

**Attachment E
JUSTIFICATION OF ADVANCE PAYMENT**

SUB-RECIPIENT: City of Green Cove Springs

If you are requesting an advance, indicate same by checking the box below.

<p>[X] ADVANCE REQUESTED</p> <p>Advance payment of \$ <u>333,578.12</u> is requested. Balance of payments will be made on a reimbursement basis. These funds are needed to pay staff, award benefits to clients, duplicate forms and purchase start-up supplies and equipment. We would not be able to operate the program without this advance.</p>

If you are requesting an advance, complete the following chart and line item justification below.

PLEASE NOTE: Calculate your estimated expenses at 100% of your expected needs for 90 days.

Submit Attachment D with the cost share breakdown along with Attachment E and all supporting documentation.

ESTIMATED EXPENSES

BUDGET CATEGORY/LINE ITEMS (list applicable line items)	<u>2020 -2021</u> Anticipated Expenditures for First Three Months of Contract
<u>For example</u> ADMINISTRATIVE COSTS (Include Secondary Administration.)	75% of expenditures for the direct purchase of generators and transfer switches
<u>For example</u> PROGRAM EXPENSES	Program Expenses
TOTAL EXPENSES	\$444,770.94

LINE ITEM JUSTIFICATION (For each line item, provide a detailed justification explaining the need for the cash advance. The justification must include supporting documentation that clearly shows the advance will be expended within the first ninety (90) days of the contract term. Support documentation should include quotes for purchases, delivery timelines, salary and expense projections, etc. to provide the Division reasonable and necessary support that the advance will be expended within the first ninety (90) days of the contract term. Any advance funds not expended within the first ninety (90) days of the contract term as evidenced by copies of invoices and cancelled checks as required by the Budget and Scope of work showing 100% of expenditures for the 90 day period shall be returned to the Division Cashier, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399, within thirty (30) days of receipt, along with any interest earned on the advance.

City of Green Cove Spring
Utility Mitigation and Generator Project

Project # 4337-217 -R

Contract #H0297

Line Item Justification- Materials

The City of Green Cove Springs is requesting the amount of \$333,578.12. The monies are 75% of the purchase cost for the generators for the above referenced project number. The City of Green Cove Springs will purchase the switches for each portable and permanent generator with the monies, as well. Obtaining the generators is a crucial need for completion of above referenced project. The City of Green Cove Springs obtain quotes and conducted a cost benefit analysis, from 4 vendors. Documentation of pricing will be attached with advanced pay request.

Cost Breakdown

The City of Green Cove Springs will purchase ,11 portable and 6 Permanent generators from Yanmar Master Engine Center and Cummins Inc.

- 11 Portable Generators
- 6 Permanent Generators with Automatic Transfer Switches
- Switches for Portable Generators
- Total = \$444,770.94 75% of Total = \$ 333,578.12

Date	<u>October 8, 2020</u>
Project #	<u>HMGP Project # 4337-217-R</u>
Approver Name	<u>Velma Noel, FCCM</u>
Submitted by	<u>Scott Schultz, Asst. Water Utilities Director</u>
Phone	<u>(904) 219-7540</u>
Email	<u>sschultz@greencovesprings.com</u>
Send Check to (name)	<u>City of Green Cove Springs</u>
Address	<u>321 Walnut Street</u>
City/State/Zip	<u>Green Cove Springs, FL 32043</u>

Description of Purchase	Amount
<u>11 portable & 3 permanent generators – Mastry / Yanmar</u>	<u>\$261,576.00 (75%)</u>
<u>3 permanent generators -- Cummins</u>	<u>\$72,002.20 (75%)</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
Total	<u>\$333,578.20</u>

Schedule Description	Date
<u>Receive payment from HMGP</u>	<u>October 31, 2020</u>
<u>Create and send purchase orders for Mastry and Cummins</u>	<u>November 7, 2020</u>
<u>Generators received</u>	<u>January 15, 2021</u>
<u>Invoices received and final payment submitted</u>	<u>January 30, 2021</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>



**Sales and
Service**

Enclosure - Wind Load 180 MPH, ASCE7-10
Skidbase - Housing Ready
UL142 Sub Base Dual Wall Basic, Diesel Fuel Tank, 48 Hour Minimum
Control Mounting - Left Facing
PowerCommand2.3 Controller
Gauge - Oil Pressure
AmpSentry™ UL Listed Protective Relay
Stop Switch - Emergency
Signals - Aux, Input / Output
Control Display Language - English
Load Connection - Single
Circuit Breaker, Location A, 125A - 400A, 3P, LSI, 600 Volts AC, 100%, UL
Circuit Breaker or Terminal Box - Position B (Generator Right Side) - None
Circuit Breaker or Terminal Box - Position C (Generator Right Side) - None
Engine Governor - Electronic, Isochronous
Fuel Water Separator
Low Fuel Level Switch, 40%
Mechanical Fuel Gauge
Switch - Fuel Tank, Rupture Basin
Engine Starter - 12 Volt DC Motor
Engine Air Cleaner - Normal Duty
Battery Charging Alternator
Engine Cooling - Radiator, High Ambient Air Temperature, Ship Fitted
Shutdown - Low Coolant Level
Extension - Coolant Drain
Engine Coolant - 50% Antifreeze, 50% Water Mixture
Coolant Heater
Engine Oil



Genset Warranty - 2 Years Base
Literature - English
Packing - Skid, Poly Bag
Larger Battery Rack
Extension - Oil Drain
Sandstone Sound Level 2 Intake Baffle - Ship Loose

2 OTPC Transfer Switch-Power Command: 400A Station 314

1

Transfer Switch-Onan, PwrCmd, 400 Amp
Listing - UL 1008 / CSA Certification
Application - Utility to Genset
Cabinet - Type 3R
Poles - 3 (Solid Neutral)
Frequency - 60 Hz
System - Single Phase, 2 or 3 Wire
Voltage - 240 Volts AC
Level 1 Transfer Switch Control
Control Panel, Security Key Switch
Display - Digital
Aux Relay - Emergency Position - 12 Volts DC
Aux Relay - Normal Position - 12 Volts DC
Transfer Switch Warranty - Year 0 - 2: Parts, Labor and Travel Year 3 - 5: Parts Only Year 6 - 10: Main Contacts Only

3 C80D6C Genset-Diesel, 60Hz, 80kW Station 315

1

U.S. EPA, Stationary Emergency Application
Genset-Diesel, 60Hz, 80kW
Duty Rating - Standby Power (ESP)
Listing - UL 2200



**Sales and
Service**

NFPA 110 Type 10 Level 1 Capable

Emission Certification, EPA, Tier 3, NSPS CI Stationary Emergency

Exciter / Regulator - Permanent Magnet Generator, 3 Phase Sensor

Voltage - 120 / 208, 3 Phase, Wye

Alternator - 60Hz, 12L, 208 / 120V, 120C, 40C Ambient

Alternator Heater, 120 Volt AC

Aluminum Sound Attenuated Level 2 Enclosure, with Exhaust System

Enclosure Color - Sandstone, Aluminum

Enclosure - Wind Load 180 MPH, ASCE7-10

Skidbase - Housing Ready

UL142 Sub Base Dual Wall Basic, Diesel Fuel Tank, 48 Hour Minimum

Control Mounting - Left Facing

PowerCommand 2.3 Controller

Gauge - Oil Pressure

Amp Sentry™ UL Listed Protective Relay

Stop Switch - Emergency

Signals - Aux, Input / Output

Control Display Language - English

Load Connection - Single

Circuit Breaker, Location A, 125A - 400A, 3P, LSI, 600 Volts AC, 100%, UL

Circuit Breaker or Terminal Box - Position B (Generator Right Side) - None

Circuit Breaker or Terminal Box - Position C (Generator Right Side) - None

Engine Governor - Electronic, Isochronous

Fuel Water Separator

Low Fuel Level Switch, 40%

Mechanical Fuel Gauge

Switch - Fuel Tank, Rupture Basin

Engine Starter - 12 Volt DC Motor



Engine Air Cleaner - Normal Duty
Battery Charging Alternator
Engine Cooling - Radiator, High Ambient Air Temperature, Ship Fitted
Shutdown - Low Coolant Level
Extension - Coolant Drain
Engine Coolant - 50% Antifreeze, 50% Water Mixture
Coolant Heater
Engine Oil
Genset Warranty - 2 Years Base
Literature - English
Packing - Skid, Poly Bag
Larger Battery Rack
Extension - Oil Drain
Sandstone Sound Level 2 Intake Baffle - Ship Loose

4 OTPC Transfer Switch-Power Command: 300A Station 315

1

Transfer Switch-Onan, PwrCmd, 300 Amp
Listing - UL 1008 / CSA Certification
Application - Utility to Genset
Cabinet - Type 3R
Poles - 3 (Solid Neutral)
Frequency - 60 Hz
System - 3 Phase, 3 or 4 Wire
Voltage - 208 Volts AC
Level 1 Transfer Switch Control
Control Panel, Security Key Switch
Display - Digital
Aux Relay - Emergency Position - 12 Volts DC



Aux Relay - Normal Position - 12 Volts DC

Transfer Switch Warranty - Year 0 - 2: Parts, Labor and Travel Year 3 - 5: Parts Only Year 6 - 10: Main Contacts Only

Factory Direct Shipment to Customer

1

Factory Direct Shipment to Customer

1

5 C80D6C Genset-Diesel, 60Hz, 80kW Station 319

1

U.S. EPA, Stationary Emergency Application

Genset-Diesel, 60Hz, 80kW

Duty Rating - Standby Power (ESP)

Listing - UL 2200

NFPA 110 Type 10 Level 1 Capable

Emission Certification, EPA, Tier 3, NSPS CI Stationary Emergency

Exciter / Regulator - Permanent Magnet Generator, 3 Phase Sensor

Voltage - 120 / 240, 3 Phase Delta

Alternator - 60Hz, 12L, 240 / 120V, 120C, 40C Ambient

Alternator Heater, 120 Volt AC

Aluminum Sound Attenuated Level 2 Enclosure, with Exhaust System

Enclosure Color - Sandstone, Aluminum

Enclosure - Wind Load 180 MPH, ASCE7-10

Skidbase - Housing Ready

UL 142 Sub Base Dual Wall Basic, Diesel Fuel Tank, 48 Hour Minimum

Control Mounting - Left Facing

PowerCommand 2.3 Controller

Gauge - Oil Pressure

Amp Sentry™ UL Listed Protective Relay

Stop Switch - Emergency

Signals - Aux, Input / Output



- Control Display Language - English
- Load Connection - Single
- Circuit Breaker, Location A, 70A - 250A, 3P, LSI, 600 Volts AC, 100%, UL
- Circuit Breaker or Terminal Box - Position B (Generator Right Side) - None
- Circuit Breaker or Terminal Box - Position C (Generator Right Side) - None
- Engine Governor - Electronic, Isochronous
- Fuel Water Separator
- Low Fuel Level Switch, 40%
- Mechanical Fuel Gauge
- Switch - Fuel Tank, Rupture Basin
- Engine Starter - 12 Volt DC Motor
- Engine Air Cleaner - Normal Duty
- Battery Charging Alternator
- Engine Cooling - Radiator, High Ambient Air Temperature, Ship Fitted
- Shutdown - Low Coolant Level
- Extension - Coolant Drain
- Engine Coolant - 50% Antifreeze, 50% Water Mixture
- Coolant Heater
- Engine Oil
- Genset Warranty - 2 Years Base
- Literature - English
- Packing - Skid, Poly Bag
- Larger Battery Rack
- Extension - Oil Drain
- Sandstone Sound Level 2 Intake Baffle - Ship Loose

- Enclosure Installation Kit (Arrow) 1

- Circuit Breaker Installation-12VDC Shunt Trip 1



Circuit Breaker Installation-1SPDT,Auxiliary Contacts	1
Battery Charger-10Amp, 120/208/240VAC, 12/24V, 50/60Hz	1
E STOP BRK Glass NEMA 3 w/ contacts	1
Factory Direct Shipment to Customer	1
Enclosure Installation Kit (Arrow)	1
Circuit Breaker Installation-12VDC Shunt Trip	1
Circuit Breaker Installation-1SPDT,Auxiliary Contacts	1
Battery Charger-10Amp, 120/208/240VAC, 12/24V, 50/60Hz	1
E STOP BRK Glass NEMA 3 w/ contacts	1
Factory Direct Shipment to Customer	1
Enclosure Installation Kit (Arrow)	1
Circuit Breaker Installation-12VDC Shunt Trip	1
Circuit Breaker Installation-1SPDT,Auxiliary Contacts	1
Battery Charger-10Amp, 120/208/240VAC, 12/24V, 50/60Hz	1
E STOP BRK Glass NEMA 3 w/ contacts	1
Factory Direct Shipment to Customer	1
6 OTPC Transfer Switch-Power Command: 260A Station 319	1
Transfer Switch-Onan, PwrCmd, 260 Amp	
Listing - UL 1008 / CSA Certification	
Application - Utility to Genset	
Cabinet - Type 3R	
Poles - 3 (Solid Neutral)	



Sales and Service

Frequency - 60 Hz

System - 3 Phase, 3 or 4 Wire

Voltage - 240 Volts AC

Level 1 Transfer Switch Control

Control Panel, Security Key Switch

Display - Digital

Aux Relay - Emergency Position - 12 Volts DC

Aux Relay - Normal Position - 12 Volts DC

Transfer Switch Warranty - Year 0 - 2: Parts, Labor and Travel Year 3 - 5: Parts Only Year 6 - 10: Main Contacts Only

Factory Direct Shipment to Customer

1

7

Service - start up & load bank testing All Stations

3

Grand Total USD 96,002.94

NOTE: Quote Grand Total does not include any tax.

Scott Schultz

From: JENSEN Doug (Doug Jensen) <djensen@mastry.com>
Sent: Wednesday, September 30, 2020 4:06 PM
To: Scott Schultz
Subject: RE: Final Spreadsheet

CAUTION: This email originated from outside of the organization. . Do not click links or open attachments unless you recognize the sender and know the content is safe.

Confirmed all good

From: Scott Schultz <sschultz@greencovesprings.com>
Sent: Wednesday, September 30, 2020 8:30 AM
To: JENSEN Doug (Doug Jensen) <djensen@mastry.com>
Subject: Final Spreadsheet

Doug:

Please review the attached spreadsheet. This is what I will be sending to HMGP / FEMA. Just want to make sure we have the numbers correct as this will be the amount of the PO.

Scott Schultz
Water & Wastewater Utilities
City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32043
(904) 219-7540

PERMANENT GENERATORS

Station #	Address	Capacity (kW)	Incoming Electrical Volt (V)	Phase	Main Breaker (AMP)	Mastry quote #	Mastry Model	Mastry KW	AMP RATING	COST EA	Transfer Switch	COST EA	Total Cost
305	507 Vermont Ave	30 kW	230 V	single	100 amps	QUO8085	MEC35DSA-Y	35	125	18,700	TS870 NEMA 4 200AMP	4048	22,748
326	3260 US 17 North	30 kW	230 V	three	100 amps	QUO8082	MEC35DSA-Y	35	125	17,830	TS870 NEMA 4 200AMP	4048	21,878
331	3076 Five Oaks Ln Unit 1	30 kW	208 V	three	100 amps	QUO8008	MEC35DSA-Y	35	125	17,830	TS870 NEMA 4 200AMP	4048	21,878

TRAILER MOUNTED

Station #	Address	Capacity (kW)	Incoming Electrical Volt (V)	Phase	Main Breaker (AMP)	Mastry quote #	Mastry Model	Mastry KW	AMP RATING	COST EA	Transfer Switch	COST EA	Total Cost
311	Magnolia Lane shopping center	35 kw	208 V	three		QUO8146	MEC35DSA-Y	35	125	21,656	V/Phase Selector SW 200 AMP	2657	24,313
313	Constancia Dr [Magnolia Pt]	35 kw	208 V	three		QUO8146	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
329	Olympic Dr [Magnolia Pt]	35 kw	208 V	three		QUO8146	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
330	Majestic Oaks Ln Hickory Knolls	35 kw	208 V	three		QUO8146	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
316	Cherry Hills Ct [Magnolia Pt]	35 kw	240 V	single		QUO8148	MEC35DSA-Y	35	125	20,545	200 AMP	2657	23,202
320	End of HallPark Rd@Tamko	60 kw	240 V	three		QUO8004	MEC60DSA-JD	60	225	27,912	400 AMP	4367	32,279
321	JP Hall Blvd@food Lion Whs	60 kw	240 V	three		QUO8004	MEC60DSA-JD	60	225	27,912	400 AMP	4367	32,279
324	Wildwood Rd @Pegasus Ind PK	35 kw	240 V	three		QUO8152	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
327	Calico Jack Way -The Cove	35 Kw	230 V	three		QUO8158	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
334	Cypress Wall PL Edgewater Land	35 kw	230 V	three		QUO8158	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313
336	Ball Rd Black Creek Village	35 kw	230 V	three		QUO8158	MEC35DSA-Y	35	125	21,656	200 AMP	2657	24,313

Total Cost

348,768