

RESOLUTION 18-124


A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH NEW-TECH ELECTRICAL SYSTEMS, INC., FOR THE FRANK BROWN PARK FESTIVAL SITE ELECTRICAL IMPROVEMENTS, IN THE AMOUNT OF \$29,500.

BE IT RESOLVED that the appropriate officers of the City are authorized but not required to accept and deliver on behalf of the City that certain Agreement between the City and New-Tech Electrical Systems, Inc. for the Frank Brown Park Festival Site Electrical Improvement Project in the total amount of Twenty-Nine Thousand, Five Hundred Dollars (\$29,500), in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.


THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 9th day of August, 2018.

CITY OF PANAMA CITY BEACH

By: 
Mike Thomas, Mayor

ATTEST:


Jo Smith, City Clerk

**CITY OF PANAMA CITY BEACH
BID TABULATION**

Bidder	Address	Information	Price
New-Tech Electrical	4437 Bluewater Drive Panama City, FL 32404		\$29,500.00

PROPOSAL FORM

TO: City of Panama City Beach, Florida

SUBMITTED: 7/31, 2018.

Frank Brown Park Festival Site Electrical Improvements

The Undersigned, as Bidder, hereby declares that they have examined the proposed specifications and informed themselves fully in regard to all conditions pertaining to the equipment to be supplied.

The Bidder proposes and agrees, if this proposal is accepted, to contract with the City of Panama City Beach for the lump sum price listed, to furnish all labor, materials and supplies to install free and clear the Frank Brown Park Festival Site Improvements in complete accord with the described and reasonably intended requirements of this request for proposals and the specifications submitted by Bidder to the satisfaction of the City, with a definite understanding that no additional money will be allowed for any corrections or additions. Payment in full will be made to the Bidder within 30 days of delivery and completion of installation acceptable to the City. Bidder further agrees hereby to complete the Frank Brown Park Festival Site Electrical Improvements by August 24, 2018, with liquidated damages thereafter of \$1,200.00 per day.

Purchase will be made under terms and conditions specified by the City in its form of a Purchase Order. If a deposit is required, it must be specified below. Final payment, in readily available funds, will be made upon acceptance by the City of strictly conforming goods after delivery and install. Strict adherence to design and specifications submitted by the Bidder and accepted by the City in writing will be is required.

ADDENDUM ACKNOWLEDGMENT: (Only if addendums have been provided). I, the undersigned bidder, hereby acknowledge receipt of the following addenda: Addendum No. Addendum No. .

SUMMARY DESCRIPTION OF THE UNIT AND LUMP SUM PRICE:

Summary description of the proposed Festival Site Electrical Improvements:

New work shall consist of all trenching & backfill for new 4" electrical ducts to the five new electrical work stations at festival site. Provide, install

and terminate new wires, as listed on exhibit C,D, & E for new stations. testing for all new electrical circuits.

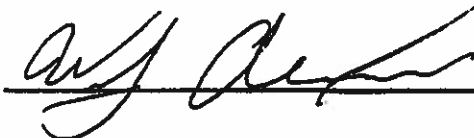
Lump sum price for the Frank Brown Park Festival Site Electrical Improvements: \$ 29,500.00

Specify terms of any deposit or write "none required": none required

Name of SUPPLIER: New-Tech Electrical Systems, Inc,

ADDRESS: 4437 Bluewater Dr. CITY: PC STATE: FL ZIP: 32404

EMAIL ADDRESS: wesley@newtechelectrical.com PHONE: 850.832.5259

SIGNATURE – (Confirming all information above is correct) 

Print Name: Wes Alexander and Print Title Owner/President



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:
Parks and Recreation

2. MEETING DATE:
August 9, 2018

3. REQUESTED MOTION/ACTION:

Staff's recommendation is to approve the most responsive low bid from New-Tech Electrical in the amount of \$29,500.00.

4. AGENDA

PRESENTATION
PUBLIC HEARING
CONSENT
REGULAR

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES NO N/A
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES NO N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

On August 2, 2018, Staff received one (1) sealed bid for the Frank Brown Park Festival Site Electrical Improvement Project. New-Tech Electrical was the most responsive Low Bid in the amount of \$29,500.00. Please see attachment #1.

In Attachment A and B of the Bid Packet you will find the location of where the Electrical Improvements will be completed.

This project is being funded by the TDC and managed by the City of Panama City Beach. The total amount of funding for Electrical Improvements and Parking Lot Improvements for the Frank Brown Park Festival Site is \$150,000.00. All improvement projects and funding are on schedule.

With City Council approval, the Electrical Improvements are scheduled to be completed by August 24, 2018.

The City Attorney, City Manager and Finance Director have reviewed and approved the recommendation to award New-Tech with the Frank Brown Park Festival Site Electrical Improvements in the amount of \$29,500.00.

REQUEST FOR PROPOSALS

Frank Brown Park Festival Site **ELECTRICAL IMPROVEMENTS**

CITY OF PANAMA CITY BEACH, FLORIDA

July 20, 2018



NOTICE OF REQUEST FOR SEALED PROPOSALS

Frank Brown Park Festival Site Electrical Improvements

The City of Panama City Beach hereby solicits sealed proposals for the Electrical Improvements to be located in the Festival Site Area of Frank Brown Park in the City of Panama City Beach.

Sealed proposals will be received until **2:00PM Central Daylight Time, August 2, 2018**, at the City of Panama City Beach City Hall Annex, 110 S Arnold Road, Panama City Beach, Florida 32413 and will be opened and publicly read immediately thereafter. All Bids shall be submitted in an envelope clearly marked "Sealed Bid- Panama City Beach – **Frank Brown Park Festival Site Electrical Improvements**."

Copies of the specifications may be obtained from the Parks & Recreation Office at 16200 PCB Parkway or on the City's Website at www.pcbgov.com. The point of contact for obtaining specifications is Cheryl Joyner, email address cjoyner@pcbgov.com. No specifications will be issued to suppliers later than seventy-two (72) hours prior to the time indicated above for receiving bids.

Proposals must be submitted upon the standard form contained in the Specifications with such attachments as may be authorized there.

The City reserves the right to (1) reject any and all bids and to waive any informality in bids received, and (2) to award the contract to a bidder other than the lowest bidder should it find that the lowest bidder does not offer the reliability, quality of service or product afforded by such other bidder. Where a bid other than the lowest bid is taken, the City Council will state the reasons upon which such award was made. All bidders shall comply with all applicable state and local laws concerning licensing, registration, and regulations of businesses in the state of Florida.

All Bids shall be firm for a period of 60 days after opening.

END.

Frank Brown Park Festival Site Electrical Site Improvements

PART 1 - GENERAL DESCRIPTION-

The City is requesting bids for the Frank Brown Park Festival Site Electrical Site Improvements. These Electrical improvements will include the following to be considered a responsive bid:

1. To include trenching, backfill, conduit and wire for all (5) Work Stations. (Exhibit B)
2. The conduit and wire for Stations #1, #2 and #3 will be 4 inch PVC conduit with 4- 350 MCM-AL XHHW wire.
3. The conduit and wire for Stations #4 and #5 will be 4 inch PVC conduit with 4-500 MCM-AL XHHW wire.
4. Station's #1, #2, #3, and #4 will each terminate from the 225 KVA Transformer. The Transformer will be installed by the City and ready for connectivity (Exhibit B)
5. The distance between each stations and the Transformer is as follows:
Work Station #1- 190 feet
Work Station #2- 10 feet
Work Station #3- 120 feet
Work Station #4- 330 feet
Work Station #5- 180 feet from Work Station #4
These are approximate distances. The Bidder is responsible for confirming all final distances for each work station. (Exhibit A & B)
6. Station #5 will connect to Station #4, include a #2CU ground connector in conduit between station #4 & #5.
7. Each Station's Typical Work Station will include 225 Amps 3 Phase. (Exhibits C, D & E)
The City of Panama City Beach will have all (5) Typical Work Stations built and installed in the ground ready for the Bidder to connect the required wire. All materials for each work station will be installed by the City by August 13, 2018.
8. Bidder to make terminations for only the wire they provide.
9. Bidder to install service entrance grounding per NEC at Stations #1, #2, #3 & #4.

PART 2 – CERTAIN TERMS AND CONDITIONS

- 1) Improvements **must be completed by August 24, 2018**, with liquidated damages of **\$1,200.00** per day thereafter. No Exceptions.
- 2) It is the Bidder's responsibility to test all work station improvements/connectivity and to receive final approval from the City Electrical Inspector on or before August 24, 2018.
- 3) Minimum bidder's 12-month warranty on installation parts and labor.
- 4) The total measurement for all wire and conduit is approximately 830 feet. (Exhibit B)
It is the responsibility of the Bidder to confirm these measurements. Part 1 #5.
- 5) The City is tax exempt and a copy of the certificate of exemption is attached as (Exhibit F).
- 6) After Festival Site Electrical Improvements are complete and is acceptable to the city, payment in full will be made within 30 days of receipt of invoice for the approved bid amount. Invoice and W9 shall be submitted in digital Adobe Acrobat .pdf format to Cheryl Joyner Recreation Administration Supervisor at cjoyner@pcbqov.com.
- 7) This is a low bid process.

- 8) **A Mandatory Pre-Bid Job Walk** is scheduled for **Monday July 30 at 9:00am** at Frank Brown Park Festival Site. If a bidder does not show up to this mandatory meeting, that bidder's bid will become non-responsive. No Exceptions.
- 9) Successful Bidder will obtain all locates and all required permits for all work completed including Final Testing of all Work Stations.

PART 3 – DATES

1. Sealed Proposals are Due Thursday August 2, 2018 at 2:00pm at City Hall Annex, 110 South Arnold Road, Panama City Beach, Florida 32413.
2. Proposals will be opened at 2:00 pm at that same time and place.
3. City Council Approval will be on August 9, 2018
4. Job awarded will be on August 10, 2018.
5. Job to be completed by August 25, 2018.

PART 4 – LIST OF RFP EXHIBITS

EXHIBIT A

Frank Brown Park Festival Site location of (225 Amp 3 Phase Panel) for #4 & #5.

EXHIBIT B

Frank Brown Park Festival Site location of (225 Amp 3 Phase Panels) for #1, #2 & #3.

EXHIBIT C

The design of Work Stations #1, #2 & #3.

EXHIBIT D

The design of Work Station #4.

EXHIBIT E

The design of Work Station #5.

EXHIBIT F

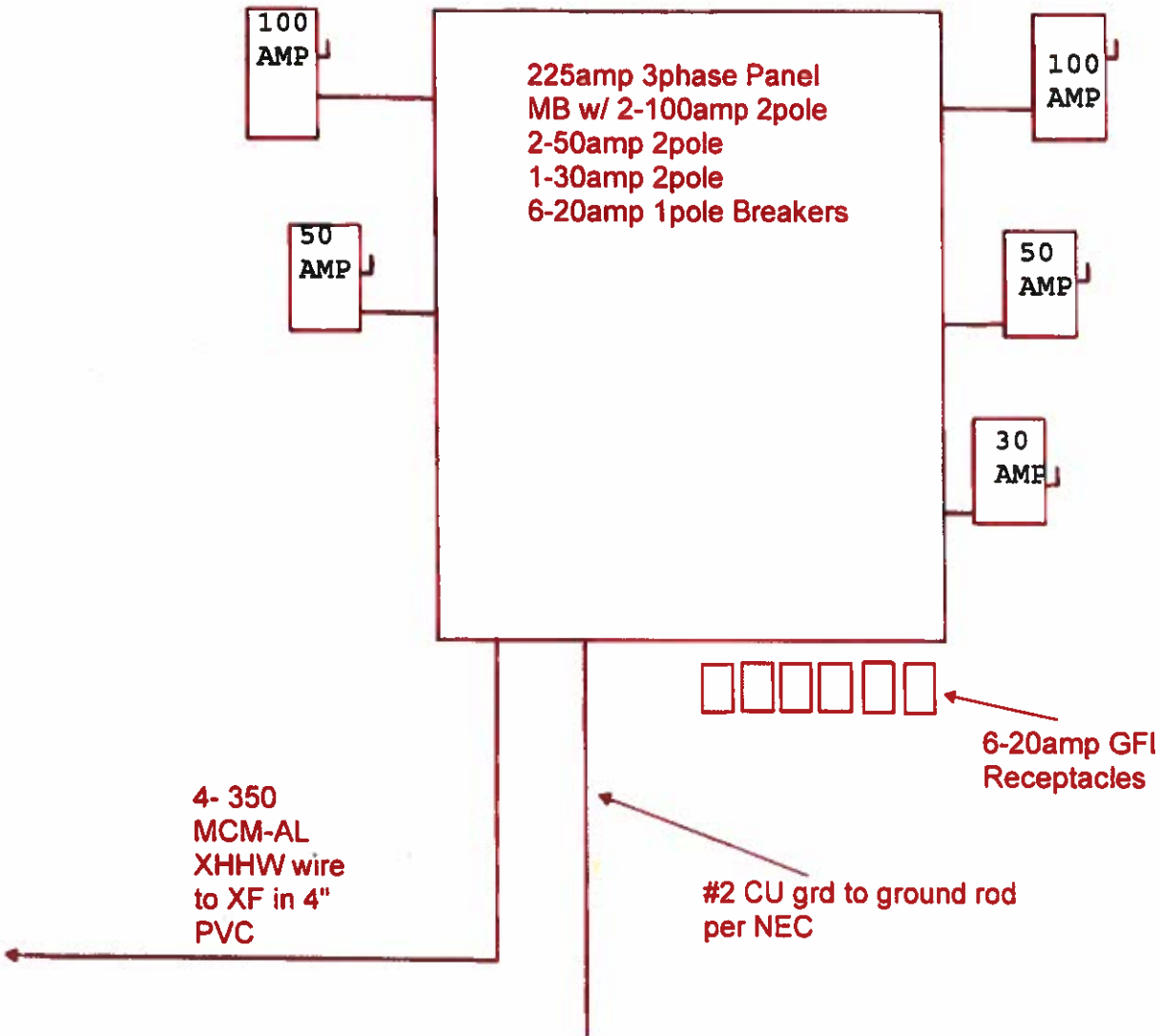
Certificate of Tax Exemption

Updated July 20, 2018



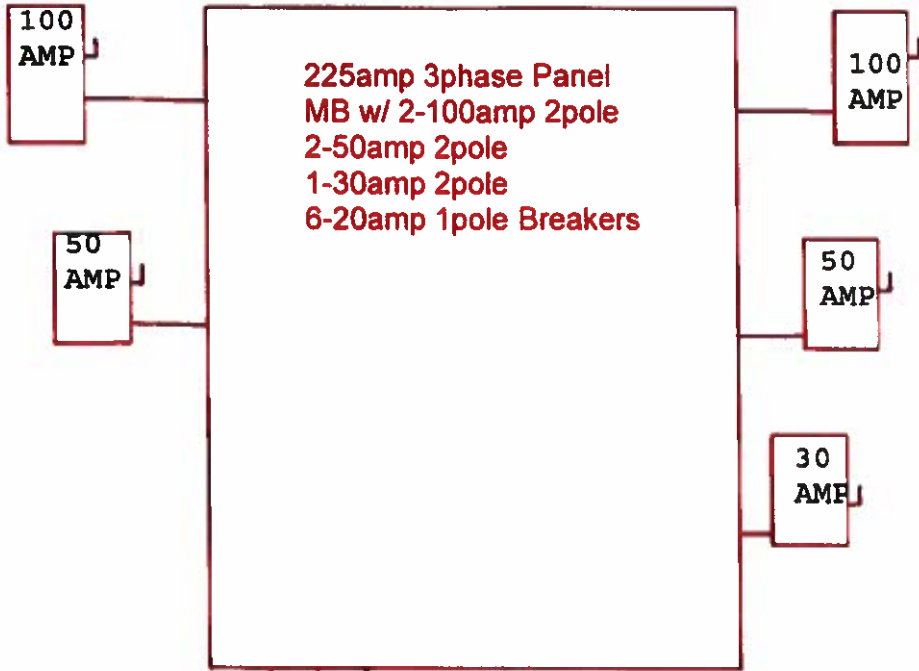


Station #1, #2 & #3



D

Station #4

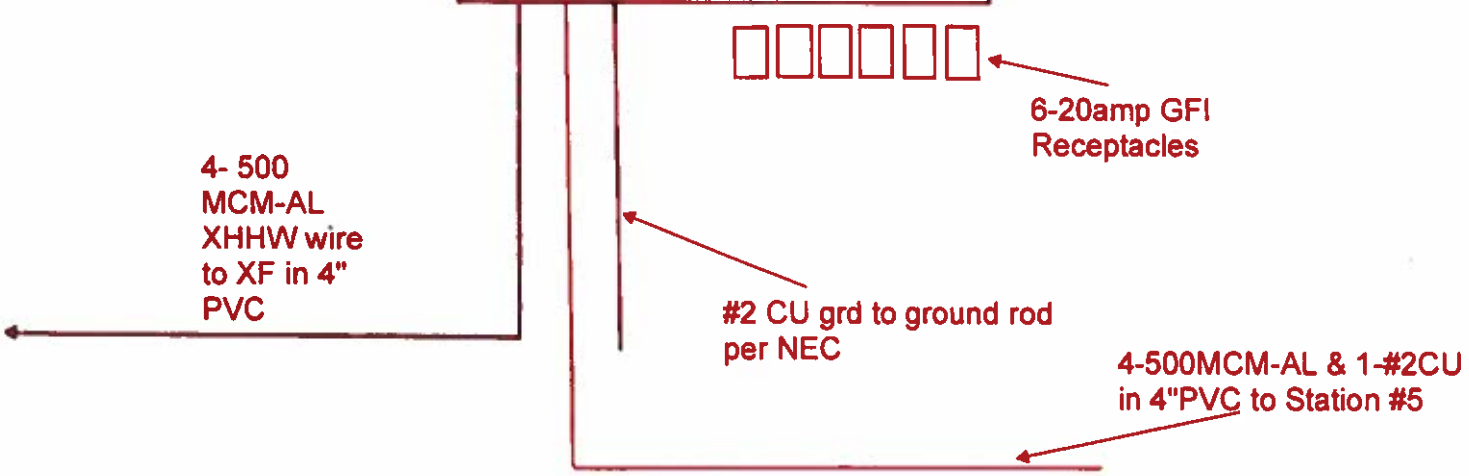


6-20amp GFI Receptacles

4- 500 MCM-AL XHHW wire to XF in 4" PVC

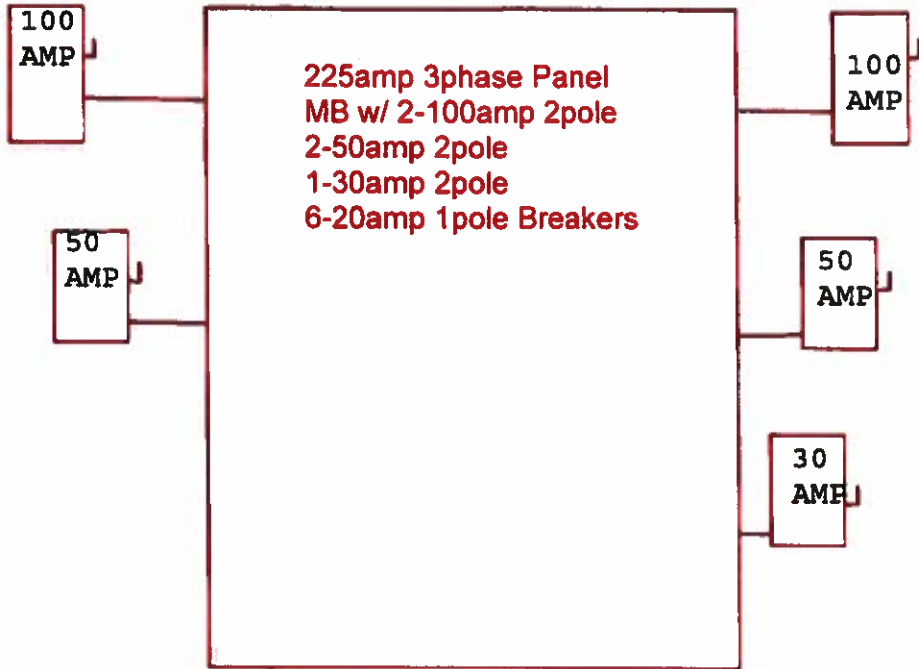
#2 CU grd to ground rod per NEC

4-500MCM-AL & 1-#2CU in 4"PVC to Station #5



Station #5

E



4- 500
MCM-AL
XHHW wire
& 1-2CU Gr
to Station #4
in 4" PVC



6-20amp GFI
Receptacles

F



Consumer's Certificate of Exemption
Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 10/15

85-8012646470C-9	05/31/2017	05/31/2022	MUNICIPAL GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CITY OF PANAMA CITY BEACH
110 S HIGHWAY 79
PANAMA CITY FL 32413-2140

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.