1) All items are In Stock unless otherwise noted.
- 2) All item pricing on this quote is valid for thirty days unless otherwise specified.
- 3) All applicable taxes apply.

BY ACCEPTING THIS QUOTE, YOU AGREE THAT THE ANIXTER TERMS AND CONDITIONS OF SALE PUBLISHED AT THE LINK BELOW ARE EXPRESSLY INCORPORATED INTO AND SHALL GOVERN THIS TRANSACTION.

<http://www.anixter.com/TERMSANDCONDITIONS>

Anixter Power Solutions offers the industry's most extensive and dynamic portfolio of products, services and solutions for the Public Power, Investor-owned Utilities, Construction and Industrial markets.

The impacts of COVID-19 cannot be reasonably determined at this time. This quote/proposal does not account for any potential adverse impacts COVID-19 may have on Anixter's performance or obligations herein. In the event of any delays or adverse impacts, Anixter reserves the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays, without fault or penalty of any kind.



3881 Old Winter Garden Road
BAYS 333-335 SUITE C
Orlando, FL 32805

15KV BREAKERS ABB

: Fax: www.anixterpowersolutions.com

Phone 407.204.7160
407.893.7382

Quotation: U00661008.00

Issued Date:
Expiration Date:
Sales Contact:

To: **CITY OF QUINCY
UTILITIES DEPARTMENT
423 WEST WASHINGTON STREET
QUINCY, FL 32351**

**Apr 16, 2021
May 16, 2021
Jeremy Brosnaham**

Attn:
Phone:
Fax:

**(P) 850.494.2117
(F)
jeremy.brosnaham@anixter.com**

Item	CustLine	Product and Description	Quantity	Price	Unit	Extended
1		MB11130SSMH5KBN4 R-MAG 15KV BREAKER 1250A DEL: 20 WEEKS	1	18,700.000	EA	18,700.00
2		MB11230UUMH5KBN4 R-MAG 15KV BREAKER 2000A DEL: 20 WEEKS	2	21,700.000	EA	43,400.00

SECTION TOTAL: \$62,100.00

QUOTE TOTAL: \$62,100.00

Special Notes

- 1) All items are In Stock unless otherwise noted.
- 2) All item pricing on this quote is valid for thirty days unless otherwise specified.3)
All applicable taxes apply.

BY ACCEPTING THIS QUOTE, YOU AGREE THAT THE ANIXTER TERMS AND CONDITIONS OF SALE PUBLISHED AT THE LINK BELOW ARE EXPRESSLY INCORPORATED INTO AND SHALL GOVERN THIS TRANSACTION.

<http://www.anixter.com/TERMSANDCONDITIONS>

Anixter Power Solutions offers the industry's most extensive and dynamic portfolio of products, services and solutions for the Public Power, Investor-owned Utilities, Construction and Industrial markets.

The impacts of COVID-19 cannot be reasonably determined at this time. This quote/proposal does not account for any potential adverse impacts COVID-19 may have on Anixter's performance or obligations herein. In the event of any delays or adverse impacts, Anixter reserves the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays, without fault or penalty of any kind.

DECOMMISSIONING OF Old Substation Transformers

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: May 11, 2021

DATE OF REQUEST: May 5, 2021

TO: Honorable Mayor and Members of the City of Quincy
Commission

FROM: Jack L. McLean Jr., City Manager
Robin Ryals, Utilities Director

SUBJECT: Decommissioning of Old Substation Transformers

Statement of Issue:

The Utilities Department is requesting approval from the Commission to sell the old substation transformers off as scrap.

Background:

The old Substation transformers located at 1020 N. Adams Street are in excess of 50 years old. Some have been determined to be showing signs of insulation breakdown detected in oil samples taken over the last 5 years. Staff reached out to several different transformer suppliers for safe removal and decommissioning of the units. No any old scrap dealer can be used to remove the transformers.

The first and only dealer to respond was Emerald Transformer. They are located in DeFuniak Springs and is close enough for it to be possible, due to the size of the transformers, to be able to haul them. They are Utilities Department regular transformer vendor and are FMPA approved for disposal of oil and transformer waste products.

Staff Recommendation:

Staff recommends that the Commission authorize Staff to allow Emerald Transformer to remove the seven transformers and pay the City the quoted price. Staff feels the transformers are all copper wound and will fetch the price of \$36,550.43.

Options:

Option 1: Vote to authorize Utilities Department to sell the old transformers as is to Emerald Transformer for the price listed.

Option 2: Provide direction.

Recommended Option:

Option 1

STATUS UPDATE

Report on SmartGrid

SMART GRID

Presented by Allcol Technologies Inc

SMART GRID

FISCAL 2020 BUDGET OUTLAY

FY 2021

\$67,500 Projected

YTD Total 46,320.12

CITY OF QUINCY, FL

FIBER OPTIC - SMARTGRID FINANCIAL REPORT

AS OF MARCH 31, 2021

Project Name	Fiscal Year	Budget	Expended	Balance	Source of Funds
Fiber Optic - SmartGrid Project - Job #115					
FY2020	9/30/2020	\$ 800,000.00	\$ 363,096.70	N/A - year ended	CCGB Loan Balance
FY2021	9/30/2021	\$ 500,000.00	\$ 39,840.12	\$ 460,159.88	\$259,556.31 CCBG Loan and \$240,443.69 Prior Year Revenues -Retained Earnings

FY 2020

\$363,096.25

Total

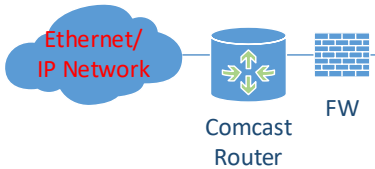
spent 10/2020 to March 31 2021

CDWG	\$	7,014.00
LightSpeed	\$	383.39
EESCO	\$	7,377.73
Strategic Innovative	\$	25,065.00
Total	\$	39,840.12

FY 2020
\$363,096.69
Total

Smart Grid Network Infrastructure

\$39,568
Project Mgmt

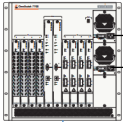


Tantalus Offices:
919.900.8970

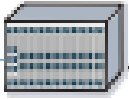
Technical Support:
919.335.8109

\$104,006

6800 Alcatel Switch



7360 OLT GPON



2.5 Gb/s



5520 AMS

Sub Station Servers



Tantalus Servers



City Hall



\$50,460

10 of 24 cabinets

Cabinet/Splitter



FY 2021
June – August 30th
11 - 24 cabinets

\$131,000

ONT



ONT



ONT

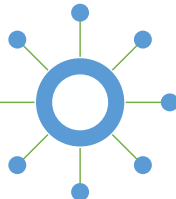
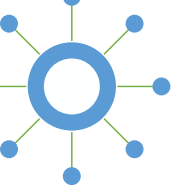
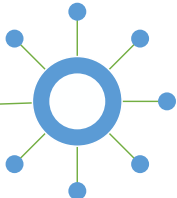
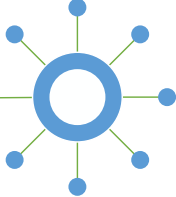


ONT



SmartGrid Meter Network

\$38,062



SMART GRID

FISCAL 2021 BUDGET OUTLAY

FY 2021

\$67,500 Projected

YTD Total 46,320.12

MONIES SPENT FROM FYs 09/30/2020 and YEAR-TO-DATE 03/31/2021

Budget Line Item	Loan Balance from \$3 million loan as of 09/30/2019	Spent during the fiscal year ended 09/30/2020	Loan Balance Remaining as of 09/30/2020	Monies Spent from 10/1/2020 to 03/31/2021	Loan Balance Remaining as of 03/31/2021
402-540-535-60646	\$ 80,945.00	\$ 50,833.70	\$ 30,111.30	\$ 4,011.32	\$ 26,099.98
403-591-531-60646	\$ 379,818.00	\$ 212,348.50	\$ 167,469.50	\$ 18,468.44	\$ 149,001.06
404-539-533-60646	\$ 80,945.00	\$ 45,254.72	\$ 35,690.28	\$ 13,439.05	\$ 22,251.23
405-561-532-60646	\$ 80,945.00	\$ 54,659.77	\$ 26,285.23	\$ 3,921.31	\$ 22,363.92
	\$ 622,653.00	\$ 363,096.69	\$ 259,556.31	\$ 39,840.12	\$ 219,716.19

Total Spent From 10/1/2019 to 03/31/2021

\$ 402,936.81

FY 2021

\$67,500 Projected

YTD Total 46,320.12

BUDGET - FY 2021

Budget Line Item	Loan Proceeds (90000)	Use of Retained Earnings (90001)	Total Allocated in Budget	Amount Expended aas of March 31, 2021	Amount Available until Year Ending 09/30/2021
402-389-90000 and 402-389-90001	\$ 30,354.00	\$ 34,646.00	\$ 65,000.00	\$ 4,011.32	\$ 60,988.68
403-389-90000 and 403-389-90001	\$ 142,432.00	\$ 162,568.00	\$ 305,000.00	\$ 18,468.44	\$ 286,531.56
404-389-90000 and 404-389-90001	\$ 30,354.00	\$ 34,646.00	\$ 65,000.00	\$ 13,439.05	\$ 51,560.95
405-389-90000 and 405-389-90001	\$ 30,354.00	\$ 34,646.00	\$ 65,000.00	\$ 3,921.31	\$ 61,078.69
	<u>\$ 233,494.00</u>	<u>\$ 266,506.00</u>	<u>\$ 500,000.00</u>	<u>\$ 39,840.12</u>	<u>\$ 460,159.88</u>

Smart Grid Network Infrastructure

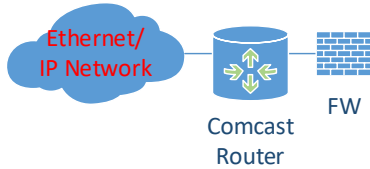
FY 2021

\$67,500 Projected

YTD Total 39,840.12

\$25,065-FYTD
Project Mgmt

\$7,500 FW/UPS

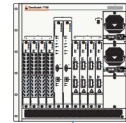


Tantalus Offices:
919.900.8970

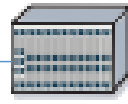
Technical Support:
919.335.8109

\$2,500-ProSrvs
Due by May 15th

6800 Alcatel
Switch



7360 OLT
GPON



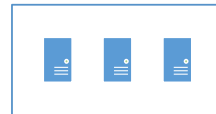
\$383.39
Lightspeed

2.5 Gb/s



5520 AMS

Sub Station
Servers



\$7,014-CDWG

Tantalus Servers



City Hall



10 of 24 cabinets

Cabinet/Splitter



FY 2021
June – August 30th
11 - 24 cabinets

\$55,000 Estimated

\$7,377.73
EESCO

\$2,500-ProSrvs
Due by June 30th

ONT



ONT



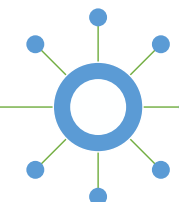
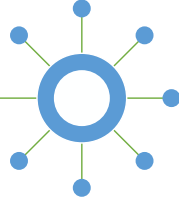
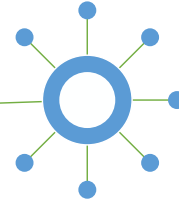
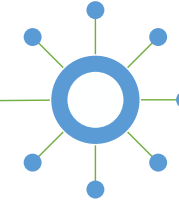
ONT



ONT



SmartGrid Meter
Network



FY 2021

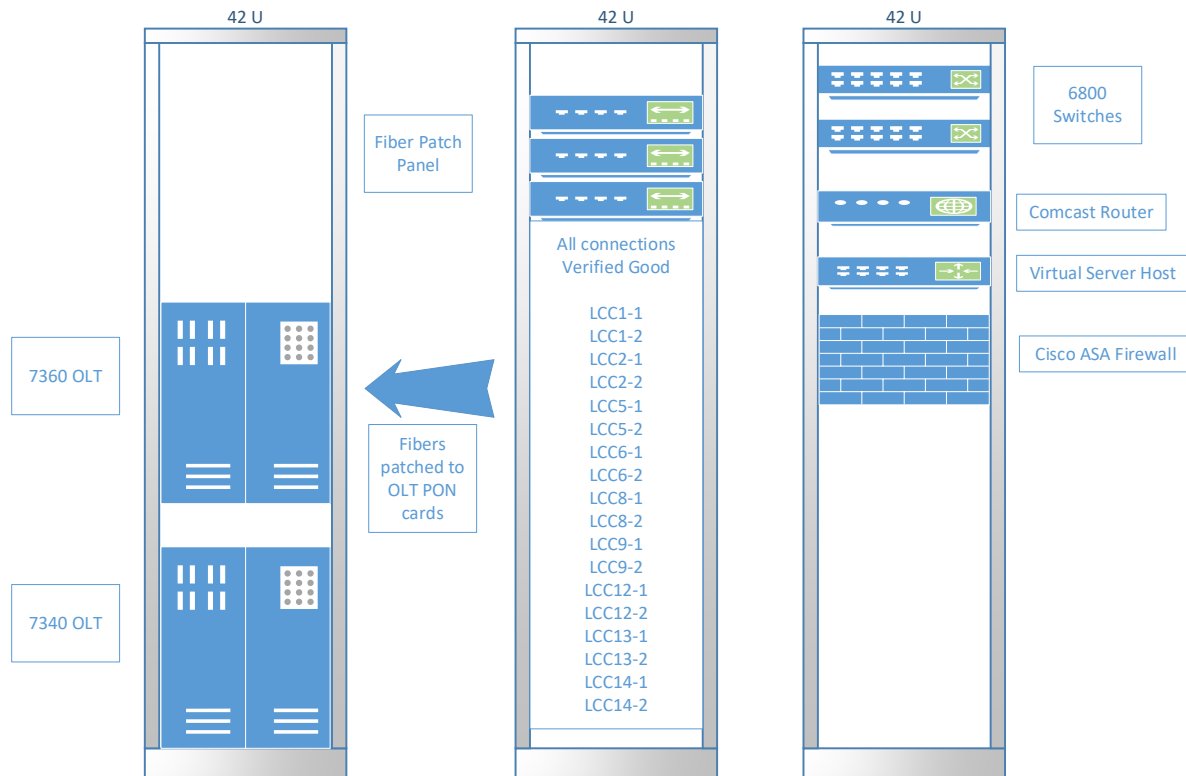
\$67,500 Projected

YTD Total 46,320.12

USE OF RETAINED EARNINGS - PRIOR YEAR FUNDS

FY 2019 Hurricane Irma Reimbursement - FEMA	\$ 127,260.45
FY 2019 Hurricane Michael Reimbursement - FEMA	\$ 22,704.04
FY 2020 Hurricane Irma Reimbursement - FEMA	<u>\$ 4,133.36</u>
FEMA Monies	\$ 154,097.85
Monies from Prior Years' Operations	<u>\$ 112,408.15</u>
Total Funds from Retained Earnings	<u><u>\$ 266,506.00</u></u>

SmartGrid Equipment Layout



► Status:

► Need to make the physical connections to the Nokia OLT and Switches - **Complete**

► Need to make the Comcast Data Connections. – **Partially Complete**

► Need to have Nokia install and configure the AMS Gpon Management system.

► Need to connect the Fibers from the Patch Panel to the OLT Shelf. - **Complete**

► Need to Light the fiber to detect ONT's Functionality.

► Establish the IPSec VPN Tunnel to Tantalas

► 10 Functioning Field Cabinets - **Completed**

► 12 Non-Functioning Cabinets – **In Progress**

► 1 additional Line Card Needed

► 20 Additional SFP's Needed

► Timeline – Phase 1 June 30th