



The Crossroads of South Florida,
We envision a sustainable economy, Let Us Grow Together

CITY OF SOUTH BAY

CITY COMMISSION AGENDA

CITY HALL CHAMBER

TUESDAY, OCTOBER 15, 2024

335 SW 2ND Avenue

South Bay, FL 33493

www.southbaycity.com

Phone: 561-996-6751 Fax: 561-996-7950

Mayor:

Joe Kyles Sr.

Vice Mayor:

Taranza McKelvin

Commissioner:

Esther Berry

Commissioner:

Albert L. Polk

Commissioner:

Barbara King

City Manager:

Leondrae D. Camel

City Attorney:

Burnadette Norris-Weeks

RULES OF PROCEDURE

WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not; however, public forums. Any resident who wishes to address the commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

SPEAKING ON AGENDA ITEM

- I. **Consent Agenda Item** – These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- II. **Regular Agenda Items** – These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- III. **Public Hearing Items** – This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Commission on any items pertaining to City business during the Opportunity for the Public to Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

ADDRESSING THE COMMISSION: MANNER AND TIME

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall

then re-direct the question to the appropriate Commissioner or City Staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest or order and conduct of the business at hand. Comments to the Commission by individual citizens shall be limited to three (3) minutes during the citizens request period. The City clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

APPEALS

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

DECORUM

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the Mayor may recess or adjourn the meeting.

PLEASE SILENCE ALL CELL PHONES AND PAGERS

CONTACT INFORMATION

If anyone has questions or comments about anything on the meeting agenda, please contact the City Manager at 561-996-6751.

AMERICANS WITH DISABILITY ACT

In accordance with the Americans with Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at 561-996-6751 for assistance.

CITY OF SOUTH BAY

CITY COMMISSION WORKSHOP

CITY HALL CHAMBER
TUESDAY, OCTOBER 15, 2024
6:30 PM

NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

1. CALL TO ORDER
2. ROLL CALL
3. DISCUSSION
 - a. Agenda Items
4. ADJOURNMENT

CITY OF SOUTH BAY

REGULAR CITY MEETING AGENDA

CITY HALL CHAMBER
TUESDAY, OCTOBER 15, 2024
7:00 PM

NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations in order to participate in this proceeding are entitled to the provision of certain assistance at no cost. Please call the City Clerk's Office at 561-996-6751 no later than 2 days prior to the hearing if this assistance is required. For hearing impaired assistance, please call the Florida Relay Service Numbers: 800-955-8771 (TDD) or 800-955-8770 (VOICE).

Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda item must complete their "Request for Appearance and Comment" card and present completed form to the City Clerk.

1. **CALL TO ORDER, ROLL CALL; PRAYER, PLEDGE OF ALLEGIANCE**
2. **DISCLOSURE OF VOTING CONFLICTS**
3. **PRESENTATIONS AND PROCLAMATIONS (*Up to 5 minutes*)**
4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION**
5. **CONSENT AGENDA**

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the Agenda.

- a. Regular City Workshop and City Meeting
Approval of City Minutes –October 1, 2024
 - 5.a. Meeting Minutes October 1, 2024
- b. Regular City Workshop and City Meeting
Approval of Meeting Agenda - October 15, 2024
6. **RESOLUTIONS – (Non- Consent) and Quasi-Judicial Hearing, if applicable)**
 - a. **RESOLUTION NO. 45-2024**
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE PROJECT AGREEMENT FOR ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES BETWEEN THE CITY OF SOUTH BAY AND ARDURRA GROUP, INC.; PROVIDING FOR AN EFFECTIVE DATE
 - 6.a. Scope and Fee Proposal for NW 12th Ave and NW 1st St Reconstruction Projects
 - 6.a. **AGREEMENT FOR ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES**
 - b. **RESOLUTION NO. 46-2024**
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, APPROVING A SCHEDULE FOR THE REGULAR CITY COMMISSION MEETING DATES AND OBSERVED HOLIDAYS FOR CALENDAR YEAR 2025; PROVIDING FOR AN EFFECTIVE DATE
 - c. **RESOLUTION 47-2024**
A RESOLUTION OF THE CITY OF SOUTH BAY RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 21-25, 2024 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; PROVIDING FOR AN EFFECTIVE DATE
 - 6.c. Florida City Flyer

7. **ORDINANCE**

8. ROSENWALD ELEMENTARY SCHOOL
9. FINANCE REPORT
 - a. Accounts Payable Report
 - 9.a. AP Report
10. CITY CLERK REPORT
11. CITY MANAGER REPORT
12. CITY ATTORNEY REPORT
13. FUTURE AGENDA ITEMS
14. COMMISSIONER COMMENTS: FOR THE GOOD OF THE ORDER
15. ADJOURNMENT

CITY OF SOUTH BAY, FL
CITY WORKSHOP AGENDA

CITY HALL CHAMBER
TUESDAY, OCTOBER 1, 2024
6:30PM

Present:

Mayor Joe Kyles
Commissioner Esther Berry
Commissioner Albert Polk
Commissioner Barbara King

Staff

Leondrae Camel, City Manager
Norman Powell, City Attorney
Massih Saadatmand, Finance Director
Vicenta DelBosquez, City Clerk
Aiyana Bent, Community Navigator

(Full recording/discussion available through the City website)

1. **CALL TO ORDER at 6:30pm**
2. **ROLL CALL**
3. **DISCUSSION**
 - a. Gina Levesque Intake and Compliance Manager PBC Commission on Ethics
 - b. Discussion: Department Head Report
 - c. Discussion: Recreation Advisory Committee
 - 3.c. Advisory Committee (Resolution 15-202)
4. **ADJOURNMENT at 6:58pm**

Moved by: Commissioner Polk
Seconded by: Commissioner Berry

CITY OF SOUTH BAY, FL
REGULAR CITY MEETING

CITY HALL CHAMBER
TUESDAY, OCTOBER 1, 2024
7:00PM

A Regular City Meeting of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles in the Commission Chambers at 335 S.W. 2nd Avenue, South Bay, Florida on October 1, 2024 at 7:00 p.m.

(Full recording/discussion available through the City website)

Present:

Mayor Joe Kyles
 Commissioner Esther Berry
 Commissioner Albert Polk IV
 Commissioner Barbara King

Staff:

Leondrae Camel, City Manager
 Norman Powell, City Attorney
 Massih Saadatmand, Finance Director
 Vicenta DelBosquez, City Clerk
 Aiyana Bent, Community Navigator

1. **CALL TO ORDER, ROLL CALL; PRAYER, PLEDGE OF ALLEGIANCE**
2. **DISCLOSURE OF VOTING CONFLICTS: NONE**
3. **PRESENTATIONS AND PROCLAMATIONS** (*Up to 5 minutes*):
4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION:**
5. **CONSENT AGENDA**

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commission. or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the agenda.

- a. Regular City Workshop and City Meeting

Approval of Meeting Agenda- September 17th and 18th Meeting Minutes

5.a. Commission Meeting Minutes September 17, 2024

5.a. City Budget Minutes

Moved by: Commissioner Polk

Seconded by: Commissioner Berry

- b. Regular City Workshop and City Meeting

Approval of Meeting Agenda - October 1, 2024

Approve Consent Agenda

Moved by: Commissioner Polk

Seconded by: Commissioner Berry

COMMISSION	VOTE
Mayor Kyles	YES
Commissioner Berry	YES
Commissioner Polk	YES
Commissioner King	YES

6. RESOLUTIONS- (Non- Consent) and Quasi-Judicial Hearing, if applicable**a. RESOLUTION 43-2024****a. RESOLUTION 43-2024**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RATIFYING THE CITY MANAGER'S SUBMISSION OF A STATE OF FLORIDA RURAL INFRASTRUCTURE FUND PROGRAM APPLICATION FOR THE FISCAL YEAR 2024-2025; PROVIDING FOR AN EFFECTIVE DATE

6.a. Florida Rural Infrastructure Fund Program Application for Funding

Moved by: Commissioner Berry

Seconded by: Commissioner Polk

COMMISSION	VOTE
Mayor Kyles	YES
Commissioner Berry	YES
Commissioner Polk	YES
Commissioner King	YES

b. RESOLUTION NO. 44-2024

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS; PROVIDING FOR AN EFFECTIVE DATE

6.b. Union Agreement

Moved by: Commissioner Polk

Seconded by: Commissioner King

COMMISSION	VOTE
Mayor Kyles	ABSTAINED
Commissioner Berry	YES
Commissioner Polk	YES
Commissioner King	YES

7. ORDINANCE(NONE)**8. ROSENWALD ELEMENTARY SCHOOL****9. FINANCE REPORT****a. Accounts Payable Report****9.a. To Move September 17th Accounts Payable****Moved by: Commissioner Berry****Seconded by: Commissioner Polk**

COMMISSION	VOTE
Mayor Kyles	YES
Commissioner Berry	YES
Commissioner Polk	YES
Commissioner King	YES

10. CITY CLERK REPORT**a. October 21st -25th City Government Week****b. NLC City Summit****11. CITY MANAGER REPORT****a. Special Meeting for Final Budget Meeting****b. Legislative Priorities****12. CITY ATTORNEY REPORT (NONE)****13. FUTURE AGENDA ITEMS (NONE)**

14. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER

- 14.a. Commissioner Albert Polk
 - Thank you
- 14.b. Commissioner Esther Berry
 - Thank you
- 14.c. Commissioner King
 - Thank you
- 14. d. Mayor Joe Kyles
 - Thank you

15. ADJOURNMENT 8:06 pm

Moved by:

Joe Kyles, Mayor

ATTESTED BY:

South Bay City Clerk

RESOLUTION NO. 45-2024

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE PROJECT AGREEMENT FOR ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES BETWEEN THE CITY OF SOUTH BAY AND ARDURRA GROUP, INC.; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on December 14, 2023, the City of South Bay ("City") issued Request for Qualifications ("RFQ") #2023-04 for the purpose of securing qualified vendors to provide Architectural and Engineering Consulting Services for the City; and

WHEREAS, on June 6, 2024, by the adoption of Resolution No. 21-2024, the City Commission approved a new pool of Architectural and Engineering Consultants to provide professional services to the City on an as needed basis; and

WHEREAS, Ardurra Group, Inc. was procured under the subcategory of General Engineering Services for the NW 12th Avenue and NW 1st Street Reconstruction Project and the parties, through mutual negotiation, have agreed upon the Scope of Services pursuant to the Continuing Services Agreement applicable to the provision of such professional services; and

WHEREAS, the City Commission of the City of South Bay finds that authorizing the City Manager to execute the Project Agreement for Architectural and Engineering Consulting Services between Ardurra Group, Inc. and the City of South Bay is in the best interests of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Authorization of City Manager. The City Commission of the City of South Bay hereby authorizes the City Manager to execute the Project Agreement for Architectural and Engineering Consulting Services between Ardurra Group, Inc. and the City of South Bay, attached hereto as Exhibit "A." The City Commission further authorizes the City Manager to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon its adoption.

PASSED and ADOPTED this 15th day of October 2024.

Joe Kyles, Mayor

ATTEST:

By: _____
Vicenta Del Bosquez, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Week, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner King	_____ (Yes)	_____ (No)
Commissioner Polk	_____ (Yes)	_____ (No)
Vice-Mayor McKelvin	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)



August 28, 2024

Leondrae D. Camel, City Manager
South Bay City Hall
335 SW 2nd Avenue
South Bay, FL 33493

Subject: Scope and Fee Proposal for NW 12th Ave and NW 1st St Reconstruction Projects

Dear Mr. Camel:

Thank you for considering Ardurra for your engineering needs on the NW 12th Ave and NW 1st St roadway reconstruction projects. We are pleased to present on the following pages our scope and fee proposal for your consideration.

Very truly yours,

Ted Aiken, PE
Southeast Transportation Practice Director

cc: Andrea J. Barefield, CSM

Encl.: Exhibit A – Scope and Fee Proposal
Exhibit B – Project Location Map



Scope and Fee Proposal

This Exhibit forms an integral part of the agreement between the City of South Bay (hereinafter referred to as the CLIENT) and Ardurra Group, Inc. (hereinafter referred to as CONSULTANT) relative to the transportation facility described as follows:

CLIENT Project ID:

Related Funding IDs:

Roadways:

- NW 12th Ave from Dr. Martin Luther King Jr Blvd to NW 2nd St
- NW 1st St from NW 12th Ave to east of NW 9th Ave

1. Purpose

The purpose of this Exhibit is to describe the scope of work and the responsibilities of the CONSULTANT in connection with the design and preparation of a complete set of construction contract documents and incidental engineering services, as necessary, for improvements to the transportation facility described herein.

This project will consist of design services for reconstruction of NW 12th Ave from Dr. Martin Luther King Jr Blvd to NW 2nd St (approximately 1,000 LF) and NW 1st St from NW 12th Ave to east of NW 9th Ave (approximately 1,000 LF). The scope of improvements will consist of the replacement of curb and gutter and widening of existing sidewalk from 4' to 5'. The existing pavement will be reconstructed by removing the asphalt and part of the base and replace with geotextile material, 12" of lime rock base, and 2" of asphalt. The corridors will have new signing and pavement markings to meet the Manual of Uniform Traffic Control Devices (MUTCD) standards. The existing drainage system will be de-silted including all laterals and inlets. The reconstructed pavement will include new base and asphalt and utilize geotextile material to alleviate the poor soil conditions typically in the area. The front and back slopes will be re-graded to facilitate drainage.

All design work on the Project will be performed in accordance with the requirements of applicable laws and governmental rules and regulations and federal and state accepted design standards for the type of construction contemplated by the Project, including, as applicable, but not limited to, the applicable provisions of the MUTCD and the AASHTO Policy on Geometric Design of Streets and Highways.

2. Scope of Work

2.1 Deliverables

The CONSULTANT will have all engineered reports, documents, specifications, and plans prepared by, or under the direct supervision of a Licensed Professional Engineer in the State of Florida. The following is a list of deliverables to be provided under this agreement.

- Signed and Sealed Topographic Survey
- Signed and Sealed Geotechnical Report
- Signed and Sealed Roadway Plans



- Signed and Sealed Signing and Pavement Marking Plans (SAPM)
- Signed and Sealed Temporary Traffic Control Plans (TTCP)
- Signed and Sealed Stormwater Pollution Prevention Plans (SWPPP)
- Signed and Sealed Technical Specifications
- Bid Package, including instructions to bidders and bid forms

2.2 Project Management

Project management activities include the coordination of the work tasks with the CLIENT, as well as within the CONSULTANT, and our subcontractors. It involves direct monitoring and control of the project team. Project coordination will generally consist of the following:

- Develop technical monthly progress report
- Develop and maintain a project progress schedule
- Develop and maintain a document management system
- Conduct progress meetings with key CLIENT staff monthly to discuss schedule, status, and other issues associated with the project
- Provide coordination for quality assurance and quality control reviews for submittals
- Provide copies of all written correspondence between the CONSULTANT and any party pertaining specifically to this contract within one (1) week of the receipt or mailing of said correspondence.

2.3 Roadway Analysis and Plans

The CONSULTANT will analyze and document Roadway Tasks in accordance with all applicable manuals, guidelines, standards, handbooks, and procedures.

2.3.1 Pavement Design

The CONSULTANT will utilize the pavement design specified under the PROJECT DESCRIPTION section of the State-Funded Grant Agreement (FPN: 449505-1-54-01).

2.3.2 Roadway Quantities

The CONSULTANT will determine the roadway pay items and quantities and develop the supporting documentation.

2.3.3 Field Reviews

The CONSULTANT has included two (2) field reviews in this proposal. It is anticipated that one field review will be conducted following receipt of the topographic survey and the second field review prior to submittal of final signed and sealed plans.

2.4 Roadway Plans

The CONSULTANT anticipates providing the following sheets as part of the roadway plan set:

- Key Sheet
- Signature Sheet
- Typical Section Sheets
- General Notes/Pay Item Notes



- Project Layout
- Plan/Profile Sheets
- Special Profiles
- Sidewalk Profiles
- Special Details
- Soil Survey Sheets
- Cross Sections
- Temporary Traffic Control Plans
- Utility Adjustment Sheets (Limited to manhole and value vertical adjustments. Utility relocations are SPECIFICALLY EXCLUDED.)
- Project Control Sheets
- Utility Verification Data (SUE)

2.4.1 Temporary Traffic Control Plans

The CONSULTANT will prepare a project-specific TTCP. The TTCP will be used to communicate to the construction contractor the requirements for conveying pedestrian and motorized traffic through the established work zones. The CONSULTANT has estimated a Level I TTCP, as defined in the Florida Department of Transportation (FDOT) Design Manual. The CONSULTANT anticipates providing the following information as part of the Level I TTCP:

- General / Phasing Notes
- Phase Typical Sections
- Special Details
- Detour Plan

2.5 Drainage Analysis and Plans

The CONSULTANT will specify the de-silting of the existing closed drainage system and will develop Stormwater Pollution Prevention Plans. All other drainage analysis and plans effort are SPECIFICALLY EXCLUDED.

2.6 Utilities

The CONSULTANT will identify Utility Agency Owners (UAOs) with existing facilities located within the project limits by requesting a Design Ticket from Sunshine One Call of Florida. The CONSULTANT will make reasonable efforts to coordinate with each UAO to determine extent of involvement and potential for conflict with the proposed improvements. This will be accomplished by submitting plans to the UAOs' representatives and requesting that they mark up the plans with the location(s) of their facilities, provide as-built plans, or other means of locating their facilities. The CONSULTANT will make reasonable efforts to avoid impacts to existing utilities to the extent practicable. Subsurface Utility Engineering (SUE) and locate services are SPECIFICALLY EXCLUDED.

2.7 Environmental Permits

Based on the scope of improvements, the CONSULTANT anticipates the Project to be exempt from environmental permitting. Efforts included in this scope are limited to completing a self-certification of Environmental Resource Permit exemption to be signed by the CLIENT.



2.8 Signing and Pavement Marking Analysis and Plans

The CONSULTANT will prepare SAPM plans in accordance with the MUTCD. The SAPM plans will be incorporated into the roadway plan set. The CONSULTANT anticipates providing the following sheets as part of the SAPM plans:

- General Notes/Pay Item Notes
- Plan Sheets

2.9 Survey

The CONSULTANT will collect 3D topographic survey of the project limits, create a digital terrain model (DTM), and deliver CADD files and a signed and sealed topographic survey.

2.10 Geotechnical

The CONSULTANT will perform the following tasks as part of the geotechnical scope of services:

- Desktop review of generally available public information (i.e., NRCS, USGS databases).
- Field exploration consisting of drilling and sampling of the subsurface materials and observation of current groundwater levels at the site.
- Conduct representative laboratory testing of subsurface materials.
- Perform engineering analysis and provide geotechnical recommendations in written report PDF format.

Please refer to Appendix A for additional information on the geotechnical services to be provided by the CONSULTANT.

FEES

Scope	Fee
Topographic Survey	\$18,000.00
Geotechnical Report	\$6,850.00
Roadway Plans	\$142,200.00
Signing and Pavement Marking Plans	\$16,700.00
Temporary Traffic Control Plans	\$19,500.00
Stormwater Pollution Prevention Plans	\$5,600.00
Technical Specification & Bid Package	\$36,000.00
Total Fee	\$244,850.00



Attachment A

Geotechnical Proposal

August 19, 2024

Ardurra

1350 Market Street, Suite 205
Tallahassee, FL 32312

Attn: Mr. Clyde "Ted" Aiken, PE - Southeast Transportation Practice Director
561-996-6751
camell@southbaycity.com

Re: Proposal for Geotechnical Engineering Services
South Bay Roadways Reconstruction
NW 12th Avenue and NW 1st Street
South Bay, Florida
PSI Proposal No. 0225-432518

Dear Mr. Aiken:

Professional Service Industries, Inc. (PSI), an Intertek company, is pleased to submit a proposal to conduct a geotechnical exploration and corresponding report for the above reference roadways project planned in South Bay, Florida. PSI thanks you for the opportunity to propose these geotechnical services and looks forward to being part of the design team. A review of project information, along with a proposed scope of services, schedule and fee are provided below.

Google Earth aerial photographs (2024) of the site vicinity and project area, marked in red, are shown below in **Figure 1** and **Figure 2**, respectively:

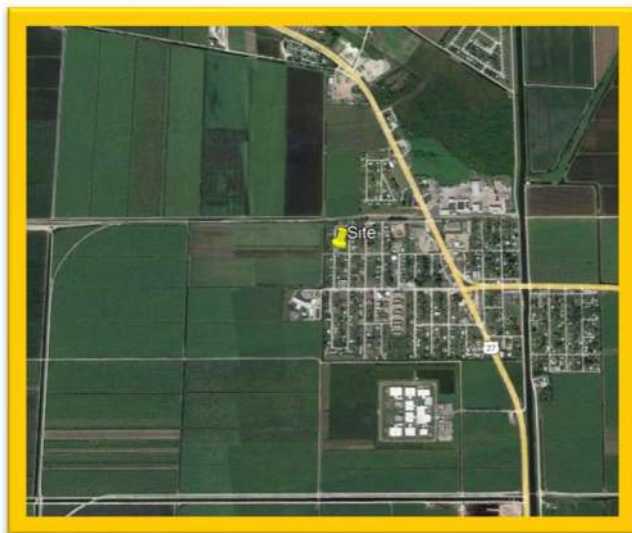


FIGURE-1: SITE VICINITY, SOUTH BAY , FL

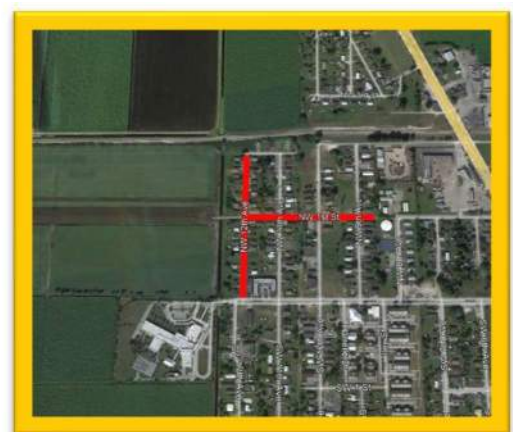


FIGURE-2: PROJECT AREA

PROJECT UNDERSTANDING

Based on PSI's review of the project information provided by Mr. Aiken, dated August 16th, 2024, a summary of our understanding of the proposed project is provided below in the following Project Description table.

TABLE 1: PROJECT DESCRIPTION AND PROPOSAL BASIS

Project Items	This project will consist of design services for reconstruction of NW 12 th Ave from Dr. Martin Luther King Jr Blvd to NW 2 nd St (approximately 1,000 LF) and NW 1 st St from NW 12 th Ave to east of NW 9 th Ave (approximately 1,000 LF). The scope of improvements will consist of the replacement of curb and gutter and widening of existing sidewalk from four to five feet. The existing pavement will be reconstructed by removing the asphalt and part of the base and replacing it with geotextile material, 12" of lime rock base, and 2" of asphalt. The corridors will have new signing and pavement markings to meet the Manual of Uniform Traffic Control Devices (MUTCD) standards. The existing drainage system will be de-silted including all laterals and inlets. The reconstructed pavement will include a new base and asphalt and utilize geotextile material to alleviate the poor soil conditions typically in the area. The front and back slopes will be re-graded to facilitate drainage.
Existing Grade Change within Project Site	± Two feet estimate (Google Earth Pro)
Pavement Type	Flexible

Preliminary traffic information was not available at the time of our proposal; if the indicated information above change, PSI needs to be informed and retained to make the required modifications and recalculate pavement analyses before construction starts.

The following table provides a generalized description of the existing site conditions based on available information.

TABLE 2: SITE DESCRIPTION

Site Location	The sites are located along NW 12 th Ave (between NW 2 nd St and Dr. Martin Luther King Jr Blvd) and NW 1 st St (between NW 12 th Ave and NW 8 th Ave) South Bay, Florida.
Site History	Based on our review of Google Earth Pro Aerial Photographs from 1996 through 2023, the site appears to be occupied with the existing roadways (see Figure 2 above).
Existing Site Ground Cover	Asphalt.
Neighboring Development	The site is located within a single-family residential area.
Site Access	Site appears to be accessible to truck-mounted drilling equipment.

Should the above information be inconsistent with planned construction, Mr. Aiken should contact the PSI office and allow necessary modifications to be made to the proposal before any field operation starts.



SCOPE OF SERVICES

The geotechnical engineering scope of services will include the following main items.

- Desktop review of generally available public information, i.e., **NRCS**, **USGS** databases.
- Field exploration consisting of drilling and sampling of the subsurface materials and observation of current groundwater levels at the site.
- Conducting representative laboratory testing of subsurface materials.
- Performing engineering analysis and providing geotechnical recommendations in written report PDF format.

Private Utility Locator – Ground Penetrating Radar (GPR):

To further mitigate the risk of drilling through existing underground utilities, the proposed exploratory areas will be scanned with Ground Penetrating Radar (GPR) which is a special device that transmits electromagnetic pulses through the ground at shallow depths. Upon locating any underground utility lines, their approximate locations will be marked on the ground surface with temporary marking paint. It should be noted that the proposed location methods are typically only somewhat reliable for larger or shallower utilities. Smaller utility lines such as fiber optic cable or utility lines deeper than five to six feet from the ground surface may not be identified.

Field Exploration

PSI proposes that the subsurface conditions be explored by five Standard Penetration Test (SPT) soil borings following the provided PSI drilling program. The table below summarizes our exploratory boring program and the figure that follows depicts the boring location plan.

TABLE 3: SUMMARY OF BORINGS

Design Element	Number of Borings	Boring Depth (ft)	Drilling Footage (feet)
NW 12th Ave (B-1 through B-3)	3	10	30
NW 1st St (B-4 and B-5)	2	10	20
TOTAL (Borings):	5	-	50





FIGURE-3: PROPOSED BORING LOCATION PLAN

The borings' locations will be identified in the field using available natural landmarks or standard GPS coordinates. Surveying of the boring locations to obtain surface coordinates and elevations is beyond the scope of service. References to depths of various subsurface strata will be based on depths below existing grade at the time of drilling. See below for a list of field activities and then a table below for our field exploration description.

- During the field activities, the subsurface conditions will be observed, logged, and visually classified. Field notes will be maintained to summarize soil types and descriptions, water levels, changes in subsurface conditions, and drilling conditions.
- Final depths of the borings may be extended (because of weak/soft soils) or reduced (because of refusal) depending on the subsurface materials identified during field activities.
- PSI will contact Local Utility Clearance Entity, i.e., **Sunshine 811** prior to the start of drilling activities. It is our experience that these companies do not mark the locations of privately-owned utilities. This proposal is based on private utility lines and other subsurface appurtenances are located in the field by others prior to field activities.
- Some damage to the ground surface may result from the drilling operations near the work areas and along ingress/egress pathways. The field crew will attempt to limit such damage, but no restoration other than backfilling and grouting the borings is included in this proposal. Excess auger cuttings and drilling spoils would be spread on the site.



TABLE 4: ANTICIPATED FIELD EXPLORATION DESCRIPTION

Drilling Equipment	Truck-mounted drilling equipment
Drilling Method	Mud rotary
Field Testing	Standard Penetration Testing (ASTM D1586)
Sampling Procedure	Soils: ASTM D1587/1586
Sampling Frequency	Continuously (two-foot intervals) to a depth of 10 feet and at five-foot intervals thereafter
Frequency of Groundwater Level Measurements	During drilling
Boring Backfill Procedures	Soil cuttings and grouting
Sample Preservation and Transportation Procedure	General accordance with ASTM D4220

The field exploration program will be performed in general accordance with the designated **ASTM** procedures considering local and regional standard of care practices.

Laboratory Testing

Representative split spoon soil samples obtained during the field exploration program will be transported to the PSI laboratory for testing. The nature and extent of this representative laboratory testing program will be dependent upon the subsurface conditions identified during the field exploration program. The laboratory program will be performed in general accordance with the applicable **ASTM** procedures considering local and regional standard of care practices. The laboratory program may consider the following tests included below in **Table 5**.

TABLE 5: LABORATORY TESTING GENERAL PROCEDURES

Laboratory Test	Applicable ASTM
Visual Classification	ASTM D2488
Organic Content	ASTM D2944
Moisture Content	ASTM D2216
Material Finer than No. 200 Sieve	ASTM D1140

Portions of any samples that are not altered or consumed by laboratory testing will be retained for 30 days in our laboratory after the issuance of the geotechnical report and will then be discarded.

Engineering Analyses and Report

The results of the field exploration and representative laboratory testing will be used in the engineering analysis and in the formulation of the recommendations. The results of the subsurface exploration, including the recommendations and the data on which they are based, will be presented in a written geotechnical report. The geotechnical report may include the following items:

- General soil profile description and groundwater table conditions.
- General site development and subgrade preparation recommendations.
- Recommendations for site excavation, fill compaction, and the use of on-site and imported fill material under the structures.
- Provide flexible and rigid pavement recommendations.



A pdf version of the geotechnical report will be prepared and submitted by email to **Ardurra** and design team. If requested by **Ardurra**, additional hard copies can be provided. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer in the State of Florida.

SCHEDULE

Based on the site accessibility, drilling can commence within approximately **one week** after receipt of authorization to proceed, weather permitting. The final report will be provided within **three weeks** of written authorization. If desired, preliminary geotechnical design information can be provided to the design team once the representative laboratory testing and basic engineering analyses are completed.

Delays sometime occur due to adverse weather, utility clearance requirements, site clearing requirements for drill rig access, obtaining drilling permits, obtaining *Right of Entries* and other factors outside of PSI's control. In this event, PSI will communicate the nature of the delay and provide a revised schedule as soon as possible.

FEE

PSI proposes that the fee for performance of the scope of services be charged on a lump sum basis. Based on the scope of services provided in this proposal, the lump sum fee will be **\$6,850.00**.

Depending on the size of the project and project schedule, partial billing may be performed monthly based on Project Item progress to date prior to the completion of the final report.

The estimated fee is based on the boring locations being accessible to truck mounted drilling equipment and the client obtaining and providing permission for PSI to enter and access the site.

It should be noted that fees associated with locating private underground utilities, reviewing construction drawings, executing traffic control services, preparing construction specifications, attending special conferences, providing environmental consulting, and any other work requested after submittal of the report is not included in the proposed fee.

AUTHORIZATION

PSI will proceed with the geotechnical service based on written authorization. The service will be performed pursuant to the attached General Conditions, enclosed and incorporated into this proposal.

Please sign and return one copy of the authorization sheet of this proposal. When returning the proposal, please complete also the attached Project Data Sheet, and provide a scaled-current site plan so that PSI may best serve the project. By executing this authorization, permission is being provided for PSI to access the project site.

CLOSING

We at PSI appreciate the opportunity to offer professional services for this project and look forward to being part of the design team. If there are any questions, please feel free to contact us at your convenience.



Respectfully submitted,

PROFESSIONAL SERVICE INDUSTRIES, INC.



Lucrèce E. Regisme
Staff Engineer – Geotechnical Services
lucrece.regisme@intertek.com



Jose N. Gómez, PE, BC.GE
Chief Engineer – Geotechnical Services
jose.n.gomez@intertek.com

Attachments: Proposal Authorization and Payment Instructions
Project Data Sheet
General Conditions

LER/JNG/ler



Proposal Authorization & Payment Instructions

Authorization

To execute this proposal, please sign and complete the authorization information below, along with applicable payment instructions, and return one copy of the authorized proposal to the PSI office.

Authorized By (please print)

Signature

Title

Firm

Address

City

State

Zip Code

Telephone

Email Address

Date

Purchase Order No. / Project Tracking No. (if applicable)

Payment Instructions

If invoice payment is to be made by a party other than the authorizing party above, please provide the following information for whom the invoices are to be billed:

Firm

Attention

Address

Title

City

State

Zip Code

Telephone

Authorizing Party's Relationship to Invoice Payment Party

If invoices are to be approved other than by the payment party above, please provide the following information for whom the invoices are to be mailed for approval:

Firm

Attention

Address

Title

City

State

Zip Code

Telephone

Authorizing Party's Relationship to Invoice Approval Party



Project Data Sheet

Please complete the following Project Data Sheet so that PSI may best serve your project.

Project Name

Architect

Project Manager

Phone Number

Structural Engineer

Project Manager

Phone Number

Civil Engineer

Project Manager

Phone Number

Construction Type

Plan Area

Number of Floors

Interior Column Spacing

Exterior Column Spacing

Exterior Column Load

Live

Dead

Interior Column Load

Live

Dead

Floor Slab Load

Slab-on-Grade

Basement/Depth

Will Elevation of site be raised by filling

How much?

Septic Tank

Storm Water Drainage

Pavement Type

Traffic Load

Traffic Type

Other pertinent Information/Subsurface Information



GENERAL CONDITIONS - FLORIDA

1. **PARTIES AND SCOPE OF WORK:** Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **TESTS AND INSPECTIONS:** Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.
3. **PREVAILING WAGES:** This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.
4. **SCHEDULING OF WORK:** The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.
5. **ACCESS TO SITE:** Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.
6. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.
7. **RESPONSIBILITY:** PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require subrogation to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.
8. **SAMPLE DISPOSAL:** Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.
9. **PAYMENT:** The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Where Client directs or requests additional work beyond the contract price it will be deemed a change order and PSI will be paid according to the fee schedule. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any rights to a mechanics' lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

GENERAL CONDITIONS - FLORIDA

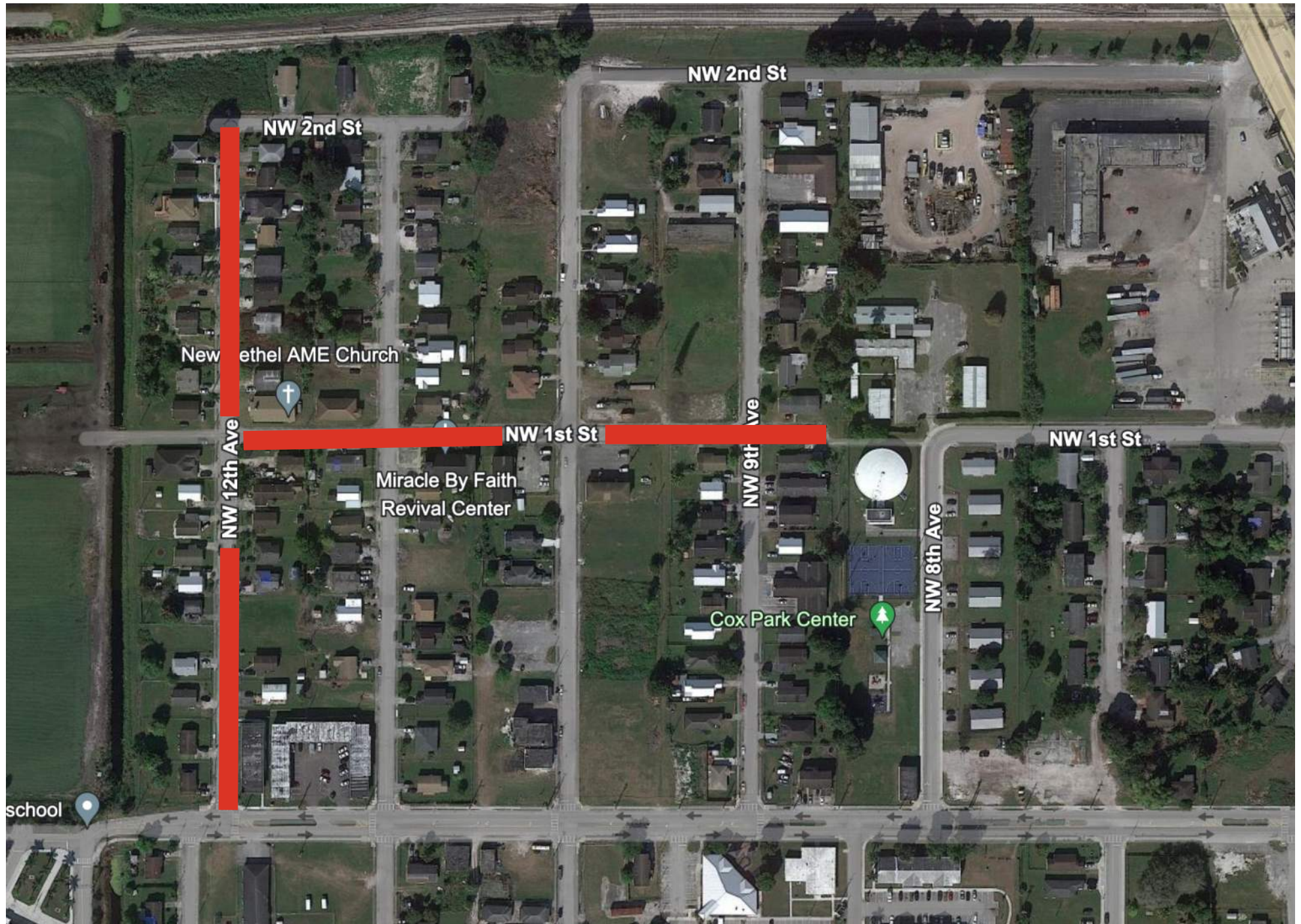
10. ALLOCATION OF RISK, LIMITATION OF LIABILITY, AND RELEASE OF INDIVIDUAL EMPLOYEES AND AGENTS: PURSUANT TO FLORIDA STATUTE § 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF PSI MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON PSI'S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PSI'S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF CLIENT'S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PSI'S LIABILITY TO \$250,000.00 OR THE AMOUNT OF PSI'S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY PSI A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR PSI'S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED. IN ANY EVENT, ATTORNEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT.

NEITHER PARTY SHALL BE LIABLE TO THE OTHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE AND BREACH OF STATUTORY DUTY) OR OTHERWISE FOR LOSS OF PROFIT (WHETHER DIRECT OR INDIRECT) OR FOR ANY INDIRECT, CONSEQUENTIAL, PUNITIVE, OR SPECIAL LOSS OR DAMAGE, INCLUDING WITHOUT LIMITATION LOSS OF PROFITS, REVENUE, BUSINESS, OR ANTICIPATED SAVINGS (EVEN WHEN ADVISED OF THEIR POSSIBILITY).

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI, ARISING FROM OR RELATED TO PSI'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.

11. **INDEMNITY:** Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.
12. **TERMINATION:** This Agreement may be terminated by either party upon seven days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.
13. **EMPLOYEES/WITNESS FEES:** PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoena. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI, and shall pay PSI an amount equal to one-half of the employee's annualized salary, without PSI waiving other remedies it may have.
14. **FIDUCIARY:** PSI is not a financial advisor, does not provide financial advice or analysis of any kind, and nothing in our reports can create a fiduciary relationship between PSI and any other party.
15. **RECORDING:** Photographs or video recordings of the Client's own project may be taken by and used for the Client's own internal purposes. Photographs or video recordings may not be used for marketing or publicity, or distributed to a third party or otherwise published without PSI's prior review and consent in writing. Taking photographs of other Clients' samples, test setups, or facilities, or recording in any manner any test specimen other than the test specimen related to the Client's project is prohibited; and the Client agrees to hold in strict confidence and not use any proprietary information disclosed either advertently or inadvertently. The Client shall defend, hold harmless, and indemnify PSI for any breach of this clause.
16. **CHOICE OF LAW AND EXCLUSIVE VENUE:** All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in Cook County, Illinois, or the Federal Court for the Northern District of Illinois.
17. **PROVISIONS SEVERABLE:** The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.
18. **ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.



**PROJECT AGREEMENT FOR
ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES
BETWEEN THE CITY OF SOUTH BAY,
FLORIDA AND
ARDURRA GROUP, INC.**

THIS PROJECT AGREEMENT (the "Agreement") is made and entered into this 17th day of OCTOBER, 2024 between the **CITY OF SOUTH BAY, FLORIDA**, a Florida municipal corporation with its principal offices located at 335 SW 2nd Ave, South Bay, Florida 33493 (the "City"), and **ARDURRA GROUP, INC.** a Florida profit corporation, (the "Consultant"), with its principal offices located at 2090 Palm Beach Lakes Blvd Ste 801, West Palm Beach, FL. 33409.

WITNESSED:

WHEREAS, on December 14, 2023, the City of South Bay ("City") issued Request for Qualifications ("RFQ") 2023-04 for the purpose of securing qualified vendors to provide Architectural and Engineering Consulting Services for the City; and

WHEREAS, on June 6, 2024, by the adoption of Resolution No. 21-2024, the City Commission approved a new pool of Architectural and Engineering Consultants to provide professional services to the City on an as needed basis pursuant to RFQ #2023-04; and

WHEREAS, the Consultant was procured under the subcategory of General Engineering Services for the NW 12th Avenue and NW 1st Street Reconstruction Project and the parties, through mutual negotiation, have agreed upon the Scope of Services pursuant to the Continuing Services Agreement applicable to the provision of such professional services.

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein, and the mutual covenants, terms and conditions provided below, the Consultant and the City agree as follows:

1. Contract Documents

The Contract Documents referred to in this Agreement shall be comprised of the following:

1.1 This Agreement (the "Specific Projects" or "Project Agreement") in the Continuing Services Agreement between the parties, including any General Terms and Conditions, Supplementary Conditions, Statement of Work or any other provisions contained within this Agreement;

1.2 A Scope of Services request completed by the Consultant and accepted by the City, attached hereto as **Attachment "A"**;

1.3 The Continuing Services Agreement dated June 6, 2024, between the City and Consultant, the terms and conditions of which shall apply to the provision of Services under this Agreement;

1.4 Any and all applicable addenda, proposals executed and submitted by the Consultant and accepted by the City, specifications and insurance

certificates; and

1.5 All amendments mutually agreed to after execution of this Agreement.

These Contract Documents comprise the entire agreement for the Services agreed to herein between the parties, and incorporated into and made a part of this Agreement as if attached to this Agreement or repeated herein. In the event of a conflict between this Agreement and any other Contract Document(s), this Agreement shall prevail.

2. The Work

Consultant shall furnish all labor, materials and equipment necessary to provide professional Services as specified in the Scope of Services request completed by the Consultant and accepted by the City.

3. Period of Service

The Consultant shall begin work promptly after receipt of a fully executed copy of this Agreement and a letter of Notice to Proceed from the City and shall complete the Project within the time mutually agreed upon, as specified in the Scope of Services request accepted by the City.

4. Compensation

Compensation (the "Contract Sum") for performing the Services related to The Project shall be the fee of Two Hundred Forty-Four Thousand Eight Hundred Fifty Dollars (\$244,850) specified in the Scope of Services request accepted by the City.

5. Payments

51 The City shall pay the Contract Sum to the Consultant subject to the completion of tasks as specified in the Attachment A. The City shall pay the Consultant for work performed subject to the specifications of the job and any additions and deductions by subsequent change order provided in the Contract Documents. All payments shall be governed by the Florida Prompt Payment Act, Chapter 218, Part VII, Florida Statutes.

52 : The Consultant shall provide periodic invoices to the City upon completion of a substantial amount of Services relating to the Scope of Services contained within this Agreement. Payment shall be made to the Consultant upon approval of submitted invoices to the City.

6. Termination

The Continuing Services Agreement may be terminated by the City for convenience upon thirty (30) calendar days' written notice to the Consultant. In the event of such termination, any Services performed by the Consultant under the Continuing Services Agreement shall, at the option of the City, become the City's property, and the Consultant shall be entitled to receive compensation for any work completed pursuant to this Agreement to the satisfaction of the City up through the date of termination. Under no circumstances shall City make payment for Services that have not been performed.

This Agreement may be terminated by either party for cause upon five calendar days' written notice to the other should such other party fail to perform in accordance with its material terms through no fault of the party initiating the termination. In the event the Consultant abandons this Agreement or causes it to be terminated by the City, the Consultant shall indemnify and save the City harmless against loss pertaining to this termination. In the event that the Consultant is terminated by the City for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience and the provisions in the paragraph above shall apply.

7. **Default:**

In the event of a default by Consultant, the default provisions contained in the Continuing Services Agreement between the parties shall govern.

8. **Anti-lobbying/No Contingent Fee:**

The provisions of Section 11 of the Continuing Services Agreement shall apply to this Agreement.

9. **Warranties and Guarantees:**

91 The Consultant warrants that its Services are to be performed within the limits prescribed by the City and with the usual thoroughness and competence of the Consultant's architectural and/or engineering profession.

92 The Consultant shall be responsible for technically deficient designs, reports or studies due to negligent acts, errors or omissions. The Consultant shall, upon the request of the City, promptly correct or replace all deficient work due to negligent acts, errors or omissions without cost to the City.

10. **Binding Effect:**

This Agreement shall bind and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and assigns.

11. **Amendments and Modification:**

No amendments and/or modifications of this Agreement shall be valid unless in writing and signed by each of the parties to the Agreement.

12. **Merger; Amendment:**

This Agreement, including the referenced Contract Documents, and any attachments, constitute the entire agreement between Consultant and City, and all negotiations and oral understandings between the parties are merged herein. This Agreement may be supplemented and/or amended only by a written document executed by both Consultant and City.

13. **Nonassignability:**

Consultant shall not assign, subcontract or transfer any rights or delegate any duties arising under this Agreement without prior written consent of the City, which consent may be withheld by the City in its sole discretion.

14. Notices:

Whenever either party desires to give notice to the other, it shall be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

FOR CONSULTANT:

Telephone: _____
Facsimile: _____

FOR CITY:

CITY OF SOUTH BAY
Leondrae Camel
City Manager
335 SW 2nd Avenue
South Bay, FL. 33493
Telephone: 561-996-6751
Facsimile: 561-996-7950

With Copy to:

BURNADETTE NORRIS-
WEEKS, P.A.
City Attorney
401 NW 7th Avenue
Ft. Lauderdale, FL 33311
Telephone: 954-768-9770
Facsimile: 954-768-9790

15. Severability; Waiver:

Any provision in this Agreement that is prohibited or unenforceable under Florida or federal law shall be ineffective to the extent of such prohibitions or unenforceability without invalidating the remaining provisions hereof. Also, the non-enforcement of any provision by either party to this Agreement shall not constitute a waiver of that provision nor shall it affect the future enforceability of that provision or the remainder of this Agreement.

16. Other Provisions:

161 Titles and paragraph headings are for convenient reference and are not a part of this Agreement.

162 In the event of conflict between the terms of this Agreement and any terms or conditions contained in any attached or referenced Contract Documents, the terms in this Agreement shall prevail.

163 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision, and no waiver shall be effective unless made in writing.

164 Consultant acknowledges that the public shall have access, at all reasonable times, to certain documents and information pertaining to City contracts, pursuant to the provisions of Chapter 119, Florida Statutes. Consultant agrees to maintain public records in Consultant's possession or control in connection with Consultant's performance under this Agreement and to provide the public with access to public records in accordance with the record maintenance, production and cost requirements set forth in Chapter 119, Florida Statutes, or as otherwise required by Law. Consultant shall ensure that public records that are exempt or confidential from public records disclosure requirements are not disclosed except as authorized by Law, for the duration of this Agreement and following completion of this Agreement until the records are transferred to the City.

Unless otherwise provided by Law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City. Upon completion of this Agreement, or in the event of termination by either party, and all public records prepared by, or in the possession or control of Consultant, whether finished or unfinished, shall become the property of City and shall be delivered by Consultant to the City Manager, at no cost to the City, within seven days of termination of this Agreement. All such records stored electronically by Consultant shall be delivered to the City in a format that is compatible with the City's information technology systems. Upon completion or termination of this Agreement, Consultant shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure. Any compensation due to Consultant shall be withheld until all documents are received as provided herein.

Consultant's failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the City.

IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 561-996-6751, email: sbcityclerk@southbaycity.com OR BY MAIL: City of South Bay – City Clerk's Office, 335 SW 2nd Avenue South Bay, Florida 33493.

[REMAINDER INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their respective duly authorized representatives the day and year written below.

FOR CITY:

ATTEST:

CITY OF SOUTH BAY

By:

Vicenta Del Bosquez, City Clerk

Leondrae D. Camel, City
Manager

Dated: _____

Approved as to form and
legal sufficiency for the
use of and reliance by
the City of South Bay:

City Attorney
Burnadette Norris-Weeks, P.A.

FOR CONSULTANT:

WITNESS:

By:

Print Name:

Print Name: _____

Date: _____

Corporate Seal:

RESOLUTION NO. 46-2024

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, APPROVING A SCHEDULE FOR THE REGULAR CITY COMMISSION MEETING DATES AND OBSERVED HOLIDAYS FOR CALENDAR YEAR 2025; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Section 286.011, Florida Statutes, also known as the “Florida Public Meeting Law” requires, in part, that municipal boards and commissions provide reasonable notice of all meetings; and

WHEREAS, it is appropriate for municipalities to cancel regular meetings falling on or in close proximity to national holidays and election dates; and

WHEREAS, the City Manager requests approval of a Regular City Commission Meeting schedule for calendar year 2025, attached as Exhibit “A”, as well as the cancellation of regular meetings to be held on the following dates: January 21, 2025; March 4, 2025; June 17, 2025, July 1, 2025, November 18, 2025 and December 16, 2025; and

WHEREAS, the City Manager requests approval of holidays to be observed by the City of South Bay for calendar year 2025 (“Observed Holidays”), as set forth in Exhibit “B” attached hereto; and

WHEREAS, the City Commission for the City of South Bay finds that adoption of a 2025 Regular City Commission Meeting schedule is in the best interests of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Adoption of City Commission Meeting Schedule for Calendar Year 2025. The City Commission of the City of South Bay hereby approves and adopts the schedule of Regular City Commission Meetings, as set forth in Exhibit “A”, attached hereto, along

with cancellation dates for regular meetings January 21, 2025; March 4, 2025; June 17, 2025, July 01, 2025, November 18, 2025 and December 16, 2025.

Section 3. Adoption of Observed Holidays for calendar year 2025. The City Commission of the City of South Bay hereby approves and adopts the holidays to be observed by the City of South Bay for calendar 2025, as set forth in Exhibit “B”, attached hereto.

Section 4. Effective Date. This Resolution shall be effective immediately upon its adoption.

PASSED and ADOPTED this 15th day of October 2025.

Joe Kyles, Mayor

ATTEST:

By: _____
Vicenta Del Bosquez, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Week, P.A.
City Attorney

VOTE:

Commissioner Polk	_____ (Yes)	_____ (No)
Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner King	_____ (Yes)	_____ (No)
Vice-Mayor McKelvin	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

EXHIBIT "A"



CITY OF SOUTH BAY

2025 Holiday Calendar

JANUARY 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

APRIL 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

SEPTEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

EVENTS	
JANUARY 01-NEW YEAR'S DAY	
JANUARY 07 -COMMISSION MEETING	
JANUARY 20 -MARTIN LUTHER KING, JR. DAY	
JANUARY 21- COMMISSION MEETING CANCELLED	
FEBRUARY 04-COMMISSION MEETING	
FEBRUARY -PRESIDENT'S DAY	
FEBRUARY 18- COMMISSION MEETING	
MARCH 04- COMMISSION MEETING CANCELLED	
MARCH 18- COMMISSION MEETING	
APRIL 01-COMMISSION MEETING	
APRIL 15-COMMISSION MEETING	
MAY 06-COMMISSION MEETING	
MAY 20-COMMISSION MEETING	
JUNE 03-COMMISSION MEETING	
JUNE 19-JUNETEENTH DAY	
JUNE 17- COMMISSION MEETING CANCELLED	
JULY 01-COMMISSION MEETING CANCELLED	
JULY 04-INDEPENDENCE DAY	
JULY 15- COMMISSION MEETING	
AUGUST 05-COMMISSION MEETING	
AUGUST 19-COMMISSION MEETING	
SEPTEMBER 01-LABOR DAY	
SEPTEMBER 02-COMMISSION MEETING	
SEPTEMBER 16-COMMISSION MEETING	
OCTOBER 07- COMMISSION MEETING	
OCTOBER 13-COLUMBUS DAY	
OCTOBER 21-COMMISSION MEETING	
NOVEMBER 04- COMMISSION MEETING	
NOVEMBER 11-VETERANS DAY	
NOVEMBER 18-COMMISSION MEETING CANCELLED	
NOVEMBER 27-THANKSGIVING DAY	
NOVEMBER 28-FLOATING HOLIDAY	
DECEMBER 02-COMMISSION MEETING	
DECEMBER 16-COMMISSION MEETING CANCELLED	
DECEMBER 24-FLOATING HOLIDAY	
DECEMBER 25-CHRISTMAS DAY	
DECEMBER 26-CHRISTMAS DAY AFTER	

EXHIBIT "B"

TO: Honorable Mayor and Commissioners

THRU: Leondrae D. Camel, City Manager

DATE: October 1, 2024

SUBJECT: Consent Agenda Item: APPROVAL OF YEAR 2024 HOLIDAY SCHEDULE

The following 2025 Holiday Schedule for all City of South Bay employees has been prepared for your review and approval. Approval of the Consent Agenda will approve the Holiday Schedule as proposed.

Holiday Schedule – 2025

New Year's Day	Wednesday, January 1
Martin Luther King, Jr. Day	Monday, January 20
President's Day	Monday, February 17
Memorial Day	Monday, May 26
Juneteenth	Thursday, June 19
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Columbus Day	Monday, October 13
Veterans Day	Tuesday, November 11
Thanksgiving Day	Thursday, November 27
Floating Holiday	Friday, November 28
Christmas Day	Thursday, December 25
Floating Holiday	Friday, December 26

RESOLUTION 47-2024

A RESOLUTION OF THE CITY OF SOUTH BAY RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 21-25, 2024 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, City government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, Municipal government provides services and programs that enhance the quality of life for residents, making their city their home; and

WHEREAS, City government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, City government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

WHEREAS, Florida City Government Week offers an important opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government; and

WHEREAS, The Florida League of Cities and its member cities have joined together to teach citizens about municipal government through a variety of activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SOUTH BAY, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing “Whereas” paragraphs are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Acknowledgment of Florida Government Week. The City Commission of the City of South Bay (“City Commission”) encourages all citizens, city government officials and employees to participate in events that recognize and celebrate Florida City Government Week. The City Commission encourages educational partnerships between city government and schools, as well as civic groups and other organizations. Further, the City Commission supports and encourages all Florida city governments to actively promote and sponsor Florida City Government Week.

Section 3. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED and ADOPTED this 17th day of October 2024.

Joe Kyles, Mayor

ATTEST:

Vicenta Del Bosquez, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Week, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____	(Yes)	_____	(No)
Commissioner King	_____	(Yes)	_____	(No)
Commissioner Polk	_____	(Yes)	_____	(No)
Vice-Mayor McKelvin	_____	(Yes)	_____	(No)
Mayor Kyles	_____	(Yes)	_____	(No)

FLORIDA CITY



GOVERNMENT WEEK

WHEN

October 21st -25th, 2024

**CITY OF SOUTH BAY CELEBRATES
THE IMPORTANCE OF MUNICIPAL
GOVERNMENT WEEK.**

WEBSITE: CITYOFSOUTHBAY.COM

MONDAY

MEET AND GREET
WITH MAYOR AT
CITY HALL
10:00AM TO 2:00PM

TUESDAY

BREAKFAST WITH
CHAMPIONS
City Commission
PBSO
PBCFR
(TANNER PARK)
9:00AM TO 10:00AM

WEDNESDAY

COMMUNITY
OUTREACH

THURSDAY

READ FOR THE
RECORD
8:30 TO 9:30AM
ROSENWALD
ELEMENTARY
SCHOOL

FRIDAY

GET HEALTHY
SOUTH BAY
9:00 AM TO 11:30AM
CITY HALL
CHAMBERS



City of South Bay

South Bay City Hall
335 SW 2nd Avenue
South Bay, FL 33493
Telephone: 561-996-6751
Facsimile: 561-996-7950

www.southbaycity.com

Commission

Joe Kyles Sr.
Mayor

Taranza McKelvin
Vice Mayor

Esther E. Berry

Albert Polk

Barbara King

Leondrae Camel
City Manager

City Clerk
Vincent Del Bosques

Bernadette Norris-Weeks
City Attorney

"An equal Opportunity
Affirmative Action Employer"

To: Honorable Mayor and Commissioners
From: Massih Saadatmand, Finance Director
Thru: Mr. Leondrae Camel, City Manager
Date: October 11, 2024
Ref: Weekly check register

Enclosed, please find the summary of check register as of October 11, 2024:

General Fund

• Utility:		
Comcast	\$	577.75
PBC Water utility		2,734.59
• Marathon Bank		2,704.76
• Northern Palm Beach County		2,409.92
• Jordan Connors		1,666.66
• FL Municipal Ins		1,716.00
• Purchased of supplies, materials and parts		1,085.48
• Payment for various services		1,185.96
• Payroll deductions		3,643.13
• Other		<u>5,651.17</u>
Total	\$	<u>23,375.42</u>

The expense classifications are reported in general ledger

AP Check Register Report
City Of South Bay (CSBFND)

10/2/2024 12:30:33 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
ACH FOR 1081-1024	COMCAST	COMCAST	10/02/2024	234.90	1-18981296943
ACH FOR 9928-1024	COMCAST	COMCAST	10/02/2024	342.85	ch-8500299614
Totals:			Electronic Transactions:		577.75
			Total Transactions:		577.75

AP Check Register Report

City Of South Bay (CSBFND)

9/27/2024 2:43:26 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
16465	1143	PPLSI	09/27/2024	76.80	
16466	1330	ASSURITY LIFE INSURANCE COMPANY	09/27/2024	1,018.77	
16467	1386	CONSWELLA JOHNSON	09/27/2024	150.00	
16468	AFLAC	AFLAC	09/27/2024	1,597.71	
16469	AMERICAN PUBLIC LIFE I	AMERICAN PUBLIC LIFE INSURANCE COMPANY	09/27/2024	1,143.60	
16470	COLONIAL LIFE PROCES	COLONIAL LIFE	09/27/2024	259.81	
16471	IAMAW	IAMAW	09/27/2024	336.60	
16472	LIBERTY NATIONAL	LIBERTY NATIONAL	09/27/2024	284.94	
16473	ORIGINAL EQUIPMENT	ORIGINAL EQUIPMENT	09/27/2024	259.45	
16474	WASHINGTON NATIONAL	WASHINGTON NATIONAL INS. CO.	09/27/2024	68.50	
				Non-Electronic Transactions:	5,196.18
				Total Transactions:	5,196.18

AP Check Register Report
City Of South Bay (CSBFND)

9/30/2024 10:37:33 AM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
16475	XEROX CORP	XEROX CORPORATION	09/30/2024	579.65	
				Non-Electronic Transactions:	579.65
				Total Transactions:	579.65

AP Check Register Report

City Of South Bay (CSBFND)

10/1/2024 9:20:22 AM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
16476	JOE KYLES	JOE KYLES	10/01/2024	80.00	
16477	PETTY CASH	CITY OF SOUTH BAY-PETTY CASH	10/01/2024	120.00	
				Non-Electronic Transactions:	200.00
				Total Transactions:	200.00

AP Check Register Report
City Of South Bay (CSBFND)

10/2/2024 2:24:05 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
16478	1387	ORLANDO MARRIOT LAKE MARY	10/02/2024	795.00	
16479	VICENTA DEL BOSQUEZ	VINCENTA DEL BOSQUEZ	10/02/2024	302.76	
				Non-Electronic Transactions:	1,097.76
				Total Transactions:	1,097.76

AP Check Register Report

City Of South Bay (CSBFND)

10/4/2024 10:39:13 AM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	Classification
16480	1002	BOYS & GIRLS CLUBS OF PALM BEACH	10/04/2024	1,750.00	
16481	AMAZON CAPITAL SERV	AMAZON CAPITAL SERVICES	10/04/2024	563.79	
16482	BELLE GLADE WHOLES	BIG LAKE SNACK SALES, INC	10/04/2024	114.42	
16483	CLARKE	CLARKE	10/04/2024	606.31	
16484	FLORIDA LEAGUE 2	FLORIDA LEAGUE OF CITIES	10/04/2024	825.00	
16485	FLORIDA MUNICIPAL IN	FLORIDA MUNICIPAL INSURANCE TRUST	10/04/2024	1,716.00	
16486	JORDAN CONNORS GRO	JORDAN CONNORS GROUP, INC	10/04/2024	1,666.66	
16487	LATORSHA HARRIS GREE	LATORSHA HARRIS GREEN	10/04/2024	150.00	
16488	MARATHON/MEX BANK	WEX BANK	10/04/2024	2,704.76	
16489	MUTUAL OF OMAHA	MUTUAL OF OMAHA	10/04/2024	334.81	
16490	NORTHERN PALM BEACH	NORTHERN PALM BEACH COUNTY	10/04/2024	2,409.92	
16491	PBC WATER UTILITIES	PALM BEACH COUNTY WATER UTILITIES	10/04/2024	2,734.59	
16492	WALMART (CAPITAL ONE	CAPITAL ONE	10/04/2024	147.82	
				Non-Electronic Transactions:	15,724.08
				Total Transactions:	15,724.08