

RESOLUTION NO 2026 - 034

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA APPROVING CHANGE ORDER TWO (2) TO THAT CERTAIN TASK ASSIGNMENT TEN (10) BETWEEN THE CITY AND JONES EDMUNDS AND ASSOCIATES, INC., A FLORIDA CORPORATION, SAID CHANGE ORDER INCREASING THE CONTRACT PRICE TO \$118,500 TO ACCOUNT FOR ADDITIONAL DESIGN, BIDDING, AND CONTRACTOR SELECTION SERVICES FOR THE STATE ROAD 47 CASEY JONES RV PARK COLLECTION SYSTEM PROJECT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID CHANGE ORDER; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to City Council Resolution No. 2019-024 the City of Lake City, Florida (“the “City”) and Jones Edmunds and Associates, Inc., a Florida corporation, (the “Vendor”) entered into that certain continuing contract for engineering services (the “Continuing Contract”); and

WHEREAS, pursuant to City Council Resolution No. 2022-104 the Vendor entered into that certain Task Assignment Ten (10) for a wastewater improvements project (the “Task Assignment”); and

WHEREAS, pursuant to City Council Resolution No. 2024-007 the Vendor entered into that certain Change Order One (1) to Task Assignment Ten (10) (the “First Change Order”) increasing the contract price to \$95,200; and

WHEREAS, the Vendor has submitted a request for a contract price adjustment to account for an increase to the scope of services for additional design of the collection system, and bidding and contractor selection services (the “Second Change Order”); and

WHEREAS, the Second Change Order increases the contract price by \$23,300, for a total revised contract price not exceeding \$118,500; and

WHEREAS, approving said Second Change Order to the Task Assignment in the form of the agreement attached as an Exhibit hereto is in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Approving the Second Change Order is in the public or community interest and for public welfare; and

2. In furtherance thereof, the Second Change Order in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City are each authorized to execute on behalf of and bind the City to the terms of the Second Change Order; and
5. The Mayor of the City of Lake City, as appropriate and as circumstances require, is directed to execute on behalf of and bind the City to the terms of the Second Change Order; and
6. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
7. This resolution shall become effective and enforceable upon final passage by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of March, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

December 17, 2025

Steven Brown
Executive Director of Utilities, City of Lake City
692 SW St. Margarets Street
Lake City, Florida 32025

RE: City of Lake City
SR 47 RV Park Extension – Change Order for Additional Design, Add Bidding Services
Jones Edmunds Project No. 08504-040-01

PROJECT BACKGROUND

This project proposes to abandon 18 existing septic tanks at the Casey Jones RV Park, install a combined low-pressure/gravity collection system, and connect to the City's SR 47/I-75 Wastewater Improvements Project (which was completed in July 2023).

SCOPE OF SERVICES

This Scope of Services is to prepare design, permitting, and construction documents for the low-pressure/gravity collection system to serve the Casey Jones RV Park. This project includes septic tank abandonment, new service laterals, grinder lift stations, and small-diameter force mains to connect to the City's domestic wastewater collection and transmission system on SW Arrowhead Terrace. This scope of services includes the following tasks: Surveying, Design, and Permitting described as follows. Any changes to the original scope of services are in **red**.

TASK 1 – PROJECT KICKOFF MEETING AND PROJECT MANAGEMENT

No change.

TASK 2 – PROFESSIONAL LAND SURVEYING

No change.

TASK 3 – COLLECTION SYSTEM DESIGN

Task 3 updates include the three re-designs of the grinder pump detail and specifications to address changes identified during the first bid-phase and requests from the City based on their pump preferences. These re-designs included additional vendor coordination with

each iteration. Updates also included modifications to pipe sizes and some of the pipe layout to accommodate changes to the pump parameters. New bid documents were issued along with an updated EOPCC.

TASK 4 – PERMITTING ASSISTANCE

No change.

TASK 5 – BIDDING AND CONTRACTOR SELECTION (NEW TASK)

The Bidding and Contractor Selection task includes the following support services:

- Attend a pre-bid meeting.
- Answer questions received from bidders regarding the Design Drawings and Technical Specifications.
- Draft up to two addenda.
- Attend the bid opening.
- Review bids.
- Check general conformance with the public solicitation requirements.
- Provide Engineer’s bid evaluation letter.
- Issue conformed Contract Documents.
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This project included two bid phases – one initial bid, which was canceled due to grinder pump design changes, and a re-bid. Jones Edmunds attended two pre-bid meetings and drafted addenda during both bid cycles. One set of bids was reviewed and one bid evaluation letter was provided.

DESIGN TEAM DELIVERABLES

An Engineer’s evaluation of qualified bidders, conformed documents, and meeting minutes for distribution to City staff as documentation of the proceedings will be provided.

SCHEDULE

No change.

PROPOSAL CLARIFICATIONS

No change.

COMPENSATION

We propose to perform the additional Scope of Services as described for a lump-sum fee of \$23,300.

| Item | Initial Project Cost | Change Order | Total Project Cost |
|---|----------------------|-----------------|--------------------|
| Task 1 – Kickoff Meeting, Project Management | \$5,600 | - | \$5,600 |
| Task 2 – Professional Land Surveying Services | \$19,600 | - | \$19,600 |
| Task 3 – Collection System Design | \$65,300 | \$15,800 | \$81,100 |
| Task 4 – Permitting Assistance | \$4,700 | - | \$4,700 |
| Task 5 – Bidding and Contractor Selection | | \$7,500 | \$7,500 |
| Total Fee (All Tasks) | \$95,200 | \$23,300 | \$118,500 |

We look forward to continuing to assist the City on your utility work and are available to answer any questions you may have regarding this Scope of Services.

Sincerely,



Jamie S. Bell, PE

Department Manager

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