



# City Hall

404 West Jefferson Street  
Quincy, Florida 32351

[www.myquincy.net](http://www.myquincy.net)

## Special Meeting

Monday, November 28, 2022  
5:00 PM

**City Hall Commission Chamber**

### **City Commissioners**

Mayor Keith Dowdell – District I  
Mayor Pro Tem Anessa Canidate – District V  
Commissioner Angela G. Sapp – District II  
Commissioner Ronte R. Harris – District III  
Commissioner Frieda Bass-Prieto – District IV

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

# PUBLIC NOTICE



## NOTICE OF SPECIAL MEETING

Quincy City Hall  
Commission Chambers  
404 W. Jefferson Street | Quincy, Florida 32351

Notice is hereby given that City Manager Robert Nixon has called a Special Meeting pursuant to section 2.51 of the City of Quincy Charter, for Monday, November 28, 2022, at 5:00 pm.

All interested members of the public are hereby invited to attend the Special Meeting on Monday, November 28, 2022, at 5:00 pm.

### Special Meeting Items of Discussion:

- **Resolution No. 1433-2022 - Christmas Parade Road Closure**
- **Resolution No. 1434-2022 - Mistletoe Market Road Closure**
- **FDOT Small Counties Outreach Program Stewart Street from Stewart Street School to US 90**
- **Approval of the Purchase Water Chlorination System Replacement Parts**

For additional information please call the City of Quincy at 850-618-1884.



# Special Meeting

Monday, November 28, 2022

5: 00 PM

City Hall

Commission Chamber

## **AGENDA**

### **Call to Order**

### **Roll Call**

### **Special Items of Discussion**

- 1. Resolution 1433-2022 – Christmas Parade Road Closure**
  - **Robert Nixon, City Manager**
  - **Lt. Carlos Hill, City of Quincy Police Department**
  
- 2. Resolution 1434-2022 – Mistletoe Market Road Closure**
  - **Robert Nixon, City Manager**
  - **Lt. Carlos Hill, City of Quincy Police Department**
  
- 3. FDOT Small Counties Outreach Program Stewart Street from Stewart Street School to US 90**
  - **Robert Nixon, City Manager**
  - **Reggie Bell, Public Works Director**
  
- 4. Approval of the Purchase Water Chlorination System**
  - **Robert Nixon, City Manager**
  - **Richard Ash, Utilities Director**

### **Adjournment**

Title XIX: PUBLIC BUSINESS - Chapter 286 - PUBLIC BUSINESS: MISCELLANEOUS PROVISIONS -  
**SECTION 0105 - Notices of meetings and hearings must advise that a record is required to appeal.**

286.0105 - Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing.

**RESOLUTION NO.  
1433-2022  
CHRISTMAS  
PARADE ROAD  
CLOSURE**

## RESOLUTION No. 1433-2022

### **A RESOLUTION GRANTING THE REQUEST OF THE CITY OF QUINCY FOR THE TEMPORARY ROAD CLOSING FOR THE 2022 ANNUAL CHRISTMAS PARADE**

**WHEREAS** the City of Quincy has requested the closing of certain roads for its 2022 Christmas Parade to be held on Friday, December 2, 2022.

**WHEREAS**, the City of Quincy has determined that said road closings are necessary in order for the 2022 Christmas Parade to take place as planned and that such use will not interfere with the safe and efficient movement of traffic or cause danger to the public.

**NOW THEREFORE BE IT RESOLVED** by the City Commission of the City of Quincy, Florida, in a lawful session assembled, that the City of Quincy does hereby authorize and permit the temporary closing of the following State Roads: Adams Street (State Road 267) between East King Street and East Washington Street; and the following City Roads: Intersection of King and 9<sup>th</sup> Street, Intersection of 9<sup>th</sup> street and West Franklin Street. Intersection of West Washington Street and 9<sup>th</sup> Street, King Street (between the intersections of Key Street and Adams Street), Washington Street ( between the intersections of Key Street and Adams Street), Key Street (between the intersections of King Street and Washington Street), Ward Street (between the intersections of King Street and Washington Street), Stewart Street (between the intersection of King Street and Washington Street), Calhoun Street (between the intersection of King Street and Washington Street), Jackson Street (between the intersection of King Street and Washington Street), and Monroe Street (between the intersections of King Street and Washington Street), for the 2022 Christmas Parade to begin on Friday December 2, 2022 from 3:00 p.m. until 9:00p.m.

**PASSED** in open session of the City Commission of the City of Quincy, Florida on the 28<sup>th</sup> of November, 2022.

\_\_\_\_\_  
Presiding Officer of the City Commission of the  
City of Quincy, Florida

ATTEST:

\_\_\_\_\_  
Janice Shackelford-Clemons  
Clerk of City of Quincy and  
Clerk of the City Commission thereof

**RESOLUTION NO.  
1434-2022  
MISTLETOE  
MARKET  
ROAD CLOSURE**

# RESOLUTION No. 1434-2022

## A RESOLUTION GRANTING THE REQUEST OF QUINCY MAIN STREET FOR THE TEMPORARY ROAD CLOSING FOR THE 2022 MISTLETOE MARKET

**WHEREAS**, Quincy Main Street has requested the closing of certain roads for its 2022 Mistletoe Market to be held on Saturday, December 3, 2022.

**WHEREAS**, the City of Quincy has determined that said road closings are necessary in order for the 2022 Mistletoe Market to take place as planned and that such use will not interfere with the safe and efficient movement of traffic or cause danger to the public.

**NOW THEREFORE BE IT RESOLVED** by the City Commission of the City of Quincy, Florida, in lawful session assembled, that the city of Quincy does hereby authorize and permit the temporary closing of the following State Roads: W Washington and N Adams Street, N Madison Street and E Washington Street for the 2022 Mistletoe Market to begin on Saturday December 3, 2022, from 10:00 A.M. until 3:00 P.M.

**PASSED** in open session of the City Commission of the City of Quincy, Florida on the 28<sup>th</sup> day of November, A.D., 2022

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Presiding Officer of the City Commission of the  
City of Quincy, Florida

ATTEST:

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Janice Shackelford-Clemons  
Clerk of City of Quincy and  
Clerk of the City Commission thereof



**FDOT SMALL  
COUNTIES  
OUTREACH  
PROGRAM (SCOP)**

**CITY OF QUINCY, FLORIDA  
REGULAR CITY COMMISSION  
AGENDA REQUEST**

**Date of Meeting:** November 28, 2022

**Date Submitted:** November 22, 2022

**To:** Honorable Mayor and Members of the City Commission

**From:** Rob Nixon, City Manager  
Reggie Bell, Public Works Director

**Subject:** FDOT Small Counties Outreach Program (SCOP) –  
Stewart Street from Stewart St. School to US 90 –  
FPID-446065-1-54-01/Contract No. G1P08

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**Statement of Issue/Justification:**

The current SCOP project located on South Stewart Street from US 90 to Stewart Street School has been substantially complete for well over six weeks now except for the south bound lane from approximately GF&A Drive south for 400 lineal feet. This portion of the work was paved but due to the base, the pavement unraveled when traffic was placed on it. The determination was that base was too wet causing a weakening, either from and water main break or from subsurface moisture. Either way, this portion will require repaving to complete the project.

**Conclusion/Background/Recommendations:**

Provided for your information is a proposed Change Order #3 submitted by CW Roberts Contracting for the repair of the area. Also provided are emails showing the overall funding for the project. The proposed corrective action to repair the area are as follows: 1) Failed areas to be cut and patched with asphalt base, 2) Allow area to cure for 14 days, and 3) Mill 1" and then place the final 1" of finished asphalt. For your further information, staff, and Anchor both have requested additional funding from FDOT for this repair but received word that their funds for the SCOP have been depleted due to the rise in costs during the last two years and they have no funds in which to help with this responsibly.

**General Recommendation:** Staff recommends the Commission approve the Change Order #3 in the sum of \$16,038.67 so that we can finally complete this project.

GL Number: 001-430-541-60632

**Options:**

**Option 1: Vote to approve the Change Order #3 for CW Roberts Contracting.**

**Option 2. Advise staff how to move forward.**

**Staff Recommendation:**

**Option 1**

**Attachment(s): Change Order #3  
Emails Reflecting Current Project Costs**

<b>CONTRACT CHANGE ORDER</b> <b>Failed Mat Area Corrections</b>		ORDER NO. <b>3</b>
		DATE <b>11/7/2022</b>
		STATE <b>FL</b>
CONTRACT FOR <b>Stewart Street Phase I Resurfacing SCOP</b>	COUNTY <b>Gadsden</b>	
OWNER <b>CITY OF QUINCY BOARD OF CITY COMMISSIONERS</b>		

To C.W. Roberts Contracting, Inc.  
(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
1. Mobilization		\$ 2,300.00
2. Maintenance of Traffic		\$ 1,500.00
3. Clearing and Grubbing		\$ 2,500.00
4. SP 12.5 Superpave Asphaltic Concrete		\$ 4,752.00
5. Milling		\$ 1,962.45
6. Asphalt Laydown		\$ 2,340.00
7. Painted Pavement Marking, STD, White Solid 6"		\$ 52.06
8. Painted Pavement Marking, STD, Yellow, Solid 6"		\$ 102.75
9. Thermoplastic, STD, White, Solid 6"		\$ 178.03
10. Thermoplastic, STD, Yellow, Solid, 6"		\$ 351.38
<b>TOTALS</b>		<b>\$ 16,038.67</b>
<b>NET CHANGE IN CONTRACT PRICE</b>		<b>\$ 16,038.67</b>

**JUSTIFICATION:**

Failed areas of the project are to be cut and patched with an asphalt base. Prior to proceeding with the 1-inch milling and resurfacing, a 14-day cure period is required following the application of the base to allow the asphalt to settle/cure and to ensure that there is no significant rutting or cracking. Then, a 14-day cure period is required before thermos can be painted on new asphalt. The Contractor has requested an extension of 60 days in order to complete the work outlined in this change order. It is therefore, recommended that the Contract Time be extended by 60 days.

The amount of the Contract will be (Increased/Decreased/Unchanged) by the Sum of **SIXTEEN-THOUSAND, THIRTY-EIGHT DOLLARS AND SIXTY-SEVEN CENTS (\$16,038.67)**.

The Contract Total including this, and previous Change Orders will be: **SIX-HUNDREND AND FIVE THOUSAND, ONE-HUNDRED AND SEVENTY-FOUR DOLLARS AND TWENTY-FIVE CENTS (\$605,174.25)**.

The Contract Period provided for Completion will be (Increased/Decreased/Unchanged): 30 Days.

Substantial Completion is now set for November 23, 2022.

Final Completion is now set for December 7, 2022.

This Document will become a supplement to the contract and all provisions will apply hereto.

Requested \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)  
 Recommended *Billy Smith* (Owner's Architect/Engineer) 11/7/22 (Date)  
 Accepted *Samuel* (Contractor) 11-7-2022 (Date)

# CHANGE ORDER 3 VERIFICATION SHEET

## CHANGE ORDER 3

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	ITEM	ORIGINAL CITY COST	ORIGINAL FDOT COST	TOTAL CONTRACT COST	CHANGE ORDER 1 REDUCTION - QUANTITY COST ONLY	CO3 QUANTITY	CO3 UNITS	CO3 UNIT PRICE	CO3 UNIT COST	NEW TASK A/D TOTAL PROJECT COST
<b>General Notes</b>												
101-1	Mobilization	1	LS	\$ 2,500.00	\$ 85,000.00	\$ 37,500.00	\$ 0.00	1	LS	\$ 2,300.00	\$ 2,300.00	\$ 89,800.00
102-1	Maintenance of Traffic	1	LS	\$ (2,500.00)	\$ 46,600.00	\$ 44,000.00	\$ 0.00	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 45,600.00
102-2	Clearing and Grubbing	1	LS	\$ 1,500.00	\$ 43,000.00	\$ 50,000.00	(\$150.00)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 52,750.00
<b>Construction Costs</b>												
314-1-12	Supersave Asphalt Concrete, Traffic B	1675	TN	\$ 11,725.00	\$ 749,875.00	\$ 261,300.00	(\$11,311.71)	15	TN	\$ 156.00	\$ 2,340.00	\$ 262,428.27
327-70-5	Milling Existing Asphalt Pavement, 1.5" Average Depth	4,000	SY	\$ 800.00	\$ 28,600.00	\$ 29,400.00	(\$678.87)	287	SY	\$ 7.35	\$ 1,942.45	\$ 30,655.58
660-2101	Loop Assembly, F&I Type A	5	EA	\$ 600.00	\$ 4,500.00	\$ 5,150.00	(\$1,820.00)			\$ -	\$ -	\$ 3,330.00
E522-1	Concrete Sidewalk and Driveways - Remove and Replace, 4"	77	SY	\$ 182.00	\$ 13,622.00	\$ 14,091.00	\$ 0.00			\$ -	\$ -	\$ 14,091.00
283-711	Optional Base, Base Group II	125	SY	\$ 107.50	\$ 6,467.50	\$ 6,875.00	\$ 0.00			\$ -	\$ -	\$ 6,875.00
570-1-10	Concrete Curb and Outer, Type F	56	LF	\$ 75.00	\$ 6,345.00	\$ 5,822.00	\$ 0.00			\$ -	\$ -	\$ 5,822.00
327-70-8	Milling Existing Asphalt and Base, 6" Average Depth	8,160	SY	\$ 1,428.00	\$ 35,600.00	\$ 45,451.60	(\$179.47)			\$ -	\$ -	\$ 45,033.83
0104-18	Wet Friction System	23	EA	\$ 0.00	\$ 4,500.00	\$ 4,500.00	\$ 0.00			\$ -	\$ -	\$ 4,500.00
700-1-11	Single Post Sign, Full Ground Mount, up to 12 SF	18	EA	\$ 0.00	\$ 4,080.00	\$ 4,080.00	\$ 0.00			\$ -	\$ -	\$ 4,080.00
700-1-10	Single Post Sign, Remove	19	EA	\$ 0.00	\$ 513.00	\$ 513.00	\$ 0.00			\$ -	\$ -	\$ 513.00
705-3	Retro-Reflective Raised Pavement Markers	256	EA	\$ 0.00	\$ 1,024.00	\$ 1,024.00	\$ 0.00			\$ -	\$ -	\$ 1,024.00
F10-11123	Painted Pavement Markings, Standard, White, Solid for Crosswalk or Roundabout, 12"	403	LF	\$ 0.00	\$ 826.90	\$ 826.90	\$ 0.00			\$ -	\$ -	\$ 826.90
F10-11124	Painted Pavement Markings, Standard, White, Solid for Stop Line or Crosswalk, 24"	461	LF	\$ 0.00	\$ 1,311.65	\$ 1,311.65	\$ 0.00			\$ -	\$ -	\$ 1,311.65
F10-11101	Painted Pavement Markings, Standard, White, Solid, 6"	134	GM	\$ 0.00	\$ 2,637.80	\$ 2,637.80	\$ 0.00	0.018	GM	\$ 1,370.00	\$ 92.08	\$ 2,709.88
F10-11201	Painted Pavement Markings, Standard, Yellow, Solid, 6"	134	GM	\$ 0.00	\$ 2,637.80	\$ 2,637.80	\$ 0.00	0.015	GM	\$ 1,370.00	\$ 102.35	\$ 2,769.55
F10-90	Painted Pavement Markings, Final Surface	1	LS	\$ 0.00	\$ 7,400.00	\$ 7,400.00	\$ 0.00			\$ -	\$ -	\$ 7,400.00
F11-11122	Thermoplastic, Standard, White, Solid, 12" for Crosswalk and Roundabout	403	LF	\$ 0.00	\$ 1,813.50	\$ 1,813.50	\$ 0.00			\$ -	\$ -	\$ 1,813.50
F11-11121	Thermoplastic, Standard, White, Solid, 24" for Stop Line and Crosswalk	461	LF	\$ 0.00	\$ 2,637.70	\$ 2,637.70	\$ 0.00			\$ -	\$ -	\$ 2,637.70
F11-11011	Thermoplastic, Standard Other Surfaces, White, Solid, 6"	134	GM	\$ 0.00	\$ 8,088.90	\$ 8,088.90	\$ 0.00	0.038	GM	\$ 4,665.00	\$ 178.03	\$ 9,268.93
F11-11011	Thermoplastic, Standard Other Surfaces, Yellow, Solid, 6"	134	GM	\$ 0.00	\$ 9,038.90	\$ 9,038.90	\$ 0.00	0.015	GM	\$ 4,665.00	\$ 351.38	\$ 9,440.28
F11-11154	Thermoplastic, Standard, White, Message or Symbol	2	EA	\$ 0.00	\$ 280.00	\$ 280.00	\$ 0.00			\$ -	\$ -	\$ 280.00
CO3	SP 12.5 Supersave Asphalt Concrete	0	0	\$ 0.00	\$ -	\$ -	\$ 0.00	64	SY	\$ 68.00	\$ 4,352.00	\$ 4,352.00
<b>CONTRACT TOTALS</b>				<b>\$10,495.00</b>	<b>\$ 576,977.85</b>	<b>\$ 593,472.85</b>	<b>(\$4,337.27)</b>	<b>CHANGE ORDER 3 TOTAL COST</b>		<b>\$ 16,038.07</b>	<b>\$ 605,174.25</b>	

Description	Quantity	Units	Unit Price	Total
<b>Stewart Street Phase I</b>				
<b>New Items</b>				
MOBILIZATION	1	LS	\$ 2,300.00	\$ 2,300.00
MAINTENANCE OF TRAFFIC	1	LS	\$ 1,500.00	\$ 1,500.00
CLEARING & GRUBBING	1	LS	\$ 2,500.00	\$ 2,500.00
OBG (Black Base)	54	SY	\$ 88.00	\$ 4,752.00
MILLING	267	SY	\$ 7.35	\$ 1,962.45
ASPHALT LAYDOWN	15	TN	\$ 156.00	\$ 2,340.00
PAINTED PAVEMENT MARKING, STD, WHITE, SOLID 6"	0.038	GM	\$ 1,370.00	\$ 52.06
PAINTED PAVEMENT MARKING, STD, YELLOW, SOLID 6"	0.075	GM	\$ 1,370.00	\$ 102.75
THERMOPLASTIC, STD, WHITE, SOLID, 6"	0.038	GM	\$ 4,685.00	\$ 178.03
THERMOPLASTIC, STD, YELLOW, SOLID, 6"	0.075	GM	\$ 4,685.00	\$ 351.38
				<b>\$ 16,038.67</b>

\*\*\*CWR requests 40 additional days\*\*\*

Total \$ 16,038.67

Fwd: City of Quincy - Stewart Street Phase 1 - CO #3

Brittany Trumbull <btrumbull@anchorcei.com>

Mon 11/14/2022 1:42 PM

To: Mo Cox <mcox@myquincy.net>

Cc: Mandy O'Regan <moregan@anchorcei.com>

No - she didn't copy you, but here is our response. We will keep you posted.

Brittany Trumbull, P.E.

Begin forwarded message:

**From:** moregan@anchorcei.com

**Date:** November 14, 2022 at 12:31:40 PM CST

**To:** "Showalter, Maria" <Maria.Showalter@dot.state.fl.us>

**Cc:** Mandy O'Regan <moregan@anchorcei.com>, Brittany Trumbull <btrumbull@anchorcei.com>

**Subject:** RE: City of Quincy - Stewart Street Phase 1 - CO #3

Thank you, Maria –

Just to confirm what you guys are seeing against what we see. With FDOT SA#1 the FDOT Construction budget was increased to **\$576,977.85** and with CO#3 it will bring FDOT's project cost to **\$593,016.52**.

At the beginning of this project during the bidding phase, FDOT stated that the City would need to cover **\$16,495.00** of the project costs and with CO#1 which the City included on their budget, it brought the City's total budget to **\$12,157.73**.

The City has no additional funding available at this time to cover this Change Order so we were wanting some confirmation from FDOT that they agree to the budget increase to **\$593,016.52**.

From what we can see, the budget for FDOT following the signing of this change order would be more than what was delegated in SA#1. Please confirm.

<b>CLIENT:</b>	<b>PROJECT:</b>
<b>CITY OF QUINCY</b>	<b>STEWART STREET PHASE 1</b>

AGENCY	CONTRACT BUDGET	CHANGE ORDER	TOTAL BUDGET
FDOT	\$ 576,977.85	\$ 16,038.67	\$ 593,016.52
QUINCY	\$ 16,495.00	\$ (4,337.27)	\$ 12,157.73
<b>CONTRACT TOTAL BID</b>	<b>\$ 593,472.85</b>	<b>\$ 11,701.40</b>	<b>\$ 605,174.25</b>
			\$ 605,174.25

Original FDOT Budget	\$ 472,939.00
Additional Funding Requested by the City to cover CEI/Construction Costs	\$ 169,318.00
FDOT SA#1	\$ <b>642,077.00</b>

DESIGN	\$ 46,520.00
CEI	\$ 18,578.57

CONSTRUCTION	\$	576,977.85
TOTAL PROJECT COST	\$	642,076.42

Warm Regards,

**Mandy O'Regan**  
**Planning Technician**  
**450 Magnolia Avenue**  
**Panama City, Florida 32401**  
Office: 850.215.1285, EXT 104  
Direct: 850.866.1755  
Cell: 970.776.0159



**From:** Showalter, Maria <Maria.Showalter@dot.state.fl.us>  
**Sent:** Monday, November 14, 2022 12:56 PM  
**To:** moregan@anchorcei.com; 'Brittany Trumbull' <btrumbull@anchorcei.com>  
**Cc:** Kent, Vickie <Vickie.Kent@dot.state.fl.us>; Stoutamire, William <William.Stoutamire@dot.state.fl.us>; 'Mo Cox' <mcox@myquincy.net>  
**Subject:** RE: City of Quincy - Stewart Street Phase 1 - CO #3  
**Importance:** High

Mandy,

As stated to Brittany in the below email. We didn't see that a SA was needed from the department as it appeared there were enough funds on the contract between contractor and City of Quincy. If the City sees otherwise, they will need to submit a request explaining the funded need for review and approval.

Thank you,

*Maria Showalter*

Florida Department of Transportation  
D3 Local Programs Administrator  
850-330-1227  
[maria.showalter@dot.state.fl.us](mailto:maria.showalter@dot.state.fl.us)  
MS Teams Call or [Chat](#)



**From:** [moregan@anchorcei.com](mailto:moregan@anchorcei.com) <[moregan@anchorcei.com](mailto:moregan@anchorcei.com)>  
**Sent:** Monday, November 14, 2022 11:49 AM  
**To:** Showalter, Maria <[maria.showalter@dot.state.fl.us](mailto:maria.showalter@dot.state.fl.us)>; 'Brittany Trumbull' <[btrumbull@anchorcei.com](mailto:btrumbull@anchorcei.com)>  
**Cc:** Kent, Vickie <[Vickie.Kent@dot.state.fl.us](mailto:Vickie.Kent@dot.state.fl.us)>; Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>; 'Mo Cox' <[mcox@myquincy.net](mailto:mcox@myquincy.net)>  
**Subject:** RE: City of Quincy - Stewart Street Phase 1 - CO #3

Good Afternoon, Maria –

We wanted to know what the next steps are for this. Are you completing a supplement agreement for the City's execution for the increase in budget and 21-day extension. We have prepared the Change Order for the Contractor but both the City and Contractor need written confirmation from FDOT on the budget increase and time extension in order to move forward.

The Contractor will not begin work until he has a received a signed change order, which may delay the project further

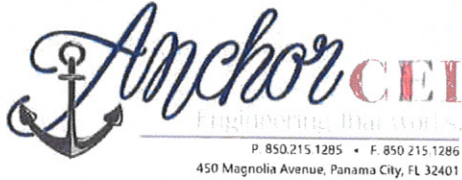


Let me know what we need to do on our end so that we can get the Contractor working on the additional work within that 21-day time frame.

Thank you in advance. 😊

Warm Regards,

**Mandy O'Regan**  
**Planning Technician**  
**450 Magnolia Avenue**  
**Panama City, Florida 32401**  
Office: 850.215.1285, EXT 104  
Direct: 850.866.1755  
Cell: 970.776.0159



**From:** Showalter, Maria <[Maria.Showalter@dot.state.fl.us](mailto:Maria.Showalter@dot.state.fl.us)>  
**Sent:** Wednesday, November 9, 2022 10:32 AM  
**To:** Brittany Trumbull <[btrumbull@anchorcei.com](mailto:btrumbull@anchorcei.com)>  
**Cc:** Kent, Vickie <[Vickie.Kent@dot.state.fl.us](mailto:Vickie.Kent@dot.state.fl.us)>; [moregan@anchorcei.com](mailto:moregan@anchorcei.com); Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>; 'Mo Cox' <[mcox@myquincy.net](mailto:mcox@myquincy.net)>  
**Subject:** FW: City of Quincy - Stewart Street Phase 1 - CO #3

Good Morning Brittany,

Please see Ricks response below, as to partially participation in the CO request. Also, funding was reviewed and it appears that there is sufficient funds on the contract to allow these changes.

Please let us know if there are additional questions.

Thank you!

*Maria Showalter*

Florida Department of Transportation  
D3 Local Programs Administrator  
850-330-1227  
[maria.showalter@dot.state.fl.us](mailto:maria.showalter@dot.state.fl.us)  
MS Teams Call or Chat



**From:** Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>  
**Sent:** Wednesday, November 9, 2022 8:25 AM  
**To:** Showalter, Maria <[Maria.Showalter@dot.state.fl.us](mailto:Maria.Showalter@dot.state.fl.us)>  
**Cc:** Kent, Vickie <[Vickie.Kent@dot.state.fl.us](mailto:Vickie.Kent@dot.state.fl.us)>  
**Subject:** FW: City of Quincy - Stewart Street Phase 1 - CO #3

Good morning, ladies.

Maria,

The attached CO proposal (\$16,038.67 & 40 additional days) is a cost reduction from the initial proposal ACEI submitted on 11-02-22 in amount of \$19,488.67. The difference represents performing the base repair & corresponding resurfacing in 2 separate operations vs. 1 operation. The initial proposal included an additional observation period agreed to between the City and the Contractor.

I do not believe an additional observation period is necessary and creates needless additional costs.

### COST

\*The attached reduced CO amount represents performing all work in a single operation, thus reducing the amount of costs associated with Mobilization & M.O.T. I recommend FULL Participation in the requested amount of \$16,038.67. Costs are based on original bid and comparable to Statewide Averages.

### TIME

\*Per the attached, the Contractor is requesting an additional 40 days to perform the work; these 40 days include the additional observation period of "2-3 weeks" per ACEI email dated 11-02-22 below. For the time aspect, I recommend a PARTIAL participation of 21 days; this time is specific to the Prime Contractor & Subcontractor (thermoplastic striping) scheduling aspect and is not intended to be associated with an additional observation period.

Give me a call to discuss if need be.

Thank you,  
William F. Stoutamire Jr. (Rick)  
Midway Operations Construction Manager  
850-245-7968  
850-703-7133

**From:** Brittany Trumbull <[btrumbull@anchorcei.com](mailto:btrumbull@anchorcei.com)>  
**Sent:** Friday, November 4, 2022 3:46 PM  
**To:** Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>  
**Cc:** [moregan@anchorcei.com](mailto:moregan@anchorcei.com)  
**Subject:** RE: City of Quincy - Stewart Street Phase 1 - CO #3

Hey Rick,

Of course.

Q: Why is an additional observation period required beyond the 30 days initial? I reviewed the site today and the distressed areas have stabilized, so the extended observation period seems unnecessary and creates additional Mobilization, MOT, & material costs. CWR included the observation period is because the City wanted a guarantee that there would not be no cracking or rutting after we made the repairs. In order to better guarantee this to the City and avoid risking the chance of having those failures show up in the final mat, CWR recommended to first install the asphalt base and then let traffic run on in it, so that in the case there were any failures or defects we could address those issues prior to performing the mill and resurface. But, I agree that it's an additional cost. I talked to CWR and they agreed to reduce the cost (see attached, revised Change Order Amount). In this case, and if CWR will waive the observation period prior to milling & resurfacing, both items of work can be performed in the same operation, as shown in the revised pricing.

Q What is proposed total depth of existing asphalt/base excavation?  
4" below existing asphalt.

Q How does Contractor propose to remove existing material?

If the base installation is performed in a separate operation from the milling & resurfacing, CWR would saw cut and excavate. If installed in the same operation as the milling and resurfacing, they will remove the existing material with the milling machine and backhoe or skid steer.

Let me know if you need anything else.

Thanks!

**Brittany Trumbull, P.E.**  
Vice President  
850.819.8080



**From:** Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>  
**Sent:** Thursday, November 3, 2022 3:33 PM  
**To:** Brittany Trumbull <[btrumbull@anchorcei.com](mailto:btrumbull@anchorcei.com)>  
**Subject:** RE: City of Quincy - Stewart Street Phase 1 - CO #3

Hi Brittany,

After review I had a couple questions.

The proposed repair includes an additional 2-3 week observation period prior to milling & replacement of 1" of what must be considered temporary asphalt.

Q: Why is an additional observation period required beyond the 30 days initial? I reviewed the site today and the distressed areas have stabilized, so the extended observation period seems unnecessary and creates additional Mobilization, MOT, & material costs.

Q What is proposed total depth of existing asphalt/base excavation?

Q How does Contractor propose to remove existing material?

Thanks!

William F. Stoutamire Jr. (Rick)  
Midway Operations Construction Manager  
850-245-7968  
850-703-7133

**From:** Brittany Trumbull <[btrumbull@anchorcei.com](mailto:btrumbull@anchorcei.com)>  
**Sent:** Wednesday, November 2, 2022 11:08 AM  
**To:** Stoutamire, William <[William.Stoutamire@dot.state.fl.us](mailto:William.Stoutamire@dot.state.fl.us)>; Kent, Vickie <[Vickie.Kent@dot.state.fl.us](mailto:Vickie.Kent@dot.state.fl.us)>; Showalter, Maria <[Maria.Showalter@dot.state.fl.us](mailto:Maria.Showalter@dot.state.fl.us)>  
**Cc:** [morgan@anchorcei.com](mailto:morgan@anchorcei.com); [dball@anchorcei.com](mailto:dball@anchorcei.com); 'Mo Cox' <[mcox@myquincy.net](mailto:mcox@myquincy.net)>  
**Subject:** City of Quincy - Stewart Street Phase 1 - CO #3

**EXTERNAL SENDER:** Use caution with links and attachments.

Good Morning Rick, Vickie, and Maria,

As you're all aware, we have run into a construction issue in the City of Quincy on Stewart Street Phase I (FPID 446065-1-54-01).

To summarize, starting at station 44+07 and heading south both lanes, CWR was to reclaim asphalt roadway to a depth of 6". In the south bound lane at approximately station 43+00 heading south, CWR encountered a wet base material of dense red clay.

CWR reclaimed, rolled, clipped and repaved the southbound lane from station 44+07 to 15+17. During the reclaim and paving operations of the northbound lane, CWR noticed an area of extremely wet clay which was pumping and waving ahead of the roller. This area was northbound approximately 41+00 to 42+50. As CWR rolled this area water started to flow to the surface and run down the recently rolled out material. CWR

stopped operations and called the city to report a probable water leak. The City of Quincy bought in a backhoe and during the time of investigation hit the 10" water main. The City of Quincy had not yet located the shut offs for the main so this resulted in an extended amount of time that the water ran down the hill and eroded the newly rolled base. Over the weekend, the City perform watermain repairs and it should be noted that the main failed 2 more times during that weekend. CWR resumed work the following week, but subsequently, the finished roadway has experienced several locations of base failure.

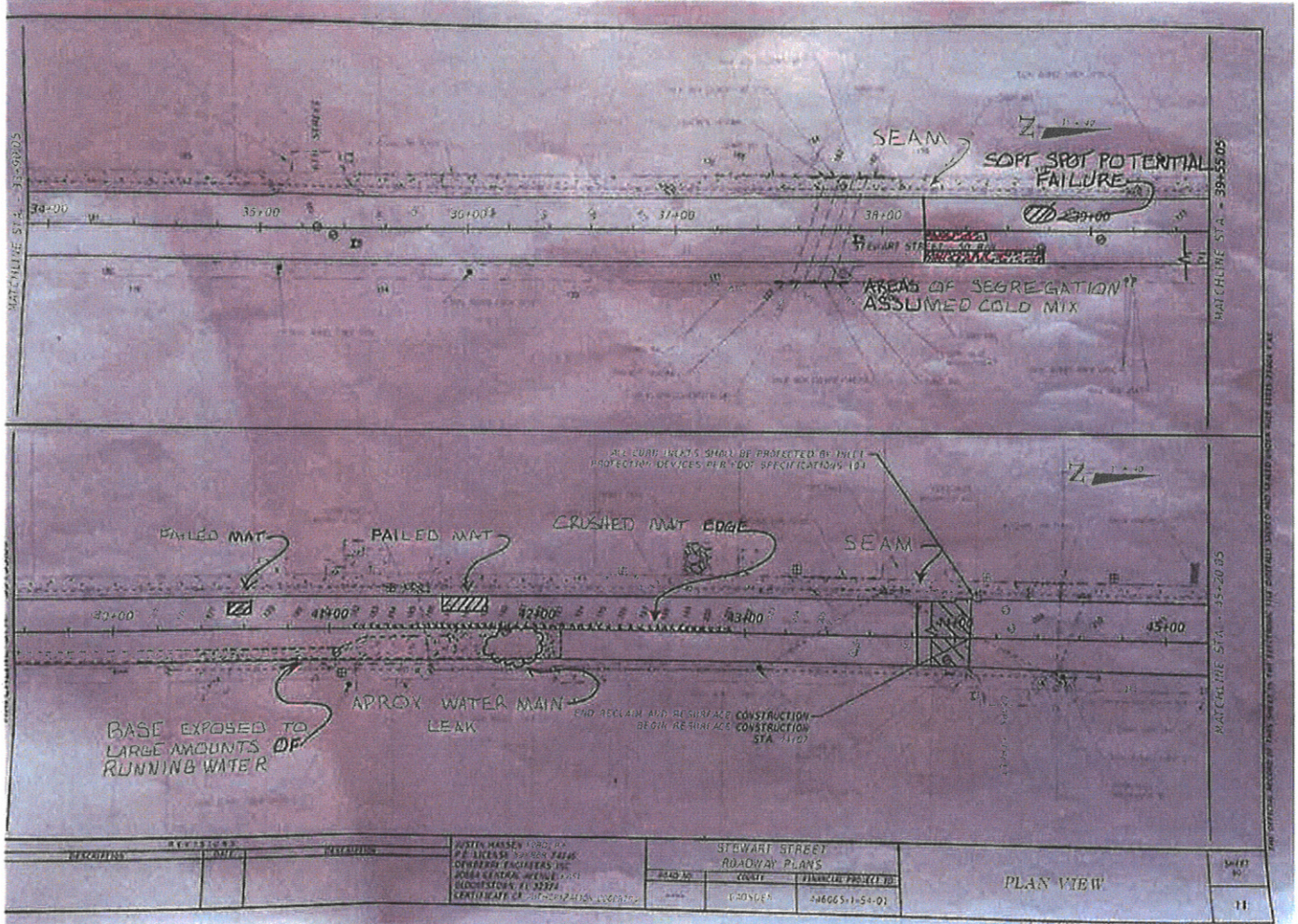
Seams; of area effected approximately 43+85 to 38+2

Failed mat areas; all areas affected are approximate.

1. 41+6 to 41+5 southbound lane
2. 41+62 to 41+55 southbound lane
3. 38+82 to 38+55 southbound lane

Based exposed to running water; 38+20 to 42+20 northbound.

1st water main break; approximately 42+00



CWR, the City, Anchor, and Dewberry met onsite to evaluate the failures and decided to let the road sit for 30 days to see if new failures occur. No new failures occurred during this time. Now, we have a proposal from to fix the damaged areas,

CWR is proposing to demo the failing areas then excavate 4" below the asphalt and put asphalt base in lieu of lime rock. They will pave up to the existing surface, and leave in place for 2-3 weeks to allow traffic to run over the repaired areas. Upon agreement from all parties that the problem is fixed, they will mill and overlay 1" from the southbound lane for a distance of 200'.

Attached is a signed change order form and the original proposal from CWR. This number has been negotiated with CWR already,

I know that was a lot of information but Rick is already very familiar with the issues and has done a site visit. However, please call me with additional questions/comments.

This problem is the result of a series of unfortunate events. We are requesting that the FDOT particulate and approve this Change Order so that we can bring this project to a successful close and have a project that the City and FDOT can be happy with.

Thanks!

**Brittany Trumbull, P.E.**  
Vice President  
850.819.8080



APPROVAL OF THE  
PURCHASE WATER  
CHLORINATION  
SYSTEM  
REPLACEMENT  
PARTS

**CITY OF QUINCY, FLORIDA  
REGULAR CITY COMMISSION  
AGENDA REQUEST**

**Date of Meeting:** November 28, 2022

**Date Submitted:** November 22, 2022

**To:** Honorable Mayor and Members of the City Commission

**From:** Rob Nixon, City Manager  
Richard Ash, Utilities Director

**Subject:** Approval of the Purchase Water Chlorination System Replacement Parts

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**Statement of Issue/Justification:**

The City of Quincy Water System functions 24 hours a day 7 days a week supplying potable water to our citizens. An integral part of the system is the Hydro Instruments chlorination system. This system functions to disinfect water making it drinkable. The chlorination system is twenty years old, and parts of the system no longer function properly. The chlorine analyzer at the Water Treatment Plant (WTP) failed in 2014. The analyzer lets the WTP operators know when the chlorine residual of the water entering the distribution system is out of tolerance. Also, we have a problem keeping the chlorination ejector at the wellfield in service. Due to the units age, we can no longer find replacement motors for the adjustment mechanism.

**Conclusion/Background/Recommendations:**

In the fiscal 2023 approved budget funds were approved for the replacement of the chlorine analyzer and the chlorine injection unit. All of the City of Quincy's chlorination system is manufactured by a company named Hydro Instruments. We do not wish to replace the entire system, just the parts that are no longer serviceable. These two items are not interchangeable with produces produced by other chlorine system manufacturers. Further, Hawkins Inc. is the sole source sales representative for Hydro Instruments in the Alabama, Northwestern Florida, and Southwestern Georgia region. The quote we received from Hawkins Inc. for a chlorine analyzer and the chlorine injection unit is \$6,750.00.

**General Recommendation:** Staff recommends the Commission approve the purchase of a Hydro Instruments chlorine analyzer and the chlorine injection unit from Hawkins Inc. for the price of \$6,750.00.

GL Number: 404-539-533-30467

**Options:**

Option 1: Vote to approve the purchase of a Hydro Instruments chlorine analyzer and the chlorine injection unit from Hawkins Inc. for the price of \$6,750.00.

Option 2. Advise staff how to move forward.

**Staff Recommendation:**

**Option 1**

**Attachment(s): Hawkins Inc. quote & Hawkins Inc. sole source letter**





PO Box 475  
202 Adams Street  
Ashford, AL 36312  
(334) 899-5141

# Estimate

Date	Estimate #
10/25/2022	65384

Name / Address
City of Quincy Utilities Department 404 W. Jefferson St.. Quincy, FL 32351

Terms	Rep	FOB	Prices valid through		
Net 30	WAM	s/p			
Item	Description		Qty	Cost	Total
Miscellaneous Part	RPH-210-B-1-5-1-1-1-1 Hydro Instruments residual analyzer, 0-5 ppm, reagent feed system, sample			3,300.00	3,300.00
Miscellaneous Part	Hydro Instruments Series 800 system o include 2 vacuum regulators, 1 remote meter panel, 1 swichover module, 1 ejector			3,450.00	3,450.00
Shipping	Shipping & Handling Prepay and add to invoice			0.00	0.00
<b>Total</b>					\$6,750.00

November 10, 2022

To: City of Quincy Utilities Department

This letter is to confirm that Hawkins, Inc. is the sole authorized sales representative & sole authorized service contractor for Hydro Instruments brand equipment in Alabama, Northwestern Florida and Southwestern Georgia.

Hawkins, Inc.  
P.O. Box 475  
202 Adams St.  
Ashford, AL 36312  
(334) 899-5141



Hawkins, Inc. exclusive territory is referenced by the colored area in the county map below.



Chris Montis

Customer Service & Technical Support  
Hydro Instruments



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404 West Jefferson Street  
www.myquincy.net

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Quincy, FL 32351  
850-618-1884

## MEMO

November 22, 2022

Director Ash:

RE: Water Chlorination System Replacement Parts

The proposed purchase is consistent with the City of Quincy's purchasing policy. Staff has confirmed the estimated cost is far and best available.

Sincerely,

A handwritten signature in blue ink that reads "Juanita Brunson".

Juanita Brunson  
Purchasing Agent

Cc: Mr. Robert Nixon, City Manager