



**MEETING DATE:** August 18, 2020  
**NAME/DEPARTMENT/AGENCY:** County Coordinator

**TOTAL ATTACHMENTS:**

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County Coordinator's Report

**Action Items**

1. SGI Bathroom: At your August 4<sup>th</sup> meeting, bids for the construction of the St. George Island Restroom design were opened and read aloud. Of the three bids received and opened, Storm Construction, LLC was the lowest at \$450,000. Upon Dewberry's review of their bids, there were a couple of required items that were not included in their bid packet. The first was evidence of authority to do business in the State of Florida, which was resolved by looking them up on SunBiz.org for their active status. The other was a list of their subcontractors which was provided to the County within a couple of days (attached to the agenda packet). The list of subcontractor requirement is a holdover requirement from FDOT bids and advertisements that should not have been included for this project. Since these are technical deficiencies that do not affect price, time, changes to the work or quality of work, it is within the Board's authority, as stated in the advertisement, to waive these informalities. The other option would be for the Board to disqualify Storm Construction and award the project to North Florida Construction for a total cost of \$468,001.

Request: Board action to waive the informalities in Storm Construction's bid package and award them the project for \$450,000 or disqualify Storm Construction and award North Florida Construction the project for \$468,001.

2. CARES Act: At your August 4<sup>th</sup> meeting, Commissioner Parrish stated that he wanted the Board to be involved earlier in the CARES Act spending plan creation process. In front of you is a comprehensive package from your CARES Act consultant, Ms. Traci Buzbee that includes funding requests and the required forms, from County Departments, Constitutional Offices, County partners, and local businesses. These requests have not been vetted or approved as yet. Ms. Buzbee will be on the September 1<sup>st</sup> meeting agenda to review the package with the Board and at the end of the presentation would like direction on matters like setting maximum requests for each "group". As I stated at the last meeting, Ms. Buzbee has requested and received a \$3500 quote from Opportunity Florida to review all business applications. Is the Board willing to proceed with this agreement today so there is a head start on business application reviews prior to your September 1<sup>st</sup> meeting?

Request: Board action to authorize Ms. Buzbee to engage Opportunity Florida to review all business applications.

3. HHRP Homes: At your last meeting Mrs. Lori Switzer-Mills, your SHIP administrator, explained that some of eight (8) Hurricane Housing Recovery Program (HHRP) home recipients required new septic systems and total costs for the installation for some of the home recipients could exceed the County's \$10,000 bid policy maximum amount. Mrs. Switzer-Mills forwarded three estimates (included in the agenda packet), for home recipients' septic installations that will exceed the County's \$10,000 bid policy. The Board will need to waive the County's bid policy to allow the installation of these septic systems. As the Board is aware Mrs. Switzer-Mills requested quotes for septic installation from four contractors and only Collins responded.

In addition, the HHRP home recipient at 27 Bayview in Apalachicola total project cost has exceeded the \$75,000 set by the County by \$4,431.40. The need for an Exposure D unit, due to windstorm requirements, and a new septic system are the reason for the additional costs. The Board will need to waive the \$75,000 maximum cap for this HHRP project and authorize the \$79,431.40 total cost of this project.

Request #1: Board action to waive the County's bid policy and authorize the three septic installation proposals that exceeded the County's \$10,000 maximum for the HHRP home replacement project.

Request #2: Board action to waive the \$75,000 maximum project amount for the home recipient at 27 Bayview Drive in Apalachicola and authorize the \$79,431.40 for this project.

4. Road Striping: Recently, the Board authorized Roberts and Roberts to pave Bayshore Drive on St. George Island, Plum Street and Creamer Street in Eastpoint, and 19<sup>th</sup>, 20<sup>th</sup>, and 21<sup>st</sup> streets in Apalachicola. Roberts and Roberts completed this project for \$10,000 less than proposed. Striping for those County streets were not included in that proposal. Roberts and Roberts is working on the change order that will decrease the project by the net amount of \$6,250 (\$10,000 project reduction - \$3750 total striping cost).

Request: Board action to authorize the Chairman's signature on the \$6,250 change order, authorizing the striping of the County streets stated above.

5. P&Z/BOA Emergency Ordinance: Emergency Ordinance 2020-15 temporarily suspending meetings of the Planning and Zoning Commission and the Board of Adjustment and authorized the Franklin County Planner to exercise the powers and duties of the Planning and Zoning Commission and the Board of Adjustment sunsets today, August 18, 2020 at 12:01 p.m. (ET). With that in mind, is asked Mrs. Amy Ham-Kelly, Zoning Administrator, to contact members of both Boards to receive input on moving forward. There are some members that prefer that the County Planner continues to review applications, two members, one from each Board, that want us to go back to the format prior to COVID-19, but a majority of the members are willing to participate if we do the meetings virtually using a Zoom format or something similar. I recommend that the Board extends the Emergency Ordinance until your

October 6<sup>th</sup> meeting which would allow time to discuss this matter in more detail and agree to a format to proceed with.

Request: Board action to extend Emergency Ordinance 2020-15 sunset date to October 6, 2020.

6. Agent of Record: After the Board agreed to the new plan option and rates for the County's dental and life insurance plans through Acentria Insurance at the budget workshop, Chairman Lockley signed the Agent of Record Notification Letter on August 11<sup>th</sup>. A copy of the letter is attached to the agenda packet.

Request: Board action to ratify the Chairman's signature on the Agent of Record Notification Letter.

7. DOC (Bay City) Workcamp: Dormitory B (#12) at the Bay City Workcamp was in poor condition and a section of the roof which was damaged in Hurricane Michael has fallen in. Recently it was discovered that someone had been camping in one of the other vacant dormitory buildings at the work camp location and this building poses a significant safety and liability concern. This building shell is approximately 9600 square feet. The other buildings at the location are in better condition. This building is on county insurance and there is approximately \$45,566 in insurance proceeds for this location that can be used for the demolition of the structure. The size of the building equates to an annual insurance expense of \$5,204 and as this structure is unusable, when it is demolished Franklin County will be able to remove this building from coverage. To reduce the project cost, the Board may consider waiving the tipping fees of the construction debris. In addition, would the concrete blocks have any value as rip-rap?

Request: Board action to solicit bids for the tear down of Dormitory Building B (#12) at the old DOC Work camp at 1001 US Highway 98 and waive construction debris tipping fees to reduce costs.

8. DBPR meetings: As you may have seen in the news, Department of Business and Professional Regulation Secretary Halsey Beshears has been visiting bar and brewery owners throughout the State to discuss a safe reopening plan for their establishments. Since March 26<sup>th</sup>, only establishments that sell food along with alcohol have been allowed to operate in the State, therefore all other bar and breweries have been closed. In order to support the local bar and breweries, is the Board willing to send a letter of support to Secretary Beshears stating that Franklin County supports a safe reopening plan for bars and breweries that do not sell food?

Request: Board discussion and possible action to authorize a letter of support to Secretary Beshears for a safe reopening plan for bars and breweries.