

**City of Marianna
Special City Commission Meeting**

**May 18, 2022
5:00 PM**

**Old City Hall
2898 Green Street
Marianna, FL 32446**

Join By Zoom:

Dial: 929-205-6099

Meeting ID: 832 9158 9732

Press *9 to raise hand to speak during the Public Forum.

1. Call To Order

2. Roll Call

Mayor and Commissioners

Allen Ward II - Mayor/Commissioner District 3

Kenneth Hamilton - Mayor Pro Tem/Commissioner District 5

Travis H. Ephriam - Commissioner District 1

Rico Williams - Commissioner District 4

John E. Roberts - Commissioner District 2

3. Invocation And Pledge To The Flag

4. Other Policy Matters

4.A. Marianna Waste Water Treatment Plant (WWTP) Improvements

Florida Department of Environmental Protection

State Revolving Fund (SRF)

Change Order #3

Documents:

[AGENDA.PDF](#)

[CHANGE ORDER NO. 3.PDF](#)

5. Mayor & Commission Report

6. City Attorney

7. City Manager/Administrative Reports

7.A. Small Cities CDBG

FFY 2021 & FFY 2022 Application Cycle

Documents:

[FFY 2021-2022 NOFA.PDF](#)

8. Adjourn

The City of Marianna is an Equal Opportunity Employer and a Drug-Free Workplace. In accordance with the adopted Section 504 Policy, the City will take affirmative steps to reasonably accommodate the disabled and ensure their needs are equitably represented in City programs and activities. Pursuant to Title VI and the Civil Rights Act of 1964, the City will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, language, income or family status. For assistance with EEO, Title VI or Section 504 matters contact Julie Chance at 850-482-4353. The City also has a Fair Housing Ordinance. For assistance with Fair Housing matters contact Kay Dennis at 850-482-2786. In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this meeting should contact the City Clerk's Office at 850-482-4353 no later than 3 days prior to the meeting. City Hall is located at 2898 Green Street, Marianna, FL.

**CITY OF MARIANNA
COMMISSION AGENDA MEMO
SPECIAL MEETING
May 18, 2022**

ADMINISTRATIVE STAFF REPORT

Subject: Marianna Waste Water Treatment Plant (WWTP) Improvements
Florida Department of Environmental Protection (FDEP)
State Revolving Fund (SRF)
Change Order #3

Subject Background: The City of Marianna was approved for funding under the FDEP SRF Grant and Loan program to improve the City's WWTP. The project is nearing completion and there is a Change Order the needs approval to prevent delays.

Recommendation: City staff, City Attorney and the City's consultants have reviewed the Change Order and find it acceptable. It is recommended the Commission approve Change Order #3 for this project.

Potential Motion: I move to approve the recommendation.

Prepared by:

Loan Agreement Amount	\$6,531,545.00
Technical Services During Construction	-\$418,405.00
Construction Amount Available	\$6,113,140.00
PSCC Contract	-\$4,136,733.85
ODP Items	-\$1,842,070.05
ODP Sales Tax Savings	\$104,704.82
Current Cost	-\$5,874,099.08
Remaining Contingencies	\$239,040.92

REVISED FUNDING

Loan Agreement Amount	\$6,531,545.00
Technical Services During Construction	-\$418,405.00
SRF FUNDS Available	\$6,113,140.00
PSCC Contract	-\$4,136,733.85
ODP Items	-\$1,737,165.13
ODP Sales Tax Savings	-\$32,948.33
CHANGE ORDER No. 3 PROPOSED	-\$154,890.57
Current Cost	-\$6,061,737.88
Remaining Contingencies	\$51,402.12

PSCC Contract Amount	\$5,830,000.00
CO #1	-\$1,732,920.76
CO #2	\$39,654.61
PSCC Current Contract	\$4,136,733.85

PSCC Contract After Change Order 1 & 2

ACTUAL PO's Issued by City

ACTUAL Overage Amount on PO's Issued by City (Technically Contractor Pays But Has Not Yet)
Proposed Change Order #3



Change Order No. 3


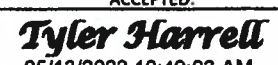
Date of Issuance:	5/16/2022	Effective Date:	
Owner:	City of Marianna	Owner's Contract No:	502400209
Contractor:	Petticoat-Schmitt Civil Contractors, Inc	Contractor's Project No:	21161
Engineer:	Mott MacDonald	Engineer's Project No:	502400209
Project:	Marianna WWTF Improvements	Contract Name:	Marianna WWTF Improvements

The Contract is modified as follows upon execution of this Change Order:

INCREASE PCO#7: Location and reconfiguration 6" Drain from Anoxic Basin.	\$	14,732.11
INCREASE PCO#7A: Extend waterline to the top of the leachate holding tank.	\$	2,732.11
INCREASE PCO#7B: Installing 102 additional linear feet of 2" waterline for sludge building.	\$	5,712.00
INCREASE PCO#8: Patching of exposed rebar in exterior anoxic basin wall with Sika 123+	\$	953.88
INCREASE PCO#9: Install 2 buttress walls on the joints between new and old portion of the anoxic basin.	\$	130,760.47
Total	\$	154,890.57

Total Change: Contract **INCREASE \$154,890.57**
 Attachments: PCO#7, PCO#7A, PCO#7B, PCO#8, and PCO#9

Owner has agreed to increase contract time due to material and equipment delays. By signing this change order the contractor has agreed not to file any delay claim against the project engineer and owner.

CHANGE IN CONTRACT PRICE		CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]	
Original Contract Price:		Original Contract Times:	
\$	5,830,000.00	Substantial Completion:	3/18/2022
		Ready for Final Payment:	4/17/2022
		days or dates	
[Decrease] from previously approved Change Orders No. 0 to No. 2		[Increase] from previously approved Change Orders No. 0 to No. 2	
\$	(1,693,266.15)	Substantial Completion:	44
		Ready for Final Payment:	44
		days	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$	4,136,733.85	Substantial Completion:	5/1/2022
		Ready for Final Payment:	5/31/2022
		days or dates	
[Increase] of this Change Order:		[Increase] of this Change Order:	
\$	154,890.57	Substantial Completion:	80
		Ready for Final Payment:	80
		days or dates	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$	4,291,624.42	Substantial Completion:	7/20/2022
		Ready for Final Payment:	8/19/2022
		days or dates	
RECOMMENDED:		ACCEPTED:	
By: 	By: _____	By: 	
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: Principal Project Mgr	Title: _____	Project Manager	
Date: 5/13/2022	Date: _____	Date: 5/13/2022	
APPROVED by Funding Agency (if applicable)			
By: _____		Date: _____	
Title: _____			

CHANGE ORDER REQUEST

COR# 7
 DATE 3/17/2022

JOB # 21161

TO: Amir Zafar
Mott MacDonald
1022 West 23rd Street
Suite 680
Panama City, FI 32405

Project# : MM# 502400209 Marianna WWTF Improvements

Reference: _____

Unless otherwise clarified, this proposal expires 30 calendar days after the date above.

Description:
6" Drainline at AB was not in the location shown in the contract drawings. Per the owner's request PSCC reconfigured the 6" Drain.

We propose an **ADD TO** our contract of: \$14,732.11 Upon acceptance of this proposal.

Extension of contract time with this extra 0 working days (Based on a standard 5 day work week).

 Petticoat-Schmitt Civil Contractors, Inc. Date

 Owner Approval Date

X	1	This proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved.
N/A	2	Extension cost is included in this proposal.
N/A	3	Acceleration cost to maintain project schedule is included in this proposal.

4. FIELD LABOR

Description	RATE	HOURS	TOTAL
Superintendent	99	20	\$1,980.00
Pipefitter Foreman	73.00	20	\$1,460.00
Pipelaye	48.00	20	\$960.00
Pipefitter Helper	15.00	20	\$300.00
Equipment Operator	48.00	17	\$816.00
Crane Operator	37.5	2	\$75.00
			\$0.00

	Total labor	\$5,591.00
Hand Tools / Safety	5.00%	\$279.55
	SUBTOTAL 4	\$5,870.55

DIRECT COST SUBTOTAL \$12,425.74

5. GENERAL CONDITIONS: 5.00% (1+4) \$0.00

6. MISCELLANEOUS:

Insurance:	<u>1.00%</u> of Direct Cost	<u>\$124.26</u>
Taxes: (State & Local Sales)	<u>6.00%</u> of 1 & 3	<u>\$318.31</u>
	+1.5% first \$5,000	Total (6) <u>\$442.57</u>

7. CONTRACT EXTENSION COST

0 Working Days Extended X \$0.00 Daily Rate Total (7) \$0.00

8. MARKUP

<u>5.00%</u> On Subcontractor	<u>\$0.00</u>
<u>15.00%</u> On Self-Perform	<u>\$1,863.80</u>
	<u>\$1,863.80</u>

9. BOND: 0.00% Total (10) \$0.00

TOTAL \$14,732.11

CHANGE ORDER REQUEST

COR# 7A
 DATE 3/17/2022

JOB # 21161

TO: Amir Zafar
Mott MacDonald
1022 West 23rd Street
Suite 680
Panama City, FI 32405

Project# : MM# 502400209 Marianna WWTF Improvements

Reference: _____

Unless otherwise clarified, this proposal expires 30 calendar days after the date above.

Description:
Extend to the top of the LHT and install spicket

We propose an **ADD TO** our contract of: \$2,732.11 Upon acceptance of this proposal.

Extension of contract time with this extra 0 working days (Based on a standard 5 day work week).

 Petticoat-Schmitt Civil Contractors, Inc. Date

 Owner Approval Date

X	1	This proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved.
N/A	2	Extension cost is included in this proposal.
N/A	3	Acceleration cost to maintain project schedule is included in this proposal.

1. MATERIALS:

<u>ITEM</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>PER UNIT</u>	<u>TOTAL</u>
Materials to Add Spicket	1.00	LS	\$1,100.00	\$1,100.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
			Extension sheet attached	
			Subtotal	\$1,100.00
Consumables		4%	of Sub-total (1)	\$44.00
			SUBTOTAL 1	<u>\$1,144.00</u>

2. SUBCONTRACTS:

<u>ITEM</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>PER UNIT</u>	<u>TOTAL</u>
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL 2	<u>\$0.00</u>

3. CONSTRUCTION EQUIPMENT:

<u>ITEM</u>	<u>HR/DAY/WK</u>	<u>U/M</u>	<u>RATE</u>	<u>TOTAL</u>
	0.00			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL 3	<u>\$0.00</u>

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4. FIELD LABOR

Description	RATE	HOURS	TOTAL
Superintendent	99	5	\$495.00
Pipefitter Foreman	73.00	9	\$657.00
Pipefitter Helper	30.00	9	\$270.00
			\$0.00
			\$0.00
			\$0.00

Total labor \$1,422.00

Hand Tools / Safety 5.00% \$71.10

SUBTOTAL 4 \$1,493.10

DIRECT COST SUBTOTAL \$2,637.10

5. GENERAL CONDITIONS: 5.00% (1+4) \$0.00

6. MISCELLANEOUS:

Insurance: 1.00% of Direct Cost \$26.37
Taxes: (State & Local Sales) 6.00% of 1 & 3 \$68.64
+1.5% first \$5,000 Total (6) \$95.01

7. CONTRACT EXTENSION COST

3 Working Days Extended X \$0.00 Daily Rate Total (7) \$0.00

8. MARKUP: 5.00% On Subcontractor \$0.00
15.00% On Self-Perform \$395.57
\$395.57

9. BOND: 0.00% Total (10) \$0.00

TOTAL \$2,732.11

CHANGE ORDER REQUEST

COR# 7B
 DATE 3/17/2022

JOB # 21161

TO: Amir Zafar
Mott MacDonald
1022 West 23rd Street
Suite 680
Panama City, Fl 32405

Project# : MM# 502400209 Marianna WWTF Improvements

Reference: _____

Unless otherwise clarified, this proposal expires 30 calendar days after the date above.

Description:
Installing 102 extra lf of 2" poly to feed into SDB.

We propose an **ADD TO** our contract of: \$5,712.00 Upon acceptance of this proposal.

Extension of contract time with this extra 0 working days (Based on a standard 5 day work week).

 Petticoat-Schmitt Civil Contractors, Inc. Date

 Owner Approval Date

X	1	This proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved.
N/A	2	Extension cost is included in this proposal.
N/A	3	Acceleration cost to maintain project schedule is included in this proposal.

4. FIELD LABOR

Description	<u>RATE</u>	<u>HOURS</u>	<u>TOTAL</u>
			\$0.00

		Total labor	<u>\$0.00</u>
Hand Tools / Safety	<u>5.00%</u>		<u>\$0.00</u>
		SUBTOTAL 4	<u>\$0.00</u>

DIRECT COST SUBTOTAL \$5,712.00

5. GENERAL CONDITIONS: 5.00% (1+4) \$0.00

6. MISCELLANEOUS:

Insurance:	<u>0.00%</u> of Direct Cost	<u>\$0.00</u>
Taxes: (State & Local Sales)	<u>0.00%</u> of 1 & 3	<u>\$0.00</u>
	+1.5% first \$5,000	Total (6) <u>\$0.00</u>

7. CONTRACT EXTENSION COST

0 Working Days Extended X \$1,250.00 Daily Rate Total (7) \$0.00

8. MARKUP:

	<u>5.00%</u> On Subcontractor	<u>\$0.00</u>
	<u>15.00%</u> On Self-Perform	<u>\$0.00</u>
		<u>\$0.00</u>

8. BOND: 0.00% Total (10) \$0.00

TOTAL \$5,712.00

CHANGE ORDER REQUEST

COR# 8
 DATE 3.14.2022

JOB # 21161

TO: Amir Zafar
Mott MacDonald
1022 West 23rd Street
Suite 680
Panama City, FL 32405

Project# : MM# 502400209 Marianna WWTF Improvements

Reference: _____

Unless otherwise clarified, this proposal expires 30 calendar days after the date above.

Description:
Patching exposed rebar in exterior AB wall with Sika 123+

We propose an **ADD TO** our contract of: \$953.88 Upon acceptance of this proposal.

Extension of contract time with this extra 0 working days (Based on a standard 5 day work week).

 Petticoat-Schmitt Civil Contractors, Inc. Date

 Owner Approval Date

X	1	This proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved.
N/A	2	Extension cost is included in this proposal.
N/A	3	Acceleration cost to maintain project schedule is included in this proposal.

1. MATERIALS:

<u>ITEM</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>PER UNIT</u>	<u>TOTAL</u>
Sika 123+	1.00	LS	\$70.73	\$70.73
	0.00		\$0.00	\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
	0.00			\$0.00
			Extension sheet attached	
			Subtotal	\$70.73
Consumables		4%	of Sub-total (1)	\$2.83
			SUBTOTAL 1	\$73.56

2. SUBCONTRACTS:

<u>ITEM</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>PER UNIT</u>	<u>TOTAL</u>
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL 2	\$0.00

3. CONSTRUCTION EQUIPMENT:

<u>ITEM</u>	<u>HR/DAY/WK</u>	<u>U/M</u>	<u>RATE</u>	<u>TOTAL</u>
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL 3	\$0.00

#

4. FIELD LABOR

Description	RATE	HOURS	TOTAL
Superintendent	99	2	\$198.00
Pipefitter Foreman	73.00	7	\$511.00
Pipefitter Helper	15.00	7	\$105.00
			\$0.00

	Total labor	<u>\$814.00</u>
Hand Tools / Safety	5.00%	<u>\$40.70</u>
	SUBTOTAL 4	<u>\$854.70</u>
	DIRECT COST SUBTOTAL	\$928.26

5. GENERAL CONDITIONS: 5.00% (1+4) \$0.00

6. MISCELLANEOUS:

Insurance:	<u>1.00%</u> of Direct Cost	<u>\$9.28</u>
Taxes: (State & Local Sales)	<u>6.00%</u> of 1 & 3	<u>\$4.41</u>
	+1.5% first \$5,000	Total (6) <u>\$13.70</u>

7. CONTRACT EXTENSION COST

0 Working Days Extended X Daily Rate Total (7) \$0.00

8. BOND: 1.25% Total (10) \$11.92

TOTAL \$953.88

CHANGE ORDER REQUEST

COR# 9
 DATE 4/26/2022

JOB # 21161

TO: Amir Zafar
Mott MacDonald
1022 West 23rd Street
Suite 680
Panama City, Fl 32405

Project# : MM# 502400209 Marianna WWTF Improvements

Reference: RFI 12

Unless otherwise clarified, this proposal expires 30 calendar days after the date above.

Description:
Proposal to install (2) Buttress Walls on the cold joints between the existing and new anoxic basin. Unit prices are included in this proposal for both the rebar and the concrete work. Time extension requested for this change proposal includes 30 days for design clarification and 30 days for work to be completed.

We propose an **ADD TO** our contract of: \$130,760.47 Upon acceptance of this proposal.

Extension of contract time with this extra 80 calendar days (Based on a standard 5 day work week).

Petticoat-Schmitt Civil Contractors, Inc. Date

Owner Approval Date

X	1	This proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved.
N	2	Extension cost is included in this proposal.
N/A	3	Acceleration cost to maintain project schedule is included in this proposal.

4. Labor/Materials

Description	RATE	HOURS	TOTAL
Labor See Extension P2	1.00	LS	\$19,569.56
Materials See Extension P2	1.00	LS	\$2,640.00

Total labor \$22,209.56

Hand Tools / Safety 5.00% \$1,110.48

SUBTOTAL 4 \$23,320.03

DIRECT COST SUBTOTAL \$120,335.03

5. GENERAL CONDITIONS: 5.00% (2+4) \$2,933.45

6. MISCELLANEOUS:

Insurance: 1.00% of Direct Cost \$586.69
 Taxes: (State & Local Sales) 6.00% of 1 \$614.94
 +1.5% first \$5,000 Total (6) \$1,201.63

7. CONTRACT EXTENSION COST

80 Calendar Days Extended X \$0.00 Daily Rate Total (7) \$0.00

8. MARKUP: 5.00% On Subcontractor \$1,255.00
15.00% On Self-Perform \$5,035.35
\$6,290.35

8. BOND: 0.00% Total (10) \$0.00

TOTAL \$130,760.47

	Labor		Equipment		Material	
	Hours	Cost/HR	Hours	Cost/HR	Quantity	Cost/Q
Demob/Drain Tank	80	\$ 46.60				
Temp Supports at Stair	30	\$ 46.60				
Excavation for Footer	56	\$ 46.60	26	\$ 60.00		
Demo Stair Support (East)	20	\$ 46.60	7	\$ 60.00		
Backfill	21	\$ 46.60	7.5	\$ 60.00	12	\$ 100.00
Bridge Bracket Access Deck	20	\$ 46.60				\$ 1,200.00
Drill/Epoxy	50	\$ 46.60				
Modify Stair Supports	20	\$ 46.60	7	\$ 60.00	30	\$ 48.00
Supervision	85.5	\$ 67.01	85.5	\$ 12.00		
Total		\$19,569.56		\$5,421.00		\$2,640.00

Miscellaneous

DEPARTMENT OF ECONOMIC OPPORTUNITY

Division of Community Development

Notice of Funding Availability: Florida Small Cities CDBG Program

Notice of Funding Availability

Florida Department of Economic Opportunity

Florida Small Cities CDBG Program

The Florida Department of Economic Opportunity (DEO) announces the availability of funding for non-entitlement units of local government under the Florida Small Cities Community Development Block Grant (CDBG) program. DEO will make Federal Fiscal Year (FFY) 2021 and FFY 2022 funding available for the Neighborhood Revitalization, Housing Rehabilitation, and Commercial Revitalization program areas. Non-entitlement units of local government are not eligible to apply for funding in any of the three program areas if they have an open CDBG subgrant in one of the three areas. DEO also has funding available in the Economic Development (ED) program area for job creation and/or retention activities. Non-entitlement units of local government that have an open Neighborhood Revitalization, Housing Rehabilitation, Commercial Revitalization, or Economic Development subgrant are eligible to apply for Economic Development funding.

Up to \$24.8 million in FFY 2021 funding and approximately \$23 million in FFY 2022 funding will be available to eligible applicants in the four program areas listed above. The FFY 2021 and FFY 2022 list of non-entitlement units of local government will be available on DEO's website at www.FloridaJobs.org/CDBGApplicantInfo prior to the application cycle opening. The application process is conducted in accordance with sections 290.0401 – 290.048, Florida Statutes, and Chapter 73C-23, Florida Administrative Code.

The FFY 2021 and FFY 2022 application cycle for all the above-mentioned categories of funding will open on Monday, June 6, 2022, and close at 5:00 p.m. Eastern Time (ET) with a deadline date of Thursday, July 21, 2022. Funding requests must be submitted via the Florida Small Cities CDBG Application for Funding, Form SC-60 (FFY 2021-22), and must be received by 5:00 p.m. ET on Thursday, July 21, 2022. The Form SC-60 will be available at www.FloridaJobs.org/CDBGApplicantInfo prior to the opening of the application cycle and the FFY 2021-2022 Small Cities CDBG Application Webinar will be held on Wednesday, June 15, 2022, from 9:00 a.m. – 4:00 p.m. ET via teleconference at https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGUxZjQzYjQtZjg0OS00ZTYwLWFmYTUtMmQ5ODc1ZDI5OGRh%40thread.v2/0?context=%7b%22Tid%22%3a%22931da019-f64e-4908-b0f6-92f46f78c512%22%2c%22Oid%22%3a%225bb4a891-3864-434f-81d8-baf0d2c2abda%22%2c%22IsBroadcastMeeting%22%3atru%7d&btype=a&role=a or you may call-in at 1(850) 988-5144 (Conference ID: 826-242-346).

Electronic applications will be accepted online. An email request for a link to submit the application must be sent to CDBG@DEO.MyFlorida.com by 5:00 p.m. ET on Tuesday, July 12, 2022. Instructions and access to upload the completed documents will be provided by return email. All applications must be received by 5:00 p.m. ET on Thursday, July 21, 2022.

If you have questions, please contact CDBG@DEO.MyFlorida.com or visit www.FloridaJobs.org/CDBGApplicantInfo.